

**Benbrook Water Authority
Board of Directors Regular Meeting
1121 Mercedes Street
Benbrook, TX 76126
August 1, 2023
3:00 p.m.**

The Board of Directors for the Benbrook Water Authority met in a regular meeting on August 1, 2023 with the following Directors present:

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

Also Present:

David Smith, General Manager
Jessica McDowell, Recording Secretary
Rhett Clark, Finance Manager
Willie Sutton, Operations Manager
Belinda Pattison, Environmental Services Supervisor

President Henderson called the meeting to order at 3:01 p.m. and Vice-President Dons gave the invocation.

Citizen Comments on Agenda Items

There were no comments

Consent Agenda

1. Minutes of the July 11, 2023 Board of Directors Meeting

Motion was made by Director Clark, seconded by Vice-President Dons to accept the Consent Agenda as presented.

Motion passed (5-0)

General Manager's Report and Updates

Mr. Smith gave a brief update on the following:

1. Right-of-Way Services
2. Cross-Connection Control

Vice-President Dons asked about the progress of the Westpark waterline project. Mr. Smith reported that the project was a little less than halfway complete.

New Business

1. Consider Interlocal Agreement for Street Repair Services with City of Benbrook

Mr. Smith stated that BWA currently has an interlocal agreement with the City of Benbrook for the repair of pavement following BWA repairs of water or wastewater mains or services. The agreement benefits the Authority by providing for the repair while reducing staff coordination time, requires the City to coordinate street repairs with its Contractor. The current cost is \$8.91 per square foot.

The contract rate for 2023-2024 is proposed to stay the same as the current rate.

There was much discussion with regard to the patching and compaction of the streets and Mr. Sutton advised the Board that BWA is doing more than enough according to the City of Benbrook.

Motion was made by Director Hafer, seconded by Vice-President Dons to approve the Interlocal Agreement with the City of Benbrook for street repairs at a cost of \$8.91 per square foot.

Motion passed (5-0).

2. Consider Interlocal Agreement for Refuse and Stormwater Billing and Payment Collection Services with the City of Benbrook.

The City of Benbrook contracts with BWA to place the refuse and stormwater charges on the monthly water bills. BWA bills and collects the fees for the city each month. Part of the agreement is that the city does not charge BWA any stormwater fees.

The current cost is \$0.4958 cents per bill and staff plans to maintain the current cost.

After a brief discussion, motion was made by Secretary Whitehurst, seconded by Vice-President Dons to approve the Interlocal Agreement with the City of Benbrook for Refuse and Stormwater Billing and Payment Collection Services as presented.

Motion passed (5-0)

3. Consider Expenditure of \$58,460.73 for the Decommissioning and Replacement of Existing AMI Equipment, plus One Year of Annual Support with a Extended Warranty with Aqua-Metric Sales Company.

Mr. Smith stated that in 2018, BWA entered into an agreement for support services with Aqua-Metric which included, in part, the maintenance on extended warranties for critical equipment, replacement of defective base station parts or components, updating firmware, evaluation of AMI network coverage and equipment performance, troubleshooting,

consulting services and training for staff.

The base station, located at 305 Sexton Lane is currently out of warranty and in need of replacement. Staff requested a price quote from Aqua-Metric Sales Company which includes the provision and installation of a new M400B2 Base Station, decommissioning of the existing S50 Base Station, FCC certification, and extended warranty and one-year of Aqua-Metric annual support.

Motion was made by Secretary Whitehurst, seconded by Vice-President Dons to approve the expenditure of \$58,460.73 for the decommissioning and replacement of existing AMI equipment, plus on year of annual support with extended warranty.

Motion passed (5-0).

4. Resolution 2023-03, A Resolution Regarding November 7, 2023, Election of Directors Order of Election.

Motion was made by Secretary Whitehurst, seconded by Vice-President Dons to approve Resolution 2023-03 as presented.

Motion passed (5-0).

Public Comment

There were no comments.

Director / Staff Comment

There were no comments.

There was no need for Executive Session therefore it was cancelled.

There being no further business, the meeting adjourned at 3:22 p.m.

Board President

Date

Recording Secretary