



**REGULAR MEETING  
RIVERBEND WATER RESOURCES DISTRICT  
PUBLIC NOTICE OF BOARD OF DIRECTORS' MEETING  
THURSDAY, NOVEMBER 18, 2021  
12:00 P.M.  
228 TEXAS AVENUE, SUITE A, NEW BOSTON, TX 75570**

*Notice is hereby given pursuant to V.T.C.A., Government Code, Chapter 551, that the Board of Directors of the Riverbend Water Resources District will conduct a meeting; open to the public, on **Thursday, November 18, 2021, at 12:00 p.m.**, at the Riverbend Water Resources District ("Riverbend") office, in the Conference Room located at 228 Texas Avenue, Suite A, New Boston, TX 75570.*

*The Board of Directors is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); discussing security personnel or devices (Section 551.076); or discussing economic development matters (Section 551.087). If the Board of Directors makes a determination to go into executive session on any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.*

**A G E N D A**

- I. CALL TO ORDER & ROLL CALL
- II. INVOCATION & PLEDGE
- III. PUBLIC COMMENTS

*The Board of Directors allows individuals to speak to the Board. Prior to the meeting, speakers must sign in on the public comment sheet. The time limit is five (5) minutes per speaker. Subject to the provisions set forth under Section 551.007 of the Government Code.*

- IV. CONSENT AGENDA ITEMS

- A. Discussion and possible action regarding October 27, 2021 Regular Meeting minutes.



V. REGIONAL ENTITY REPORTS

- A. Discussion and possible action regarding activities with Sulphur River Basin Authority.
- B. Discussion and possible action regarding activities with TexAmericas Center.
- C. Discussion and possible action regarding activities with ArTex-REDI.

VI. AGENDA ITEMS FOR INDIVIDUAL CONSIDERATION

The Board of Directors will consider, discuss, and if appropriate, take action on the following item(s):

- A. Discussion regarding draft fourth quarter financials for FY 2021 and any applicable quarterly investment reports.
- B. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to accept and award bids for financial software.

VII. REPORTS

- A. Board Members
- B. Executive Director/CEO

VIII. EXECUTIVE SESSION

*The Board of Directors is authorized by the Texas Open Meetings Act to convene in closed or executive session for certain purposes. These purposes include receiving legal advice from its attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074); discussing security personnel or devices (Section 551.076); or discussing economic development matters (Section 551.087). If the Board of Directors makes a determination to go into executive session on any item on this agenda, the Presiding Officer will announce that an executive session will be held and will identify the item to be discussed and provision of the Open Meetings Act that authorizes the closed or executive session.*



IX. NEXT REGULAR MEETING

Riverbend Regular Meeting, January 26, 2022 at 12:00 p.m. at Riverbend Offices,  
228 A Texas Avenue, New Boston, Texas 75570.

X. ADJOURNMENT

*Kyle Dooley*

Kyle Dooley, Executive Director/CEO  
Riverbend Water Resources District

\*Persons with disabilities who plan to attend the RWRD Board of Directors' meeting and who may need auxiliary aids or services are requested to contact the RWRD Administrative Offices at (903) 831-0091, as soon as possible. All reasonable efforts will be taken to make the appropriate arrangements.

**REGULAR CALLED MEETING  
RIVERBEND WATER RESOURCES DISTRICT  
THURSDAY, NOVEMBER 18, 2021**

**CONSENT AGENDA ITEM IV. A.  
October 27, 2021  
Regular Meeting Minutes**

**Regular Called Meeting  
Riverbend Water Resources District  
Board Meeting Minutes  
September 22, 2021**

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, Tina Veal Gooch, President of the Board, called the meeting to order at 12:04 p.m.

**Directors Present:**

Tina Veal-Gooch, President  
Fred Milton, Secretary  
Marshall Wood, Treasurer

**Directors Absent:**

Van Alexander, Vice President  
Sonja Hubbard, Past President

**Administration Present:**

Kyle Dooley, Executive Director/CEO  
Eli Hunt, Operations Manager  
Tara Houck, CFO  
Becky Melton, HR Manager/Executive Assistant

**Public Present:**

Please see the attached list for additional guests.

**II. Invocation & Pledge**

Marshall Wood led the invocation.

Tina Veal Gooch led the pledge of allegiance.

**III. Public Comments**

None.

**IV. Consent Agenda Items**

Items IV. A. & B. were considered under a Consent Agenda for one single motion of approval.

- A. Discussion and possible action regarding September 22, 2021 Regular Called Meeting Minutes.**
- B. Discussion and possible action regarding approval of a resolution to authorize the Executive Director/CEO to enter into an agreement for services with Wilf Henderson, PC for annual audit services for FY 2021.**

A single motion was made by **Fred Milton** and seconded by **Marshall Wood** to approve the Consent Agenda Items as listed above. The motion passed unanimously.

**V. 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.

**VI. Agenda Items for Individual Consideration**

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

Kyle Dooley provided information on sections in the Personnel Policy Manual that were in need of an update or clarification. Benefits available to new employees still within their probationary period was clarified. The federally approved Juneteenth holiday was added to the list of paid holidays provided to employees. In addition, the removal of a minimum of hours worked on a holiday was also removed.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve **RESO 20211027-01** updating Riverbend's Personnel Policy Manual. The motion passed unanimously.

