

BEXAR COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. TEN

8601 MIDCROWN
SAN ANTONIO, TEXAS 78239-2445

REGULAR BOARD MEETING MINUTES
NOVEMBER 15, 2018

- I. CALL REGULAR BOARD MEETING TO ORDER AND TAKE ATTENDANCE AND PLEDGE OF ALLEGIANCE: The Regular Board Meeting of November 15, 2018, was called to order at 6:30 p.m. by the President of the Board, Ms. Alexander, at the City of Windcrest Council Chambers, 8601 Midcrown Drive, Windcrest, Texas, for the purpose of considering the following agenda. The Board's President determined that a quorum was present. Board members present were Ms. Alexander, Ms. Snead, Ms. Scheibler, Mr. Fagin and Mr. Richards. Also, in attendance were Ruben Barrera, Attorney, David Wallace, General Manager and Leonard Young, Engineer.
- II. ANNOUNCEMENTS: THE BOARD OF DIRECTORS OF THE BEXAR COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 10 WILL, DURING THE MEETING, CLOSE THE MEETING AND HOLD AN EXECUTIVE SESSION PURSUANT TO AND IN ACCORDANCE WITH CHAPTER 551 OF THE TEXAS OPEN MEETINGS ACT. THE BOARD OF DIRECTORS MAY, AT ANY TIME DURING THE MEETING, CLOSE THE MEETING AND HOLD AN EXECUTIVE SESSION FOR CONSULTATION WITH ITS ATTORNEYS CONCERNING ANY OF THE MATTERS TO BE CONSIDERED DURING THE MEETING PURSUANT TO CHAPTER 441 OF THE TEXAS OPEN MEETINGS ACT.
- III. READ, CORRECT/AMEND, AND APPROVE THE REGULAR BOARD MEETING MINUTES OF OCTOBER 24, 2018. Mr. Richards made a motion to approve the minutes with correction. This was seconded by Ms. Snead. Motion Passes.
- 5 YES 0 ABSTAIN 0 NO 0 ABSENT
- IV. ACCEPT VISITOR COMMENTS (STRICT 5 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. VISITOR COMMENT WILL NOT BE ALLOWED / ACCEPTED AFTER THIS TIME.

PUBLIC COMMENT SESSION OF MEETING

The Board will now open the floor to members of the public for the "Open Form – Citizens to be Heard" portion of our meeting. Individuals will be called in the order they registered on the sign-in sheet prior to the beginning of the meeting. While the Board welcomes comments and participation from the public, please be advised of the following guidelines:

- 1. Remarks shall be limited to five (5) minutes per individual.*
- 2. Remarks or comments should be directed to the entire Board and not to one individual member of the Board.*
- 3. The Board strives to maintain open, courteous and respectful communications with the public. Please extend the same courtesy to the Board when addressing your remarks.*

The Board further expects that all members of the public shall exercise decorum during the conduct of the meeting. Any individual engaging in disruptive behavior, including shouting, the use of vulgar language or gestures, or derogatory comments and statements intended to incite a breach of the peace, may be asked to leave the meeting.

Pursuant to Section 551.042 of the Texas Open Meetings Act, the Board may not deliberate or decide on any inquiry or concern raised by a member of the public or member of the board that has not been posted on the agenda. The Board may, however, consider a proposal to place the subject on the agenda item for a future meeting, or respond to a question presented to the Board if the response is limited to either a statement of specific factual information or a recitation of existing policy.

VISITOR SPEAKERS: No Comments at this time.

- V. THE BOARD WILL CONSIDER THE RESULTS OF THE NOVEMBER 6, 2018 ELECTION OF DISTRICT BOARD MEMBERS, AND MAY TAKE ACTION TO CANVASS AND CERTIFY THE RESULTS OF THE NOVEMBER 6, 2018 ELECTION. Ms. Scheibler made a motion to certify the November 6, 2018 Election Results. This was seconded by Mr. Richards. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

- VI. OATH OF OFFICE: SWEAR IN ELECTED BOARD MEMBERS FROM THE NOVEMBER 6, 2018 ELECTION. Elected Candidates: Sue Alexander, Eddie Guerrero and Eugenia Snead took the Oath Of Office.
- VII. THE GENERAL MANAGER WILL COMMEMORATE ANY EXITING DIRECTOR FOR THEIR SERVICE. The General Manager thanked Mr. Fagin for his service.
- VIII. BOARD MEMBERS WILL CONDUCT AN ELECTION. DIRECTORS WILL NOMINATE AND VOTE FOR:

