

MINUTES
Regular Meeting
Laguna Madre Water District
Board of Directors
Wednesday, August 22, 2018
5:30 PM – 6:08 PM
Board Room

ITEM #1 QUORUM

PRESENT: Chairman, Scott D. Friedman
 Vice Chairman, Rick Wells
 Secretary, Doyle Wells
 Director, Herb Houston
 Director, Alex Avalos

ADMINISTRATIVE STAFF: Director of Operations, Robert Gomez
 District Engineer, Charles Ortiz
 Purchasing Agent, Enrique Samaniego
 Director of Finance, Eddie Salazar
 Attorney, Eddie Lucio, III

ABSENT: General Manager, Carlos J. Galvan, Jr.

Agenda items were discussed in the following order: 1,2,3,4,5,6,7,15,8,9,10,11,12,13,14,16,17

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

COMMENTS WERE ADDRESSED AND ACKNOWLEDGED BY THE BOARD:

- A representative for SPI Golf Course, Adam Lalonde addressed concerns regarding the Raw Water Contract for the Golf Course. Hoping for a long-term (5 years) contract with the District to access raw water at a reasonable rate.
- Guest, Stephanie Wilson, a resident of Laguna Vista asked a question on the water quality/drinking water. "Is there things in place that will improve the quality of the drinking water? Safe for drinking?"

ITEM #4 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE WORKSHOP MEETING ON AUGUST 7, 2018. (C. GALVAN) 💧

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

Move to approve.

MOTION CARRIED

ITEM #4


CONTINUED

ABSTAINED:

R. WELLS (was absent for the Workshop on August 7, 2018)

D. WELLS (was absent for the Workshop on August 7, 2018)

ITEM #5

CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE REGULAR MEETING ON AUGUST 8, 2018. (C. GALVAN) 

Moved by **D. WELLS**, seconded by **A. AVALOS**:

Move to approve.

MOTION CARRIED

ABSTAINED:

R. WELLS (was absent for the Regular Meeting on August 8, 2018)

ITEM #6

EXECUTIVE SESSION PERMITTED BY THE OPEN MEETING ACT, V. T. C. A., GOVERNMENT CODE SECTION 551.001 ET. SEQ., UNDER SECTION 551.071, CONSULTATION WITH ATTORNEY:

- REPORT FROM THE DISTRICT’S LEGAL COUNSEL REGARDING MEETING/NEGOTIATIONS WITH LEGAL COUNSEL REPRESENTING LAGUNA VISTA GOLF COURSE HOA

It was moved by **R. WELLS**, seconded by **A. AVALOS**:

To go into executive session at 5:39 PM.

MOTION CARRIED

It was moved by **R. WELLS**, seconded by **A. AVALOS**:

To come out of executive session at 6:06 PM.

MOTION CARRIED

ITEM #7

CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.

It was moved by **A. AVALOS**, seconded by **D. WELLS**:

Motion to proceed as directed by Counsel.

MOTION CARRIED

ITEM #8

GENERAL MANAGER’S REPORT

- EXECUTIVE UPDATE

Item #15 on the agenda was moved up and discussed before item #8 on the agenda.

ITEM #8 CONTINUED

REPORT:

- Mary Gamboa, Human Resources Administrator, reported on behalf of the General Manager and Information Technology, Orlando Huerta was available for questions and answers.
- Executime System installation for Payroll and Human Resources Department.
- The scope of work is a six-month period, its broken down into different phases
- Currently in the hardware and data phase
- Next phase is a 2-month process
- The system process is on time and accurate
- Discussion ensued regarding 2003 Incode Software needs updating to work with the Executime Software and unsecured VPM usage

GENERAL MANAGER'S REPORT

ITEM #9 DISTRICT ENGINEER'S REPORT

- WATER PLANT 2 SLUDGE LAGOON
- WATER RIGHTS AND DROUGHT CONTINGENCY REVISIONS
- PORT ISABEL WWTP MODIFICATIONS CONSTRUCTION PROGRESS

REPORT:


- Water Plant 2 Sludge Lagoon:
 - Dewatering sludge lagoon at this time
 - Working on TCEQ permit for waste pile
- Water Rights and Drought Contingency Revisions:
 - Water Rights Update- Current Authorized amount is 7132.7980-acre-feet. The reservoir is down to 45.82 %. Going to lose another 300 acre-feet
 - Drought Contingency Revisions: Plan updated, review the draft before approval by the Board at Regular Meeting.
- Port Isabel WWTP Modifications Construction Process:
 - Did startup on the headworks on basin 1, nothing major should be in good shape

