



CONSOLIDATED ANNUAL OPERATING BUDGET



Red River at State Highway 78

Fiscal Year
2021 - 2022

RED RIVER AUTHORITY OF TEXAS

CONSOLIDATED ANNUAL OPERATING BUDGET FISCAL YEAR 2021–2022

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GOVERNING BODY

The Authority's governing body is composed of a nine-member Board of Directors, all of whom are appointed by the Governor, confirmed by the Senate, a legal voter, a property taxpayer, and reside in the Authority's jurisdictional area. Each Director serves a six-year staggered term. The Directors are organized by a President, appointed by the Governor, and elects from their membership a Vice-President, Secretary-Treasurer, and Assistant Secretary in September of each year. The President also appoints from their membership, and confirmed by the Directors, three Directors to serve with the President on the Executive Committee. The Executive Committee functions as a policy, administrative and fiscal oversight committee for all agency related activities. Additionally, on April 15, 2020, President Todd Boykin created the following committees to provide oversight for Management: Asset Management/Customer Service, Finance, and Governmental/Regulation. The Board of Directors administers all affairs of the Authority through a Board-adopted Administrative Policy and Procedure Manual, and a Board-appointed chief executive officer in the position of General Manager.

RED RIVER AUTHORITY OF TEXAS BOARD OF DIRECTORS



Todd W. Boykin
President
Amarillo



Jerry Bob Daniel
Vice-President
Truscott



Michael R. Sandefur
Secretary/Treasurer
Texarkana



Stephen A. Thornhill
Assistant Secretary
Denison



Mary Lou Bradley
Director
Memphis



George Wilson Scaling, II
Director
Henrietta



Joe L. Ward
Director
Telephone



Jerry Dan Davis
Director
Wellington

**There is currently a Board of Director vacancy awaiting Governor Abbott's appointment.*

MANAGEMENT TEAM

Randall W. Whiteman, General Manager
Fabian A. Heaney, Assistant General Manager
Danna P. Bales, Executive Assistant
Lana R. Hefton, Controller





Red River Authority of Texas

TODD W. BOYKIN, President, Amarillo
JERRY BOB DANIEL, Vice President, Truscott
MICHAEL R. SANDEFUR, Secretary-Treasurer, Texarkana
STEPHEN A. THORNHILL, Assistant Secretary, Denison
MARY LOU BRADLEY, Memphis
JERRY DAN DAVIS, Wellington
GEORGE WILSON SCALING, II, Henrietta
JOE L. WARD, Telephone

RANDALL W. WHITEMAN, General Manager
FABIAN A. HEANEY, Assistant General Manager
DANNA P. BALES, Executive Assistant
LANA HEFTON, Controller

August 31, 2021

The Honorable President
and Members of the Board of Directors
Red River Authority of Texas

SUBJECT: FISCAL YEAR 2021-2022 PROPOSED CONSOLIDATED OPERATING BUDGET

Dear President Boykin and Members of the Board:

I would like to present to you the Proposed Consolidated Annual Operating Budget for the Red River Authority of Texas, Fiscal Year 2021-2022. Each year, Staff prepares a proposed budget, which is submitted to the Board of Directors for adoption. The Authority's budget process provides the Board an opportunity to consider and adopt a budget which serves as the financial guide for the ensuing fiscal year. This Consolidated Annual Operating Budget, as presented to the Board, covers the fiscal period beginning October 1, 2021 and ending September 30, 2022.

BUDGET PREPARATION PROCESS

The process for developing the proposed budget began in March of 2021. At that time, Key Level Staff met to discuss the budget process. At our budget workshop, I discussed some of the challenges we were going to face in Fiscal Year 2021-2022. At the beginning of the budget process, Division Supervisors were encouraged to prepare funding requests with items needed to fund normal operations, and address strategic goals of the Authority. In August of 2021, the Controller provided a firm accounting through May 31, 2021, and extrapolated those numbers to provide a projected year-end balance. We utilized these projections and historical trends to form the basis of the upcoming budget. Once the current year was projected, we added the proposed budget from the Divisions to arrive at the Proposed Consolidated Annual Operating Budget for Fiscal Year 2021-2022.

This year, the Controller also worked with an Accounting Consultant to streamline the budget process and present the budget in a QuickBooks format. This change of format allowed for a cleaner look and a more user friendly presentation. The Controller shared the first budget draft with staff on July 12, 2021, and with the Finance Committee on July 30, 2021. The draft budget was returned to staff for review. Once additional comments are received back to the Controller, the final Consolidated Annual Operating Budget for Fiscal Year 2021-2022 will be submitted to the Finance Committee for review in late August, and then to the Board the first week of September, for adoption on September 15, 2021.

In addition to this Consolidated Annual Operating Budget, staff prepared a Capital Improvement Plan (CIP) that focuses on capital budgeting needs over a multi-year basis. We first consulted the 2020 Asset Management Plan and began to prioritize projects for inclusion. The Division Supervisors are then asked to include requests for capital improvement projects and equipment that they are requesting in the budget. In the CIP, capital improvements are defined as tangible equipment items, one-time projects, or large maintenance projects with a large cumulative value.

The benchmark established for a request to be included in the long-term CIP is that the total cost of the request is \$25,000 or more. Many of the projects listed in the later years of the CIP may require long-term debt financing, which will require future financial decisions of the Board before they can be funded.

PAST YEAR ACCOMPLISHMENTS

In February 2021, our systems experienced an unprecedented winter storm that knocked out power and left many of our systems without water or with reduced pressures. Our Utility Division worked tirelessly to get the water back on. Though we did have to issue a few Boil Water Notices, our small systems reacted faster and more efficiently than many larger systems in the State, and all systems returned to normal operations within two weeks. Many larger systems and municipalities in Texas had whole neighborhoods out of water for more than a month. Our Utility Division did this in spite of the fact that they have had almost 50% turnover in employees in the Fiscal Year 2020-2021.

EPA Enforcement Orders for Nitrates:

Guthrie-Dumont Water System - We completed drilling all of the McAdoo Well Field and started the project for the transmission line and pump station. The transmission line is now 90% completed and the pump station improvements are to begin in the fall of 2021.

Hinds-Wildcat Water System - We acquired all easements necessary for the transmission line and are awaiting the final engineering plans to bid the project.

TCEQ HAA5 and TTHM Water Systems:

Lake Arrowhead Water System - We completed the treated water transmission line and pump station improvements to serve Lake Arrowhead and Arrowhead Ranch Estates Water System, eliminating our disinfection by-product violations with the Texas Commission on Environmental Quality. The plant has been decommissioned since April 2021, and we now utilize only Wichita Falls treated water to supply the system.

Preston Shores Water System - We completed the installation of a chlorine dioxide injection system at the Preston Shores Water Treatment Plant. However, due to having to utilize a temporary shore pump, we have not been able to fully utilize the new system. Also, our second attempt to bid the relocation of the raw water pumps had no bidders. Since competitive bidding failed, our engineer is actively trying to solicit a contractor to relocate the pumps and install the on-shore vault.

All Divisions:

Utility Division - We installed 550 Auto Read Meters in several of our western systems, with the assistance of a Bureau of Reclamation grant. The AMI meters are already showing benefits in reduced man hours, and providing information to customers on water loss.

