

**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 Wednesday January 25, 2017 at 6:00 p.m. 14100 Horizon Blvd, Horizon City, Texas, pursuant to notice given in accordance with the law.

The roll was called of the members of the board, to-wit:

Benny Davis	-	President - Not Present
Bonnie Moorhouse	-	Vice President
Gordon Jarvis	-	Secretary
Florence K. Thomas	-	Treasurer
Dean Hulsey	-	Assistant Secretary

Director B. Moorhouse called the meeting to order. A quorum was established. Also attending the meeting were the District's consultants: Severn Trent Services. Project Manager Charlie McGinnis, Administrative Assistant Elvia Munoz, TRE & Associates Inc. Linda Troncoso, David Duran. The Pledge of Allegiance was said with audience participation.

**4. RECEIVE CITIZEN COMMUNICATIONS.**

No citizen communications.

**5. CONSENT AGENDA.**

- A: Consider and Take Action to approve the Minutes of the Regular Meeting held on December 22, 2016 and Special Meeting held on January 19, 2017,
- B: Consider and Take Action to Approve the Payment 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 December 31, 2016.
- D: Consider and Take Action on Pay Estimate No. 3 for El Paso Hills Lift Station Replacement Project.
- E: Consider and take action to Approve the Payment of Bills and Invoices for Operations and Construction for Spray Field; and to Approve the Transfer of Funds for Spray Field #1.
- F: Consider and Take Action on Final Pay Estimate #1 for South Darrington Widening Water and Wastewater Relocations.
- G: Consider and Take Action on Acceptance for Operations and Maintenance for South Darrington Widening Water and Wastewater Relocations.

Motion was made by Director K. Thomas and seconded by Director B. Jarvis to approve the payment of bills, invoices, minutes of the regular meeting, special meetings, financial statement for the month, and transfer of funds.

Vote was unanimous to approve.

## **6. CONSIDER AND TAKE ACTION ON MANAGEMENT REPORT RELATING TO MANAGEMENT AND OPERATIONAL ACTIVITIES OF THE DISTRICT.**

Mr. McGinnis reported 33 water leaks in the street for the month of December 2016. Mr. McGinnis advised that Severn Trent completed the fire hydrant survey in December 2016 and found a few hydrants missing caps. Two hydrants were missing and twenty hydrants were in need of lubrication. There were 6 customers with high bills and late fees, all inquiries were resolved. Director D. Hulsey requested for Ms. Troncoso to make a report for Mr. Jeff Good of how much water is being sent to Spray Field. On tax office collections year to date for the month of December 2016 a total of 61% has been collected. McGinnis explains net water connections.

Total active, inactive, for the month of January 2017 are: 10,344 Averaging connections per last (3) months= 4 Mr. McGinnis continues with well pumping report: Total gallons pumped for December 2016 were 138,568,300. Wheeler well field capacity is at 37.79% and Desert Well field is at 44.82% Waste water system reports total for the month of December 2016 is 7788 and year to date net change (6 month) is 511 averaging connections per last 3 months = 4

Influent received in December 2016 was 47,858,000

Effluent delivery total was 46,055,400 well water spray field is 5,992,000.

GLO 6,482,000 and SPUR 33,581,400

Total plant capacity: 3.0 MGD

Percentage of capacity: 51.2%

Mr. McGinnis requested approval to send \$4,063.20 to collections and \$48.10 for write offs.

Motion was made by Director B. Jarvis and seconded by Director K. Thomas to send \$4,063.20 to collections and \$48.10 for write offs.

Vote was unanimous to approve.

