

**Regular Called Meeting  
Riverbend Water Resources District  
Board Meeting Minutes  
April 28, 2021**

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, Sonja Hubbard, President of the Board, called the meeting to order at 12:06 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, CFO  
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**

**A. Discussion and possible action regarding March 24, 2021 Regular 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.

No action taken.

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

Scott Norton, TAC Executive Director, provided that the walls are up on their 150,000 square foot spec-building. A letter of intent to lease or purchase this building has been received. Prospect activity continues to increase.

No action taken.

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

Sonja Hubbard provided that REDI had a global location strategy site audit this morning. The audit revealed that Texarkana has risen to the attention of global site locators.

No action taken.

**VI. Agenda Items for Individual Consideration**

**A. Discussion and possible action regarding approval of a resolution approving the second quarter FY 2020-2021 Financial Statements.**

Tara Houck presented the Second Quarter FY 2020-2021 Financials Statements.

A motion was made by **Tina Veal Gooch** and seconded by **Van Alexander** to approve **RESO 20210428-01** approving the second quarter financials. The motion passed unanimously.

**B. Discussion and possible action regarding approval of a resolution approving the second quarter FY 2020-2021 Investment Report.**

Tara Houck presented the Second Quarter FY 2020-2021 Investment Report.

A motion was made by **Fred Milton** and seconded by **Tina Veal Gooch** to approve **RESO 20210428-02** approving second quarter FY 2020-2021 Investment Report. The motion passed unanimously.

**C. Discussion and possible action regarding approval of a resolution approving amendments to the FY 2020-2021 Administrative Member Fund Budget, the 2020-2021 Wet Utilities Budget, and the FY 2021 Regional Water System Facilities Fund.**

Tara Houck presented a summary of changes to the current fiscal year budgets.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20210428-03** approving amendments to the FY 2020-2021 Administrative Member Fund Budget, the 2020-2021 Wet Utilities Budget, and the FY 2021 Regional Water System Facilities Fund. The motion passed unanimously.

**D. Discussion and possible action regarding approval of a resolution approving amendments to the Riverbend Bylaws.**

Kyle Dooley provided that with the guidance of general counsel, David Glass, the Bylaws were reviewed. Several items were changed and sections were eliminated to ensure compliance and cohesion with the District's enabling legislation. Mr. Dooley provided details on each change and the reason for those changes.

A motion was made by **Tina Veal Gooch** and seconded by **Marshall Wood** to approve **RESO 20210428-04** approving the amendments to the Bylaws of Riverbend Water Resources District. The motion passed unanimously.

**E. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into contract negotiations with Texarkana Concrete Construction, Inc. to complete the rehabilitation on wastewater drying beds.**

Kyle Dooley provided information on an agreement entered into with KSA Engineering regarding management of the rehabilitation of two drying beds at the Ron Collins wastewater treatment plant. Bids were accepted on April 21, 2021 and publicly presented. Texarkana Concrete Construction, Inc. (TCC) was the apparent low bidder. An addendum was issued during the bid cycle which included a revised bid form to include another piece of the project. TCC did not use this revised bid form for their bid. Normally, the contract would be awarded to the next lowest bidder, however, the other two bids received were in excess of the funds budgeted for this project. Mr. Dooley recommends asking KSA to reissue the request for bids. Staff will bring the recommendation made by KSA to a future board meeting for approval.

No action taken.

**F. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into contract negotiations with Axis Construction, LP to complete the rehabilitation on an elevated storage tank.**

Kyle Dooley provided information on bids accepted for two projects. One is the rehabilitation on the elevated storage tank located on James Carlow Drive and the second was the installation of a chlorine booster station. Funding for these projects is to be approved by the staff at Red River Army Depot (RRAD) using Construction in Progress funds. In reviewing the estimated costs for the two projects, RRAD staff determined that the fund would only allow them to complete one project. It was decided that the more important project is the rehabilitation of the

elevated storage tank. Bids for this project were accepted and presented on March 31, 2021. Axis Construction was the apparent low bidder for the elevated storage tank project.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20210428-06** authorizing the Executive Director/CEO to enter into contract negotiations with Axis Construction, LP to complete the rehabilitation on an elevated storage tank. The motion passed unanimously.