- B. Discussion and possible action regarding approval of a resolution to update Riverbend's Engineering Master List.**

Kyle Dooley provided information on the need to review and revise the Engineering Master List on a three-year schedule. Mr. Dooley believes that engineering firms should have the opportunity to provide a proposal to the District for review to be added to the Master List. This resolution would give him the authority to request proposals at least every three years to ensure

the list is up to date with firms that have the ability to provide services to the District as needs change.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve **RESO 20211027-02** update Riverbend's Engineering Master List. The motion passed unanimously.

## **VII. Riverbend Reports**

### **A. Board Members**

Tina Veal Gooch introduced David Orr with the City of Texarkana, Texas. She congratulated him on his permanent placement as the City Manager. Mr. Orr then provided an update on the True-Up process for the water production rate.

Fred Milton reported that the TWCA Conference was successful. There were networking meetings as well as a visit with Kathleen Jackson with TWDB. They discussed the Regional Water System Project as well as the new project dashboard that will be presented to the Board next week. He and Mr. Dooley were also able to visit with some of the US Army Corps of Engineers representatives and discussed the project as well as the Ultimate Rule Curve.

### **B. Executive Director/CEO**

Kyle Dooley provided the following updates:

Regional Water System Project: Kim Keefer with Pape-Dawson provided the following updates.

- Continuing the efforts on the 30% foundational design documents including several technical memoranda under review and progress being made on completing the alternatives evaluation process as it relates to environmental, socio-economic, capital and operation and maintenance factors.
- Continue to take water quality samples from the lake. No surprises in quality were found.
- We are commencing with the initial preparations for selection of the design consultants for the next phase of work. This includes preparing a TWDB-appropriate advertisement and contract documents. This is on track for first quarter 2022.
- Oct 15 - First phase of SOPs, Final PMP and final program charter submitted to RWRD
- Oct 25 – Treatment process Technical Memo review
- Nov 2 – Advisory committee meeting
- Right of Entry obtained from TAC
- Ultimate Rule Curve activities with the US Army Corps of Engineers (USACE) are going to be very beneficial in this coordination for this project. We will be meeting with them monthly.
- We hope to help them along with the URC efforts so everything finishes in sync.

TCEQ & Water Rights Application: Kristen Fancher has responded to questions she has received from entities that have requested a contested case hearing. They are all willing to meet but there has not been a date set as of yet.

Ultimate Rule Curve and Environmental & Cultural Resources Study: Mr. Dooley and Mr. Orr are on biweekly calls with the USACE. The scope of work and the estimated cost above the

\$2.2 million originally stated. There seems to be some confusion at the Corps because there are two on-going projects for Riverbend and some of those project team members overlap.

Industrial Waste Water Plant: We are still working with RRAD to change the existing language in the contract that will cover the payback for the bond to fund the new plant.

Mr. Dooley also provided that he is attending the National Water Supply Alliance (NWSA) Conference in Kansas City this week. Several USACE representatives will be there as well. He is looking forward to seeing several presentations related to our project.

The next Region D meeting is scheduled for November 10, 2021 at 10:00 a.m. at the Region 8 Education Service Center in Pittsburg, Texas.

No action taken.

### **VIII. 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 551.071 of the Texas Open Meetings Act.

The board came out of Executive Session at 1:05 p.m.

The board reconvened with quorum at 1:06 p.m.

### **IX. Next Riverbend Meetings**

Riverbend Regular Meeting, Thursday, November 18, 2021 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 **Fred Milton** and seconded by **Marshall Wood** to adjourn the meeting at 1:08 p.m. The motion passed unanimously.

**The minutes of the Riverbend Water Resources District Board of Directors meeting, held on October 27, 2021, were read and approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.**

