

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Wednesday, May 31, 2017

The Regular Meeting of the Utility Board of Trustees was conducted on the 31st day of May, 2017 at 3:00 P.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
 Dan Serna, City Manager, Ex-Officio

Staff Present: Tim Skoglund, General Manager
 Darrell Gunn, System Consultant
 Bill Hubbard, System Attorney
 Jim Vallely, Wastewater Services Director
 Kathern Davidson, Finance & Revenue Director
 Joyce Lamon, Customer Service Director
 Juan Morales, Water Services Assistant Director

City Staff Present: Carlos Sanchez, Assistant City Manager

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman Fields called the meeting to order at 3:00 P.M. and asked if the Agenda was posted in accordance with the law, Nilda Sanchez responded yes.

***** Out of Sequence:**

AGENDA ITEM NO. 8: PUBLIC COMMENTS

In consideration of time scheduled for Executive Session, a public comment from Mr. G.B. Carter, Item 7 was brought forward on the agenda.

Mr. Carter expressed his concern regarding an easement contract that would affect his security wall on his property located on Roosevelt Road. Mr. Carter explained the easement could have been obtained on the opposite side of the street instead of the side of his existing property. Mr. Carter informed the Board he was confident the issue could be worked out with the Waterworks and not have to destroy his security wall.

AGENDA ITEM NO. 2: APPROVAL OF MINUTES

a) Regular Board Meeting of April 26, 2017.

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With no corrections made, a motion to approve the Regular Board Minutes for April 26, 2017 was made.

Motion: Kevin Campbell
Michael Garza

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

AGENDA ITEM NO. 3: REPORTS AND PRESENTATIONS

a) Report and Presentation regarding Drinking Water Week 2017.

Nilda Sanchez, Administrative Assistant, showed a power point presentation regarding the Drinking Water Week event held at Jackson Street Market Days on May 6, 2017. Ms. Sanchez reported this was the 6th year the Waterworks participated in the American Waterworks Association's annual event. Ms. Sanchez briefed the Board on the Waterworks' focus topic, FOG (fats, oils and grease). This year's topic focused on the importance of educating the community regarding the safety of what not to pour down the drain line. Ms. Sanchez presented visual aids of the promotional items that were handed out during the event, all geared to the prevention of FOG in the sewer lines. Ms. Sanchez thanked the Board of Trustees for the opportunity to go out and give back to the community. Discussion by the Board ensued on how to better educate the community about the Waterworks.

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

Joyce Lamon, Customer Service Director reported East Rio Hondo Water was still under discussion regarding their arrears balance. Josh Fields, Chairman reported an arrangement had been made and the arrears balance should be off the list in next month's meeting. Discussion by the Board ensued.

AGENDA ITEM NO. 4: FINANCIALS

a) Monthly Financial report for month ending April 30, 2017.

Kathern Davidson, Finance and Revenue Director reported this was a routine report. Ms. Davidson reported sales were up because of a dry and rainless season. Discussion by the Board ensued.

AGENDA ITEM NO. 5: RESOLUTIONS

a) Resolution No. R1617-33: Resolution to designate authorize signatories for all Bank and Investment accounts.

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Tim Skoglund briefed the Board signatory changes were necessary due to the newest change in staff. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1617-33 – to designate authorize signatories for all bank and investment accounts.

Motion: Kevin Campbell
Second: Curtis Bonner

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

b) Resolution No. R1617-34: Resolution to designate authorized Representatives under the terms of the agreement with Texas Local Government Investment Pool, TexPool.

Tim Skoglund briefed the Board regarding the necessary changes to update the name for signatories regarding the Waterworks' investments.

A motion was made to approve Resolution No. R1617-34 – to designate authorized Representatives under the terms of the agreement with Texas Local Government Investment Pool, TexPool.

Motion: Curtis Bonner
Second: Kevin Campbell

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

c) Resolution No. R1617-35: Resolution to designate authorized representatives under the terms of the agreement with Local Government Investment Pool, TexStar.

Tim Skoglund briefed the Board regarding the necessary changes to update the name for signatories regarding the Waterworks' investments.
Discussion by the Board ensued.

A motion was made to approve Resolution No. R1617-35 – to designate authorized representatives under the terms of the agreement with Local Government Investment Pool, TexStar.

Motion: Kevin Campbell
Second: Curtis Bonner

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

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AGENDA ITEM NO. 6: MANGER'S REPORTS

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

AGENDA ITEM NO. 7: EXECUTIVE SESSION

The Board convened in Executive Session in accordance with the Texas Government Code, pursuant to Section § 551.074 - To discuss the appointment, employment, evaluation/or duties of the System Attorney.

A motion was made to enter into Executive Session.

MOTION: Campbell SECOND: Garza

MOTION TO APPROVE: 4 YEAS 0 NAYS

Entered into Executive Session at: 3:44 PM

Exited Executive Session at: 4:16 PM

Meeting was called back to order at 4:16 PM

Action Taken: NO

AGENDA ITEM NO.8: ADJOURN

There being no further business to discuss, the meeting adjourned at 4:16 P.M.

Motion: Curtis Bonner
Second: Michael Garza

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

Attest:


Nilda Sanchez, Board Secretary