

**Benbrook Water Authority
Board of Directors Regular Meeting
1121 Mercedes Street
Benbrook, TX 76126
March 7, 2023
3:00 p.m.**

The Board of Directors for the Benbrook Water Authority met in a regular meeting on March 7, 2023 with the following Directors present:

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

Absent:

Director David Hafer

Also Present:

David Smith, General Manager
Sheila Rushing, Recording Secretary
Rhett Clark, Finance Division Manager
Crystal Ramsey, Administrative Division Manager
Brad Hill, Capital Improvements Project Manager
Tim Chovanec, Attorney
Thuy – Nhu Nguyen, Dunaway

President Henderson called the meeting to order at 3:00 p.m. and Secretary Whitehurst gave the invocation.

Citizen Comments on Agenda Items

There were no comments.

Consent Agenda

1. Minutes of the February 21, 2023 Board of Directors Special Meeting

Motion was made by Secretary Whitehurst, seconded by Director Clark to accept the Consent Agenda as presented.

Motion passed (4-0)

General Manager's Report and Updates

Mr. Smith gave a brief update on the following:

1. Annual Service Agreement with Hach Corporation
2. AT&T Lease Agreement
3. Cozby W. PRV Project
4. South Elevated Tank Logos
5. HB3007
6. Basin 6 SSES
7. Basin 7 West WW Rehabilitation and West Park Waterline Renewal
8. Satellite Leak Detection

Mr. Smith advised the Board that item 7 would be discussed in Executive Session.

There was much discussion on the Cozby W. PRV Project over the probability of failure and to what extent BWA would be responsible for repairs.

There was much discussion on the South Elevated Tank Logos and it was decided that Staff would contact the City of Benbrook and determine if they would like to have the sails logo placed on the tank.

New Business

1. Consider And Possibly Award Contract For Enterprise Resource Planning (ERP) Software To Caselle, Inc. (Utility Billing, Finance, Payroll and Human Resources)

Mr. Smith stated that staff requested proposals for an ERP system which included implementation services, data conversion and training. Four proposals were received, and all four proposers demonstrated their software to staff.

It was decided that Caselle, Inc. offered the most complete value for required functionality. Implementation costs will be \$85,656 and monthly software license costs will be \$4,618 beginning upon completion of training. These costs have been accounted for in the operating budget adopted for 2023.

Motion was made by Secretary Whitehurst, seconded by Director Clark to award the contract for ERP software and services to Caselle, Inc. and authorize the General Manager to execute the necessary contracts.

Motion passed (4-0)

Public Comment

There were no public comments.

Director / Staff Comment

Secretary Whitehurst commended Mr. Clark for his due diligence in relation to choosing an ERP Software company.

President Henderson stated that for future reference, she would like for Board Members to contact her as well as the GM when they plan to be absent from a meeting.

President Henderson closed the open meeting at 3:24 p.m.

Executive Session (3:24 p.m.)

Conduct Closed Executive Session Pursuant to Chapter 551, Government Code, for: consultation with the BWA attorney regarding pending or contemplated litigation, settlement offers, or other attorney-client matters (§551.071); deliberation regarding real property (§551.072); deliberation regarding prospective gifts (§551.073); personnel matters (§551.074); or deliberation regarding security devices (§551.076).

1. Any other item set forth in any section of this notice/agenda.

Reconvene Open Meeting (4:59 p.m.)

Take any action Necessary from Executive Session.

No formal action was taken.

There being no further business, the meeting adjourned at 4:59 p.m.

Board President

Date

Recording Secretary