

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

April 26, 2023

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, Van Alexander, President of the Board, called the meeting to order at 12:02 p.m.

Directors Present:

Van Alexander, President
Steve Mayo, Vice President
Fred Milton, Treasurer
Tina Veal-Gooch, Past President

Directors Absent:

Sonja Hubbard, Secretary

Administration Present:

Kyle Dooley, Executive Director/CEO
Eli Hunt, Director of Operations
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 February 22, 2023 Regular Called Meeting Minutes.

A motion was made by **Fred Milton** and seconded by **Tina Veal Gooch** to approve the Consent Agenda Item as listed above. The motion passed unanimously.

VI. 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.

VII. Agenda Items for Individual Consideration

A. Discussion and possible action regarding approval of a resolution approving the second quarter FY 2023 Financial Statements.

Tara Houck presented the second quarter FY 2023 Financial Statements. She provided that there were a few system errors as well as invoices that will need to be adjusted before approval. Kyle Dooley recommended holding off on approval until these errors can be corrected.

No action taken.

B. Discussion and possible action regarding approval of a resolution approving the second quarter FY 2023 Investment Report.

Tara Houck presented the second quarter FY Investment Report.

A motion was made by **Fred Milton** and seconded by **Steve Mayo** to approve **RESO 20230426-02** approving the second quarter FY 2023 Investment Report. The motion passed unanimously.

C. Discussion and possible action regarding approval of a resolution adopting the Revised 2023 Administrative Member Fund Budget, the Revised 2023 Wet Utilities Fund Budget, and the Revised 2023 Regional Water System Facilities Fund Budget of Riverbend Water Resources District.

Tara Houck presented the changes to all three budgets. All resulting in a net zero adjustment in the budgets.

A motion was made by **Tina Veal Gooch** and seconded by **Steve Mayo** to approve **RESO 20230426-03** adopting the Revised 2023 Administrative Member Fund Budget, the Revised 2023 Wet Utilities Fund Budget, and the Revised 2023 Regional Water System Facilities Fund Budget of Riverbend Water Resources District. The motion passed unanimously.

D. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to negotiate and enter into an agreement with Round Table Networks, LLC for Information Technology services.

Kyle Dooley provided that this contract is the renewal of an existing contract with Round Table Networks for managed information technology services. The original agreement was signed in January 2022. The agreement at that time was for 12 months and then it would convert over to a month-to-month agreement. This proposed contract would be a 2-year agreement with the same transition to a month-to-month contract after the initial term. The prices for services are increasing by 5% as compared to the current contract. There is also a 5% escalation clause in the second year of the proposed agreement. We have been very satisfied with the services that Round Table has provided and would like to continue with this service agreement.

A motion was made by **Steve Mayo** and seconded by **Fred Milton** to approve **RESO 20230426-04** authorizing the Executive Director/CEO to enter into and negotiate an agreement with Round Table Networks, LLC for managed IT Services. The motion passed unanimously.

VIII. Riverbend Reports

A. Board Members

Steve Mayo opened up discussions regarding naming the new water treatment facilities after Johnny Branson, the former mayor of New Boston. He stated, "Riverbend would not be here without Johnny. He bridged the gap between the City of Texarkana, Texas and the other member cities to get where we all are today working together for the betterment of the region." The board agreed to hold a special meeting on Monday, May 1, 2023 at 2pm to discuss and approve the official name of the new facility.

B. Executive Director/CEO

Kyle Dooley provided the following updates:

Eli Hunt provided a report on a visit by TCEQ regarding the new water system. The TCEQ rep had a concern related to the anode cover on the elevated storage tank. The replacement of that is planned for August 2023. The inspection went well other than that one issue. The TCEQ rep was very complementary to our operations.

