

Benbrook Water Authority
1121 Mercedes Street
Regular Meeting
November 6, 2018
2:30 p.m.

The Board of Directors for the Benbrook Water Authority met in a regular meeting on November 6, 2018 with the following Directors present:

President Rick Whitehurst
Secretary David Clark
Director Robert Cook
Director David Hafer

Absent:

Vice-President Dunkin

Also Present:

David Smith, General Manager
Sheila Rushing, Recording Secretary
Crystal Ramsey, Director of Administration
Willie Sutton, Director of Operations
Brian Newby, Attorney
Cathy Morris, Benbrook EDC
Hillary Cromer, Benbrook EDC
Tommy Spence
Jason Neel, Michael Roach, Sean Morris, Travis Musick, Casey Teague, Alex Lule, Rick Belisle, Mitch Richard, Andrew Torres, Samantha Amick, Kinney Dupree, Belinda Pattison, William Greathouse, Christopher Young, Gerald James, Laurie Dalton, Jessica Williams, Andy Weeter, David Wasson and Isaac Kohley

President Whitehurst called the meeting to order at 2:30 p.m. Mr. Wasson gave the invocation.

Employee Recognition

1. Isaac Kohley – Class A Water License

Mr. Smith recognized Isaac Kohley for obtaining his Class A Water License. He commended Mr. Kohley for a job well done and presented him with a one-time bonus for his achievement.

The Board in its entirety congratulated Mr. Kohley for his achievement and thanked him for his role in the Water Authority day to day operations.

Reports of Manager

1. Employee Turkey Fry Lunch
2. BWA Awards Banquet
3. Operations Building Concept Plan
4. Board Room A/V Improvements
5. BWA Website
6. Cellular Provider Lease Extension Proposals

New Business

1. Consider, Discuss and Possibly Approve Tower Lease Agreement with City of Fort Worth for the Zollie Allen Elevated Storage Tank.

The City of Fort Worth has requested to lease space for meter reading equipment (similar to BWA equipment) on the BWA Zollie Allen water tower. The equipment authorized under the lease includes one main antenna and power box, along with related equipment for installation on the tower. The lease requires the City to obtain approval from BWA prior to any equipment changes that increase the amount of equipment and/or increase the loading, and contemplates an increase in rent for any such equipment increase. The lease term is for an initial 10 years, with options to renew for 5 additional 5 year terms, for a total of 35 years if all renewal options are exercised.

After a brief discussion, motion was made by Secretary Clark, second by Director Cook to approve the Tower Lease Agreement with the City of Fort Worth as presented and authorize the General Manager to execute the agreement.

Vote on motion.

Ayes: Director Cook, President Whitehurst, Secretary Clark, and Director Hafer.

Noes: None.

Absent: Vice-President Dunkin.

Motion carries.

2. Consider, Discuss and Possibly Approve Developer-Authority Agreement with TRG Vista Benbrook, LP for Water Distribution System Improvements Associated with the Aura Benbrook Apartments (Lot 1, Block 1, TRG Vista Way Addition) DAA # BWA 2018-5130.

TRG Vista Benbrook, LP (Developer) proposes to develop a 17.9 acre tract of land immediately east of the Vista Way extension between Mercedes Street and SW Loop 820 in Benbrook.

Public sanitary sewer which will accommodate this development is being constructed as part of the Vista Way Extension in accordance with the Interlocal Agreement between the

City of Benbrook and Benbrook Water Authority (executed in May 2017). To ensure adequate water utilities, the Developer proposes to construct approximately 4,300 feet of 6"-12" water mains between Mercedes Street and the SW Loop 820 frontage Road. The estimated cost of public water improvements is \$334,740.

The Developer has submitted a Developer-Authority Agreement for consideration by the BWA Board of Directors, along with related documents required for review by the Authority. Additionally, the Developer's Engineer (Cates-Clark & Associates, LLP) has provided contract documents, plans and specifications for the proposed improvements that have been reviewed and accepted by BWA staff.

Staff have reviewed the submittals provided by the Developer and Engineer and have determined that the documents are in substantial compliance with all BWA Policies and Procedures.

Motion was made by Secretary Clark, second by Director Cook to approve the Developer Authority Agreement No. BWA 2018-5130 with TRG Vista Benbrook, LP for the Aura Benbrook Project as presented.

Vote on motion.

Ayes: President Whitehurst, Secretary Clark, Director Hafer and Director Cook.

Noes: None.

Absent: Vice-President Dunkin.

Motion carries.

3. Consider, Discuss and Possibly Approve Aqua Metric Service Agreement.

BWA has requested and received a proposal for a Support Services Agreement directly from Aqua-Metric. Generally, the support provided would include the maintenance of 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 key BWA Staff. Additionally, software integration with WaterSmart to ensure compatibility with BWA's Customer Portal currently being developed is also included in the proposal.

The cost for the initial year, including implementation and the requested services, is \$87,750.00. Recurring costs for maintaining the Agreement will begin at \$54,075 per year beginning in year two, escalating at 3% per year through year five (to a maximum annual cost of \$59,089), if renewed each year by the Authority.

After a brief discussion, motion was made by Director Cook, second by Director Hafer to approve the support service agreement with Aqua-Metric Sales Company and authorize the

General Manager to execute the agreement.

Vote on motion.

Ayes: Secretary Clark, Director Hafer, Director Cook and President Whitehurst.

Noes: None.

Absent: Vice-President Dunkin.

Motion carries.

Public Comment

There were no Public Comments.

Director / Staff Comment

There were no Director / Staff comments.

President Whitehurst closed the Open Meeting at 3:23 p.m.

EXECUTIVE SESSION (3:25 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 to Deliberate the Purchase, Exchange, Lease or Value of Real Property, or on Matters in Which the Duty of the Attorney to the BWA, under the Texas Disciplinary Rules of Professional Conduct, Clearly Conflict with Chapter 551, Texas Government Code.

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

RE-CONVENE IN OPEN MEETING (3:43 p.m.)

1. Take Any Action Necessary from Executive Session

No formal action was taken.

There being no further business, the meeting adjourned at 3:44 p.m.

Board President

Date

Recording Secretary