

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

March 26, 2025

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, Sonja Yates, Vice President of the Board, called the meeting to order at 12:05 p.m.

Directors Present:

Sonja Hubbard, Vice President

Tina Veal-Gooch, Treasurer

Van Alexander, Secretary

Directors Absent:

Lynn Davis, President

Steve Mayo, Past President

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

Sonja Hubbard 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 26, 2025 Regular Called Meeting Minutes.

A single 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 Weidman provided an update. They held their annual meeting where Reese Hayter was selected as Vice Chair and Mr. Weidman was retained as Secretary/Treasurer. Their grant symposium in Paris was well attended and they received some positive feedback as well. Governor Abbott appointed Aaron Roland and Jason Spencer to the SRBA board to replace Gary Cheatwood and Chris Spencer respectively. Mr. Weidman met with several members of the Cuthand community regarding their concerns surrounding the Marvin Nichols project. He plans to hold more of those meetings to get out and meet others and let the community know what SRBA is working on. The SRBA also got the Rural River Authority Initiative attached to TCEQs appropriation and it is currently in committee. SRBA is holding a Clean Rivers Program steering committee meeting tomorrow at Northeast Texas Community College at 9am. No action taken.

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

Scott Norton, Executive Director/CEO provided an update. There was a site visit and a very productive phone call with Braven Environmental just after last month's meeting. Their JEDI application has been approved as well as their air permit has been signed by TCEQ. Their investors are moving forward and a project timeline has been tentatively set. Closing on the real estate contract for the project has been extended to September 30, with capital lined up and a performance bond in place. There was an additional site visit last month as well. TAC is one of the final three sites selected for that large company. The community was very involved. There were folks from the legislature as well as a representative from Speaker Johnson's office. Discussions with that company are still ongoing. In addition to utilities, the next big conversation with regards to pulling large companies to the area is workforce attraction and retention. Efforts will then shift to housing needs for that incoming workforce. Texas Workforce Solutions has responded quickly to those site selectors requesting information. Their Board also discussed purchasing two new locomotives for the TAC East rail system to be delivered in the April to May timeframe. Those were purchased with a DEAG grant. There is a definite need for a strategic plan on housing, roads, schools, and transportation to support workforce attraction. There are many ongoing projects and events that are generating interest and activity in the community. No action taken.

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

Sonja Hubbard provided their projects are still moving forward. No action taken.

VII. Agenda Items for Individual Consideration

A. Discussion and possible action regarding approval of a resolution reviewing and updating Riverbend's Personnel Policy Manual.

Kyle Dooley provided details on the changes to the Personnel Policy Manual. This item pertains to the removal of Section 7 of the Personnel Policy Manual related to Financial Policies. With the adoption of the Purchasing Manual, the Financial Policies listed in this section have become redundant. The only policy that will need to be addressed is a section on credit cards. In the next item, staff will ask the Board to consider adding a section on credit cards to the Purchasing Manual.

A motion was made by Tina Veal Gooch and seconded by Van Alexander to approve RESO 20250326-01 approving the changes to Riverbend's Personnel Policy Manual. The motion passed unanimously.

B. Discussion and possible action regarding approval of a resolution reviewing and updating the Purchasing Policy & Procedure Manual.

Kyle Dooley provided that this item pertains to adding a new section to the Purchasing Manual on credit cards. It had previously been in the Personnel Policy Manual. Having a section in the Purchasing Manual on credit cards instead of the Personnel Policy Manual is more logical going forward.

A motion was made by Van Alexander and seconded by Tina Veal Gooch to approve RESO 202503267-02 reviewing and updating the Capitalization Policy & Investment Policy of Riverbend Water Resources District. The motion passed unanimously.

C. Discussion and possible action regarding approval of a resolution reviewing and updating the Capitalization Policy & Investment Policy of Riverbend Water Resources District.

Kyle Dooley provided that this item pertains to the annual review and, if necessary, updates, to the Capitalization Policy as well as the Investment Policy. Riverbend Water Resources District desires to review and update accordingly, its policies and procedures regarding the principles and criteria involved in the capitalization of district assets. In addition, the Public Funds Act of Texas requires the Board of Directors of the Riverbend Water Resources District to annually review its Investment Policy and Strategies and to make these policies and procedures readily available to the public in written form. There are no changes for either policy being proposed for this year.

A motion was made by Tina Veal Gooch and seconded by Van Alexander to approve RESO 20250326-03 approving Riverbend's Capitalization Policy & Investment Policy. The motion passed unanimously.

D. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into an agreement with the Ark Tex Council of Governments to manage a Defense Economic Adjustment Assistance Grant awarded for the Industrial Wastewater Facility Funding.

