


**MINUTES**  
 Regular Meeting  
 Laguna Madre Water District  
 Board of Directors  
 Wednesday, March 10, 2021  
 5:30 PM – 6:59 PM  
 Board Room

1	<p><b><u>QUORUM</u></b></p> <p><b>PRESENT:</b>          Chairman, Scott Friedman          Secretary, Jason Starkey          Director, Dave Boughter          Director, William "Bill" Donahue</p>  <p><b><u>ADMINISTRATIVE STAFF:</u></b>          General Manager, Carlos J. Galvan, Jr.          Director of Operations, Robert Gomez          District Engineer, Charles Ortiz          Director of Finance, Eduardo Salazar          Information Tech Specialist, Orlando Huerta          Purchasing Agent, Enrique Samaniego          Attorney, Brian Hansen</p> <p><b><u>ABSENT:</u></b>          Vice-Chairman, Adam Lalonde</p>	
2	<p><b><u>PLEDGE OF ALLEGIANCE AND INVOCATION</u></b></p> <p>The pledge of allegiance and E. Salazar 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>• Media Consultant Victor Baldovinos with Grant Access gave an update on Social Media and billing postings and feedback during the hard freeze. V. Baldovinos noted the feedback was positive</li> </ul>	<b>PUBLIC COMMENTS</b>
4	<p><b><u>CONSIDER AND DISCUSS POSSIBLE APPROVAL OF THE MINUTES FOR THE REGULAR MEETING FROM FEBRUARY 24, 2021. (C. GALVAN) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ The Board approved the Regular Meeting Minutes as presented</li> </ul> <p>Moved by J. STARKEY, seconded by D. BOUGHTER.</p> <p><b>Motion: Move to approve.</b></p>	<b>MOTION CARRIED</b>
5	<p><b><u>GENERAL MANAGER'S REPORT 💧</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>DROUGHT MANAGEMENT</u></b></li> </ul>	<b>GENERAL MANAGER'S</b>

	<ul style="list-style-type: none"> <li>• <u>FREEZE AND POWER OUTAGE REPORT FEBRUARY 15-19</u></li> <li>• <u>COVID-19 PROTOCOL</u></li> </ul> <p>REPORT:</p> <p><u>DROUGHT MANAGEMENT</u> – Drought Management procedures go into effect for the District and its Customers next week. The Rio Grande Flows and Reservoirs conditions for Amistad/Falcon are at 45.22%. The District implements conservation measures when it's less than 50%. Discussion and questions ensued. The District will announce the water use restrictions as follows: on the District website, the local newspaper, billing, social media, and the cities will be contacted.</p> <p><u>FREEZE AND POWER OUTAGE REPORT FEBRUARY 15-19</u> – C. Galvan handed out printed copies of the report, followed by questions and answers regarding the communication failures during the power outage. The Board acknowledged the Summary and agreed with the Overall Recommendations.</p> <p><u>COVID-19 PROTOCOL</u> - The front office reopened its doors. Employees will continue to follow protocol, wear masks, be temperature-checked, wash hands every morning and afternoon when entering the building, and avoid close contact. Work areas wiped down daily</p>	REPORT
6	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE IA AGREEMENT WITH VALLEY VIEW CONSULTING, L.L.C. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>○ C. Galvan recommends extending the agreement with Valley View Consulting</li> <li>○ The Board agreed and approved</li> </ul> <p>Moved by J. STARKEY, seconded by W. DONAHUE.</p> <p>Motion: Move to approve</p>	MOTION CARRIED
7	<p><u>DIRECTOR OF OPERATION'S REPORT 💧</u></p> <ul style="list-style-type: none"> <li>○ <u>MONTHLY REPORT</u></li> </ul> <p>REPORT:</p> <ul style="list-style-type: none"> <li>○ R. Gomez reported on the Distribution Department that the February report on service orders and service calls compared from 2020 to 2021 showed numbers were 118 more. The Collection Department showed nine service order/calls less. No changes for the Pretreatment and Lift Stations Department</li> </ul>	DIRECTOR OF OPERATION'S REPORT
8	<p><u>PRESENTATION BY SWG ENGINEERING FOR LONG ISLAND VILLAGE. (C. ORTIZ) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>○ Randall Winston with SWG Engineering gave a PowerPoint presentation on the Long Island Village Status Update as of March 2021 with questions and answers. Mr. Winston handed out printed copies of the PowerPoint and attached to the minutes</li> <li>○ The following points discussed: <ul style="list-style-type: none"> <li>• Issues:</li> </ul> </li> </ul>	PRESENTATION


