

AGENDA

MEETING OF THE BOARD OF DIRECTORS' FISCAL COMMITTEE AND/OR OF THE BOARD OF DIRECTORS



SAN ANTONIO RIVER AUTHORITY

March 7, 2011, 12:00 noon

**Estimated Presentation Time: 2 Hours*

GENERAL AND CEREMONIAL ITEMS:

Estimated Presentation Time: 5 minutes

1. **CALL TO ORDER BY THE CHAIR, MS. TERRY E. BAIAMONTE**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL BY THE SECRETARY, MR. A. D. KOLLODZIEJ, JR.**
 - Terry E. Baiamonte
 - A.D. Kollodziej, Jr.
 - Michael W. Lackey, P.E.
 - Hector R. Morales
 - Gaylon J. Oehlke
 - Thomas G. Weaver
4. **CERTIFICATION OF A QUORUM BY THE SECRETARY**
5. **INTRODUCTION OF VISITORS**
6. **CITIZENS TO BE HEARD**

**Represents the time staff anticipate that it will take to make presentations or give briefings; does not include an estimate of the time required for discussions generated by Board members.*

7. **APPROVAL OF THE MINUTES OF THE FISCAL COMMITTEE MEETING HELD ON AUGUST 9, 2010**
8. **PRESENTATION AND DISCUSSION REGARDING IN-HOUSE UTILITY BILLING**
9. **BRIEFING REGARDING MID-YEAR BUDGET STATUS REVIEW AND ADJUSTMENTS TO PROJECT AND DEPARTMENTAL BUDGETS**
10. **PRESENTATION, DISCUSSION AND APPROPRIATE ACTION REGARDING A COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF FORT WORTH**
11. **PRESENTATION, DISCUSSION AND APPROPRIATE ACTION REGARDING THE SAN ANTONIO RIVER AUTHORITY'S FUNDS MANAGEMENT POLICY AND GOVERNMENT ACCOUNTING STANDARDS BOARD STATEMENT NUMBER 54**
12. **GENERAL MANAGER'S REPORT**
 - **UPCOMING EVENTS CALENDAR,**
 - **FUTURE BOARD AND/OR COMMITTEE MEETINGS, AND**
 - **MEETINGS INVOLVING THE ATTENDANCE OF ONE OR MORE BOARD MEMBERS**
13. **ITEMS FOR FUTURE CONSIDERATION**
14. **NEXT MEETING DATE**
15. **ADJOURN**

Estimated Presentation Time: 2 Hours

SAN ANTONIO RIVER AUTHORITY
General Statements

This meeting is wheelchair accessible. Accessible parking is located at 100 E. Guenther Street. Requests for an interpreter for the hearing impaired must be received at least 48 hours prior to the meeting, or, to arrange for special assistance to attend this meeting, please call the Operator at 210-227-1373.

The Board of Directors' Fiscal Committee and/or the Board of Directors of the San Antonio River Authority may discuss and/or take action on any item listed in this agenda while convened in open session. The Board of Directors' Fiscal Committee and/or of the Board of Directors of the San Antonio River Authority may also meet in Executive Session, pursuant to Section 551.071 of the Texas Government Code, to receive advice from legal counsel on any item listed in this agenda.

Fiscal Committee

Date: 03/07/2011

Approval of the Minutes

Submitted For: Suzanne B. Scott

Submitted By: Lupe Sanchez

Division: Executive Offices

CAPTION

**APPROVAL OF THE MINUTES OF THE FISCAL COMMITTEE MEETING HELD ON
AUGUST 9, 2010**

Presenter

Ms. Baiamonte, Committee Chair

Estimated Presentation Time: 5 minutes

Recommendation

Motion to approve the minutes of the Fiscal Committee Meeting held on August 9, 2010, as presented.

Discussion

Vote

Attachments

August 9, 2010, Fiscal Committee Meeting Minutes

MINUTES

**MEETING OF THE BOARD OF
DIRECTORS' FISCAL COMMITTEE**



SAN ANTONIO RIVER AUTHORITY

August 9, 2010, 12:00 noon

GENERAL AND CEREMONIAL ITEMS:

1. **CALL TO ORDER WAS MADE BY THE CHAIR, MS. TERRY E. BAIAMONTE,
AT 12:12 P.M.**

2. **PLEDGE OF ALLEGIANCE WAS RECITED**

3. **THE COMMITTEE SECRETARY, MR. A.D. KOLLODZIEJ, JR., CALLED THE
ROLL AND REPORTED THE FOLLOWING BOARD MEMBERS PRESENT:**

- Terry E. Baiamonte
- A.D. Kollodziej, Jr.
- Michael W. Lackey, P.E.
- Hector R. Morales (12:27 p.m. arrival)
- Gaylon J. Oehlke
- Thomas G. Weaver

4. **CERTIFICATION OF A QUORUM WAS ANNOUNCED BY THE SECRETARY,
MR. KOLLODZIEJ**

5. **INTRODUCTION OF VISITORS**

Ms. Sanchez announced the visitors who were present in the audience.

6. **CITIZENS TO BE HEARD**

Ms. Sanchez announced that there were no citizens signed up to speak.

7. **APPROVAL OF THE MINUTES OF THE FISCAL COMMITTEE MEETING
HELD ON MAY 3, 2010**

Staff recommended a motion to approve the minutes of the Fiscal Committee meeting held on May 3, 2010, as presented.