**G. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into a services contract with Central Bowie County Water Supply Corporation regarding water services.**

Kyle Dooley provided information on the need to enter into a water services agreement with Central Bowie County Water Supply Corporation (CBCWSC). Riverbend was approached by Hal Harris, General Manager for CBCWSC to arrange licensed employees to assist them with needed water services for the daily operations of their water treatment facility.

A motion was made by **Van Alexander** and seconded by **Marshall Wood** to approve **RESO 20210428-07** authorizing the Executive Director/CEO to enter into a services contract with Central Bowie County Water Supply Corporation. The motion passed unanimously.

## **VII. Riverbend Reports**

### **A. Board Members**

Fred Milton provided that he, Marshall Wood and Steve Mayo attended the memorial service for Clyde Siebman. Mr. Siebman holds the unique distinction of being named as Conservator of the Riverbend Water Resources District by the 82nd Texas Legislature, helping to settle a decades-long legal battle over water issues in East Texas and Southwest Arkansas.

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

Kyle Dooley provided the following updates:

Regional Water System Project: Contract negotiations with Pape-Dawson are now complete and the contract has been executed by all parties. Matt Garcia with Pape-Dawson introduced the team that will be on board for this project: Cara Tackett, V.T Madhavan, Chris Noe, and Kim Keefer. Ms. Keefer expressed appreciation for the opportunity to work with Riverbend on this huge project. She also provided information progress made thus far including kicking off with the Texas Water Development Board, aligning internal teams, scheduling charter sessions, site visits, and risk workshops, and gathering data.

Water Rights Application with TCEQ: The technical review has been completed. Dawn Pilcher had a few comments to be addressed before the draft permit is to be released. TCEQ will respond to those comments and once an agreement is reached regarding those comments, the TCEQ will then open up the thirty-day public comment period on the draft permit. Ms. Pilcher gathered that the release of this draft permit is high level priority and will be handled very quickly. Once the public comment period has concluded, the timeline of the issuance of the final water rights permit will be driven by the types of public comments received by TCEQ.

US Army Corps of Engineers (USACE)-Cultural Resources Study and Ultimate Rule Curve: The study and the implementation of the Ultimate Rule Curve is progressing. Riverbend has received the first invoice from the Corps regarding the start of this project.

Region D: The first meeting was held March 31, 2021. We have completed and submitted the Region D funding application to the TWDB. The board anticipates approving those applications in June.

America's Water Infrastructure Act of 2018: Because Riverbend now serves over 3,300 people, we are required to comply with this act. Municipal H2O has agreed to assist Riverbend with ensuring we are compliant and all reports are complete and submitted in a timely manner. A risk and resilience assessment and an emergency response plan. The contract is for \$23,500 for regulatory compliance assistance. The contract will be reviewed by general counsel before Mr. Dooley signs.

No action taken.

#### VIII. Executive Session

The board did not move into executive session.

#### IX. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, May 26, 2021 at 12:00 p.m. at Riverbend Offices, 228 A Texas Avenue, New Boston, Texas 75570.

#### X. Adjournment

With no additional business to be discussed, a motion was made by **Marshall Wood** and seconded by **Tina Veal Gooch** to adjourn the meeting at 12:55 p.m. The motion passed unanimously.

The minutes of Riverbend Water Resources District Board of Directors meeting, April 28, 2021 were read and approved on the 26 day of MAY, 2021.

  
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Sonja Hubbard, President

Attest:

  
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Kyle Dooley, Executive Director/ CEO

## Board Meeting Attendees - April 28, 2021

<b>Name</b>	<b>Organization</b>
David Briggs	CDM Smith
Phil Cook	CP&Y
David Stanley	CP&Y
David Vallejo	CDM Smith
Bill Pembroke	Halff
Matt Garcia	Pape Dawson
Rusty Gibson	FNI
Alberto Flores	LAN
Marty Paris	Kimley-Horn
David Perkins	Kimley-Horn
Ron Humphrey	City of New Boston
Sharon Elkins	Rep Van Deaver
Scott Norton	TAC
Greg Bischoff	Texarkana Gazette
Jim Clary	City of Maud
Hal Harris	Central Bowie WSC
V.T Madhavan	Pape Dawson
Cara Tackett	Pape Dawson
Kim Keefer	Pape Dawson
Chris Noe	Pape Dawson