We acquired a donation of six miles of 4" poly pipe from Dow Chemical. Utility Division personnel have already attended training for welding the new pipe. In early Fiscal Year 2021-2022, we should have all the donated pipe installed.



We acquired a donation of six miles of 4” poly pipe from Dow Chemical. Utility Division personnel have already attended training for welding the new pipe. In early Fiscal Year 2021-2022, we should have all the donated pipe installed.

Environmental Services Division - The ESD Lab successfully completed a TCEQ audit and acquired their NELAP Certification for another two years. The lab has completed installation of the new LIMS system, and is finishing the necessary changes to convert to the new system by fiscal year end.

General Division - For the 15th consecutive biennium, the Authority has contracted with the Texas Commission on Environmental Quality to administer the Clean Rivers Program in the Red and Canadian River Basins. Additionally, the Authority was again appointed by the Regional Water Planning Group – Area B to serve as the administrative agency and contract with the Texas Water Development for the sixth cycle of water planning for Region B. Both of these programs allow the Authority to fulfill our legislative directive to provide both planning and conservation services, as well as monitoring the health of our basin without causing an unacceptable economic drain on our water utility customers.

We executed a contract with U.S. Army Corps of Engineers (USACE) and provided the 50% match of \$180,000 from the North Central Texas Council of Governments for the Planning Assistance to States project to study the economic benefits of proposed navigation between Index, Arkansas. and Denison Dam, Texas.

We were notified by the USACE that the O&M funding for the Chloride Control Project at Truscott and Estelline was eliminated from the President’s budget, and as such, it would be shut down on July 6, 2021. We have worked diligently with the City of Wichita Falls and the Wichita County Water Improvement District No. 2 to leverage our local and congressional representatives for support and action. They were successful in getting language added to the Appropriations Bill to possibly get the project reinstated.

Communications Division –We negotiated \$60,000 in structural upgrades to the Wichita Falls Tower from T-Mobile to increase the load limit of the tower. The increased load limit allowed us to accommodate ONCOR’s request to add equipment, resulting in a \$24,000 increase in tower rental income.

BUDGET HIGHLIGHTS

The Fiscal Year 2021-2022 Consolidated Annual Operating Budget reflects several changes from the prior year. I have addressed the most significant changes for you. The main variance comes from capital improvements. The Authority continues addressing the projects on the 2017 Bond Issuance. Procedural wise, the budget continues to address the Board’s desire to streamline the Authority’s fund accounting and correctly account for inter-fund transfers. The Fiscal Year 2021-2022 eliminates Administrative Fees as General Division revenue.

The Authority’s total proposed operating budget expenditures for Fiscal Year 2021-2022 is \$6,927,900, which is a decrease of \$560,505, or 7.5%, from the Fiscal Year 2020-2021 Adopted Consolidated Annual Operating Budget of \$7,488,405. The following three funds make up 99.3% of the Authority’s total budget, with the Utility Division Fund representing 85%, the Environmental Services Division Fund representing 13.2%, and the Communications Division Fund representing 1.1%.



The Fiscal Year 2021-2022 Budget includes a request for an across the board 2% adjustment on top of a 3% merit increase to our salary structure. The COVID 19 Pandemic in 2020 changed the playing field for employers. Stimulus checks and COVID related unemployment have depleted the pool of available hires. Many qualified applicants prefer to work remotely. This has further tightened the pool of available employees. Those that will work expect higher salaries. Also, competitors are poaching good workers in alarming numbers. Additionally, Congress has submitted bills to raise the Social Security cost of living adjustment to 6.2%. All of these changes impact our workforce's salary expectations. The Authority has to adjust to the market stay competitive.

Revenues and Expenditures in the Utility Division Fund vary slightly in the current year. The main variance comes from capital improvements. We continue to address vehicle and equipment replacements, and the self-funding of short-term capital projects.

For Fiscal Year 2021-2022, we expect to complete all projects that began in 2021, and award a contract to bring treated water to the Hinds-Wildcat Water System to solve the last of our enforcement orders with the EPA. The completion of the current 2021 projects, and those submitted in the Fiscal Year 2021- 2022 Budget will all but deplete the remaining funds of the 2017 Bond Proceeds.

The exhausting of the 2017 Bond Funds necessitate the need for a new rate study. Rates need to be adjusted to account for increases in O&M, and to determine how we will fund the remaining Areas of Need identified in the 2020 Asset Management Plan. Also, recently passed legislation created mandates in the Water Bill, Senate Bill 3, requiring all water systems address the need for backup power sources. Staff is developing a plan of action and formulating a budget to address these mandates. At the adoption of the 2020-2021 Budget, it was decided to not begin the rate study until October 2021. Instead, prompted by recommendations from the Finance Committee, the Board agreed to hire an outside accounting consultant to assist staff in revamping the accounting structure of the Authority. The revamping would eliminate inter-fund transfers, and the need for elimination entries in the audit. An effort was also made to consolidate funds and present the financials in a more traditional accounting way. In working with the consultant, it was decided to acquire QuickBooks and to begin presenting the monthly reports in QuickBooks. QuickBooks allows for more ease of reporting and is a timesaver for staff. In Fiscal Year 2021-2022, we have continued to allocate funds for an accounting consultant and will shift their attention to addressing accounts payable and payroll, and assisting us in the 2021 Rate Review, and in identifying any excess reserves that can be reallocated.

The Environmental Service Division (ESD) is the division hit hardest by the COVID-19 Pandemic, and the decline in oil and gas activity has had a direct impact on the number of analyses performed. For Fiscal Year 2021-2022, we are expecting a slight increase of analyses from the oil and gas industry, and we are investigating other potential customers. For Fiscal Year 2021-2022, we have decreased the ESD budget to reflect the continued uncertainty in the economic forecast. The loss of revenue due to reduced analyses, has been offset in the proposed budget by decreases in material and personnel expenditures. The lab is expected to finish Fiscal Year 2020-2021 in a positive position, and not decrease the net position of the fund going into Fiscal Year 2021-2022. The lab has a budgeted lab technician position, which was not filled in 2021, but with revenues static, in lieu of filling the position, the lab will focus on gaining personnel time efficiencies with a new LIMS System fully implemented, and improved analytical equipment (SEAL and BOD). If revenues rebound sufficiently, we will revisit the laboratory technician position.



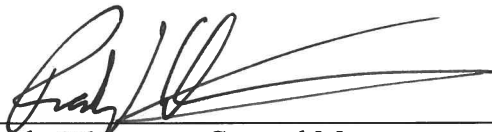
ECONOMIC OUTLOOK

At this time, the Authority remains strong financially. The healthy reserves, accumulated in prior years, has afforded us the ability to absorb unexpected expenses and fund needed short-term capital items, without the necessity to borrow in the market.

CONCLUSION

This Proposed Consolidated Operating Budget for Fiscal Year 2021-2022 provides a clear and viable work plan for the upcoming year. Funds are provided for projects and programs that maintain critical services, and address the 2020-2025 Strategic Plan goals. The Authority pledges to remain vigilant in maintaining water quality as the COVID-19 Pandemic and associated economic crisis continues. The proposed budget funds all critical programs, and allows the Authority to continue to meet customer needs. Lastly, I would like to thank the staff whose efforts went into the creation of this budget.

