





MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Wednesday, October 23, 2019
 4:30 PM – 6:09 PM
 Board Room

1	<p><u>QUORUM</u></p> <p>PRESENT: Chairman, Scott Friedman Vice-Chairman, Herb Houston Secretary, Alex Avalos Director, Jason Starkey Director, Adam Lalonde</p> <p style="text-align: center;"> ABSENT DEPARTED AT 6 PM</p> <p>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, Brian Hansen</p>	
2	<p><u>INVOCATION AND PLEDGE OF ALLEGIANCE</u></p> <p>The meeting began with the Pledge of Allegiance and Opening Prayer by E. Salazar</p>	
3	<p><u>INVITATION TO THE AUDIENCE FOR PUBLIC COMMENTS</u></p> <p>COMMENTS:</p> <ul style="list-style-type: none"> • C. Galvan noted: <ul style="list-style-type: none"> ○ The Public Works of Brownsville reached-out to the District offering to assist after the storm if needed ○ Storm issues mostly affected Island. Lift Stations and Wastewater was taken care of ○ Contacted South Padre Island, City Manager, Mr. Smith to offer assistance and equipment, if needed ○ The District participated at the South Padre Island Chamber of Commerce Showcase Event on October 17th. Informational handouts for the water-smart program and promotional items handed out ○ Staff attended the Texas Water Development Board meeting on October 10th, in Austin Texas regarding the Long Island Village Meter System ○ On October 21st, the Administration office received notice from the AEP for a power outage in the area and possibly might close the office. The office did not close, and there was no outage during business hours 	

	<ul style="list-style-type: none"> Chairman noted, the Financial Auditor left business cards for all the Board. As part of Audit procedures, the Board is requested to contact the Auditor and answer a few questions A Guest in the audience, Carol Bolstad, Announced a new land purchase at Beach Access #6 in South Padre Island and Future development plans. Printed copies handed out by Carol Bolstad to the Board. 	
4	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE REGULAR MEETING ON SEPTEMBER 25, 2019. (C. GALVAN)</u> </p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> Regular Meeting Minutes approved <p>Moved by H. HOUSTON, seconded by A. AVALOS.</p> <p>Move to approve.</p>	MOTION CARRIED
5	<p><u>GENERAL MANAGER'S REPORT</u></p> <ul style="list-style-type: none"> <u>UPCOMING BOND PLANNING COMMITTEE MEETING FOR NOVEMBER 4, 2019</u> <u>AUDIO AND VIDEO PRESENTATION UPDATE</u> <u>DISCUSS THE DATES AND TIMES FOR THE NEXT NOVEMBER AND DECEMBER MEETINGS</u> <p>REPORT:</p> <p><u>UPCOMING BOND PLANNING COMMITTEE MEETING FOR NOVEMBER 4, 2019</u></p> <ul style="list-style-type: none"> Expecting information that the Committee is waiting for on October 28th, from the Engineers Question: How are we doing on the timeline? We are on schedule <p><u>AUDIO AND VIDEO PRESENTATION</u></p> <ul style="list-style-type: none"> The third video (the short video) is ready. It's the video that is for presentation at the Council Meetings The second video needed changes still being worked on, and possibly prepared sometime next week Still waiting on the fourth video ✓ Request: Email video the third video to the Board <p><u>RESCHEDULE DISCUSS THE DATES AND TIMES FOR THE NEXT NOVEMBER AND DECEMBER MEETINGS</u></p> <ul style="list-style-type: none"> Board Meeting schedule dates and times discussed December meetings will be discussed at the December Meeting ✓ Board agreed to reschedule the first and second meeting in November ✓ Board decided for the first meeting is on November 6, 2019, at 5:30 PM ✓ Board approved the second meeting for November 20, 2019, at 5:30 PM 	GENERAL MANAGER'S REPORT

