

**Minutes of Proceedings
Regular Board Meeting
La Feria Utilities Board
Tuesday, September 13, 2011**

Be it known that the Board of Directors of the City of La Feria Utilities Board met in regular session on **Tuesday, September 13, 2011, at 5:15 P.M.** in the City Commission Meeting Room, 115 East Commercial Avenue, La Feria, Texas 78559. The purpose of said meeting was to consider and take action on those items of Utilities Board business as was duly posted by agenda in accordance with the State Open Meetings Law. The following Board Members were present at said meeting:

Mr. Adolfo Lopez	Chairman
Ms. Betty Jo Dunlap	Vice Chairman
Mr. Ovidio Saldivar	Board Member
Mr. Ralph Muse	Board Member

Absent: Mr. Steve Brewer Mayor/Ex-Officio Member

The following staff members were present at said meeting:

Mr. Sunny K. Philip	City Manager
Ms. Irene Szedlmayer	Planning and Community Dev. Director
Ms. Maria Chavero	Finance Director
Ms. Olga Oberwetter	City Secretary

There were no other persons present at this meeting.

At 5:15 P.M., Board Chairman Mr. Adolfo Lopez asked all present to rise and recite aloud the Pledge of Allegiance to the Flag of the United States of America. After this was done, Mr. Lopez declared that a quorum of the Board was present and called the meeting to order.

**CONSIDER AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS
OF THE SPECIAL MEETING OF THE LA FERIA UTILITIES BOARD HELD
ON TUESDAY AUGUST 23, 2011**

After review of the minutes, Mr. Ralph Muse moved to approve the meeting of proceedings of the special meeting of the La Feria Utilities Board held on Tuesday, August 23, 2011 as presented in written form. Ms. Betty Jo Dunlap seconded the motion, and the motion carried by unanimous vote of the board members present.

**CONSIDER AND TAKE ACTION TO APPROVE CITY OF LA FERIA
WATERWORKS AND SEWER SYSTEM BUDGET FOR FY 2011-2012**

Finance Director Ms. Maria Chavero reviewed the La Feria Waterworks and Sewer System Budget Highlights summary sheet with the Board. She explained that the revenues are estimated to increase by two or three percent with no rate increases in water

or sewer rates. Ms. Chavero said that one of the factors helping this year's budget is the grant administration money available from the Texas Water Development Board and the Disaster Recovery Grant. She explained that the expenses include additional personnel in Finance and Administration to assist in the additional work that will be created by the Texas Water Development Board (TWDB) projects and the Disaster Recovery Grant project. Total revenues are \$5,231,286.68 and the total expenses are \$6,387,838.62, and after depreciation is added back in, there is a positive cash flow of \$37,755.57. City Manager Sunny K. Philip added that the additional personnel is needed because the TWDB project is 15 million dollars and it includes several lift stations, sewer lines, sewer pressure main, water line extensions, etc. He said the City used to lay lines along the TxDOT right-of-way, but when TxDOT needs to expand their road system, the City would have to move the lines and that is costly. Mr. Philip said there is a lot of right-of-way that needs to be acquired for the TWDB project and that Planning and Community Development Director Ms. Irene Szedlmayer would be working on that, but the City brought on board Mr. William Friend who used to manage the La Feria Irrigation District #3 to talk to people and acquire the additional rights-of-way that will be needed for the project. Mr. Philip said that after the project starts, Mr. Friend would act as an inspector for the project. The additional accountant would be hired to keep up with all the financial reports that need to be submitted in order to get the funds to pay the contractors on a timely basis.

In response to Mr. Lopez' inquiry about the drainage project, Mr. Philip said the engineer, Sigler, Winston, Greenwood & Associates would be using a study which has already been completed on the drainage system in and around La Feria, to map out the routes for the 18 million dollar drainage project.

Ms. Chavero then reviewed a chart of the proposed payroll budget which showed the annual increase per increments of one to four percent. She said the figure shown included the employee benefits also. Mr. Philip said the proposed budget presented previously to the Board included a two percent increase. Ms. Chavero reviewed the other minor changes that were made on the budget from the previously presented budget such as the capital outlay for the TWDB projects. After review and all questions answered, Mr. Ralph Muse moved to approve the La Feria Waterworks and Sewer System Budget for FY 2011-2012 as presented. Mr. Ovidio Saldivar seconded the motion, and the motion carried by unanimous vote of the Board.

FINANCIAL REPORTS FOR THE MONTH OF AUGUST 2011

Finance Director Ms. Maria Chavero reviewed the financial reports for the month of August 2011, reviewing both the monthly and year-to-date figures. Ms. Chavero then reviewed the performance indicators, after which Board Chairman Adolfo Lopez announced that the reports would be filed for audit.

REPORT BY STAFF

- **Water and Wastewater System Improvements projects**

City Manager Sunny K. Philip reported the following:

- There is only one item pending on the SLC project to finish it out.

- The pressure main project is also about one week away from completion.

Mr. Philip reported to the Board about the situation on the chlorine levels in Dr. Sanchez Subdivision on White Ranch Road and the Ken La Mobile Home Park. He explained that flushing of the system is being done to maintain the appropriate chlorine levels. Mr. Philip said that the 15 million-dollar project, once completed, would take care of this situation.

PUBLIC COMMENTS

Board Chairman Mr. Adolfo Lopez declared the public comment session open. No one signed up to speak before the board, so Mr. Lopez declared the public comment session closed.

ACTION FOR ADJOURNMENT

There being no further business to conduct, Mr. Ralph Muse moved for adjournment of the meeting. Ms. Betty Jo Dunlap seconded the motion, and the motion carried by unanimous vote of the board members present.

ADJOURNMENT – BOARD CHAIRMAN

Board Chairman Mr. Adolfo Lopez adjourned the meeting at 5:51 P.M.

APPROVED:



Adolfo Lopez, Board Chairman

ATTEST:



Olga Oberwetter, City Secretary

These minutes were prepared and filed with the City of La Feria as official record of the Utilities Board at 10:30 AM on October 8, 2011.



Olga Oberwetter, City Secretary

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