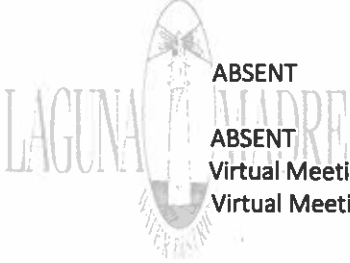


**MINUTES**  
Regular Meeting  
Laguna Madre Water District  
Board of Directors  
Wednesday, September 9, 2020  
5:30 PM – 6:20 PM  
Board Room

1	<p><b><u>QUORUM</u></b></p> <p><b>PRESENT:</b>  Chairman, Scott Friedman  Vice-Chairman, Herb Houston  Secretary, Alex Avalos  Director, Jason Starkey  Director, Adam Lalonde</p> <p style="text-align: center;"></p> <p><b>ABSENT</b>  <b>ABSENT</b>  Virtual Meeting with ZOOM  Virtual Meeting with ZOOM</p> <p><b>ADMINISTRATIVE STAFF:</b>  General Manager, Carlos J. Galvan, Jr.  Director of Operations, Robert Gomez  District Engineer, Charles Ortiz  Purchasing Agent, Enrique Samaniego  Director of Finance, Eddie Salazar  Information Tech Specialist, Orlando Huerta  Attorney, Brian Hansen</p> <p style="text-align: right;">Virtual Meeting with ZOOM</p>	
2	<p><b><u>PLEDGE OF ALLEGIANCE AND INVOCATION</u></b></p> <p>The meeting began with the Pledge of Allegiance, and C. Ortiz said the Invocation.</p>	
3	<p><b><u>INVITATION TO THE AUDIENCE FOR PUBLIC COMMENTS</u></b></p> <p><b>COMMENTS:</b></p> <ul style="list-style-type: none"> <li>• No comments or response from the audience</li> <li>• No comments from Board or Staff</li> </ul>	
4	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE WORKSHOP MEETING AND THE REGULAR MEETING FROM AUGUST 26, 2020. (C. GALVAN) ♣</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>• The Board approved the Workshop and Regular Meeting Minutes as presented</li> </ul> <p>Moved by J. STARKEY, seconded by A. LALONDE.</p> <p>Move to approve.</p>	<p><b>MOTION CARRIED</b></p>
5	<p><b><u>GENERAL MANAGER'S ♣</u></b></p> <p><b>REPORT:</b></p> <p><b><u>COVID-19 UPDATES –</u></b></p> <ul style="list-style-type: none"> <li>○ C. Galvan noted the requested information of COVID-19 cases in the District was available for Board to review. The diagram display was a COVID-19 comparison from July 16, 2020, to September 09, 2020. The numbers show a decline in cases.</li> </ul>	


	<ul style="list-style-type: none"> <li>o Staff continues working a contingency schedule in efforts to separate employees as much as possible. Employees continue the following protocol, temperature checked and washing of hands every morning and afternoon when entering the building, and avoiding close contact</li> </ul> <p><b><u>ELECTION 2020 UPDATE –</u></b></p> <ul style="list-style-type: none"> <li>o C. Galvan noted the document for review was a memorandum from Bond Council overviewing of legal and ethical guidelines relating to bond elections. Also available, the timetable for the Bond election</li> </ul>	<p><b>GENERAL MANAGER'S REPORT</b></p>
<p><b>6</b></p>	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL ADDENDUM TO THE GROUP, LIFE, DENTAL, AND VISION INSURANCE. (C. GALVAN) ♣</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>• At the last meeting on August 26, 2020, The Board agreed to approve 2020-2021 proposed Group Health, Life, Dental, Vision Insurance, with a different carrier and a new rate that decreased by 13% in premiums for medical, dental, and vision, about \$140,000 in potential savings. Because of the savings, they agreed to include a \$1,000 Flexible Fixed account per employee for the year (the first year for the District to have a flexible fixed account also, any unused funds come back to the District)</li> <li>• C. Galvan noted after Staff's further review of the Insurance Plan for the fiscal Year 2020-2021, an Insurance Committee meeting was called for further discussion of the findings</li> <li>• Currently, the District is paying 50% (50/50) for the insurance plan of the employees who have a Spouse, Children, or Family Plan. The results revealed the program would increase \$17,000 per year from the employee's pockets. (It will affect a total of 15 employees)</li> <li>• The Insurance Committee, with Staff, recommends considering the District to possibly help subsidize the increase by paying 70% (70/30) rather than 50%, with still \$43,000 in potential savings (\$17,000 for coverage, leaving \$26,000 in total savings). Discussion ensued</li> <li>• It was noted next year, the Insurance Plan gets reevaluated, and if costs increase, the flexible fixed account would not be offered</li> <li>• The Board agreed to approve paying 70% cost for employees with Spouse, Children, or Family plan for the fiscal year 2020-2021</li> </ul> <p>Moved by J. STARKEY, seconded by A. LALONDE.</p> <p><b>Move to approve.</b></p>	<p><b>MOTION CARRIED</b></p>
<p><b>7</b></p>	<p><b><u>CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT THE REGULAR MEETING ON AUGUST 26, 2020: A PRESENTATION BY GRANT ACCESS ON SOCIAL MEDIA FOR THE DISTRICT</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>• The Board agreed to remove the item from the table</li> </ul> <p>Moved by H. HOUSTON, seconded by J. STARKEY.</p> <p><b>Move to approve.</b></p>	<p><b>MOTION CARRIED</b></p>

