

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

November 18, 2021

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, 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
Van Alexander, Vice President
Sonja Hubbard, Past President

Directors Absent:

None

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

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

A. Discussion and possible action regarding October 27, 2021 Regular Called Meeting Minutes.

A single motion was made by **Van Alexander** and seconded by **Sonja Hubbard** 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).

No report. No action taken.

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

Rob Sitterly, Executive Director of Ar-Tex REDI, provided an update on the certified industrial sites on both sides of the state line. The 1,350 acre site on the Arkansas side of Texarkana is called the Arkansas Manufacturing Center. The 850 acre East Texas Logistics Center is located just across the highway from TAC. These two sites are geared to compliment the efforts of TexAmericas Center. In addition to the assets of these certified sites, the regional school systems are also a positive selling point to entice businesses to expand to our area.

Sonja Hubbard reiterated how important it is for ArTex-REDI and Riverbend to continue to collaborate when planning for bringing manufacturers to the area.

VI. Agenda Items for Individual Consideration

A. Discussion regarding draft fourth quarter financials for FY 2021 and any applicable quarterly investment reports.

Tara Houck, Chief Executive Officer, provided an overview of the draft financials for the fourth quarter of FY 2021.

No action was taken.

B. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to accept and award bids for financial software.

Kyle Dooley provided information on the need to upgrade the District's financial software. We reached out to and researched three software companies that provide the services we will need. Incode, STW by OpenGov, and Casselle all provide different types of the needed system and services. Incode met the needs of the District with room for growth. There are several local municipalities that use this software and they are very happy with it. The funds have been set

aside in the budget for implementation during this fiscal year. The annual cost will be available in the budget going forward. Mr. Dooley also stated that the representatives from Incode are familiar with the conversion from Quickbooks to Incode. Van Alexander appreciates that Kyle and staff are looking ahead at the District's needs.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve **RESO 20211118-01** authorizing the Executive Director/CEO to accept and award a bid for financial software. The motion passed unanimously.

VII. Riverbend Reports

A. Board Members

Fred Milton provided an update on the recent Region D meeting. He provided that he is the alternate for Jim Thompson, Board Chairman, on the Interregional Planning Committee.

B. Executive Director/CEO

Kyle Dooley provided the following updates:

Regional Water System Project: VT Madhavan with Pape-Dawson provided the following updates.

- Continuing the efforts on 30% preliminary design documents
- Work continues on multiple technical memos - intake structure, intake pipe design, pumps, electrical power assessment, zebra mussel control/fish entrapment, intake screens/backwash system, hydraulic evaluation, raw water main pipeline, water treatment process development, residuals evaluation and chlorine and ammonia assessment
- Continue to take monthly and quarterly water samples from the lake to test for quality. No big surprises 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.
- Nov 2 – Advisory committee meeting went well and was well attended; Citizen portal demo was informative and helpful. These meetings will be held quarterly unless an earlier update is necessary.
- Nov 2, 3, 4 – Met with contractors to get input on project risk, CMAR delivery. Program manager's recommendation will be submitted to RWRD soon.
- ROE obtained from TAC, USACE – approx. 70% of ROE has been obtained.
- Preliminary geotechnical and environmental work has started in areas where we have ROE.
- Work continues on coordination with the Army Corps of Engineers.
- The next round of bonds will likely be brought to the Board in January.

TCEQ & Water Rights Application: Lines of communication are still open between the District and those requesting a contested case hearing. Other than that, no new update.

Ultimate Rule Curve and Environmental & Cultural Resources Study: Still working with the USACE. Do not have an update on the new cost estimate for the Cultural Resources Study.

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. In addition, the deadline for the DAAG Grant was November 10. The decision was not to submit and application this round due to the 2-year window to spend those funds if they are awarded. We are not far enough into contract negotiations, planning and design to commit to that tight of a window at this time. The next application window is the summer of 2022 and an application will for funding will likely be submitted at that time.

Region D: All contracts and technical consultants are now in place. The next meeting tentatively scheduled for January 2022 will be to begin the planning process. We are waiting on some preliminary data from TWDB to let Carollo Engineers can begin work. Fred Milton commended Kyle and the staff for their hard work in putting the Region D meetings together.

Member Entity True-Up Meeting: Texarkana Water Utilities is finalizing the True-Up document. They are preparing to present the document for discussion on December 8th or December 15th. The final date will be set once we get access to the final document.

No action taken.

VIII. Executive Session

The board stood at ease at 12:41 p.m.

The board reconvened in Executive Session at 12:45 p.m with quorum pursuant to section 551.071 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:51 p.m.

The board reconvened with quorum at 1:52 p.m.

IX. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, January 26, 2022 at 12:00 p.m. at Riverbend Offices, 228 A Texas Avenue, New Boston, Texas 75570.

X. Adjournment

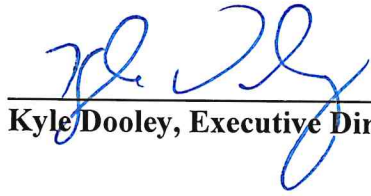
With no additional business to be discussed, a motion was made by **Fred Milton** and seconded by **Marshall Wood** to adjourn the meeting at 1:55 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on November 18, 2021, were read and approved on the 20th day of January, 2022.



Tina Veal Gooch, President

Attest:



Kyle Dooley, Executive Director/ CEO

Board Meeting Attendees - November 18, 2021

Name	Organization
Paul Banschbach	Garver
Jim Clary	City of Maud
VT Madhavan	Pape-Dawson
Phil Cook	CP&Y
David Stanley	CP&Y
Stephanie Bache	Black & Veatch
David Perkins	Kimley-Horn
Phillip Wheat	LAN
Alberto Flores	LAN
Hal Harris	CBCWSC
Elizabeth Blackwelder	Black & Veatch
Matt Garcia	Pape-Dawson