

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

**August 21, 2019**

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

**M I N U T E S**

**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 12:07 p.m.

**Directors Present:**

Fred Milton, President  
Tina Veal-Gooch, Treasurer  
Sonja Hubbard, Vice President

**Directors Absent:**

Van Alexander, Secretary  
Marshall Wood, Past President

**Administration Present:**

Kyle Dooley, Executive Director/CEO  
Eli Hunt, Operations Manager  
Tara Houck, Chief Financial Officer  
Becky Melton, Executive Assistant/HR Manager

**Public Present:**

See attached list.

**II. Invocation & Pledge**

Fred Milton led the invocation and the pledge of allegiance.

**III. Public Comments**

No public comments.

**IV. Consent Agenda Items**

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

**A. Discussion and possible action regarding July 24, 2019 Regular Meeting Minutes and August 21, 2019 Special Called Meeting and Workshop Minutes.**

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

**V. Regional Entity Reports**

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

Meg Shelton, Executive Director, provided that their meeting held yesterday resulted in funding from the JCPD for one year. That limit will provide the opportunity for local entities to assist with funding SRBA.

No action taken.

**B. Discussion and possible action regarding activities with TexAmericas Center (TAC).**

Scott Norton, Executive Director/CEO, provided that the sewer line project, in which Riverbend is a partner, should be completed by the end of the calendar year. He also provided that prospect activity is still good

No action taken.

**C. Discussion and possible action regarding activities with REDI.**

Sonja Hubbard introduced the new Executive Director, Rob Sitterly. Mr. Sitterly provided that Ar-Tex REDI's website is up and running. They are still working on site selection. REDI is looking for two large sites, one on each side of the state line, for development for industry.

No action taken.

**VI. Agenda Items for Individual Consideration**

**A. Discussion and possible action regarding FY 2018-2019 Member Entities' True-Up for use in FY 2019-2020.**

Kyle Dooley provided a condensed recap of the presentation made by Texarkana Water Utilities on August 14, 2019. There will be a \$0.038 increase in the water production rate. The administrative overhead cost increased from 6.26% to 6.32% due to chemical costs and some personnel changes that contributed to that cost. Action is expected at the regular board meeting scheduled for September 25, 2019.

No action taken.

**B. Discussion and possible action regarding the Riverbend Budgets**

- a. **Revised 2018-2019 Budgets for Admin Member and Wet Utilities; and**
- b. **Proposed 2019-2020 Budgets for Admin Member, Wet Utilities and Labor Table.**

Tara Houck provided the details of the revised budgets for FY 2018-2019 as well as the proposed budgets for FY 2019-2020. Action is expected at the regular board meeting scheduled for September 25, 2019.

No action taken.

**C. Discussion and possible action regarding issuance of an RFQ for a consulting firm to conduct a retail residential, commercial, and raw water rate study for Riverbend customers on TexAmericas Center Footprint.**

Kyle Dooley provided information on the need for this study in order to be prepared for new residents, small commercial customers as well as large industry and new raw water users.

A motion was made by **Sonja Hubbard** and seconded by **Tina Veal Gooch** to approve **RESO 20190821-02** authorizing the Executive Director/CEO to issue an RFQ for a consulting firm to conduct a retail residential, commercial, and raw water rate study. The motion passed unanimously.

**D. Discussion and possible action regarding approval of a resolution allowing Central Bowie County Water Supply Corporation (CBCWSC) to become a full member of Riverbend Water Resources District.**

Kyle Dooley provided information on a resolution passed on October 24, 2018 recognizing that CBCWSC requested to become a member of Riverbend. At that time, Riverbend's enacting legislation did not allow water supply corporations to be members. Since that time House Bill 1574 was introduced and passed. It included the language allowing water supply corporations to become members of Riverbend. On August 6, 2019, Riverbend staff received an official request from CBCWSC to become a member of Riverbend. This membership is contingent on negotiating an interlocal agreement with CBCWSC to be reviewed and accepted by both entities.

A motion was made by **Tina Veal Gooch** and seconded by **Sonja Hubbard** to approve **RESO 20190821-03** allowing Central Bowie County Water Supply Corporation to become a full member of Riverbend Water Resources District. The motion passed unanimously.

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

No report.

## **VII. Riverbend Reports**

### **A. Board Members**

No reports.

