

**Minutes of Proceedings
Regular Board Meeting
La Feria Utilities Board
Tuesday, May 8, 2012**

Be it known that the Board of Directors of the City of La Feria Utilities Board met in regular session on Tuesday, May 8, 2012, 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. Ralph Muse	Board Member
Mr. Ovidio Saldivar	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. Maria Chavero	Finance Director
Ms. Irene Szedlmayer	Planning & Community Dev. Director
Ms. Olga Oberwetter	City Secretary
Ms. Paula Rodriguez	Capital Projects Coordinator

There were no other persons in attendance at this meeting.

At 5:20 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.

**REVIEW AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS
OF THE REGULAR MEETING OF THE LA FERIA UTILITIES BOARD HELD
ON TUESDAY, APRIL 10, 2012**

After review of the minutes, Mr. Ralph Muse moved to approve the minutes of proceedings of the regular meeting of the La Feria Utilities Board held on Tuesday, April 10, 2012 as presented in written form. Ms. Betty Jo Dunlap seconded the motion, and the motion carried by unanimous vote of the Board.

**CONSIDER AND TAKE ACTION TO APPROVE THE RELOCATION OF
WATER METERS OUT OF THE WAY FROM THE PROPOSED SITE OF CITY
OF LA FERIA'S SIDEWALK PROJECT FUNDED THROUGH THE TEXAS
DEPARTMENT OF TRANSPORTATION**

City Manager Sunny K. Philip explained that the City received a grant from the Texas Department of Transportation to construct sidewalks to school. Some of the areas included are Jessamine Avenue, from Parker Road to Canal; 1st Street, from Main to Canal; 4th Street, from Main to Canal; 6th Street, from Main to Canal; and a section in Country Wood that will link to the existing sidewalk. Some of the utilities are in the way of the proposed sites, and the grant does not provide for relocation of utilities, so the expense to relocate would be paid for by the Water System. Mr. Ralph Muse moved to approve the relocation of water meters out of the way from the proposed site of the City of La Feria's sidewalk project funded through the Texas Department of Transportation. Mr. Ovidio Saldivar seconded the motion, and the motion carried by unanimous vote of the Board.

CONSIDER AND TAKE ACTION TO RECOMMEND APPROVAL OR DENIAL OF A RESOLUTION CONFIRMING THE CONTRACTS BETWEEN THE CITY OF LA FERIA AND THE COMPTROLLER OF PUBLIC ACCOUNTS, TEXAS STATE ENERGY CONSERVATION OFFICE (SECO), FOR THE INSTALLATION OF SOLAR PV SYSTEM AT THE WASTEWATER TREATMENT PLANT, CONTRACT #CS1185 AND THE INSTALLATION OF SOLAR PV SYSTEM AT THE WATER TREATMENT PLANT, CONTRACT #CS1186; AND AUTHORIZE THE PROCUREMENT OF THE PV SYSTEM AND INSTALLATION SERVICES FOR EACH TREATMENT PLANT THROUGH THE TEXAS COMPTROLLER OF PUBLIC ACCOUNTS COOPERATIVE PURCHASING PROGRAM

City Manager Sunny K. Philip explained that the City applied for grants from the Texas State Energy Conservation Office (SECO) for installation of Solar PV Systems at the Water Treatment Plant (Contract #CS1186) and the Wastewater Treatment Plant (Contract #CS1185). Even though the application was submitted in 2010, the contract was received just recently and the grant expiration date was April 2012, but they have agreed to extend it until August 31, 2012. Mr. Philip said that there are several options that the City has on this project and that is to go out for bids; purchase through the BuyBoard Cooperative; or procurement through the Texas Comptroller of Public Accounts Cooperative Purchasing Program. Mr. Philip said the City would probably go out for bids on this project. This item is to recommend to the City Commission approval or denial of a resolution confirming the contracts and also authorize procurement of the PV System and installation services through the Texas Comptroller of Public Accounts Cooperative Purchasing Program, if needed. Mr. Philip explained the process the City would follow in order to have the bid tabulation before the City Commission at their June 12, 2012 meeting. After discussion, Mr. Ralph Muse moved to recommend to the City Commission to approve the resolution confirming the contracts between the City of La Feria and the Comptroller of Public Accounts, Texas State Energy Conservation Office (SECO), for the installation of Solar PV System at the Wastewater Treatment Plant, Contract #CS1185 and the installation of Solar PV System at the Water Treatment Plant, Contract #CS1186; and authorize the procurement of the PV System and installation services for each treatment plant through the Texas Comptroller of Public Accounts Cooperative Purchasing Program. Ms. Betty Jo Dunlap seconded the motion, and the motion carried by unanimous vote of the Board.