Regional Water System Project: We have worked with the Corps and TWDB over the month of April to get movement on the new intake and water treatment plant project. The TWDB does still need the EID and the EFR. Those are near completion. TWDB requires a concurrence letter from the Corps stating that the project can be constructed and meet the water need requirements even under the Interim Rule Curve. They are in discussions on what language is needed in that letter for it to meet TWDBs requirement in order for them to allow a conditional approval for a funds release. Monday, Mr. Dooley met with the Corps to let them know what TWDB needed, and the Corps assured him that the letter would be written and sent to TWDB. Design funding will be released through TWDB once the letter is complete as well as the EID and the EFR. For construction funds to actually be released, we will need the full permit from the Corps. Now that we have the timeline for funding to be released, we have permission to release the RFQs for a design team as soon as the drafts are approved by TWDB. It is likely to be a three-month process to get all documents approved before the RFQs are published. There was also discussion regarding the intake application itself. We are at the point where we will get a memo of agreement with the Corps to move that application process forward. We have received a draft of what the memo of agreement may look like, and we've approved that. It is still subject to final approval once all the project specific language is inserted into the draft. The EA document goes with that memo of agreement. We will be working closely with the Corps on that agreement and the EA document. We don't want to get too far ahead of the Corps in that regard so we will pace our timeline for the release of the RFQs. The Corps is aware of our timeline on this project, and they will keep it on their radar and help us get to where we need to be. The next steps after completing these documents is going through the out grant process and the 404 process with regulatory.

Ultimate Rule Curve and Environmental & Cultural Resources Study: Mr. Dooley and David Orr, City Manager for the City of Texarkana, travelled to Austin to meet with the Historic Commission. This meeting was set to finalize the programmatic agreement language that will set out the cultural resources study. One year ago, discussions began on this programmatic agreement. The Caddo Nation is the main focus surrounding the Cultural Resources side. The Historic commission is also concerned with other items that may be found that are not native American artifacts but are still of historical significance. The Historic Commission wanted to make sure that the programmatic agreement covers the possible discovery of such artifacts. The Corps assured them that there is language in the agreement that lines out what the process is if one is found. Another meeting may be held in a month which will get the Corps time to update the document and inform all stakeholders of the updates as well as give them time to give feedback. Mr. Dooley and Mr. Orr also met with Senator Bryan Hughes as well as Representative Van Deaver. They fully support these efforts and will send letters to the Historic Commission to keep momentum going. Last week Mr. Dooley received an email from Mike Kingston, the project leader at the Corps, asking for a funds assurance memo that includes a new cost estimate on the Cultural Resources Study. The Corps will now go forward with getting RFQs out to have that study started. When the programmatic agreement is signed, the remainder of the \$5.1 million should be paid to the Corps.

Industrial Waste Water Plant: Eli and Kyle met with the Army contract staff to discuss options for the location for the new plant as well as the length of the term for paying back the debt. There are two different locations that will affect the cost. Right now, the treated water from the current industrial plant is then sent to the domestic plant to be treated again.

Once the new plant comes on line there will be some operation and management savings because it won't then be treated in two plants. The Army also wanted to see the breakover point to decide the final location especially if there are private entities that want to utilize the new plant. They would also like to see how a number of new users of the plant would affect their financial obligation. They will meet with the commander to discuss the information they now have and to decide if they want to move forward. The next step is to schedule a meeting with all the stakeholders to discuss how costs would be shared if there were more users than just the Army.

No action taken.

XI. Executive Session

The board stood at ease at 12:55 p.m.

The board reconvened in Executive Session at 12:58 p.m. with quorum pursuant to section 551.071 and 551.074 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:58 p.m.

The board reconvened with quorum at 2:00 p.m.

X. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, April 26, 2023 at 12:00 p.m. at Riverbend Offices, 228 A Texas Avenue, New Boston, Texas 75570.

XI. Adjournment

With no additional business to be discussed, a motion was made by **Steve Mayo** and seconded by **Fred Milton** to adjourn the meeting at 2:02 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on April 26, 2023 were read and approved on the 24th day of May, 2023.



Van Alexander, President

Attest:



Kyle Dooley, Executive Director/ CEO

