

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
November 20, 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, Sonja Hubbard, President of the Board, called the meeting to order at 12:03 p.m.

Directors Present:

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

Directors Absent:

None

Administration Present:

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

Public Present:

Please see the attached list for additional guests.

II. Invocation & Pledge

Sonja Hubbard led the invocation and the pledge of allegiance.

III. Public Comments

None.

IV. Consent Agenda Items

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

A. Discussion and possible action regarding October 24, 2019 Regular Called Meeting Minutes.

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

V. Regional Entity Reports

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

No report from SRBA.

No action taken.

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

Scott Norton stated that the board meeting for TAC will be held on November 26, 2019. There are a couple of new leases as well as a few renewals to consider for approval. Mr. Norton thanked Riverbend staff for the help the staff give to prospective tenants as well as current tenants. The staff is friendly and helpful in getting issues resolved. The map was just finalized in the governor's office to get the TAC footprint designated as an Enterprise Zone.

No action taken.

C. Discussion and possible action regarding activities with Ar-Tex REDI.

Sonja Hubbard and Kyle Dooley provided that discussions have begun regarding timelines for the 2 sites to be chosen for development in Texarkana, Texas and Texarkana, Arkansas.

No action taken.

VI. Agenda Items for Individual Consideration

A. Discussion and possible action regarding approval of a resolution authorizing the Executive Director to enter into negotiations with an engineering firm for the purpose of project management related to the new raw water intake and water treatment facility.

Kyle Dooley provided information on that a group made up of Sonja Hubbard, Fred Milton, Tara Houck, Eli Hunt, and himself met and interviewed the three engineering firms who had been approved for project management projects on the Master Engineering List. These three firms were Garver, CDM Smith, and Pape-Dawson. After the three firm interviews, the board members and staff met and determined that Pape-Dawson should be recommend to the Board for consideration to be the project manager for our upcoming water treatment facility project. This resolution, if approved, would authorize contract negotiations to begin. Any contract with Pape-Dawson would

come back to the Board for final approval and would be contingent on Riverbend securing the funds needed for the project through the Texas Water Development Board.

A motion was made by **Fred Milton** and seconded by **Marshall Wood** to approve **RESO 20191120-01** authorizing the Executive Director to enter into negotiations with an engineering firm for the purpose of project management related to the new raw water intake and water treatment facility. The motion passed unanimously.

B. Discussion and possible action regarding approval of a resolution adopting the 2020-2023 Riverbend Water Resources District Strategic Plan.

Kyle Dooley provided that this item was first introduced in draft form at the October board meeting. It has now been finalized for approval. The final document includes the District's Core Values well as specific short-term goals and long-term opportunities for Riverbend as a steward of the region's water resources.

A motion was made by **Tina Veal-Gooch** and seconded by **Fred Milton** to approve **RESO 20191120-02** adopting the 2020-2023 Riverbend Water Resources District Strategic Plan. The motion passed unanimously.

C. Discussion and possible action regarding the fourth quarter financials of FY 2018-2019 (July, August, September) and any applicable quarterly investment reports.

Tara Houk presented the draft fourth quarter financials of FY 2018-2019 (July, August, September). These draft numbers will be finalized and included in the audit so no action is required at this time. The audit will be brought before the board for review and approval at the January board meeting

No action taken.

D. Discussion regarding amendments to the Personnel Policy Manual

Kyle Dooley provided information on proposed changes to the Personnel Policy Manual. A summary guide was made available to the board. At this meeting, staff wanted to present the possible changes. Any feedback the board members have will be taken into consideration when making updates and or additions to the manual. The Personnel Manual will be brought back to the board in a final form for consideration at the January board meeting.

No action taken.

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

Kyle Dooley provided information that we are still waiting on the official word on the contributed funds agreement with the US Army Corps of Engineers.

No action taken.

VII. Riverbend Reports

A. Board Members

Fred Milton provided that Region D met in Tyler on November 4, 2019 with Region C regarding conflicts in water strategies associated with the 2021 State Water Plan. A list of issues associated with Region D specifically and why there is a conflict with the proposed plan from Region C. An engineer from Freese and Nichols talked about using water from Region D to meet the needs in Region C. The next meeting is December 9, 2019 at 9:00 a.m. in Harvey Hall Convention Center in Tyler. There will be a representative from the Texas Water Development Board to facilitate that joint meeting. Before that meeting, the subcommittee for Region D will meet and look at alternative strategies to approach discussions with Region C.

No action taken.

B. Executive Director/CEO

Kyle Dooley provided that the the Texas Water Development Board (TWDB) has started the review of Riverbend's application for SRF Funds. They have sent one request for additional information related to that application. Eli Hunt immediately provided that information to TWDB. Susan Roth has been in contact with TWDB since our application was submitted. She has not heard anything to the contrary so we can still assume that our application is still on track to be voted on in January 2020.

Riverbend has received a red-line version of the Water Supply Contract from Jason Hill He is an attorney that is representing Wake Village, De Kalb, Hooks and Avery. Kristen Fancher has reviewed the red-line version and has responded back to him. A meeting is pending with Ms. Fancher, Mr. Hill and the mayors to finalize the contract for distribution to all of the member entities.

On Tuesday, November 19, 2019 the staff at LJA submitted Riverbend's application for water rights in Wright Patmant Lake up to the ulitmate rule curve. Staff will work with TCEQ as they review the application. Mr. Dooley thanked everyone involved in getting that done to include the assistance from the City of Texarkana, Texas.

Fred Milton and Marshall Wood were both reappointed by the city councils they represent as members of the Board of Directors of Riverbend Water Resources District. They will be sworn in at the January meeting.

There will be a presentation made in January by Texas County and District Retirement Systems (TCDRS).

No action taken.

VIII. Executive Session

The board stood at ease beginning at 12:37 p.m.

The board reconvened in Executive Session at 12:45 p.m with quorum pursuant to sections 551.074 and 551.087 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:28 p.m.

IX. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, January 22, 2020 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 **Van Alexander** to adjourn the meeting at 1:33 p.m. The motion passed unanimously.

The minutes of Riverbend Water Resources District Board of Directors meeting, November 20, 2019 were read and approved on the 22nd day of JANUARY, 2020.



Sonja Hubbard, President

Attest:



Kyle Dooley, Executive Director/ CEO