Respectfully submitted for your approval,

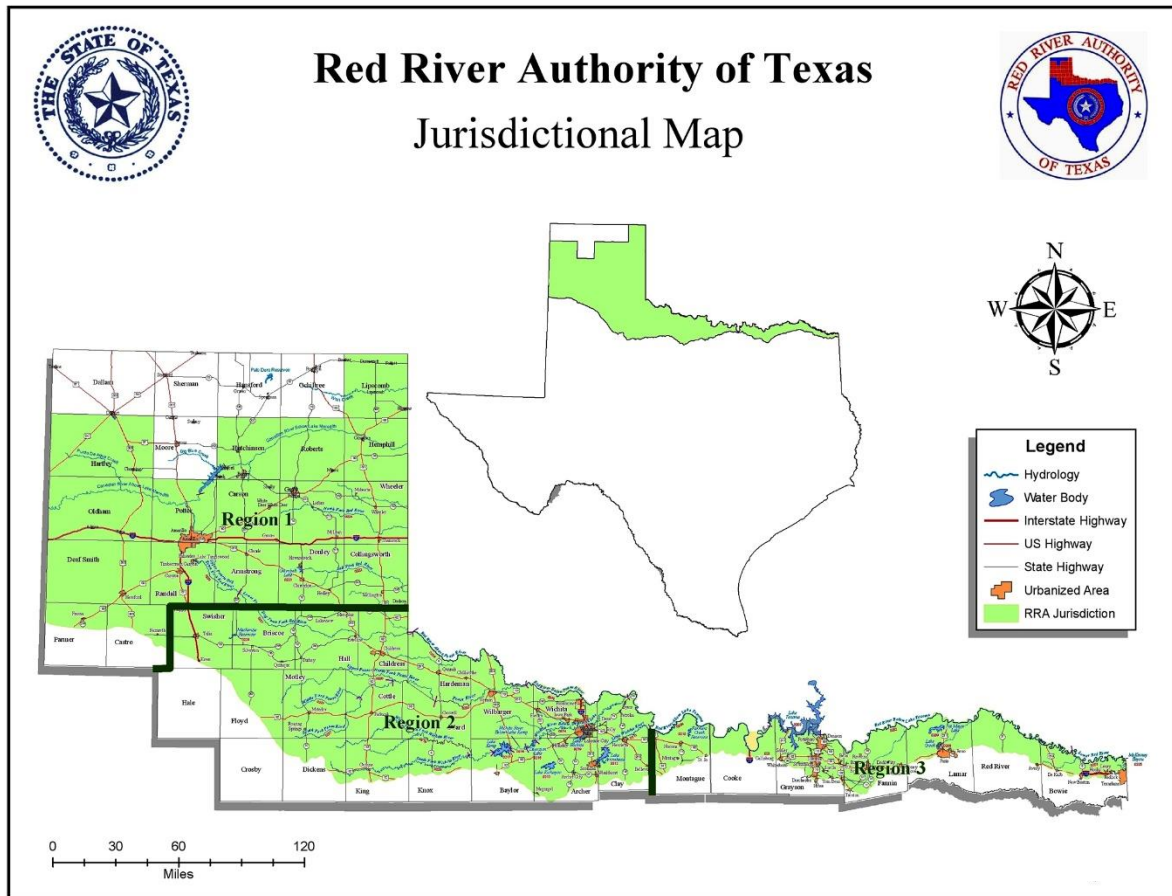


Randy Whiteman, General Manager



BACKGROUND

The Red River Authority of Texas (Authority) was created in 1959 by acts of the 56th Legislature as a conservation a reclamation district, a political subdivision of the state, a body politic and corporate under Article 8280-228 VATCS and Article XVI, Section 59 of the Texas Constitution. The Authority was charged by the legislature with the optimum development of the water resources within the Red River Basin in Texas for beneficial use by the public.



As the second longest river in the State of Texas, the Red River Basin includes all or parts of 43 counties across North Texas. The Red River is an interstate water body that originates in Curry County, New Mexico as Tierra Blanca Creek and flows across the Texas Panhandle carving the spectacular Palo Duro Canyon of the High Plains. It then leaves the Caprock Escarpment near the eastern boundary of Childress County, where the south bank of the river becomes the boundary between Texas and Oklahoma. It continues its southeasterly direction across Texas into southwestern Arkansas, then turns south into Louisiana, where it discharges into the Mississippi River near Simmesport, Louisiana.

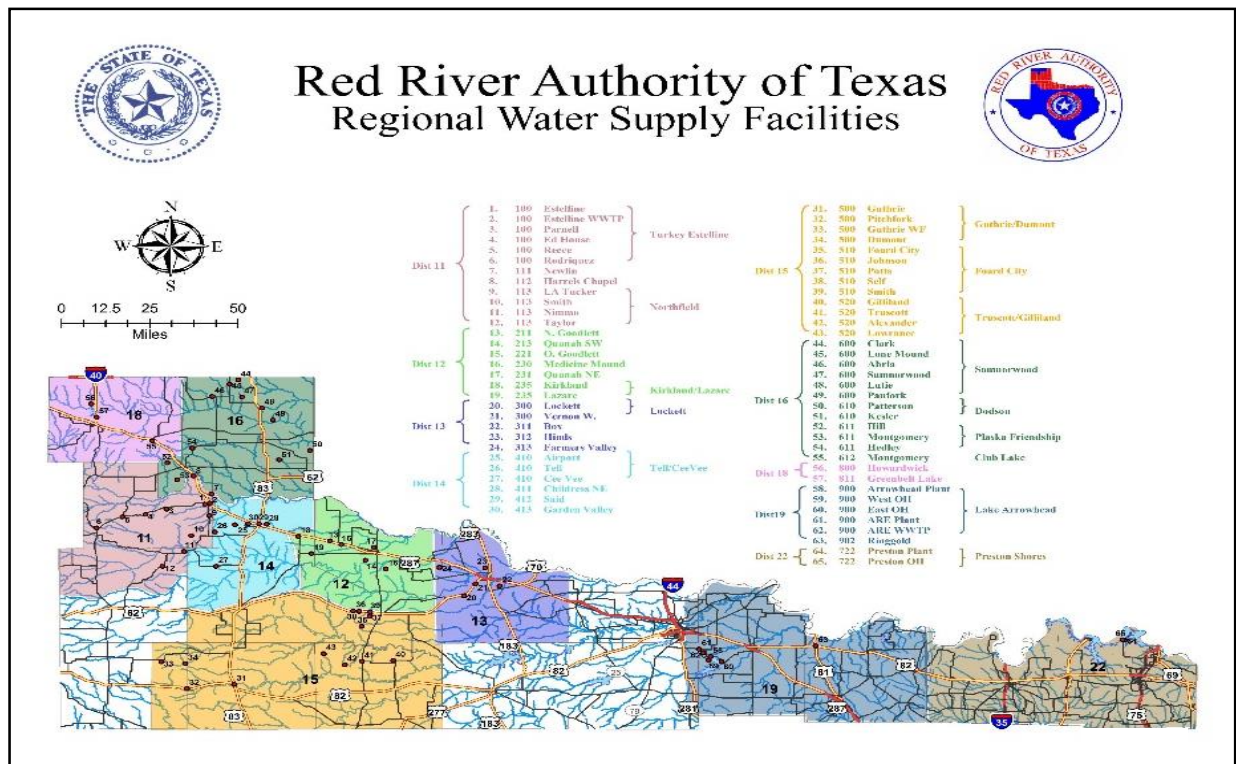


BASIS OF PRESENTATION

This Consolidated Annual Operating Budget provides a summarized description of combined revenues versus expenditures by division for a comparison of the previous fiscal year operations to the ensuing fiscal year. It is based on actual and projected cash transactions and presented with the intent of providing an overall financial operating forecast of the Authority. The Authority's accounting system consists solely of seven proprietary funds, which are further divided into two major enterprise funds, two minor enterprise funds, and three internal service funds.

