

MINUTES
BEXAR METROPOLITAN WATER DISTRICT
2047 W. MALONE, SAN ANTONIO, TEXAS 78225
P.O. BOX 245994, SAN ANTONIO, TEXAS 78224

FINANCE / AUDIT COMMITTEE MEETING
July 20, 2009

In accordance with Chapter 551 of the Texas Government Code, Vernon's Annotated Civil Statutes, Section 31, the Board of Directors for the BEXAR METROPOLITAN WATER DISTRICT held a **Finance / Audit Committee Meeting at 5:15 p.m. on the 20th day of July 2009**, in Conference Room B of Bexar Metropolitan Water District, 2055 W. Malone, San Antonio, Texas 78225.

COMMITTEE MEMBERS PRESENT: John Shackelford, Debra Eaton; Guadalupe Lopez.

STAFF MEMBERS PRESENT: Melissa Killen; Jack Tucker; Brad Regnier; Robert Pina; Liliana Oranday; Gary Lofthouse; Ed Garza; Edna Wigfall Cruté.

MINUTES

The meeting was tape recorded. These minutes are a summary record of the Committee's discussions at the meeting. For a detailed record of discussions and statements made by persons speaking at the meeting, please consult the audio files at the District's office.

Item 1. Meeting Called to Order.

Mr. Shackelford called the meeting to order at 5:15 PM.

Item 2. Receive a briefing on Utility Service Agreements (USAs) which will be presented to the full Board of Directors at the July 27, 2009 Regular Board Meeting.

Mr. Tucker requested that this item be pulled as it is not ready for board action at this time.

Item 3. Receive briefing on rescinding a contract with Pate Engineers to complete design for the replacement of water mains for the Rip Rap #69, Phase IIC 4 Project.

Mr. Tucker, speaking for Mr. Mata who did not attend the meeting, said that this is a Board approved joint project with the City of San Antonio dating from February 2009. The agreement did not move forward and this item will be replaced with Item 4, below. The Board will be requested to rescind their February 2009 Board action.

Item 4. Receive briefing on Funding Agreement with the City of San Antonio (COSA) to complete design of the replacement of water mains for the Rip Rap #69, Phase IIC 4 Project.

This joint reconstruction project with the City of San Antonio is replacing Item 3 above. Our agreement with the City did not originally include work at Marny Plaza to extend the upsizing of the main by approximately 5900 feet, so the price has moved \$8,000.

The City will do the engineering and their contractor will replace this 40-50 year old main. BexarMet's estimated cost is \$550,000 for a mile of pipe, budgeted over two fiscal years; \$270,000 for this year with the remainder in a new budget allocation for next fiscal year for the balance.

Item 5. Receive briefing on Funding Agreement with the VTLM the Verano Land Group, LP.

This will give a commitment to fund a joint construction project with the City of San Antonio and Bexar County at the Texas A&M campus; BexarMet's portion being a 16" water line not to exceed a cost of \$1.25 million.

Discussion continued to future plans for a storage tank at this site. In response to a request posed by Ms. Eaton, Mr. Tucker will prepare information on CPS power easements for the next Board meeting.

Item 6. Receive briefing on BexarMet cell phone usage for the months of April, May and June of 2009; and proposed Acceptable Cell Phone Use Procedures.

Mr. Pina explained the breakdown of costs associated with the cell phones for the months of April, May and June 2009, with particular attention to cost overages for voice and data charges and reviewed the new Acceptable Cell Phone Use Procedures including usage guidelines, reimbursement of personal use, and defined plans for executive, management, and basic use. Mr. Shackelford requested that this report be sorted by department in addition to the sort by usage now presented. Ms. Eaton suggested an audit of 10% of the cell phone bills each month.

It was requested of Mr. Pina to make the following changes to the procedure: director and management review for the respective departments; and IT will review usage on 10% of the cell phones monthly, including assigned cell phones to board members.

BexarMet is exploring a partnership, possibly with CPS, for a shared radio system. Testing is already underway with employees. Mr. Shackelford requested that this be completed within 2 months.

Item 7. Receive briefing on Financial Reports for the month of June 2009.

Ms. Oranday gave the briefing on the financial reports for May and June 2009 and answered questions. It was requested that the cover page be corrected to read "June 30, 2009."

Item 8. Executive Session

The committee did not adjourn into Executive Session.

Item 9. The meeting will adjourn.

With all business concluded the meeting adjourned.

Minutes approved this 21 day of October, 2009



John Shackelford
Chair