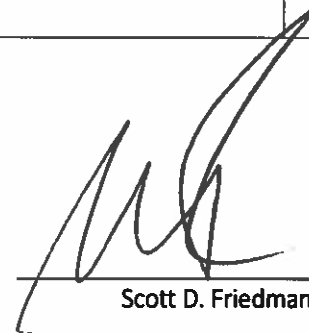
6	<p><u>PRESENTATION GRANT ACCESS ON THE MEDIA AFFAIRS PLAN</u> </p> <p>REPORT:</p> <ul style="list-style-type: none"> • Victor and Alicia Baldovinos of Grant Access gave a PowerPoint presentation and printed copies handed out at the meeting followed by questions and answers • Grant Access will manage the District’s Facebook Page- Redesigning, currently updates the pictures, profile, and security. Creating an email address for the webpage and will be linked to Twitter and Instagram when created. • PowerPoint topics discussed: <ul style="list-style-type: none"> ○ The objectives ○ Core Goal Areas ○ Audiences Analysis: Water and Wastewater Customer (Appendix A) ○ Messaging – Communications ○ Challenges ○ Core Message- Mission Theme ○ The District's current efforts ○ Goal’s and implementing actions ○ Newsletter for employees and website ○ Adding a news archive to the webpage • Question: How will this be invoiced? Per hour, the breakdown plan was submitted during the bidding process 	<p style="text-align: center;">PRESENTATION ONLY</p>
7	<p><u>DIRECTOR OF OPERATIONS REPORT</u> </p> <ul style="list-style-type: none"> • <u>MONTHLY REPORT FOR SEPTEMBER</u> • <u>METER INSTALLATION UPDATE</u> <p>REPORT:</p> <ul style="list-style-type: none"> • Printed copies handed out on the dredging of the lagoon and how it’s back in use • Question: How often do you have to clean up the lagoon? The last clean-up was 20 years ago. 	

	<ul style="list-style-type: none"> • Printed copies handed out regarding the damages done to a transfer switch in the electrical box at Water Plant 2 believe that the storm caused it on Monday, the 21st • <u>MONTHLY REPORT FOR SEPTEMBER:</u> Reviewed comparison 2018-2019 report • <u>METER INSTALLATION UPDATE:</u> Printed copies handed out regarding meter count per day for the meter project <ul style="list-style-type: none"> ○ Meter installation completed ○ Pending Meters: Only commercial meters left for installation and the fire hydrant meters ○ Total Estimated Savings on Meter Project Contract \$251,641.26 ○ The City of Edinburg who is interested in the AMI Meter installation is coming to visit to see our project tomorrow the 24th 	<p>DIRECTOR OF OPERATIONS</p>
<p>8</p>	<p><u>DISTRICT ENGINEER'S REPORT</u> 💧</p> <ul style="list-style-type: none"> • <u>LIFT STATION REHABILITATION REVISED</u> • <u>WATER MODEL UPDATE</u> <p>REPORT:</p> <p><u>LIFT STATION REHABILITATION REVISED SCOPE</u></p> <ul style="list-style-type: none"> • \$40,159.00 - lift station #25 removed • \$76,857.31 – force main inspection removed • The total of (\$117,016.32) removed from the scope and applied to the rehabilitation project • Any funds remaining from the available \$117,016.32 after implementation go in contingency • During force main replacements findings: <ul style="list-style-type: none"> ○ Lift Station 17 – in poor condition ○ Lift Station 25 – pipe burst from the applied pressure ○ Lift Station 30 – decommissioning <p><u>WATER MODEL UPDATE</u></p> <ul style="list-style-type: none"> • Printed copies handed out during the meeting on the revised number of water model connections followed with questions and answers. • The revised total number of connections is 12,541. This number is the base for the elevated storage capacity • Question: What are we mandated to carry? It is 100 gallons per connection. Discussion ensued 	<p>DISTRICT ENGINEER'S REPORT</p>

