









MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Wednesday, May 26, 2021
 5:30 PM – 6:45 PM
 Board Room



1	<p><u>QUORUM</u></p> <p>PRESENT: Chairman, Scott Friedman Vice-Chairman, Adam Lalonde Secretary, Jason Starkey Director, William "Bill" Donahue Director, Dave Boughter</p> <p><u>ADMINISTRATIVE STAFF:</u> 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 style="text-align: center;">Virtual Meeting through ZOOM</p>	
2	<p><u>PLEDGE OF ALLEGIANCE AND INVOCATION</u></p> <p>The meeting began with the Pledge of Allegiance, and C. Galvan said the Opening Prayer</p>	
3	<p><u>INVITATION TO THE AUDIENCE FOR PUBLIC COMMENTS</u></p> <p>COMMENTS:</p> <ul style="list-style-type: none"> • C. Galvan stated former General Manager Javier Arnulfo Lopez, who worked with the District for 39 years and retired in 1997, passed away and was the father to Joel Lopez, Water Plant Distribution Manager for the District. • C. Galvan added Pretreatment Manager Frankie Guzman's father, Servando Sanchez, passed away recently • Commenter Greg Klement's virtual meeting through ZOOM expressed disagreement on an RFQ outcome from May 27, 2021, and requested the Board to consider the appeal 	PUBLIC COMMENTS
4	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE REGULAR MEETING FROM APRIL 28TH, 2021. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The Board approved the Regular Meeting Minutes as presented <p>Moved by J. STARKEY, seconded by W. DONAHUE.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED

5	<p><u>GENERAL MANAGER'S REPORT</u> </p> <ul style="list-style-type: none"> • <u>RESERVOIR LEVELS</u> • <u>EMPLOYEE RECOGNITION</u> • <u>EVALUATION</u> <p>REPORT:</p> <p><u>RESERVOIR LEVELS</u> - C. Galvan emphasized reservoir and lakes levels were 38.95% combined. The Reservoir levels continue dropping weekly by 1%, and based on the reservoirs and lakes being low; therefore, the District will continue drought management procedures.</p> <p><u>EMPLOYEE RECOGNITION</u> - The following Employees successfully passed an examination and acquired a license: Mark Delgadillo acquired Wastewater "A" License, Justin Flores passed and received Collection I license, and Francisco Silva successfully passed the exam for the Class "D" license.</p> <p><u>EVALUATION</u> - The Board acknowledged C. Galvan's upcoming evaluation and scheduled it for the next regular meeting under executive session.</p>	GENERAL MANAGER'S REPORT
6	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL A RESOLUTION ADOPTING A REVISED PERSONNEL POLICY FOR THE DISTRICT (RESOLUTION NO. 186-05-2021), (C. GALVAN)</u> </p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Section 512 – Additional Compensation modified language • Section 1103- Updated the Exit interview for terminating Employees Section • The Board agreed to adopt the revised Personnel Policy through a resolution <p>Moved by A LALONDE, seconded by J. STARKEY.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED
7	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE HURRICANE OPERATIONS MANUAL FOR 2021. (C. GALVAN)</u> </p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The annual updates of forms and contact information adjusted • The Board approved the updated manual as presented <p>Moved by A LALONDE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED
8	<p><u>DIRECTOR OF OPERATION'S REPORT</u> </p>	DIRECTOR OF OPERATION'S REPORT

	<ul style="list-style-type: none"> <u>MONTHLY REPORT</u> <p>REPORT:</p> <ul style="list-style-type: none"> R. Gomez pointed out for April 2021 on service orders and service calls comparison from 2020 numbers. The comparison mostly showed an overall increase. The Pretreatment and Lift Stations monthly comparison remained the same 	
9	<p><u>DISTRICT ENGINEER'S REPORT</u></p> <ul style="list-style-type: none"> <u>DESALINATION AND TCEQ COORDINATION</u> <p>REPORT:</p> <p><u>DESALINATION AND TCEQ COORDINATION</u> – C. Ortiz reported on the Seawater Treatment Facility and the Port Isabel Water Reclamation Facility.</p> <p>The Board and Staff discussed TCEQ's (Texas Commission of Environmental Quality) input from the May 24 meeting. Printed copies were handed out and attached to the minutes. C. Ortiz noted that the USACE would half share the proposed modeling study cost and the District, which is \$142,500 and included in the request for budget change below (item 10).</p>	DISTRICT ENGINEER'S REPORT
10	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF BUDGET AMENDMENT FOR WATER INFRASTRUCTURE FUND. (C. ORTIZ)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> The Board reviewed the Budget changes for the three different projects The Board approved the total Budget change request amount for \$563,645.85 <p>Moved by D. BOUGHTER, seconded by W. DONAHUE.</p> <p>Motion: Move to approve</p>	MOTION CARRIED
11	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL AWARD OF WATER SYSTEM IMPROVEMENTS – ENGINEERING DESIGN, BID, AND CONSTRUCTION PHASE SERVICES (RFQ#WP-21-0501). (C. ORTIZ)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> C. Ortiz noted the District received four qualifications and reviewed them by the Professional Services Committee on May 20. The Board agreed on the recommendation to award Freese and Nichols, Inc. <p>Moved by J. STARKEY, seconded by A. LALONDE.</p> <p>Motion: Move to approve</p>	MOTION CARRIED

