

LITTLE ROCK WATER RECLAMATION COMMISSION
Minutes of the Meeting Held
September 18, 2024

The Little Rock Water Reclamation Commission ("LRWRC") met at 4:00 p.m., Wednesday, September 18, 2024, at the Hub Conference Room and via livestream.

Little Rock Water Reclamation Commission

Schawnee Hightower, Chair
Jonathan Semans, Vice Chair
Daryl Brown, Secretary
Ganelle McBryde, Commissioner
Prentice O'Guinn, Commissioner
Chris Marsh, Commissioner
Christina Clark, Commissioner
Director Lance Hines, Ex Officio Member

Little Rock Water Reclamation Authority Personnel

Jean Block, Chief Executive Officer
Michael Rhoda, Chief Financial Officer
Shannon Halijan, Chief Legal Officer
Ryan Benefield, P.E., Chief Operating Officer
Walter Collins, P.E., Director of Operations
Rebecca Burkman, Director of Environmental Affairs
Harold Hounwanou, P.E., Director of Collection System Maintenance
Tonya Wallace, Director of Facility Asset Management
Les Price, P.E., Director of Engineering Services
Doug Roe, Director of Accounting & Finance
Kenetta Ridgell, Director of Communications and Community Engagement
Angela Brooks, Director of Human Resources

Attendees included: Commissioner Hightower and Clark appeared in person. Commissioners Brown, O'Guinn, Semans and Director Hines appeared via livestream. Commissioners McBryde and Marsh were absent. Senior Staff Members: Jean Block, Michael Rhoda, Shannon Halijan, Ryan Benefield, Walter Collins, Harold Hounwanou, Doug Roe, Angela Brooks, Les Price, Kenetta Ridgell, and Tonya Wallace. Rebecca Burkman was absent.

Chair Hightower brought the meeting to order and called for Mr. Hounwanou to lead the Pledge of Allegiance.

Chair Hightower then asked if there were any public comments, and there were none.

Jean Block, Chief Executive Officer, welcomed newly appointed Commissioner Christina Clark and thanked her for her willingness to serve on the Commission.

Jamey Grice, Collection System Maintenance Supervisor, recognized Glen Brandon, Crew Leader, for 20 years of service to the utility.

Then, Eric Wassell, Senior WRF Manager, recognized Justin Privitera, Senior Operator, for 20 years of service to the utility.

Tonya Wallace, Director of Facility Asset Management, introduced the Facility Asset Management Spotlight. She greeted the Commission and introduced Gerald Manning, Instrumentation Manager, who gave a brief overview the utility's SCADA (Supervisory Control and Data Acquisition) system.

Next, Chair Hightower asked the Commissioners if they had reviewed the minutes of the August 21, 2024, meeting. Being that there were no revisions, Chair Hightower asked if there were any objections to approving minutes. Hearing none, the minutes were approved.

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

Ryan Benefield, Chief Operating Officer, presented a Request for Authorization of Change Order 1 Construction Phase Services for Fourche Creek WRF Solids Handling Improvements. Mr. Benefield gave a brief summary of the need for the Change Order and gave an overview of the biosolids handling and the needed improvements.

Mr. Benefield requested the Commission to authorize CEO Jean Block to execute Change Order 1 to the Amendment for Construction Services with Van Horn Construction, Inc. for the FCWRF Solids Processing Improvements Project in the amount of \$5,886,723, with the addition of 180 contract days. The new anticipated construction completion will be May 2027.

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

Les Price Presented the Recommendation of Award for Adams Field WRF #4 Blower and Controls. Mr. Price gave a brief summary of the need for the construction contract and gave an overview of the project.

Staff requested the Commission authorize CEO Jean Block to enter into a construction contract with Haren Construction Company, Inc. for the AFWRF #4 Blower and Controls in the amount not to exceed \$1,100,000.

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

Tonya Wallace, Director of Facilities Asset Management, presented a Purchase Authorization for Little Maumelle WRF Gates, Gear Drives, and Actuator Replacements. Ms. Wallace gave a brief summary of the need for the replacements and gave an overview of the project.

Staff requested the Commission to approve the purchase authorization for Little Maumelle WRF Gates, Gear Drives, and Actuator Replacement in the amount of \$500,571.23 and to authorize CEO Jean Block to enter into a contract with Doxa Construction of Sherwood, Arkansas.

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

Doug Roe, Director of Accounting & Finance, notified the Commission they needed to select a Budget Subcommittee Member and requested Commissioner Brown be nominated. Chair Hightower asked if there were any objections to the nomination. Hearing none, Commissioner Brown was appointed the Budget Subcommittee Member.

Mr. Roe presented a summary of the August Financial Report. He explained in August that there was total revenue of \$5.8 million more than budget by \$290k. Operating expenses of \$3.3 million more than budget by \$305k with Salaries under budget by \$52k (-4.3%), Supplies are over budget by \$200k (84.2%), and that Contract Services over budget by \$172k (23.4%).

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

Shannon Halijan, Chief Legal Officer, gave the Legal Update. She noted continued work on reviewing contracts; working with procurement; employee annual trainings, reviewing and updating policies; listening sessions on benefits and insurance; addressing personnel matters.

Ms. Block then delivered the monthly highlights which included: WoWa at Carver Elementary; Connect 4 Success Breakfast; Job Fairs; Presentations: Pulaski Tech & WEAT; Ronald McDonald House; Fourche Creek WRF Storeroom Addition.

Chair Hightower called for any old business, and there was none.

Chair Hightower called for any new business, and there was none.

Chair Hightower stated the next LRWRC meeting would be October 23, 2024. He then asked if there were any objections to adjourning the meeting. Hearing none, the meeting was adjourned.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Daryl Brown", written over a horizontal line.

Daryl Brown, Secretary