9	<p><u>DIRECTOR OF FINANCE REPORT</u> 💧</p> <ul style="list-style-type: none"> • <u>NOTICE TO PURCHASERS OF REAL PROPERTY</u> <p>REPORT:</p> <ul style="list-style-type: none"> • The notice is used by the real estate community and required for every real estate transaction in our service area. • The notice is required by law in the Texas Water Code, and cannot be modified • Public misunderstanding the notice because: <ul style="list-style-type: none"> ○ In May 2011, there was a Bond Election proposition 2 for \$15.7 million for a seawater desalination facility that got approved by voters but never issued. ○ What is owed is the May 2011, Bond Election proposition 1 to finance the microfiltration at water plant 2, the cuates pump station, and pipeline improvements. 13.5 owed. 	<p>DIRECTOR OF FINANCE</p>
10	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL TEXAS COUNTY DISTRICT RETIREMENT SYSTEM (TCDRS) PROPOSED CONTRIBUTION RATE PLAN OF 15% FOR 2020 (E. SALAZAR)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Plan rate Projection expected to go up in the next five years • Trying to get ahead • Question: Do you have a projected dollar amount? No, this is a percentage off of payroll <p>Moved by H. HOUSTON, seconded by A. AVALOS.</p> <p>The motion moved to approve.</p>	<p>MOTION CARRIED</p>
11	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF A RESOLUTION ADOPTING THE INVESTMENT POLICY FOR THE FISCAL YEAR 2019-2020 OF THE LAGUNA MADRE WATER DISTRICT (RESOLUTION NO. 178-10-19). (E. SALAZAR)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The requirement to adopt every year • There are no changes to the policy • Board approved <p>Moved by H. HOUSTON, seconded by A. AVALOS.</p> <p>Motion moved to approve.</p>	<p>MOTION CARRIED</p>

12	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF BAD DEBT WRITE-OFFS FOR THE FISCAL YEAR 2019. (E. SALAZAR) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Uncollected Utility accounts and miscellaneous invoices for 2019 • Collected \$3,212.73 from a Contractor for an unpaid invoice • The updated amount for Miscellaneous invoices unpaid if \$7,558.90 • The Write-off amount for outstanding Utility accounts \$1,674.26 • Total \$9,233.16 • Board approved <p>Moved by H. HOUSTON, seconded by A. LALONDE.</p> <p>The motion moved to approve.</p>	MOTION CARRIED
13	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE FINANCIAL REPORTS FOR AUGUST 2019 (E. SALAZAR) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • No questions of comments • Board approved <p>Moved by A. AVALOS, seconded by A. LALONDE.</p> <p>The motion moved to approve.</p>	MOTION CARRIED
14	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE OF FOUR (4) 2020 MODEL YEAR PICK-UP TRUCKS (E. SAMANIEGO) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Recommendation: award the purchase of four pick-up trucks to Caldwell Country Chevrolet for a total of \$114,507.00 with a \$3,500.00 trade-in of four units • Budgeted Items • Board approved <p>Moved by H. HOUSTON, seconded by A. LALONDE.</p> <p>The motion moved to approve.</p>	MOTION CARRIED
15	<p><u>CONSIDER AND REVIEW EXPENDITURES FROM SEPTEMBER 16 – OCTOBER 15, 2019. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • No comments or questions <p>Expenditures acknowledged by A. AVALOS and seconded by A. LALONDE.</p>	ACKNOWLEDGMENT OF EXPENDITURES

16	<p><u>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:</u></p> <p><u>UPDATE ON LEGAL MATTERS CONCERNING RATEPAYERS APPEAL OF THE RAW WATER RATE</u></p> <p>H. HOUSTON made a motion for the BOARD to go into the executive session at 6:00 PM, seconded by A. AVALOS.</p> <p>A. LALONDE withdrew himself from the Executive Session meeting and departed the meeting at 6:00 pm. A quorum maintained.</p> <p>H. HOUSTON made a motion for the BOARD to get out of the executive session at 6:07 PM, seconded by A. AVALOS.</p>	<p>MOTION CARRIED IN SESSION @ 6:00 PM</p> <p>MOTION CARRIED OUT OF SESSION @ 6:07 PM</p>
17	<p><u>CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEM, IF NECESSARY.</u></p> <p><u>UPDATE ON LEGAL MATTERS CONCERNING RATEPAYERS APPEAL OF THE RAW WATER RATE</u></p> <p>The CHAIRMAN noted no action taken for the Executive Session item</p>	<p>EXECUTIVE SESSION RESULTS: NO ACTION</p>
19	<p><u>ADJOURNMENT</u></p> <p>There being no further business the Chairman adjourned the meeting at 6:09 PM</p>	<p>MEETING ADJOURNED @ 6:09 PM</p>



Scott D. Friedman, Chairman



Alex Avalos, Secretary

MINUTES APPROVED THIS 6TH DAY OF NOVEMBER 2019.