MAJOR ENTERPRISE FUNDS identify the total direct and indirect costs to provide a service, including the sources and amount of revenue that support that service for which a fee is charged. Direct costs generally consist of personnel services, expenses and capital expenditures, which are budgeted and accounted for in each enterprise fund. Indirect costs are expenditures budgeted and accounted for in the internal services funds on behalf of the enterprise funds. Examples of indirect costs are central costs such as accounting, collections, and legal fees. The two major enterprise funds are the **Utility Division Fund** and the **Environmental Services Division Fund**.

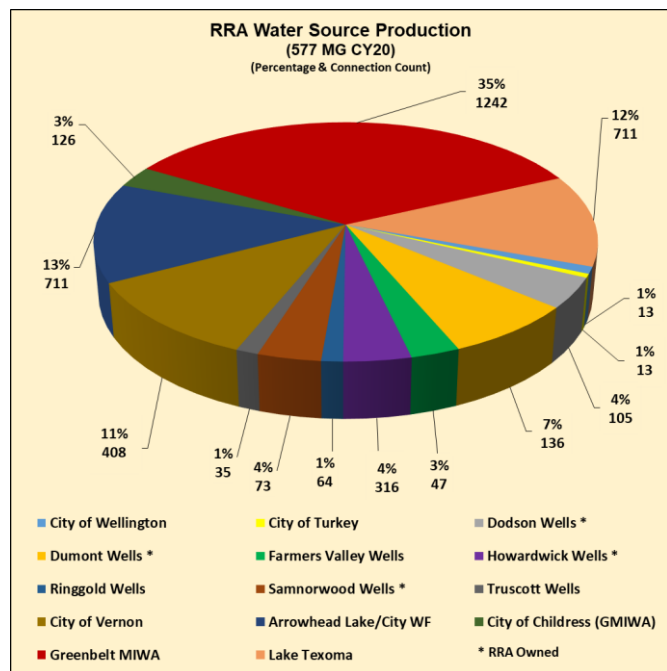
Utility Division Fund: The Utility Division consists of 33 individual rural water supply systems, which serve approximately 10,000 people over a 15-county geographical area.



BASIS OF PRESENTATION, CONTINUED

In addition to the water systems, the Utility Division operates two individual wastewater treatment plants and three wastewater collection systems serving approximately 400 people located within the service area.

The Utility Division utilizes water for distribution to its water systems from two basic sources: surface water (lakes) and groundwater (wells). Raw water, treated water, or a combination of both is utilized by the Authority to serve its customers. The water is either produced by the Authority or purchased from other sources. Surface



water is currently taken and treated from one reservoir, Lake Texoma in Grayson County. In April of 2021, the Arrowhead Lake surface water treatment plant was decommissioned, and the Lake Arrowhead System became a purchase water system with supply from the City of Wichita Falls. Groundwater is produced from various formations through Authority-owned or leased water supply well fields, where it is treated and distributed to its customers. Formations include the Ogallala Aquifer in Donley and Collingsworth Counties, the Alluvium formation in Dickens County, the Seymour Sand in Knox, Hardeman and Wilbarger Counties, and the Trinity Sand Group in Montague County. The graph displays the water source production for all of the Authority's water systems.

Revenues for the Utility Division are generated from a combined all systems wide user rate. The rate is set by the Board of Directors on a cash basis, utilizing the system's financial position to determine the revenue needed to recover the actual operating costs, debt services, and targeted ROI.

Water Revenue Bonds were issued in June 2017 for capital improvements in the Utility Division, and according to the bond ordinance, adequate user fees and charges are to be levied to pay all operating costs and retire the bonded indebtedness. The fees and charges for services provided through the Utility Division are recorded as revenue.



BASIS OF PRESENTATION, CONTINUED



Monitoring Water Quality in the Red River Basin

Environmental Services Division Fund:

The Environmental Services Division's (ESD) principal purpose is to investigate, control, and abate any possible sources of pollution found to be contaminating the receiving waters of the Red River or its tributaries.

Additionally, the ESD conducts periodical investigations to establish the best resource management practices or controls to maintain and improve the quality of the water resources for the beneficial use of the

public, and respond to complaints from the public concerning possible contamination of the environment.

The ESD also operates an Environmental Services Laboratory under the National Environmental Laboratory Accreditation Program, as administered by the Texas Commission on Environmental Quality, to provide scientifically defensible analytical data to its clients. In addition to providing chemical and bacteriological analysis of water, wastewater, and soil in support of the Authority's environmental services and utility activities, the Environmental Services Laboratory provides analytical services to other federal and state agencies, cities, industries, and individuals throughout the Red River Basin in Texas and Oklahoma.

Operating funds for the Environmental Services Laboratory are provided through charges for services and analytical fees, as adopted annually by the Board of Directors.



Environmental Services Laboratory



BASIS OF PRESENTATION, CONTINUED

MINOR ENTERPRISE FUNDS: Minor Enterprise Funds only generate revenue when the fund is utilized. The two minor enterprise funds are the **Direct Financing Arrangements Fund** and the **Red River Industrial Development Authority Fund**.

Direct Financing Arrangements Fund: In performing Direct Financing Arrangements, the Authority acts as an agent or intermediary for obtaining tax-exempt financing of water, wastewater, or pollution control facilities for third parties. The Authority does not usually operate or maintain these facilities, and only receives fees at the time of issuance of bonded indebtedness. Management fees are received on an annual basis for assistance in handling the arrangements, which constitute a receivable to the Authority. When these fees are received, they are recorded as revenue. The bonds are regarded as debts and responsibilities of third parties on whose behalf they were issued. Since the debt is the sole obligation of the entity to which bonds were issued, the transaction is excluded from the Authority's financial statements, except for the contract receivable due the Authority.

Red River Industrial Development Authority (RRIDA) Fund: The RRIDA was authorized by the Board of Directors in July 1979 under the terms of the Texas Development Corporation Act of 1979. The Red River Industrial Development Authority is a separate entity of the Red River Authority of Texas and is authorized to act on behalf of the Authority for the specific purpose of promoting economic development of commercial, industrial, and manufacturing enterprises for public welfare within the geographical confines of the Red River Basin in Texas.

INTERNAL SERVICE FUNDS: Internal Service Funds provide goods and services to the Enterprise Funds and each other. The three Internal Service Funds are the **General Services Division**, **Communications Division**, and an **Interfund Loan Division**.

General Services Division: The General Services Division is designated to function as the chief executive branch of the Authority and is directed to carry out the policies sanctioned by the Board of Directors to achieve the purpose for which the Authority was created. It provides administration, planning, engineering, data processing, billing, accounting, human resources and information management internally to other divisions and externally to outside entities. The General Services Division's budgeted expenses are charged to the other divisions, based on an annual calculation of the prior year's percentage of each division's expenditures.