---

**Tina Veal Gooch, President**

**Attest:**

---

**Kyle Dooley, Executive Director/ CEO**



**REGULAR CALLED MEETING  
RIVERBEND WATER RESOURCES DISTRICT  
THURSDAY, NOVEMBER 18, 2021**

**AGENDA ITEM VI. A.  
Draft Fourth Quarter Financials  
&  
Investment Report**

## RIVERBEND WATER RESOURCES DISTRICT

### PRELIMINARY STATEMENT OF NET POSITION ENTERPRISE FUNDS September 30, 2021

	<i>Regional Water System Administration Fund</i>	<i>Regional Water System Facilities Fund</i>	<i>Wet Utilities Fund</i>	<i>Total</i>
<b>ASSETS</b>				
Current assets:				
Cash	\$ 225,091	\$ -	\$ 1,289,068	\$ 1,514,159
Accounts receivable	17,688	2,577,092	832,715	3,427,495
Due from other fund	3,009	-	4,893	7,902
Restricted assets:				
Cash restricted for bond debt reserves	-	4,692,112	2,568,294	7,260,406
Cash restricted for construction - bond proceeds	-	-	312,423	312,423
Cash restricted for operations	-	-	900,745	900,745
Prepaid expenses	-	-	5,197	5,197
Inventory	-	-	78,715	78,715
Total current assets	<u>245,788</u>	<u>7,269,204</u>	<u>5,992,050</u>	<u>13,507,042</u>
Noncurrent assets:				
Capital assets (net of accumulated depreciation):				
Equipment	-	-	415,929	415,929
Utility system	-	-	16,012,858	16,012,858
Intangible assets	-	-	265,536	265,536
Construction in progress	-	4,367,539	883,514	5,251,053
Total capital assets	<u>-</u>	<u>4,367,539</u>	<u>17,577,837</u>	<u>21,945,376</u>
Total noncurrent assets	<u>-</u>	<u>4,367,539</u>	<u>17,577,837</u>	<u>21,945,376</u>
<b>TOTAL ASSETS</b>	<u>245,788</u>	<u>11,636,743</u>	<u>23,569,887</u>	<u>35,452,418</u>
<b>LIABILITIES</b>				
Current liabilities:				
Accounts payable	4,991	2,302,720	78,747	2,386,458
Payroll liabilities	-	-	44,236	44,236
Due to other fund	4,893	3,009	-	7,902
Due to Region D Planning	41,138	-	-	41,138
Accrued interest payable	-	113,030	166,029	279,059
Accrued compensated absences - current	-	-	19,186	19,186
Revenue bonds payable - current	-	-	775,000	775,000
Total current liabilities	<u>51,022</u>	<u>2,418,759</u>	<u>1,083,198</u>	<u>3,552,979</u>
Noncurrent liabilities:				
Accrued compensated absences - long term	-	-	55,209	55,209
Revenue bonds payable - long term	-	4,999,136	7,820,000	12,819,136
Total noncurrent liabilities	<u>-</u>	<u>7,417,895</u>	<u>7,875,209</u>	<u>12,874,345</u>
<b>TOTAL LIABILITIES</b>	<u>51,022</u>	<u>9,836,654</u>	<u>8,958,407</u>	<u>16,427,324</u>
<b>NET POSITION</b>				
Net investment in capital assets	-	(634,418)	9,869,477	9,235,059
Restricted for bond reserves	-	4,690,932	2,197,422	6,888,354
Restricted for construction	-	1,180	370,065	371,245
Unrestricted	194,766	161,154	2,174,517	2,530,437
<b>TOTAL NET POSITION</b>	<u>\$ 194,766</u>	<u>\$ 4,218,848</u>	<u>\$ 14,611,481</u>	<u>\$ 19,025,095</u>

## RIVERBEND WATER RESOURCES DISTRICT

### PRELIMINARY STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET POSITION ENTERPRISE FUNDS

For the Year Ended September 30, 2021

	<i>Regional Water System Administration Fund</i>	<i>Regional Water System Facilities Fund</i>	<i>Wet Utilities Fund</i>	<i>Total</i>
<b>OPERATING REVENUES</b>				
Charges for services:				
Member fees	\$ 204,635	\$ -	\$ -	\$ 204,635
Army volumetric charge		-	3,141,686	3,141,686
Army water supply charge		-	249,672	249,672
Commercial & residential charge		-	232,311	232,311
Other revenue	-	-	402	402
Total operating revenues	<u>204,635</u>	<u>\$ -</u>	<u>3,624,071</u>	<u>3,828,706</u>
<b>OPERATING EXPENSES</b>				
Accounting & audit	4,500	-	-	4,500
Analyticals	-	-	101,755	101,755
Community relations	5,003	-	-	5,003
Conferences & seminars	2,840	-	-	2,840
Consulting	180,596	-	23,941	204,537
Dues & memberships	8,357	-	-	8,357
Engineering services	20,697	-	-	20,697
Equipment maintenance, repair & fuel		-	39,325	39,325
Equipment rental		-	(1,079)	(1,079)
Insurance	-	-	46,891	46,891
Legal & professional fees	12,665	-	-	12,665
Materials	-	-	185,047	185,047
Meetings expense	4,279	-	-	4,279
Military affairs	11,000	-	-	11,000
Office supplies and expense	1,136	-	-	1,136
Permits	-	-	34,279	34,279
Repairs	-	-	170,150	170,150
Salaries, wages, payroll taxes & benefits	159,202	-	896,376	1,055,578
Supplies & materials		-	25,365	25,365
Travel & training	5,001	-	-	5,001
Utilities	-	-	145,291	145,291
Waste disposal	-	-	37,158	37,158
Water purchase cost	-	-	272,185	272,185
Web design & maintenance	2,667	-	-	2,667
Miscellaneous	309	-	-	309
Overhead allocation - water		-	163,286	163,286
Overhead allocation - wastewater		-	177,365	177,365
Overhead allocation - industrial wastewater		-	178,872	178,872
Total operating expenses	<u>418,252</u>	<u>-</u>	<u>2,496,208</u>	<u>2,914,460</u>
Operating income (loss) before depreciation	(213,617)	-	1,127,863	914,246
Depreciation	-	-	805,179	805,179
Operating income (loss)	<u>(213,617)</u>	<u>-</u>	<u>322,684</u>	<u>109,067</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Facility charges revenue	-	-	1,502,606	1,502,606
Minimum monthly payments		4,570,950		4,570,950
Interest revenue	2	21,405	12,650	34,057
Project admin fees	-	-	17,147	17,147
Gain (loss) on disposal of asset	-	-	(62,676)	(62,676)
Interest expense	-	(210,304)	(362,717)	(573,021)
Bond issuance costs		(628,526)		(628,526)
Franchise fees expense	-	-	(108,710)	(108,710)
Special projects expense	(6,858)	-	-	(6,858)
Total nonoperating revenues (expenses)	<u>(6,856)</u>	<u>3,753,525</u>	<u>998,300</u>	<u>4,744,969</u>
<b>Income (loss) before capital contributions and transfers</b>	(220,473)	3,753,525	1,320,984	4,854,036
<b>Transfers in (out)</b>	230,000	-	(230,000)	-
<b>Changes in net position</b>	9,527	3,753,525	1,090,984	4,854,036
<b>Net position, beginning of year</b>	185,239	465,323	13,520,497	14,171,059
<b>Net position, end of year</b>	<u>\$ 194,766</u>	<u>\$ 4,218,848</u>	<u>\$ 14,611,481</u>	<u>\$ 19,025,095</u>

