

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
January 26 2022**

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 12:02 p.m.

Directors Present:

Tina Veal-Gooch, President
Fred Milton, Secretary
Van Alexander, Vice President

Directors Absent:

Marshall Wood, Treasurer
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

Fred Milton led the invocation and 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 November 18, 2021 Regular Called Meeting Minutes and December 8, 2021 Special Called Meeting Minutes.

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

V. Regional Entity Reports

Prior to the Regional Entity Reports, Bowie County Judge Bobby Howell and Cass County Judge Becky Wilbanks provided updates on activities in their respective counties. Judge Howell provided that all is well in Bowie County. A new shipment of antibody infusions is being shipped and will be made available to those affected with Covid-19. Judge Wilbanks discussed that Cass County is doing well. No news to report.

No action taken.

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, Executive Director/CEO, provided that Expansion Industries is on their way. The company has estimated 400 jobs will be brought to the area by 2023. He thanked Kyle and Eli for all of their help in getting the site ready for their arrival with water and sewer lines. Yesterday the TAC Board approved approximately \$1.4 Million for rail improvements on the TAC East property. Their spec building is now complete and all financial aspects of that project are closed out. The Board also approved Geotech testing on about 1,000 acres on TAC East. As prospects come in, this testing will allow for soil testing on the property. Also, it was approved that TAC will buy back 10 acres that TAC sold to the Hooks SIDC. This will permit them to build a transition at the traffic light in Hooks into the Industrial Park.

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 adopting the 2021 Member Entities True-Up for use in FY 2022.

Kyle Dooley reminded the board of how the True-Up process occurred for this fiscal year. This True-Up rate will be effective for January usage that will be billed in February.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20220126-01** adopting the 2021 Member Entities True-Up for use in FY 2022. The motion passed unanimously.

B. Discussion and possible action regarding approval of a resolution approving the fourth quarter financials of FY 2021.

Tara Houck, Chief Financial Officer, presented the final version of the FY 2021 fourth quarter financials.

A motion was made by **Van Alexander** and seconded by **Fred Milton** to approve **RESO 20220126-02** approving the fourth quarter financials of FY 2021. The motion passed unanimously.

C. Discussion and possible action regarding approval of a resolution approving the fourth quarter investment report for FY 2021.

Tara Houck, Chief Financial Officer, presented the final version of the FY 2021 Investment Report. In addition, Kyle provided that Riverbend received an award for the second year in a row from GFOA for Excellence in Financial Reporting for FY 2020.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20220126-03** approving the fourth quarter investment report of FY 2021. The motion passed unanimously.

D. Discussion and possible action regarding approval of a resolution approving the FY 2021 Annual Audit performed by Wilf and Henderson, P.C.

Elizabeth Fawcett, Wilf & Henderson, P.C. presented the audit for FY 2021. She stated that Riverbend is in good financial condition. She also included that compliance and internal controls are strong. Ms. Fawcett announced that she is retiring this year. She introduced her colleague Carol Wilder who is very involved with governmental audits. She will be a great asset to Wilf Henderson.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20220126-04** approving the FY 2021 Annual Audit performed by Wilf and Henderson, P.C.. The motion passed unanimously.

E. Discussion and possible action regarding approval of a resolution approving the first quarter financials of FY 2022.

Tara Houck, Chief Financial Officer, presented the FY 2022 first quarter financials.

A motion was made by **Van Alexander** and seconded by **Fred Milton** to approve **RESO 20220126-05** approving the first quarter financials of FY 2022. The motion passed unanimously.

F. Discussion and possible action regarding approval of a resolution approving the first quarter investment report for FY 2022.

Tara Houck, Chief Financial Officer, presented the FY 2022 first quarter Investment Report.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20220126-06** approving the first quarter investment report of FY 2022. The motion passed unanimously.

G. Discussion and possible action regarding approval of a resolution authorizing the issuance, sale, and delivery of Riverbend Water Resources District contract revenue bonds (Regional Water System Project), Taxable Series 2022A, and approving and authorizing instruments and procedures relating thereto.

Kyle Dooley provided details on the 2022A Taxable Bond. The effective rate will be approximately 2.2% on \$55.8 Million for design, acquisition, construction, and equipment.

A motion was made by **Fred Milton** and seconded by **Van Alexander** to approve **RESO 20220126-07** authorizing the issuance, sale, and delivery of Riverbend Water Resources District contract revenue bonds (Regional Water System Project), Taxable Series 2022A, and approving and authorizing instruments and procedures relating thereto. The motion passed unanimously.

H. Discussion and possible action regarding approval of a resolution authorizing the issuance, sale, and delivery of Riverbend Water Resources District contract revenue bonds (Regional Water System Project), Tax-Exempt Series 2022B, and approving and authorizing instruments and procedures relating thereto.

Kyle Dooley provided details on the 2022B Tax-Exempt Bond. The effective rate will be approximately 0.5% on the tax-exempt portion that totals \$37.2 Million for design, acquisition, construction, and equipment.

