



Minutes of Meeting

Subject:	MLNDA Board of Directors Meeting		
Reference:	-	Date:	8 th January 2024
Prepared By:	J. Robbins	Time:	1830hrs (6:30pm)
Approved By:	J. Robbins / C. Sellers	Location:	Conference Call (Zoom)

Company:	Attendees:
MLNDA	Jacy Robbins, Christy Sellers, Roxanne Henricksen, Robert Raetzsch, Miriam Jones, Michael Messersmith, Andy Taylor, Jack Walker, Danelle Roddy
Absent	Paul Bluntzer,
Distribution	Attendees + Absent + Membership

Action	Description	Responsible	Due Date
MLNDA General / Administrative			
1.	Called Meeting to order Time: 6:35 pm Adjourned Meeting Time: 7:29 pm	J. Robbins	On-going
2.	Treasurer's Report – bank account status, donations/fees received, expenses paid, etc. Reported per board meeting. Update 08-Jan-24: <ul style="list-style-type: none"> Balance: \$31,241.71 Revenues: <ul style="list-style-type: none"> \$3,068.72 donations/membership dues Expenses: <ul style="list-style-type: none"> \$525.00 Fox Alliance, filing for income tax exemption \$163.74 E. Hunter for WCID website setup 	R. Henricksen	On-going
3.	Board liability Insurance expires in February. To not have a lapse in insurance coverage MLNDA will need to renew in February. R. Henricksen working to receive quotes from ComalTex and WKI. Both quotes are expected to be under \$6,000. Motion for Board to approve up to \$6,000 to renew board liability insurance and to have Treasurer and President execute contract on behalf of MLNDA. Lowest bidder to be awarded contract provided both proposals have comparable levels of coverage. Motion to Accept: R. Raetzsch 2nd Motion: D. Roddy Motion Passed: Unanimously Approved	Board	08-Jan-24 CLOSED
4.	MLNDA to donate to the Susan G. Komen Breast Cancer Foundation in support of Steve and Wendy Parker. Motion for Board to approve a \$300 donation to the foundation. Motion to Accept: J. Walker 2nd Motion: M. Jones Motion Passed: Unanimously Approved	Board	08-Jan-24 CLOSED



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Action	Description	Responsible	Due Date
Membership and Communications Committee – Chair: D. Roddy, Co-chair: C. Sellers			
5.	Membership Roster Updates (annual dues start in Sep) Update 08-Jan-24: 98 individuals (91 renewed, 7 new), 55 households (51 renewed, 4 new)	C. Sellers	On-going
6.	D. Roddy to contact members individually who have not renewed this could include by visit, phone, and/or email. C. Sellers to send list of members who have not renewed.	D. Roddy C. Sellers	30-Mar-24
7.	Membership Committee to plan and organize a Membership Social Event for late March to late April with goals of: <ul style="list-style-type: none"> Informing of project progress Membership dues for members who have not renewed For members to ask questions Board to socially interact with members Decide and arrange location (Power Plant Grill, etc.). Alternatively, informing of progress and reminder of membership dues could be done through email.	D. Roddy	30-Mar-24
8.	MLNDA to continue support and development of the Meadow Lake WCID website. Bond counsel has provided minimum information requirements for website. Website Team to meet this month to continue work on website with goal of launching by February.	E. Hunter C. Sellers J. Robbins	15-Feb-24
9.	Director Elections - Send reminder of May 2024 Director elections with information on filing application for place on ballot. Deadline February 16 th , 2024. Send reminders on January 17 and February 9 and 14.	C. Sellers	16-Feb-24
Fundraising Committee – Chair: M. Jones, Co-Chair: D. Roddy			
10.	Update on fundraising donation efforts (see Section 15): Update 08-Jan-24: Currently, the only upcoming planned activity that donations could be used for is river clean-up. Until a river clean-up plan is developed, recommend putting fundraising efforts on HOLD.	M. Jones	ON-HOLD
River Clean-up Committee – Chair: ?????, Co-Chair: ?????			
11.	Upon decision to move forward with construction of project, MLNDA to organize and plan large scale clean-up of river including stump and debris removal, and vegetation clean-up on banks. MLNDA to be the means of organization and planning, but suggest individual property owner's fund. Activity ON-HOLD until further notice.	INFO.	ON-HOLD
Engineering & Construction Committee – Chair: J. Robbins, Co-Chair: L. Moore			
12.	The following potential risks have been identified that could lead to increased project costs with corresponding mitigation measures: <ul style="list-style-type: none"> Insufficient geotechnical data – geotechnical investigation Differing Site Conditions – onsite survey including underwater Weather Delays – addition of tower cranes removes large contingency for weather delays as all major equipment to construct is not susceptible to flooding or standby rates. Market Conditions – confirm costs through engagement with experienced contractors capable of work (Technical Committee). 	INFO.	08-Jan-24 CLOSED