## RIVERBEND WATER RESOURCES DISTRICT

---

**PRELIMINARY SUPPLEMENTARY INFORMATION  
BUDGETARY COMPARISON SCHEDULE  
REGIONAL WATER SYSTEM ADMINISTRATION  
For the Year Ended September 30, 2021**

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Budget</u>	<u>% of Budget</u>
<b>OPERATING REVENUES</b>				
Charges for services	\$ 203,928	\$ 204,635	\$ 707	100.35%
Total operating revenues	<u>203,928</u>	<u>204,635</u>	<u>707</u>	<u>100.35%</u>
<b>OPERATING EXPENSES</b>				
Advertising	1,400	-	1,400	0.00%
Accounting & audit	4,500	4,500	-	100.00%
Community relations	8,000	5,003	2,997	62.54%
Conferences & seminars	4,700	2,840	1,860	60.43%
Consulting	200,000	180,596	19,404	90.30%
Dues & memberships	8,735	8,357	378	95.67%
Engineering services	130,000	20,697	109,303	15.92%
Legal & professional fees	27,500	12,665	14,835	46.05%
Meetings expense	6,000	4,279	1,721	71.32%
Military affairs	11,000	11,000	-	100.00%
Office supplies & expense	2,300	1,136	1,164	49.39%
Salaries, wages & benefits	157,922	159,202	(1,280)	100.81%
Subscriptions	400	309	91	77.25%
Travel & training	18,000	5,001	12,999	27.78%
Web design & maintenance	4,000	2,667	1,333	66.68%
Total operating expenses	<u>584,457</u>	<u>418,252</u>	<u>166,205</u>	<u>71.56%</u>
Operating income (loss)	<u>(380,529)</u>	<u>(213,617)</u>	<u>(166,912)</u>	<u>56.14%</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Interest Revenue	-	2	2	
Special projects expense	(50,000)	(6,858)	43,142	13.72%
Use of prior year equity	200,529	-	(200,529)	0.00%
Total nonoperating revenues (expenses)	<u>150,529</u>	<u>(6,856)</u>	<u>(157,385)</u>	<u>4.55%</u>
<b>Income (loss) before transfers</b>	(230,000)	(220,473)	9,527	95.86%
<b>Transfer in</b>	<u>230,000</u>	<u>230,000</u>	<u>-</u>	<u>100.00%</u>
<b>Change in net position</b>	-	9,527	9,527	
<b>Net position, beginning of year</b>	<u>185,239</u>	<u>185,239</u>	<u>-</u>	<u>100.00%</u>
<b>Net position, end of year</b>	<u>\$ 185,239</u>	<u>\$ 194,766</u>	<u>9,527</u>	<u>105.14%</u>

## RIVERBEND WATER RESOURCES DISTRICT

---

**PRELIMINARY SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE**  
**REGIONAL WATER SYSTEM FACILITIES FUND**  
**For the Year Ended September 30, 2021**

	<i>Budget</i>	<i>Actual</i>	<i>Variance with Budget</i>	<i>% of Budget</i>
<b>OPERATING REVENUES</b>				
Charges for services	\$ -	\$ -	\$ -	
Total operating revenues	<u>-</u>	<u>-</u>	<u>-</u>	
<b>OPERATING EXPENSES</b>				
Expenses	-	-	-	
Total operating expenses	<u>-</u>	<u>-</u>	<u>-</u>	
Operating income (loss)	<u>-</u>	<u>-</u>	<u>-</u>	
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Minimum monthly payments	4,389,715	4,570,950	181,235	104.13%
Interest Revenue	21,000	21,405	405	101.93%
Interest Expense	(210,304)	(210,304)	-	100.00%
Bond Issuance Costs	(634,884)	(628,526)	6,358	99.00%
Total nonoperating revenues (expenses)	<u>3,565,527</u>	<u>3,753,525</u>	<u>181,235</u>	<u>105.27%</u>
<b>Change in net position</b>	3,565,527	3,753,525	181,235	105.27%
<b>Net position, beginning of year</b>	\$ 465,323	465,323	-	100.00%
<b>Net position, end of year</b>	<u>\$ 4,030,850</u>	<u>\$ 4,218,848</u>	<u>\$ 181,235</u>	<u>104.66%</u>

## RIVERBEND WATER RESOURCES DISTRICT

**PRELIMINARY SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE**  
**WET UTILITIES FUND**  
**For the Year Ended September 30, 2021**

