

**Regular Called Meeting  
Riverbend Water Resources District  
Board Meeting Minutes  
October 27, 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, Tina Veal Gooch, President of the Board, called the meeting to order at 12:04 p.m.

**Directors Present:**

Tina Veal-Gooch, President  
Fred Milton, Secretary  
Marshall Wood, Treasurer

**Directors Absent:**

Van Alexander, Vice President  
Sonja Hubbard, Past President

**Administration Present:**

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

**Public Present:**

Please see the attached list for additional guests.

**II. Invocation & Pledge**

Marshall Wood led the invocation.

Tina Veal Gooch led the pledge of allegiance.

**III. Public Comments**

None.

**IV. Consent Agenda Items**

Items IV. A. & B. were considered under a Consent Agenda for one single motion of approval.

- A. Discussion and possible action regarding September 22, 2021 Regular Called Meeting Minutes.**
- B. Discussion and possible action regarding approval of a resolution to authorize the Executive Director/CEO to enter into an agreement for services with Wilf Henderson, PC for annual audit services for FY 2021.**

A single motion was made by **Fred Milton** and seconded by **Marshall Wood** 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).**

No report. No action taken.

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

No report. No action taken.

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

No report. No action taken.

**VI. Agenda Items for Individual Consideration**

- A. Discussion and possible action regarding approval of a resolution updating Riverbend's Personnel Policy Manual.**

Kyle Dooley provided information on sections in the Personnel Policy Manual that were in need of an update or clarification. Benefits available to new employees still within their probationary period was clarified. The federally approved Juneteenth holiday was added to the list of paid holidays provided to employees. In addition, the removal of a minimum of hours worked on a holiday was also removed.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve **RESO 20211027-01** updating Riverbend's Personnel Policy Manual. The motion passed unanimously.

- B. Discussion and possible action regarding approval of a resolution to update Riverbend's Engineering Master List.**

Kyle Dooley provided information on the need to review and revise the Engineering Master List on a three-year schedule. Mr. Dooley believes that engineering firms should have the opportunity to provide a proposal to the District for review to be added to the Master List. This resolution would give him the authority to request proposals at least every three years to ensure

the list is up to date with firms that have the ability to provide services to the District as needs change.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve **RESO 20211027-02** update Riverbend's Engineering Master List. The motion passed unanimously.

## **VII. Riverbend Reports**

### **A. Board Members**

Tina Veal Gooch introduced David Orr with the City of Texarkana, Texas. She congratulated him on his permanent placement as the City Manager. Mr. Orr then provided an update on the True-Up process for the water production rate.

Fred Milton reported that the TWCA Conference was successful. There were networking meetings as well as a visit with Kathleen Jackson with TWDB. They discussed the Regional Water System Project as well as the new project dashboard that will be presented to the Board next week. He and Mr. Dooley were also able to visit with some of the US Army Corps of Engineers representatives and discussed the project as well as the Ultimate Rule Curve.

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

Kyle Dooley provided the following updates:

Regional Water System Project: Kim Keefer with Pape-Dawson provided the following updates.

- Continuing the efforts on the 30% foundational design documents including several technical memoranda under review and progress being made on completing the alternatives evaluation process as it relates to environmental, socio-economic, capital and operation and maintenance factors.
- Continue to take water quality samples from the lake. No surprises in quality were found.
- We are commencing with the initial preparations for selection of the design consultants for the next phase of work. This includes preparing a TWDB-appropriate advertisement and contract documents. This is on track for first quarter 2022.
- Oct 15 - First phase of SOPs, Final PMP and final program charter submitted to RWRD
- Oct 25 – Treatment process Technical Memo review
- Nov 2 – Advisory committee meeting
- Right of Entry obtained from TAC
- Ultimate Rule Curve activities with the US Army Corps of Engineers (USACE) are going to be very beneficial in this coordination for this project. We will be meeting with them monthly.
- We hope to help them along with the URC efforts so everything finishes in sync.

TCEQ & Water Rights Application: Kristen Fancher has responded to questions she has received from entities that have requested a contested case hearing. They are all willing to meet but there has not been a date set as of yet.

Ultimate Rule Curve and Environmental & Cultural Resources Study: Mr. Dooley and Mr. Orr are on biweekly calls with the USACE. The scope of work and the estimated cost above the

\$2.2 million originally stated. There seems to be some confusion at the Corps because there are two on-going projects for Riverbend and some of those project team members overlap.

Industrial Waste Water Plant: We are still working with RRAD to change the existing language in the contract that will cover the payback for the bond to fund the new plant.

Mr. Dooley also provided that he is attending the National Water Supply Alliance (NWSA) Conference in Kansas City this week. Several USACE representatives will be there as well. He is looking forward to seeing several presentations related to our project.

The next Region D meeting is scheduled for November 10, 2021 at 10:00 a.m. at the Region 8 Education Service Center in Pittsburg, Texas.

No action taken.

### VIII. Executive Session

The board stood at ease at 12:27 p.m.

The board reconvened in Executive Session at 12:30 p.m with quorum pursuant to section 551.071 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:05 p.m.

The board reconvened with quorum at 1:06 p.m.

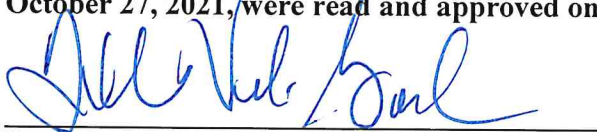
### IX. Next Riverbend Meetings

Riverbend Regular Meeting, Thursday, November 18, 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 **Marshall Wood** to adjourn the meeting at 1:08 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on October 27, 2021, were read and approved on the 18<sup>th</sup> day of NOVEMBER, 2021.



Tina Veal Gooch, President

Attest:



Kyle Dooley, Executive Director/ CEO

## Board Meeting Attendees - October 27, 2021

<b>Name</b>	<b>Organization</b>
Stephanie Bache	Black & Veatch
David Perkins	Kimley-Horn
David Orr	City of Texarkana, TX
Alberto Flores	LAN
Lance Klement	Garver
Terry Winn	CP&Y
Kim Keefer	Pape-Dawson
VT Madhavan	Pape-Dawson