

MINUTES
Regular Meeting
Laguna Madre Water District Board of Directors
January 24, 2018
5:30 PM - 7:58 PM
Board Room

The **REGULAR MEETING** of the **LAGUNA MADRE WATER DISTRICT** was held at the Administration Office of the District at 105 Port Road, Port Isabel, Texas on the **24TH day of January 2018**, at the hour of **5:30 P.M.**, pursuant to written notice as prescribed by law.

ITEM #1 **QUORUM**

The **CHAIRMAN** called the meeting to order and determined the Notice of the Meeting had been duly posted in accordance with the law, and the following present constituted a quorum:

PRESENT: Chairman, Scott D. Friedman
 Vice Chairman, Rick A. Wells
 Secretary, Doyle Wells
 Director, Herb Houston
 Director, Alex Avalos

ADMINISTRATIVE STAFF: General Manager, Carlos J. Galvan, Jr.
 Director of Operations, Robert Gomez
 District Engineer, Charles Ortiz
 Purchasing Agent, Enrique Samaniego
 Attorney, Eddie Lucio III

Agenda items discussed in the following order: 1,2,3,17,18,4,5,6,7,8,9,10,11,12,13,14,15,16,19

R. WELLS departed the meeting at **7:40 PM**. A quorum maintained.

ITEM #2 **INVOCATION AND PLEDGE ALLEGIANCE**

The meeting began with the Pledge Allegiance and an Opening Prayer.

ITEM #3 **INVITATION TO THE AUDIENCE FOR PUBLIC COMMENTS**

D. WELLS noted reporting a water leak and how the District responded quickly, really took care of the job. Also, appreciative and impressed on how they saved time and money.

ITEM #4 CONSIDER AND APPROVE MINUTES OF REGULAR MEETING ON JANUARY 10, 2018. (C. GALVAN)

This item was taken out of order and discussed after Executive Session, item 17 and 18.

The Minutes of Regular Meeting on January 10, 2018, approved.

R. WELLS made a motion to approve, seconded by D. WELLS. MOTION CARRIED UNANIMOUSLY.

ITEM #5 GENERAL MANAGER'S

- COMPARISON REPORT ON CONDO VS. SINGLE FAMILY
- GARBAGE BILLING REPORT

COMPARISON REPORT ON CONDO VS. SINGLE FAMILY - There was a discussion regarding the Comparison Report on condo vs. single family report, and the Board requested additional information that the rate study may provide.

GARBAGE BILLING REPORT – There was a discussion regarding the Garbage Billing, and it was determined after further evaluation it is currently not feasible. The Board agreed on no further discussion necessary, at this time.

ITEM #6 DISTRICT ENGINEER'S REPORT

- WATER RIGHTS
- RFQ FOR GEOTECHNICAL SERVICES AND GROUNDWATER MONITORING, SAMPLING, & ANALYSIS

WATER RIGHTS - Watermaster Report for December sums up for the year, the total that got charged for the year was 5,168.3467, and 342.7363-acre-feet of no charge water.

RFQ FOR GEOTECHNICAL SERVICES AND GROUNDWATER MONITORING, SAMPLING, & ANALYSIS- Draft of RFQ reviewed. RFQ scheduled for advertisement on Sunday, January 28, 2018. Discussion and questions ensued.

ITEM #7 DIRECTOR OF OPERATION'S REPORT

- MONTHLY REPORT

R. GOMEZ reported on the following:

- River Pump Station – The dredging was completed, and river pump intake was cleaned to the required level. Discussion and questions ensued. Recommendation from the Board to monitor every few years.

- Audit Update - working on the Schedules for the Audit Report, the first meeting for Management Discussion, and Analysis that is done by District. Hopefully, an Audit Report soon after and a meeting with the Audit Committee once all information is gathered. Discussion and questions ensued.

ITEM #8 PRESENTATION BY PERKINS ENGINEERING CONSULTANTS, INC. ON ODOR CONTROL FOR WASTEWATER UTILITIES. (C. ORTIZ)

A presentation made by Mr. Mark Perkins on Odor Control for Wastewater Utilities. There were discussion and questions following the presentation. The Board requested for Staff to gather more information.

ITEM #9 PRESENTATION BY WILLDAN FINANCIAL SERVICES (DAN JACKSON) ON LAGUNA MADRE WATER DISTRICT WATER AND WASTEWATER RATE STUDIES. (C. ORTIZ)

A presentation made by Mr. Dan Jackson on Laguna Madre Water District Water and Wastewater Rate Studies. There were discussion and questions following the presentation. The Board requested to place on agenda of the next regularly scheduled meeting as an action item.

ITEM #10 CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT REGULAR MEETING ON JANUARY 10, 2018:

CONSIDER AND APPROVE ABANDONMENT OF EASEMENT ON 4311 GULF BLVD AND ESPERANZA STREET, LOT 18 BLOCK 121, IN SOUTH PADRE ISLAND.

The **BOARD** agreed to remove the item from the table for discussion.

A. AVALOS made a motion to approve, seconded by **D. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #11 CONSIDER AND APPROVE ABANDONMENT OF EASEMENT ON 4311 GULF BLVD AND ESPERANZA STREET, LOT 18 BLOCK 121, IN SOUTH PADRE ISLAND. (R. GOMEZ)

H. HOUSTON made a motion to deny, seconded by **D. WELLS**. **MOTION CARRIED UNANIMOUSLY. DENIED.**

ITEM #12 CONSIDER AND APPROVE RAW WATER AGREEMENT WITH SPI GOLF HOMEOWNERS JV, INC. (C. ORTIZ)

The Board agreed to defer and maintain the current rate of .55¢ until April 1, 2018, to make time for more information to come forward.