A motion was made by **Van Alexander** and seconded by **Fred Milton** to approve **RESO 20220126-08** authorizing the issuance, sale, and delivery of Riverbend Water Resources District contract revenue bonds (Regional Water System Project), Tax-Exempt Series 2022B, and approving and authorizing instruments and procedures relating thereto. The motion passed unanimously.

I. Discussion and possible action regarding the Lone Star and Red River Army Depot Community Support Committee (Military Affairs).

Fred Milton, Board Secretary, provided information on the formation and activities of the Lone Star and Red River Army Depot Community Support Committee. This committee was formed as a result of the 2005 Base Realignment and Closure Committee. The local committee allows local entities and individuals to contribute to and pledge support for Red River Army Depot, the Defense Logistics Agency (DLA), and Lone Star Army Ammunition Plant. Lone Star has since been closed. There is now a time for transition in management to continue supporting Red River and DLA. The Texarkana Chamber of Commerce has agreed to take over managing the community support committee. Riverbend has been actively supporting this Military Affairs Committee by way of an annual contribution of \$11,000 paid on a quarterly basis. Mr. Milton asked the rest of the

Board how they would like to continue to support that effort. A suggestion was made to continue with the current contribution for the remainder of this fiscal year and revisit in September for budget planning.

No action taken.

J. Discussion regarding Riverbend Water Resources District's future growth plan.

Kyle Dooley provided a draft organizational chart for the growth of the District as the planning begins on the Regional Water System. The chart includes growth in the maintenance department to ensure there is staff available for all of the new infrastructure. Currently the Administrative Assistant and the HR Manager are one person. With the growth in personnel, those two positions may be separated. There may also be a need to have a dedicated Purchasing Manager along with another person to process accounts payable. There is a proposal for the current fiscal year to hire a Director of Engineering. Because of the need for review and management of the project documents that are in the pipeline in addition to putting eyes on the progress of the intake and pipeline and still having a supervisor for the operations teams. Tina Veal Gooch reiterated that this chart is a draft and these positions may change and evolve as District needs change.

No action taken.

VII. Riverbend Reports

A. Board Members

No reports

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 30% preliminary design documents
- Draft designs have been received and we are compiling the documentation now.
- Work continues on multiple technical memos - intake structure, intake pipe Inundating the District staff with technical memoranda.
- Continue to take monthly and quarterly water samples from the lake to test for quality. Still no big surprises were found.
- Continue with the initial documentation required for selection of the design consultants for the next phase of work. This includes preparing a TWDB-appropriate advertisement and contract documents.
- ROE obtained from TAC, USACE – approx. 70% of ROE has been obtained.
- Preliminary geotechnical and environmental work continues.
- Work continues on coordination with the Army Corps of Engineers.

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: Last Thursday the Corps called to discuss placement of pipelines and the intake. There are 2 separate teams working on the URC and on the new intake with crossover. We are attempting to get a memorandum of agreement from the Corps stating that, while we are not fully cleared to build the intake, we do have a path forward for us to clear the intake location which in turn allows TWDB to release project design and construction funds. The Corps has hit a snag and we are working together to get it resolved. To get a memorandum of agreement to build the full intake, the Cultural and Environmental studies must be complete or the intake built can not take in water that exceeds the amount allowed by the Interim Rule Curve. There were no final decisions made. A call is scheduled for February 3rd to iron out the issues.

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. A budget on this project was presented to the Army because construction costs have increased. This project was not approved to use SRF Funds. There was also discussion regarding moving the industrial plant closer to the the new water plant for ease of maintenance and for economic development to bring other entities in that may need industrial waste processing.

Region D: A meeting was held November 10th. The first round of data on water use has been received and the technical consultant has been working on crunching those numbers. The next meeting tentatively scheduled for late March or early April 2022. We are waiting on some preliminary data from TWDB to let Carollo Engineers can begin work.

Other items: The IT service agreement will be changed from Datacast to Roundtable Networks. That transition should happen by the end of February. In addition, the implementation of Incode is on its way. Tyler Technologies is working on building our software now.

No action taken.

VIII. Executive Session

The board stood at ease at 1:25 p.m.

The board reconvened in Executive Session at 1:30 p.m with quorum pursuant to section 551.071, 551.072, 551.073, 551.076, 551.087 of the Texas Open Meetings Act.

The board came out of Executive Session at 2:28 p.m.

The board reconvened with quorum at 2:29 p.m.


IX. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, February 23, 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 **Van Alexander** and seconded by **Fred Milton** to adjourn the meeting at 2:30 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on January 26, 2022, were read and approved on the 23rd day of FEBRUARY, 2022.



Van Alexander, Vice President

Attest:



Kyle Dooley, Executive Director/ CEO

Board Meeting Attendees - January 26, 2022

Name	Organization
David Stanley	CP&Y
Lindsay Evans	Hilltop Securities
David Briggs	CDM Smith
Ron Humphrey	City of New Boston
David Perkins	Kimley Horn
Scott Norton	TAC
Hal Harris	CBCWSC
Sharon Elkins	Rep. VanDeaver
Heather Russell	Citizens Tribune
Joseph Spears	Citizens Tribune
Matt Garcia	Pape Dawson
Becky Wilbanks	Cass County
Kim Keefer	Pape Dawson
Bobby Howell	Bowie County