

MINUTES

Regular Meeting
Laguna Madre Water District
Board of Directors
Wednesday, November 12, 2025
5:30 PM – 6:45 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	virtually through ZOOM.
Jason Starkey, Secretary	virtually through ZOOM.
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 District Engineer, C. Ortiz, led the invocation.

3. Invitation to the Audience for Public Comments

- C. Galvan, noted that the next scheduled meeting falls on November 26, during the Thanksgiving week holiday. He suggested that the board consider canceling the November 26 meeting and moving the next regular meeting to December 17th, pending board approval.

4. Consider and discuss for possible approval the Minutes of the Regular Meeting on October 22, 2025. (C. Galvan) 🗣️

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

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

Motion: Move to Approve

THE MOTION PASSED UNANIMOUSLY

5. Director of Operations Report 🗣️

- Monthly Report

- N. Cantu reported that the service order call-outs increased in October compared to September. It was noted that meter change-outs have continued to decline, dropping from approximately 130 to 85, consistent with prior levels. A prior one-month spike was attributed to limited inventory availability. Collections activity increased by 42 orders. Staff also provided an update on ongoing work at Palm and Taylor, reporting that the crew is on site and is expected to complete the project by tomorrow or Friday at the latest. Board member, A. Lalonde, commented that based on current site conditions at Palm and Taylor, completion by tomorrow would be unlikely and requested that staff continue to closely inspect the site and ensure the contractor fully completes work.

6. District Engineer's Report

- Seawater Desalination Plant Project Schedule

- The Engineer reported that a Gantt chart was included in the packet to outline the required five-year project schedule submitted as part of the IRS affidavit for bond issuance. Pilot plant operations are ongoing and expected to continue through at least March of next year. The RO concentrate discharge permit application remains under TCEQ review, and staff is coordinating with the Navigation District on lease terms and water rights permitting. Survey work is currently underway to establish pipeline alignment and boundary limits in preparation for permit submissions. Intake modeling is also ongoing. The current project schedule reflects completion of final design by January 2027, mid-phase reviews thereafter, and the start of construction in October 2027, with substantial completion projected for May 2030. The Engineer noted that permitting delays continue to be the primary factor affecting the timeline. A. Lalonde emphasized the importance of being kept informed of any issues that may delay the project schedule. He noted that timely communication is essential, as Board members may be able to use their resources or contacts to help resolve obstacles. He expressed concern about learning of schedule delays after the fact, particularly if improved communication could have prevented them.

7. Consider and remove from the table the following item tabled at the Regular Meeting on October 22, 2025:

Consider and discuss possible approval of Amendment No. 8 with Freese and Nichols, Inc. for Water System Improvements. (C. Ortiz) 🗣️

Moved By B. Donahue, Seconded By D. Boughter

Motion: Move to Remove from Table.

THE MOTION PASSED UNANIMOUSLY

8. Consider and discuss for possible approval of Amendment No. 8 with Freese and Nichols, Inc. for Water for System Improvements. (C. Ortiz) 🗣️

Staff reported that bids were received and came in within budget for the high-service pumps. The requested amendment includes construction-phase services needed to complete Water Plant No. 2, the high-service pump station, and the elevated storage tank.

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

Motion: Move to Table.

THE MOTION PASSED UNANIMOUSLY

9. Consider and discuss for possible approval of Amended Agreement with Raba Kistner for Construction Materials Observation and Testing Services for Water System Improvements. (C. Ortiz) 🍷

Staff explained that testing services were added for the high-service pump station and the standby generator. They also noted that the water system proposal had surplus funds remaining. As a result, the consultant's authorization is being reduced to a new total estimated fee of \$87,971.55, which reflects the amount needed to complete the remaining work and construction services.

Moved By B Donahue, Seconded By D. Boughter.

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

10. Consider and discuss for possible approval of Facility Use Agreement with Port Isabel Logistical Offshore Terminal, Inc. (PILOT). (C. Ortiz) 🍷

Staff reported that the Facility Use Agreement will remain in effect for the duration of the pilot while the intake is positioned on Dock 6. This arrangement had been discussed previously, and the written agreement was finalized within the past two weeks. Staff recommended approval of the agreement at a rate of \$3,500 per month. The agreement has been reviewed by legal counsel, insurance requirements have been updated, and Scott Brown has agreed to the revisions.

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

11. Consider and discuss for possible approval of Boundary Verification and Topographic Survey for Seawater Desalination Plant with Halff Associates, Inc. (C. Ortiz) 🍷

Staff reported that as design work progresses, the engineer has identified the need to change survey vendors. Staff recommended awarding the work to Halff Associates to complete the topographic survey required for final design, as well as to prepare the survey for the Navigation District intake property. The request includes a topographic survey in the amount of \$54,775 and a meets-and-bounds partial acquisition survey for the Navigation District in the amount of \$3,890.

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

12. Consider and discuss for possible approval of Work Order No. 9 with NorrisLeal, LLC., for Seawater Pilot Plant Modifications. (C. Ortiz) 🍷

Staff reported that after pilot operations began in July, it was determined that treatment of the industrial discharge flow would be required. Texas Pack is already permitted to discharge industrial flow; however, modifications to control panels and pump stations are necessary to implement this. The proposed work order covers these improvements at a cost of \$46,143. When asked whether this need had been anticipated, staff explained that it had not. The original plan was to discharge at the municipal plant; however, foam from the pilot began appearing at the municipal facility, creating operational concerns. The proposed work serves as a remedy to prevent further issues at the municipal plant.

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

13. Consider and discuss for possible Award of Construction Contract for CID 02: Water Plant No. 2 High Service Pump Station (Bid #WP-25-10-01). (C. Ortiz) 🗳️

Staff reported that five bids were received. The engineer's estimate for the project was \$2,740,000, and the low bid, recommended for award, was submitted by Ferguson Service Systems in the amount of \$2,160,000. Staff confirmed that Ferguson is a qualified contractor and recommended awarding the contract to them.

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

14. Consider and discuss for possible approval of a Resolution Adopting the Investment Policy for the Fiscal Year 2025-2026. (Resolution No. 229-10-2025) (E. Salazar) 🗳️

E. Salazar explained that the investment policy is required to be adopted annually. This year, no changes are being recommended, and the policy will remain the same as the one currently in place.

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

15. Consider and discuss for possible approval of purchase basic drive assembly cover for Isla Blanca STP Clarifier (E. Samaniego) 🗳️

E. Samaniego is recommending Board approval and award the contract to Ovivo USA, LLC for the purchase of one clarifier cover at \$45,983.62. This is a single source.

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

16. Consider and review Expenditures from October 15, 2025, to October 31, 2025. (C. Galvan) 🗳️

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

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

Motion: Move to Approve.

THE MOTION PASSED UNANIMOUSLY

17. 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. D. Boughter moved, with Mr. Donahue seconding, to initiate the Executive Session at 5:45 PM. Dr. Lalonde put forth a motion, seconded by D. Boughter, to adjourn the Executive Session at 6:44 PM. The only matters discussed during the Executive Session were addressed by the Board of Directors, who then proceeded to the next agenda item

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

Moved By D. Boughter, Seconded B. Donahue.
Motion: Move to Approve to Proceed as Directed
THE MOTION PASSED UNANIMOUSLY

19. Adjournment

No additional business remained; the meeting was adjourned at 6:45 PM.



SCOTT FRIEDMAN, CHAIRMAN


WILLIAM DONAHUE, DIRECTOR

MINUTES APPROVED THIS 17TH DAY OF DECEMBER 2025.