


MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Wednesday, December 13, 2023
 5:42 PM – 6:42 PM
 Board Room

1	<p><u>QUORUM</u> Adam Lalonde, Vice-Chairman Jason Starkey, Secretary William "Bill" Donahue, Director Dave Boughter, Director</p> <p style="text-align: center;">arrived at 5:55 PM </p> <p><u>ABSENT</u> Scott Friedman, Chairman</p> <p><u>ADMINISTRATIVE STAFF</u> Carlos J. Galvan, Jr., General Manager Robert Gomez, Director of Operations Charles Ortiz, District Engineer Eduardo Salazar, Director of Finance Enrique Samaniego, Purchasing Agent Brandon Edge, Information Tech Specialist Santiago Ochoa, IV, Superintendent of Wastewater Noe Cantu, Superintendent of Water Brian Hansen, Attorney</p>	
2	<p><u>Pledge of Allegiance and Invocation.</u></p> <p>The Director, Dave Boughter, began the meeting with the Pledge of Allegiance, and S. Ochoa 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"> • No response from the Audience or Staff 	PUBLIC COMMENTS
4	<p><u>PUBLIC HEARING – Annexation of 87.29 Acres of Land to Laguna Madre Water District from Shores Development, Inc. and Padre Shores II, LLC.</u></p> <p>The Director entertained to open the PUBLIC HEARING. With a motion by <u>J. Starkey</u> and seconded by <u>W. Donahue</u>, the Board convened the PUBLIC HEARING.</p> <p>The Director opened the hearing for questions. No one in the audience responded.</p> <p>A motion was made by <u>J. Starkey</u> and seconded by <u>W. Donahue</u> to close the PUBLIC HEARING. The Board took action on item #5; for results, see below.</p>	

5	<p><u>Consider and discuss for possible approval of Order Adding Land for Annexation of 87.29 Acres of Land to Laguna Madre Water District from Shores Development, Inc. and Padre Shores II, LLC. (C. Ortiz) 💧</u></p> <p>Discussion: The Board approved the order</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
6	<p><u>Consider and discuss for possible approval of Minutes from the Workshop Meeting on November 1, 2023, and the Regular Meeting on November 8, 2023. (C. Galvan) 💧</u></p> <p>Discussion: The Board approved the Minutes as presented.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
7	<p><u>General Manager’s Report</u></p> <p>Mr. Galvan reported on:</p> <p><u>Reservoir Levels</u> - C. Galvan handed out printed copies at the meeting of the Brownsville Area Reservoirs monitored water supply. A copy is attached to the minutes. As of today, both levels combined reading 21.7%. The District’s Drought Management remains in Stage 3.</p> <p><u>2nd Meeting in December</u> – The Board agreed to cancel the second meeting in December because of the Christmas Holiday. The next meeting is on January 10, 2024.</p>	GENERAL MANAGER’S REPORT
8	<p><u>Director of Operation’s Report</u> 💧</p> <p>Mr. Gomez reported on the following:</p> <p><u>Monthly Report</u> –November’s comparison to October illustrated an overall decrease. Mr. Gomez gave a breakdown of each department.</p>	
9	<p><u>District Engineer’s Report</u> 💧</p> <p>Mr. Ortiz reported on:</p> <p><u>2026 Rio Grande Regional Water Plan</u> – C. Ortiz noted that we will prioritize the Port Isabel Seawater Treatment Facility.</p> <p><u>Meeting with Port Isabel San Benito Navigation District regarding Seawater intake</u> – C. Ortiz noted we will continue negotiating with the Port Isabel San Benito Navigation District to acquire an easement for the intake structure.</p>	DISTRICT ENGINEER’S REPORT

