

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
HORIZON REGIONAL M.U.D.**

A regular meeting of the Board of Directors of the Horizon Regional M.U.D. was held on Tuesday, October 24, 2013 at 6:00 p.m. at 14100 Horizon Blvd, Horizon City, Texas, pursuant to notice given in accordance with the law.

The attendance roll was signed by the members of the board, to-wit:

Benny Davis	President
Maureen Singleton	Vice President
Bob Jarvis	Secretary
Kit Thomas	Treasurer
Bonnie Moorhouse	Asst. Secretary

A quorum was established. Also in attendance were the District's consultants: Severn Trent's Service, Inc. (Mrs. Janita Williams, Mr. Charlie McGinnis); TRE & Associates, Inc. (Ms. Troncoso). President Davis called the meeting to order. The Pledge of Allegiance was said with audience participation.

Agenda

Item

4: **RECEIVE CITIZEN COMMUNICATIONS:**

Mr. Jose Figueroa a customer of Horizon Regional came before the board with a concern, his water bill has been high for June and July two consecutive months, high usage being billed and wife came to find out what happened, a Severn Trent employee told customer, I live in EL PASO, and that is what I pay for my water bill.

Mr. Figueroa noted checked for leaks and new bill is down to 6000 gallons does not understand? Director Davis noted if the lever for toilet stuck will run 1000 gallons a day, give information to Charlie McGinnis and he will investigate the problem, and resolve customer's issue.

5: **CONSENT AGENDA:**

- A: **Consider and Take Action to Approve the Minutes of the Regular Meeting held on September 26, 2013 and Special Meeting held on October 3, 2013.**
- B: **Consider and take Action to Approve the Payments of Bills and Invoices for Operations and Construction, and to approve the Transfer of Funds.**
- C: **Consider and take Action to Approve the Financial Statement for the Month Ending September 30, 2013.**

Motion was made by Director Thomas and seconded by Director Singleton to approve the consent agenda.

Vote was unanimous to approve.

6: **Consider and Take Action on Management Report relating to Management and Operational Activities of the District. (Management)**

Mr. McGinnis noted there was a net change of occupancy from 9023 to 9060 with net change of 27meters for the month of Oct 24, 2013

Total gallons of water pumped in August 157,887,900. Capacity of Wheeler Wells is at 48.31% and Desert Well Field is at 53.49%. Wastewater is Minus 8 commercial and total net change 92. Total plant capacity is 3.0 MGD and Percent Capacity is 53%.

Capital project –Booster pump #4 Ms. Troncoso the Engineer will be reporting on this project. Mr. McGinnis moved to read Joe Paxton's report. In Joe's report, El Paso Hills Lift station is running on one side, all other lift stations are fully operational. Influent Daily flow is 1,645,006 Effluent 57,423,300. Well water sent to Spray Field 3,266,000 percent of capacity 53%, Spray field did not take 27,783.00 due to Rain. VFD out of commission Director Davis wanted to know how many days out of commission? Mr. McGinnis noted a day or two. Director Singleton questioned how many days did the Hydraulic pump stopped pumping? Mr. McGinnis the Hydraulic pump stopped for a week. Mr. McGinnis moved to Joe's Operational report section 32 Lift Station waiting for Central Panel to be replaced. Mr. McGinnis noted the start of winterizing the wells and pump stations this month; the red lights might be seen.

Mr. McGinnis moved to set October calendar.

Motion to approve the Managers report was made by Director Thomas and seconded by Director Jarvis.

The ensuing vote was unanimous to approve.

**7. Consider and take action on Management Report Relating to Management and Operational Activities of Spray Field No. 1. (Spray Field Management)**

Mr. Gates Jeff Read the report of progress for the Spray Field. Mr. Gates noted B & C Turf finally got in some sprinklers heads for replacements, two hours is required to clean each Sprinkler head to remove algae. Jody Stubbs donated sand; quality of sand is fair, filled ten Bunkers saving \$1000.00 on sand. Fertilizing will be done next month.

Mechanical Technologies has completed the work on the Air Conditioners and Heaters. Motor in swimming pool, had to be replaced, and is blowing fuses. We did have a spare Motor so the only cost is for the Electrician.

Mr. McGinnis noted T&T Staffing Company called about two temps vacation time, Director Davis noted not aware of item being discussed, Mr. Alan Petrov noted could approve as part of Spray Field and if employee has been there for a year. Director Singleton questioned if employed as full time? Mr. Gates Yes.

