

CITY OF LA GRULLA, TEXAS



PHASE 3 WASTEWATER COLLECTION SYSTEM – I DESIGN PROJECT

Bi-Weekly Design Progress Meeting #6

March 26, 2007 – 10:00 AM (CST)

Via Conference Call

Toll-Free Dial In Number: (800) 416-4956

Participant Code: 3635319#

Meeting Minutes

Naismith Engineering, Inc., (NEI) Project Engineer, Jose R. Rodriguez, P.E., called to order the Bi-Weekly Design Progress Meeting #6 for the City of La Grulla - Phase 3 Wastewater Collection System – I Design Project.

The following persons were present:

Oscar V. Gonzalez, Mayor/City of La Grulla
Javier Torres, Project Manager/BECC
Raul Gonzalez, Operations Management/Community Resource Group (CRG)
Anna A. Smith, P.E., Project Manager/NEI
Jose R. Rodriguez, P.E., Project Engineer/NEI

1. Jose R. Rodriguez started with Agenda Item 1 - Administrative Items, Comments on Previous Meeting and there were no comments.
2. Under Agenda Item 2 - Progress Since Previous Meeting, NEI indicated that Stewart Geo Technologies (Aerial Surveyor) has been unable to fly the La Grulla Area due to poor weather/clouds. As soon as it clears up, they should be able to perform the Aerial Surveying. NEI also indicated that the Sub-Consulting Agreement was mailed off to JES for execution. Also, NEI has started reviewing proposed Lift Station design information for the Project.
3. Under Agenda Item 3 - Planned Activities for the Week, NEI indicated that they intend to continue reviewing List Station design information/details while the Surveying is being prepared. NEI will coordinate with the BECC, NADBank, USDA-RD, and TWDB about the Proposed Funding Strategy for the La Grulla Water and Wastewater System Improvements Project(s).
4. Under Agenda Item 4 - Coordination Activities, Raul Gonzalez from CRG indicated that he is still waiting for information from the City to start the Water and Sewer Rate Study. He mentioned that he had also forward a request for information to Ms. Anna A. Smith, P.E., of NEI-Brownsville. Anna indicated that she had not received the faxed request but would follow up with CRG on the requested information. Mayor Gonzalez indicated that the City still has not received the 2005 Audit and would follow up with the Auditor to determine a completion date.

5. Under Agenda Item 5 - Schedule Assessment, NEI indicated that the existing Schedule is off by approximately one (1) month and would update it when the Surveying Schedule is provided from JES.
6. Under Agenda Item 6 - Existing and Potential Problems, Conflicts, and Issues, there were no comments.
7. Under Agenda Item 7 - Other Discussion Items, there were no comments.
8. Under Agenda Item 8 - Website Issues, there were no comments.
9. Under Agenda Item 9 - Next Progress Meeting, the next Bi-Weekly Design Progress Meeting (#7) is scheduled for Monday, April 9, 2007 @ 10:00 AM (CST). NEI will send out an MS Outlook Conference Call Meeting Notice and Agenda prior to the next Meeting.
10. Action Item:
 - NEI to update and distribute Project Area Map and Project Schedule.
 - NEI to coordinate with all potential funding agencies to develop Funding Strategy.