8	<p><b><u>PRESENTATION BY GRANT ACCESS ON SOCIAL MEDIA FOR THE DISTRICT</u></b></p> <p>Victor and Alicia Baldovinos gave a PowerPoint presentation on Public Relations Update, followed by questions and answers. A copy of the display is attached to the minutes.</p> <p>The following points discussed:</p> <ul style="list-style-type: none"> <li>• Accomplishments for this past year and what's next</li> <li>• Primary Goals: <ul style="list-style-type: none"> <li>▪ Create Media Affairs Plan- meet with Staff to review the second part of the plan</li> <li>▪ Increase Media and Stakeholder Relationships – update all on LMWD's upcoming Bond Election</li> <li>▪ Establish Social Media Platforms- increase presence on social media</li> <li>▪ Design Campaign &amp; Promote LMWD – maintain communication and keep all informed of LMWD business</li> </ul> </li> </ul>	PRESENTATION
9	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL BOARD TRAVEL TO ATTEND THE 2021 ASSOCIATION OF WATER BOARD DIRECTORS (AWBD) MID WINTER CONFERENCE FROM JANUARY 29, 2021, THROUGH JANUARY 30, 2021, IN AUSTIN, TEXAS. (C. GALVAN) ♣</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>• The Board was encouraged to attend the Mid-Winter Conference Virtual or In-Person</li> <li>• So far, S. Friedman agreed to attend</li> <li>• C. Galvan noted all Board Travel needs Board approval. Approved by the Board</li> </ul> <p>Moved by H. HOUSTON, seconded by J. STARKEY.</p> <p>Move to approve.</p>	MOTION CARRIED
10	<p><b><u>DIRECTOR OF OPERATION'S REPORT ♣</u></b></p> <p>REPORT:</p> <p><b><u>MONTHLY REPORT FOR AUGUST -</u></b></p> <ul style="list-style-type: none"> <li>○ R. Gomez noted comparison to last years, has gone down, 125 fewer calls the Distribution Department and 17 for the Collection department</li> <li>○ The Pre-treatment and Lifts Stations total of 63 service orders for the month. <ul style="list-style-type: none"> <li>▪ R. Gomez report on a request from a linen service to know what size of the lint trap is needed for services, pre-treatment, personnel, and the manager is working with the customer. R. Gomez noted a lot of mopheads that come up at the wastewater treatment plants have to do with a lot of the lint that comes through and accumulates and becomes a big mophead, and it becomes troublesome for the wastewater plants</li> </ul> </li> <li>○ There was a diesel spill at lift station 29; the camera is out of service and was unable to trace the leak. TCEQ was notified, and they advised if it happens again, it definitely needs to be traced</li> </ul> <p><b><u>WATER DISTRIBUTION CLEANUP AT 114 CAMPECHE STREET, SOUTH PADRE ISLAND</u></b></p> <ul style="list-style-type: none"> <li>○ R. Gomez gave an update on a water leak and displayed photos of the property where the back yard was damaged by unavoidable mud on August 18</li> </ul> <p><b><u>WATER TREATMENT PLANT DEPARTMENT REPORT</u></b></p> <ul style="list-style-type: none"> <li>○ Water Plant Manager Noe Cantu reported on the Water Plant 1 Start-Up</li> </ul>	DIRECTOR OF OPERATION'S REPORT