Motion to take action on operational Spray field No. 1 report by Director Jarvis and seconded by Director Moorhouse. Director Thomas Abstained

**8. Consider and take action on FY14 Administrative Cost Share for Regional Water Planning for the Far West Texas Planning Group. (Legal Counsel)**

Director Moorhouse moved to take action on FY14 Administrative Cost and Seconded by Director Thomas. Director Davis wanted to know the cost and Mr. McGinnis notes the cost is \$947.42 as per Invoice received. The Planning group provides a comprehensive regional water plan.

Director noted need to have Mr. Alvarado's name removed.

The ensuing vote was unanimous to approve

9. **Consider and Take Action on purchase of Danfoss variable speed drive for VFD Blower #1 (Management)**

Charlie McGinnis noted the VFD Blower #1 is no longer working; Director Thomas wanted to know what happened? Mr. McGinnis noted running the blower 24/7 burnt the blower out, the blower has been operating for 3 years.

Motion to approve the repairs of VFD Blower #1 in the amount of \$9,133.00 was made by Director Thomas and seconded by Director Jarvis.

The ensuing vote was unanimous to approve.

10. **Consider and Take Action on allowing Track Meet at Spray Field #1 on November 23, 2013.**

Director Davis noted the Spray field would not be needed any longer since Track Meet going to Chamizal.

Motion made to delete item was made by Director Thomas and seconded by Director Singleton.

The ensuing vote was unanimous to approve.

**11. Consider and Take Action on Replacement of Chem Pruf Doors and Perform Service on existing rolling doors as Wastewater Plant. (Management)**

Mr. McGinnis noted door in Chlorinating room falling apart, and rolling doors need repair. Received a quote from Miner EL PASO LTD with total cost of \$5,035.00 to replace.

Motion was made by Director Thomas to replace doors and existing rolling door and seconded by Director Moorhouse

The ensuing vote was unanimous to approve.

**12. Consider and Take Action on Engineering Report Relating to Construction and Activities of the District. (Engineering Consultant)**

Ms. Troncoso noted one Application for Service Commitment, High Desert Plaza. The construction Plan Review is Mission Ridge unit 13, Horizon City Unit 35 lot 1 block 279, 14511 Horizon Blvd (Dyer Family Dental), 171 Elsworth, Whataburger and Taco Bell. Construction Observation and Approved Utility Service Commitments are the same as discussed in Operations.

Moved to projects under construction:

Lagoon Decommissioning & Spray Field # 1 Effluent Lift Station- TCEQ has approved the design of the Spray Field #1 Effluent Lift Station, this project has advertised, and bids are scheduled to be received November 5, 2013. Contractors study force main line, Item 17 will need to be tabled until Spray Field committee meeting, moving forward for the preparation of lagoon decommissioning

WWTP Bar Screen Improvements- The bar screen design has been approved by TCEQ, bids received on October 15, 2013 and is recommended for award.

RO Concentrate Disposal and Permit Amendment- Final permit received, TRE is currently awaiting comments from the TCEQ. The RO Concentrator unit is anticipated to advertise in the next few weeks, pending TCEQ approval.

The RO Concentrate evaporation ponds bid were received on October 15, 2013 and is recommended for award for this BOD meeting.

RO Prefiltration- Supplier used the skid mounted pilot to analyze the water from three of the existing wells sites. Pending results from Well #8.

Booster Pump Station#4 – TRE is working with Surety Company in order to facilitate project completion, 45 days left to finish.

Spray Field No.1 Irrigation System Improvements- TRE is currently under design for the irrigation system Improvements.

Motion made to accept the Engineers Report was made by Director Thomas, Director Jarvis Seconded.

The ensuing vote was unanimous to approve.

**13. Consider and Take Action on Recommendation of Award of Bid for Course Bar Screen Replacement Improvements. (Engineering Consultant)**

Ms. Linda Troncoso noted received three bids for this project, the second lowest bid is R.M Wright Construction Co in the base bid amount of \$481,580.00, and Bids were very close.

Motion to award the bid to R.M Wright Construction for the project on Course Bar Screen Replacement Improvements was made by Director Moorhouse and seconded by Director Singleton.

The ensuing vote was unanimous to approve.

**14. Consider and Take Action Proposal for Geotechnical Service for Course Bar Screen Project. (Engineer Consultant)**

Ms. Linda Troncoso noted there is an attachment for the Coarse Bar Screen Replacement Improvements totaling \$4,503.00.

Motion to accept the proposal from LEC Engineer Geotechnical Services for the Coarse Bar Screen Project was made by Director Thomas and seconded by Director Moorhouse.

The ensuing vote was unanimous to approve.

