

MINUTES
Regular Meeting
Laguna Madre Water District
Board of Directors
Tuesday, November 28, 2018
5:30 PM – 6:00 PM
Board Room

ITEM #1 QUORUM

BEFORE - PRESENT: Vice Chairman, Rick Wells
Director, Herb Houston
Director, Alex Avalos

Vice Chairman, R. Wells conducted the meeting, order the items discussed: 1, 2, 3, 4, 5, 8, and 6.

AFTER - PRESENT: Director, Herb Houston
Director, Alex Avalos
Director, Jason Starkey
Director, Adam Lalonde

Director, H. Houston took over the meeting when the newly elected took their seats at the table, following is the order of the items discussed: 7, 9, 10, and 11.

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

ABSENT: Chairman, Scott D. Friedman
Secretary, Doyle Wells

ITEM #2 INVOCATION AND PLEDGE OF ALLEGIANCE

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

ITEM #3 INVITATION TO THE AUDIENCE FOR PUBLIC COMMENT

- No one in the audience responded
- Workshop Meeting scheduled on December 8, 2018, to discuss the Capital Improvements Projects
- Today closed on Bank Loan for Funding the Meter Project

ITEM #4 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE REGULAR MEETING ON NOVEMBER 14, 2018. (C. GALVAN) ♦

DISCUSSION:

- No questions or comments

Moved by **H. HOUSTON**, seconded by **A. AVALOS**:

ITEM #4 **CONTINUED**

Move to approve.

MOTION CARRIED

ITEM #5 **CONSIDER AND APPROVE CANVASSING OF DISTRICT'S ELECTION HELD ON NOVEMBER 6, 2018, AND DECLARING RESULTS THEREOF. (C. GALVAN)**

DISCUSSION:

- Position No. 1:
 - Jason Starkey - total 2, 048
 - Rudy Garcia – total 1,794
- Position No. 5:
 - Adam Lalonde – 1,907
 - Doyle Wells – 1,832

Moved by **H. HOUSTON**, seconded by **A. AVALOS**:

Move to approve.

MOTION CARRIED

ITEM #6 **ADMINISTER THE OATH OF OFFICE FOR NEWLY ELECTED BOARD OF DIRECTORS. (C. GALVAN)**

DISCUSSION:

- Newly Elected Board of Directors were sworn in by Judge Bennie Ochoa, III
- Position No. 1, Jason Starkey
- Position No. 5, Adam Lalonde
- The newly elected members took their seats at the table
- The meeting continued with H. HOUSTON conducting the meeting.

OATH OF OFFICE

ITEM #7 **RECOGNITION OF LAGUNA MADRE WATER DISTRICT FORMER BOARD OF DIRECTORS.**

DISCUSSION:

- H. Houston was handed the gavel and took over the meeting
- Recognition to R. Wells for his Service and Dedication
- Recognition to D. Wells (not present at the meeting) for his Service and Dedication

RECOGNITION OF FORMER MEMBERS

ITEM #8 **CONSIDER AND APPROVE RE-ORGANIZATION OF OFFICERS FOR THE COMMITTEE'S LIST. (C. GALVAN)**

DISCUSSION:

- This item got tabled for the next Regular Meeting on December 12, 20189
- Full Board will be present at the next meeting

Moved by **H. HOUSTON**, seconded by **A. AVALOS**:

ITEM #8 **CONTINUED**

Move to the table.

TABLED

ITEM #9 **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. 167-11-18). (E. SALAZAR)** ♦

DISCUSSION:

- Water Code requires the majority of the Board of Directors to sign checks and disbursements
- The resolution designates four authorized signers: two Board Members and two Staff Members
- Two (electronic) signatures required on checks for all of the District's Bank Accounts
- Current signers are S. FRIEDMAN, D. WELLS, C. GALVAN, E. SALAZAR
- D. WELLS no longer on the Board, need a new signer
- Board agreed on Authorized Staff Members: General Manager and Director of Finance
- Board agreed on Recommendation for Authorized Board Members: Chairman and Secretary of the Board (at this time there is no designated seats assigned for the Board until the next meeting on December 12, 2018)

Moved by **A. AVALOS**, seconded by **J. STARKEY**:

Move to make the **General Manager and Director of Finance** the primaries for checks and whoever is the **Secretary of the Board** will be the signature person to replace **Mr. D. Wells**.

MOTION CARRIED

ACTIONS:

Board agreed on **General Manager and Director of Finance** to be the signers on checks for all the District's Bank Accounts.

ITEM #10 **CONSIDER PROFESSIONAL SERVICES COMMITTEE MEETING ON DECEMBER 4, 2018, AT 3 PM, FOR ENGINEERING SERVICES FOR 18 LIFT STATIONS AND PORT ISABEL WASTEWATER TREATMENT PLANT SLUDGE HOLDING TANK (RFQ # WW-18-11-01). (C. ORTIZ)** ♦

DISCUSSION:

- Received 9 Proposals from Request for Qualifications for getting a Wastewater Engineer on board for the Construction phase, sludge holding tanks, and 18 lift stations
- Update:
 - Working at the Port Isabel Sewer Plant and have the majority of the construction done
 - Sludge Holding tank left out of the original contract because of budget limits
 - A second loan requested to cover sludge holding tank on a separate construction contract
 - The Bond elections request in 2017 did not pass, and it identified numerous Lift stations that needed improvements.
 - With the current revenue notes, the 18 lift stations included on the loan request.

ITEM #10

CONTINUED

- Both Projects combined on the loan request approved by the Texas Water Development Board on September 20th.
- The last item needed to close on the loan is to have an engineer on the contract. Advertised and received nine responses
- Professional Services Committee will review the Proposals
- Board agreed to table

Moved by **A. AVALOS**, seconded by **J. STARKEY**:


Move to table.

TABLED


ITEM #11

ADJOURNMENT

The **VICE-CHAIRMAN** adjourned the meeting at **6:00 PM**.



DIRECTOR



DIRECTOR
Scott Friedman

MINUTES APPROVED THIS 12TH DAY OF DECEMBER 2018.