**7. CONSIDER AND TAKE ACTION ON ENGINEERING REPORT RELATING TO CONSTRUCTION AND ENGINEERING ACTIVITIES OF THE DISTRICT.**

Ms. Troncoso reported new application was received on January 23, 2017 for address at 13261 Cameldale. Director B. Jarvis asked Mr. McGinnis if operator Mr. Miguel Luna was spending time to work at Paseo Del Este MUD. Director B. Moorhouse asked who does meter reading. Mr. McGinnis advised two meter readers read the meters at Paseo Del Este MUD. Ms. Troncoso reports that the RO System control panel has a small problem, and advised is under warranty. On GST-2B TRE has obtained TCEQ escrow release, and advertisement for project is scheduled for March 2017 based on availability of additional bond funds. The HRMUD 7<sup>th</sup> Bond issue is scheduled to be sold at February 2017 Board Meeting. Ms. Troncoso advised on Veny Webb Lift Station repairs that plans and specifications are being finalized to prepare for advertisement of the proposed fiberglass slip-lining and control panel relocation to be funded from the 7<sup>th</sup> bond issue. On Horizon City Roadway Projects pre-construction was held on December 1, 2016. The relocation of the water and wastewater facilities are subsidiary to the town's contract and will be billed to the District. On County Roadway Projects. Ms. Troncoso advised that Martinez Brothers project is moving forward. The Horizon City Drainage Project at Spray Field No. 1 Ms. Troncoso reports that Director D. Hulsey, Director B. Jarvis and herself had attended a meeting with City of Horizon. Advised that the City will be updating their plans. Spray Field Irrigation Systems a meeting was held on January 24, 2017 to discuss design and desired function of the irrigation system. A site visit was make with Jeff Good to review the existing booster pump station and had scheduled new meeting in three weeks to get preliminary plans.

**8. CONSIDER AND TAKE ACTION ON MANAGEMENT REPORT RELATING TO MANAGEMENT AND OPERATIONAL ACTIVITIES OF SPRAY FIELD NO 1.**

Mr. Delgadillo reports that there is only 6 holes left on bunker repair and advised that he has the manpower to complete the project. Mr. Delgadillo is requesting approval of \$18,000.00 to fix last 6 holes.

Motion was made by Director K. Thomas and seconded by Director D. Hulsey to approve \$18,000.00 to finish bunker project.

Vote was unanimous to approve.

**9. CONSIDER AND TAKE ACTION ON, IF NECESSARY, RELATING TO THE LEASE WITH MOONLIGHT P&Q, LLC.**

Mr. Nuno reported that Moonlight P&Q has Valentine's Dinner coming up and are now taking reservations.

**10. CONSIDER AND TAKE ACTION ON TANK 5 LEASE AGREEMENT.**

Director B. Moorhouse advised Board members that she did not authorize no one to write letter to Mr. Christopher Perry. Director B. Moorhouse reported she had called Mr. Taylor and was advised by Mr. Taylor he would show up in El Paso and never showed up. Director K. Thomas advised that she had requested for letter to be written and apologized for the confusion. Director B. Jarvis advised that if employee is working as a Severn Trent employee there is no problem, but if employee is no longer an employee then it becomes a liability to the District. Director D. Hulsey recommended for Mr. Petrov to update Lease Agreement by adding that any person living in Districts Tanks must be employed by Severn Trent.

Motion was made by Director B. Jarvis and seconded by Director K. Thomas for Christopher Perry to vacate the premises at 13571 Timothy, El Paso, TX 79928 Tank 5.

Vote was unanimous to approve.

**11. CONSIDER AND TAKE ACTION ON REVISED BOOKKEEPER CONTRACT WITH MUNICIPAL ACCOUNTS & CONSULTING, L.P.**

Director K. Thomas advised to have municipal accounts month to month until further notice.

Motion was made by Director K. Thomas and seconded by Director B. Jarvis to Table Item #11.

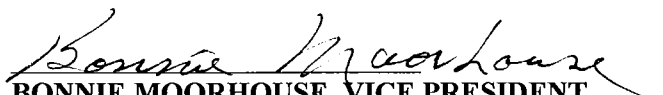
Vote was unanimous to approve.

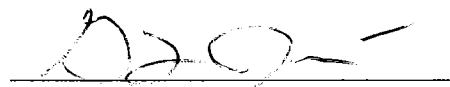
**12. REPORTS AND DISCUSSION OF OTHER MATTERS THAT MAY COME BEFORE THE BOARD.**

Director K. Thomas reported she had attended a meeting at Marfa for Far West Texas. Reported that Far West Texas gave updates on projects. Ms. Troncoso advised has no meeting date yet for Horizon View Estates.

