

LITTLE ROCK WATER RECLAMATION COMMISSION
Minutes of the Meeting Held
June 15th, 2022

The Little Rock Water Reclamation Commission ("LRWRC") met at 4:00 p.m., Wednesday, June 15th, in the Board Room of Little Rock Water Reclamation Authority and via livestream.

Little Rock Water Reclamation Commission

Ganelle McBryde, Chair
Schawnee Hightower, Vice Chair
Debbie Shock, Secretary
Chris Marsh, Commissioner
Richard Mays, Jr., Commissioner
Jonathan Semans, Commissioner
Lauren Waldrip, Commissioner
Director Lance Hines, Ex Officio Member

Little Rock Water Reclamation Authority Personnel

Greg Ramon, Chief Executive Officer
Howell Anderson, P.E., Chief Operating Officer
Jean Block, Chief Legal Officer
Michael Rhoda, Chief Financial Officer
Walter Collins, P.E., Director of Operations & Facilities
John Holloway, P.E., Director of Engineering Services
Rebecca Burkman, Director of Environmental Affairs
Harold Hounwanou, P.E., Director of Collection System Maintenance

Attendees included: Commissioners Ganelle McBryde, Schawnee Hightower, Jonathan Semans, Chris Marsh, Lauren Waldrip and Director Hines. Commissioner Shock and Mays were absent. Senior Staff Members: Greg Ramon, Jean Block, Howell Anderson, Michael Rhoda, Walter Collins, John Holloway, Rebecca Burkman, and Harold Hounwanou.

Chair McBryde brought the meeting to order and called for Mr. Anderson to lead the Pledge of Allegiance.

Chair McBryde then asked Michael Kline, Environmental, Security, and Risk Supervisor, to present the Safety Minute.

Chair McBryde then asked the Commissioners if they had reviewed the minutes of the May 18th meeting. Being that there were no revisions, Chair McBryde asked if there were any objections to approving the minutes. Hearing none, the minutes were approved.

Amber Yates, Procurement Administrator, presented a Recommendation of Award for Construction at Adams Field Water Reclamation Facility for Primary Clarifier Repair/Coatings. Ms. Yates explained that due to the age, the clarifiers are showing degradation and have lost their watertight capability and need to be repaired.

Staff requested the Commission approve the Recommendation of Award for the Adams Field Water Reclamation Facility primary clarifier repair project for \$391,969.00, and to authorize CEO Greg Ramon to enter into a contract with Thomas Industrial Coatings. Commissioner Hightower asked if staff was confident in the contractor's work for this project, and Walter Collins, Director of Operations and Facilities, replied that he was confident in their work.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Ms. Yates then presented a Recommendation of Award for Healthcare and Other Benefits Brokerage and Consulting Firm. She explained that the contract would cover a full range of services related to the implementation, analysis, maintenance, improvement, and communication of LRWRA employee insurance benefits program. It would also provide an online portal that allows LRWRA benefit information to be more efficient and provide a call center for employees to contact with questions.

Staff requested the Commission approve the Recommendation of Award for a term contract for healthcare and other benefits brokerage and consulting firm for \$140,000, and to authorize the CEO to enter into a contract with Stephens Insurance, LLC, and to authorize subsequent contract renewals to be approved and signed at the discretion of the CEO if the renewal is within the best interest of the Utility and follows Resolution 2016-16 in regard to change order procedures. Commissioner Hightower asked for clarification on the role of the call center, and Michael Rhoda, Chief Financial Officer, answered that this service would offload some of the employee healthcare questions usually handled by our Human Resources department. Commissioner Waldrip asked if we could tell yet if the preventive care programs were being effective, and Mr. Rhoda replied that it was too soon to tell.

Commissioner Semans stated that Stephens, Inc. was on the board of his company and that he would recuse; he then excused himself from the room during the vote.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously. Commissioner Semans then rejoined the meeting.

Tonya Wallace, Program Manager - Facilities, presented a Recommendation of Award for Construction for the Fourche Creek Water Reclamation Facility Embankment Damage (2019 Flood Damage). She explained that the embankment located in the rear of Fourche Creek Water Reclamation Facility is a critical component to help protect the lagoons and that this embankment encountered damage during the 2019 flooding event and a natural disaster declaration was issued June 8, 2019, making Pulaski County

eligible for FEMA grant funds. She noted that the scope of work included removal of trees and shrubs, remediating approximately 700 feet of the embankment, and armoring the embankment with large rock.

Staff requested the Commission approve the Recommendation of Award to DOXA Construction in the amount of \$694,455 for the Fourche Creek Water Reclamation Facility Embankment Remediation (FEMA) Project and authorize CEO Greg Ramon to execute the necessary documents.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Next, Michael Rhoda, Chief Financial Officer, presented a summary of the May Financial Report. He explained for May that total revenue of \$5.3 million exceeded budget by \$38,000 (.7%), and that year-to-date revenues of \$6.7 million are \$580,000 over budget (2.2%). Operating expenses of \$2.5 million were less than budget by \$91,000 (3.5%) with Salaries under budget by \$65,000 (5.6%), Supplies under budget by \$55,000 (26.3%), and Contract Services under budget by \$13,000 (2.8%). Mr. Ramon added that LRWRA is working with the State as well as CAW on getting qualified rate-payers approved for the federal Low Income Household Water Assistance Program (LIHWAP). More to come on this program.

Jean Block, Chief Legal Officer, then gave the Legal Update. She began by introducing Rebecca Burkman as the new Director of Environmental Affairs. She also highlighted: status of ongoing litigation and permit issues with an industrial user.

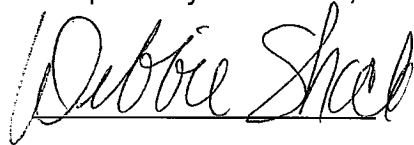
Greg Ramon, Chief Executive Officer, delivered the monthly highlights that included: Girls in STEM Field Trip, American Society of Civil Engineers - Tour of Adams Field WRF, Minority and Women's Owned Business' Match Making Event, Adopt a Street, City Year Luncheon, 500 Days Accident Free, Carver Magnet Elementary School Fair, Juneteenth holiday, an update on the Entegrity Solar Project, and an Advertisement – Invitation to Bid for Pipe.

Howell Anderson, Chief Operating Officer, gave an update on the North Gaines Street Project noting that the by-pass pumping was complete and LRWRA is through the City of Little Rock attorney's office with the terms needed to purchase the property from Entergy.

Chair McBryde called for other business and there was none.

Chair McBryde stated the next LRWRC meeting would be August 17th, 2022. She then asked if there were any objections to adjourning the meeting. Hearing none, the meeting was adjourned.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Debbie Shock". The signature is written in black ink and is positioned above the printed name.

Debbie Shock, Secretary