Motion made by Thomas G. Weaver

Seconded by A.D. Kollodziej, Jr.

Vote: 6 - 0 Passed - Unanimously

8. DISCUSSION AND APPROPRIATE ACTION REGARDING A RESOLUTION AUTHORIZING THE ISSUANCE, SALE, AND DELIVERY OF SAN ANTONIO RIVER AUTHORITY SALATRILLO CREEK SEWAGE SYSTEM REVENUE REFUNDING BONDS, SERIES 2010; APPROVING THE FORM AND AUTHORIZING THE EXECUTION OF ALL INSTRUMENTS AND PROCEDURES RELATED THERETO INCLUDING A DEPOSIT AGREEMENT, A PAYING AGENT/REGISTRAR AGREEMENT, AND A PURCHASE CONTRACT AND INVESTMENT LETTER; AND CALLING CERTAIN OF THE AUTHORITY'S OUTSTANDING MARTINEZ-SALATRILLO CREEKS SEWAGE SYSTEM REVENUE BONDS FOR REDEMPTION

Staff recommended a motion of Fiscal Committee support for the Board of Directors to authorize a resolution refunding the 1998 Martinez-Salatrillo Sewage System Revenue Bonds.

Motion made by A.D. Kollodziej, Jr.

Seconded by Thomas G. Weaver

Vote: 6 - 0 Passed - Unanimously

9. DISCUSSION AND APPROPRIATE ACTION REGARDING A RESOLUTION AUTHORIZING THE ISSUANCE, SALE, AND DELIVERY OF SAN ANTONIO RIVER AUTHORITY CHANNEL IMPROVEMENT REVENUE REFUNDING BONDS, SERIES 2010; APPROVING THE FORM AND AUTHORIZING THE EXECUTION OF ALL INSTRUMENTS AND PROCEDURES RELATED THERETO INCLUDING A DEPOSIT AGREEMENT, A PAYING AGENT/REGISTRAR AGREEMENT, AND A PURCHASE CONTRACT AND INVESTMENT LETTER; AND CALLING CERTAIN OF THE AUTHORITY'S OUTSTANDING CHANNEL IMPROVEMENT REVENUE BONDS FOR REDEMPTION

Staff recommended a motion of Fiscal Committee support for the Board of Directors to authorize the issuance of SACIP refunding bonds.

Motion made by Gaylon J. Oehlke

Seconded by Michael W. Lackey, P.E.

Vote: 6 - 0 Passed - Unanimously

10. DISCUSSION AND APPROPRIATE ACTION REGARDING A RESOLUTION AUTHORIZING THE RIVER AUTHORITY'S STAFF, FINANCIAL ADVISOR AND BOND COUNSEL TO TAKE ALL ACTIONS DEEMED NECESSARY IN CONNECTION WITH PREPARING FOR THE POSSIBLE SALE OF APPROXIMATELY \$10,000,000 IN PRINCIPAL AMOUNT OF SAN ANTONIO RIVER AUTHORITY SEWAGE SYSTEM REVENUE BONDS, NEW SERIES 2010, TO FINANCE CERTAIN IMPROVEMENTS TO THE MARTINEZ CREEK SEWAGE SYSTEM, INCLUDING THE SELECTION OF UNDERWRITERS AND THE PREPARATION AND DISTRIBUTION OF A PRELIMINARY OFFICIAL STATEMENT AND OTHER DOCUMENTS RELATED TO THE ISSUANCE OF SUCH BONDS

Staff recommended a motion that the Board of Directors authorize the financial advisor, bond counsel and staff to prepare and distribute the Preliminary Official Statement for the SARA Wastewater System bonds and name RBC Capital Markets and Estrada Hinojosa as underwriters.

Motion made by Thomas G. Weaver

Seconded by Gaylon J. Oehlke

Vote: 6 - 0 Passed - Unanimously

11. DISCUSSION AND APPROPRIATE ACTION REGARDING A RESOLUTION AUTHORIZING THE RIVER AUTHORITY'S STAFF, FINANCIAL ADVISOR AND BOND COUNSEL TO TAKE ALL ACTIONS DEEMED NECESSARY IN CONNECTION WITH PREPARING FOR THE POSSIBLE SALE OF APPROXIMATELY \$5,715,000 IN PRINCIPAL AMOUNT OF THE AUTHORITY'S CONTRACT REVENUE BONDS, SERIES 2010, TO FINANCE CERTAIN IMPROVEMENTS DESCRIBED IN CERTAIN EFFLUENT AGREEMENTS WITH THE CITY OF UNIVERSAL CITY AND THE ALAMO COMMUNITY COLLEGE DISTRICT AND IN AN INTERLOCAL AGREEMENT WITH THE ALAMO COMMUNITY COLLEGE DISTRICT, INCLUDING THE SELECTION OF UNDERWRITERS AND THE PREPARATION AND DISTRIBUTION OF A PRELIMINARY OFFICIAL STATEMENT AND OTHER DOCUMENTS RELATED TO THE ISSUANCE OF SUCH BONDS

Staff recommended a motion that the Board of Directors allow the financial advisor, bond counsel and staff to prepare and distribute a Preliminary Official Statement and name RBC Capital Markets and Estrada Hinojosa as underwriters.

