

CITY OF LA GRULLA, TEXAS



PHASE 3 WASTEWATER COLLECTION SYSTEM – I DESIGN PROJECT

Bi-Weekly Design Progress Meeting #7

April 9, 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 #7 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
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. Javier Torres from BECC wanted to clarify the discussion from the previous meeting regarding the Rate Study that CRG is going to prepare for the City. Apparently, CRG is still waiting for the City to provide the information requested on the March 7, 2007-Memo from CRG to the City of La Grulla (attached), including financial records, information about customers/billing, and forecasted financial needs, so that the Rate Study can be started. The City indicated that the Auditor still had not completed the Audit Report. Anna Smith indicated that she had received the request for information from CRG, and would assist the City with the forecasted financial needs portion of the request.
2. Under Agenda Item 2 - Progress Since Previous Meeting, NEI indicated that the Project Schedule and Area Map have been updated and posted on the NEI Online Website. The Updated Map only updated the Colonia Names, but the project areas remain the same as the Original Map. NEI has also started putting together details for the proposed Lift Stations and the Specifications for the Project. JES has indicated that they are continuing to survey the Project Areas while the Aerial Surveyors (Stewart Geo Technologies) sets up the aerial surveying. BECC asked about the number of lift stations and the length of sewer lines proposed for the Project. NEI indicated that we anticipate designing three (3) Lift Stations and approximately six miles (31,680 ft) of sewer collection system. BECC asked about the right-of-way which Naismith replied that once the survey is finished and the collection system layout is determined then the right of ways will be known for the city to begin the negotiation for the use of the right of ways.

3. Under Agenda Item 3 - Planned Activities for the Week, NEI indicated that they intend to continue reviewing List Station design information and start preparing the Engineering Design Report. NEI will coordinate with TCEQ about the CCN and the 5-Mile ETJ areas. The City indicated that they are looking at annexing many of the Colonia areas. The City's Surveyor (Aguilar) is currently preparing an updated City Limits Map and will send a copy to NEI for review. The City also indicated that several colonias along US 83 West and Mike Subdivision may not be included in the annexation. The Sewer CCN may be required by the TWDB for obtaining EDAP Funding. However, the City does have the right to provide sewer service to the existing water service area. BECC inquired about the Model Subdivision Rules for La Grulla and Starr County. NEI will coordinate with SOS about having Starr County provide the latest MSR Information and Plats to the TWDB for review/approval. This is necessary for TWDB funding approval. It appears that Starr County may be in compliance but this needs to be verified by TWDB Staff. The City of La Grulla, according to the Mayor, is in compliance.
4. Under Agenda Item 4 - Coordination Activities, BECC has been coordinating with NADBank about the Project Schedules and prepared Calendars to indicate when the NADBank will get involved with the Project. NEI has coordinated with the TWDB about setting up a Pre-Application Meeting (possibly Tuesday, April 17, 2007 @ 10:00 AM at the SFA State Building in Austin). NEI will coordinate with City's Financial Advisor and Bond Counsel about having them attend the Pre-Application Meeting. BECC and NADBank also plan to attend the Meeting.
5. Under Agenda Item 5 - Schedule Assessment, NEI updated the Schedule and posted it on the WebSite.
6. Under Agenda Item 6 - Existing and Potential Problems, Conflicts, and Issues, BECC inquired about the Aerial Surveying. NEI indicated that they had not heard if they had started but had requested that they start ASAP. If they cannot start shortly, we may request JES to forgo aerial surveying and just survey the area using land surveying. NEI does not prefer this option, but it is available if needed to meet the Schedule.
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 (#8) is scheduled for Monday, April 23, 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 schedule the Pre-Application Meeting with the TWDB.
 - BECC to coordinate with SOS and TWDB regarding the Model Subdivision Rules and Plats.