

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Thursday, January 28, 2016

The Regular Meeting of the Utility Board of Trustees was conducted on the 28th day of January, 2016 at 9:00 A.M. in the Harlingen Waterworks System's Board Room located on the second floor at 134 East Van Buren Avenue, in the City of Harlingen, Texas.

Board Members Present: Josh Fields, Chairman
Michael Garza, Vice Chair
Kevin Campbell, Trustee
Curtis Bonner, Trustee
Richard Uribe, Trustee
Dan Serna, City Manager, Ex-Officio

Staff Present: Darrell Gunn, General Manager
Bill Hubbard, System Attorney
Kathern Davidson, Finance & Revenue Director
Jim Vallely, Wastewater Services Director
David Sanchez, Water Operations Director
Joyce Lamon, Customer Service Director

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman Fields called the meeting to order at 9:00 A.M. and asked if the Agenda was posted in accordance with the law, Nilda Sanchez responded yes.

AGENDA ITEM NO. 2: PUBLIC COMMENTS

Yolanda Shoffeit, a regular Board Meeting attendee said she wanted to start the year off right and commented the Board was doing a great job!

AGENDA ITEM NO. 3: APPROVAL OF MINUTES

a) From the Regular Board Meeting of November 19, 2015.

Curtis Bonner, Trustee, pointed out an error in the minutes, Agenda Item 3 (a), containing an absent Board member's name. A consensus was agreed upon to pass on the approval of the minutes for November 19, 2015, and bring back corrected at next month's Board Meeting.

AGENDA ITEM NO. 4: REPORTS AND PRESENTATIONS

a) Report on Delinquent Accounts in excess of \$500 per account.

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Darrell Gunn briefed the Board on current delinquent accounts. Bill Hubbard, System Attorney reported he was having some difficulty finding some accounts for citations. Discussion by the Board ensued, Michael Garza, Vice Chairman offered his assistance to help locate the delinquent account holders.

AGENDA ITEM NO. 5: FINANCIALS

a) Monthly financial report for month ending December 31, 2015.

Darrell Gunn gave a brief explanation this was a routine report. Mr. Gunn reported revenue was down due to recent rain falls and was expected to continue on the low side due to winter averaging. Discussion by the Board ensued.

b) Presentation of Quarterly Investment Report, Quarter ending September 30, 2015.

Darrell Gunn briefed the Board on the Quarterly Investment Report. Kathern Davidson, Finance & Revenue Director clarified an error in the report, page 30, correcting the report from the November 19, 2015 meeting. Ms. Davidson explained an error in the names of the bank holder were incorrect, thus amending the document and identifying Bank of Oklahoma as the correct bank holder in which the certificates of deposit were deposited. Discussion by the Board ensued.

c) Presentation of Quarterly Investment Report, Quarter ending December 31, 2015.

Darrell Gunn gave a brief explanation regarding the Quarterly Investment report. Discussion by the Board ensued.

AGENDA ITEM NO. 6: RESOLUTIONS

a) Resolution No. R1516-12: A resolution to designate Authorized Signatures for all Bank and Investment Accounts.

Darrell Gunn reported a recent turnover in the Finance Department was the reason for the signature updates. Discussion by the Board ensued

A motion was made to approve Resolution No. R1516-12 – to approve the Authorized Signatures for all Bank and Investment Accounts.

Motion: Michael Garza
Richard Uribe

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Motion to approve was carried by a vote of the Board (5-0).

b) Resolution No. R1516-13: A resolution to approve or reject the award for Loop 499 CET Rehabilitation Project.

Mr. Gunn reported the tower was in need of rehab since the last one was about 10 years ago. Darrell Gunn reported this item was bid last year but due the busy time of the year, bids were unusually high and a recommendation to rebid was decided at the time. Mr. Gunn reported the current bids were better this time around, therefore; awarding Maguire Iron, of Sioux Falls S.D. the bid. Discussion by the Board ensued, suggesting staff contact HCISD regarding logo for tower.

A motion was made to approve Resolution No. R1516-13 – to approve the award for Loop 499 CET Rehabilitation Project.

Motion: Richard Uribe
Second Kevin Campbell

Motion to approve was carried by a vote of the Board (5-0).

c) Resolution No. R1516-14: A resolution to designate Authorized Representatives under the terms of the agreement with TEXPOOL.

Darrell Gunn reported a recent turnover in the Finance Department was the reason for the signature updates. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1516-14 – to designate authorized representatives under the terms of the agreement with TEXPOOL.

Motion: Richard Uribe
Michael Garza

Motion to approve was carried by a vote of the Board (5-0).

d) Resolution No. R1516-15: A resolution to designate Authorized Representatives under the terms of the agreement with TEXSTAR.

Darrell Gunn reported a recent turnover in the Finance Department was the reason for the signature updates. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1516-15 – to designate authorized representatives under the terms of the agreement with TEXSTAR.

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Motion: Richard Uribe
Michael Garza

Motion to approve was carried by a vote of the Board (5-0).

- e) Resolution No. R1516-16: A resolution to approve or reject Authorizing the GM to negotiate revised Wholesale Contract with the Town of Combes for future Board Approval.**

Darrell Gunn updated the Board on recent renewal contracts regarding HWWS' 5 wholesale contracts. Mr. Gunn explained that three (3) contract renewals were now based on a take or pay contract. Mr. Gunn advised the Board he had recently met with Town of Combes' dignitaries where discussions and negotiations concerning the addition of an 8" water line in exchange for CCN area were discussed. Mr. Gunn reported further planning and discussion was needed to come to a consensus and then brought back to the Board for approval. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1516-16 – to approve authorizing the GM to negotiate revised wholesale contract with the Town of Combes for future Board Approval.

Motion: Richard Uribe
Curtis Bonner

Motion to approve was carried by a vote of the Board (5-0).

AGENDA ITEM NO.7: MANAGERS REPORT

Darrel Gunn gave a brief explanation of the information included in the Manager's Report. Discussion by the Board ensued.

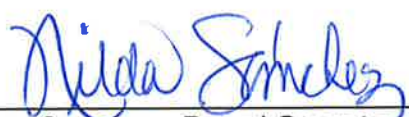
AGENDA ITEM NO.9: ADJOURN

There being no further business to discuss, the meeting adjourned at 9:55 A.M.

Motion: Michael Garza
Second: Richard Uribe

Motion to approve was carried by a vote of the Board (5-0).

Attest: _____


Nilda Sanchez, Board Secretary