Motion made by Thomas G. Weaver

Seconded by Hector R. Morales

Vote: 6 - 0 Passed - Unanimously

12. DISCUSSION AND APPROPRIATE ACTION REGARDING THE FISCAL YEAR 2010/11 BUDGET

Staff recommended a motion to reduce the tax revenue budget by \$307, 972.

Motion made by Thomas G. Weaver

Seconded by Michael W. Lackey, P.E.

Vote: 6 - 0 Passed - Unanimously

13. PRESENTATION, DISCUSSION AND APPROPRIATE ACTION REGARDING THE 2010 TAX RATE

Staff recommended a motion indicating Fiscal Committee support to present to the San Antonio River Authority Board of Directors a recommendation that the 2010 tax rate be set at \$0.016652 which would represent a decrease in current budget tax revenues of approximately \$307,972.

Motion made by Gaylon J. Oehlke

Seconded by Michael W. Lackey, P.E.

Vote: 6 - 0 Passed - Unanimously

Attachments:

Tax Rollback Worksheet

Public Hearing Notice

14. BRIEFING ON THE STATUS OF THE RANDOLPH AIR FORCE BASE PAYMENT

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 15.

15. GENERAL MANAGER'S REPORT CONCERNING THE FOLLOWING:

- **UPCOMING EVENTS CALENDAR,**
- **FUTURE BOARD AND/OR COMMITTEE MEETINGS, AND**
- **MEETINGS INVOLVING THE ATTENDANCE OF ONE OR MORE BOARD MEMBERS**

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 16.

16. ITEMS FOR FUTURE CONSIDERATION

There being no action taken on this item, Ms. Baiamonte called for Agenda Item 17.

17. NEXT MEETING DATE

After Committee discussion, it was decided that on September 7, at 10:30 a.m., the full Board will meet for a Special Board meeting to adopt the tax rate. The next Fiscal Committee meeting is set for October 11, at 12 noon.

18. ADJOURN

There being nothing further to report, Ms. Baiamonte called the meeting adjourned at 1:27 p.m.

PREPARED AND RECOMMENDED FOR COMMITTEE APPROVAL BY THE GENERAL MANAGER.

SUZANNE B. SCOTT, General Manager

APPROVED BY THE BOARD OF DIRECTORS' FISCAL COMMITTEE AT THE MEETING HELD ON MARCH 7, 2011.

TERRY E. BAIAMONTE, Committee Chair

ATTEST:

A.D. KOLLODZIEJ, JR., Committee Secretary

Maintenance and Operations (M & O) Rate:

1.	2009 average appraised value of residence homestead		<u>\$ 144,029.11</u>	
2.	2009 general exemptions available for the average homestead (excluding senior citizen's or disabled person's exemptions)	-	<u>\$ 5,000.00</u>	
3.	2009 average taxable value of residence homestead		<u>\$ 139,029.11</u>	
4.	2009 adopted M&O tax rate (per \$100 of value	x	<u>\$0.015951</u>	/\$100
5.	2009 tax on average residence homestead		<u>\$ 22.18</u>	
6.	Percentage increase to the M&O taxes	x	1.08	
7.	Highest M&O tax on average residence homestead with increase			<u>\$ 23.95</u>
8.	2010 average appraised value of residence homestead		<u>\$ 142,947.98</u>	
9.	2010 general exemptions available for the average homestead (excluding senior citizen's or disabled person's exemptions)	-	<u>\$ 5,000.00</u>	
10.	2010 average taxable value of residence homestead		<u>\$ 137,947.98</u>	
11.	Highest 2010 M&O Tax Rate (line 7 divided by line 10, multiply by 100)			<u>\$ 0.017362</u> /\$100
12.	2010 Debt Tax Rate	+		<u>\$0.000000</u> /\$100
13.	2010 Contract Tax Rate	+		<u>\$0.000000</u> /\$100
14.	2010 Rollback Tax Rate*			<u>\$ 0.017362</u> /\$100

* This is the highest rate that the San Antonio River Authority may adopt without triggering the rollback provisions in Water Code Section 49.236.

San Antonio River Authority

Notice of Public Hearing on Tax Rate

The San Antonio River Authority will hold a public hearing on a proposed tax rate for the tax year 2010 on Tuesday, September 7, 2010, 10:30 a.m. at 100 East Guenther, San Antonio, Texas. Your individual taxes may increase or decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

FOR the proposal:

AGAINST the proposal:

PRESENT and not voting:

ABSENT:

The following table compares taxes on an average residence homestead in this taxing unit last year to taxes proposed on the average residence homestead this year.

	Last Year	This Year
Total tax rate (per \$100 of value)	\$ <u>0.015951</u> /\$100 Adopted	\$ <u>0.016652</u> /\$100 Proposed
Difference in rates per \$100 of value	\$ <u>0.000701</u> /\$100	
Percentage increase/decrease in rates (+/-)	4.39%	
Average appraised value	\$ <u>144,029.11</u>	\$ <u>142,947.98</u>
General exemptions available (excluding senior citizen's or disabled person's exemptions)	\$ <u>5,000.00</u>	\$ <u>5,000.00</u>
Average taxable value	\$ <u>139,029.11</u>	\$ <u>137,947.98</u>
Tax on average residence homestead	\$ <u>22.18</u>	\$ <u>22.97</u>
Annual increase/decrease in taxes if proposed tax rate is adopted (+/-) and percentage of increase (+/-)	\$ <u>0.79</u> 3.56%	

NOTICE OF TAXPAYERS' RIGHT TO ROLLBACK ELECTION

If taxes on the average residence homestead increase by more than eight percent (8%), the qualified voters of the San Antonio River Authority by petition may require that an election be held to determine whether to reduce the maintenance and operation tax rate to the rollback tax rate under Section 49.236(d), Water Code.

