

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Thursday, December 19, 2013

The Regular Meeting of the Utility Board of Trustees was conducted on the 19th day of December, 2013 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: Chino Sanchez, District 4
 Victor Leal, District 5

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

Staff Present: Darrell Gunn, General Manager
 Bill Hubbard System Attorney
 Kathern Davidson, Finance and Revenue Director
 David R. Sanchez, Water Services Director

City Staff: Dan Serna, Assistant City Manager

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman De Los Santos 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

There we no public comments.

AGENDA ITEM NO. 3: APPROVAL OF MINUTES

a) From the Regular Board Meeting of November 21, 2013.

With no corrections made, a motion to approve the minutes from the Regular Board Meeting of November 21, 2013 was made.

Motion: Josh Fields
Second: Kevin Campbell

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

***VICE CHAIRMAN RICHARD URIBE WALKED IN AT 9:10 a.m.**

AGENDA ITEM NO. 4: REPORTS AND PRESENTATIONS

- a) Discussion on alternative incentives for builders and developers within the HWWS service area.**

Darrell Gunn reported that this topic was presented at last month's Board Meeting and this month's Board Packet had some information pertaining to impact fees. Mr. Gunn reported that he was going to present several options on how to improve the current impact fee structure. Discussion by the Board ensued.

- b) Discussion on Community Outreach Projects with presentation.**

Darrell Gunn briefed the Board on some recent controversy concerning the automated answering phone system. Mr. Gunn expressed the concern and complaints of several customers and other citizens being able to reach the right department or have the ability to speak directly with someone. Mr. Gunn asked the Trustees about their experiences and they agreed it was difficult to get through. Mr. Gunn briefed the Board that maybe hiring a full time receptionist to answer and transfer the high volume of calls may be a solution. Discussion by the Board ensued.

*** JOSF FIELDS, TRUSTEE LEFT AT 9:52 A.M.**

- c) Report on Delinquent Accounts in excess of \$500 per account.**

Darrell Gunn informed the Board this was a fairly routine report. Discussion by the Board ensued.

AGENDA ITEM NO. 5: FINANCIALS

- a) Monthly Financial Report for month ending November 30, 2013.**

Darrell Gunn gave a brief explanation on the updated Financial Reports. Mr. Gunn reported that revenue was down and we were still working under budget. This was still due to the heavy rains in September. Sales were down due to winter averaging. Discussion by the Board ensued.

AGENDA ITEM NO. 6: APPROVAL OF RESOLUTIONS

- a) **Resolution No. R1314-09: A resolution to approve or reject the award bid for pumps and motors.**

Darrell Gunn showed a power point presentation discussing the definition of backwash and the history of the use and identity of the pumps. Mr. Gunn informed the Board that these pumps were so old and running inefficiently and that it was time to have them replaced. David Sanchez, Water Operations Director, reported he had done extensive research on the pumps and their manufacturers and that the following bids were highly competitive and the award bid to Alsay Incorporated was a good decision. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1314-09– the award bid for pumps and motors.

Motion: Kevin Campbell
Richard Uribe

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

AGENDA ITEM NO.7: 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. 8: ADJOURN

There being no further business to discuss, the meeting adjourned at 10:24 a.m.

Motion: Kevin Campbell
Second: Michael Garza

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

Attest



Nilda Sanchez, Board Secretary