### **B. Executive Director/CEO**

Kyle Dooley provided that with regard to the Water Treatment Plant and SRF Application. He had a discussion with the Texas Water Development Board (TWDB) last week. They have the expectation that all water supply contracts will be signed as well as an audit completed by each member entity by the time the SRF Application will be submitted. TWDB asked that Riverbend complete a Project Information Form (PIF). That PIF has been completed by Susan Roth will be submitted by the end of next week. All water supply contracts have been sent out to be reviewed and, if necessary, approved by each entity. Mr. Dooley and Kristen Fancher will begin to circle back with entities to get an update on where they are with review and approval.

The Water Availability Model has been submitted to and reviewed by the TCEQ. They have returned it to Bob Brandes with a few benign comments related to wording and not related to the numbers. This report is still slated to be completed by the end of August.

The Water Development Board (TWDB) held a meeting in Tyler, Texas in early August regarding recently passed flood planning legislation. Senate Bill 8 creates the State's first state wide flood plan similar to the State Water Plan. Regional Flood Planning groups will be created and based on river basins and water sheds as opposed to political subdivision lines. These regional groups are required to submit a flood plan to the Water Development Board by January 2023 and the TWDB has until September 2024 to put together and adopt a state wide flood plan. This State Flood Plan will be updated every five (5) years. Senate Bill 7 sets up the Flood Infrastructure Fund. If approved by voters this November, this fund would provide grants or low cost loans for flood improvement projects. The approximate \$790 Million in funds would be transferred from the Rainy Day Fund. The meeting in Tyler was a stakeholder workshop to get input on how best to implement the new requirements. Mr. Dooley is a member of a sub-committee set up by the Texas Water Conservation Association (TWCA) in order to have one voice coming back to the TWDB on how the flood planning program could function.

No action taken.

## **VIII. Executive Session**

The board did not move into Executive Session.

The board stood at ease beginning at 12:52 p.m.

**IX. Strategic Planning with Dr. Richard Lewis**

The board reconvened at 1:20 p.m. with full quorum and proceeded into strategic planning with Dr. Richard Lewis.

After brief introductions of attendees, Dr. Lewis provided an overview of the current status of the District. He observed that there is very good teamwork among the staff and excellent communication with the Board of Directors. He noted, through the survey that was completed by the Board prior to the meeting, that in general the Directors have the same goals for the District. The attendees brainstormed on a mission statement and a vision for the District. In addition 5 and 10-year goals were prioritized.

The finalization of this planning session is set to be considered for approval by the Board at the October 2019 Board Meeting.

No action taken.

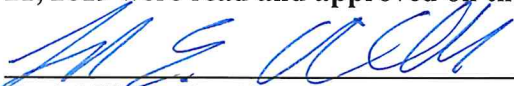
**X. Next Riverbend Meetings**

Riverbend Regular Meeting, September 25, 2019 at 12:00 p.m. at Riverbend Offices, 228 A Texas Avenue, New Boston, Texas 75570.

**XI. Adjournment**

With no additional business to be discussed a motion was made by **Tina Veal-Gooch** and seconded by **Sonja Hubbard** to adjourn the meeting at 4:08 p.m. The motion passed unanimously.

The minutes of Riverbend Water Resources District Board of Directors meeting, August 21, 2019 were read and approved on the 25 day of SEPTEMBER, 2019.

  
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Fred Milton, President

Attest:

  
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Kyle Dooley, Executive Director/ CEO

Riverbend Water Resources District  
 Board Meeting  
 August 21, 2019  
 12:00 p.m.

No.	Name	Organization	Title	Phone	Email
1	Lance Clement	Carver	Team Leader	214-250-3497	LRCLEMENT@CARVERCA.COM
2	DAVID BRIGGS	CDM SMITH	PROJECT MGR	512-771-9591	briggsdc@cdmsmith.com
3	ROB SITTERLEY	REDI	CEO	903-824-1792	rob.sitterley@artxre.com
4	DEAN BARRY	REDI	BOARD DIRECTOR		
5	Harrell Hight	Central/BW	President	903-701-0587	
6	Meg Shelton	SPBA	EXEC DIRECTOR	402-251-7105	MShelton@spba.org
7	Jimmy Clary	MWD	City Council		
8	Steryl Golden	MWD	Mayor	903-276-8837	
9	Sharon Williams	Rob. Water Down	Dist. Dir		
10	Lowell Walker	DeKalb	Council		lowellwalker@dekalb-tr.com
11	Scott Nelson	TAC			
12	Hal Harris	CBWCSC			
13	Mike Guthrie	SPBA			
14	David Briggs	CDM Smith			
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