Fiscal Committee

Date: 03/07/2011

In-House Utility Billing

Submitted By: Sharon McCoy-Huber

Division: Support Services

Department: Finance

CAPTION

PRESENTATION AND DISCUSSION REGARDING IN-HOUSE UTILITY BILLING

Presenter

Sharon McCoy-Huber, Larry Anderson, and John Chisholm; Lori Carter with Malcolm Pirnie

Estimated Presentation Time: 30 minutes

Two months ago, staff began working on assessing the need to do utility billing in-house. Staff amended the contract from the 3rd Party Billing Review and GIS Project to have Malcolm Pirnie assist the River Authority in this assessment.

The goals that were identified by staff were to

- Minimize the impact to our customers;
- Execute a cost effective solution; and
- Improve billing efficiency, revenue control and customer service.

Staff, along with Malcolm Pirnie, will update the Committee on the status and process that we are using to bring forward the best solution for both the customer and the River Authority.

Discussion

Fiscal Committee

Date: 03/07/2011

Mid-Year Budget Status Review

Submitted By: Sharon McCoy-Huber

Division: Support Services

Department: Finance

CAPTION

BRIEFING REGARDING MID-YEAR BUDGET STATUS REVIEW AND ADJUSTMENTS TO PROJECT AND DEPARTMENTAL BUDGETS

Presenter

Larry Anderson and Sharon McCoy-Huber

Estimated Presentation Time: 15 minutes

As previously discussed during the budget process for the current 2010/11 fiscal year, management staff have held a meeting to compare allocated general funds against anticipated expenditures. As a result of the meeting, some project and departmental general funding has been moved to support other activities.

Staff has attached a worksheet identifying the funding that was reallocated and the activities it will now support.

Discussion

Attachments

Funds Detail

San Antonio River Authority
Detail of Pooled Funds
Alpha Sorted

Project	2010/11	2009/10	as of 12/31/10				1/25/2011		
	Budget	Encumbrance	Total	Actual	Encumbrance	Adjustments	Balance	Adjustments	Balance
2011 Flood Debris Cleanup	283,000	-	283,000	-	-	-	283,000	(263,000)	20,000
ArcGIS Server Imp	67,000	-	67,000	(262)	(65,000)	-	1,738	88,262	90,000
Bexar Co Flood Warning	-	189,326	189,326	(56,949)	(132,955)	-	(578)	578	(0)
BRWM Tech Support	50,000	10,000	60,000	(53)	(10,000)	-	49,947	-	49,947
COE Cibolo Crk Study	96,502	-	96,502	-	-	-	96,502	(96,502)	-
COE Leon Crk Study	190,890	-	190,890	-	-	-	190,890	(190,890)	-
Community Assistance	90,000	-	90,000	(22,473)	-	-	67,527	-	67,527
Contour Production for BC	50,000	-	50,000	-	-	-	50,000	-	50,000
CTP Development	50,000	5,000	55,000	(5,111)	-	-	49,889	-	49,889
Dam Instrumentation	90,000	97,260	187,260	(97,260)	-	-	90,000	-	90,000
Dam Emergency Action Plans	-	-	-	(13,719)	(11,369)	25,000	(88)	88	-
Digital Data Modeling	50,000	-	50,000	-	-	-	50,000	-	50,000
EARIP	60,000	-	60,000	(25,000)	-	-	35,000	(35,000)	-
Edwards Nueces Feasibility	20,000	-	20,000	-	-	-	20,000	-	20,000
Environmental Awareness Initiative	210,000	166,922	376,922	(130,628)	(36,294)	-	210,000	-	210,000
Environmental Monitoring System	-	54,098	54,098	(54,098)	-	-	-	120,150	120,150
GIS Support	25,000	86,413	111,413	(34,565)	(51,848)	-	25,000	(25,000)	-
Goliad Co Branch Prop	100,000	22,500	122,500	(3,122)	(19,500)	-	99,878	-	99,878
Helton SAR Nature Prk	157,000	99,290	256,290	(6,265)	(93,025)	-	157,000	-	157,000
Imagery Acq for BC	50,000	-	50,000	-	-	-	50,000	-	50,000
Leon Crk Holistic WMP	58,000	277,416	335,416	(228,015)	(106,801)	-	600	(600)	(0)
LIMS Upgrade	75,000	-	75,000	-	-	-	75,000	-	75,000
LOMR Delegation	50,000	-	50,000	-	-	-	50,000	(20,000)	30,000
Lp 1604 River Access Site	20,000	2,771	22,771	(10,108)	-	-	12,663	-	12,663
Medina Watershed Masterplan	-	-	-	-	-	-	-	300,000	300,000
Mission Reach Concession Study	-	22,473	22,473	(4,226)	(18,247)	-	(0)	-	(0)
Department to department (non-projec	-	-	-	-	-	-	-	136,100	136,100
Regional Flood DFIRM	-	2,723	2,723	(2,723)	-	-	(0)	-	(0)
Regional Water Alliance	5,000	5,002	10,002	(4,358)	(644)	-	5,000	-	5,000
Mitigation Banking Feasibility	-	-	-	(3,255)	-	-	(3,255)	-	(3,255)
Salado Crk WMP	300,000	251,322	551,322	(136,486)	(163,035)	(25,000)	226,801	-	226,801