	<ul style="list-style-type: none"> <li>○ Water rates currently determined by single master meters</li> <li>○ A significant portion of treated water is used for irrigation for the golf course</li> <li>○ Sewer rates increased due to irrigation usage</li> <li>○ Lack of water meters to lots increase the likelihood of water loss and leaks not being identified</li> <li>○ Minimum fire protection</li> <li>○ Deteriorating water and sewer infrastructure</li> <li>● Solutions: <ul style="list-style-type: none"> <li>○ Individual metering</li> <li>○ New waterline looped</li> <li>○ Fire-rates line</li> <li>○ Fire hydrant installation</li> <li>○ Waterline to be placed with proper separation and street right of way</li> <li>○ Wastewater line replacements</li> <li>○ Manholes replacements</li> <li>○ New services to all lots</li> <li>○ Wastewater line to be placed within the road right of way</li> <li>○ Rehabilitation of lift stations</li> </ul> </li> <li>● Proposed Solutions: <ul style="list-style-type: none"> <li>○ Water system to be upgraded to a new looped system including fire protection to minimize leakage and reoccurring breaks accomplished through the Texas Water Development Board</li> <li>○ Wastewater System to be upgraded to a new gravity system minimizing infiltration and placing in the road right away accomplished through the Texas Water Development Board</li> </ul> </li> </ul>	
9	<p><b><u>CONSIDER AND DISCUSS PROPOSAL FOR 3 YEARS OF GROUNDWATER MONITORING WELL SAMPLING PORT ISABEL WASTEWATER TREATMENT PLANT SLUDGE SITE. (C. ORTIZ) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ C. Ortiz recommended renewal for another three years</li> <li>○ Costs for three years \$45,114 for a total of 12 groundwater sampling events</li> <li>○ The Board approved the three-year proposal for groundwater monitoring well sampling</li> </ul> <p>Moved by J. STARKEY, seconded by D. BOUGHTER.</p> <p><b>Motion: Move to approve.</b></p>	MOTION CARRIED
10	<p><b><u>CONSIDER AND DISCUSS FOR APPROVAL OF LETTER OF INTENT FOR SEAWATER DESALINATION FACILITY IN PORT ISABEL. (C. ORTIZ) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ The Board agreed and approved the letter of intent for a Seawater Desalination Treatment Facility with an Alternative Analysis for seawater intake and industrial discharge location on the Laguna Madre Bay</li> </ul> <p>Moved by J. STARKEY, seconded by W. DONAHUE.</p>	MOTION CARRIED

	Motion: Move to approve.	
11	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL MAJOR AMENDMENT FOR SURFACE DISPOSAL OF WATER TREATMENT PLANT RESIDUALS (C. ORTIZ) 💧</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>○ C. Ortiz noted no dollars involved. It's only a signature for approval for the amendment to add disposal area increased from 8.6 acres to 12 acres</li> <li>○ The Board approved the amendment for surface disposal of water treatment plant residuals</li> </ul> <p>Moved by W. DONAHUE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED
12	<p><b><u>DIRECTOR OF FINANCE REPORT 💧</u></b></p> <ul style="list-style-type: none"> <li>● <b><u>HARD FREEZE UTILITY BILLS RELIEF MEASURES</u></b></li> </ul> <p>REPORT:</p> <ul style="list-style-type: none"> <li>○ E. Salazar reported that under the General Manager's direction, the District suspend all disconnections for non-payment from February 14 to March 14. The District is also waiving late payment penalties for the 30 days. Any account that got charged a penalty during this period is receiving a credit. Customers may request adjustments for high bills resulting from line breaks. Most leaks were on the irrigation meters that don't have a sewer portion. Adjustments are case-by-case, and adjustments are for both amounts of the bill for water and sewer rather than the regular adjustment routine given only to the bill's sewer portion. Questions and answers ensued</li> </ul>	MOTION CARRIED
13	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE LAGUNA MADRE WATER DISTRICT – DEPOSITORY BANK SERVICES CONTRACT EXTENSION. (E. SALAZAR) 💧</u></b></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> <li>○ E. Salazar reported the three-year term expired and was extended for an additional year ending April 30, 2021, and requesting to extend the period one more year through April 2022. The Bank accepted extending the contract till April 2022.</li> <li>○ E. Salazar noted the District's Investment Advisor recommends opening a contract for one more year</li> </ul> <p>Moved by W. DONAHUE, seconded by J. STARKEY.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED
14	<p><b><u>CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT THE REGULAR MEETING ON FEBRUARY 24, 2020:</u></b></p> <p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE OF BUDGETING SOFTWARE.</u></b></p>	MOTION CARRIED