	<i>Budget</i>	<i>Actual</i>	<i>Variance with Budget</i>	<i>% of Budget</i>
<b>OPERATING REVENUES</b>				
Charges for services	\$ 3,673,140	\$ 3,623,669	\$ (49,471)	98.65%
Other revenue	500	402	(98)	80.40%
Total operating revenues	<u>3,673,640</u>	<u>3,624,071</u>	<u>(49,569)</u>	<u>98.65%</u>
<b>OPERATING EXPENSES</b>				
Analytical	150,000	101,755	48,245	67.84%
Consulting	60,000	23,941	36,059	39.90%
Equipment maintenance, repair & fuel	38,756	39,325	(569)	101.47%
Equipment rental	9,000	(1,079)	10,079	11.99%
Insurance	46,891	46,891	-	100.00%
Materials	233,000	185,047	47,953	79.42%
Permits	55,000	34,279	20,721	62.33%
Repairs	206,000	170,150	35,850	82.60%
Salaries, wages, payroll taxes & benefits	1,015,082	896,376	118,706	88.31%
Supplies & materials	52,150	25,365	26,785	48.64%
Utilities	188,000	145,291	42,709	77.28%
Waste disposal	70,000	37,158	32,842	53.08%
Water purchase cost	307,663	272,185	35,478	88.47%
Overhead allocation - water	199,955	163,286	36,669	81.66%
Overhead allocation - wastewater	217,196	177,365	39,831	81.66%
Overhead allocation - industrial wastewater	219,041	178,872	40,169	81.66%
Total operating expenses	<u>3,067,735</u>	<u>2,496,208</u>	<u>571,527</u>	<u>81.37%</u>
Operating income (loss) before depreciation	605,905	1,127,863	521,958	186.15%
Depreciation	799,500	805,179	(5,679)	100.71%
Operating income (loss)	<u>(193,595)</u>	<u>322,684</u>	<u>516,279</u>	<u>166.68%</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Facility charges revenues	1,513,088	1,502,606	(10,482)	99.31%
Interest revenue	14,000	12,650	(1,350)	90.36%
Project Admin Fees	46,229	17,147	(29,082)	37.09%
Gain (loss) on disposal of asset	(71,000)	(62,676)	8,324	88.28%
Interest expense	(405,449)	(362,717)	42,732	89.46%
Franchise fees expense	(108,504)	(108,710)	(206)	100.19%
Total nonoperating revenues (expenses)	<u>988,364</u>	<u>998,300</u>	<u>9,936</u>	<u>101.01%</u>
Income (loss) before capital contributions and transfers	794,769	1,320,984	526,215	166.21%
Transfers in (out)	<u>(230,000)</u>	<u>(230,000)</u>	<u>-</u>	<u>100.00%</u>
<b>Change in net position</b>	564,769	1,090,984	526,215	193.17%
<b>Net position, beginning of year</b>	<u>13,520,497</u>	<u>13,520,497</u>	<u>-</u>	<u>100.00%</u>
<b>Net position, end of year</b>	<u>\$ 14,085,266</u>	<u>\$ 14,611,481</u>	<u>\$ 526,215</u>	<u>103.74%</u>

**RIVERBEND WATER RESOURCES DISTRICT****PRELIMINARY COMPARATIVE STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET POSITION  
REGIONAL WATER SYSTEM ADMINISTRATION  
For the Year Ended September 30, 2021**

	<u>September 30, 2021</u>	<u>September 30, 2020</u>	<u>\$ Change</u>	<u>% Change</u>
<b>OPERATING REVENUES</b>				
Charges for services:				
Member fees	\$ 204,635	\$ 180,842	\$ 23,793	13.16%
Total operating revenues	<u>204,635</u>	<u>180,842</u>	<u>23,793</u>	<u>13.16%</u>
<b>OPERATING EXPENSES</b>				
Accounting & audit	4,500	4,500	-	0.00%
Community relations	5,003	2,285	2,718	118.95%
Conferences & seminars	2,840	2,783	57	2.05%
Consulting	180,596	181,617	(1,021)	-0.56%
Dues & memberships	8,357	7,615	742	9.74%
Engineering services	20,697	55,977	(35,280)	-63.03%
Legal & professional fees	12,665	51,200	(38,535)	-75.26%
Meetings expense	4,279	2,063	2,216	107.42%
Military affairs	11,000	16,500	(5,500)	-33.33%
Office supplies and expense	1,136	330	806	244.24%
Salaries, wages, payroll taxes & benefits	159,202	157,727	1,475	0.94%
Travel & training	5,001	5,492	(491)	-8.94%
Web design & maintenance	2,667	2,258	409	18.11%
Miscellaneous	309	499	(190)	-38.08%
Total operating expenses	<u>418,252</u>	<u>490,846</u>	<u>(72,594)</u>	<u>-14.79%</u>
Operating income (loss) before depreciation	(213,617)	(310,004)	96,387	31.09%
Depreciation	-	205	(205)	-100.00%
Operating income (loss)	<u>(213,617)</u>	<u>(310,209)</u>	<u>96,592</u>	<u>-31.14%</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Interest Revenue	2	0	2	
Special projects expense	(6,858)	(42,960)	36,102	84.04%
Total nonoperating revenues (expenses)	<u>(6,856)</u>	<u>(42,960)</u>	<u>36,104</u>	<u>84.04%</u>
<b>Income (loss) before transfers</b>	<u>(220,473)</u>	<u>(353,169)</u>	<u>132,696</u>	<u>37.57%</u>
<b>Transfers in (out)</b>	<u>230,000</u>	<u>200,000</u>	<u>30,000</u>	<u>15.00%</u>
<b>Change in net position</b>	<u>9,527</u>	<u>(153,169)</u>	<u>162,696</u>	<u>106.22%</u>
<b>Net position, beginning of year</b>	<u>185,239</u>	<u>338,408</u>	<u>(153,169)</u>	<u>-45.26%</u>
<b>Net position, end of year</b>	<u>\$ 194,766</u>	<u>\$ 185,239</u>	<u>\$ 9,527</u>	<u>5.14%</u>