San Antonio River Authority
Detail of Pooled Funds
Alpha Sorted

Project	2010/11	2009/10	as of 12/31/10				1/25/2011		
	Budget	Encumbrance	Total	Actual	Encumbrance	Adjustments	Balance	Adjustments	Balance
SARA Stream Monitoring	15,000	-	15,000	-	-	-	15,000	30,000	45,000
SARIP Rev Opp	75,000	20,563	95,563	-	(20,563)	-	75,000	50,000	125,000
SB3	50,000	-	50,000	-	-	-	50,000	-	50,000
Stream Rstrn E Salatrillo Crk	30,000	210,791	240,791	(18,848)	(211,209)	10,805	21,539	15,000	36,539
Stream Rstrn Support	530,700	102,279	632,979	(29,031)	(163,248)	(10,805)	429,895	(282,000)	147,895
Stream Rstrn Development	30,000	-	30,000	-	-	-	30,000	(30,000)	-
Stream Rstrn Pilot #2	-	-	-	-	-	-	-	30,000	30,000
Surface Water Rights	35,000	3,335	38,335	(2,905)	(429)	-	35,000	-	35,000
TO-CRP	67,941	-	67,941	(31,779)	-	-	36,162	-	36,162
TO-Estuary Response	93,000	-	93,000	-	-	-	93,000	-	93,000
TO-Karnes Co. Maintenance	150,488	-	150,488	(47,970)	-	-	102,518	-	102,518
TO-Kenedy Brackish	10,000	-	10,000	(2,376)	-	-	7,624	5,000	12,624
TO-Leon Crk Verification	2,266	-	2,266	(9,769)	-	-	(7,503)	7,503	-
TO-RiverWalk Implementation	1,548	-	1,548	(37,802)	-	-	(36,254)	36,254	-
TO-SAR Salado Basin IP	12,257	-	12,257	(15,926)	-	-	(3,669)	3,669	-
Tributary Modeling	125,000	-	125,000	-	(27,200)	-	97,800	100,000	197,800
TX Instrm Flows	19,000	496,139	515,139	(213,460)	(301,677)	-	2	(2)	(0)
Upper SAR Holistic WMP	350,000	10,848	360,848	(59,929)	(300,629)	-	290	(290)	0
USGS Coleta Crk	7,200	2,500	9,700	(2,500)	(7,200)	-	-	-	-
USGS Emerging Cont	99,880	-	99,880	-	(93,750)	-	6,130	(6,130)	-
USGS Paired Watershed	15,000	10,000	25,000	(10,000)	(15,000)	-	-	-	-
USGS Real Time Wtr Mntrg	110,770	13,885	124,655	(13,885)	(35,000)	-	75,770	(35,000)	40,770
USGS Sediment Load	105,000	-	105,000	-	(80,000)	-	25,000	(25,000)	-
USGS Surface Water Gauges	217,660	28,439	246,099	(28,439)	(220,410)	-	(2,750)	2,750	-
USGS Water Gauges	39,940	9,075	49,015	(9,075)	(39,000)	-	940	(940)	-
Virtual Watershed	20,000	9,005	29,005	(4,975)	(4,030)	-	20,000	-	20,000
Westside Creeks	465,000	71,408	536,408	(55,398)	(16,010)	-	465,000	(150,000)	315,000
WKG Floodplain Masterplan	-	199,790	199,790	(21,293)	(178,497)	-	-	-	-
Wtr Quality Models Eval	100,000	8,120	108,120	(43,117)	-	-	65,003	235,000	300,003
Total Pooled O&M General Fund	4,925,042	2,488,692	7,413,734	(1,497,154)	(2,422,570)	-	3,494,009	-	3,494,009

**San Antonio River Authority
Detail of Pooled Funds
Alpha Sorted**

<u>Project</u>	<u>2010/11</u>	<u>2009/10</u>	<u>as of 12/31/10</u>				<u>1/25/2011</u>		
	<u>Budget</u>	<u>Encumbrance</u>	<u>Total</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Adjustments</u>	<u>Balance</u>	<u>Adjustments</u>	<u>Balance</u>
Lp 1604 River Access Site	-	-	-	-	-	-	-	60,000	60,000
Stream Mitigation Bank	875,000	-	875,000	-	-	-	875,000	(875,000)	-
Total Pooled Unreserved General Fund	875,000	-	875,000	-	-	-	875,000	(815,000)	60,000

Fiscal Committee

Date: 03/07/2011

Cooperative Purchasing Agreement

Submitted By: Sharon McCoy-Huber

Division: Support Services

Department: Finance

CAPTION

**PRESENTATION, DISCUSSION AND APPROPRIATE ACTION REGARDING A
COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF FORT WORTH**

Presenter

Sharon McCoy-Huber

Estimated Presentation Time: 10 minutes

Currently the San Antonio River Authority has purchasing credit cards (p-cards) issued through a contract with the State of Texas. The State has rebid their credit card services and has changed from JP Morgan Chase to CitiBank. Staying with the State, staff would have to quickly set up a new program and order new cards, which may take from four to eight weeks. This could result in a span of time that employees would be functioning without the use of p-cards.

