

**Minutes of Proceedings
Special Board Meeting
La Feria Utilities Board
Tuesday, August 11, 2015**

Be it known that the Board of Directors of the City of La Feria Utilities Board met in special session on **Tuesday, August 11, 2015, 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
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 & Community Dev. Director
Ms. Maria Chavero	Finance Director
Ms. Esmeralda Sanchez	City Secretary

Other person present at the meeting was Helen Muse.

At 5:16 P.M., Board Chairman 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, Chairman Lopez declared that a quorum was present and called the meeting to order.

PUBLIC COMMENTS

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

REVIEW AND TAKE ACTION TO APPROVE MINUTES OF PROCEEDINGS OF THE REGULAR MEETING OF THE CITY COMMISSION HELD ON TUESDAY JULY 14, 2015

Ms. Betty Jo Dunlap commented that the roster was not attached to the minutes. The roster will be attached to the official minutes.

A motion was made by Mr. Ralph Muse to accept the minutes, seconded by Ms. Dunlap, the motion passed by unanimous vote of the Board Members present.

REVIEW AND TAKE ACTION TO APPROVE MINTUES OF PROCEEDINGS OF THE SPECIAL MEETING OF THE CITY COMMISSION HELD ON TUESDAY, JULY 28, 2015

Upon review of the minutes, a motion was made by Mr. Muse to approve the minutes as presented, seconded by Mr. Ovidio Saldivar. The motion passed by unanimous vote of the Board Members present.

FINANCIAL REPORTS FOR THE MONTH OF JULY 2015

Finance Director Maria Chavero reviewed the financial reports and upon discussion with the Board Members and clarification of the year-to-date budget items the report was filed for audit.

REVIEW TABULATION OF BID RECEIVED, CONSIDER, AND TAKE ACTION TO RECOMMEND AWARD OF THE A CONTRACT FOR THE NEW OFFICE AT THE WATER TREATMENT PLANT TO THE LOWEST, MOST QUALIFIED RESPONSIBLE BIDDER, AS THE CURRENT OFFICE SPACE IS GOING TO BE UTILIZED BY THE UPDGRAD OF THE MOTOR CONTRAOL SYSTEM

City Manager Sunny K. Philip reviewed the bid tabulation and explained the history of the current building dating back to 1973. The new office building is necessary as a result of the improvements to the motor control center. The new electrical components will utilize most of the available space in the current building, therefore an office space is needed to house water plant personnel. The building will be constructed following the same pattern as the the lift stations, a concrete building to withstand hurricane force winds since water plant personnel will be housed in that building during an emergency situation. The project was designed, advertised, and the low bidder is JCON Construction. We met with JCON and are satisfied that they can complete the project. JCON Construction was also recently selected to complete the fire station expansion and substation. The new office will be 1,300 s.f., the monitoring equipment will be transferred to the new building, employees will still physically control switches, the current system will accommodate system expansion for the next 15-20 years. The difference in bids may be due to the low profit margin and possibly because one of the co-owners is also the electrical sub-contractor This project will be paid for with Utility Board funds. Following the discussion with the Board, a motion was made to recommend to the City Commission to award the contract to JCON Construction in the amount of \$244,700 by Mr. Muse, seconded by Mr. Saldivar. The motion passed by unanimous vote of the Board Members present.

BUDGET WORKSHOP- FISCAL YEAR 2015-2016

Mr. Philip explained the budget workshop process and informed that specific documents will be provided at a later date to have a full discussion of the budget. Following a brief discussion regarding the systems overall situation and low water consumption, Mr. Philip asked the Board to consider rate adjustments during the budget process. Future development within the community will be important to maximize utilization of recent system improvements and maintain the system in the future. We will prepare additional information for discussion at a special meeting.

REPORTS BY STAFF AND DISCUSSION WITH THE BOARD

Water and waste water system improvements, ongoing projects:

- Water line to west colonias
- Alto Real sewer system improvement project
- Wastewater lines & sewer main (FM 506, Strader Lane, Arroyo Alto lift station improvement, Beddoes Road sewer main, Kansas City lift station, Parker Road lift station)
- UV system
- Wastewater lines and Rabb Road lift station

Mr. Philip provided an update of the current projects under construction. Consideration of the bid for wastewater lines and Rabb Road lift station will be presented at the next meeting. Bids have been opened and are under review.

The raw water purchase contract will be presented at a later date for discussion.

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

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

APPROVED:



 Adolfo Lopez, Board Chairman

ATTEST:

 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 10:00 AM on August 24, 2015.

 Esmeralda R. Sánchez, City Secretary