



BENBROOK WATER AUTHORITY

Board of Directors Meeting
and
Canvass of November 2, 2021 Election Results

Tuesday, November 9, 2021

1121 Mercedes Street, Benbrook, TX 76126

3:00 p.m.

All agenda items are subject to final action

1. Call To Order
2. Invocation
3. Citizen Comment On Any Agenda Item
4. Canvass Of November 2, 2021 Election Results
Conduct and act upon official canvass of election returns.

(Llevar a cabo y actuar sobre los lienzos oficiales de los retornos electorales.)

(Hành xử và hành động theo chính thức của canvass trả về bầu cử.)

5. 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.
 - 5.I. Minutes From October 19, 2021 Regular Board Meeting
 - 5.II. Financial Statement For October 2021

Documents:

[FINANCIAL STATEMENT FOR OCTOBER 2021.PDF](#)

6. Reports Of Manager
 - 2022 Budget
 - Senate Bill (SB3) Follow-up
 - Cybersecurity Training
 - 2020 Waterline Renewals Project

7. New Business

7.I. Consider, Discuss And Possibly Approve Contract Change Authorization #31 With Freese & Nichols For The General Services Contract

Documents:

[FNI AMENDMENT 31 SR.PDF](#)

8. 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](#)

9. Director / Staff Comment

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

10. Executive Session

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

Section 551.072, to discuss real estate / real property transaction

Section 551.074, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public official or employee(s)

11. Re-Convene In Open Meeting

Take any Action Necessary from Executive Session

12. Adjournment

12.I. Next Regular Meeting Scheduled For November 16, 2021

13. Work Session

Discussion of current / future agenda items

This facility is wheelchair accessible. For accommodations or to inform us of inaccessibility to this meeting, please call 817-249-1250. For sign interpretative services, please call 48 hours in advance.



BENBROOK WATER AUTHORITY

October 2021 Financial Summary

Financial Statement for October 2021⁽¹⁾

1. Total Operating Revenues	\$ 1,350,812
2. <u>Total Operating Expenditures⁽²⁾</u>	<u>\$ 888,466</u>
3. Monthly Operating Net	\$ 462,347

Year to Date (YTD) Financial Statement⁽¹⁾

1. Total Operating Revenues	\$10,749,771
2. <u>Total Operating Expenditures⁽²⁾</u>	<u>\$9,345,834</u>
3. YTD Operating Net	\$ 1,403,936

Consolidated Cash Summary⁽¹⁾

Restricted & Unrestricted Cash – Non-bond Fund Accounts

1. Beginning Balance	\$11,831,016
2. Ending Balance	\$12,377,639

Bond Funds

1. Beginning Balance	\$10,423,509
2. Ending Balance	\$10,425,580

⁽¹⁾ As of 10/31/2021

Prepared 11/03/2021

⁽²⁾ Total expenditures less transfer to create Impact Fee Fund

Meeting Date

November 9, 2021

New Business Item #1

Subject

General Engineering Services
Amendment #31

Recommendation

Staff recommends the Board of Directors approve Amendment #31 to the General Engineering Services Agreement with Freese and Nichols, Inc. for general engineering and Emergency Preparedness Plan assistance, as presented.

Background/Analysis

In 2006, BWA executed an engineering services agreement with Freese and Nichols, Inc. (FNI) to obtain general engineering services relating to developer engineering, plat and plan reviews, construction plan and specification reviews, and general engineering services authorized by task. Since 2006, fees for service have totaled \$763,595, and the current compensation limit following Amendment No. 30 to the Agreement (approved by the Authority on July 28, 2020) is \$764,750. Staff recommend increasing this limit to address additional services described below.

General Engineering

BWA Staff desires to continue engaging FNI in various assignments related to the evaluation of potential development impacts to the water and wastewater system using the water and wastewater hydraulic models regularly updated by FNI for BWA, as well as for assistance in maintaining the Authority's Geographical Information System (GIS) database (mapping). Given the current compensation limit has been reached; authorization of additional compensation will be required for services to continue. Staff recommends an increase of \$25,000 in the Engineer's fee limit for General Engineering Services.

Emergency Preparedness Plan Assistance

In response to the fallout from Winter Storm Uri, several requirements were placed on BWA in conjunction with the passage of Senate Bill 3 earlier this year (87th Texas Legislature, 2021) including:

- Submittal of critical infrastructure information to various agencies, electricity distributors and providers by November 1, 2021. Note: This task was completed by BWA Staff on 10/5/21.
- Preparation and submittal of an Emergency Preparedness Plan (EPP) to TCEQ by March 1, 2022.
- Implementation of the EPP by July 1, 2022.

Given the ongoing work related to the Master Plan Update, Staff believes enlisting the engineer's assistance for the EPP submittal is appropriate and has requested the assistance of FNI in the preparation and submittal of the required EPP. FNI has proposed an increase in it's not to exceed General Engineering Services fee of \$25,000 to cover services specifically related to EPP assistance.

Financial Impact

Approval of this Amendment will increase the not-to-exceed compensation for General Engineering Services by \$50,000 (for a total not-to-exceed amount of \$814,750). Funding is available from the General Operating Fund.