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13.	<p>Technical Committee to meet, as necessary, to accomplish the following objectives by April (WCID Board will make final decision, Committee to advise):</p> <ul style="list-style-type: none"> Identify largest construction risks to project (see above 12). Confirm by bid or budgetary proposal the approximately \$6 million of estimated costs in the Engineer's Estimate. Proposals received to date confirm approximately \$6.5 million in Engineer's Estimate. Discuss and confirm best approach for contracting strategy. Discuss and confirm construction management methodology. 	J. Robbins Technical Team	15-Apr-24
14.	FNI working on scope of work and fee estimate for final engineering. Fee estimate required to know amount to fund with City.	J. Robbins FNI	22-Jan-24
Financing & District Committee – Chair: A. Taylor			
15.	<p>Funding & Financing Commitment from City of Seguin:</p> <p>Meadow Lake WCID and the City of Seguin have started working on an Interlocal Agreement (ILA) with the following expected terms:</p> <ul style="list-style-type: none"> City to fund final engineering through sell of general obligation bonds in February 2024. WCID will pledge to repay costs if project does not proceed to construction. Expected funds will be available to WCID by March 2024 and final engineering will commence shortly after. Provided project moves forward, City will fund remaining \$5 million contribution towards project. Expected that City would sell general obligation bonds in February 2025 for remaining contribution. Provides flexibility to incur debt on only what is spent. For example, if project does not move forward, the WCID will only incur debt on what has been spent and not on what was requested for the full engineering. This agreement offers WCID a number of advantages: 1) utilizes City's AA bond rating 2) flexibility to incur debt on only what is spent 3) over \$50k savings in costs of issuance 4) removal of TCEQ approval to sell bonds 5) fastest schedule possible to start final engineering 6) binding agreement for \$5 million contribution. City to pass resolution soon. MLNDA to coordinate speakers at City Council Meeting, if necessary. 	J. Robbins A. Taylor	30-Mar-24
16.	<p>Financing of WCID Debt - CWIFP</p> <p>The agreement with the City secures financing for final engineering, but the WCID must still secure long-term financing. The most beneficial program currently available is the US Corps Water Infrastructure Financing Program (CWIFP).</p> <ul style="list-style-type: none"> A. Pre-application successfully submitted on December 19, 2023. Thorough pre-application submitted with input from legal counsel, bond counsel, engineering consultants, financial advisor, City, MLNDA, and District. Project expected to score 85 out of 100, ranking the project high on priority. B. Will know if invited for full application in 90 days, March 2024 C. If successful with invitation for full application, expect closing and funds available in August 2024. <p>The combination of the agreement with the City and loan through CWIFP is ideal as it would guarantee no gaps in financing and no delays due to this.</p>	J. Robbins C. Sellers A. Taylor	30-Mar-24

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17.	<p>Financing of WCID Debt – Other Options</p> <p>If unsuccessful with the CWIFP the following options have been identified for long-term financing:</p> <ul style="list-style-type: none"> A. TWDB: Clean Water State Revolving Fund (CWSRF). 40% off market interest rates. Pre-application due in March 2024 with funding available around November 2025. Unlikely to receive due to scoring criteria. Plan to submit pre-application in March. B. TWDB: State's Development Fund. AAA rated bonds. Pre-application due in October 2025 with funding available around June 2025. C. City of Seguin: AA rated bonds. WCID would sell their own bonds, but request that the City back stop / co-sign on the loan allowing WCID to issue bonds with a AA credit rating reducing interest rates when compared to WCID issuing solely. <p>With expected completion of final engineering including bids and award before end of 2024 the first two options would cause a gap in financing and delay project, the City option would not.</p>	INFO.	08-Jan-24 CLOSED
18.	<p>Grant Funding:</p> <ul style="list-style-type: none"> • Waiting to hear if successful with Department of Energy grant. Would expect award around April 2024. • MLNDA to continue to support and pursue grants for project. Most grant programs allow submittals up to two years after project completion. Could see more grant opportunities towards end of 2024. With ownership of the dam by the WCID expected by 2024, this will make it easier to submit applications as site control often a requirement. 	INFO.	08-Jan-24 CLOSED
19.	<p>SAM Registration:</p> <p>SAM registration in progress. Required for receiving any federal grants or loans. See two-step process and progress below:</p> <ul style="list-style-type: none"> • UEI No.: Approved and assigned • CAGE No.: Working through issues with Defensive Logistics Agency to assign CAGE No. Having issues supplying acceptable documentation, but will be able to work through. Expect completed registration within 3 weeks. 	J. Robbins	30-Jan-24
20.	<p>GBRA Contract Negotiations:</p> <ul style="list-style-type: none"> • Draft conveyance agreement in progress and will be issued to GBRA for review. Negotiations should start as soon as possible. Ideally, negotiations should be progressing by start of final engineering in March. If successful with loan, an agreement with GBRA will become a critical path as it's unlikely TCEQ and/or Attorney General will allow issuance of bonds on an asset the WCID does not own or have an agreement with. Currently expected to close on loan with US Corps as early as July 2024 and optimistically could receive bids by then too. WCID would then be in a position to place orders on long lead items (tower cranes and gates). • Suggest submitting scope of work for final engineering to GBRA for acknowledgement and/or approval. This would help in covering the district should a fully executed agreement not be in place at the time of starting final engineering. 	A. Taylor M. Meskill J. Robbins	30-Jun-24



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Minutes approved by:

MLNDA President

Signature

MLNDA Secretary

Signature