- A. PRESIDENT: **Sue Alexander**

Ms. Scheibler nominated Ms. Alexander to serve as President of the Board. This was seconded by Ms. Snead. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

- B. VICE PRESIDENT: **Eugenia Snead**

Mr. Richards nominated Ms. Snead to serve as Vice President of the Board. This was seconded by Ms. Alexander. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

- C. SECRETARY: **Fernando Richards, Jr.**

Ms. Snead nominated Mr. Richards to serve as Secretary of the Board. This was seconded by Ms. Scheibler. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

- D. TREASURER: **Gale Scheibler**

Ms. Alexander nominated Ms. Scheibler to serve as Treasurer of the Board. This was seconded by Mr. Guerrero. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

- IX. ITEMS FOR INDIVIDUAL CONSIDERATION:

A. A PRESENTATION BY THE GENERAL MANAGER AND THE DISTRICT'S ENGINEER REGARDING AN UPDATE OF THE DISTRICT'S 2018 AND 2019 CAPITAL IMPROVEMENTS PLAN; AND BOARD DELIBERATION REGARDING AN UPDATE OF THE DISTRICT'S 2018 AND 2019 CAPITAL IMPROVEMENTS PLAN.

B. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON THE 2019 DISTRICT HOLIDAY SCHEDULE. Ms. Snead made a motion to approve the 2019 District Holiday Schedule. This was seconded by Mr. Richards. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

C. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION REJECTING ALL BIDS RECEIVED FOR THE PURCHASE OF A GENERATOR FOR THE DISTRICT; AUTHORIZING AND DIRECTING THE DISTRICT'S ENGINEER AND GENERAL MANAGER TO PREPARE BID SPECIFICATIONS, AND ADVERTISE AND SEEK NEW COMPETITIVE BIDS FOR THE PURCHASE OF A GENERATOR FOR THE DISTRICT; AUTHORIZING AND DIRECTING THE DISTRICT'S ENGINEER AND GENERAL MANAGER TO EVALUATE ALL RESPONSIVE BIDS AND PRESENT A RECOMMENDATION TO THE BOARD OF THE BID RESPONSE DEEMED TO BE THE MOST ADVANTAGEOUS TO THE DISTRICT FOR SUBSEQUENT CONSIDERATION AND ACTION BY THE DISTRICT'S BOARD. Ms. Scheibler made a motion to accept the Resolution to Reject all Bids received for the purchase of the generator for the District. This was seconded by Mr. Richards. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

D. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION ACCEPTING A BID FOR THE PURCHASE OF A GENERATOR FOR THE DISTRICT; AWARDED A CONTRACT FOR THE PURCHASE OF A GENERATOR FOR THE DISTRICT; APPROVING A CONTRACT BETWEEN THE DISTRICT AND THE SELECTED BIDDER FOR THE PURCHASE OF A GENERATOR FOR THE DISTRICT; AUTHORIZING AND DIRECTING THE DISTRICT'S GENERAL MANAGER TO NEGOTIATE, FINALIZE AND SIGN A CONTRACT AND ANY OTHER REQUIRED DOCUMENTS INVOLVING THE PURCHASE OF A GENERATOR FOR THE DISTRICT, AND TO CARRY OUT ALL OF THE DISTRICT'S OBLIGATIONS UNDER THE CONTRACT. Ms. Scheibler made a motion to Table this item. This was seconded by Ms. Snead. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

X. BRIEFING SESSION

A. STATEMENT OF OPERATIONS AND INVESTMENT REPORT. 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:	OCTOBER 2018
	a. Operating Revenue:	\$161,615.52
	b. Operating Expenses:	\$168,325.56
	c. Operating Income	(\$6,710.04)
	d. Non-Operating Income	\$1,391.18 (Interest Income)
	e. Total Income	(\$5,318.86)
2.	INVESTMENT REPORT:	
	a. Operating Account Balance	\$ 606,652.01
	b. Investments:	\$ 891,706.98
	c. Grand Total	\$1,936,161.20

B. MANAGER'S REPORT. SUMMARY OF SIGNIFICANT ACTIVITY THAT AFFECTED OPERATIONS OR HAS POTENTIAL OF AFFECTING OPERATIONS. INCLUDES PERSONNEL UPDATE, SIGNIFICANT EXPENDITURES, WEATHER CONDITIONS, CAPITAL IMPROVEMENT PROJECT STATUS, OPERATIONAL STATISTICS, AND RESPONSES TO INQUIRIES FROM THE BOARD AND / OR VISITORS.

