

**CITY OF HARLINGEN WATERWORKS SYSTEM**  
**Regular Board Meeting Minutes**  
**Thursday, September 25, 2014**

The Regular Meeting of the Utility Board of Trustees was conducted on the 25th day of September, 2014 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 Commissioners Present: Chino Sanchez, District 4  
Victor Leal, District 5

Board Members Present: Rick De Los Santos, Chairman  
Richard Uribe, Vice Chairman  
Josh Fields, Trustee  
Michael Garza, Trustee

Staff Present: Darrell Gunn, General Manager  
Kathern Davidson, Finance and Revenue Director  
Jim Vallely, Wastewater Services Director  
David Sanchez, Water Services Director

City Staff Present: Gabriel Gonzalez, Assistant City Manager

**AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME**

Chairman De Los Santos called the meeting to order at 9:04 A.M. and asked if the Agenda was posted in accordance with the law, Nilda Sanchez responded yes.

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

No public comments.

**AGENDA ITEM NO. 3: ELECTION OF OFFICERS**

Darrell Gunn explained how the election and rotation of officers was discussed in May's Regular Board Meeting. District one's appointee, Rick De Los Santos' term was up in May 2014 and Commissioner Danny Castillo had not been able to appoint someone to replace De Los Santos' position. It was discussed by the Board to not wait any longer and proceed with the election of officers. Rick De Los Santos commented he thought the current process of rotation of offices worked well and suggested to continue this procedure.

A motion was made to appoint the next Chairman and Vice Chairman of the Board of Trustees and continue the rotation of officers. New officers were appointed:

**Richard Uribe: Chairman**  
**Josh Fields: Vice Chairman**

Motion: Rick De Los Santos  
Second: Michael Garza

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

**Commissioner Basilio Sanchez left at 9:06 A.M.**

**From this point, Chairman Richard Uribe took the chair and proceeding with conducting the rest of the meeting.**

#### **AGENDA ITEM NO. 4: APPROVAL OF MINUTES**

**a) From the Regular Board Meeting of August 28, 2014**

With no corrections made, a motion to approve the minutes from the Regular Board Meeting of August 28, 2014 was made.

Motion: Michael Garza  
Second: Rick De Los Santos

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

#### **AGENDA ITEM NO. 5: REPORTS AND PRESENTATIONS**

**a) Report and discussion regarding water main breaks relative to available staffing.**

Darrell Gunn explained how the last 2 months had been record breaking months for repairing water leaks within the system. Mr. Gunn showed a power point presentation showing many locations of the leaks being repaired. Richard Uribe, Chairman discussed concern about the pay for overtime/standby pay and requested records for this past fiscal year. Discussion by the Board ensued and suggestions to consider creating a new construction crew were discussed.

**b) Report about outstanding pavement repairs and concrete services.**

Darrell Gunn informed the Board that at last month's meeting Chairman Uribe had requested a report on all outstanding asphalt and cement patchwork pending. The Board was presented with this information via power point. Richard Uribe, Chairman, requested a list of all records in regards to how much the Waterworks has spent in contracting out its cement and asphalt patchwork to a contractor. Discussion included the total measurement of the patch vs. the total area measured and charged by the contractor.

Discussion by the Board ensued.

**Commissioner Victor Leal left at 10:09 A.M.**

**c) Consider request of Rio Grande Regional Water Authority (RGRWA) for a \$15,000 contribution from HWWS for the Regional Water Supply Study.**

Darrell Gunn reported the RGRWA was requesting a contribution for a study regarding water issues in the Rio Grande River. Mr. Gunn stated the state was to fund 50% of this project and RGRWA was seeking contributions from surrounding cities. Discussion by the Board ensued.

**d) Consider request from South Texas Utilities Managers Association (STUMA) for assistance funding real-time water quality and flow monitoring of the Rio Grande River.**

Darrell Gunn gave a brief explanation regarding STUMA and its project to monitor the Rio Grande River for its biological and hardness levels. Mr. Gunn explained this could be beneficial for the Waterworks as the monitoring would include information of what was coming down the river in measure to any hardness, salt, or biological content. Discussion by the Board ensued and it was agreed to keep a good neighbor relationship with the City of McAllen, the Waterworks was going to administratively fund this project with a monetary donation.

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

Darrell Gunn informed the Board this was a fairly routine monthly report. The active accounts remained at zero while the inactive accounts slightly increased. Discussion by the Board ensued about following policy for all delinquent account customers that did not want to pay the entire balance owed. It was agreed by the Board, the Waterworks policy did not discriminate.

**AGENDA ITEM NO. 6: FINANCIALS**

**a) Monthly Financial Report for month ending August 31, 2014.**

Darrell Gunn gave a brief explanation on the updated Financial Reports. Mr. Gunn reported that expenses had been cut because of the lower revenue. Discussion by the Board ensued.

**AGENDA ITEM NO.7: RESOLUTIONS**

**a) Resolution No. R1314-48: A resolution to approve or reject the increase for exterior coating application for the 1.75 MG elevated composite water storage tank on Tamm Lane.**

Darrell Gunn reported that our consultants, Dunham Engineering, had recommended applying an intermediate exterior coat to the water tower, lasting a significantly more number of years. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1314-48– to award the increase for exterior coating application for the 1.75 MG elevated composite water storage tank on Tamm Lane.

Motion: Michael Garza  
Josh Fields

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

**AGENDA ITEM NO. 8 MANAGER'S 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 10:37 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