

MINUTES

Regular Meeting
Laguna Madre Water District
Board of Directors
Wednesday, December 17, 2025
5:30 PM – 7:53 PM
Board Room
105 Port Rd. Port Isabel, TX 78578

1. **The Chairman calls the meeting to order, determines the presence of a quorum, and notices that the meeting has been duly posted as required by law.**

Chairman, S. Friedman initiated the meeting by confirming the presence of a quorum. With all members in attendance, the official status of the meeting was established.

PRESENT

Scott Friedman, Chairman	
Adam Lalonde, Vice-Chairman	arrived at 5:34 PM
Jason Starkey, Secretary	arrived at 5:34 PM
David "Dave" Boughter, Director	
William "Bill" Donahue, Director	

LMWD STAFF

Carlos J. Galvan, Jr., General Manager
Brian Hansen, Attorney
Robert Gomez, Director of Operations
Charles Ortiz, District Engineer
Eduardo Salazar, Director of Finance
Enrique Samaniego, Purchasing Agent
Mary Gamboa, Human Resources
Santiago Ochoa, IV, Superintendent of Wastewater
Noe Cantu, Superintendent of Water
Brandon Edge, Information Tech Specialist
Andres Quintanilla, Human Resources Department

2. **Pledge of Allegiance and Invocation**

The meeting commenced with the Pledge of Allegiance. The Director of Finance, Eduardo Salazar led the invocation.

3. **Invitation to the Audience for Public Comments**

- Mr. Carlos Galvan was congratulated and thanked for his employment by the board.
- Mr. Greg Kunkle running for US Congress introduced himself and spoke about his fight for funding to build desalination across South Texas.
- Superintendent of Water Noe Cantu wanted to acknowledge and thank all Laguna Madre Water District staff for their Salvation Army Angel Tree donations. As well as Laguna Madre Water Districts' donation of turkeys to the Point Isabel ISD.
- Director of Operations Mr. Robert Gomez presented a retirement plaque to Mr. Carlos Galvan. Mr. Galvan wanted to note that Superintendent of Wastewater, Mr. Santiago Ochoa, and Mr. Robert Gomez, will also be retiring this year.

4. **Consider and discuss for possible approval the Minutes of the Regular Meeting on November 12, 2025. (C. Galvan)** 🗣️

The minutes were submitted to the Board for Review. The Board formally approved the minutes as presented.

Moved By J. Starkey, Seconded By D. Boughter.

Motion: Move to Approve

THE MOTION PASSED UNANIMOUSLY

5. **Consider and discuss for possible approval that the General Manager or Interim General Manager, be authorized to enter into an energy contract with the lowest energy price provider that offers the best value. (C. Galvan)** 🗣️

Marco A. Arredondo presented a comparison of natural gas prices from 2000 – 2019 associated with energy prices. Mr. Arredondo reported that in May of 2024, the year right before Mr. Arrendondo was hired, estimates were at 6.8 cents per KWH. After Mr. Arrendondo was hired, it was looked at again in the summer; estimates were at 7.2 cents per KWH. The increase of .4 cents per KWH since May of 2024 equates to \$36,000 per year increase to the budget. It was suggested by Mr. Arrendondo to go out for RFP's to receive prices for a possible contract to be signed from today until May 2027. The lowest quote received for 96 months would be at 7.1 cents per KWH. After some discussion the board agreed that the General Manager or Interim General Manager enter an energy contract with the lowest energy price, recommended by Mr. Arredondo.

Moved By A. Lalonde, Seconded By J. Starkey

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

6. **Director of Operations Report** 🗣️

- **Monthly Report** – Superintendent S. Ochoa presented the operations report:

The Distribution Department:

- The comparison of Service Order/ Call Outs for October was 337 and November's were 280. The jobs that were affected were meter changes; 49 in November and 85 in October.

The Collections Department:

- Preventive Maintenance service showed a decline from 63 in October to 43 in November.

Upcoming Water In-House Project:

- Removal of 6" line that runs into the HESS property and run an 8" line that will run parallel to Port Road.

Upcoming Wastewater Project:

- Lift station on Palo Blanco

7. **Consider and discuss for possible approval of Task Authorization Amendment No. 6 with Freese and Nichols, Inc. for Lift Station Rehabilitation Additional Services. (C. Ortiz)** 🗣️

N. Cantu presented to the board additional work provided by Freese and Nichols, Inc. over time as the contract time expired on the Lift Station project. After discussion, the board inquired about who is at fault for the delay. The project manager stated the General contractor was at fault, due to General Contractor being short staffed and delayed in submitting submittals to order materials.