BASIS OF PRESENTATION, CONTINUED

Communications Division: The principal purpose of the Communications Division is to provide all Authority personnel with the necessary means of obtaining voice contact with the main office and each other during the course of conducting various business activities, and for safety purposes.

Additionally, the Communications Division provides a means to alert the key management personnel within the Utility Division of any malfunctions of facilities within their service area.



Guthrie Dumont Elevated Tank

Revenue for the Communications Division derives primarily from contract leasing of communication facilities from various outside entities.

Interfund Loan Division: The Board of Directors established the Interfund Loan (IFL) Program in 1981 to finance short-term capital improvements, interim financing, and/or expansions of its projects where it is not practical to issue revenue bonds. Short-term debt is limited to approximately twenty-five percent (25%) of total capitalization, and to amounts which are expected to be invested in the Authority's capital improvements program within three to five (3-5) years.

The typical amortization period is four (4) years, with a current maximum of twelve (12) years, dependent on the magnitude of debt and repayment ability. The IFL Program shall be limited to Enterprise and Internal Service Funds within the Authority only.

In order to keep up with current Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB), it was voted for by the Authority's Board of Directors in 2020 to absorb the IFL Program into the General Division. This absorption is a result of streamlining the accounting processes and doing away with as many elimination entries as possible.



METHOD OF BUDGET PREPARATION

The operating budget is prepared using a comparison analysis of each fund's fiscal operating experience with respect to audited financial data. Nine months of actual data is extrapolated into the future to produce the projected final quarter of the fiscal year. In addition, the actual preceding twelve-month data is reviewed to identify any trends not recognized by the extrapolation. The resulting twelve month estimated actual is then adjusted to reduce or add line-item revenues or expenditures expected to occur during the new budget model, thereby providing the budgeted forecast for the ensuing fiscal year. Care is taken to address seasonal entries, anomalies and one time only entries in extrapolating the remaining three months of the year. The budget is expected to fall within a ten percent variance of the actual fiscal operations.

The operating budget does not reflect possible income from bond issuance fees, as these fees are never a certainty. The fees are recorded in the current year once they have been received, and the increase in annual maintenance fees in the Direct Financing Arrangements Fund are budgeted for the next fiscal year.

For Fiscal Year 2021-2022, the use of QuickBooks was implemented in the budgeting process. Using QuickBooks allowed for exporting a twelve-month trend side-by-side, as well as the last five years. This has provided a better comparison of prior years and eliminated the influence of an outlier year 2020 due to the COVID 19 Pandemic.



CAPITAL EXPENDITURES FOR FISCAL YEAR 2021-2022

Long Term Capital Expenditures

Several systems within the Utility Division are proposed to receive capital funding for component repair and replacement of identified infrastructure during the ensuing year. Long term capital funding is financed through a \$15,000,000 bond issued in June 2017. The affected systems include:

System	Long Term Capital Expenditures	Estimated Cost
113	• LA Tucker Pump Station Improvements – tanks and piping	\$ 238,000
113	• Phase II Carey line replace 10,500 ft 4” SDR 21	105,000
113	• Nimmo Pump Station Improvements – tanks and piping	238,000
312	• Hinds-Wildcat new water source (completion 2022)	2,360,000
411	• Phase II Childress NE upsize line to 4”, 5280 ft SDR 21	120,000
520	• Alexander Pump Station Improvements – tanks, piping	238,000
520	• Truscott to Alexander upsize line to 4”, 26,500 ft SDR 21	250,000
722	• Preston Shores Tank Rehab, Generator & Station Improvements	398,000
722	• Preston Shores Lake Raw Water Line and Vault	800,000
900	• Arrowhead Lake Lots Waterline replace 6”, 6000 ft SDR 21	200,000
902	• Ringgold Well Field - Drill New Well	250,000
902	• Ringgold Pump Station, Pressure Tank and GST Rehab.	300,000
Grand Total		\$ 5,497,000



CAPITAL EXPENDITURES FOR FISCAL YEAR 2020-2021, CONTINUED

Short Term Capital Expenditures by Division

Short term capital funding is proposed to be funded with current year revenues and depreciated over its useful life.

Utility Division

110	• Parnell Pump Station Pump and Electrical Work	\$	15,000
510	• Smith Pump Station Concrete Work and Station Work		15,000
901	• ARE Wastewater Plant Alarms for Wet Wells		4,000
	• AMI Meters		60,000
	• Gooseneck Trailer		13,000
	• 4 Replacement ¾ Ton Vehicles (\$37K each)		148,000
	• 1 Replacement 1 Ton Vehicle (\$45K each)		45,000
Sub Total		\$	300,000

Communications Division

• Purchase of Two (2) new radios	4,000
Sub Total	\$ 4,000

Environmental Services Division

• BOD System	41,000
Sub Total	\$ 41,000

Grand Total \$ 345,000



CONCLUSION

This Consolidated Annual Operating Budget provides a summarized projected Fiscal Year 2021-2022 revenues versus expenditures by division. It also provides a comparison to the actual previous fiscal year revenues versus expenditures. It is based on actual and projected cash transactions and presented with the intent of providing an overall financial operating forecast of the Authority.

Using the 2020 budgeted numbers, the proposed Fiscal Year 2021-2022 Consolidated Annual Operating Budget reflects an overall decrease in projected revenues of \$560,505 or 7.5 percent. Additionally, there is an overall projected decrease in combined expenditures in the amount of \$453,462 or 6.3 percent, due to the decommissioning of the Lake Arrowhead water treatment plant despite increased water purchases, supply costs, depreciation, property insurance and personnel services. These numbers are less divisional administrative fees.

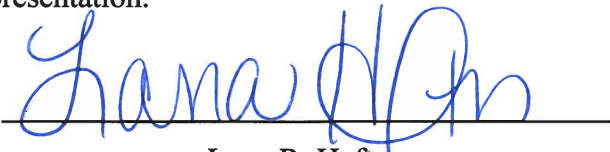
In preparing this budget, the staff have agreed upon an equitable formula for calculating the administrative fees paid to the General Division. The new formula is:

$$\text{General Division Expenses} / (\text{UD Expenses} + \text{CD Expenses} + \text{ESD Expenses}) = \text{XX\%}$$

Based on this fiscal year's General Division budgeted expenses, the calculated percentage charged to each division is 21%.

Please refer to the attached supporting schedules for detailed representation of projected revenues and expenditures on a per-fund basis for conformity to reporting, in accordance with Generally Accepted Accounting Principles for governmental units.

Staff have continued to address the Board's directives for transparency and accountability. We have tried to provide additional information and utilized percentages to highlight trends and patterns in the data. All of these efforts are made to make the information more readily available and understandable to the general public and our customers. I appreciate the support and guidance that the Finance Committee has provided both to me and staff as we developed this year's budget. I look forward to working with them in future years, as we continue to enhance the budget presentation.