**15. Consider and Take Action on Recommendation of Award of Bid for Concentrate Evaporation Pond Improvements. (Engineer Consultant)**

Director Davis Presented and read a letter received from one of the bidders, Environmental Specialties #3 Bidder, is protesting in relation to concentration low Bidder VMAC used falcon liner, when VMAC used international liner, was reported to Engineer. VMAC solicited prices from Environmental Specialties, Need to disqualify.

Ms. Linda Troncoso noted on Pre Bid had a packet and nowhere does it state could only use this Sub, we did not prequalify an Installer to attend the meeting. Two Installers where identified and our contract is not set up as contracted VMAC lowest bidder, need to know Installer. We are awarding based on price and adhere to rules and regulations, we did not provide a list of installers or bidders bidding on project, went with lower bid.

Mr. Alan Petrov noted statements in letter, incorrect did not understand process, no grounds for protest and could move forward.

Motion to Award Bid Concentrate Evaporation Pond Improvements to VMAC made by Director Jarvis and seconded by Director Singleton.

The ensuing vote was unanimous to approve.

**16. Consider and Take Action on Proposal for Geotechnical Service for Concentrate Evaporation Pond Project (Engineering Consultant).**

Ms. Troncoso noted Geotechnical has closed, and had to do some research, and found LEC Engineering Company which is local. Ms. Troncoso is recommending LEC Engineering for density testing for the evaporation Pond cost is \$21,647.00.

Motion to consider LEC Engineering Company for Concentrate Evaporation Pond Project was made by Director Jarvis and Seconded by Director Thomas.

The ensuing vote was unanimous to approve.

**17. Consider and take action on Recommendation for Award of Bid for Lift Station for Spray Field #1 Improvements (Engineering Consultant)**

Motion to table Item made by Director Thomas and seconded by Director Jarvis

**18. Consider and Take Action on Proposal for Geotechnical Service for Lift Station for Spray Field #1 Project. (Engineering Consultant)**

Motion to table Item made by Director Thomas and seconded by Director Jarvis

**19. Consider and Take Action on Acceptance of Horizon City Unit 90 Water Improvements for Operations and Maintenance. (Engineering Consultant)**

Ms. Troncoso is recommending that the District approve the completion of construction activities on the project and accept the utility improvements for operation and maintenance. Director Davis suggested at Engineers Committee come up with facility, frontage agreements plan.

Motion to take action to Accept Horizon City Unit 90 Water Improvements for Operations and Maintenance was made by Director Thomas and seconded by Director Jarvis.

The ensuing vote was unanimous to approve.

**20. Consider and Take Action on a lease for the Horizon Golf and Conference Center Property.**

Motion to entertain to Table Item was made by Director Singleton and seconded by Director Jarvis.

The ensuing vote was unanimous to approve.



**21. Consider and Take Action on the lease of the restaurant property.**

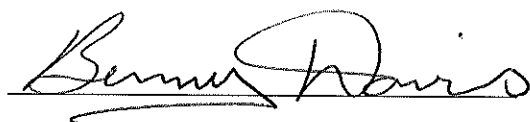
Mrs. Pena updated Board Members, Waiting on Fire Marshall to inspect property, and opening date will be on schedule, pending approval from the Fire Marshall. The Alarm System has problems and will need to be fixed. Mr. Davis would like to be notified of opening Date for Restaurant. Director Davis also noted would like to see the list of Expenditures; Ms. Hagerman noted two hundred thousand already met, not counting the alarms system, and the restaurant will be ready for Reservations on Dec 19<sup>th</sup>.

Mr. Gates has blue prints for lower floor, and is on schedule with everything for Nov 15<sup>th</sup> opening, cleaning carpets on hold. Director Davis noted carpets need vacuum carpets, no replacement, need to be presentable.

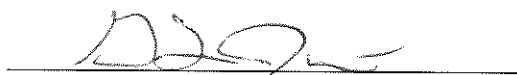
**22. Reports and Discussion of Other Matters That May Come Before the Board.**

There being no further business before the Board, the meeting was, upon motion duly made, seconded and carried, adjourned at 7:33 p.m.

READ, APPROVED, AND ADOPTED THIS \_\_\_\_\_ DAY OF November 21, 2013.



Benny Davis, President  
Board of Directors  
Horizon Regional M.U.D.



Bob Jarvis, Secretary  
Board of Directors  
Horizon Regional M.U.D.

