

LITTLE ROCK WATER RECLAMATION COMMISSION
Minutes of the Meeting Held
July 30, 2025

The Little Rock Water Reclamation Commission (“LRWRC”) met at 4:00 p.m., Wednesday, July 30, 2025 at the LRWRA Conference Room and via livestream.

Little Rock Water Reclamation Commission

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

Little Rock Water Reclamation Authority Personnel

Jean Block, Chief Executive Officer
Michael Rhoda, Chief Financial Officer
Ryan Benefield, P.E., Chief Operating Officer
Deanna Ray, Chief Legal Officer
Rebecca Burkman, Director of Environmental Affairs
Harold Hounwanou, P.E., Director of Collection System Maintenance
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
Jody Sims, Director of Facilities Asset Management

Attendees included: Commissioners Semans, McNulty, Brown, Hightower and Director Hines appeared in person. Commissioner O’Guinn, Clark, and Marsh were absent. Senior Staff Members: Jean Block, Michael Rhoda, Ryan Benefield, Deanna Ray, Harold Hounwanou, Rebecca Burkman, Angela Brooks, Les Price, Jody Sims, Doug Roe and Kenetta Ridgell appeared in person.

Chair Semans brought the meeting to order and called for Mr. Roe to lead the Pledge of Allegiance.

Mike Thompson, Adams Field WRF Supervisor, recognized Tracy Kerr, Operations Administrator, for 20 years of service to the utility.

Then Allen Gatlin, Service Line and FOG Administrator, recognized Cartier Sheard, Inspector, for his 20 years of service to the utility.

Thomas Baker, Service Line Specialist, gave the Department Spotlight for Engineering Services. He gave a brief description of the "Cap the Cleanout" program with a demonstration of LRWRA staff using cameras to inspect a PVC line in the Hub Conference Room.

Chair Semans noted that he was still waiting for a quorum and asked Doug Roe to give the financial report.

Doug Roe, Director of Finance & Accounting, presented a summary June Financial Report. He explained in June that there was total revenue of \$5.5 million under budget by \$51k. Operating expenses of \$2.7 million under budget by \$518k. He noted that Salaries under budget \$55k, Supplies are under budget by \$50k, and Contract Services under budget by \$29k.

Chair Semans recognized that the commission now had a quorum.

Next, Chair Semans asked the Commissioners if they had reviewed the minutes of the June 4, 2025, meeting. Being that there were no revisions, Chair Semans asked if there were any objections to approving minutes. Hearing none, Chair Semans asked if there was a motion to approve the minutes. A motion was made, seconded, and approved unanimously.

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

Ryan Benefield, Chief Operating Officer, then presented resolution 2025-02 entitled:

A RESOLUTION AUTHORIZING JEAN BLOCK, J. RYAN BENEFIELD, MICHAEL RHODA, AND LES PRICE AS SIGNATORY AGENTS OF LITTLE ROCK WATER RECLAMATION COMMISSION TO MAKE APPLICATION TO ARKANSAS NATURAL RESOURCES COMMISSION FOR ASSISTANCE UNDER PUBLIC LAW 100-4 AND THE ARKANSAS REVOLVING LOAN FUND, AND TO SIGN THE ACCEPTANCE AND ANY OTHER REQUIRED DOCUMENT RELATED THERETO.

He gave a brief description of the need for the resolution. He noted Resolution authorizes designated personnel to apply for financial assistance and that under Public Law 100-4 and Arkansas Revolving Loan Fund including the Clean Water State Revolving Loan Fund. Funding is administered through the Natural Resources Division of the Arkansas Department of Agriculture.

Mr. Benefield requested the commission to approve Resolution No. 2025-02, authorizing Jean Block, J. Ryan Benefield, Michael Rhoda, and Les Price as signatory agents of the Little Rock Water Reclamation Commission to make application for funding to the Arkansas Natural Resources Commission.

A motion was made, seconded, and approved unanimously.

Rebecca Burkman, Director of Environmental Affairs, presented updated Technically Based Local Limits approval.