Lana R. Hefton
Controller



Date



SUPPORTING SCHEDULES

RED RIVER AUTHORITY OF TEXAS

**CONSOLIDATED ANNUAL OPERATING BUDGET
FISCAL YEAR 2021-2022**

Schedule of Combined Divisions

	FY 2020-2021 Budgeted	FY 2020-2021 Current YTD	FY 2020-2021 Projected EOY	FY 2021-2022 Budgeted
Revenues:				
General Services Division	\$ 225,709	\$ 271,178	\$ 421,683	\$ 43,335
Environmental Services Division	963,396	541,092	721,456	917,000
Communications Division	79,450	43,261	57,682	77,398
Utility Division	6,246,793	3,863,029	5,756,794	5,890,168
Total Revenues	7,515,347	4,718,560	6,957,615	6,927,900
Expenses:				
General Services Division	1,381,469	842,089	1,263,134	1,178,197
Environmental Services Division	784,987	475,357	621,156	757,367
Communications Division	51,788	8,899	11,867	22,076
Utility Division	5,079,192	3,123,335	4,685,002	4,887,674
Total Expenses	7,297,436	4,449,680	6,581,159	6,845,314
Excess or (deficit)	\$ 217,911	\$ 268,880	\$ 376,456	\$ 82,586

RED RIVER AUTHORITY OF TEXAS

**CONSOLIDATED ANNUAL OPERATING BUDGET
FISCAL YEAR 2021-2022**

Statement of Combined Divisions

	FY 2020-2021 Budgeted	FY 2020-2021 Current YTD	FY 2020-2021 Projected EOY	FY 2021-2022 Budgeted
Operating revenues:				
Water and sewer sales	\$ 5,380,053	\$ 3,462,413	\$ 5,193,620	\$ 5,416,053
Charges for materials and services	1,212,017	574,788	797,024	680,172
Administrative fee income	51,980	120,779	75,949	50,000
Issuance fees	-	-	-	-
Other income	735,030	493,279	775,615	641,185
Total operating revenues:	7,379,079	4,651,260	6,842,208	6,787,410
Operating expenses:				
Water purchases	1,197,642	743,103	1,114,654	1,245,686
Personnel services	2,518,907	1,591,746	2,334,540	2,440,652
Administrative costs	92,595	137,324	203,185	195,794
Utilities, supplies and maintenance	1,612,454	757,186	1,103,145	1,306,217
Insurance	77,913	81,310	121,965	85,294
Automobile and travel	214,368	136,153	202,349	219,032
Professional and directors fees	253,413	116,591	174,887	109,600
Research expense	15,000	-	-	10,000
Bad debt	34,631	22,184	33,275	25,500
Total operating expenses:	6,016,923	3,585,595	5,288,000	5,637,774
Operating income (loss) before deprec.	1,362,156	1,065,665	1,554,208	1,149,636
Depreciation	(768,063)	(515,499)	(770,280)	(703,200)
Operating income (loss)	594,093	550,166	783,928	446,436
Non-operating revenues (expenses):				
Interest income	109,326	67,300	100,492	110,490
Gain on sale of assets	-	-	-	30,000
Interest expense	(512,450)	(348,586)	(522,879)	(503,000)
Allocated Administrative Fees	26,942	-	14,915	(1,340)
	(376,182)	(281,286)	(407,472)	(363,850)
Income (loss) before operating transfers	217,911	268,880	376,456	82,586
Operating transfers in (out)	-	-	-	-
Net income (loss)	\$ 217,911	\$ 268,880	\$ 376,456	\$ 82,586

RED RIVER AUTHORITY OF TEXAS

**CONSOLIDATED ANNUAL OPERATING BUDGET
FISCAL YEAR 2021-2022**

Statement of Combined Divisions

GENERAL SERVICES DIVISION 011

	FY 2020-2021 Budgeted	FY 2020-2021 Current YTD	FY 2020-2021 Projected EOY	FY 2021-2022 Budgeted	Percent Change
Operating revenues:					
Water and sewer sales	\$ -	\$ -	\$ -	\$ -	0.00%
Charges for materials and services	58,067	182,625	273,938	-	-100.00%
Administrative fee income	-	-	-	-	0.00%
Issuance fees	-	-	-	-	0.00%
Other income (RWPG)	115,400	68,979	103,469	20,000	-82.67%
Total operating revenues:	173,467	251,604	377,407	20,000	
Operating expenses:					
Water purchases	-	-	-	-	0.00%
Personnel services	792,000	479,224	718,836	750,292	-5.27%
Administrative costs	67,203	45,338	68,007	38,633	-42.51%
Utilities, supplies and maintenance	107,493	77,913	116,870	113,799	5.87%
Insurance	77,913	81,310	121,965	85,294	9.47%
Automobile and travel	11,688	4,193	6,290	16,240	38.95%
Professional and directors fees	252,413	116,591	174,887	109,600	-56.58%
Research expense	15,000	-	-	10,000	-33.33%
Bad debt	-	-	-	-	0.00%
Total operating expenses:	1,323,709	804,570	1,206,855	1,123,857	
Operating income (loss) before deprec.	(1,150,243)	(552,966)	(829,448)	(1,103,857)	
Depreciation	(57,760)	(37,519)	(56,279)	(53,000)	-8.24%
Operating income (loss)	(1,208,003)	(590,485)	(885,727)	(1,156,857)	
Non-operating revenues (expenses):					
Interest income	25,300	19,574	29,361	23,335	-7.77%
Gain on sale of assets	-	-	-	-	0.00%
Interest expense	-	-	-	-	0.00%
Allocated Administrative Fees	1,258,883	753,696	1,130,544	1,188,755	100.00%
	1,284,183	773,270	1,159,905	1,212,090	
Income (loss) before operating transfers	76,180	182,785	274,178	55,233	
Operating transfers in (out)	-	-	-	-	
Net income (loss)	\$ 76,180	\$ 182,785	\$ 274,178	\$ 55,233	-27.50%

RED RIVER AUTHORITY OF TEXAS

**CONSOLIDATED ANNUAL OPERATING BUDGET
FISCAL YEAR 2021-2022**

Statement of Combined Divisions

ENVIRONMENTAL SERVICES DIVISION 079

	FY 2020-2021 Budgeted	FY 2020-2021 Current YTD	FY 2020-2021 Projected EOY	FY 2021-2022 Budgeted	Percent Change
Operating revenues:					
Water and sewer sales	\$ -	\$ -	\$ -	\$ -	0.00%
Charges for materials and services	602,278	351,650	469,067	606,000	0.62%
Administrative fee income	-	-	-	-	0.00%
Issuance fees	-	-	-	-	0.00%
Other income (CRP)	361,118	189,442	252,389	311,000	-16.12%
Total operating revenues:	963,396	541,092	721,456	917,000	
Operating expenses:					
Water purchases	-	-	-	-	0.00%
Personnel services	362,000	249,471	321,128	391,986	8.28%
Administrative costs	25,392	9,879	12,018	17,799	-29.90%
Utilities, supplies and maintenance	347,401	190,906	254,541	312,690	-9.99%
Insurance	-	-	-	-	0.00%
Automobile and travel	16,000	11,281	15,041	15,692	-1.93%
Professional and directors fees	1,000	-	-	-	-100.00%
Research expense	-	-	-	-	0.00%
Bad debt	-	-	-	-	0.00%
Total operating expenses:	751,793	461,536	602,728	738,167	
Operating income (loss) before deprec.	211,603	79,556	118,728	178,833	
Depreciation	(33,194)	(13,821)	(18,428)	(19,200)	-42.16%
Operating income (loss)	178,409	65,735	100,300	159,633	
Non-operating revenues (expenses):					
Interest income	-	-	-	-	
Gain on sale of assets	-	-	-	-	
Interest expense	-	-	-	-	
Allocated Administrative Fees	(138,527)	(95,074)	(127,919)	(159,047)	
	(138,527)	(95,074)	(127,919)	(159,047)	
Income (loss) before other revenues	39,882	(29,339)	(27,619)	586	
Grant revenue for asset purchases	-	-	-	-	
Net income (loss)	\$ 39,882	\$ (29,339)	\$ (27,619)	\$ 586	-98.53%

