

**MINUTES**  
Regular Meeting  
Laguna Madre Water District Board of Directors  
February 28, 2018  
5:30 PM - 6:16 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 **28<sup>th</sup> day of February 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  
   Secretary, Doyle Wells  
   Director, Herb Houston  
   Director, Alex Avalos

**ABSENT:**                        Vice Chairman, Rick A. Wells

**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

**ITEM #2**      **INVOCATION AND PLEDGE ALLEGIANCE**

The meeting began with the Pledge Allegiance and Opening Prayer.

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

No one in the audience responded.

**ITEM #4**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF REGULAR MEETING ON FEBRUARY 21, 2018. (C. GALVAN)**

The Minutes of Regular Meeting on February 21, 2018, got approved.

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

ITEM #5 CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT THE REGULAR MEETING ON FEBRUARY 21, 2018:

CONSIDER AND APPROVE THE PURCHASE OF A MINI-EXCAVATOR.

The BOARD agreed to remove the item from the table for discussion. A. AVALOS made a motion, seconded by D. WELLS. MOTION CARRIED UNANIMOUSLY.

ITEM #6 CONSIDER AND APPROVE THE PURCHASE OF A MINI-EXCAVATOR. (R. GOMEZ)

The item was tabled and deferred to the next regularly scheduled meeting on March 14, 2018.

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

ITEM #7 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE JOB DESCRIPTION FOR THE PURCHASING AGENT POSITION. (C. GALVAN)

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

ITEM #8 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE DEPOSITORY CONTRACT WITH IBC BANK (RESOLUTION NO. 157-02-18). (C. GALVAN)

The BOARD agreed to the Depository Contract with IBC Bank and approved through a Resolution.

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

ITEM #9 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE AGREEMENT FOR INVESTMENT ADVISORY SERVICES WITH VALLEY VIEW CONSULTING L. L. C. (C. GALVAN)

The BOARD agreed to approve a one-year extension with Valley View Consulting.

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

ITEM #10 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PROCUREMENT OF MATERIAL FOR LAGUNA VISTA WASTEWATER TREATMENT PLANT FENCE REPAIR. (E. SAMANIEGO)

The **BOARD** agreed on the lowest bid from Hurricane Fence Company for \$6,111.26 for material to replace a corroded chain link fence at the Laguna Vista Wastewater Treatment Plant. The District will do the labor.

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

**ITEM #11**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL SELECTION OF AN ENVIRONMENTAL FIRM FOR GEOTECHNICAL SERVICES AND GROUNDWATER MONITORING, SAMPLING, & ANALYSIS. (C. ORTIZ)**

The document was tabled and deferred to the next regularly scheduled meeting on March 14, 2018.

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

**ITEM #12**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE SUBMISSION OF TEXAS WATER DEVELOPMENT BOARD'S PROJECT INFORMATION FORM FOR FY2019 CLEAN WATER STATE REVOLVING FUND FOR LONG ISLAND VILLAGE WASTEWATER COLLECTION SYSTEM IMPROVEMENTS. (C. ORTIZ)**

Discussion and questions occurred, and the **BOARD** agreed on the submission of Texas Water Development Board's Project Information form for Long Island Village Wastewater Collection System Improvements.

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

**ITEM #13**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE SUBMISSION OF TEXAS WATER DEVELOPMENT BOARD'S PROJECT INFORMATION FORM FOR FY2019 DRINKING WATER STATE REVOLVING FUND FOR LONG ISLAND VILLAGE WATER DISTRIBUTION SYSTEM IMPROVEMENTS. (C. ORTIZ)**

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

**ITEM #14**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE FINANCIAL STATEMENTS FOR JANUARY 2018. (R. GOMEZ)**

**R GOMEZ** reported for January 2018 is a little less than last year, will get caught up in Spring Break. The Revenue Year to Date showed a total of \$2,628,832.97, with Total Expenditures Spent \$2,731,322.00, and Total Expenses over Revenue \$102,489.03. Discussion and questions ensued.

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

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

The Board reviewed the expenditures and acknowledged by D. WELLS and A. AVALOS.

ITEM #16      ADJOURNMENT

The CHAIRMAN adjourned the meeting at 6:16 PM.

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SCOTT FRIEDMAN, CHAIRMAN

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DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 14<sup>TH</sup> DAY OF MARCH 2018.