**RIVERBEND WATER RESOURCES DISTRICT****PRELIMINARY COMPARATIVE STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET POSITION  
REGIONAL WATER SYSTEM FACILITIES FUND**

For the Year Ended September 30, 2021

	<u>September 30, 2021</u>	<u>September 30, 2020</u>	<u>\$ Change</u>	<u>% Change</u>
<b>OPERATING REVENUES</b>				
Charges for services:	-	-	-	
Total operating revenues	-	-	-	
<b>OPERATING EXPENSES</b>				
Expenses	-	-	-	
Total operating expenses	-	-	-	
Operating income (loss)	-	-	-	
<b>NONOPERATING REVENUES (EXPENSES)</b>			-	
Minimum monthly payments	4,570,950	465,323	4,105,627	882.32%
Interest Revenue	21,405	-	21,405	
Interest Expense	(210,304)	-	(210,304)	
Bond Issuance Costs	(628,526)	-	(628,526)	
Total nonoperating revenues (expenses)	3,753,525	465,323	3,288,202	706.65%
<b>Change in net position</b>	3,753,525	465,323	3,288,202	706.65%
<b>Net position, beginning of year</b>	465,323	-	465,323	
<b>Net position, end of year</b>	<u>\$ 4,218,848</u>	<u>\$ 465,323</u>	<u>\$ 3,753,525</u>	<u>806.65%</u>



## RIVERBEND WATER RESOURCES DISTRICT

### PRELIMINARY COMPARATIVE STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET POSITION

#### WET UTILITIES FUND

For the Year Ended September 30, 2021

	<u>September 30, 2021</u>	<u>September 30, 2020</u>	<u>\$ Change</u>	<u>% Change</u>
<b>OPERATING REVENUES</b>				
Charges for services:				
Army volumetric charge	\$ 3,141,686	\$ 2,890,837	\$ 250,849	8.68%
Army water supply charge	249,672	241,890	7,782	3.22%
Commercial & residential charge	232,311	245,850	(13,539)	-5.51%
Other revenue	402	4,703	(4,301)	-91.45%
Total operating revenues	<u>3,624,071</u>	<u>3,383,280</u>	<u>240,791</u>	<u>7.12%</u>
<b>OPERATING EXPENSES</b>			-	
Analyticals	101,755	109,811	(8,056)	-7.34%
Consulting	23,941	66,809	(42,868)	-64.17%
Equipment maintenance, repair & fuel	39,325	51,442	(12,117)	-23.55%
Equipment rental	(1,079)	(845)	(234)	-27.69%
Insurance	46,891	29,443	17,448	59.26%
Materials	185,047	221,802	(36,755)	-16.57%
Permits	34,279	33,335	944	2.83%
Repairs	170,150	201,985	(31,835)	-15.76%
Salaries, wages, payroll taxes & benefits	896,376	896,999	(623)	-0.07%
Supplies & materials	25,365	25,526	(161)	-0.63%
Utilities	145,291	152,289	(6,998)	-4.60%
Waste disposal	37,158	50,363	(13,205)	-26.22%
Water purchase cost	272,185	241,757	30,428	12.59%
Overhead allocation - water	163,286	194,930	(31,644)	-16.23%
Overhead allocation - wastewater	177,365	211,738	(34,373)	-16.23%
Overhead allocation - industrial wastewater	178,872	213,536	(34,664)	-16.23%
Total operating expenses	<u>2,496,208</u>	<u>2,700,920</u>	<u>(204,712)</u>	<u>-7.58%</u>
Operating income (loss) before depreciation	1,127,863	682,360	445,503	65.29%
Depreciation	805,179	762,867	42,312	5.55%
Operating income (loss)	<u>322,684</u>	<u>(80,507)</u>	<u>403,191</u>	<u>-500.81%</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>			-	
Facility charges revenue	1,502,606	1,192,433	310,173	26.01%
Interest revenue	12,650	31,413	(18,763)	-59.73%
Administrative fund salary revenue	-	157,761	(157,761)	-100.00%
Project admin fees	17,147	(889)	18,036	2028.80%
Gain (loss) on disposal of asset	(62,676)	4,660	(67,336)	-1444.98%
Interest expense	(362,717)	(392,130)	29,413	7.50%
Franchise fees expense	(108,710)	(101,350)	(7,360)	-7.26%
Total nonoperating revenues (expenses)	<u>998,300</u>	<u>891,898</u>	<u>106,402</u>	<u>11.93%</u>
<b>Income (loss) before capital contributions and transfers</b>	1,320,984	811,391	509,593	62.80%
<b>Capital contributions</b>	-	983,153	(983,153)	-100.00%
<b>Transfers in (out)</b>	(230,000)	(200,000)	(30,000)	-15.00%
<b>Change in net position</b>	1,090,984	1,594,544	479,593	30.08%
<b>Net position, beginning of year</b>	<u>13,520,497</u>	<u>11,925,953</u>	<u>1,594,544</u>	<u>13.37%</u>
<b>Net position, end of year</b>	<u>\$ 14,611,481</u>	<u>\$ 13,520,497</u>	<u>\$ 2,074,137</u>	<u>15.34%</u>