There being no further business before the Board, the meeting was upon motion made by Director B. Jarvis duly made and seconded by Director K. Thomas all in favor and carried, adjourned at 6:50 P.M

**READ, APPROVED, AND ADOPTED THIS 23rd DAY OF FEBRUARY 2017.**

  
**BONNIE MOORHOUSE, VICE PRESIDENT**  
Board of Directors  
Horizon Regional M.U.D.

  
**GORDON JARVIS, SECRETARY**  
Board of Directors  
Horizon Regional M.U.D.

EM/CM

**ATTACHMENTS AND HANDOUTS  
FOR THE BOARD OF DIRECTORS MEETING HELD JANUARY 25, 2017**

AGENDA ITEM	ATTACHMENTS AND HANDOUTS	ACTION TAKEN
4:	RECEIVE CITIZEN COMMUNICATIONS.	N/A
5:	CONSIDER AND TAKE ACTION TO CONSENT AGENDA.	APPROVED 4-0
5A:	CONSIDER AND TAKE ACTION TO APPROVE THE MINUTES OF A REGULAR MEETING HELD DECEMBER 22, 2016 SPECIAL MEETING HELD ON JANUARY 19, 2017	APPROVED 4-0
5B:	CONSIDER AND TAKE ACTION TO APPROVE THE PAYMENT OF BILLS AND INVOICES FOR OPERATIONS AND CONSTRUCTION: AND TO APPROVE THE TRANSFER OF FUNDS.	APPROVED 4-0
5C:	CONSIDER AND TAKE ACTION TO APPROVE THE FINANCIAL STATEMENT FOR THE MONTH ENDING DECEMBER 31,, 2016	APPROVED 4-0
5D:	CONSIDER AND TAKE ACTION ON PAY ESTIMATE NO. 3 FOR EL PASO HILLS LIFT STATION REPLACEMENT PROJECT.	APPROVED 4-0
5E:	CONSIDER AND TAKE ACTION TO APPROVE THE PAYMENT OF BILLS AND INVOICES FOR OPERATIONS AND CONSTRUCTION FOR SPRAY FIELD; AND TO APPROVE THE TRANSFER OF FUNDS FOR SPRAY FIELD #1.	APPROVED 4-0
5F:	CONSIDER AND TAKE ACTION ON FINAL PAY ESTIMATE #1 FOR SOUTH DARRINGTON WIDENING WATER AND WASTEWATER RELOCATIONS.	APPROVED 4-0
5G:	CONSIDER AND TAKE ACTION ON ACCEPTANCE FOR OPERATIONS AND MAINTENANCE FOR WOUTH DARRINGTON WIDENING WATER AND WASTEWATER RELOCATIONS.	APPROVED 4-0
6:	CONSIDER AND TAKE ACTION ON MANAGEMENT REPORT RELATING TO MANAGEMENT AND OPERATIONAL ACTIVITIES OF THE DISTRICT.	APPROVED 4-0
7:	CONSIDER AND TAKE ACTION ON THE ENGINEERING REPORT RELATING TO CONSTRUCTION AND ENGINEERING ACTIVITIES OF THE DISTRICT.	N/A
8:	CONSIDER AND TAKE ACTION ON MANAGEMENT REPORT RELATING TO MANAGEMENT AND OPERATIONAL ACTIVITIES OF SPRAY FIELD NO 1.	APPROVED 4-0
9:	CONSIDER AND TAKE ACTION ON, IF NECESSARY, RELATING TO THE LEASE WITH MOONLIGHT P&Q, LLC.	N/A
10:	CONSIDER AND TAKE ACTION ON TANK 5 LEASE AGREEMENT.	APPROVED 4-0
11:	CONSIDER AND TAKE ACTION ON REVISED BOOKEEPER CONTRACT WITH MUNICIPAL ACCOUNTS & CONSULTING, L.P.	APPROVED TO TABLE 4-0
12:	REPORTS AND DISCUSSION OF OTHER MATTERS THAT MAY COME BEFORE THE BOARD.	N/A