1. SIGNIFICANT EXPENDITURES: (OVER \$5,000)

SAWS	Sewer Service / October	\$63,461.50
EAA	Management / Program Fee	\$ 9,275.00
2. Water Usage Update: Our current pumpage for October 2018 was 22,810 gals, Total pumpage for the year is 831.23 acre/ft. Total Edwards permit 1625.00 acre/ft. The Edwards Aquifer is currently around 885.00 ft. We are in NORMAL Restrictions. We are currently pumping 650,000 gal/per/day.
3. We are still replacing old water meters that no longer function. This will be a normal operational procedure. The meter change-out program is on schedule to replace 200 residential meters this year. Still replacing bad curb-stops on meter change outs.
4. Working with the Engineers, Financial Advisors and Bond Counsel on 2018 - 2019 Capital Improvement Project plans. Final stages bidding out Electrical work on Wells 2 & 4.
5. Safety Glass in office now complete.
6. Well #3 is in electrical shop for repairs and the well pump is being repaired. Will replace existing well pipe and parts.

XI. THE REGULAR SESSION OF THE NOVEMBER 15, 2018, REGULAR BOARD MEETING IS HEREBY RECESSED TO HOLD AN EXECUTIVE SESSION AND DISCUSS THE MATTERS LISTED BELOW PURSUANT TO SECTIONS 551.071, 552.072 AND 552.074 OF THE TEXAS OPEN MEETINGS ACT. The Board did not go into Executive Session.

XII. EXECUTIVE SESSION

A. TO DELIBERATE THE EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF THE DISTRICT'S EMPLOYEES, AS AUTHORIZED BY TEXAS GOVERNMENT CODE 551.074.

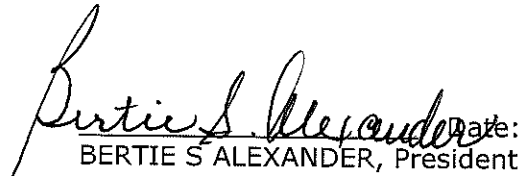
B. THE BOARD WILL CONSULT WITH THE DISTRICT'S LEGAL COUNSEL IN A CLOSED SESSION, AS AUTHORIZED BY TEXAS GOVERNMENT CODE § 551.071(2), TO DISCUSS AND SEEK ADVICE UPON ONE OR MORE MATTER(S) IN WHICH THE DUTY OF THE ATTORNEY TO THE DISTRICT UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

As Used Herein, "Closed Meeting" Shall Have The Definition Ascribed To That Term By Texas Government Code § 551.001. As Required By Texas Government Code § 551.102, The Final Action, Decision, Or Vote On A Matter Deliberated In A Closed Meeting Will Be Made In An Open Meeting

XIII. THE REGULAR SESSION OF THE REGULAR BOARD MEETING OF NOVEMBER 15, 2018, IS HEREBY RECONVENED. The Board did not go into Executive Session.

- XIV. OTHER BUSINESS BROUGHT BEFORE THE BOARD. (NO DELIBERATIONS AND / OR DECISION WILL OCCUR EXCEPT TO SCHEDULE AT NEXT SCHEDULED BOARD MEETING IN ORDER TO PLACE SUBJECT ON AGENDA AND GIVE STAFF TIME TO EVALUATE AND MAKE RECOMMENDATIONS. The General Manager stated that we were notified that Fellowship Credit Union (FCU) is merging with Randolph Brooks Federal Credit Union (RBFCU) by December 31, 2018. We have two (2) CD's with FCU that will be moved over to RBFCU. At that time, we can combine these into one (1) CD. Ms. Alexander stated that our December Regular meeting will be on the second Thursday (December 13th at 6:30 p.m.) rather than the third Thursday.
- XV. ADJOURNMENT. The Bexar County Water Control and Improvement District No. 10 Board of Directors Meeting of November 15, 2018 is hereby adjourned at 7:00 p.m.


FERNANDO RICHARDS, JR., Secretary

 Date: 1/31/19
BERTIE S ALEXANDER, President