10	<p><u>Consider and discuss the possible award of Professional Engineering Services for the Port Isabel Seawater Desalination Treatment Facility Feasibility Study (RFQ# WP-23-11-01). (C. Ortiz) 📌</u></p> <p>Discussion: The Board approved the Staff's recommended award to NorrisLeal, LLC</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
11	<p><u>Consider and discuss for possible approval of Amendment No. 4 with Freese and Nichols, Inc. for Professional Engineering Services for Water System Improvements. (C. Ortiz) 📌</u></p> <p>Discussion: The Board approved as presented</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
12	<p><u>Consider and discuss for possible approval of Payment Variance Emergency Ratification to NorrisLeal for the Port Isabel Seawater Desalination Project. (C. Ortiz) 📌</u></p> <p>Discussion: C. Ortiz noted and recommended the approval of the amount of \$37,225, which covers the work done back in April that needed additional work done</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
13	<p><u>Director of Finance Report 📌</u></p> <p>Mr. Salazar reported on the following:</p> <p><u>COLA</u> – Federal COLA - 3.2%</p> <p><u>Investment Update</u> – E. Salazar gave details on Valley View Consultants, solicited approximately 5 million in investment requesting rates, and solicited 1.1 million in investment asking rates. E. Salazar reported on the new 2023 TWBD Revenue Bond and its disbursements.</p>	MOTION CARRIED
14	<p><u>Consider and discuss for possible approval of Final Budget Adjustments for the 2022-2023 Fiscal Year. (E. Salazar) 📌</u></p> <p>Discussion: E. Salazar noted it was a procedural cleanup for the final Budget with a breakdown per department.</p> <p>Note: A. Lalonde requested that the Board be notified every time a department is \$50,000 to \$100,000 over in the budget and why.</p>	MOTION CARRIED

	<p>The motion carried unanimously: MOVED BY A. LALONDE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE THE FINAL BUDGET ADJUSTMENT.</p>	
15	<p><u>Consider and discuss for possible approval of the Financial Reports for September 2023. (E. Salazar) 🔹</u> Discussion: The Board approved as presented.</p> <p>The motion carried unanimously: MOVED BY A. LALONDE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
16	<p><u>Consider and discuss for possible approval the purchase of a Flow Meter for the service pump at Water Plant #2. (E. Samaniego) 🔹</u> Discussion: The Board approved the purchase.</p> <p>The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
17	<p><u>Consider and review Expenditures from November 1, 2023, to November 30, 2023. (C. Galvan) 🔹</u> Discussion: The Board accepted the expenditures as presented.</p> <p>The expenditures acknowledged by: W. DONAHUE, A. LALONDE, J. STARKEY, and D. BOUGHTER.</p>	ACKNOWLEDGED
18	<p><u>Consider and remove from the table the following EXECUTIVE SESSION item tabled at the Regular Meeting on November 8, 2023:</u> <u>Deliberation regarding the Evaluation of District Employee to wit: General Manager (551.074)</u></p> <p>Discussion: The item was removed from the table</p> <p>The motion carried unanimously: MOVED BY A. LALONDE, SECONDED BY W. DONAHUE. MOTION: REMOVE FROM THE TABLE.</p>	MOTION CARRIED
17	<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; under Section 551.072, Deliberation about Real Property; under Section 551.074, Personnel Matters: 🔹</u></p>	EXECUTIVE SESSION

	<ul style="list-style-type: none"> • <u>Deliberation regarding the Evaluation of District Employee to wit: General Manager. (551.074)</u> • <u>Update on the City of South Padre Island regarding LMWD water line conflicts with storm drains. (551.071)</u> <p>The Director entertained to adjourn into Executive Session as permitted by the Open Meetings Act, VTCA, Government Code Section 551.001 Et Seq., under Section 551.071, Consultation with Attorney; under Section 551.074, Personnel Matters, which authorizes the holding of such closed or Executive Session.</p> <p>With a motion by <u>J. Starkey</u> and seconded by <u>A. Lalonde</u>, the Board convened into Executive Session at <u>6:15 PM</u>.</p> <p>With a move by <u>A. Lalonde</u> and seconded by <u>A. Lalonde</u>, the Executive Session ended at <u>6:40 PM</u>. The only matters described were discussed.</p>	
18	<p><u>Consideration and action on EXECUTIVE SESSION Item, if necessary.</u></p> <ul style="list-style-type: none"> • <u>Deliberation regarding the Evaluation of District Employee to wit: General Manager. (551.074)</u> <p style="text-align: center;">The motion carried unanimously: MOVED BY A. LALONDE, SECONDED BY W. DONAHUE. MOTION: TO APPROVE THE EVALUATION</p> <ul style="list-style-type: none"> • <u>Update on the City of South Padre Island regarding LMWD water line conflicts with storm drains. (551.071)</u> <p style="text-align: center;">COMMENTS: TO PROCEED AS DIRECTED</p>	EXECUTIVE SESSION
19	<p><u>Adjournment</u></p> <p>There was no further business; the meeting was adjourned.</p>	MEETING ADJOURNED @ 6:42 PM



JASON STARKEY, SECRETARY



ADAM LALONDE, VICE-CHAIRMAN

MINUTES APPROVED THIS 10TH DAY OF JANUARY 2024.