12	<p><u>DIRECTOR OF FINANCE REPORT</u> </p> <ul style="list-style-type: none"> <u>WATER PLANT 2 INTERNET OUTAGE/NETWORK OUTAGE</u> <p>REPORT:</p> <p>E. Salazar reported on last month’s Internet issues from an outage that lasted two weeks and drew attention to the outages from Laguna Heights to Port Isabel and how they affected the District’s Facilities. Also added the equipment from the wireless network was established in 2013.</p> <p>E. Salazar proposed (See item 14) purchasing fiber optic internet and network upgrade for a permanent and affordable solution to create efficiencies while increasing productivity.</p>	DIRECTOR OF FINANCE REPORT
13	<p><u>CONSIDER AND DISCUSS POSSIBLE APPROVAL OF THE FINANCIAL REPORTS FOR MARCH 2021. (E. SALAZAR)</u> </p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> E. Salazar pointed out the revenues for March did seem to be affected by the water restrictions and looking forward to the District’s higher revenue months which are the summer months <p>Moved by A. LALONDE, seconded by J. STARKEY.</p> <p>Motion: Move to approve</p>	MOTION CARRIED
14	<p><u>CONSIDER AND DISCUSS POSSIBLE APPROVAL OF INTERNET/NETWORK UPGRADE FOR THE DISTRICT. (E. SALAZAR)</u> </p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> E. Salazar recommends replacing the current equipment for the internet, which is becoming obsolete, with a more reliable solution on power, fiber optic. The District’s existing network will need upgrading for the fiber optic internet. Spectrum Representatives were present at the meeting for questions and answers Staff’s recommendation proposed a wired solution that includes fiber optic internet and a managed network from Spectrum Internet, a three-year agreement ✓ Follow-up Request for the next meeting: Information on Spectrum’s offers to minority businesses for special discounts The Board approved the upgrade <p>Moved by A. LALONDE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve</p>	MOTION CARRIED
15	<p><u>CONSIDER AND DISCUSS RATIFICATION OF PAYMENT FOR A 45 HP SUBMERSIBLE PUMP FOR LIFT STATION 22. (E. SALAZAR)</u> </p>	MOTION CARRIED

	<p>DISCUSSION:</p> <ul style="list-style-type: none"> E. Samaniego noted one of the two pumps for lift station 22 burnt out. As per TCEQ, two functional pumps required in each lift station at all times Cost \$16,944.59 <p>Moved by J. STARKEY, seconded by W. DONAHUE.</p> <p>Motion: Move to approve</p>	
16	<p><u>CONSIDER AND REVIEW EXPENDITURES FROM APRIL 16TH, 2021 – May 15, 2021. (C. GALVAN)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> The Board accepted the expenditures as presented <p>Expenditures acknowledged by J. STARKEY and A. LALONDE.</p>	ACKNOWLEDGMENT OF EXPENDITURES
17	<p><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></p> <p><u>DISCUSSION AND APPROVAL OF WATER RIGHTS LEASE AGREEMENT WITH BAYVIEW IRRIGATION DISTRICT.</u> 💧</p> <p>J. STARKEY made a motion for the BOARD to go into the executive session at 6:25 PM, seconded by W. DONAHUE.</p> <p>A. LALONDE made a motion for the BOARD to get out of the executive session at 6:44 PM, seconded by J. STARKEY.</p>	<p>MOTION CARRIED IN SESSION @ 6:25 PM</p> <p>MOTION CARRIED OUT OF SESSION @ 6:44 PM</p>
18	<p><u>CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.</u></p> <p>CHAIRMAN ENTERTAINED MOTION: TO PROCEED AS DIRECTED IN THE EXECUTIVE SESSION</p> <p>Moved by J. STARKEY, seconded by A. LALONDE.</p>	<p>EXECUTIVE SESSION RESULTS: PROCEED AS DIRECTED</p>
19	<p><u>ADJOURNMENT</u></p> <p>There being no further business, the CHAIRMAN adjourned the meeting at 6:45 PM.</p>	<p>MEETING ADJOURNED @ 6:45 PM</p>


ADAM LALONDE, VICE CHAIRMAN
SCOTT FRIEDMAN, CHAIRMAN

MINUTES APPROVED THIS 9TH DAY OF JUNE, 2021.