CONSIDER AND TAKE ACTION TO RECOMMEND TO THE CITY COMMISSION TO AWARD CONTRACT FOR MANAGEMENT SERVICES FOR THE MANAGEMENT OF THE WASTEWATER TREATMENT PLANT SOLAR PV SYSTEM PROJECT, CONTRACT #CS1185, FUNDED THROUGH THE TEXAS STATE ENERGY CONSERVATION OFFICE (SECO)

City Manager Sunny K. Philip explained that the contract has three different cost categories and that they are: 1) the modules and installation, 2) engineering, and 3) project management. He said the City learned about this opportunity through Langford Community Management Services of Austin, TX. They teamed up with Sigler, Winston, Greenwood and Associates of Welasco, TX to prepare and submit the application to SECO. The City Commission will consider award of contract to Langford Community Services of Austin, TX at tonight's City Commission meeting. There are two contracts for management services and two contracts for engineering services and this item only addresses the Wastewater Treatment Plant management services. Ms. Betty Jo Dunlap moved, to recommend to the City Commission to award contract for management services to Langford Community Management Services out of Austin, TX for the Wastewater Treatment Plant Solar PV System Project, Contract #CS1185, funded through the Texas State Energy Conservation Office (SECO). Mr. Ralph Muse seconded the motion, and the motion carried by unanimous vote of the Board.

CONSIDER AND TAKE ACTION TO RECOMMEND TO THE CITY COMMISSION TO AWARD CONTRACT FOR MANAGEMENT SERVICES FOR THE MANAGEMENT OF THE WATER TREATMENT PLANT SOLAR PV SYSTEM PROJECT, CONTRACT #CS1186, FUNDED THROUGH THE TEXAS STATE ENERGY CONSERVATION OFFICE (SECO)

City Manager Sunny K. Philip said that this item is for management services for the Water Treatment Plant. Ms. Betty Jo Dunlap moved to recommend to the City Commission to award contract for management services to Langford Community Management Services out of Austin, TX for the Water Treatment Plant Solar PV System Project, Contract #CS1186, funded through the Texas State Energy Conservation Office (SECO). Mr. Ovidio Saldivar seconded the motion, and the motion carried by unanimous vote of the Board.

CONSIDER AND TAKE ACTION TO RECOMMEND TO THE CITY COMMISSION TO AWARD CONTRACT FOR ENGINEERING SERVICES TO SIGLER, WINSTON, GREENWOOD AND ASSOCIATES FOR THE WASTEWATER TREATMENT PLANT SOLAR PV SYSTEM PROJECT, CONTRACT #CS1185, FUNDED THROUGH THE TEXAS STATE ENERGY CONSERVATION OFFICE (SECO)

Mr. Ralph Muse moved to recommend to the City Commission to award contract for engineering services to Sigler, Winston, Greenwood and Associates for the Wastewater Treatment Plant Solar PV System Project, Contract #CS1185, funded through the Texas State Energy Conservation Office (SECO). Ms. Betty Jo Dunlap seconded the motion, and the motion carried by unanimous vote of the Board.

CONSIDER AND TAKE ACTION TO RECOMMEND TO THE CITY COMMISSION TO AWARD CONTRACT FOR ENGINEERING SERVICES TO SIGLER, WINSTON, GREENWOOD AND ASSOCIATES FOR THE WATER TREATMENT PLANT SOLAR PV SYSTEM PROJECT, CONTRACT #CS1186, FUNDED THROUGH THE TEXAS STATE ENERGY CONSERVATION OFFICE (SECO)

Mr. Ralph Muse moved to recommend to the City Commission to award contract for engineering services to Sigler, Winston, Greenwood and Associates for the Water Treatment Plant Solar PV System Project, Contract #CS1186, funded through the Texas State Energy Conservation Office (SECO). Ms. Betty Jo Dunlap seconded the motion, and the motion carried by unanimous vote of the Board.

REPORTS BY STAFF AND DISCUSSION WITH BOARD

• **Water and Wastewater System Improvements Projects**

City Manager Sunny K. Philip reported on the following.

- Mr. Philip reported that the Texas Water Development Board (TWDB) forgivable loan funds (15M dollars) have been deposited into an escrow account in the name of the City. The engineering report and the environmental report have been submitted to the agency, and the engineers are working on the plans and specs. The next step for the City is to award the first project within the water project and the first project within the sewer project before August 2012.
- Mr. Philip reported that there is a dip on the roadway on Lilac Avenue in front of the lift station, and the City will work with the contractor to correct that 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.

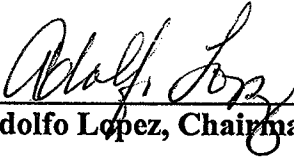
ACTION FOR ADJOURNMENT

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.

ADJOURNMENT – BOARD CHAIRMAN


Board Chairman Mr. Adolfo Lopez adjourned the meeting at 5:49 P.M.

APPROVED:



 Adolfo Lopez, 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 8:30 AM on June 8, 2012.



Olga Oberwetter, City Secretary

