

**Benbrook Water Authority
1121 Mercedes Street
Regular Meeting
February 4, 2020
4:00 p.m.**

The Board of Directors for the Benbrook Water Authority met in a regular meeting on February 4, 2020 with the following Directors present:

President David W. Hafer
Vice-President Nick Dons
Secretary Karen Henderson
Director Rick Whitehurst
Director David Clark

Also Present:

David Smith, General Manager
Jessica McDowell, Recording Secretary
Gail Jergins, Director of Finance
Tim Chovanec, Attorney

President Hafer called the meeting to order at 4:00 p.m. and gave the invocation.

Citizen Comments on Any Agenda Item

Director Whitehurst noted that the meeting time was changed so that the public could attend, and no one is attending the meetings.

President Hafer stated that Director Whitehurst should wait until the Director Comments to make any notable comments. He stated this portion of the agenda is for Citizens to comment on any agenda item only.

Reports of General Manager

1. Administration Building Improvements / Board Meeting Video Recording System

Mr. Smith stated Staff has evaluated the possibility of providing future video recordings of Board meetings online and has developed a proposed implementation schedule subject to confirmation by the Board. Additionally, Staff previously determined a need for various improvements to the Conference Room to maximize its usefulness, including the addition of a large format monitor for presentations, new table and chairs, and other minor updates.

Once the project is authorized, Staff anticipates approximately 6 weeks will be required to accommodate future video recording and posting of Board meetings. Staff requests confirmation of the Board's desire to provide video recordings online and authorization to proceed with the Admin Building improvements, subject to the budgetary limits

provided for in the adopted 2020 operating budget.

Director Whitehurst expressed his concerns with the video taping of the meetings. He stated he believes it changes the tone of the meetings and prevents everyone from speaking freely.

Vice-President Dons stated that from an accountability standpoint, he believes the video taping and airing of the meetings will be beneficial to BWA. In addition, he stated he would like to site that any and all City Councils and Boards he has worked with have all videoed their meetings.

Secretary Henderson noted that she believes video taping and airing the meetings will allow Citizens that are otherwise unable to attend the meetings to be able to stay informed and watch the meetings on their own time.

Director Clark stated he is in favor of videoing the meeting if for no other reason, it might in fact make the meetings more civil.

After much discussion, motion was made by Vice-President Dons, second by Director Clark to approve and proceed with the Admin Building Improvements and purchase of the Board Meeting Video Recording System as budgeted for in the 2020 approved budget and to begin video recording Board Meetings in April 2020.

Vote on motion.

Ayes: Vice-President Dons President Hafer, Secretary Henderson, and Director Clark.

Noes: Director Whitehurst.

Motion carries.

New Business

1. Consider, discuss and possibly approve a professional services contract with Pipeline Analysis, LLC for the Basin 7 Central Service Area Sanitary Sewer Evaluation Survey (SSES), Project No. BWA2020-111.

The next service area to be evaluated in accordance with the approved SSOI Plan is Basin 7, which is most of South Benbrook. This basin has been divided into three (3) sub basins, each of which will be studied over the course of one year.

BWA has requested and received a professional services proposal from Pipeline Analysis, LLC to perform a Sewer System Evaluation Survey (SSES) to include manhole inspections, smoke testing, cleaning and video inspection of the basin, and to prepare a final report summarizing the findings of the SSES for Basin 7 Central Service Area. Compensation for the services proposed is estimated to be \$148,408. Staff have reviewed the proposal and agree that the scope and fee and appropriate.

After a brief discussion, motion was made by Director Whitehurst, second by Vice-President Dons to approve the proposal form Pipeline Analysis, LLC as presented and to authorize the General Manager to execute the Agreement.

Vote on motion.

Ayes: Vice-President Dons, President Hafer, Secretary Henderson, Director Clark and Director Whitehurst.

Noes: None.

Motion carries.

2. Consider, discuss and possibly approve 2019 Budget Adjustments

Mr. Smith advised the Board that the Budget Adjustments are needed for the Debt Service Fund and Capital Projects Fund. He stated this will alleviate any variations in the 2019 budget.

After a brief discussion, motion was made by Director Whitehurst, second by Director Clark to approve the 2019 Budget Adjustments as presented.

Vote on motion.

Ayes: President Hafer, Secretary Henderson, Director Clark, Director Whitehurst, and Vice-President Dons.

Noes: None.

Motion carries.

Public Comment

No public comments were made.

Director / Staff Comment

Director Whitehurst inquired as to how the AMI is working and if there had been any issues with the system.

Mr. Smith stated the AMI appears to be working well and he has not been informed of any major issues affecting operation.

Vice-President Dons asked why water was being drained from the Westpark Tank and Mr. Smith noted it is part of the ongoing rehab project and that tank was taken out of

service. In addition, the area that usually gets its water from the Westpark Tank will be floating off the Team Tank while the rehab is undergoing.

President Hafer closed the open meeting at 4:32 p.m.

Executive Session (4:33 p.m.)

1. Conduct Closed Executive Session Pursuant to Government Code Section 551.071, to Consult with the BWA Attorney Regarding Pending or Contemplated Litigation, Settlement Offers, or on Matters in Which the Duty of the Attorney to the BWA under the Texas Disciplinary Rules of Professional Conduct Clearly Conflicts with Chapter 551, Government Code.
 - Any other item set forth in any section of this notice/agenda

Re-Convene Open Session (5:23 p.m.)

1. Take any necessary action from Executive Session

No formal action was taken.

There being no further business the meeting adjourned at 5:23 p.m.

Board President

Date

Recording Secretary