

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Wednesday, January 28, 2026

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 28th day of January 2026 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
 Scott Alex, Trustee
 Steven Ritter, Trustee
 Wayne Lowry, Trustee
 Jessica Gonzalez, Trustee
 Gabriel Gonzalez, City Manager – Ex-Officio

Staff Present: Roy Rodriguez, Interim General Manager
 Gene McCullough, System Attorney
 David Sanchez, Assistant General Manager
 Ron De La Garza, Director of Finances
 Michael Chamberlain, Purchasing Manager
 Florita J. Rodriguez, Customer Service Manager
 Jose L. Rodriguez, Director of Information Technology
 Gabriel Trevino, Utility Engineer
 Cassandra Mata, Human Resource Manager

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman Michael Garza 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

Michael Garza 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

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.

***** OUT OF SEQUENCE**

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AGENDA ITEM 6b was moved up on the agenda for a retirement acknowledgement presentation for David Sanchez.

The Board presented David Sanchez with a plaque commemorating his 37 years of service to Harlingen Waterworks. Mr. Sanchez accepted and shared a few words and sentiments regarding his tenure. Discussion by the Board ensued.

***** OUT OF SEQUENCE**

AGENDA ITEM NO. 10: EXECUTIVE SESSION

- a) Discussion and Consultation with Attorney concerning Appraisal of Real Property, pursuant to Tex.Gov't code §551.071(2).

A motion to enter Executive Session was made.

Motion: Alex Seconded: Lowry .

Motion to Approve: 6 Yeas 0 Nays

Entered Executive Session at: 5:06 P.M.

Exited Executive Session at: 5:33 P.M.

No Action was taken.

AGENDA ITEM NO. 5 APPROVAL OF MINUTES

With no corrections made, a motion to approve the Minutes for the Regular Board Meeting of December 16, 2025.

***** Mike Garza stepped out of the meeting.**

Motion: Steven Ritter

Second: Jessica Gonzalez

Motion to approve was carried by a vote of the Board (5-0).

AGENDA ITEM NO. 6: REPORTS AND PRESENTATIONS

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

Florita Rodriguez reported no changes to the delinquent accounts ending December 31, 2025.

AGENDA ITEM NO. 7: FINANCIALS

- a) **Monthly Financial Report for month ending December 31, 2025.**

Ron De La Garza gave an overview of the Financial Reports ending December 31, 2025. A hard copy of the financial report was distributed for review. A new accounting software

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was implemented a few months ago so the adaptation of reports is still in the works.

b) Quarterly Investment Report, quarter ending December 31, 2025.
Ron De La Garza reported this item would be presented until February's Board Meeting.

AGENDA ITEM NO. 8: RESOLUTIONS

Consent Agenda

- a) R2526-26: Approving Contract Extension for Removal and Disposal of Water Treatment Plant Sludge.**
- b) R2526-27: Approving Purchase of Robo Controls of MFR Chlorine Tanks.**
- c) R2526-28: Approving Purchase of a Trench Roller.**
- d) R2526-29: Approving Purchase of Tractor.**
- e) R2526-30: Ratifying Consultant Contract for Accounting Services FY25**

A motion was made to approve Resolution No's R2526-26 through R2526-30 by consent agenda.

Motion: Wayne Lowry
Second: Micheal Murphy

Motion to approve was carried by a vote of the Board (6-0).

Regular Agenda

- f) R2526-31: Awarding Distribution Flush Water Agreement with Gulf Coast Contractors.**

Roy Rodriguez recommended this item be Tabled as more details were needed.

A motion to Table Resolution No. R2526-31 was made.

Motion: Scott Alex
Second: Steven Ritter

Motion to approve was carried by a vote of the Board (6-0).

- g) R2526-32: Awarding a BuyBoard Contract for the FY2026 Annual Sewer Line Rehab Program (Pipe Bursting & CIPP #2).**

Gabriel Trevino informed the Board that this project was the second half of the project that was approved by the board during the December 2025 Board Meeting and was part of the annual rehab program. Mr. Trevino explained that this package was not presented in December along with the previous one due to questions that staff had regarding the pipe bursting but were now resolved. Discussion by the Board ensued.

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A motion was made to approve Resolution No. R2526-32 – awarding a BuyBoard Contract for the FY2026 Annual Sewer Line Rehab Program (Pipe Bursting & CIPP #2)

Motion: Wayne Lowry
Second: Jessica Gonzalez

Motion to approve was carried by a vote of the Board (6-0).

h) R2526-33: Approving a Contract for Omnibus Engineering Services for Active Capital Improvement Projects

Gabriel Trevino reported a review of Robert Canterbury's Engineering Contract with Waterworks. The original contract did not include a budget for the completion of four projects and had only an hourly rate for Mr. Canterbury's time. To ensure responsible spending, staff reached out to Mr. Canterbury for a proposal to finish out the remaining active projects, which included a detailed budget breakdown. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2526-33 – approving a Contract for Omnibus Engineering Services for Active Capital Improvement Projects.

Motion: Wayne Lowry
Second: Jessica Gonzalez

Motion to approve was carried by a vote of the Board (6-0).

i) R2526-34: Authorizing Union Pacific Railroad Permit Fee for Jefferson Raw Water Line Project.

Gabriel Trevino informed the Board that this permit is required for construction to begin the Jefferson Raw Water Line Project. Mr. Trevino explained that the fee was determined by the railroad company based on the crossing and amount of encroachment involved in the project. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2425-34 - authorizing Union Pacific Railroad Permit Fee for Jefferson Raw Water Line Project.

Motion: Jessica Gonzalez
Second: Scott Alex

Motion to approve was carried by a vote of the Board (6-0).

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j) R2526-35: Approving Contract Amendment No. 4 for Little Creek Interceptor Project.

Gabriel Trevino reported that 41 additional locations were identified by the consultant for subsurface utility exploration. Since the budget had been fully expended, the consultant provided a proposal totaling \$90,000. Mr. Trevino explained that in the interest of time and not wanting to delay the progress of the project, that he was presenting the full \$90,000 proposal, but further explained that staff would be reviewing the 41 locations and removing those they believed to be unnecessary. The \$90,000 proposal was to be approved as a budgetary, not to exceed, value. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2526-35 – approving Contract Amendment No. 4 for Little Creek Interceptor Project.

Motion: Scott Alex
Second: Jessica Gonzalez

Motion to approve was carried by a vote of the Board (6-0).

k) R2526-36: Awarding Purchase of New Computers & Tablets from SHI.

Jose Rodriguez reported there were 68 computers and 50 tablets that were outdated and had reached the end of their life status. Due to reaching their life expectancy they were unable to receive updates, security patches and technical support. Discussion by the Board ensued.

A motion was made to approve Resolution No. R2526-36 – awarding Purchase of New Computers & Tablets from SHI.

Motion: Steven Ritter
Second: Michael Murphy


Motion to approve was carried by a vote of the Board (6-0).

AGENDA ITEM NO. 9: MANAGER'S REPORT

Gabriel Trevino reported several Capital Improvement Project updates.

AGENDA ITEM NO. 11: ADJOURN

There being no further business to discuss, Michael Garza adjourned the meeting at 6:15 P.M.

Attest: 
Alexandra Torres, Board Secretary