

BEXAR COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. TEN

8601 MIDCROWN
SAN ANTONIO, TEXAS 78239-2445

REGULAR BOARD MEETING MINUTES
September 25, 2014

I. CALL REGULAR BOARD MEETING TO ORDER AND TAKE ATTENDANCE: The Regular Board Meeting of September 25, 2014, was called to order at 7:00 p.m. by President of the Board, Mr. Melroy Brandt, in Council Chambers, Windcrest City Hall, 8601 Midcrown Drive, Windcrest, Texas, for the purpose of considering the following agenda. The Board members present were Mssrs. Brandt, Chevalier, and Mrs. Hatch. Also in attendance were Adam Telfer, General Manager, Don Frazor, Engineer, Trey Wilson, Attorney and Lyn Cruz, Office Manager. Mssrs. Greenwood and Perry were absent.

II. READ, CORRECT/ AMEND, AND APPROVE REGULAR MEETING MINUTES OF JULY 24, 2014. Mr. Chevalier made a motion that the minutes be approved as written. This was seconded by Mrs. Hatch. The Board Approved.

III. ACCEPT VISITOR COMMENTS (STRICT 3 MINUTE TIME LIMIT PER VISITOR). VISITORS THAT WISH TO SPEAK MUST SIGN IN ON THE SIGN-UP SHEET LOCATED AT THE DOORWAY. VISITORS MUST SIGN IN BEFORE THE MEETING BEGINS.

IV. PRESENTATION BY JEFF KUHN, ATTORNEY.

V. PRESENTATION ON SENSUS SMART WATER METERS – GUEST, JUSTIN HAMILTON.

VI. MONTHLY REPORTS.

A. STATEMENT OF OPERATIONS, AND INVESTMENT REPORT. PRESENTED BY GENERAL MANAGER. SUMMARY OF INCOME AND EXPENSES FOR PREVIOUS MONTH. IN-DEPTH REPORT ON AREAS THAT EXPERIENCED SIGNIFICANTLY HIGHER OR LOWER LEVELS THAN EXPECTED. UPDATE ON INVESTMENTS, INCLUDING BALANCES, RATES OF RETURN, MATURITY DATES, AND MARKET CONDITIONS.

(1). STATEMENT OF OPERATIONS

(a). Operating Revenue: Water Income \$87,494.17, Sewer Income \$97,101.17, EAA / Water Rights Fees \$10,820.69, TCEQ Regulatory Assessment Fees \$1,396.73, No Charge Windcrest Accounts (\$1,132.75). There are four (4) City accounts that we not only pay for the water but we also pay the sewer charges. The amount only includes the water charges. Total Income was \$220,773.03.

(b). Operating Expenses: Depreciation \$20,833.30, Group Insurance \$2,507.20, Office Expenses \$5,366.57, Maintenance & Repairs \$8,643.84, Utilities \$6,066.41, EAA Permit Fees plus ERIP charge \$9,100.00, Payroll Taxes \$1,997.64, Retirement Contribution \$1,928.84, Salaries \$26,112.89, Sewer Contract (SAWS) \$59,912.15, TCEQ Assessment/Fees \$1,393.61, Rebate Program \$225.00. Total Expenses \$144,087.48.

(c). Operating Income was \$76,685.55.

(d). Non-Operating Income: Interest Income \$1,263.78

(e). Total Income for May 2014: \$77,949.33.

(2). Investment Report:

(a). Operating Account Balance: \$1,169,178.43.

(b). Investments: (\$10,430.41) Due to SAWS was late in cashing our payment.

(c). Grand Total Cash/Investments: \$2,412,177.90.

IX. NEW BUSINESS:

A. CONSIDERATION AND POSSIBLE APPROVAL OF A RESOLUTION RATIFYING ACTION BY THE GENERAL MANAGER IN APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING AND RELATED SERVICES BY AND BETWEEN THE DISTRICT AND KFW ENGINEERS & SURVEYING. Mr. Chevalier made a motion to approve this resolution. This was seconded by Mrs. Hatch. Board approved.

B. CONSIDERATION AND POSSIBLE APPROVAL OF A RESOLUTION RETAINING THE SERVICES OF FULBRIGHT & JAWORSKI, LLP AS BOND COUNSEL RELATING TO PROPOSED ISSUANCE OF DEBT BY THE DISTRICT. Mrs. Hatch made a motion to approve the resolution retaining the services of Fulbright & Jaworski, LLP as bond counsel. This was seconded by Mr. Chevalier. Board approved.

C. CONSIDERATION AND POSSIBLE APPROVAL OF A RESOLUTION RETAINING THE SERVICES OF M.E. ALLISON & CO., INC. AS FINANCIAL ADVISOR RELATING TO PROPOSED ISSUANCE OF DEBT BY THE DISTRICT. Mrs. Hatch made a motion to approve the resolution retaining the services of M.E. Allison & Co., Inc. as financial advisor. This was seconded by Mr. Chevalier. Board approved.

D. CONSIDERATION AND POSSIBLE APPROVAL OF A RESOLUTION APPROVING THE DISTRICT'S PLAN OF FINANCE PERTAINING TO THE ISSUANCE OF REVENUE NOTES AND AUTHORIZING OTHER MATTERS RELATED TO THE FOREGOING - PRESENTATION BY JEFF KUHN, ATTORNEY. Mrs. Hatch made a motion to approve the resolution approving the District's plan of finance pertaining to the issuance of revenue notes and authorizing other matters related to the foregoing. This was seconded by Mr. Chevalier. Board approved.

E. CONSIDERATION AND POSSIBLE APPROVAL OF A RESOLUTION AUTHORIZING THE PURCHASE OF REAL PROPERTY BY THE DISTRICT LEGALLY DESCRIBED AS LOTS 1-4, BLOCK 1 AND LOTS 14-19, BLOCK 1, NEW CITY BLOCK 12758, BEXAR SUBDIVISION, CITY OF SAN ANTONIO, COUNTY OF BEXAR, TEXAS, ACCORDING TO THE PLAT RECORDED IN VOLUME 2805 PAGE 25, DEED AND PLAT RECORDS OF BEXAR COUNTY, TEXAS, AND DELEGATING TO THE GENERAL MANAGER AUTHORITY TO EXECUTE ALL DOCUMENTS REQUIRED TO CLOSE UPON SUCH PURCHASE. This item was tabled for this meeting.

F. CONSIDERATION AND POSSIBLE APPROVAL OF A BOARD POLICY PROVIDING FOR SEVERANCE PACKAGES FOR CERTAIN DISTRICT EMPLOYEES AND/OR AN AMENDMENT TO THE EXISTING CONTRACT OF EMPLOYMENT WITH THE GENERAL MANAGER. This item was tabled for this meeting.

XI. OTHER BUSINESS BROUGHT BEFORE THE BOARD. DECISION WILL BE TABLED UNTIL NEXT SCHEDULED BOARD MEETING IN ORDER TO PLACE SUBJECT ON AGENDA AND GIVE STAFF TIME TO EVALUATE AND MAKE RECOMMENDATIONS. None at this time.

X. ADJOURN. President of Board adjourned Meeting at 8:48 p.m.

Submitted


MARK J. PERRY, Secretary

Approved

 Date: 30 Oct 14
MELROY I. BRANDT, President