



**BENBROOK WATER AUTHORITY**

**Board of Directors Meeting**

Tuesday, September 19, 2023

1121 Mercedes Street, Benbrook, TX 76126

3:00 p.m.

**The BWA Board of Directors may discuss, consider, and take all necessary action, including possible expenditure of funds, regarding each of the agenda items below**

1. Call To Order
2. Invocation
3. Citizen Comment On Any Agenda Item
4. Consent Agenda

Items listed under Consent Agenda are considered routine and are enacted under one motion. The exception to this rule is that a Board Member, Citizen or General Manager may request one or more items to be removed from the Consent Agenda for separate discussion and action.

1. Minutes from the September 5, 2023 Board of Directors Meeting
2. August 2023 Financial Summary

Documents:

[AUGUST 2023 FINANCIAL SUMMARY.PDF](#)

5. General Manager's Report And Update

The General Manager and staff will brief the Board on the administrative, financial, or operational matters of the BWA including without limitation activities of the General Manager and staff since the last board meeting, new or ongoing residential, commercial, or other developments in the BWA, capital projects, planning activities, issues involving the water treatment plant, water distribution system, wastewater collection system, and other infrastructure and facilities, service extensions, billing and customer services issues, interactions with other governmental entities or officials, and any other items included in the General Manager's written report, which may include without limitation the following items:

1. Update on current administrative activities.
2. Report on developments under contract with BWA.
3. Report on developments that are currently proposed, but not under contract.
4. Update on active capital projects.
5. Update on miscellaneous projects.

6. New Business

- 6.I. Consider The Purchase Of Two (2) 500 KW Trailer-Mounted Generators From Cummins Sales And Service Of Dallas

Documents:

[GENERATOR PURCHASE 9-19-23.PDF](#)

- 6.II. Approve Expenditure Of \$42,975 With Texsun Electrical Contractors, Inc For Electrical Improvements To Hilltop Heights Pump Station

Documents:

[HTH ELECTRICAL IMPROVEMENTS SR 9-19-23.PDF](#)

7. Public Comment

All persons wishing to provide public comment should complete a public comment information form and submit it to the General Manager before the meeting.

Documents:

[PUBLIC COMMENT FORM.PDF](#)

8. Director / Staff Comment

Announcements from Board Members and / or Staff; there will be no discussion or formal action taken on these items.

9. Executive Session

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.

10. Re-Convene In Open Meeting

Take any Action Necessary from Executive Session

11. Adjournment

Next regular meeting scheduled for October 3, 2023

12. Work Session

Discussion of current / future agenda items

***The above agenda schedule represents an estimate of the order for the indicated items and is subject to change at any time. Public hearings and public meetings of the BWA Board of Directors are available to all persons. This facility is wheelchair accessible. If you require special assistance to attend a hearing or meeting, please call (817) 249-1250 at least 24 hours in advance of the hearing or meeting to coordinate any special physical access arrangements. For sign interpretative services, please call 48 hours in advance.***





BENBROOK WATER AUTHORITY

## August 2023 Financial Summary

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### Financial Statement August 2023<sup>(1)</sup>

1. Total Operating Revenues	\$1,830,493
2. <u>Total Operating Expenditures</u>	<u>\$ 1,309,041</u>
3. Monthly Operating Net	\$521,452

### Year to Date (YTD) Financial Statement<sup>(1)</sup>

1. Total Operating Revenues	\$ 10,245,242
2. <u>Total Operating Expenditures</u>	<u>\$ 9,282,986</u>
3. YTD Operating Net	\$ 962,2564

### Consolidated Cash Summary<sup>(1)</sup>

#### Restricted & Unrestricted Cash – Non-bond Fund Accounts

1. Beginning Balance	\$12,489,474
2. Ending Balance	\$12,971,204

#### Bond Funds

1. Beginning Balance	\$17,283,090
2. Ending Balance	\$ 17,297,157

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<sup>(1)</sup> As of 8/31/2023

Prepared 9/8/2023



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Meeting Date

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September 19, 2023

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New Business Item #1

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**Subject**

Portable Generator Purchase Authorization

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**Recommendation**

Staff recommends the BWA Board approve the purchase of two (2) 500 kW trailer-mounted diesel generators from Cummins Sales and Service of Dallas, Texas for a total amount of \$606,000 as proposed in the vendor’s purchase order/quote.

