

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Wednesday, February 26, 2025

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 26th day of February at 5:00 P.M. in the Harlingen Waterworks System's Board Room located on the second floor at 121 East Harrison Avenue, in the City of Harlingen, Texas.

Board Members Present: Michael Garza, Chairman
 Michael Murphy, Vice Chairman
 Wayne Lowry, Trustee
 Scott Alex, Trustee

Staff Present: David Sanchez, Interim General Manager
 Gene McCullough, System Attorney
 Ron De La Garza, Director of Finances
 Florita Rodriguez, Customer Service Director
 Jon Hedegard, Director of Wastewater Services
 Jose L. Rodriguez, Director of Information Technology
 Cassandra Mata, HR Manager
 Gabriel Trevino, Utility Engineer

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman Michael Garza introduced Yadira Ortega, a current student at UTRGV in Edinburg. As part of her Politics 23-05 class assignment, she was tasked with observing local government meetings. To give her hands-on experience, Mr. Garza invited her to run the Board Meeting. Under his guidance, Ms. Ortega called the meeting to order at 5:00 P.M. and inquired if the agenda had been posted in compliance with the law, which Nilda Sanchez confirmed it had.

AGENDA ITEM NO. 2: PLEDGE OF ALLEGINANCE FOLLOWED BY INVOCATION

Yadira Ortega commenced the meeting by welcoming everyone in attendance and honoring our country with the Pledge of Allegiance. David Sanchez followed with a prayer.

AGENDA ITEM NO. 3: CONFLICT OF INTEREST

Yadira Ortega 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. 4: COMMUNICATION / INPUT FROM CUSTOMERS AND RESIDENTS OF HARLINGEN

None.

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AGENDA ITEM NO. 5: APPROVAL OF MINUTES

David Sanchez informed the Board that the Board Meeting Minutes would be presented at the March 26, 2025, Board Meeting. Discussion by the Board ensued.

AGENDA ITEM NO. 6: REPORTS AND PRESENTATIONS

a) Presentation of Delinquent Accounts in Excess of \$500

Florita J. Rodriguez gave an overview of the delinquent accounts that were currently pending.

b) Presentation on Revised 5-Year CIP Plan and Financial Projections.

David Sanchez updated the Board on a revised 5-year Capital Improvement Plan, outlining current and future construction needs prioritized by critical needs.

Gabriel Trevino presented the previous Master Plan and CIP Projects, explaining the prioritization process for the Water, Wastewater, and Facilities departments. He informed the Board that the initial CIP plan included 53 projects. However, after reviewing project priorities and timelines, the number of projects was reduced to 29, which could realistically be completed within the proposed 5-year plan, resulting in savings of approximately \$90 million. Discussion by the Board ensued.

Ron De La Garza presented updated budget projections for the 2026 fiscal year. While some figures couldn't be finalized due to unavailable actual balances, he provided a comprehensive overview that captured the Board's interest in upcoming projects. Discussion by the Board ensued.

c) Report on Lead Service Notifications

David Sanchez informed the Board that the Environmental Protection Agency (EPA) recently revised its lead and copper regulations for all service lines. A study was completed in October 2024, identifying certain areas as "unknown" pending further investigation.

In accordance with EPA guidelines, the next step was to notify customers. The notification letter assured them that there was no cause for concern, as this was a routine procedure until the service lines could be properly identified.

A dedicated email address and phone line were established to handle any customer inquiries.

d) Report on Impact Fee Study

David Sanchez reported a notice of suspension of services was issued for the current Impact Fee Study due to the recent changes in the Capital Improvement Plan. A notice of cancelation would soon be implemented in accordance with the updated Capital Improvement Projects.

AGENDA ITEM NO. 7: FINANCIALS

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a) Monthly Financial Report for month ending January 31, 2025.

Mr. De La Garza reported these reports would be presented at the March 26, 2025 Board Meeting.

AGENDA ITEM NO. 8: RESOLUTIONS

Regular Agenda

a) R2425-32: Approving Amendment No. 3 for Little Creek Interceptor Engineering Services Contract.

Gabriel Trevino reported this was one of the most critical projects in our system since it serviced a large part of the city. Primary funding for this project included funding for design under the Texas Water Development Board's (TWDB) Clean Water State Revolving Fund. Other funding through the Economically Distressed Areas Program (EDAP) was awarded last year for construction only. TWDB made it clear HWWS still had to meet the requirements from EDAP for TWDB to fund the project.

Several meetings with Halff & Associates were held to discuss specific EDAP requirements and an expansion of engineering services. Moving forward, the project would have to meet the stricter of the two funding programs' requirements.

Although the twenty-nine-thousand-dollar increase was implemented, the project still stayed under the ten-million-dollar CWSRF budget. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2425-32 - approving Amendment No. 3 for Little Creek Interceptor Engineering Services Contract.

Motion: Michael Murphy
Second: Scott Allex

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

Consent Agenda

b) R2425-33: Approving a Contract Extension for Supply of Ready-Mix Concrete.

c) R2425-34: Approving Expenditure of Management and Maintenance Service Plan for Turbo Blowers at the Wastewater Treatment Plant, Year 3 of 5.

d) R2425-35: Approving Sourcewell Cooperative Contract for Voyager Fleet Systems.

A motion was made to approve Resolution No. (a) R2425-33 (b) R2425-34 and (c) R2425-35 – under consent agenda.

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Motion: Wayne Lowry
Second: Michael Murphy


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

AGENDA ITEM NO. 09: ADJOURN

There being no further business to discuss, Yadira Ortega called for a motion to adjourn the meeting at 6:22 P.M.

Motion: Wayne Lowry
Second: Scott Alex

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

Attest: 
Nilda Sanchez, Board Secretary