

Benbrook Water Authority
Board of Directors Regular Meeting
1121 Mercedes Street
Benbrook, TX 76126
May 16, 2023
3:00 p.m.

The Board of Directors for the Benbrook Water Authority met in a regular meeting on May 16, 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
Sheila Rushing, Recording Secretary
Rhett Clark, Finance Division Manager
Crystal Ramsey, Administration Division Manager

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

Citizen Comments on Agenda Items

There were no comments.

Consent Agenda

1. Minutes of the May 2, 2023 Board of Directors Meeting
2. Financial Summary for April 2023

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. HB3007
2. Cross-connection Control
3. Capital Improvements
4. Development Under Contract

Mr. Smith advised the Board that HB3007 has been approved by 2/3 of both houses and

will now be sent to the Governor's desk.

Mr. Smith stated that as a follow-up to the presentation made at the May 2, 2023 Board meeting, staff are reviewing various codes, regulations and industry best practices as well as surrounding area practices regarding irrigation systems and cross-connection control requirements. Staff will be prepared to provide the information at a future Board meeting / work session.

New Business

1. Consider And Adopt Resolution 2023-02, A Resolution Superseding 2022-03, Adopting The Benbrook Water Authority Investment Policy And Authorizing The Designation Of Its Investment Officers

Mr. Smith advised the Board that the Texas Public Funds Investment Act (PFIA) requires a governing body of an investing entity to review its investment policy no less than annually and adopt a Resolution stating that it has done so. There are no recommended changes to the policy currently.

After a brief discussion, motion was made by Secretary Whitehurst, seconded by Vice-President Dons to approve, and adopt Resolution 2023-02 as presented.

Motion passed (5-0).

2. Consider Authorizing The Execution Of An Agreement With Invoice Cloud (Online Bill Payment Processing Services)

Mr. Smith stated that the March 2023 BWA Board approval of the contract with Caselle, Inc. for ERP software necessitates the evaluation of options for the payment interface with the Caselle software since the current payment interface is built into the OpenGov software and cannot be moved over to Caselle's software.

The Invoice Cloud will provide enhanced functionality with a user-friendly interface. From a staff perspective, Invoice Cloud replaces the current credit card processor, as well as the electronic check consolidator and the merchant services vendor. These will all be processed through Invoice Cloud, which will streamline reconciliation. There will be no financial impact on the 2023 budget as no costs will be incurred until full functionality of the Caselle software has been achieved. The financial impact on the 2024 Budget will be approximately \$12,000.

There was some discussion regarding checking references and Ms. Ramsey stated she had talked to another entity using Invoice Cloud and they were very satisfied with the functionality and features it offers.

After a brief discussion, motion was made by Secretary Whitehurst, seconded by Director Clark to approve the Biller Agreement with Invoice Cloud as proposed and discussed.

Motion passed (5-0)

Public Comment

There were no public comments.

Director / Staff Comment

President Henderson stated she likes the aspect of Invoice Cloud being fully integrated with WaterSmart.

Mr. Smith stated that the Board may want to consider changing the June 2023 meeting schedule. Currently, there is no new business for June 6th. He stated he would keep the Board President informed if something new developed as it gets closer to the date, and if nothing new develops, the Board may wish to cancel this meeting. In addition, he reminded the Board that several staff members along with 2 Board Members will be attending the ACE23 Conference the week of June 11th.

President Henderson stated there is no need for Executive Session, therefore it was canceled.

There being no further business, the meeting adjourned at 3:23 p.m.

Board President

Date

Recording Secretary