

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes**

April 17, 2019

228 Texas Avenue, Suite A, New Boston, Texas 75570

MINUTES

I. Call to Order, Roll Call, and Establishment of Quorum and Certification of Notice

Pursuant to a notice posted on the District website, the Chair, Fred Milton, President of the Board, called the meeting to order at 12:04 p.m.

Directors Present:

Fred Milton, President
Sonja Hubbard, Vice President
Tina Veal-Gooch, Treasurer
Van Alexander, Secretary
Marshall Wood, Past President

Directors Absent:

None

Administration Present:

Elizabeth Fazio Hale, Executive Director/ CEO
Eli Hunt, Systems Manager
Tara Houck, Senior Accountant
Becky Melton, Finance Director

Public Present:

See attached list.

II. Invocation & Pledge

Fred Milton led the invocation and the pledge of allegiance.

III. Public Comments

Fred Milton recognized all guests present.

IV. Consent Agenda Items for Consideraion

Item IV.A was considered under a Consent Agenda for one single motion of approval.

A. Discussion and possible action regarding March 27, 2019 Regular Meeting minutes and March 29, 2019 Special Called Meeting minutes and April 10, 2019

Special Called Meeting Minutes.

A single motion was made by **Tina Veal-Gooch** and seconded by **Van Alexander** to Approve the Consent Agenda Items as listed above. The motion passed unanimously.

V. Other Entity Reports

A. Discussion and possible action regarding activities with Sulphur River Basin Authority (SRBA).

Kelly Mitchell provided a copy of the SRBA workshop agenda scheduled for April 23, 2019 at 9:00 a.m. He asked everyone present to attend the meeting and give any feedback they may have on what the SRBA's focus should be in the future. He also stated that since the JCPD has not paid for the actual TSP report, that the report will not be issued until further funding is achieved from the JCPD or another sponsor.

No action taken.

B. Discussion and possible action regarding activities with TexAmericas Center.

No action taken.

C. Discussion and possible action regarding activities with REDI.

Sonja Hubbard reported that the board is still looking at site selection. They also have a meeting scheduled with the Texarkana, Arkansas.

No action taken.

VI. Agenda Items for Individual Consideration

A. Discussion and possible action regarding approving Riverbend Resolution 20190417-01 approving Riverbend's Investment Policy and Strategies.

Tara Houck, Senior Accountant, provided information on updates made to the Investment Policy and Strategies. The Investment Policy amendment changes the title of the District's financial reports from "Comprehensive Annual Financial Report" to "Financial Reports" and the title of second investment officer from "Director of Finance" to "Senior Accountant" or "Chief Financial Officer". The main purpose for this change is to specify the position responsible and remove the Executive Director/CEO from the financial officers required to attend a bi-annual training on investments. Elizabeth Fazio Hale suggested that the Executive Director/CEO not be listed as an Investment Officer due to the amount of training that is involved with holding that responsibility. Mrs. Fazio Hale suggested that the Executive Director have oversight responsibilities.

A motion was made by **Van Alexander** and seconded by **Marshall Wood** to approve **RESO 20190417-01** approving the Investment Policy and Strategies with the recommended change to remove the Executive Director/CEO as an Investment Officer. The motion was approved unanimously.

B. Discussion and possible action regarding approving Riverbend Resolution 20190417-02 approving Riverbend's Capitalization Policy.

Tara Houck, Senior Accountant, provided information on updates to the Capitalization Policy. Capitalization Policy amendment increases the lowest capitalization threshold from \$3,000 to \$10,000. The increase was suggested by our auditor for ease in identifying items to be capitalized and further depreciated.

A motion was made by **Marshall Wood** and seconded by **Sonja Hubbard** to approve **RESO 20190417-02** approving the Capitalization Policy. The motion was approved unanimously.

C. Discussion and possible action regarding offer of employment and/or resolution ratifying any contract of employment with Kyle Dooley to fill the position of Executive Director/CEO.

A motion was made by **Tina Veal-Gooch** and seconded by **Van Alexander** to ratify and approve the contract of employment with Kyle Dooley to fill the position of Executive Director/CEO. The motion was approved unanimously.

D. Discussion and possible action regarding approval of a resolution updating authorized signatures for all bank accounts.

Elizabeth Fazio Hale provided information on the need to change the authorized signors on the accounts due to her recent resignation and upcoming employment of Kyle Dooley.

A motion was made by **Marshall Wood** and seconded by **Tina Veal-Gooch** to approve **RESO 20190417-03** approving the updates to the bank accounts. The motion passed unanimously.

E. Discussion and possible action regarding approval of a resolution authorizing an update of contact information on accounts relative to the position of Executive Director/CEO.

Elizabeth Fazio Hale provided information on the need for this blanket resolution. There are numerous accounts that are key to the operation of the Wet Utility that are currently in the name of Elizabeth Fazio Hale. This resolution will allow the vendors and other entities to make changes in their records to reflect the change in leadership.

