

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
May 22, 2024
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, Lynn Davis, Vice President of the Board, called the meeting to order at 12:01 p.m.

Directors Present:

Steve Mayo, President
Lynn Davis, Vice President
Tina Veal-Gooch, Secretary
Sonja Hubbard, Treasurer
Van Alexander, Past President

Directors Absent:

None

Administration Present:

Kyle Dooley, Executive Director/CEO
Eli Hunt, Director of Operations
Becky Melton, HR Manager/Executive Assistant

Public Present:

Please see the attached list for additional guests.

II. Invocation & Pledge

Lynn Davis 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 April 24, 2024 Regular Called Meeting minutes.

A motion was made by **Van Alexander** 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).

David Weidmon, Executive Director, provided that their meeting yesterday included a budget workshop in addition to an unveiling of a draft of their new website. He is aiming for a format where they will upload the entire agenda packet and all policy documents. They retained a firm for their audit as well. No action taken.

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

No update.

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

Sonja Hubbard provided that REDI is close to closing on the Texas side property and they Arkansas side tract is pending as well. They are working on an incubator facility downtown that will be the building that formerly house the Discovery Museum. It will be a space to work on new ideas and projects. It should be open in August 2024. There is also a grant program that will pay individuals \$10,000 to move to the Texarkana area for and still allow for their remote work. No action taken.

VII. Agenda Items for Individual Consideration

A. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to report compliance with required cybersecurity training.

Kyle Dooley provided that House Bill 3834 required state and local government employees to complete a certified training program for cybersecurity. The Texas Department of Information Resource (DIR) in consultation with the Texas Cybersecurity Council is required to certify at least five cybersecurity training programs so state and local government employees can meet the training requirements. RWRD is defined as a local government for the purposes of cybersecurity requirements. Local governments must certify their training compliance by August 31, 2024. The governing body of a local government is required to verify and report on the completion of a cybersecurity training program completed by employees of the local government to the department and should retain documentation pertaining to this requirement. All Riverbend staff has completed cybersecurity training. This resolution would allow staff to submit the certification to DIR that RWRD has met the yearly requirements for cybersecurity training. There is also a Governing Board Acknowledgement Form that each board member will need to sign,

stating that the district is in compliance with this training requirement. This will not have to be submitted but will be kept for our records annually.

A motion was made by **Van Alexander** and seconded by **Sonja Hubbard** to approve RESO 20240522-01 authorizing the Executive Director/CEO to report compliance with required cybersecurity training. The motion passed unanimously.

B. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to execute a new task order to the base contract with Red River Army Depot to include funding for design and construction on the new Industrial Wastewater Plant.

Kyle Dooley provided that this task order is an addition to the base contract with the Army and will be how the Army contributes to help pay for the debt for the new Industrial Wastewater Treatment Plant (IWWTP). This task order is for 20 years and will match the length of term for our debt amortization schedule. Our base contract with the Army has previously been amended to extend beyond the 20 years needed to retire the debt for the IWWTP. All other terms and conditions of our base contract will remain the same.

A motion was made by **Sonja Hubbard** and seconded by **Tina Veal Gooch** to approve RESO 20240522-02 authorizing the Executive Director/CEO to execute a new task order to the base contract with Red River Army Depot to include funding for design and construction on the new Industrial Wastewater Plant. The motion passed unanimously.

C. Discussion and possible action regarding approval of a resolution approving changes to the rate sheet to include late fees and reconnection fees for delinquent accounts.

Kyle Dooley provided This item pertains to an update to the fee schedule for Riverbend to include late fees, and reconnection fees for delinquent accounts. Currently there are no fees collected on delinquent accounts. The proposed addition of late fees and reconnect fees is as follows: Any bill not paid by the 15th of the month following the due date on the invoice will incur a 10% late fee and service will be disconnected. In addition, a \$20 reconnect fee will be required before the service will be restored.

A motion was made by **Van Alexander** and seconded by **Tina Veal Gooch** to approve RESO 20240522-03 approving changes to the rate sheet to include late fees and reconnection fees for delinquent accounts. The motion passed unanimously.

D. Discussion and possible action regarding approval of a resolution awarding the bid to a vendor for the purchase of a six yard single axle dump truck.

This item pertains to the purchase of a dump truck for the efficient operation of the Wet Utility. An ad was placed in the Texarkana Gazette leading vendors to the Riverbend website to obtain the specifications needed on a six-yard single-axle dump truck. Two bids were submitted and opened on May 15, 2024. The lowest bid was from Trademark Truck & Equipment in New Boston, Texas. Their bid was within budget and both bids are attached to the packet.

A motion was made by Sonja Hubbard and seconded by Van Alexander to approve RESO 20240522-04 awarding the bid to a vendor for the purchase of a six yard single axle dump truck. The motion passed unanimously.

VIII. Riverbend Reports

A. Board Members

No reports.

B. Executive Director/CEO

Kyle Dooley provided the following updates:

Regional Water System Project: Matt Garcia with Pape Dawson provided the following update. All signatures have been obtained for the Memorandum of Agreement with the US Army Corps of Engineers (Corps). This is the first step in getting the easements through Corps controlled property and Corps projects. The research design has been submitted to the Texas Historical Commission and to the Corps. This design approval should be the final step for meeting the requirements for the Finding of No Significant Impact to move forward with TWDB. Coordination with TWDB to realign the existing loans to match the spending more appropriately by category anticipated in the next two to four years. TWDB largely agrees with the realignment, and we are waiting for final approval so that design consultants can be hired. We have also requested a delay in the last loan closing date. That request to extend that closing date to August 2026 will be reviewed on June 12, 2024. Kyle Dooley provided that this extension was requested because up to this point, Riverbend has closed on loans as required in order to have funding available as needed. That has started the interest accrual on those loans, but we are unable to access those funds for design and construction because of a delay in getting the Corps permit complete.

TexAmericas Center: There is some potential for opportunities to increase the water and wastewater use on the TAC footprint. One of these users would start as a user comparable to Red River Army Depot and grow larger from there. Since they have a plan to move in soon, it may cause Riverbend to make some changes to capacity, fire suppression, and industrial wastewater increases as well in order to meet future requirements for usage. We can meet their needs as they start up but will need to ramp up as they start to grow.

Ultimate Rule Curve: The Programmatic Agreement has been signed. The EA document is ready. H & H has completed their models and assessments. On May 15th, the Cultural Resources Study is ready to be awarded. That document is with the Council for approval. That study will take close to 18 months.

Member City True-Up: Documents will be ready for review close to July 10th. The True-Up meeting is scheduled for July 17th at 10am and the regular Riverbend Board meeting will be on July 24th. Members will also receive the Riverbend debt service budget as well.

No action taken.

XI. Executive Session

The board stood at ease at 12:27 p.m.

The board reconvened in Executive Session at 12:30 p.m. with quorum pursuant to section 551.072 and 551.087 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:00 p.m.

The board reconvened with quorum at 1:00 p.m.

X. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, June 26, 2024 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, the meeting adjourned at 1:05 p.m.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on May 22, 2024 were read and approved on the 26th day of June, 2024.



for Steve Mayo, President

Attest:



Kyle Dooley, Executive Director/ CEO

12:00 p.m.

[illegible]