	<p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ The Board agreed to remove the item from the table for discussion</li> </ul> <p>Moved by J. STARKEY, seconded by D. BOUGHTER.</p> <p><b>Motion: Move to approve.</b></p>	
15	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE OF BUDGETING SOFTWARE. (E. SALAZAR) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ A PowerPoint presentation and 2-minute video by Kurt Trinder, Representative from Questica on Budgeting Solutions for the District, with questions and answers</li> <li>○ A printed copy of the Powerpoint is attached to the minutes</li> <li>○ Discussion and questions ensued, and it was determined by the Board to accept a 3-year agreement</li> </ul> <p>Moved by J. STARKEY, seconded by D. BOUGHTER.</p> <p><b>Motion: Move to approve a 3-year contract with Questica.</b></p>	MOTION CARRIED
16	<p><b><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE QUARTERLY INVESTMENT REPORT FOR QUARTER ENDED DECEMBER 31, 2020. (E. SALAZAR) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ The Board approved the Quarterly Investment Report ended December 31, 2020, as presented</li> </ul> <p>Moved by J. STARKEY, seconded by W. DONAHUE.</p> <p><b>Motion: Move to approve.</b></p>	MOTION CARRIED
17	<p><b><u>CONSIDER AND DISCUSS POSSIBLE APPROVAL OF THE FINANCIAL REPORTS FOR JANUARY 2021. (E. SALAZAR) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>○ The Board approved the Financial Reports for January 2021, as presented</li> </ul> <p>Moved by W. DONAHUE, seconded by J. STARKEY.</p> <p><b>Motion: Move to approve.</b></p>	MOTION CARRIED
18	<p><b><u>CONSIDER AND REVIEW EXPENDITURES FROM FEBRUARY 16, 2021 – FEBRUARY 28, 2021. (C GALVAN) 💧</u></b></p> <p><b>DISCUSSION:</b></p> <ul style="list-style-type: none"> <li>• The Board accepted the expenditures as presented</li> </ul>	ACKNOWLEDGMENT OF EXPENDITURES

	Expenditures acknowledged by J. STARKEY, W. DONAHUE, and D. BOUGHTER.	
19	<p><b><u>EXECUTIVE SESSION PERMITTED BY THE OPEN MEETING ACT, V. T. C. A., GOVERNMENT CODE SECTION 551.001 E. SEQ., UNDER SECTION 551.072, DELIBERATIONS ABOUT REAL PROPERTY:</u></b></p> <p><b><u>DISCUSS PURCHASE OF WATER RIGHTS AND/OR LEASE OF WATER RIGHTS ALLOCATION</u></b></p> <p>B. Hansen noted the matters discussed in Executive Session is for deliberation on Real Property on water rights and looking to purchase water rights eventually and price negotiations about real property</p> <p>J. STARKEY made a motion for the BOARD to go into the executive session at 6:42 PM, seconded by D. BOUGHTER.</p> <p>J. STARKEY made a motion for the BOARD to get out of the executive session at 6:59 PM, seconded by W. DONAHUE.</p> <p>The CHAIRMAN noted no action taken discussion item only.</p>	<p>MOTION CARRIED IN SESSION @ 6:42 PM</p> <p>MOTION CARRIED OUT OF SESSION @ 6:59 PM</p> <p>EXECUTIVE SESSION RESULTS: Discussion Only</p>
20	<p><b><u>ADJOURNMENT</u></b></p> <p>There being no further business, the CHAIRMAN adjourned the meeting at 6:59 PM.</p>	<p>MEETING ADJOURNED @ 6:59 PM</p>

  
 JASON STARKEY, SECRETARY

  
 SCOTT FRIEDMAN, CHAIRMAN



MINUTES APPROVED THIS 24<sup>TH</sup> DAY OF MARCH 2021.