

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
May 26, 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 12:03 p.m.

Directors Present:

Sonja Hubbard, President
Van Alexander, Treasurer
Fred Milton, Past President

Directors Absent:

Tina Veal-Gooch, Vice President
Marshall Wood, Secretary

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 April 28, 2021 Regular Meeting minutes.

A single motion was made by **Fred Milton** and seconded by **Van Alexander** 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 TAC board authorized the sale of 170 acres on the TAC-East campus to a manufacturing company. Close date should be within the next two weeks. Prospect activity is still very good.

No action taken.

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

Sonja Hubbard provided that REDI is working on a project to purchase land to extend the runway at Texarkana Airport to accommodate larger planes.

No action taken.

VI. Agenda Items for Individual Consideration

A. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to report compliance with required cyber security training.

Kyle Dooley provided information on a HB 3834 that passed in the Texas House of Representatives in June of 2019. This bill requires state and local governments to complete cybersecurity training annually. This year, the Texas House of Representatives further amended the government code with House Bill 1118 on May 18, 2021. This amendment requires appointed officials to also complete the training. The Texas Department of Information Resource (TxDIR) certified training programs for state and local governments to attend. Once the training is completed, the governing body of local governments must authorize a person to verify that the training has been completed by all employees and appointed officials.

A motion was made by **Van Alexander** and seconded by **Fred Milton** to approve **RESO 20210526-01** authorizing the Executive Director/CEO to report staff compliance with required cyber-security training. The motion passed unanimously.

B. Discussion and possible action regarding approval of a resolution authorizing the sale and or disposal of Riverbend Water Resources District Assets.

Kyle Dooley provided that Riverbend has a need to dispose of assets that have reached their full potential and are no longer in use by the District. These assets are as follows:

<u>Description</u>	<u>Serial Number</u>
1999 SECA Jetter	6741
2010 Ford Ranger	1FTKR1AD7APA22365
2009 Ford Ranger	1FTYR10D09PA08945
Nissan Forklift	002385
Pressure Cleaner	(none)
Chlorine Process Analyzer	(none)
X Plant Clarifiers & Skimmer	(none)
Wastewater Control Cabinets	(none)
Water Study (Caney Lake)	(none)
Water Rights (Caney Lake)	(none)

Mr. Dooley provided that research will be made to determine the value of each item. They will then be sold at action or by other means.

Special note regarding the water rights at Caney Lake: In discussions with TexAmericas, they do not belong to Riverbend. However, in the transfer of the wet utility in 2016, they were on the depreciation schedule given to Riverbend. They will be returned to TexAmericas Center and they will return them to the state.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20210526-02** authorizing the sale and or disposal of Riverbend Water Resources District Assets. The motion passed unanimously.

C. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into an agreement with Ross Molina and Oliveros, P.C. for legal services related to the Regional Water System Project.

Kyle Dooley provided that Pape Dawson submitted a request, as part of their duties as program manager, for Riverbend to consider entering into an agreement with Ross Molina and Oliveros, P.C. as our legal representative specific to the Regional Water System Project. They would be our representation regarding any real estate transactions if we need them, related to the water transmission pipeline; obtaining easements and things of that nature. The agreement must be between Riverbend and the firm as they will be representing Riverbend's interests in those transactions.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 202100526-03** authorizing the Executive Director/CEO to enter into an agreement with Ross Molina and Oliveros, P.C. for legal services related to the Regional Water System Project. The motion passed unanimously.

VII. Riverbend Reports

A. Board Members

No reports.

B. Executive Director/CEO

VT Madhavan and Kim Keefer, with Pape Dawson, provided an update on the Regional Water System Project: In the last thirty days they have held a program kick-off with the Texas Water Development Board, the internal program kick-off with the many sub-consultants that will help push the program through; there was also a kick-off with the local lake team with the US Army Corps of Engineers (USACE). The design criteria manuals regarding the project are now in development: the program management plan, the program schedule, the risk register, water demands, constraints analysis, the preliminary route analysis, research is still being conducted, the PMIS dashboard is being developed as well, document management system in SharePoint, a draft of the program mission and vision will be sent to Kyle for review soon. They are also still working on the program charter. All of these items will be completed and sent to Kyle for review within the next thirty days. All sub-consultants are under contract except for one. Ms. Keefer informed the audience that any firms or vendors that are interested in gaining information on the program, please head to the Riverbend website and click on the link "Riverbend Regional Water Systems Improvements Program." This will lead you to the contact information for VT Madhavan. He will be the point of contact for the details on the program.

Kyle Dooley provided the following updates:

Water Rights Application with TCEQ: The few comments made by Riverbend regarding the draft permit have been addressed. In particular, it needed to be clear in the language in the permit application that this is a new permit, not an amendment to the current permit. As of May 21, 2021, the draft permit language has been approved by Riverbend. May 27, 2021 is still the projected date that the thirty-day public comment period will begin. 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 invoice for remainder of the funds needed to complete the study should be received by Riverbend by the end of May. The USACE is holding a virtual public scoping meeting June 3, 2021 from 6 p.m. to 8 p.m. Information regarding registering for that meeting is up on the Riverbend website.

Region D: The next meeting will be a pre-planning meeting to kick off the 6th water planning cycle. There is a notice that must go out to 900 or so stakeholders 30 days prior to that meeting to ensure all parties are properly notified.

No action taken.

VIII. Executive Session

The board did not move into executive session.

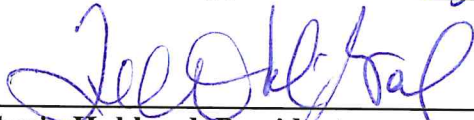
IX. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, June 23, 2021 at 12:00 p.m. at Riverbend Offices,
228 A Texas Avenue, New Boston, Texas 75570.

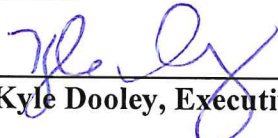
X. Adjournment

With no additional business to be discussed, a motion was made by **Fred Milton** and seconded
by **Van Alexander** to adjourn the meeting at 12:27 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 23rd day of June, 2021.


For Sonja Hubbard, President Tina Veal Gooch

Attest:


Kyle Dooley, Executive Director/ CEO

Board Meeting Attendees - May 26, 2021

Name	Organization
Charley Moon	Freese & Nichols
Kim Keefer	Pape Dawson
VT Madhavan	Pape Dawson
David Pinkins	Kimley Horn
Hal Harris	Central Bowie WSC
David Briggs	CDM Smith
Alberto Flores	LAN
Mark Lorange	Cobb Findley
David Stanley	CP&Y
Stephanie Bache	Black & Veatch
Scott Norton	TAC