Moved By J. Starkey, Seconded By A. Lalonde

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

8. Consider and discuss for possible approval of Change Order #3B and Change Order #4 with Trojan Technologies Corporation (i.e. ariaFILTRA f.k.a. Pall Corporation) for WTP1 Microfiltration Computer Upgrade to Windows 11.
(C. Ortiz) 🗣️

N. Cantu presented Trojan Technologies Corporation did provide Windows 10 within their proposal, however Laguna Madre Water District is requesting an upgrade to Windows 11. In addition to the upgrade, 24/7 tech support is being requested for Water Treatment Plant #1, since this has been acquired for Water Treatment Plant #2 already.

Moved By J. Starkey, Seconded By D. Boughter.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

9. Consider and approve the purchase of 5/8" meters. (E. Samaniego) 🗣️

Purchasing Agent E. Samaniego noted the purchase is necessary for inventory purposes due to low stock.

Moved By B. Donahue, Seconded By D. Boughter.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

10. Consider and discuss for possible approval for ratification of payment asphalt services Palm and Taylor.
(E. Samaniego) 🗣️

Purchasing Agent E. Samaniego requested to ratify the payment of asphalt services done on Palm and Taylor.

Moved By J. Starkey, Seconded By A. Lalonde.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

11. Consider and discuss for possible approval sludge management service contract renewal for wastewater plants and collections department. (E. Samaniego) 🗣️

Purchasing Agent E. Samaniego stated when the management service contract was approved and signed an option to renew for 2 years was offered. E. Samaniego also explained current contract and cost increases.

Moved By B Donahue, Seconded By J. Starkey.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

12. Director of Finance Report

- Miscellaneous Revenue

E. Salazar reported miscellaneous revenue from an auction of surplus equipment of \$24,290, mainly from the sale of a backhoe. As well as a rebate check received from BuyBoard, in the amount of \$172,607.00.

13. Consider and discuss for possible approval a resolution designating authorized parties to act on behalf of the Laguna Madre Water District with regard to the District's bank accounts. (Resolution No. 230-12-2025) (E. Salazar) 🗳️

E. Salazar presented the approval of the resolution to remove Mr. Carlos Galvan due to his retirement with the adding of Interim General Manager Mr. Noe Cantu.

Moved By B. Donahue, Seconded By A. Lalonde.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

14. Consider and review Expenditures from November 1, 2025, to December 1, 2025. (C. Galvan) 🗳️

The Board received the submitted Expenditures for review and acknowledged them.

Moved By , Seconded By.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

15. EXECUTIVE SESSION permitted by the Open Meetings Act, VTCA, Government Code Section 551.001 et seq., Under Section 551.071, Consultation with Attorney; under Section 551.072, Deliberation about Real Property, Under Section 551.074, Personnel Matters:

A. Discussion and possible action concerning the negotiations with the Port Isabel-San Benito Navigation District for the Seawater Intake Facilities.

B. Discussion and possible action concerning the appointment and employment of the General Manager.

S. Friedman, Chairman of the Laguna Madre Water District's Board of Directors, took the following action: that an Executive Session be included on the agenda for the said meeting, which was duly posted at the office of the District, authorizing the holding of such a closed or Executive Session.


The Chairman entertained the motion to enter into Executive Session. A. Lalonde moved, with Mr. Boughter seconding, to initiate the **Executive Session** at **6:21 PM**. J. Starkey put forth a motion, seconded by A. Lalonde, to adjourn the **Executive Session** at **7:50 PM**. The only matters discussed during the Executive Session were addressed by the Board of Directors, who then proceeded to the next agenda item.

16. Consider and action on EXECUTIVE SESSION item(s), if necessary.

Moved By D. Boughter, **Seconded** J. Starkey.
Motion: Move to Approve to Proceed as Directed
THE MOTION PASSED UNANIMOUSLY

17. Adjournment

No additional business remained; the meeting was adjourned at 7:53 PM.



SCOTT FRIEDMAN, CHAIRMAN



WILLIAM DONAHUE, DIRECTOR

MINUTES APPROVED THIS 14TH DAY OF JANUARY 2026.