Staff is recommending that we enter into a Cooperative Purchasing Agreement with the City of Fort Worth who has bid out their p-card business and is with JP Morgan Chase. In this instance, the River Authority would not have to change p-card providers.

Attached is a copy of the Cooperative Purchasing Agreement.

Recommendation

Motion indicating Fiscal Committee support for presenting to the San Antonio River Authority Board of Directors a recommendation to enter into a Cooperative Purchasing Agreement with the City of Fort Worth.

Discussion

Vote

Attachments

Cooperative Purchasing Agreement

FORT WORTH CITY SECRETARY
CONTRACT NO. _____

COOPERATIVE PURCHASING AGREEMENT

This Cooperative Purchasing Agreement (“Agreement”) is made and entered into as of the date written below between the San Antonio River Authority (“River Authority”) and the City of Fort Worth, Texas (“Fort Worth”).

WHEREAS, both the River Authority and Fort Worth have each determined a need for a cooperative agreement to purchase like goods and services to avoid duplicate procurement efforts and obtain the benefits of volume purchasing; and

WHEREAS, the River Authority and Fort Worth are authorized by Section 271.102 of the Local Government Code to pursue mutually beneficial and cooperative purchasing programs.

NOW, THEREFORE, for and in consideration of the mutual obligations and benefits contained herein, the River Authority and Fort Worth agree as follows:

SECTION 1. The purpose of this Agreement is to provide the River Authority and Fort Worth with additional purchasing options by satisfying the provisions of Section 271.102 of the Local Government Code.

SECTION 2. The parties agree that each of the parties shall respectively designate a person to act under the direction of, and on behalf of, the designating party (the “Designated Representative”).

SECTION 3. At the request of the other party, a party that enters into a contract with a vendor for goods or services (the “First Purchasing Party”) shall attempt to obtain the vendor’s agreement to offer those goods and services to the other party (the “Second Purchasing Party”) for the same price and on the same terms and conditions as have been offered to the First Purchasing Party. If the vendor so agrees, and if the Second Purchasing Party is agreeable to such terms and conditions, the Second Purchasing Party may enter into its own separate contract with the vendor for the purchase of such goods or services.

SECTION 4. Unless otherwise agreed between the Designated Representatives, payments for a purchase made by the Second Purchasing Party shall be paid directly to the vendor and not to the First Purchasing Party. The Second Purchasing Party shall have the responsibility of determining whether the vendor has complied with any provisions in its contract with the vendor, including but not limited to those relating to the quality of items and terms of delivery, and shall be responsible for enforcement of its contract against the vendor, including all cost of enforcement.

City of Fort Worth & San Antonio River Authority
Cooperative Purchasing Agreement

SECTION 5. This Agreement will be subject to all applicable federal, state and local laws, ordinances, rules and regulations.

SECTION 6. This Agreement may be terminated by either party, without cause or penalty, upon not less than thirty days written notice to the other party.

SECTION 7. The parties acknowledge that each party and, if it so chooses, its counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party must not be employed in the interpretation of this Agreement or any amendments or exhibits hereto.

SECTION 8. If any action, whether real or asserted, at law or in equity, arises on the basis of any provision of this Agreement, venue for such action shall lie in state courts located in Tarrant County, Texas or the United States District Court for the Northern District of Texas – Fort Worth Division. This Agreement shall be construed in accordance with the laws of the State of Texas.

SECTION 9. If any term or provision of this Agreement is held to be illegal, invalid or unenforceable, the legality, validity or enforceability of the remaining terms or provisions of this Agreement shall not be affected thereby, and in lieu of each such illegal, invalid or unenforceable term or provision, the parties shall endeavor to agree to a legal, valid or enforceable term or provision as similar as possible to the term or provision declared illegal, invalid or unenforceable.

SECTION 10. Execution of this Agreement does not obligate the River Authority or Fort Worth to make any purchase, to pay any membership fee or to otherwise or in any manner incur any cost or obligation.

SECTION 11. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

SECTION 12. The undersigned officers and/or agents are properly authorized to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary actions extending such authority have been duly passed and are now in full force and effect.

SECTION 13. All notices, requests, demands, and other communications which are required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given upon the delivery or receipt thereof, as the case may be, if delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, to the respective city representative set out below, or his/her designee.

City of Fort Worth & San Antonio River Authority
Cooperative Purchasing Agreement

EXECUTED this _____ day of _____, 201__.