**RIVERBEND WATER RESOURCES DISTRICT**

**SCHEDULE OF INVESTMENTS  
ENTERPRISE FUNDS  
For the Three Months Ended September 30, 2021**

Funds	Identification Number	Maturity Date	Balance 06/30/2021	Interest Income 09/30/2021	Transfers In/(Out) Per Policy	Net Deposits/Withdrawals	Balance 09/30/2021	Accrued Int Rec 09/30/2021
<b>Administrative Fund</b>								
Operations	50003704	Daily checking	\$ 134,604	\$ -	\$ 41,628	7,706	\$ 183,938	\$ -
Restricted - Region D Planning Operations	8009740	Money Market	\$ -	\$ 2	-	41,128	\$ 41,128	\$ -
	457060	Daily savings	25	-	-	-	25	-
<b>Wet Utilities Fund</b>								
Operations	21695	Daily checking	1,235,285	-	(355,022)	407,792	1,288,055	-
Restricted bond sinking	21709	Daily checking	1,589,574	1,542	370,032	-	1,961,148	-
Restricted bond reserves	21217	Daily checking	607,241	512	(607)	-	607,146	-
Restricted construction funds	21741	Daily checking	370,065	309	(57,951)	-	312,423	-
Restricted operations	21733	Money Market	900,885	760	(900)	-	900,745	-
<b>Regional Water System Facilities Fund</b>								
Restricted - Minimum Monthly Payments	3011380	Daily Savings	295,599	12	(1,034,613)	1,194,025	455,023	-
Restricted - 2020A Construction	2037890	Money Market	435	769	2,820	(2,843)	1,181	-
Restricted - 2020A Revenue	8009732	Money Market	1,731,825	6,715	620,768	-	2,359,308	-
Restricted - 2020B Revenue	8009716	Money Market	1,210,224	4,652	413,845	-	1,628,721	-
Restricted - 2020A Interest & Redemption	8009813	Money Market	172,199	543	-	-	172,742	-
Restricted - 2020B Interest & Redemption	8009724	Money Market	74,901	236	-	-	75,137	-
<b>Total - All Funds</b>			<b>\$ 8,322,862</b>	<b>\$ 16,052</b>	<b>\$ 0</b>	<b>\$ 1,647,808</b>	<b>\$ 9,986,720</b>	<b>\$ -</b>

The investment schedule of Riverbend Water Resources District is in compliance with the Public Funds Investment Act and the District's Investment Policy.



Tara Houck, CPA  
Chief Financial Officer

**REGULAR CALLED MEETING  
RIVERBEND WATER RESOURCES DISTRICT  
THURSDAY, NOVEMBER 18, 2021**

**AGENDA ITEM VI. B.  
RWRD RESO 20211118-01  
Financial Software**



**RIVERBEND RESOLUTION NO. 20211118-01**

**AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO  
ACCEPT AND AWARD BIDS FOR A FINANCIAL SOFTWARE SYSTEM  
FOR RIVERBEND WATER RESOURCES DISTRICT**

**WHEREAS**, Riverbend Water Resources District is a conservation and reclamation district created under and essential to accomplish the purposes of Section 59 Article XVI, Texas Constitution, existing pursuant to and having the powers set forth in Chapter 9601 of the Special District Local Laws Code of the State of Texas; and

**WHEREAS**, Riverbend Water Resources District has a need for a financial software system to assist in processing and completing all necessary accounting, inventory, payroll, tax filing, invoicing, expense management, budgeting, accounts payable and receivable processes; and

**WHEREAS**, Riverbend Executive Director/CEO and CFO reviewed three companies (Incode, STW by OpenGov, and Casselle) and all provide different types of the needed system; all are qualified and certified to perform the required services for installation of the needed system.

**NOW, THEREFORE, BE IT RESOLVED** that the Executive Director/CEO shall be and is hereby authorized to award a bid to Incode for a financial software system. Should any agreement/contract for the purchase of software or supplies be required, such agreement/contract will be reviewed by Riverbend's general counsel.

**PASSED and APPROVED this 18<sup>th</sup> day of November 2021**

\_\_\_\_\_  
Tina Veal Gooch, President

ATTEST:

\_\_\_\_\_  
Fred Milton, Secretary

Attached: Incode Quote





Quoted By: John Hardin  
 Quote Expiration: 4/25/22  
 Quote Name:

**Sales Quotation For:**

Riverbend Water Resources District  
 228 Texas Ave, Suite A  
 New Boston TX 75570

**Tyler Annual Software – SaaS**

Description	List Price	Discount	Annual
<b>Incode</b>			
Incode 10 Financial Management Suite			
Core Financials	\$ 8,356	\$ 668	\$ 7,688
Fixed Assets	\$ 884	\$ 71	\$ 813
Personnel Management (Includes Position Budgeting)	\$ 4,498	\$ 360	\$ 4,138
Employee Self Service (Employee Portal)	\$ 0	\$ 0	\$ 0
Project Accounting	\$ 2,278	\$ 182	\$ 2,096
ESS Time and Attendance	\$ 1,000	\$ 0	\$ 1,000
Purchasing	\$ 2,765	\$ 221	\$ 2,544
Accounts Receivable	\$ 1,592	\$ 127	\$ 1,465
<b>Incode 10 Customer Relationship Management Suite</b>			
Cashiering	\$ 1,415	\$ 113	\$ 1,302
<b>Tyler Content Management</b>			
Tyler Content Manager Standard Edition	\$ 2,729	\$ 218	\$ 2,511

