

**CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Thursday May 28, 2015**

The Regular Meeting of the Utility Board of Trustees was conducted on the 28th day of May, 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.

Board Members Present: Richard Uribe, Chairman
 Josh Fields, Vice Chairman
 Kevin Campbell, Trustee
 Michael Garza, Trustee

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 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

a) Yolanda Shoffeit, a regular Board Meeting attendee commented on the newest appointee for the HWWS Board of Trustees, Curtis Bonner.

AGENDA ITEM NO. 3: APPROVAL OF MINUTES

a) From the Regular Board Meeting of April 30, 2015

With no corrections made, a motion to approve the minutes from the Regular Board Meeting of April 30, 2015 was made.

Motion: Josh Fields
Second: Michael Garza

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

AGENDA ITEM NO. 4: FINANCIALS

a) **Monthly Financial Report for month ending April 30, 2015.**

Darrell Gunn gave a brief explanation on the updated Financial Reports. Mr. Gunn reported continued rains resulted in reduction of revenues compared to budget. Discussion by the Board ensued.

AGENDA ITEM NO. 5: OLD BUSINESS

a) Regular Board Meeting April 30, 2015: Item 6g, R1415-23, Tabled in the interest of updating language on the amendment of the Customer Service Policy.

Darrell Gunn gave a brief explanation regarding this resolution which was tabled last month due to revising better clarity of language to the proposed amendment of the Customer Service Policy. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-23– to adopt an amendment to the Customer Service Policies.

Motion: Michael Garza
Josh Fields

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

***** Vice Chairman Josh Fields left the Board Room at 9:21 A.M. for personal reasons, not for conflict of interest pertaining to agenda item.**

AGENDA ITEM NO.6: RESOLUTIONS

a) Resolution No. R1415-24: A resolution to approve or reject the extension of Positive Displacement Water Meters.

Darrell Gunn reported this extension was the last one for the contract from two years ago. Mr. Gunn reported this item would have to go out for bids again next year. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-24– to approve the extension of Positive Displacement Water Meters.

Motion: Michael Garza
Kevin Campbell

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

***** Vice Chairman Josh Fields entered the Board Room at 9:25 A.M. and was not available to vote for this item.**

**b) Resolution No. R1415-25: A resolution to approve or reject
Contract for Bond Counsel Services.**

Darrell Gunn informed the Board it was time to seek out new Bond Counsel. Mr. Gunn reported staff worked really hard researching and acquiring the best option for the Waterworks. Bracewell & Giuliani LLP was best qualified because of their experience and great team leadership with a fair and reasonable price. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-25– to approve contract for Bond Counsel Services.

Motion: Kevin Campbell
Joshua Fields

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 REPORTS AND PRESENTATIONS

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

Darrell Gunn discussed the delinquent accounts. Mr. Gunn reported Bill Hubbard had recently filed some law suits. Bill Hubbard, System Attorney, briefly discussed all pending Delinquent accounts including fire hydrants. Discussion by the Board ensued.

b) Tour of Wastewater Plant Expansion Project.

Darrell Gunn reported the last item on the agenda was a tour of the Wastewater Plant Extension project. Mr. Gunn suggested everyone caravan to the site.

A recess was called at 9:45 A.M.

The meeting reconvened at the Wastewater Plant at 10:00 A.M.

Discussion about the project, no action was taken.


AGENDA ITEM 9: ADJOURN

There being no further business to discuss, the meeting adjourned at 10:12 A.M.

Motion: Josh Fields
Second: Kevin Campbell

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

Attest: _____


Nilda Sanchez, Board Secretary