CITY OF FORT WORTH
1000 Throckmorton Street
Fort Worth, Texas 76102

SAN ANTONIO RIVER AUTHORITY
100 E. Guenther
P.O. Box 839980
San Antonio, TX 78283

By: _____
Karen L. Montgomery

By: _____
Suzanne B. Scott

Title: Assistant City Manager

Title: General Manager

**APPROVED AS TO
FORM AND LEGALITY:**

Denis McElroy
Assistant City Attorney

Contract Authorization

Marty Hendrix, City Secretary

Steve Graham, Assistant Secretary

Date

Date

Fiscal Committee

Date: 03/07/2011

Funds Management Policy and GASB 54

Submitted By: Sharon McCoy-Huber

Division: Support Services

Department: Finance

CAPTION

PRESENTATION, DISCUSSION AND APPROPRIATE ACTION REGARDING THE SAN ANTONIO RIVER AUTHORITY'S FUNDS MANAGEMENT POLICY AND GOVERNMENT ACCOUNTING STANDARDS BOARD STATEMENT NUMBER 54

Presenter

Sharon McCoy-Huber and Larry Anderson

Estimated Presentation Time: 30 minutes

At the November 2010 Fiscal Committee meeting, staff discussed revising the Funds Management Policy (FN 0002). During the discussion, it was decided that the River Authority needs to maintain an operating reserve fund for needs that may arise that were not included in the budget process and the approved budget.

Another item relating to the Funds Management policy was the implementation of GASB (Government Accounting Standards Board) Statement 54. *GASB Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions* was issued to address how fund balance was being reported. GASB 54 is being implemented this fiscal year. Fund balance will be displayed in the following classifications depicting the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Non-spendable fund balance: amounts that are not in a spendable form (such as inventory);
- Restricted fund balance: amounts constrained to specific purposes by their providers (such as grantors or bondholders);
- Committed fund balance: amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; amounts cannot be used for any other purpose unless the government takes action to remove or change the constraint;
- Assigned fund balance: amounts a government intends to use for a specific purpose; and
- Unassigned fund balance: amounts that are available for any purpose; these amounts are reported only in the general fund.

The current Funds Management policy reflects five major types of funds; operating, debt service, reserve, special revenue and capital project. The operating funds include the General Fund, SARA Wastewater Fund and the Salatrillo Wastewater Fund. The SARA Wastewater Fund and the Salatrillo Wastewater Fund are both enterprise funds and will continue to report fund balance as is currently reported.

The General Fund may potentially use any or all of the five classifications. The General Fund supports

- An inventory (store): Non-spendable fund balance;
- Encumbrances: Assigned fund balance;
- Some minor grants and approximately three to six months of operating expenses: Restricted fund balance;

- Restricted funds (monies remaining prior to increasing the tax rate from \$0.00 - 2003): Committed fund balance; and
- Other operating and maintenance funds: Unassigned fund balance.

Debt Service and Reserve Funds will only be using Restricted fund balance. Special Revenue Funds will primarily be using Restricted funds balance (grants) but will also use Assigned fund balance for the funds that are not grant related. Capital Project Funds will use Assigned fund balance.

Recommendation

Motion to be crafted, if necessary, after Committee discussion.

Discussion

Vote

Attachments

Current Policy

Recommended Policy



SAN
ANTONIO
RIVER
AUTHORITY

FUNDS MANAGEMENT POLICY: FN 0002

PURPOSE

The purpose of this policy is to establish guidelines for the maintenance and use of San Antonio River Authority (River Authority) fund balances net of fixed assets, i.e. cash balances.

FUND TYPES

The River Authority maintains five major types of funds. They are Operating, Debt Service, Reserve, Special Revenue and Capital Project Funds. Each is described below.

Operating Funds: These funds are used for purposes of supporting the ongoing operations of the River Authority. Revenues consist of customer revenue, interest earnings and charges for services rendered. Uses of these funds include operating expenses and capital purchases and improvements.

Debt Service Funds: These funds are established from funding sources as required by bond covenants. Monies flow through these funds in prescribed amounts from funding sources for purposes of payments of principal and interest on debt.

Reserve Funds: These funds are also required by bond covenants to maintain specified amounts of funds in reserve to support bond management.

Special Revenue Funds: These funds are set up to support special projects. Revenues typically include grants or other special sources of revenue received by the River Authority. These funds are designated for operations, studies or reports. Laws and/or contracts with others govern the use of these funds.

Capital Project Funds: These funds are designated to support construction of capital projects. The use of a particular capital project fund is limited to the capital project for which it is formed. Funding sources are typically bonds, impact fees or monies received from another entity for purposes of constructing a designated facility or project.

FUND MANAGEMENT

The policy for the management of the River Authority funds is:

Operating Funds – Operating Funds will be managed to meet the following objectives.

1. Maintenance of Adequate Reserves. Sufficient fund balances will be maintained to:

- a. Maintain appropriate reserves to fund operating expenses where funding sources are variable throughout the annual fiscal cycle.
- b. Maintain appropriate reserves to meet emergency expenses and interruptions in revenue sources. Approximately three months of critical operating expenses will be maintained in reserve including but not limited to personnel, utilities, and telephone expenses. The reserve will be replenished at least annually when sufficient funds are available.
- c. Provide and protect the River Authority's ability to borrow funds to construct new capital projects. The River Authority will maintain operating fund balances and take other actions necessary to maintain an appropriate bond rating to support future bond issues.
- d. Provide funds for planning the expansion of existing projects or the development of new projects that are forecast to meet growth of a particular operation.

2. Utilization of Fund Balances: Fund balances available after meeting the requirements for reserves in (1) above will be used to:

- a. Invest in the River Authority's human and physical resources to provide a sound functional organization that is able to respond to opportunities to provide services to its constituents consistent with the River Authority's mission, purpose, and enabling legislation.
- b. Support and generate new projects where the Board of Directors determine that investment is necessary and desirable and is consistent with the River Authority's mission, purpose, and enabling legislation.

