

**CITY OF HARLINGEN WATERWORKS SYSTEM**  
**Regular Board Meeting Minutes**  
**Wednesday June 28, 2023**

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 28th day of June 2023 at 5:00 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.

City Commissioner Present: Frank Morales, District 4  
Rene Perez, District 5

Board Members Present: Chris Bartnesky, Vice Chair  
Enrique Del Angel, Vice Chairman  
Michael Garza, Trustee  
Maru De La Paz, Trustee  
Norma Sepulveda, Mayor, Ex-Officio  
Gabriel Gonzalez, City Manager, Ex-Officio

Staff Present: Tim Skoglund, General Manager  
Gene McCullough, System Attorney  
Ron De La Garza, Director of Finances  
David Sanchez, Director of Water Services  
Jon Hedegard, Director of Wastewater Services  
Jose L. Rodriguez, Information Technology Tech  
Florita Rodriguez, Customer Service Director  
Michael Chamberlain, Purchasing Manager  
Elizabeth Soto, Director of Human Resources  
Joseph Lunn, Assistant Utility Engineer

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

Chris Bartnesky, Vice Chairman, called the meeting to order at 5:12 P.M. and asked whether the agenda had been posted in accordance with the law; Nilda Sanchez responded affirmatively.

**AGENDA ITEM NO. 2: CONFLICT OF INTEREST**

Mr. Bartnesky read the conflict-of-interest disclosure and asked the Board if anyone had any known conflicts of interest for this Board Meeting. None of the trustees reported a conflict of interest.

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

Mr. Skoglund reported it was time to elect officers. He opened the floor for Chairman and Vice Chairman nominations. Michael Garza nominated Chris Bartnesky as Chairman and Enrique Del Angel as Vice Chairman.

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Michael Garza motioned that Chris Bartnesky be elected Chairman and Enrique Del Angel be elected Vice Chairman by acclamation as Chairman and Vice Chairman.

Motion: Michael Garza

Second: Maru De La Paz

**AGENDA ITEM NO. 4: COMMUNICATION / INPUT FROM CUSTOMERS AND RESIDENTS OF HARLINGEN**

None.

**AGENDA ITEM NO. 5: APPROVAL OF MINUTES – Regular Board Meeting of May 31, 2023.**

With no corrections requested, a motion to approve the Board Minutes for the Regular Board Meeting of May 31, 2023, was made.

Motion: Enrique Del Angel

Second: Maru De La Paz

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

**AGENDA ITEM NO. 6: REPORTS AND PRESENTATIONS**

**a) Discussion on lease of the 3<sup>rd</sup> Floor office space in the Main Office Building.**  
Mr. Skoglund proposed to skip the item as there was no additional information from the tenant to discuss.

**b) Report on delinquent accounts exceeding \$500.**  
Florita J. Rodriguez gave an overview of the delinquent accounts that were currently pending. Discussion by the Board ensued.

**c) Presentation on Proposed Water, Meters, and Facilities Capital Improvements for FY 2024.**  
Tim Skoglund, Gabriel Trevino, and Joseph Lunn gave a presentation on water system, customer meters, and facilities capital improvements projects proposed for FY 2024.

**AGENDA ITEM NO. 7: FINANCIALS**

**a) Monthly Financial report for month ending May 31, 2023.**  
Ron De La Garza gave an overview of the financial reports for May 31, 2023. Discussion by the Board ensued.

**AGENDA ITEM NO. 8: RESOLUTIONS**

**a) R2223-43: Awarding a representative to the City of Harlingen Audit Committee (Tabled)**

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Tim Skoglund reported the need for an annual appointment of the Audit Committee and opened up the floor for a volunteer or nomination. Discussion by the Board ensued, and a decision to re-appoint Michael Garza to the City Audit Commission was reached.

Motion: Enrique Del Angel  
Second: Maru De La Paz

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

**b) R2223-44: Approving an engineering contract for the Little Creek / Southeast Interceptor Project – Constructability and Cost Assessment Phase**

Mr. Skoglund reported that the main interceptor conveying most of Harlingen's wastewater flow was overloaded as revealed by hydraulic modeling and field calibration that had been reported in the recent master plan. The Little Creek Interceptor was undersized for the current flow. Old, disjointed clay pipes were creating blockage in the system. Mr. Skoglund reported that the master plan identified two alternatives for wastewater capital improvement options available to help aid in providing future capacity needs for the wastewater plant. An assessment of the constructability and cost of both alternatives was needed to select the most favorable alternative. The selection would be necessary for the Impact Fee Study to proceed.

Rene Perez, City Commissioner for District 5 began to ask questions about extending sewer services to the west side of the City. Mr. Skoglund reported the sewer system was overloaded so adding more flow would exacerbate the overloading. Mr. Perez inquired about new subdivision construction and their ability to have sewer services vs. the established residents still on septic tanks, many of which failed to function during an after rain storms.

Mayor, Norma Sepulveda, suggested working simultaneously on the Little Creek Interceptor project while installing sewer lines on the west side of town to serve customers who had septic system problems. Mr. Skoglund stated that the interceptor project would need to be constructed to alleviate the current overloading problem. Once the interceptor was upgraded to provide sufficient capacity, then plans to extend sewer to customers on septic systems on the west side could be considered.

Based on a submittal in response to an RFQ published in 2019, Halff Associates had been determined to be the most qualified local firm to perform engineering for the Little Creek or Southeast Interceptor Project alternatives.

A motion was made to approve Resolution No. R2223-44 – approving an engineering contract for the Little Creek / Southeast Interceptor Project – Constructability and Cost Assessment Phase

Motion: Michael Garza

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Second: Enrique Del Angel

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

**AGENDA ITEM NO. 9: MANAGER'S REPORTS**

Mr. Skoglund highlighted portions of the Manager's Report documents in the meeting packet. The Board asked questions and discussed the information that was presented.

**AGENDA ITEM NO. 10: EXECUTIVE SESSION**

- a) **Consultation with System Attorney regarding real property transactions, pursuant to Tex. Gov't Code §551.072.**

Mr. Skoglund informed the Board that the Executive Session was not needed since the proposed lease negotiation had not been finalized.

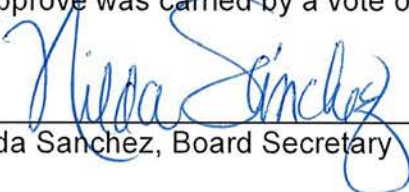
**AGENDA ITEM NO. 11: ADJOURN**

There being no further business to discuss, Chairman, Bartnesky, called for a motion to adjourn the meeting at 6:42 P.M.

Motion: Enrique Del Angel  
Second: Maru De La Paz

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

Attest:

  
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Nilda Sanchez, Board Secretary