DISTRICT ENGINEER'S REPORT

ACTIONS:

- **Update definitions on the Drought Contingency Plan**
- **Have Counsel review plan with revisions**

ITEM #10 DIRECTOR OF OPERATION'S REPORT

- JULY'S OPERATIONAL REPORT 
- UPDATE ON METER CONTRACT WITH FERGUSON

ITEM #10 **CONTINUED**

REPORT:

- Julys Operational Report:
 - Service Calls for Distribution Department – 190 totals
 - Service Calls for Collection Department – 33 totals
- Update on Meter Contract with Ferguson
 - Integration into Incode process possibly completed mid-October
 - After the integration is completed another meeting to discuss the installation process (at the Island) by another company (fees will be applied)
 - Two teams will shadow the installation process (to avoid additional fees)
 - The District will try and do as much that can be done

DIRECTOR OF OPERATION'S REPORT

ACTIONS:

- **A report at the end of the budget year of comparison between 2017 and 2018 of all types of service calls.**
- **Use the report to compare the new meter system**

ITEM #11 **DIRECTOR OF FINANCE REPORT**

- **FUND BALANCE** 💧

REPORT:

- Fund Balance Report for the past ten years reviewed
- Fund Balance has fluctuated between 4.5 million to 6.3 million
- The District has maintained a healthy fund balance.
- To maintain any future risk, such as revenue shortfall or unanticipated expenditure responses, to emergencies or natural disasters
- Funds help to stabilize rates

DIRECTOR OF OPERATION'S REPORT

ACTIONS:

- **Show the dollars and cents for the total amount saved if the meter program is paid**

ITEM #12 **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL A RESOLUTION CALLING AN ELECTION OF THE BOARD OF DIRECTORS OF THE LAGUNA MADRE WATER DISTRICT; ESTABLISHING A DATE FOR THE ELECTION AND DESIGNATING POLLING PLACES (RESOLUTION NO. 162-08-18). (R. GOMEZ)** 💧

DISCUSSION:

- Early Voting Dates 10/22/15 - 11/2/18 at Port Isabel City and South Padre Island City Hall or any precinct open within the county
- Election Day Voting at Laguna Vista, Laguna Heights, Port Isabel, South Padre Island
- Deadline for filing was 8/22/2018

ITEM #12 **CONTINUED**

- Drawing for a place on the ballot is on 8/24/18 @ 3 PM
- Write in Candidate deadline is on 8/24/2018 @ 5 PM

Moved by **D. WELLS**, seconded by **H. HOUSTON**:

Move to approve the resolution.

MOTION CARRIED

ITEM #13 CONSIDER AND DISCUSS FOR POSSIBLE AWARD OF VACUUM TRUCK PURCHASE. (E. SAMANIEGO) 

DISCUSSION:

- Staff recommended taking no action

Moved by **D. WELLS**, seconded by **H. HOUSTON**:

Move to take no action.


MOTION CARRIED

ITEM #14 CONSIDER AND DISCUSS FOR POSSIBLE RATIFICATION OF PAYMENT ON VAC-CON TRUCK REPAIRS. (E. SAMANIEGO) 

Moved by **R. WELLS**, seconded by **H. HOUSTON**:

Move to approve.

MOTION CARRIED

ITEM #15 CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF WATER, WASTEWATER, AND RAW WATER RATES AND FINANCIAL PLAN (RESOLUTION NO. 163-08-18). (E. SALAZAR) 

This item was taken out of order and discussed after item # 7 on the agenda. It was moved by **H. HOUSTON**, seconded by **D. WELLS**. **Motion moved. MOTION CARRIED**

DISCUSSION:

- No motion
- No action for lack of a motion

MOTION FAILED

ITEM #16

CONSIDER AND REVIEW EXPENDITURES FOR AUGUST 1-15, 2018. (C. GALVAN) 

A motion made by **H. HOUSTON**, seconded by **D. WELLS**:

Motion to acknowledge.

EXPENDITURES ACKNOWLEDGED

ITEM #17

ADJOURNMENT

The **CHAIRMAN** adjourned the meeting at **6:48 PM**.

RICK WELLS, VICE CHAIRMAN

DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 12th DAY OF SEPTEMBER 2018.