

Benbrook Water Authority
1121 Mercedes Street
Benbrook, TX 76126
October 5, 2021
3:00 p.m.

The Board of Directors for the Benbrook Water Authority met in a regular meeting on October 5, 2021, with the following Directors present:

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

Also Present:

David Smith, General Manager
Sheila Rushing, Recording Secretary
Crystal Ramsey, Customer Support Division Manager
Phil Peach, Citizen

President Hafer called the meeting to order at 3:02 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 September 21, 2021
2. Consider Appointing David Smith and Rhett Clark as Voting and Alternate Voting Members to the Fort Worth Wholesale Water and Wastewater Customer Advisory Committee

President Hafer asked if there were any objections; and hearing none, the Consent Agenda was approved by unanimous consent.

Reports of Manager

1. Team Pressure Plane Expansion / Vernon Castle Standpipe Decommissioning
2. Equipment and Material Supply Issues
 - Water Meters & AMI System Maintenance
 - Chlorine
 - Pipe
3. Telecom / Ground Lease
4. Standard Specification Update
5. Fleet Management Update

6. Customer Service Update
 - Wastewater only customers
 - Water & Wastewater Revenues

Mr. Smith advised the Board that currently there are 35 lots located within the Team Pressure Plane that normally meet the minimum required pressure but have on occasion dipped below and staff would like to do the following:

1. Authority to notify affected customers of proposed system changes and intent to install PRV's. Notification will instruct customers of their responsibility for future maintenance of the PRV.
2. Authority to proceed with installation of PRVs on the private side of each meter and would include a 2-year warranty.
3. Authority to modify system valving to complete the pressure plan expansion.

Mr. Smith stated that following completion of the pressure plane expansion, BWA could proceed with an application to remove the standpipe from service.

After much discussion, motion was made by Director Clark, second by Secretary Henderson to authorize up to \$40,000 for the General Manager to proceed with procuring materials and services required to incorporate the 1200 block of Cozby West Street into the Team Pressure Plane as presented.

Motion passed (5-0)

Mr. Smith advised the Board that the availability of water meters for maintenance and new construction has become limited over the past several weeks and staff has been informed that lead time for these meters may exceed 30 weeks. Other supplies needed could take up to 12 months to receive.

After much discussion, motion was made by Director Clark, second by Secretary Henderson to authorize the General Manager to proceed with the early procurement of metering system inventory as presented.

Motion passed (5-0)

Mr. Smith gave a brief presentation of the overview and status of recommendations for the Wastewater Revenue / Rate Updates. His presentation included the following:

- Increase WW revenues by 6.5% annually through 2025
- Fixed charge for all customer classes
- Uniform rate structure for all customer classes
- Change billing units from \$ per cubic feet to \$ per 1,000 gallons
- Consider change from metered basis with cap to Winter Quarter Average by December 2021.

After much discussion, motion was made by Director Clark, second by Vice-President Dons to authorize the General Manager to proceed with implementation of Winter Quarter Average Billing as presented and to become effective in Spring 2022.

Motion passed (4-1).

New Business

1. Consider, Discuss and Possibly Approve Resolution 2021-05, Adopting a Schedule of Fees for the Provision of Certain Services Provided to Its Customers.

Mr. Smith stated that recent cost increases for materials and equipment needed by the Authority to provide various services have resulted in a need to increase fees charged to customers to cover the cost of services. More specifically, costs for various valve assemblies and water meters necessitate an increase in fees as well.

Motion was made by Secretary Henderson, second by Vice-President Dons to approve Resolution 2021-05, updating the Authority's Schedule of Fees as presented.

Motion passed (5-0).

Public Comment

Mr. Peach stated he thought the various discussions during the meeting were all clear and precise and he has the upmost confidence in the Authority's Management.

Director / Staff Comment

There were no Director / Staff Comments.

There was no need for Executive Session therefore it was cancelled.

There being no further business, the meeting adjourned at 4:04 p.m.

Board President

Date

Recording Secretary