JW/CM

**ATTACHMENTS AND HANDOUTS  
FOR THE BOARD OF DIRECTORS MEETING HELD September 26, 2013**

AGENDA ITEM	ATTACHMENTS AND HANDOUTS	ACTION TAKEN
4:	RECEIVE CITIZEN COMMUNICATIONS.	N/A
5:	CONSIDER AND TAKE ACTION TO CONSENT AGENDA.	APPROVED 5-0
5A:	CONSIDER AND TAKE ACTION TO APPROVE THE MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING HELD ON SEPTEMBER 26, 2013, AND SPECIAL MEETING HELD ON OCTOBER 03, 2013.	APPROVED 5-0
5B:	CONSIDER AND TAKE ACTION TO APPROVE THE PAYMENT OF BILLS AND INVOICES FOR OPERATIONS AND CONSTRUCTION AND TO APPROVE THE TRANSFER FUNDS.	APPROVED 5-0
5C:	CONSIDER AND TAKE ACTION TO APPROVE THE FINANCIAL STATEMENTS FOR THE MONTH ENDING SEPTEMBER 30, 2013.	APPROVED 5-0
6:	CONSIDER AND TAKE ACTION ON MANAGEMENT REPORT RELATING TO MANAGEMENT AND OPERATIONAL ACTIVITIES OF THE DISTRICT. (MANAGEMENT)	APPROVED 5-0
7:	CONSIDER AND TAKE ACTION ON MANAGEMENT REPORT RELATING TO MANAGEMENT AND OPERATIONAL ACTIVITIES OF SPRAY FIELD NO.1 (SPRAY FIELD MANAGEMENT)	APPROVED 4-0
8:	CONSIDERATION AND TAKE ACTION ON FY14 ADMINISTRATIVE COST SHARE FOR REGIONAL WATER PLANNING FOR THE FAR WEST TEXAS PLANNING GROUP. (LEGAL COUNCIL)	APPROVED 5-0
9:	CONSIDER AND TAKE ACTION ON PURCHASE OF DANFOSS VARIABLE SPEED DRIVE FOR VFD BLOWER #1.(MANAGEMENT)	APPROVED 5-0
10:	CONSIDER AND TAKE ACTION ON ALLOWING TRACK MEET AT SPRAY FIELD #1 ON NOVEMBER 23, 2013.	N/A
11:	CONSIDER AND TAKE ACTION ON REPLACEMENT OF CHEM PRUF DOOR AND PERFORM SERVICE ON EXISTING ROLLING DOORS AS WASTEWATER PLANT. (MANAGEMENT)	APPROVED 5-0
12:	CONSIDER AND TAKE ACTION ON ENGINEERING REPORT RELATING TO CONSTRUCTION AND ACTIVITIES OF THE DISTRICT. (ENGINEERING CONSULTANT)	APPROVED 5-0
13:	CONSIDER AND TAKE ACTION ON RECOMMENDATION OF AWARD OF BID FOR COURSE BAR SCREEN REPLACEMENT IMPROVEMENTS. (ENGINEERING CONSULTANT)	APPROVE 5-0
14:	CONSIDER AND TAKE ACTION PROPOSAL FOR GEOTECHNICAL SERVICE FOR COURSE BAR SCREEN PROJECT. (ENGINEER CONSULTANT)	APPROVED 5-0
15:	CONSIDER AND TAKE ACTION ON RECOMMENDATION OF AWARD OF BID FOR CONCENTRATE EVAPORATION POND IMPROVEMENTS. (ENGINEER CONSULTANT)	N/A
16:	CONSIDER AND TAKE ACTION ON PROPOSAL FOR GEOTECHNICAL SERVICES FOR CONCENTRATE EVAPORATION POND PROJECT (ENGINEERING CONSULTANT)	APPROVED 5-0
17:	CONSIDER AND TAKE ACTION ON RECOMMENDATION FOR AWARD OF BID FOR LIFT STATION FOR SPRAY FIELD #1 IMPROVEMENT (ENGINEERING CONSULTANT).	TABLED
18:	CONSIDER AND TAKE ACTION ON PROPOSAL FOR GEOTECHNICAL SERVICE FOR LIFT STATION FOR SPRAY FIELD #1 PROJECT. (ENGINEERING CONSULTANT)	TABLED

19:	CONSIDER AND TAKE ACTION ON ACCEPTANCE OF HORIZON CITY UNIT 90 WATER IMPROVEMENTS FOR OPERATIONS AND MAINTENANCE. (ENGINEERING CONSULTANT)	APPROVED 5-0
20:	CONSIDER AND TAKE ACTION ON LEASE FOR THE HORIZON GOLF AND CONFERENCE CENTER PROPERTY.	APPROVED 5-0
21:	CONSIDER AND TAKE ACTION ON THE LEASE OF THE RESTAURANT PROPERTY	N/A
22:	REPORTS AND DISCUSSION OF OTHER MATTERS THAT MAY COME BEFORE THE BOARD.	