A motion was made by **Tina Veal-Gooch** and seconded by **Sonja Hubbard** to approve **RESO 20190417-04** approving the update to contact information on accounts relative to the Executive Director/CEO. The motion passed unanimously.

F. Discussion and possible action regarding date for 9:00am-4:00pm event for Riverbend Board Training and Strategic Planning Session with new Executive Director/CEO.

Discussion was held regarding three (3) tentative dates to have a planning/training session with the newly appointed Executive Director. The dates discussed were June 7, June 14, and June 28. Each board member planned to check their calendars and let Kyle Dooley know when they are all available.

No action taken.

G. Discussion and possible action regarding Wright Patman Lake and various regional water issues, including activities in the Arkansas and Texas Legislatures.

Elizabeth Fazio Hale provided information that the bill presented by Riverbend to remove the board sit-out provision and to include water supply corporations to become members of Riverbend HB 1574 by Representative Chris Paddie recently passed in the House and was sent to the Senate on Friday, April 12 and referred to the Water and Rural Affairs Committee.

The visit to Washington, DC went well. There is still plenty of work to be done with the USACE to implement the ultimate rule curve.

Region D planning is still moving along as well.

No action taken.

VI. Reports

A. Board Members

Marshall Wood thanked Liz Fazio Hale for everything she has done to help Riverbend succeed in recent years.

Fred Milton also expressed his thanks to Liz for her leadership and her efforts to protect our regional water. He also reported that Region D and SRBA are both meeting on April 23, 2019. He invited the guests present to a farewell reception for Elizabeth Fazio Hale at Texas A&M Texarkana's Eagle Hall from 4:30 to 6:30 p.m.

Mr. Milton welcomed the new Executive Director/CEO Kyle Dooley and his wife, Lea to Riverbend.

B. Executive Director/CEO

- Funding Application with Susan Roth and Consulting - TWDB abridged application was submitted in February. Should know soon when we will need to submit a full application. Which is expected soon.

- Regional Water Rates Study – Finished. Any further rates developed by cities will be at an extra charge.
- Water Availability Modeling Update to Sulphur Basin - Ongoing, projected to be finished May 2019 (previously Dec 2018). Have been waiting on information to be submitted by GPI.
- Pump Station and Ground Storage Tanks Project – Mostly complete but waiting on scrubber installation.
- GIS Mapping – Completed.
- Industrial Pre-Treatment Feasibility Study – Finalized.
- Hooks Waste Treatment Feasibility Study – Finalized and now waiting on design work for new aeration basin and other rehabilitation items for Hooks Wastewater Treatment Plant.
- Volumetric and Sedimentation – Finalized.
- Future CIP Projects for a Facility Charge #3 - Continued discussion with Army but would like to pair with TWDB bonds for RWMP.
- Member Entity Services - Work ongoing at Hooks and Maud.

VII. Executive Session

The board did not move into Executive Session.

VI. Next Riverbend Meetings

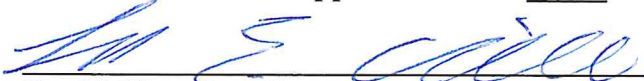
Farewell Reception Honoring Elizabeth Fazio Hale, Wednesday, May 1, 2019 from 4:30 to 6:30 p.m. at Texas A & M Texarkana, Eagle Hall, 7101 University Avenue, Texarkana, TX 75503

Regular Called Meeting, Wednesday, May 29, 2019 at 2:00 p.m. at Riverbend Offices, 228A Texas Avenue, New Boston, Texas.

VII. Adjournment

With no additional business to be discussed a motion was made by **Sonja Hubbard** and seconded by **Marshall Wood** to adjourn the meeting at 12:43 p.m.

The minutes of Riverbend Water Resources District Board of Directors meeting, April 17, 2019 were read and approved on the 22nd day of May, 2019.


 Fred Milton, President

Attest:


 Kyle Dooley, Executive Director/ CEO

No.	Name	Organization	Title	Phone	Email
1	Sheep Colgan	City of WV	Mayor	903-276-8837	
2	Jimmy Casey	STAR Comm			
3	Wild Buckel				
4	John Plant	REG	Plant Mgr	903-280-7585	John.Plant@Regi.com
5	Lance Clement	Garncs	Project Mgr	214-250-3497	LRLE.MONTGARNUSA.COM
6	Hal Harris	Central Bowie Custose	General Manager	903-628-5601	charris@windstream.net
7	James Law	Bowie Co.	County Judge		
8	Kyle Dooley			(903) 701-2218	
9	Shirley Jaster	City Texarkana	C. Manager		
10	Mark Gancs	Pepe Dawson	Vic. Perm	214-773-2320	MarkGancs@pepedawson.com
11	Kelly Mitchell	SRBA			
12	Jeremy Sparks			903-278-0102	
13	Mike Bystram	SRBA		903-278-4065	
14	Sharon Elkins	Rep. G. VanDeaver	Dist. Dir.	903-628-0361	
15					
16					
17					
18					
19					
20					