She gave a brief description on the need to update the TBLL's. She noted that the requirements and purpose of the Industrial Pretreatment Program (IPP), which operates under the Clean Water Act. This regulatory program mandates that industrial facilities treat or manage pollutants in their wastewater prior to discharging into publicly owned treatment works (POTWs). The primary goals of IPP are to safeguard infrastructure and treatment processes, protect water quality, and ensure public health.

She noted that our utility is required to implement an IPP due to our discharge volume exceeding 5 million gallons per day (MGD) and the presence of industrial users within our service area. Currently, there are 34 industrial users contributing to the system.

Staff requested the Commission approve the Technically Based Local Limits.

A motion was made, seconded, and approved unanimously.

Les Price, Director of Engineering Services, presented a Recommendation of Award for Professional Services for the Little Maumelle River Basin Study. He gave a brief description of the need for the study and the procurement process.

Staff requested the commission to authorize the CEO to execute the professional services contract with Freese and Nichols for the Little Maumelle River Basin Study in the amount Not to Exceed \$350,000.

A motion was made, seconded, and approved unanimously.

Mr. Price then presented a Recommendation of Award for a Construction Contract for the Candlewood Pump Station Upgrades. He spoke briefly on the needs for the upgrades and the bidding process.

Staff requested the commission to authorize CEO Jean Block to enter into a construction contract with Van Horn Construction for the Candlewood Pump Station Upgrades in the amount of \$960,500.

A motion was made, seconded, and approved unanimously.

Cary Beth Lipscomb, Engineering Manager, then presented a Request for Professional Services Contract Amendment for the Adams Field WRF Sludge Force Main. She gave a brief description of the location of the force main and the bidding process.

Staff requested the commission authorize CEO Jean Block to execute an Amendment to the Professional Services Solids Handling Masterplan contract with Crist Engineers for the Design Phase of the AFWRF Sludge Transfer Force Main Project in the amount of \$767,730.

A motion was made, seconded, and approved unanimously.

Quentin Nelson, Collection Systems Project Engineer, presented a Request for Authorization of Professional Services Contract Amendment Design Phase for the I-440/Springer Diversion Vault Project. He noted that the 30-inch Fourche Creek line is currently tied into the 60-inch Adams Field line at the existing Springer Diversion Structure.

The project will include the addition of another diversion structure which will allow the Fourche Creek system to relieve into the Adams Field system when in high flow conditions by connecting the 42-inch Fourche Creek line into the 60-inch Adams Field line at this new diversion structure.

This project will provide for a temporary capacity solution for approaching capacity at Fourche to allow for Port of Little Rock expansion.

Staff requested the commission to authorize the CEO to execute an Amendment to the professional services contract with HDR Engineering, Inc. for the Design Phase of the I-440/Springer Diversion Vault Project in the amount not to exceed \$286,109.

A motion was made, seconded, and approved unanimously.

Harold Hounwanou, Director of Collection System Management, presented the Change Order Request for Clearwater Maintenance Complex Parking Lot Repair. He gave a brief description of the project, the reason for needed repairs and the timeline for the completion.

Staff requested the Commission approve the change order to the asphalt surface pavement repair contract with RedStone Construction Group, Inc. in the amount of \$300,000 to cover the repairs needed at the Clearwater Maintenance Complex.

A motion was made, seconded, and approved unanimously.

Doug Roe, Director of Finance & Accounting, presented a summary June Financial Report. He explained in June that there was total revenue of \$5.5 million under budget by \$51k. Operating expenses of \$2.7 million under budget by \$518k. He noted that Salaries under budget \$55k, Supplies are under budget by \$50k, and Contract Services under budget by \$29k.

Deanna Ray, Chief Legal Officer, gave the Legal Update. She noted continued work on reviewing contracts; working with procurement; reviewing and updating policies; addressing personnel matters.

Jean Block, Chief Executive Officer, gave the CEO Highlights that included: AWWMA Summer Conference, Rate Adjustment Meetings, Bring Your Kid to Work Day, the NACWA Strategic Communications Conference, Camp Aldersgate Fishing Rodeo, and the WEF Collection System Conference.

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

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

Chair Semans stated the next LRWRC meeting would be September 10 and October 22. 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 "Prentice O'Guinn", is written over a horizontal line.

Prentice O'Guinn, Secretary