▪ BOD System \$ 41,000

Subtotal: \$ 41,000
Net Income less budget line items: \$ (40,414)

RED RIVER AUTHORITY OF TEXAS

**CONSOLIDATED ANNUAL OPERATING BUDGET
FISCAL YEAR 2021-2022**

Statement of Combined Divisions

COMMUNICATIONS DIVISION 081

	FY 2020-2021 Budgeted	FY 2020-2021 Current YTD	FY 2020-2021 Projected EOY	FY 2021-2022 Budgeted	Percent Change
Operating revenues:					
Water and sewer sales	\$ -	\$ -	\$ -	\$ -	0.00%
Charges for materials and services	75,650	40,514	54,019	74,172	-1.95%
Administrative fee income	-	-	-	-	0.00%
Issuance fees	-	-	-	-	0.00%
Other income	-	-	-	-	0.00%
Total operating revenues:	75,650	40,514	54,019	74,172	
Operating expenses:					
Water purchases	-	-	-	-	0.00%
Personnel services	-	-	-	6,076	0.00%
Administrative costs	-	-	-	-	0.00%
Utilities, supplies and maintenance	45,787	4,899	6,532	10,000	-78.16%
Insurance	-	-	-	-	0.00%
Automobile and travel	-	-	-	-	0.00%
Professional and directors fees	-	-	-	-	0.00%
Research expense	-	-	-	-	0.00%
Bad debt	-	-	-	-	0.00%
Total operating expenses:	45,787	4,899	6,532	16,076	
Operating income (loss) before deprec.	29,863	35,615	47,487	58,096	
Depreciation	(6,001)	(4,001)	(5,335)	(6,000)	-0.02%
Operating income (loss)	23,862	31,614	42,152	52,096	
Non-operating revenues (expenses):					
Interest income	3,800	2,747	3,663	3,226	-15.11%
Gain on sale of assets	-	-	-	-	0.00%
Interest expense	-	-	-	-	-100.00%
Allocated Administrative Fees	(7,768)	(1,335)	(1,780)	(4,636)	100.00%
	(3,968)	1,412	1,883	(1,410)	
Income (loss) before operating transfers	19,894	33,027	44,035	50,686	
Operating transfers in (out)	-	-	-	-	
Net income (loss)	\$ 19,894	\$ 33,027	\$ 44,035	\$ 50,686	154.78%

▪ Purchase of two new radios \$ 4,000

Subtotal: \$ 4,000
Net Income less budget line items: \$ 46,686

RED RIVER AUTHORITY OF TEXAS

**CONSOLIDATED ANNUAL OPERATING BUDGET
FISCAL YEAR 2021-2022**

Statement of Combined Divisions

UTILITY DIVISION 11-22

	FY 2020-2021 Budgeted	FY 2020-2021 Current YTD	FY 2020-2021 Projected EOY	FY 2021-2022 Budgeted	Percent Change
Operating revenues:					
Water and sewer sales	\$ 5,380,053	\$ 3,462,413	\$ 5,193,620	\$ 5,416,053	0.67%
Charges for materials and services	476,022	-	-	-	0.00%
Administrative fee income (Late Fees)	51,980	120,779	75,949	50,000	-3.81%
Issuance fees	-	-	-	-	0.00%
Other income	258,512	234,857	419,757	310,185	19.99%
Total operating revenues:	6,166,567	3,818,050	5,689,326	5,776,238	
Operating expenses:					
Water purchases	1,197,642	743,103	1,114,654	1,245,686	4.01%
Personnel services	1,364,907	863,051	1,294,576	1,292,298	-5.32%
Administrative costs	-	82,106	123,160	139,362	13.16%
Utilities, supplies and maintenance	1,111,773	483,468	725,202	869,728	-21.77%
Insurance	-	-	-	-	0.00%
Automobile and travel	186,681	120,679	181,018	187,100	0.22%
Professional and directors fees	-	-	-	-	0.00%
Research expense	-	-	-	-	0.00%
Bad debt	34,631	22,184	33,275	25,500	-26.37%
Total operating expenses:	3,895,634	2,314,590	3,471,885	3,759,674	
Operating income (loss) before deprec.	2,270,933	1,503,460	2,217,441	2,016,564	
Depreciation	(671,108)	(460,159)	(690,238)	(625,000)	-6.87%
Operating income (loss)	1,599,825	1,043,301	1,527,203	1,391,564	
Non-operating revenues (expenses):					
Interest income	80,226	44,979	67,468	83,930	4.62%
Gain on sale of assets	-	-	-	30,000	0.00%
Interest expense	(512,450)	(348,586)	(522,879)	(503,000)	-1.84%
Allocated Administrative Fees	(1,085,646)	(657,287)	(985,930)	(1,026,412)	-5.46%
	<u>(1,517,870)</u>	<u>(960,894)</u>	<u>(1,441,341)</u>	<u>(1,415,482)</u>	
Income (loss) before operating transfers	81,955	82,407	85,862	(23,918)	
Transfers	-	-	-	-	
Loss on Abandonment	-	-	-	-	
Net income (loss)	\$ 81,955	\$ 82,407	\$ 85,862	\$ (23,918)	-129.18%

▪ (110) Parnell Pump Station and Electrical	15,000
▪ (510) Smith Pump Station and Concrete	15,000
▪ (901) ARE WW Plant Alarms for Wet Wells	4,000
▪ AMI Meters	60,000
▪ Backhoe Trailer	13,000
▪ 4 Replacement 3/4 Ton Vehicles	148,000
▪ 1 Replacement 1 Ton Vehicle	45,000

Subtotal: \$ 300,000

Net Income less budget line items: \$ (323,918)



RED RIVER AUTHORITY OF TEXAS

Utility Division

Rate Schedule

Effective October 1, 2021



TREATED WATER AND SEWER RATES

Residential Water*

Monthly Minimum:	\$73.50 per month with 2,000 gallons
Demand Block 1:	\$6.00 per 1,000 gallons for the next 5,000 gallons
Demand Block 2:	\$8.75 per 1,000 gallons for all water over 7,000 gallons

Commercial Water*

Base Monthly Charge:	\$85.00 per month
Demand Block 1:	\$6.75 per 1,000 gallons for the first 30,000 gallons
Demand Block 2:	\$9.00 per 1,000 gallons for all water over 30,000 gallons

Sewer*

Monthly Rate:	\$46.50 (only for those with sewer services)
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*A late fee in the amount of 10% of the monthly account statement will be assessed against an account for the statement not being paid in full by 5:00 PM on the 16th day after issuance, subject to rule.

The rates are based on all treated water and sewer systems combined within the Utility Division in order to maintain adequate bond coverage ratios. The rates are designed to provide the revenues needed to recover the cost of operating and pay the debt service, and are based on Fiscal Year 2016 historical financial and consumption data. The information has been obtained from the Authority's Comprehensive Annual Financial Report, conducted by an independent accounting firm.

