

**Minutes of Proceedings  
Regular Board Meeting  
La Feria Utilities Board  
Tuesday, April 12, 2016**

Be it known that the Board of Directors of the City of La Feria Utilities Board met in regular session on Tuesday, April 12, 2016, 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
Mr. Victor Gonzalez, Jr.	Mayor/Ex-Officio Member

The following staff members were present at said meeting:

Mr. Sunny K. Philip	City Manager
Ms. Paula Rodriguez	Planning Director
Ms. Kin Mendoza	Finance Director
Ms. Esmeralda Sanchez	City Secretary

Other individual present at the meeting was Helen Muse.

Board Chairman Adolfo Lopez asked all present to rise and recite the Pledge of Allegiance to the Flag of the United States of America. He then declared that a quorum was present and called the meeting to order at 5:17 PM

**PUBLIC COMMENTS**

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

**REVIEW AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS OF THE REGULAR MEETING OF THE LA FERIA UTILITIES BOARD HELD ON TUESDAY MARCH 8, 2016.**

A copy of the minutes was provided for review. Two errors were identified in the Report by Staff section of page two. The word "completion" was misspelled and Loped was corrected to Lopez. Following discussion, Mr. Muse made a motion to approve the minutes with corrections. The motion was seconded by Ms. Dunlap. and passed by unanimous vote of the Board Members present.

**REVIEW PROPOSALS RECEIVED AND TAKE ACTION TO RECOMMEND TO THE CITY COMMISSION THE MOST QUALIFIED FIRM FOR PROFESSIONAL ENGINEERING SERVICES FOR THE PARKER ROAD**

**ELEVATED WATER STORAGE TANK REHABILITATION PROJECT FUNDED BY THE TEXAS DEPARTMENT OF AGRICULTURE, TXCDBG PROGRAM.**

A copy of the proposals received and the scoring matrix were provided to the Board in the agenda packet. Mr. Philip reviewed the scoring matrix and discussed the qualifications of the two highest scoring proposals submitted by Dunham Engineering and Tank Industry Consultants. Mr. Philip distributed the sample taken by Corpro during the installation of cathodic protection indicating rehabilitation of the tank was a good option. The tank will last another 15 years with paint and improvements. Dunham Engineering will work with SWG as a subcontractor. Dunham's experience was discussed indicating approximately two tank inspections per week over the past five years and they have a local presence in Alamo. Mr. Brad McCrea will serve as the assistant project manager and will be responsible for inspection of the project. Dunham engineering ranked highest due to their specialization in water tank rehabilitation, extensive experience in the industry, and experience with the City of La Feria. Mr. Muse stated the importance of Dunham engineering working with Sigler Winston Greenwood due to their experience and years working with the City.

Following discussion with the Board, Mr. Muse made a motion to recommend Dunham Engineering as the most qualified firm for professional engineering services for the Parker Road Elevated Water Storage Tank Rehabilitation Project. The motion was seconded by Mr. Saldivar and passed by unanimous vote of the Board members present.

**FINANCIAL REPORTS FOR THE MONTH OF MARCH 2016.**

Finance Director Kin Mendoza presented the reports for March 2016. The presentation included a review of total revenues and expenditures for the month and year to date, and performance indicators. Following discussion, Mr. Lopez announced the reports to be filed for audit.

**REPORTS BY STAFF**

- **WATER AND WASTE WATER IMPROVEMENTS**

Mr. Philip reported the following:

We currently have two contractors working on sanitary sewer projects. Saenz Brothers is working in several areas around the City including Kansas City to Parker Roads and have completed work on Main Street and Arroyo Heights to the dome on Main Street. JM Construction has received pipe for the the West Colonias Phase I project and waiting on the manholes to arrive in June. A bid opening is scheduled for Thursday, April 14, 2016 for the West Colonias Phase II project. After bids have been opened, remaining funds may be used for free hook-ups. The Office at the Water Treatment Plant is underway. Plans to finalize SCADA for the water and wastewater systems are also underway.

Mr. Lopez declared that no official action was required as a result of these reports.

**ACTION FOR ADJOURNMENT**

There being no further business to conduct, Mr. Muse moved for adjournment of the meeting. Ms. Dunlap seconded the motion, and the motion carried by unanimous vote of the Board Members present.

**ADJOURNMENT**

Chairman Adolfo Lopez adjourned the meeting at 5:37 P.M.

**APPROVED:**

  
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Adolfo Lopez, Board Chairman

**ATTEST:**

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**Esmeralda R. Sánchez, City Secretary**

These minutes were prepared and filed with the City of La Feria as official record of the Utilities Board at 6:00 PM on May 8, 2016.

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**Esmeralda R. Sánchez, City Secretary**