

BEXAR COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. TEN

8601 MIDCROWN
SAN ANTONIO, TEXAS 78239-2445

REGULAR BOARD MEETING MINUTES
MARCH 31, 2020

- I. CALL REGULAR BOARD MEETING TO ORDER AND TAKE ATTENDANCE AND PLEDGE OF ALLEGIANCE: The Regular Board Meeting of March 31, 2020, was called to order at 10:00 a.m. by the President of the Board, Ms. Alexander, at the City of Windcrest on the North Lawn Area (Outside the Council Chambers) Between The City of Windcrest's City Hall Building and the North Parking Lot, 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 FEBRUARY 20, 2020. Mr. Guerrero made a motion to approve the minutes as written. This was seconded by Ms. Scheibler. Motion Passes.
- 5 YES 0 ABSTAIN 0 NO 0 ABSENT
- IV. READ, CORRECT/AMEND, AND APPROVE THE SPECIAL BOARD MEETING MINUTES OF MARCH 4, 2020. Mr. Richards made a motion to approve the minutes as written. This was seconded by Mr. Guerrero. 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. SPECIAL RECOGNITION OF PATRICIA BROWN FOR THE DESIGN OF THE DISTRICT'S MEMORIAL FIESTA MEDAL.

VII. CONSENT ITEMS:

A. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO CORE & MAIN IN THE AMOUNT OF \$3,955.20 FOR THE PURCHASE OF WATER METERS FOR THE DISTRICT WHICH IS INCLUDED IN THE DISTRICT'S 2019-2020 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP)

B. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO G.E.M. IN THE AMOUNT OF \$467.93 FOR THE PURCHASE AND DELIVERY OF WASHED ROCK FOR THE ALLEY LOCATED AT CROSSWIND, WINDSONG AND ZEPHYR DRIVE NEAR THE TENNIS COURTS WHICH IS INCLUDED IN THE DISTRICT'S 2019-2020 CAPITAL IMPROVEMENTS PLAN. (REVENUE NOTE CIP)

C. 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 \$214,110.95 FOR THEIR SEVENTH 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)

D. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION RATIFYING THE GENERAL MANAGER'S PAYMENT TO YOUNG PROFESSIONAL RESOURCES IN THE AMOUNT OF \$202,472.00 FOR ENGINEERING SERVICES AND RELATED WORK ON THE DISTRICT'S PHASE I PROJECTS AND PHASE II PROJECTS WHICH ARE INCLUDED IN THE DISTRICT'S 2018-2020 CAPITAL IMPROVEMENTS PLANS. (REVENUE NOTE CIP) Ms. Scheibler made a motion to approve the Consent Items. This was seconded by Ms. Snead. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

VIII. ITEMS FOR INDIVIDUAL CONSIDERATION:

A. A PRESENTATION BY BAKER TILLY VIRCHOW KRAUSE, LLP REGARDING THE DISTRICT'S 2019 AUDIT.

B. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION APPROVING THE 2019 AUDIT REPORT PREPARED AND SUBMITTED TO THE DISTRICT BY THE DISTRICT'S AUDITORS BAKER TILLY VIRCHOW KRAUSE, LLP FOR THE DISTRICT'S 2019 FISCAL YEAR; AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO SUBMIT A COPY OF THE 2019 AUDIT REPORT TO THE EXECUTIVE DIRECTOR OF THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY. Mr. Richards made a motion to approve. This was seconded by Ms. Scheibler. Mr. Richards amended his motion to approve with the inclusion of "And Authorizing and directing the General Manager to submit a copy of the 2019 Audit Report to the executive director of the Texas Commission On Environmental Quality. This was seconded by Ms. Snead. Motion Passed.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

C. A PRESENTATION BY THE GENERAL MANAGER AND THE DISTRICT'S ENGINEER REGARDING THE DISTRICT'S 2019 AND 2020 CAPITAL IMPROVEMENTS PLAN; AND BOARD DELIBERATION REGARDING THE DISTRICT'S 2019 AND 2020 CAPITAL IMPROVEMENTS PLAN.

D. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION ACCEPTING A BID FOR THE PHASE II WATER IMPROVEMENTS EAGLECREST BLVD CROSSINGS PROJECT INCLUDED IN THE DISTRICT'S 2019 - 2020 CAPITAL IMPROVEMENTS PLAN (CIP); AWARDDING THE PROJECT TO THE SELECTED BIDDER; AWARDDING A CONTRACT TO THE SELECTED BIDDER FOR THE 2019 - 2020 CIP PHASE II WATER IMPROVEMENTS EAGLECREST BLVD CROSSINGS PROJECT; APPROVING A CONTRACT BETWEEN THE DISTRICT AND THE SELECTED BIDDER FOR THE 2019 - 2020 CIP PHASE II WATER IMPROVEMENTS EAGLECREST BLVD CROSSINGS PROJECT; AUTHORIZING AND DIRECTING THE DISTRICT'S GENERAL MANAGER TO NEGOTIATE, FINALIZE AND EXECUTE A CONTRACT AND ANY OTHER REQUIRED DOCUMENTS INVOLVING THE 2019 - 2020 CIP PHASE II WATER IMPROVEMENTS EAGLECREST BLVD CROSSINGS PROJECT, AND TO CARRY OUT ALL OF THE DISTRICT'S OBLIGATIONS UNDER THE CONTRACT. Ms. Snead made a motion to approve the recommended contractor Qro Mex Construction Company that was recommended by the District's Engineer and General Manager. This was seconded by Mr. Richards. Motion Passed.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

E. THE BOARD WILL DELIBERATE AND MAY TAKE ACTION ON A RESOLUTION ACCEPTING A BID FOR THE WINDROCK DRIVE & ROUGHRIDER DRIVE SEWER PROJECT INCLUDED IN THE DISTRICT'S 2019 - 2020 CAPITAL IMPROVEMENTS PLAN (CIP); AWARDING THE PROJECT TO THE SELECTED BIDDER; AWARDING A CONTRACT TO THE SELECTED BIDDER FOR THE 2019 - 2020 CIP WINDROCK DRIVE & ROUGHRIDER DRIVE SEWER PROJECT; APPROVING A CONTRACT BETWEEN THE DISTRICT AND THE SELECTED BIDDER FOR THE 2019 - 2020 CIP WINDROCK DRIVE & ROUGHRIDER DRIVE SEWER PROJECT; AUTHORIZING AND DIRECTING THE DISTRICT'S GENERAL MANAGER TO NEGOTIATE, FINALIZE AND EXECUTE A CONTRACT AND ANY OTHER REQUIRED DOCUMENTS INVOLVING THE 2019 - 2020 CIP WINDROCK DRIVE & ROUGHRIDER DRIVE SEWER PROJECT, AND TO CARRY OUT ALL OF THE DISTRICT'S OBLIGATIONS UNDER THE CONTRACT. Ms. Scheibler made a motion to approve the recommended contractor, Pronto Sandblasting & Coatings, Inc, that was recommended by the District's Engineer and General Manager. This was seconded by Ms. Snead. Motion Passes.

5 YES 0 ABSTAIN 0 NO 0 ABSENT

IX 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:	FEBRUARY 2020
	a. Operating Revenue:	\$ 182,538.59
	b. Operating Expenses:	\$ 345,441.86
	c. Operating Income	\$ (162,903.27)
	d. Non-Operating Income	\$ 3,734.88 (Interest Income)
	e. Total Income	\$ (159,168.39)
2.	INVESTMENT REPORT:	
	a. Operating Account Balance	\$ 1,027,703.49
	b. Investments:	\$ 758,154.29
	c. Grand Total	\$6,110,717.96

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 / January 2020	\$66,615.51
EAA	Management / Program Fee	\$ 7,830.58

2. Water Usage Update: Our current pumpage for February 2020 was 19,363 gals, Total pumpage for the year is 127.35 acre/ft. The District's total Edwards permit is 1625.00 acre/ft. The Edwards Aquifer is currently around 672.5 ft. We are in NORMAL RESTRICTIONS. We are currently pumping 600,000 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 1970 age meters. We have replaced 13 meters this month.

4. Working with the Engineers, Financial Advisors and Bond Counsel on 2019 Capital Improvement Project plans.
5. Contractor is working in the District and doing well. They are on schedule. Qro Mex is on schedule with their work. Will keep Qro Mex working in the alleys and they added another crew.

VIII. THE REGULAR SESSION OF THE MARCH 31, 2020, 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.

IX. 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

X. THE REGULAR SESSION OF THE REGULAR BOARD MEETING OF FEBRUARY 20, 2020, IS HEREBY RECONVENED.

XI. 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. City Hall is Closed at this time due to the COVID-19 Virus.

XII. ADJOURNMENT. The Bexar County Water Control and Improvement District No. 10 Board of Directors Meeting of March 31, 2020 is hereby adjourned at 10:54 a.m.


FERNANDO RICHARDS, JR., Secretary


BERTIE S ALEXANDER, President

Date: _____