

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
October 25, 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, Fred Milton, Secretary of the Board, called the meeting to order at 12:00 p.m.

Directors Present:

Steve Mayo, President
Tina Veal-Gooch, Secretary
Sonja Hubbard, Treasurer

Directors Absent:

Van Alexander, Past President
Fred Milton, Vice President

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

Kyle Dooley led the invocation and the pledge of allegiance.

III. Public Comments

None.

IV. Consent Agenda Items

A. Discussion and possible action regarding September 27, 2023 Regular Meeting minutes.

- B. Discussion and possible action regarding approval of RESO 20231025-01 authorizing the Executive Director/CEO to enter into an agreement for services with Wilf Henderson, PC for annual audit services for FY 2023.

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).

David Widemon, Executive Director, introduced himself and stated that he 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).

No report.

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

No report.

VI. Agenda Items for Individual Consideration

- A. Discussion and possible action regarding approval of a resolution approving changes to the Personnel Policy Manual.**

Kyle Dooley provided that section 4-16 of the Personnel Policy Manual discusses Performance Reviews. In addition to reviewing performance over the previous year, the District would like the board to consider including the option for performance stipends based on the annual performance evaluation of each employee. These stipends would be separate from longevity pay. Having this option would be another way to reward the higher performing employees each year. The funds needed for these stipends are available in the FY24 budget.

A motion was made by Tina Veal Gooch and seconded by Sonya Hubbard to approve RESO 20231025-02 approving changes to the Personnel Policy Manual. The motion passed unanimously.

- B. Discussion and possible action regarding approval of a resolution ratifying the service contract executed by the Executive Director/CEO with Red River Army Depot for analytical services.**

Kyle Dooley provided that this agenda item pertains to the annual service contract RWRD typically has in place for analytical testing of waste water. Red River Army Depot has provided this service for a number of years. The current contract was to expire on October

11, 2023 and the new contract was scheduled to start on October 12, 2023. We negotiated terms right up until the end date of the FY 23 contract. The testing we need provided is continual, so the contract needed to be signed so as not to allow an interruption in service. While the contract amount went up compared to last year, the funds to cover this cost increase are available in the FY24 budget. Upon guidance from our legal counsel, the Executive Director executed the contract and is asking for ratification for the new contract.

A motion was made by Sonya Hubbard and seconded by Tina Veal Gooch to approve RESO 20231025-03 ratifying the service contract executed by the Executive Director/CEO with Red River Army Depot for analytical services. The motion passed unanimously.

C. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to execute all amendments to the funding contract with the Texas Water Development Board for the remainder of the 6th Cycle of Regional Planning on behalf of North East Texas Regional Water Planning Group.

Kyle Dooley provided that this agenda item pertains to executing Amendment No. 2 to the contract between TWDB and RWRD for the development of the 2026 Regional Water Plan for Region D, which was originally executed on July 13, 2021. This will be the second of a few amendments as we go through the planning cycle and TWDB makes funding available. This amendment would take the total committed funds from \$606,747 to \$1,186,954. It also amends several exhibits in the contract as they pertain to scope of work, task and expense budgets, and general guidelines for the 2026 Regional Water Plan deliverables. Also, by approving this item, the board would authorize the Executive Director to sign any future amendments to this contract with TWDB for the remainder of the 6th Cycle of Planning. At the last Region D meeting, the board approved a similar resolution that gave the Executive Director that same authority.

A motion was made by Sonya Hubbard and seconded by Tina Veal Gooch to approve RESO 20231025-04 authorizing the Executive Director/CEO to execute all amendments to the funding contract with the Texas Water Development Board for the remainder of the 6th Cycle of Regional Planning on behalf of North East Texas Regional Water Planning Group. 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: Kim Keefer provided an update. Pape continues to support the District in navigating the processes with the USACE and TWDB. She introduced Brian Strickland as the deputy project manager that took the place of a recently resigned staff member. On the Environmental Document: the final comments are responses to the EID

will be provided to TWDB on November 3rd. This should allow for a conditional release of the design funding. Contract documents for the design consultant are being drafted and Pape will assist Riverbend in negotiating those contracts. The first meeting with the design consultants will be this afternoon to begin discussions. The historic commission comments should be done by November 2nd. We are working with the USACE to get the final email that states we will be under the nationwide permit on the submittal. It will be the first of the year 2024 before we have signed design contracts, which lines up well with the other necessary documents to get design funds released.

Industrial Wastewater Plant: Kyle spoke with the Public Works Department for the Army as well as contracting to discuss contract terms to allow us to out for bonds to fund the new plant. We will hopefully have a meeting the second week of November to finalize that language. The command staff asked for an update meeting on December 13, 2023 to discuss the timeline for design, construction, and getting the plant up and running.

Ultimate Rule Curve: the USACE is waiting to finalize the contract for the cultural resources study. Once it is finalized, that will drive when they come to the district to make adjustments to the contributed funds agreement for the funds needed to conduct the study.

Other updates: Kyle is working on getting grant funding for our new water plant. Texas Environmental and Infrastructure Program was established in the Water Resources Development Act of 2007. It is funding that comes through USACE. It can be used for water supply, treatment, or related facilities projects. It is a 75/25 split between federal cost and a non-federal sponsor. They are discussing what will be available in this year's budget. The range is between \$9 million and \$15 million available for our type of project. Only certain pieces of our project would qualify due to cost so only a few were submitted for review for this grant. Future funds can be added to sections of our project as we move into the 2025-2026 budget year as well. The application was submitted yesterday and we are waiting for a decision.

No action taken.

VIII. Executive Session

The board stood at ease at 12:23 p.m.

The board reconvened in Executive Session at 12:28 p.m. with quorum pursuant to section 551.074 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:15 p.m.

The board reconvened with quorum at 1:17 p.m.

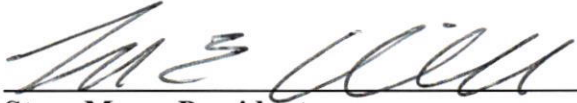
IX. Next Riverbend Meetings

Riverbend Regular Meeting, November 15, 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 1:18 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on October 25, 2023, were read, and approved on the 15th day of November 2023.

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Steve Mayo, President

Attest:



Kyle Dooley, Executive Director/ CEO