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**Background/Analysis**

To enhance the resilience of BWA facilities, the need for additional backup power at the Authority’s water treatment plant and remote sites was identified in the Authority’s most recent Water/Wastewater Master Plan and Capital Improvements Plan update. This need became more apparent following the February 2021 winter storm which impacted many water utilities in Texas, including BWA.

BWA originally contemplated the construction of a new (permanent) 750 -kilowatt (kW) backup diesel generator at the water treatment plant (to be operational by 2025), to be followed by construction of additional backup power generation facilities at various remote sites. Funding for these projects, in the amount of \$2.65 million, was obtained in conjunction with the Authority’s 2022 bond series.

As previously discussed with the Board, BWA Staff, through field testing and in consultation with its engineer, have confirmed that a portable 500kW diesel generator would be adequate to meet essential backup power needs at the water treatment plant without requiring substantial constructed improvements originally contemplated. A generator of this type (and capacity) would also suffice at remote facilities equipped with appropriate connections to receive backup power. Accordingly, Staff have commenced the procurement process for portable backup power generation equipment, subject to the Board’s approval. Staff are also in the process of planning upgrades to one remote site to ensure compatibility with portable backup power supplies.

Procuring two portable generators would not only meet the needs of the Authority but could enable BWA to provide other utilities valuable resources during an emergency not involving BWA, such as when we are contacted by the Texas Water/Wastewater Agency Response Network (TXWARN), in which BWA maintains membership.

Through BWA’s membership with Sourcwell, a Cooperative Purchasing Program available to various government organizations, BWA has received a price proposal for the purchase of two (2) 500 kW trailer-mounted diesel generators from Cummins Sales and Service of Dallas, Texas. The total cost to the Authority, including a 3-year warranty, is \$303,000 per unit, or \$606,000 total. Per the quotation provided by the vendor, pricing is based on Sourcwell Contract No. 092222. Procurement through Sourcwell satisfies the Authority’s competitive procurement obligations, ensuring the Authority and its customers receive the required goods and services at best available prices. Additionally, BWA has confirmed that availability of the equipment could be as early as November 2023.

**Financial Impact**

Bond funds totaling \$2,649,640 are available for backup power facilities as recommended in the Capital Improvements Plan. If approved, this purchase would save approximately \$2.0 million, which could be reallocated to other needed capital improvements.



BENBROOK WATER AUTHORITY

# ***Staff Report***

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**Meeting Date**

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September 19, 2023

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**New Business Item #2**

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## **Subject**

Hilltop Heights Booster Pump Station  
Electrical Improvements

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## **Recommendation**

Staff recommends the BWA Board approve the expenditure of \$42,975 with Texsun Electrical Contractors, Inc., of Fort Worth, Texas for electrical improvements to Hilltop Heights Pump Station and authorize the General Manager to execute the Agreement.

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## **Background/Analysis**

The need for redundant power systems has previously been identified in BWA Capital Improvements Plans to enhance the reliability of service and improve the resilience of BWA facilities. Over the past several years, BWA has incorporated the addition of backup power receptacles at various facilities. In furtherance of these efforts, BWA, with the assistance of its Engineer (Freese and Nichols), issued bid specifications for improvements to the Hilltop Heights Pump Station which would provide for the connection of a portable backup generator, if needed. Improvements proposed were anticipated to cost less than \$50,000. BWA requested quotes from several contractors and received three (3) quotes, based on a uniform set of specifications prepared by the Engineer. The lowest responsive proposal was received from TexSun Electrical Contractor, Inc., of Fort Worth, Texas, for a total amount of \$42,975.

Completion of the proposed improvements, in conjunction with procurement of a portable backup generator, will provide additional resilience and reliability of water service, particularly in the Zollie Allen and Team Pressure Planes (i.e. Whitestone, Whitestone Heights, Westpark, Hilltop Heights).

## **Financial Impact**

Funding for this project is available from the 2022 bond series.