Kyle Dooley provided that this item pertains to the need to execute an agreement for ATCOG to manage the DEAAG grant for the proposed Industrial Wastewater Facility. As discussed at the August 2024 and the October 2024 Board Meetings, we were submitting an application for the grant. We were indeed successful in that grant application and this agreement is the follow-up agreement discussed in August for ATCOG to administer the grant as we move forward with the project. This will be a two-year agreement between Riverbend and ATCOG for the administration of the grant for \$50,000.

A motion was made by Van Alexander and seconded by Tina Veal Gooch to approve RESO 20250326-04 authorizing the Executive Director/CEO to enter into an agreement with the Ark Tex Council of Governments to manage a Defense Economic Adjustment Assistance Grant awarded for the Industrial Wastewater Facility Funding. The motion passed unanimously.

E. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into a services contract with the City of Redwater regarding water and wastewater services.

This item pertains to a service contract with the City of Redwater for water and wastewater services. Staff has been working on a services agreement with the City of Redwater. We are using the template services contract that we created while working with the City of Maud in August of 2022 on their services contract. Redwater's City Council approved entering into a contract with Riverbend to provide the water and wastewater services on March 10th. The proposed agreement has an initial five-year term, with renewable options going forward after the initial term. The monthly amount of the agreement is \$18,013.61 for the initial year and the contract provides for a "true-up" every year after the initial year. Staff recommends approval.

A motion was made by Tina Veal Gooch and seconded by Van Alexander to approve 20250326-05 authorizing the Executive Director/CEO to enter into a services contract with the City of Redwater regarding water and wastewater services. 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 an update on several key milestones. The public comment period on the Environmental Assessment Document has ended. The tribal coordination ends on March 27th. The Finding of No Significant Impact (FONSI) will also follow on the 27th. The Corps Out-Grant real estate process will take 90 days to complete pending some cut and fill calculations currently underway. Then the Corps will need 120 days to review, comment, and negotiate the final easement for the intake, road location, and the flowage easement on private property. The Cultural Resources Report has been approved by the Texas Historical Commission, and it is ready to be included in the Environmental Information Document (EID). The next steps: the 60% drawings are scheduled to be submitted to Riverbend by mid-July. The final EID will be delivered to the Corps by April 17th. The SWIFT Funding abridged package was received by TWDB and the notification date for the full package should be within 30 to 45 days. Kyle Dooley provided that according to his last discussion with Brian Strickland, TWDB will do all they can to get that full package sooner than 30 days because of uncontrollable delays. When an entity has an application submitted for SRF Funds, TWDB sends the Texas Rural Water Association to complete a Financial, Managerial, and Technical review. They visited and gathered all necessary information on Monday the 24th. It is a good indication when they come for that visit that the funding request will be approved. There is ongoing work with Congressman Nathaniel Moran's office for a \$10 million funding request. This request has support from Congressman Pat Fallon, Senator Ted Cruz, and Senator John Cornyn. The Army is currently developing a FY 25 work plan in response to a continuing resolution, with a 60-day enactment period. A letter was sent to Congressman Moran's office requesting the inclusion of \$2.5 million in Texas EIP funds in the Army's work plan. The goal is to secure additional funding for the Regional Water System Project.

Industrial Waste Water Plant: Now that execution of the ATCOG agreement is approved we will proceed with lining out the scope of work on the new Industrial Wastewater facility project with Garver. Considering the needs of the primary user in the Army, there may be other opportunities with any prospects that the TexAmericas team may pull in and the timing on those companies needs as well. All of that will need to be factored in to the scope of work for the project.

Waggoner Creek: Draft contracts with the Cities of Leary, Nash, Texarkana, and Wake Village are being reviewed. They will be sent to Kristin Fancher for review and update and sent to those cities for further review.

Region D: The Initially Prepared Plan (IPP) was submitted to TWDB on March 3, 2025. We have a meeting scheduled for April 9, 2025 and a large public hearing scheduled for May 14, 2025 to open the comment period for the IPP. We are sending about 750 letters to stakeholders as well as publishing the public notice in 14 newspapers to inform citizens about the submission of the IPP.

XI. Executive Session

The board stood at ease at 12:35 p.m.

The board reconvened in Executive Session at 12:40 p.m. with quorum pursuant to section 551.072 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:04 p.m.

The board reconvened with quorum at 1:05 p.m.

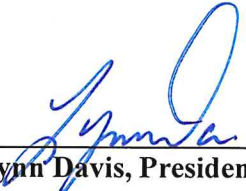
X. Next Riverbend Meetings

Riverbend Regular Meeting, Wednesday, April 23, 2025 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 **Tina Veal Gooch** and seconded by **Van Alexander** to adjourn the meeting at 1:10 p.m. The motion passed unanimously.

The minutes of the Riverbend Water Resources District Board of Directors meeting, held on March 26, 2025, were read and approved on the 26th day of April, 2025.



Lynn Davis, President

Attest:



Kyle Dooley, Executive Director/CEO

Board Meeting

12:00 p.m.

[illegible]