	<ul style="list-style-type: none"> <li>○ N. Cantu noted, some items needed to be repaired and some things replaced due to inefficiency and less functional</li> </ul>	
11	<p><b><u>DISTRICT ENGINEER'S REPORT</u></b> ♦</p> <p>REPORT:</p> <p><b><u>WATER PLANT NO. 1 CLARIFIER REPLACEMENT STATUS OF DESIGN</u></b></p> <ul style="list-style-type: none"> <li>○ C. Ortiz noted SWG Engineering continues to work on the design for Water Plant 1 Clarifier A replacement and Clarifier B restoration, along with Rapid Mix and Flocculator improvements to be included in the same plans and specifications. The design should be completed by the end of the month to proceed with construction bidding in October 2020</li> <li>○ SWG Engineering was present to give a presentation on the design progress. Representatives Isaac Huacuja and Randy Winston gave the Powerpoint presentation. A copy of the Powerpoint is attached to the minutes</li> </ul> <p><b><u>INITIALLY PREPARED PLAN (IPP) FOR THE 2021 REGION M WATER PLAN – CONFIRMATION OF DISTRICT PROJECTS</u></b></p> <ul style="list-style-type: none"> <li>○ C. Ortiz reported Black &amp; Veatch requested feedback to finalize our Regional Water Planning Group's 2021 Region M Water Plan. A recent legislative rule required that the Regional Water Planning Group confirm that projects recommended in the Regional Water Plan with an online decade of 2020 be constructed and delivered by January 5, 2023. The District's previous responses have noted that the Seawater Desalination plant may be online around 2050. District Engineer clarified the status of the Potable Reuse Project and confirmed the project and confirmed target date for completion is the 2030 decade</li> </ul>	DISTRICT ENGINEER'S REPORT
12	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF PETITION OF THE TOWN OF LAGUNA VISTA FOR THE ANNEXATION OF 23.02 ACRE TRACT IN THE TOWN OF LAGUNA VISTA, CAMERON COUNTY, TEXAS ALSO KNOWN AS LAGUNA VISTA ECO PARK SUBDIVISION. (C. ORTIZ)</u></b> ♦</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>• No discussion for this item. The Vice-Chairman noted to pass</li> </ul>	NO ACTION
13	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE ORDER SETTING DATE PUBLIC HEARING PETITION FOR ANNEXATION. (C. ORTIZ)</u></b> ♦</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>• No Discussion for this item. The Vice-Chairman noted to pass</li> </ul>	NO ACTION
14	<p><b><u>DIRECTOR OF FINANCE REPORT</u></b> ♦</p> <p>REPORT:</p> <p><b><u>UPDATE ON INVESTMENTS</u></b></p> <ul style="list-style-type: none"> <li>• E. Salazar reported on CD's that matured in August <ul style="list-style-type: none"> <li>○ \$200K with Bank OZK matured on August 20 (meter deposits)</li> <li>○ \$1.5M+ with East West Bank matured on August 20 (General Fund)</li> <li>○ The expiring CD's had interest rates around 1.9% and terms of 1 year. Rates in the market continue to decline. The solicitation went to 23 banks, and of the five offers returned, the</li> </ul> </li> </ul>	DIRECTOR OF FINANCE REPORT

	best was for one year at 0.39% interest. It is less than the rate of 0.6% received in May. Both CD's were placed with East West Bank	
15	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF RESTORING SECTION 1.4.8 – PENALTIES FOR LATE FEES CORRESPONDING TO THE SERVICE POLICY FOR LAGUNA MADRE WATER DISTRICT DUE TO THE COVID-19. (E. SALAZAR) ♣</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>The item was deferred to the next regularly scheduled meeting</li> <li>The Board agreed to table</li> </ul> <p>Motion by J. STARKEY, seconded by H. HOUSTON.</p> <p>Move to table.</p>	TABLED
16	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PROPOSED BUDGET FOR THE FISCAL YEAR 2020-2021 (RESOLUTION NO. 181-09-2020). (E. SALAZAR) ♣</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>E. Salazar noted the final budget includes the changes for the Group Insurance and changes to Fund 3 for the contingencies on the ongoing lift station project</li> <li>The Board agreed to approve the Proposed Budget for the Fiscal Year 2020-2021 through a resolution, Resolution No. 181-09-2020</li> <li>✓ J. Starkey requested a fleet inventory report emailed to the Board</li> </ul> <p>Moved by J. STARKEY, seconded by H. HOUSTON.</p> <p>Move to approve.</p>	MOTION CARRIED
17	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE FINANCIAL REPORTS FOR JULY 2020. (E. SALAZAR) ♣</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>The Board approved the Financial Reports for July as presented</li> </ul> <p>Moved by J. STARKEY, seconded by H. HOUSTON.</p> <p>Move to approve.</p>	MOTION CARRIED
18	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL GROUND KEEPING MAINTENANCE CONTRACT FOR ALL DEPARTMENTS (E. SAMANIEGO) ♣</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>E. Samaniego noted after review Staff is recommending Board approval and award the three-year contract for the ground keeping maintenance to M H Mowing Services for \$46,680 per year</li> <li>It is for 40 locations for twice a month</li> </ul> <p>Moved by H. HOUSTON, seconded by J. STARKEY.</p> <p>Move to approve.</p>	MOTION CARRIED

19	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL PURCHASE OF GATES FOR FIVE DISTRICT FACILITIES. (E. SAMANIEGO) 💧</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>E. Samaniego noted, along with Staff is recommending the replacement of the facility gates to JIS Motor Gates Company for \$14,250</li> </ul> <p>Moved by J. STARKEY, seconded by H. HOUSTON.</p> <p>Move to approve.</p>	MOTION CARRIED
20	<p><b><u>CONSIDER AND REVIEW EXPENDITURES FROM AUGUST 16, 2020 – AUGUST 31, 2020. (C. GALVAN) 💧</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>No questions or comments</li> </ul> <p>Expenditures acknowledged by J. STARKEY and H. HOUSTON.</p>	ACKNOWLEDGMENT OF EXPENDITURES
21	<p><b><u>ADJOURNMENT</u></b></p> <p>There being no further business, the VICE CHAIRMAN adjourned the meeting at 6:20 PM.</p>	MEETING ADJOURNED @ 6:20 PM

  
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 ALEX AVAŁOS, SECRETARY

  
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 HERB HOUSTON, VICE CHAIRMAN



MINUTES APPROVED THIS 23<sup>RD</sup> DAY OF SEPTEMBER 2020.