

**CITY OF HARLINGEN WATERWORKS SYSTEM**  
**Regular Board Meeting Minutes**  
**Wednesday, July 23, 2025**

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 23rd day of July 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.

City Commission Present: Frank Morales, District 4

Board Members Present: Michael Garza, Chairman  
Scott Alex, Trustee  
Steven Ritter, Trustee  
Jessica Gonzalez  
Norma Sepulveda, Mayor, Ex-Officio  
Gabriel Gonzalez, City Manager, Ex-Officio

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

Chairman Michael Garza called the meeting to order at 5:03 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**

Michael Garza commenced the meeting by welcoming everyone in attendance and honoring our country with the Pledge of Allegiance. Florita J. Rodriguez followed with a prayer.

**AGENDA ITEM NO. 3: CONFLICT OF INTEREST**

Michael Garza 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.

**AGENDA ITEM NO. 5: APPROVAL OF MINUTES**

With no corrections requested, a motion to approve the Board Minutes for the Regular Board Meeting of June 25, 2025 was made.

Motion: Steven Ritter

Second: Scott Alex

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

**\*\*\* OUT OF SEQUENCE**

Consent Agenda

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**a) R2425-77: Approving a Contract Extension for Supply of Reagents and Water Analysis Supplies.**

This resolution was approved under consent agenda.

A motion was made to approve Resolution No. R2425-77 – approving a Contract Extension for Supply of Reagents and Water Analysis Supplies.

Motion: Scott Allex  
Second: Jessica Gonzalez

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

**\*\*\*\* OUT OF SEQUENCE – Due to a limited amount of time.**

**AGENDA ITEM NO. 8: RESOLUTIONS**

**o) R2425-75: Adopting the 2025-2026 Fiscal Year Budget and Recommending its Approval by the Harlingen City Commission.**

Ron De La Garza presented a detailed outline of the proposed FY 2025-26 budget. The discussion included topics such as additional personnel positions, cyber security concerns, and increased operational adjustments. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2425-75 – adopting the 2025-2026 Fiscal Year Budget and recommending its approval by the Harlingen City Commission.

Motion: Steven Ritter  
Second: Jessica Gonzalez

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

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

**a) Presentation of Delinquent Accounts in excess of \$500**

This item will be presented at next month's Board Meeting.

**b) Presentation of Proposed Budget for FY 2025-26.**

This item was presented as R2425-75 for approval.

**AGENDA ITEM NO. 7: FINANCIALS**

**a) Monthly Financial Report for Month ending June 30, 2025.**

This item will be presented at next month's Board Meeting.

**b) Quarterly Investment Report, Quarter ending June 30, 2025.**

This item will be presented at next month's Board Meeting.

**AGENDA ITEM NO. 8: RESOLUTIONS**

Regular Agenda

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Roy Rodriguez recommended these contract renewals be approved under consent agenda for the sake of time constraints:

- b) R2425-62: Approving a Contract for Comprehensive Maintenance of HVAC Systems and Ice Makers.**
- c) R2425-63: Approving a Contract for Liquid Ammonium Sulfate.**
- d) R2425-64: Approving a Contract for Liquid Aluminum Sulfate.**
- e) R2425-65: Approving a Contract for Pipes, Valves, and Fittings.**
- f) R2425-66: Approving a Contract Approving a Contract for Fire Hydrants and Parts.**
- g) R2425-67: Approving a Contract for Liquid Hydrogen Peroxide.**
- h) R2425-68: Approving a Contract for Sodium Hydroxide.**
- i) R2425-69: Approving a Contract Water Treatment Alum Polymer Blend Coagulant.**
- j) R2425-70: Approving a Contract for Water Treatment Coagulant.**
- k) R2425-71: Approving a Contract for Laboratory Analysis of Wastewater Samples.**
- l) R2425-72: Approving a Contract for Polymer for Acti-Flo System.**
- m) R2425-73: Approving a Contract for Polymer to Condition Sludge for Belt Press Operations.**

A motion was made to approve Resolution No. R2425-62 through R2425-73 under consent agenda.

Motion: Scott Allex  
Second: Jessica Gonzalez

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

- n) R2425-74: Awarding a Contract for Utility Pole Installation Services to Support Advanced Metering Infrastructure (AMI).**

Jose Rodriguez reported that the poles were being installed to support transmitter radios, which will convey data back to the vendor's software. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2425-74 – Awarding a Contract for Utility Pole Installation Services To Support Advanced Metering Infrastructure (AMI).

Motion: Steven Ritter  
Second: Scott Allex

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

**\*\*\* OUT OF SEQUENCE**

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**o) R2425-76: Approving Acquisition of Property from Avalon RGV, LLC (Lift Station No. 79)**

Roy Rodriguez reported that Avalon RGV, LLC had donated the land for Lift Station No. 79. The property, originally part of a subdivision, had never had conveyance documents filed, and Avalon RGV, LLC had been paying taxes on it since 2004.

Following discussion, the Board approved the reimbursement to Avalon RGV, LLC for back taxes and proceed with updating the property title.

A motion was made to approve Resolution No. R2425-76 – Approving Acquisition of Property from Avalon RGV, LLC (Lift Station No. 79).

Motion: Steven Ritter  
Second: Jessica Gonzalez

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

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

There were no Manager's Reports to be reported.

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

**a) Consultation with System Attorney regarding Real Property Transactions regarding the New Wastewater Treatment Plant, pursuant to Tex Gov't Code §551-072**

A motion to enter Executive Session was made.

Motion: Gonzalez Seconded: Ritter

Motion to Approve: 4 Yeas 0 Nays

Entered Executive Session at: 5:49 P.M.

Exited Executive Session at: 6:17 P.M.

Action Taken: No

**AGENDA ITEM NO. 11: ADJOURN**

There being no further business to discuss, Michael Garza called for a motion to adjourn the meeting at 6:17 P.M.

Attest:   
Nilda Sanchez, Board Secretary