

**BEXAR COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. TEN**

8601 MIDCROWN  
SAN ANTONIO, TEXAS 78239-2445

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REGULAR BOARD MEETING MINUTES  
NOVEMBER 21, 2019

- I. CALL REGULAR BOARD MEETING TO ORDER AND TAKE ATTENDANCE AND PLEDGE OF ALLEGIANCE: The Regular Board Meeting of November 21, 2019, was called to order at 6:00 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, Mr. Richards, Ms. Scheibler and Mr. Guerrero. Also, in attendance were Ruben Barrera, Attorney, Leonard Young, Engineer and David Wallace, General Manager.
- 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 17, 2019. Mr. Guerrero made a motion to approve the minutes as written. This was seconded by Ms. Snead. Motion Passes.
- 5 YES 0 ABSTAIN 0 NO 0 ABSENT
- IV. READ, CORRECT/AMEND, AND APPROVE THE SPECIAL BOARD MEETING MINUTES OF NOVEMBER 7, 2019. Ms. Snead made a motion to approve the minutes as written. This was seconded by Mr. Richards. Motion Passes.
- 5 YES 0 ABSTAIN 0 NO 0 ABSENT
- V. 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 COMMENTS WILL NOT BE ALLOWED / ACCEPTED AFTER THIS TIME. No public comments.

***PUBLIC COMMENT STANDARD STATEMENT***

***The Board will now open the floor to members of the public for public comment. 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. Comments may relate to general matters involving the District or a specific item(s) on the Board's agenda.***
- 2. Comments shall be limited to five (5) minutes per individual.***
- 3. Comments relating to general matters involving the District shall be presented during the Public Comment Session at the beginning of the meeting.***

4. **Comments relating to a specific item(s) on the Board's agenda may be presented either (a) during the Public Comment Session at the beginning of the meeting; or (b) during consideration of the specific agenda item(s).**
5. **An individual shall register (by including name and address) on the sign-in sheet prior to the beginning of the meeting his/her choice to either comment (a) during the Public Comment Session at the beginning of the meeting or (b) during consideration of each specific agenda item(s).**
6. **At the Board's discretion, if five (5) or more individuals desire to comment on a specific item, such comments shall be limited to two (2) minutes per individual.**
7. **No individual shall transfer his/her allotted time to comment to another individual.**
8. **If (a) an individual needs a translator to translate his/her public comments, and (b) the Board is not providing translation equipment that allows the Board to hear translated public comments simultaneously, the comments of an individual using a translator shall be limited to ten (10) minutes per individual.**
9. **Comments should be directed to the entire Board and not to one individual member of the Board.**
10. **The Board strives to maintain open, courteous and respectful communications with the public. Please extend the same courtesy to the Board when addressing your comments.**
11. **While individuals are free to express their opinions, whether positive or critical of any act, omission, policy, procedure, program, or service of the District and/or the Board, the Board does expect that all individuals 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, and/or preventing, interfering, or otherwise obstructing a lawfully called meeting, 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 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.**

VI. CONSENT ITEMS:

A. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION APPROVING THE CASHING OUT OF A CERTIFICATE OF DEPOSIT WITH CREDIT HUMAN (FORMERLY SAN ANTONIO CREDIT UNION) IN THE AMOUNT OF \$129,776.04 THAT WILL MATURE ON DECEMBER 1, 2019, AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE CLOSURE OF THE CERTIFICATE OF DEPOSIT WITH CREDIT HUMAN AND TO OPEN A NEW CERTIFICATE OF DEPOSIT WITH SECURITY SERVICE FEDERAL CREDIT UNION AND DEPOSIT THE MONIES FROM THE CERTIFICATE OF DEPOSIT WITH CREDIT HUMAN INTO A NEW SECURITY SERVICE FEDERAL CREDIT UNION CERTIFICATE OF DEPOSIT.

B. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION APPROVING THE RATE WITH THE TEXAS COUNTY DISTRICT RETIREMENT SYSTEM FOR THE DISTRICT'S EMPLOYEE RETIREMENT PLAN FOR 2020.

C. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON THE 2020 DISTRICT HOLIDAY SCHEDULE. Mr. Richards made a motion to approve the Consent Items. This was seconded by Ms. Scheibler. Motion Passes.

5 YES    0 ABSTAIN    0 NO    0 ABSENT

VII. ITEMS FOR INDIVIDUAL CONSIDERATION:

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

B. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO CUMMINS SOUTHERN PLAINS, INC. IN THE AMOUNT OF \$145,645.00 FOR PURCHASE OF A PORTABLE GENERATOR, WHICH IS INCLUDED IN THE DISTRICT'S 2018 - 2019 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP) . Ms. Snead made a motion to approve. This was seconded by Mr. Richards. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

C. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO PRONTO SANDBLASTING AND COATINGS IN THE AMOUNT OF \$25,660.98 FOR THEIR FIFTH PAYMENT FOR WORK ON THE DISTRICT'S EAGLECREST, CRESTWAY AND SHADY CREEK PROJECT WHICH IS INCLUDED IN THE DISTRICT'S 2018 - 2019 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP) Ms. Scheibler made a motion to approve. This was seconded by Ms. Snead. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

D. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO CORE & MAIN IN THE AMOUNT OF \$696.62 FOR THE PURCHASE OF PARTS AND SUPPLIES TO REPLACE THE CHECK VALVE AND GATE VALVE AT WELL #2 FOR THE DISTRICT WHICH IS INCLUDED IN THE DISTRICT'S 2018-2019 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP) Mr. Guerrero made a motion to approve. This was seconded by Ms. Scheibler. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

E. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO QRO MEX CONSTRUCTION COMPANY, INC. IN THE AMOUNT OF \$187,349.76 FOR THEIR THIRD PAYMENT FOR WORK ON THE DISTRICT'S PHASE 1 PROJECT WHICH IS INCLUDED IN THE DISTRICT'S 2018-2019 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP) Mr. Richards made a motion to approve. This was seconded by Mr. Guerrero. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

F. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO DAVID SOTO CONCRETE SERVICE IN THE AMOUNT OF \$2,500.00 FOR THE EXTENSION OF THE CONCRETE DRIVEWAY AT THE DISTRICT'S WELL #3 AND WELL #4 TO PROVIDE ACCESS FOR THE PORTABLE GENERATOR AND WHICH IS INCLUDED IN THE DISTRICT'S 2018 - 2019 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP) Ms. Snead made a motion to approve. This was seconded by Mr. Richards. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

G. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO CORE & MAIN IN THE AMOUNT OF \$2,865.00 FOR THE PURCHASE OF WATER METERS FOR THE DISTRICT WHICH IS INCLUDED IN THE DISTRICT'S 2018-2019 CAPITAL IMPROVEMENTS PLAN. (*DISTRICT CIP*) Ms. Scheibler made a motion to approve. This was seconded by Ms. Snead. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

H. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO QRO MEX CONSTRUCTION COMPANY, INC. IN THE AMOUNT OF \$23,557.56 FOR THE WATER CONNECTION ON RICHFIELD DRIVE AND MIDCROWN DRIVE INCLUDED IN THE DISTRICT'S 2018-2019 CAPITAL IMPROVEMENTS PLAN. (*DISTRICT CIP*) Ms. Snead made a motion to approve. This was seconded by Mr. Richards. Discussion: Ms. Scheibler asked if this was included in the contract with Black Castle. Mr. Wallace and Mr. Young stated that this was not included in their contract as it had been left out. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

I. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION APPROVING AND ADOPTING THE DISTRICT'S 2020 BUDGET. Ms. Scheibler made a motion to approve. This was seconded by Mr. Guerrero. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

THE BOARD RECESSED INTO EXECUTIVE SESSION AT THIS TIME. 6:22 P.M. (SEE ITEM VIII.)

THE BOARD RECONVENED INTO REGULAR SESSION AT THIS TIME. 6:55 P.M. (SEE ITEM X.)

J. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION APPROVING THE DESIGN OF A FIESTA MEDAL COMMEMORATING THE 65<sup>TH</sup> ANNIVERSARY OF THE ESTABLISHMENT OF BEXAR COUNTY W.C.I.D. #10. Ms. Scheibler made a motion to approve. This was seconded by Mr. Richards. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

K. THE BOARD WILL DISCUSS AND MAY TAKE ACTION ON A RESOLUTION APPROVING THE 2019 SUSTAINED SUPERIOR PERFORMANCE (SSP) AWARDS FOR THE DISTRICT'S EMPLOYEES AS DETERMINED BY THE DISTRICT'S GENERAL MANAGER AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO PAY SUCH SUSTAINED SUPERIOR PERFORMANCE (SSP) AWARDS TO THE DISTRICT'S EMPLOYEES. Mr. Guerrero made a motion to approve as discussed. This was seconded by Ms. Scheibler. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

VI. 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 2019	
	a. Operating Revenue:	\$ 206,481.55	
	b. Operating Expenses:	\$ 192,691.60	
	c. Operating Income	\$ 13,789.95	
	d. Non-Operating Income	\$ 5,071.58 (Interest Income)	
	e. Total Income	\$ 18,861.53	
2.	INVESTMENT REPORT:		
	a. Operating Account Balance	\$ 611,457.30	
	b. Investments:	\$ 755,025.24	
	c. Grand Total	\$5,219,333.22	

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 2019 \$69,883.16  
EAA Management / Program Fee \$ 7,830.58
2. Water Usage Update: Our current pumpage for October 2019 was 29,984,000 gals, Total pumpage for the year is 865.02 acre/ft. The District's total Edwards permit is 1625.00 acre/ft. The Edwards Aquifer is currently around 675.2 ft. We are in NORMAL RESTRICTIONS. We are currently pumping 750,000 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 2019 Capital Improvement Project plans.
5. Both Contractors are working in the District and doing well. They are on schedule. We will keep Qro Mex working in the alleys only until January 1, 2020.

VII. THE REGULAR SESSION OF THE NOVEMBER 21, 2019, 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 went into Executive Session at 6:22 p.m.

VIII. 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\*\*

THE REGULAR SESSION OF THE REGULAR BOARD MEETING OF NOVEMBER 21, 2019, IS HEREBY RECONVENED. The Board reconvened into Regular Session at 6:55 p.m.

- IX. OTHER BUSINESS BROUGHT BEFORE THE BOARD. (NO DELIBERATIONS AND / OR DECISION WILL OCCUR EXCEPT TO PLACE THE SUBJECT ON THE AGENDA FOR THE NEXT SCHEDULED BOARD MEETING AND GIVE STAFF TIME TO EVALUATE AND MAKE RECOMMENDATIONS. Our December meeting will be held on the 2<sup>nd</sup> Thursday of December (December 12<sup>th</sup>). The time was also changed from 6:00 p.m. to 5:00 p.m.
- X. ADJOURNMENT. The Bexar County Water Control and Improvement District No. 10 Board of Directors Meeting of November 21, 2019 is hereby adjourned at 7:15 p.m.

  
FERNANDO RICHARDS, JR., Secretary

  
BERTIE S ALEXANDER, President

Date: 12/12/2019