

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
September 27, 2023
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, Fred Milton, Secretary of the Board, called the meeting to order at 12:00 p.m.

Directors Present:

Tina Veal-Gooch, President
Fred Milton, Secretary
Sonja Hubbard, Past President

Directors Absent:

Van Alexander, Vice President
Steve Mayo, Treasurer

Administration Present:

Kyle Dooley, Executive Director/CEO
Tara Houck, CFO
Eli Hunt, Director of Operations
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

A. Discussion and possible action regarding August 23, 2023 Regular Meeting minutes.

- B. Discussion and possible action regarding approval of RESO 20230927--01 adopting the Member Entities' True-Up for use in FY 2024.
- C. Discussion and possible action regarding approval of RESO 20230927-02 adopting the True-Up for the City of Maud, Texas for use in FY 2024.

A motion was made by Sonya Hubbard and seconded by Tina Veal Gooch to approve the Consent Agenda Items as presented. The motion passed unanimously.

V. Regional Entity Reports

- A. Discussion and possible action regarding activities with Sulphur River Basin Authority (SRBA).

Kyle Dooley provided that David Widemon, the new Executive Director, plans to attend our meetings as soon as he gets his feet on the ground. No action taken.

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

Scott Norton, Executive Director, provided an update. The board approved their revised budget for FY 2023 and proposed budget for FY 2024. The board also approved two requests for qualifications on construction projects. One is for a 3PL building that is 100,000 square feet with the potential to be larger. The other is for a build-to-suit for an existing tenant looking to expand their building up to 100,000 square feet. They also met with the architect on their new, larger headquarters building that will be located in the Hooks area. Prospect activity is still very strong. No action taken.

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

Sonja Hubbard provided an update. The textile manufacturer is waiting on an update from the State of Arkansas. The funding that is to be considered for the airport expansion is tied up in the federal budget so we will wait on an update once that budget is approved. No action taken.

VI. Agenda Items for Individual Consideration

- A. Discussion and possible action regarding approval of a resolution appointing the officers of the Board of Directors for FY 2024.**

Kyle Dooley provided information on the board officer rotation system. This rotation allows for maximum participation and leadership opportunities for each director, the proposed officers for this year would be:

Steve Mayo, President
Fred Milton, Vice President
Sonja Hubbard, Treasurer

Tina-Veal Gooch, Secretary
Van Alexander Past President

A motion was made by Tina Veal Gooch and seconded by Sonya Hubbard to approve RESO 20230927-03 approving the officers of the Board of Directors. The motion passed unanimously.

B. Discussion and possible action regarding the Riverbend Calendar and Board Meeting Schedule for FY 2024.

Kyle Dooley provided that the proposed calendar and board meeting schedule for FY 2024 is included in the packet for consideration.

A motion was made by Sonya Hubbard and seconded by Tina Veal Gooch to approve the Riverbend Calendar and Board Meeting Schedule as presented. 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, CFO, presented the proposed changes to the FY 2023 Administrative Member Fund Budget, the Wet Utilities Fund Budget, and the Regional Water System Facilities Fund Budget.

A motion was made by Sonya Hubbard and seconded by Tina Veal Gooch to approve RESO 20230927-04 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 adopting the FY 2024 Administrative Member Fund Budget, the FY 2024 Wet Utilities Fund Budget, and the FY 2024 Regional Water System Facilities Fund Budget of Riverbend Water Resources District.

Tara Houck, CFO, presented the proposed FY 2024 budgets for the Administrative Member Fund, Wet Utilities Fund, and the Regional Water System Facilities Fund. Kyle Dooley provided a few details including a 5% cost of living adjustment as well as a \$0.75 increase per position to the labor table.

A motion was made by Tina Veal Gooch and seconded by Sonya Hubbard to approve RESO 20230927-05 adopting the FY 2024 Administrative Member Fund Budget, the FY 2024 Wet Utilities Fund Budget, and the FY 2024 Regional Water System Facilities Fund Budget of Riverbend Water Resources District. The motion passed unanimously.

VII. Riverbend Reports

A. Board Members

No reports.

B. Executive Director/CEO

Kyle Dooley provided the following updates:

Regional Water System Project: Matt Garcia provided an update. Pape continues to support the District in navigating the processes with the USACE and TWDB. On the Environmental Document: it has been submitted to the state agencies. The comments that have been received are not deal breakers or problems. The Texas Historical Commission did ask for additional information. Providing this will not hold up the EID and this information is part of the URC and the USACE Lake office coordination. A public meeting was held on September 20th in New Boston. There were questions and concerns, and all were quickly addressed. Responses to comments on the EID are being drafted and then the document will be revised to address those comments. Pape is drafting the contract documents for those firms selected in the RFQ process earlier this month. Kyle provided that Black and Veach will design the new intake, the pump station and the raw water main. Garver will design the new water plant itself. LAN will design the treated water main. The District also extended the contract for project management with Pape-Dawson. We had a call with USACE today to clarify the operational side of the Environmental Assessment document for the operational side of the water plant. On the regulatory side is still leaning toward the national front.

Industrial Wastewater Plant: a few weeks ago, we had a follow-up meeting with the Army to discuss next steps. The final number needed to be agreed upon, as well as how to proceed to get funding and get contracts signed. The options are 20-year amortization which will save \$20 Million as opposed to the 30-year amortization. Contracts must be in place as they are and then start working on an amendment to the existing contract to incorporate the project funding.

No action taken.

VIII. Executive Session

The board stood at ease at 12:30 p.m.

The board reconvened in Executive Session at 12:31 p.m. with quorum pursuant to sections 551.071, 551.074, and 551.087 of the Texas Open Meetings Act.

The board came out of Executive Session at 12:55 p.m.

The board reconvened with quorum at 12:57 p.m.

IX. Next Riverbend Meetings

Riverbend Regular Meeting, October 25, 2023 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 Tina Veal Gooch and seconded by Sonya Hubbard to adjourn the meeting at 12:58 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on September 27, 2023, were read, and approved on the 25th day of October 2023.



Steve Mayo, President

Attest:



Kyle Dooley, Executive Director/ CEO

12:00 p.m.

[illegible]