

**CITY OF HARLINGEN WATERWORKS SYSTEM**  
**Regular Board Meeting Minutes**  
**Thursday March, 26, 2015**

The Regular Meeting of the Utility Board of Trustees was conducted on the 26th day of March, 2015 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.

City Commissioner's Present    Victor Leal, District 5

Board Members Present:        Richard Uribe, Chairman  
   Josh Fields, Vice Chairman  
   Kevin Campbell, Trustee  
   Michael Garza, Trustee  
   Carlos Yerena, Ex- Officio,

Staff Present:                     Darrell Gunn, General Manager  
   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 Uribe called the meeting to order at 9:05 A.M. and asked if the Agenda was posted in accordance with the law, Nilda Sanchez responded yes.

**AGENDA ITEM NO. 2: PUBLIC COMMENTS**

Leticia Pena, a resident of Harlingen commented she had complained several times about smelly water.

**AGENDA ITEM NO. 3: APPROVAL OF MINUTES**

**a) From the Regular Board Meeting of February 26, 2015**

With no corrections made, a motion to approve the minutes from the Regular Board Meeting of February 26, 2015 was made.

Motion:    Josh Fields  
Second:    Kevin Campbell

Motion to approve was carried by a vote of the Board (3-0).

**\*\* Michael Garza, Trustee, abstained his vote.**

## **AGENDA ITEM NO. 4: REPORTS AND PRESENTATIONS**

### **a) Presentation by the System's External Auditor, Long Chilton, LLC, regarding Fiscal Year 2013-2014 Audit.**

Quinton Anderson, representative for Long Chilton, LLC explained a very detailed presentation of the audit. Mr. Anderson commented that with this audit, there were no disagreements and that the reports were very accurate. Mr. Anderson concluded by reporting the audit was a good reflection of good operations. Discussion by the Board ensued.

### **b) Report on 2015 sewer winter average results.**

Darrell Gunn gave a report regarding the current calculations for the winter averaging totals. The consistent rainfall has severely impacted sewer averaging totals. A total of 42% of the system's customers would be decreasing in their monthly sewer charges. Mr. Gunn explained this was going to significantly decrease revenue. Discussion by the Board ensued.

### **c) Report and Discussion regarding water quality.**

Darrell Gunn reported the HCISD Aquatic Center construction crew called numerous times to report bad quality of water at that location. Mr. Gunn explained the complaint was at a particular swimming pool in which the water was green, and the construction crew attributed the imbalance to the HWWS' poor water quality. David Sanchez, Water Operations Director discussed the numerous and extensive testing Waterworks crews had implemented and found the water quality to be good and well within state standards; therefore, dismissing any claims of bad water quality within our System. Discussion by the Board ensued.

### **d) Report on Delinquent Accounts in the excess of \$500 per account.**

Darrell Gunn informed the Board this was a fairly routine monthly report. Bill Hubbard, System Attorney, reported he was continuing legal actions and continued filing law suits on the inactive delinquent accounts. Discussion by the Board ensued.

## **AGENDA ITEM NO. 5: FINANCIALS**

### **a) Monthly Financial Report for month ending February 28, 2015.**

Darrell Gunn gave a brief explanation on the updated Financial Reports. Mr. Gunn reported that water pumpage was down due to continued rain. Discussion by the Board ensued.

#### **AGENDA ITEM NO.6: RESOLUTIONS**

- a) Resolution No. R1415-13: A resolution to approve or reject the award bid for Motor Control Center.**

Darrell Gunn reported this bid was sent out for advertisement and recommendation for the lowest bidder was suggested. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-13– to approve the award for motor control center.

Motion: Kevin Campbell  
Josh Fields

Motion to approve was carried by a vote of the Board (4-0)

- b) Resolution No. R1415-14: A resolution to approve or reject the award of Ready Mix Concrete.**

Darrell Gunn informed the Board bids were advertised and only one bidder responded. Mr. Gunn explained that the price of concrete had gone up since last year's bid. Mr. Gunn did explain this particular concrete bid would be used for smaller jobs within the System. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-14– to approve the award for Ready Mix Concrete.

Motion: Michael Garza  
Kevin Campbell

Motion to approve was carried by a vote of the Board (4-0)

- c) Resolution No. R1415-15: A resolution to approve or reject the award for Process Piping.**

Darrell Gunn informed the Board about the bid process for process piping. 3 bids were submitted; however one bidder did not meet mandatory bid instructions and was rejected. Discussion by the Board ensued about the bidding process.

A motion was made to approve Resolution No. R1415-15– to approve the award for Process Piping.

Motion: Kevin Campbell  
Michael Garza

Motion to approve was carried by a vote of the Board (4-0)

**d) Resolution No. R1415-16: A resolution to adopt the Water Conservation Plan and Drought Contingency Plan.**

Darrell Gunn showed a Power Point Presentation explaining criteria that triggered an action to implement water conservation stages within the Water Conservation Plan and Drought Contingency Plan. Mr. Gunn explained the Waterworks did not depend on the reservoir levels to dictate a water conservation plan for the City; the Waterworks used river levels to determine water levels. Mr. Gunn reported this plan is updated every 5 years. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-16– to adopt the Water Conservation Plan and Drought Contingency Plan.

Motion: Josh Fields  
Kevin Campbell

Motion to approve was carried by a vote of the Board (4-0)

**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. 8 ADJOURN**

There being no further business to discuss, the meeting adjourned at 10:03 A.M.

Motion: Josh Fields  
Second: Michael Garza

Motion to approve was carried by a vote of the Board (4-0).

Attest:   
Nilda Sanchez, Board Secretary