

**CITY OF HARLINGEN WATERWORKS SYSTEM**  
**Regular Board Meeting Minutes**  
**Wednesday, May 27, 2026**

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 27th day of May 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.

City Commissioners Present: Norma Sepulveda, Mayor  
Gabriel Gonzlaez, City Manager  
Oscar Garcia, Deputy City Manager  
Daniel N. Lopez, District 2  
Frank Morales, District 4

Board Members' Present: Michael Garza, Chairman  
Michael Murphy, Vice Chairman  
Scott Allex, Trustee  
Steven Ritter, Trustee

Staff Present: Roy Rodriguez, Interim General Manager  
Ron De La Garza, Director of Finances  
Florita J. Rodriguez, Customer Service Director  
Michael Chamberlain, Purchasing Manager  
Jose L. Rodriguez, Director of Information Technology  
Gabriel Trevino, Utility Engineer  
Mario A. Gonzalez, Water Services Director  
Cassandra Mata, HR 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 Alexandra Torres confirmed it had.

**AGENDA ITEM NO. 2: PLEDGE OF ALLEGIANCE FOLLOWED BY INVOCATION**

Michael Garza commenced the meeting by welcoming everyone in attendance and honoring our country with the Pledge of Allegiance. Roy 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.

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

With no corrections requested, a motion to approve the Board Minutes for the Regular Board Meeting of April 29, 2026, was made.

Motion: Michael Murphy  
Second: Steven Ritter

Motion to approve 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.**

Florita Rodriguez presented the delinquent accounts that were still pending. Discussion by the Board ensued.

**AGENDA ITEM NO. 7: FINANCIALS**

**a) Monthly Financial Report for month ending April 30, 2026.**

Ron De La Garza gave an overview of the financial reports ending April 30, 2026.

**AGENDA ITEM NO. 8: RESOLUTIONS**

*Consent Agenda*

**a) R2526-62: Authorizing the Interim General Manager to execute documents related to the management of water rights.**

A motion was made to approve Resolution No. R2526-62 by consent agenda.

Motion: Michael Murphy  
Second: Steven Ritter

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

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*Regular Agenda*

**R2526-59: Approving Finance Policy Manual (tabled on 4/29/2026).**

Ron De La Garza Staff presented the Financial Management Policy Manual, which establishes the policies, procedures, and internal controls used by HWWS to administer local, state, and federal funds in compliance with applicable regulations, including 2 CFR Part 200, TWDB requirements, and Generally Accepted Accounting Principles (GAAP).

Mr. De La Garza noted that the policy has been reviewed internally and that Board approval is required to satisfy recommendations from HWWS's external auditors. The manual will be reviewed annually and updated as needed, subject to Board approval.

A motion was made to approve Resolution No. R2526-59 Approving Finance Policy Manual.

Motion: Steven Ritter

Second: Scott Alex

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

**R2526-60: Approving Contract Amendment No. 1 for WWTP #2 Improvements Project**

Gabriel Trevino informed the Board that during the 60% design phase of the Little Creek Interceptor project, it was discovered that construction would greatly impact the existing drainage system south of the WWTP. Staff proposed replacing the existing drainage ditches with underground storm sewer pipes to improve drainage near the north side of the plant.

GIC provided a quote of \$68,378 for the proposed improvements. Staff and GIC also identified \$70,000 in unused supplemental services within the current contract that could be reallocated to cover the cost, resulting in no increase to the overall contract amount.

A motion was made to approve Resolution No. R2526-60 Approving Contract Amendment No. 1 for WWTP #2 Improvements Project.

Motion: Michael Murphy

Second: Steven Ritter

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

**R2526-61: Approving a Cost Sharing Agreement for the reconstruction of Lift Station No. 28**

Gabriel Trevino informed the Board that Lift Station No. 28 has been identified as a high-priority replacement due to its deteriorated condition and limited maintenance access. He explained that Southern Careers Institute (SCI), in developing its new campus, modified its sewer design after a new city park was constructed along the original alignment. This created an opportunity to reconstruct Lift Station No. 28 now rather than at a later date.

The proposed project would allow SCI's contractor to rebuild the lift station and reconnect it to the existing force main, providing HWWS with a new facility built to current standards while improving access and avoiding impacts to the new park. Staff recommended approval of a cost-sharing agreement with SCI in the amount of \$500,000. A motion was made to approve Resolution No. R2526-61 Approving a Cost Sharing Agreement for the reconstruction of Lift Station No. 28

Motion: Scott Alex  
Second: Steven Ritter

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

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

**a) Presentation on ongoing Construction Projects.**

Gabriel Trevino gave the Board Members a status update on the current projects.

**b) Plant Pumpage Report April 2026**

Roy Rodriguez made note that the Plant Pumpage Report could be found in the board packet for review.

**c) Plant Treatment Report April 2026**

Roy Rodriguez made note that the Plant Treatment Report could be found in the board packet for review.

**d) Future Agenda Items.**

Roy Rodriguez share General Manager interview upcoming dates

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

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**a) Discussion to to consult with attorney pursuant to TX Gov't Code Section 551.071(2) regarding Distribution Flush Water Agreement.**

- a) Roy Rodriguez requested to enter Executive Session to consult with attorney pursuant to TX Gov't Code Section 551.071(2) regarding Distribution Flush Water Agreement.

A motion to enter Executive Session was made.

Motion: Steven Ritter      Seconded: Scott Allex.

Motion to Approve: 4    Yeas 0    Nays

Entered Executive Session at: 5:46 P.M.

Exited Executive Session at: 6:04 P.M.

Action Taken: Roy Rodriguez recommended a motion to authorize the General Manager to proceed as instructed in executive session.

Motion: Scott Allex      Seconded: Steven Ritter.

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

**AGENDA ITEM NO. 11: ADJOURN**

There being no further business to discuss, Michael Garza adjourned the meeting at 6:05 P.M.

Attest: 

Alexandra Torres, Board Secretary