**TOTAL: \$ 25,517 \$ 1,960 \$ 23,557**

**Term # of Years: 3**

<b>Services</b>						
Description	Hours/Units	Price	Discount	Extended Price	Maintenance	
Incode 10 Financial Management Suite	309	\$ 32,445	\$ 0	\$ 32,445	\$ 0	
Professional Services						
Accounts Payable History Data Conversion	1	\$ 500	\$ 0	\$ 500	\$ 0	
Accounts Payable Vendors Data Conversion	1	\$ 1,000	\$ 0	\$ 1,000	\$ 0	
General Ledger History Data Conversion	1	\$ 500	\$ 0	\$ 500	\$ 0	
General Ledger Chart of Accounts Data Conversion	1	\$ 1,000	\$ 0	\$ 1,000	\$ 0	
Financials Project Management	1	\$ 1,400	\$ 0	\$ 1,400	\$ 0	
Personnel Management -Payroll History Data Conversion	1	\$ 1,000	\$ 0	\$ 1,000	\$ 0	
Personnel Management - Employees Records Data Conversion	1	\$ 2,000	\$ 0	\$ 2,000	\$ 0	
Incode 10 Customer Relationship Management Suite						
Professional Services	20	\$ 2,100	\$ 0	\$ 2,100	\$ 0	
Customer Relationship Management Suite Project Management	1	\$ 1,250	\$ 0	\$ 1,250	\$ 0	
Tyler Content Management						
Professional Services	32	\$ 3,360	\$ 0	\$ 3,360	\$ 0	
<b>TOTAL:</b>		<b>\$ 46,555</b>	<b>\$ 0</b>	<b>\$ 46,555</b>	<b>\$ 0</b>	

**Summary**

	One Time Fees	Recurring Fees
Total SaaS		\$ 23,557
Total Tyler Services	\$ 46,555	
<b>Summary Total</b>	<b>\$ 46,555</b>	<b>\$ 23,557</b>
<b>Contract Total</b>	<b>\$ 70,112</b>	

**Detailed Breakdown of Professional Services (Included in Summary Total)**

Description	Hours	List Price	Discount	Extended Price	Maintenance
-------------	-------	------------	----------	----------------	-------------

Incode						
<b>Incode 10 Financial Management Suite</b>						
Accounts Payable History Data Analysis	4	\$ 420	\$ 0	\$ 420	\$ 0	\$ 0
Accounts Payable Vendors Data Analysis	4	\$ 420	\$ 0	\$ 420	\$ 0	\$ 0
Accounts Receivable	12	\$ 1,260	\$ 0	\$ 1,260	\$ 0	\$ 0
Core Financials	116	\$ 12,180	\$ 0	\$ 12,180	\$ 0	\$ 0
ESS Time and Attendance	24	\$ 2,520	\$ 0	\$ 2,520	\$ 0	\$ 0
Fixed Assets	12	\$ 1,260	\$ 0	\$ 1,260	\$ 0	\$ 0
General Ledger History Data Analysis	4	\$ 420	\$ 0	\$ 420	\$ 0	\$ 0
General Ledger Chart of Accounts Data Analysis	1	\$ 105	\$ 0	\$ 105	\$ 0	\$ 0
Personnel Management History Data Analysis	4	\$ 420	\$ 0	\$ 420	\$ 0	\$ 0
Personnel Management	88	\$ 9,240	\$ 0	\$ 9,240	\$ 0	\$ 0
Personnel Management - Employees Records Data Analysis	4	\$ 420	\$ 0	\$ 420	\$ 0	\$ 0
Project Accounting	12	\$ 1,260	\$ 0	\$ 1,260	\$ 0	\$ 0
Purchasing	16	\$ 1,680	\$ 0	\$ 1,680	\$ 0	\$ 0
Employee Self Service - Employee Portal	8	\$ 840	\$ 0	\$ 840	\$ 0	\$ 0
	<b>309</b>	<b>\$ 32,445</b>	<b>\$ 0</b>	<b>\$ 32,445</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Incode 10 Customer Relationship Management Suite</b>						
Cashiering	20	\$ 2,100	\$ 0	\$ 2,100	\$ 0	\$ 0
	<b>20</b>	<b>\$ 2,100</b>	<b>\$ 0</b>	<b>\$ 2,100</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Tyler Content Management</b>						
Tyler Content Manager Standard Edition	32	\$ 3,360	\$ 0	\$ 3,360	\$ 0	\$ 0
	<b>32</b>	<b>\$ 3,360</b>	<b>\$ 0</b>	<b>\$ 3,360</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>TOTAL:</b>	<b>361</b>	<b>\$ 37,905</b>	<b>\$ 0</b>	<b>\$ 37,905</b>	<b>\$ 0</b>	<b>\$ 0</b>



## Comments

Accounts Payable conversions include Vendor Master Only - additional fee for historical views.

Cashiering supports credit/debit cards via ETS, includes PCI Compliant, a cash collection interface, a cashiering receipt import)

Core Financials includes general ledger, budget prep, bank recon, AP, CellSense, a standard forms pkg, output director, positive pay, secure signatures.

General Ledger History conversion includes unlimited historical records

General Ledger conversions include Chart of Accounts - additional fee for historical views.

Personnel Management History conversion includes unlimited historical records

Personnel Management/Payroll conversions include employee master, deductions/taxes, retirement, current leave totals, current direct deposit - additional fee for historical views.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
  - o Implementation and other professional services fees shall be invoiced as delivered.
  - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
  - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
  - o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.



o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.  
o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here: <https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ P.O.#: \_\_\_\_\_