

**Benbrook Water Authority  
1121 Mercedes Street  
Benbrook, TX 76126  
August 4, 2020  
3:00 p.m.**

The Board of Directors for the Benbrook Water Authority met in a regular meeting on August 4, 2020 with the following Directors present:

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

Also Present:

David Smith, General Manager  
Sheila Rushing, Recording Secretary

Others Present:

Adam LanCarte, Vice President Hilltop Securities Inc.  
Brian Sledge, Attorney

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

**Citizen Comments on any Agenda Item**

There were no Citizen Comments.

**Consent Agenda**

1. Minutes of the Regular Meeting July 7, 2020
2. June 2020 Financial Report
3. Freese & Nichols Contract Change Authorization Form #30 for General Services Agreement

After a brief discussion, motion was made by Vice-President Dons, second by Director Clark to approve the Consent Agenda as presented.

Vote on motion.

Ayes: Director Whitehurst, Vice-President Dons, President Hafer, Secretary Henderson and Director Clark.

Noes: None.

Motion carries.

## **Reports of Manager**

Mr. Smith gave a brief report on the following:

1. Capital Improvements (2016 Bond Fund)
2. Capital Improvements (2019 Bond Refunds)
3. Capital Improvements Plan
4. Studies
5. Development Update
6. Miscellaneous
  - BWA Office / Lobby Hours
  - Employee Awards Banquet
  - Capital Improvements Advisory Committee
  - COVID-19 Update
  - BWA Account Management Policies
  - Staffing News
  - Branding
  - 2011 Bond Refunding Opportunity Update

Adam LanCarte with Hilltop Securities informed the Board that interest rates had continued to drop and this in turn will potentially reduce future debt service liability through refunding of the 2011 Bond Series.

There was much discussion and it was the consensus of the entire Board that Mr. LanCarte should move forward with locking in a rate for the 2011 Bond Refunding Opportunity.

## **Reports of Sledge Law Group PLLC**

1. Receive advice from Legal Counsel regarding Bylaws of the Board of Directors.

Mr. Sledge stated this item would be discussed in Executive Session.

## **New Business**

1. Consider, Discuss and Possibly Award Construction Contract for the 2020 Sanitary Sewer Renewals Project No. 2020-113.

In accordance with the Sanitary Sewer Overflow Initiative (SSOI) Plan adopted by BWA in 2018, BWA completed an evaluation of Basin 1, a portion of BWA's wastewater collection system generally in the Mont Del neighborhood. Following completion of the SSES, the Authority executed an engineering services agreement with Dunaway Associates to prepare plans and specifications for construction of wastewater collection system improvements recommended in the SSES report. Bid documents were completed earlier this summer, an invitation to bidders was issued, and bids were received on July 28, 2020.

Six (6) bids were received for this project. Following review and tabulation of the bid submittals, the Engineer has recommended the contract be awarded to the apparent low

bidder, Excel 4 Construction, LLC of Fort Worth, Texas, based on a total bid of \$479,299.

After some discussion motion was made by Director Whitehurst, second by Vice-President Dons to award the construction contract for the 2020 Sanitary Sewer Renewals Project to Excel 4 Construction, LLC of Fort Worth for a total amount bid of \$479,299 and authorize the General Manager to execute the contract.

Vote on motion.

Ayes: Vice-President Dons, President Hafer, Secretary Henderson, Director Clark, and Director Whitehurst.

Noes: None.

Motion carries.

### **Public Comment**

There were no Public comments.

### **Director / Staff Comment**

There were no Director / Staff Comments

President Hafer closed the Open Meeting at 3:34 p.m.

### **Executive Session (3:35 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 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

### **Re-Convene Executive Session (5:40 p.m.)**

1. Take Any Action Necessary from Executive Session

Motion was made by Vice-President Dons, second by Director Whitehurst to approve re-instating the penalties / disconnect policies effective October 1, 2020.

Vote on motion.

Ayes: President Hafer, Secretary Henderson, Director Clark, Director Whitehurst, and Vice-President Dons.

Noes: None.

Motion carries.

The Board directed the General Manager to review the Policy & Procedures with regards to leak adjustments and bring any recommended changes to the Board at the next meeting.

There being no further business, the meeting adjourned at 5:42 p.m.

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Board President

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Date

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Recording Secretary

The Board conducted a Work Session beginning at 5:50 p.m. to discuss future Agenda Items and the BWA Logo.