RAW WATER RATES

Monthly Minimum:	\$380.00
Demand Block 1:	\$0.13 per 1,000 gallons up to 1.7 MGD
Demand Block 2:	\$0.15 per 1,000 gallons over 1.7 MGD

The raw water rates are designed to provide the revenues needed to recover the cost of acquiring water rights and ongoing participation in the operation and maintenance of reservoirs, well fields, or other related infrastructure.

These rates are for contracted non-transient raw water customers. Temporary or transient rates are negotiated individually when permitted by the General Manager.





RED RIVER AUTHORITY OF TEXAS

Utility Division

Rate Schedule, Continued

Effective October 1, 2021



COMMERCIAL METER EQUIVALENT FACTOR CHARGE

The Red River Authority of Texas (the Authority) will assess a base availability charge on all new connect, reconnect, or transfer meter accounts. The availability charge will be calculated using the AWWA factor based table (Table 1), with the equivalency of the Authority's commercial ¾" meter. The ¾ Factor will multiplied by the base monthly account charge of \$85.00 to arrive at the equivalent monthly availability charge for that size meter.

Table 1

Meter Size		AWWA (capacity)	Factor Based on 5/8	Factor Based on 3/4	Factor Based on 1
5/8 inch		20	1.00	0.67	0.40
3/4 inch		30	1.50	1.00	0.60
1 inch		50	2.50	1.67	1.00
1-1/2 inch		100	5.00	3.33	2.00
2 inch		160	8.00	5.33	3.20
3 inch		300	15.00	10.00	6.00
4 inch		500	25.00	16.67	10.00
6 inch		1,000	50.00	33.33	20.00
8 inch		1,600	80.00	53.33	32.00
10 inch		2,300	115.00	76.67	46.00
12 inch		4,300	215.00	143.33	86.00





RED RIVER AUTHORITY OF TEXAS

Utility Division

Schedule of Fees and Charges

Effective October 1, 2021



Base Charges

Backhoe	(per hour)	\$100.00
Tractor	(per hour)	50.00
Technician Time*	(per hour)	25.00
Travel Time*	(per hour)	25.00
Welder, Mower, or ATV	(per hour)	25.00
1/2 Ton Truck	(per mile)	0.58
3/4 Ton Truck	(per mile)	1.10
1 Ton Truck	(per mile)	1.70
2 1/2 Ton Truck & Trailer	(per mile)	2.00

* All after-business-hours' time will be assessed at a rate of cost plus 50%.

Minimum Time Charge

Backhoe, Tractor, Welder, Mower, ATV	Two Hour
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Residential Tap Fees

Water Short Tap	Less than 10 feet from main	\$1,690.00
Sewer Short Tap (gravity)	Less than 10 feet from main	500.00
Sewer Short Tap (pressure)	Less than 10 feet from main	2,500.00

Commercial Tap Fees

Short Tap	Less than 10 feet from main	\$1,705.00
Sewer Short Tap	Less than 10 feet from main	500.00
Sewer Short Tap (pressure)	Less than 10 feet from main	2,500.00

Miscellaneous Fees and Charges

Residential Connect (any new contract)	\$300.00
Commercial Connect (any new contract)	400.00
Residential Reconnect	75.00
Commercial Reconnect	200.00
Account Setup Fee	25.00
Return Check Charge	25.00
Water or Sewer Service Charge/Call	35.00
Meter Accuracy Test (other than normal test)	35.00
Customer Service Valve	46.00
Customer Service Inspection Fee	35.00
Automated Meter Replacement	250.00
Meter Box Replacement	95.00
Shop Material Fee	10.00
Transient Meter Fee (fire hydrant meter)	500.00

* All subcontracted work will be assessed a rate of cost plus 20%.





RED RIVER AUTHORITY OF TEXAS

Environmental Services Laboratory

Price List

Effective October 1, 2021



General Chemical Analyses

Alkalinity, Total	\$27.00
Ammonia, Nitrogen	\$31.00
BOD ₅	\$44.00
CBOD ₅	\$44.00
COD	\$41.00
Chloride	\$32.00
Chlorophyll- <i>a</i> / Pheophytin*	\$45.00
Conductivity	\$24.00
Nitrate	\$32.00
Nitrate+Nitrite	\$77.00
Nitrite	\$32.00
Oil & Grease	\$87.00
pH	\$11.00
Phosphorus, Total	\$41.00
Phosphorus Low-Level, Total	\$77.00
Sulfate	\$32.00
Temperature*	\$12.00
Total Dissolved Solids (TDS)	\$27.00
Total Kjeldahl Nitrogen (TKN)	\$77.00
Total Suspended Solids, (TSS / MLSS)	\$27.00
Volatile Suspended Solids, (VSS / MLVSS)	\$27.00
Turbidity	\$21.00

* Not available for NELAP accreditation through the Texas Commission on Environmental Quality (TCEQ)

Microbiological Analyses

Coliform, Total (P/A - Colilert)	\$20.00
<i>E. coli</i> (IDEXX-MPN)	\$33.00
<i>Enterococcus</i> (IDEXX MPN)	\$33.00

Auto-Sampling Services

Equipment Rental (per day)	\$50.00
Labor (per hour)	\$50.00
Mileage	\$0.580

Miscellaneous Fees

Sample Filtration	\$11.00
Calculation Fee	\$10.00
Field Monitoring	Quote
Fax	\$1.31
Copy Fee	\$0.12/page

Additional analyses not listed above are available for testing by quote.
All subcontracted tests will be charged at a rate of analytical test charge plus 20%.
Customer pays all subcontracted shipping, environmental fees, and cost differential from quote.
When available, after-hours services will be assessed at a rate of \$50.00/hour
for the technician in addition to the cost of analysis.

3000 Hammon Road, Wichita Falls, Texas 76310

Phone Number: (940) 723-1717 Fax Number: (940) 723-6529 Emergency Number: (940) 636-8024





RED RIVER AUTHORITY OF TEXAS



KEY DATES AND REGULARLY SCHEDULED BOARD MEETINGS FOR FISCAL YEAR 2021-2022

The Red River Authority of Texas will be Closed for these Observed Holidays:

Columbus Day	–	Monday, October 11, 2021
Thanksgiving	–	Thursday, November 25, 2021
Day After Thanksgiving	–	Friday, November 26, 2021
Christmas Eve	–	Friday, December 24, 2021
Christmas (Observed)	–	Monday, December 27, 2021
New Year's (Observed)	–	Monday, January 3, 2022
Martin Luther King, Jr. Day	–	Monday, January 17, 2022
Presidents Day	–	Monday, February 21, 2022
Good Friday	–	Friday, April 15, 2022
Memorial Day	–	Monday, May 30, 2022
*Emancipation Day (Observed)	–	Monday, June 20, 2022
Independence Day	–	Monday, July 4, 2022
Labor Day	–	Monday, September 5, 2022

Regularly Scheduled Board of Directors Meeting Dates for Fiscal Year 2021-2022

January 18, 2022 – Executive Committee Meeting
January 19, 2022 – Board of Directors Meeting
April 20, 2022 – Board of Directors Meeting
July 20, 2022 – Board of Directors Meeting
September 21, 2022 – Board of Directors Meeting