3. Reports and Budgets: The General Manager will report to the Board of Directors as a part of the annual budget process on the fund balances. The report will include the proposed use of the fund balances, including reserve requirements, in the budget being proposed.

Debt Service, Reserve, Special Revenue and Capital Project Funds – Each of these funds will be independently managed to conform to the particular requirements associated with each contract, project, bond issue or other purpose for which they are specifically established.

Approved

Suzanne B. Scott
General Manager

Date



SAN
ANTONIO
RIVER
AUTHORITY

FUNDS MANAGEMENT POLICY: FN 0002

PURPOSE

The purpose of this policy is to establish guidelines for the maintenance and use of San Antonio River Authority (River Authority) fund balances net of fixed assets, i.e. cash balances.

FUND TYPES

The River Authority maintains five major types of funds. They are Operating, Debt Service, Reserve, Special Revenue and Capital Project Funds. Each is described below.

Operating Funds: These funds are used for purposes of supporting the ongoing operations of the River Authority. Revenues consist of customer revenue, interest earnings and charges for services rendered. Uses of these funds include operating expenses and capital purchases and improvements.

Debt Service Funds: These funds are established from funding sources as required by bond covenants. Monies flow through these funds in prescribed amounts from funding sources for purposes of payments of principal and interest on debt.

Reserve Funds: These funds are also required by bond covenants to maintain specified amounts of funds in reserve to support bond management.

Special Revenue Funds: These funds are set up to support special projects. Revenues typically include grants or other special sources of revenue received by the River Authority. These funds are designated for operations, studies or reports. Laws and/or contracts with others govern the use of these funds.

Capital Project Funds: These funds are designated to support construction of capital projects. The use of a particular capital project fund is limited to the capital project for which it is formed. Funding sources are typically bonds, impact fees or monies received from another entity for purposes of constructing a designated facility or project.

FUND MANAGEMENT

The policy for the management of the River Authority funds is:

Operating Funds – Operating Funds will be managed to meet the following objectives.

1. Maintenance of Adequate Reserves. Sufficient fund balances will be maintained to:

a. Unassigned fund balance - Maintain appropriate reserves to fund operating expenses where funding sources are variable throughout the annual fiscal cycle.

b. Assigned fund balance - Maintain appropriate reserves to meet emergency expenses and interruptions in revenue sources. Approximately three months of critical operating expenses will be maintained in reserve including but not limited to personnel, utilities, and telephone expenses. The reserve will be replenished at least annually when sufficient funds are available.

c. Committed fund balance - Provide and protect the River Authority's ability to borrow funds to construct new capital projects. The River Authority will maintain operating fund balances and take other actions necessary to maintain an appropriate bond rating to support future bond issues.

d. Unassigned fund balance - Provide funds for planning the expansion of existing projects or the development of new projects that are forecast to meet growth of a particular operation.

2. Utilization of Fund Balances: Fund balances available after meeting the requirements for reserves in (1) above will be used to:

a. Committed fund balance - Invest in the River Authority's human and physical resources to provide a sound functional organization that is able to respond to opportunities to provide services to its constituents consistent with the River Authority's mission, purpose, and enabling legislation.

b. Committed fund balance - Support and generate new projects where the Board of Directors determine that investment is necessary and desirable and is consistent with the River Authority's mission, purpose, and enabling legislation.

3. Reports and Budgets: The General Manager will report to the Board of Directors as a part of the annual budget process on the fund balances. The report will include the proposed use of the fund balances, including reserve requirements, in the budget being proposed.

Debt Service, Reserve, Special Revenue and Capital Project Funds – Each of these funds will be independently managed to conform to the particular requirements associated with each contract, project, bond issue or other purpose for which they are specifically established.

Approved

Suzanne B. Scott
General Manager

Date

Fiscal Committee

12. - 14.

Date: 03/07/2011

GM's Report / Items for Future Consideration / Next Meeting Date

Submitted For: Suzanne B. Scott

Submitted By: Lupe Sanchez

Division: Executive Offices

12.

Information

CAPTION

GENERAL MANAGER'S REPORT CONCERNING THE FOLLOWING:

- **UPCOMING EVENTS CALENDAR,**
- **FUTURE BOARD AND/OR COMMITTEE MEETINGS, AND**
- **MEETINGS INVOLVING THE ATTENDANCE OF ONE OR MORE BOARD MEMBERS**

Presenter

Suzanne B. Scott

Estimated Presentation Time: 5 minutes

Discussion

13.

Information

CAPTION

ITEMS FOR FUTURE CONSIDERATION

Presenter

Ms. Baiamonte, Committee Chair

Estimated Presentation Time: 5 minutes

Discussion

14.

Information

CAPTION

NEXT MEETING DATE

Presenter

Ms. Baiamonte, Committee Chair

Estimated Presentation Time: 5 minutes

Unless otherwise decided by the Committee, the next Fiscal Committee meeting will be Monday, April 11, 2011, at 12:00 p.m.

Discussion

Fiscal Committee

Item #: 15.

Date: 03/07/2011

Adjourn

Submitted By: Lupe Sanchez

Division: Executive Offices

CAPTION

ADJOURN

Presenter

Ms. Baiamonte, Committee Chair