H. HOUSTON made a motion to approve, seconded by A. AVALOS. MOTION CARRIED UNANIMOUSLY.

ITEM #13 CONSIDER AND APPROVE THE PURCHASE OF THREE (3) 2018 MODEL YEAR, ½ TON, 4X2 WHEEL DRIVE – EXTENDED CAB TRUCK LONG BED. (E. SAMANIEGO)

There were discussion and questions. The Board approved Staff's recommendation to award Don Johnson Motors at \$64,344.00, and additional equipment to be purchased separately at a later date with the provision to have it in the budget.

R. WELLS departed the meeting during the discussion at **7:40 PM**. A quorum maintained.

H. HOUSTON made a motion to approve staff recommendation, seconded by A. AVALOS. MOTION CARRIED UNANIMOUSLY.

ITEM #14 CONSIDER AND APPROVE FINANCIAL REPORTS FOR OCTOBER, NOVEMBER, AND DECEMBER. (R. GOMEZ)

The Financial Reports were reviewed and discussed for every month. The Board approved the documents as presented and attached to the minutes.

D. WELLS made a motion to approve, seconded by A. AVALOS. MOTION CARRIED UNANIMOUSLY.

ITEM #15 CONSIDER AND APPROVE INVESTMENT REPORT FOR QUARTER ENDING DECEMBER 31, 2017. (R. GOMEZ)

R. GOMEZ handed out printed copies at the meeting an Investment Report received on Monday, January 22, 2018, from Valley View Consulting, L. L. C. The Board also received an Investment Report in the Board packet prepared in-house. Discussion and questions ensued, and the Board agreed to approve the in-house Investment Report as presented.

D. WELLS made a motion to approve as presented, seconded by H. HOUSTON. MOTION CARRIED UNANIMOUSLY.

ITEM #16 CONSIDER AND REVIEW EXPENDITURES FOR JANUARY 1-15, 2018. (C. GALVAN)

There were discussion and questions regarding certain items. The Board requested an agenda item for the next regularly scheduled meeting to discuss job description and duties of the Purchasing Agent position. The Board reviewed the expenditures and acknowledged by D. WELLS and H. HOUSTON.

ITEM #17 EXECUTIVE SESSION PERMITTED BY THE OPEN MEETINGS ACT, V.T.C.A., GOVERNMENT CODE SECTION 551.001 ET. SEQ., UNDER SECTION 551.071, CONSULTATION WITH ATTORNEY; SECTION 551.072, DELIBERATIONS ABOUT REAL PROPERTY

A. DISCUSSION ON LEGAL MATTERS OR ABOUT REAL PROPERTY CONCERNING THE FOLLOWING PARCELS OF PROPERTY IN CAMERON COUNTY FOR THE PADRE BLVD GRAVITY SEWER CROSSING AT LA QUINTA:

1. TEN-FEET WIDE RIGHT OF WAY EASEMENT OUT OF LOT 2, CONTRAN SUBDIVISION, CITY OF SOUTH PADRE ISLAND
2. TEN-FEET WIDE RIGHT OF WAY EASEMENT OUT OF EAST TRACT 17, EAST TRACTS 16 AND 17, PADRE BEACH ESTATES SUBDIVISION, SOUTH PADRE ISLAND
3. TEN-FEET WIDE RIGHT OF WAY EASEMENT OUT OF EAST TRACT 16, EAST TRACTS 16 AND 17, PADRE BEACH ESTATES SUBDIVISION, SOUTH PADRE ISLAND

B. DISCUSSION ON LEGAL MATTERS OR ABOUT REAL PROPERTY CONCERNING PARCELS OF PROPERTY IN CAMERON COUNTY:

1. WARRANTY DEED FOR 2.12-ACRE TRACT ADJACENT TO PORT ISABEL WWTF AND ANIMAL SHELTER ON GARCIA DOUGHERTY INTERESTS PROPERTY
2. AEP ELECTRICAL EASEMENT AT PORT ISABEL WWTF

This item was taken out of order and discussed after item 3.

D. WELLS made a motion for the BOARD to go into executive session at 5:36 PM, seconded by R. WELLS. MOTION CARRIED UNANIMOUSLY.

The BOARD took a short recess before going into Executive Session.

H. HOUSTON made a motion for the BOARD to come out of executive session at 6:35 PM, seconded by D. WELLS. MOTION CARRIED UNANIMOUSLY.

ITEM #18 CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.

The CHAIRMAN noted, on Executive Session A. 1, no action.

The **CHAIRMAN** noted, on Executive Session **A. 2**, no action.

The **CHAIRMAN** noted, on Executive Session **A. 3**, no action.

The **CHAIRMAN** noted, on Executive Session **B. 1**, to proceed as directed.

The **CHAIRMAN** entertained a motion to move forward on Executive Session **B. 2**, **D. WELLS** made a motion to approve, seconded by **R. WELLS**.

TEM #19 **ADJOURNMENT**

The **CHAIRMAN** adjourned the meeting at **7:58 PM**.

SCOTT FRIEDMAN, CHAIRMAN

DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 21st DAY OF FEBRUARY 2018.