

MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
LAGUNA MADRE WATER DISTRICT

The **REGULAR MEETING** of the **LAGUNA MADRE WATER DISTRICT** was held at the Administration Office of the District at 105 Port Road, Port Isabel, Texas on the **9th day of DECEMBER 2015** at the hour of **6:00 p.m.**, pursuant to written notice as prescribed by law.

ITEM #1 **QUORUM**

The **CHAIRMAN** called the meeting to order and he determined the Notice of the Meeting had been duly posted in accordance with the law and the following present constituted a quorum:

BOARD OF DIRECTORS

Jeff Keplinger, Chairman
William "Whitey" J. Thomas, Vice Chairman
Martin Cantu, Jr., Secretary
Scott Friedman, Director
Rick Wells, Director

ADMINISTRATIVE STAFF

Carlos J. Galvan, Jr., General Manager
Charles Ortiz, District Engineer
Victor Valdez – Director of Operations
Sanjuana Garcia – Director of Finance
Carlos Cisneros - Attorney

ITEM #2 **INVOCATION AND PLEDGE OF ALLEGIANCE**

The **CHAIRMAN** invited everyone in the audience to stand for the invocation and recite the Pledge of Allegiance.

ITEM #3 **INVITATION TO AUDIENCE FOR DISCUSSION**

The **CHAIRMAN** asked if anyone in the audience would like to address the **BOARD**. No one responded.

ITEM #4 **CONSIDER AND APPROVE MINUTES FOR WORKSHOP MEETING AND REGULAR MEETING OF NOVEMBER 18, 2015.**

A motion was made by **MR. WELLS** to approve Minutes for Workshop Meeting and Regular Meeting of November 18, 2015, seconded by **MR. CANTU. MOTION CARRIED UNANIMOUSLY.**

ITEM #5 **GENERAL MANAGER'S REPORT**
 • **EMPLOYEE AWARDS BANQUET**

MR. GALVAN announced the Christmas Dinner and Employee Awards Banquet will be on Saturday, December 12, 2015; and the Board's invitations were mailed.

ITEM #6 **DISTRICT ENGINEER'S REPORT**
 • **WATER PLANT 1 FILTER CONTROL SYSTEM PRE-UPGRADE FIELD SURVEY**
 • **AQUIFIER STORAGE RECOVERY**

MR. ORTIZ handed out printed copies and reported on the following:

- Water Plant 1 Filter Control System Pre-Upgrade Field Survey
- Aquifer Storage Recovery

ITEM #7 DIRECTOR OF OPERATION'S REPORT

• **MONTHLY REPORT**

MR. VALDEZ reported the following for the month of November:

- 1 Water Tap – 5/8" irrigation; 6 – 5/8" meter swaps and 1 - 2" meter swap
- Distribution crew worked on a 6" line upgrade on the alley of Ebony & Mesquite
- Beginning April 2016 - Tex Dot will begin a project on Ocelot crossing at 1 ½ mile west of Water Plant 2 where our 24" water line is located
- SPI building a multi-parking metro system- Spaw Glass Company will be boring and our Distribution crew will be onsite
- City of Port Isabel replaced a fire hydrant and flushed lines

ITEM #8 DIRECTOR OF FINANCE REPORT

- **PROJECT MANAGEMENT TRAINING**
- **RECORDS MANAGEMENT TRAINING**
- **SERVICE ORDER / CAPITAL PROJECTS UPDATE**

MRS. GARCIA reported on Project Management Training; Records Management Training; and Service Order/Capital Projects Update.

ITEM # 9 PRESENTATION BY CAROLLO ENGINEERS ON PORT ISABEL WASTEWATER TREATMENT PLANT PHASE 1 IMPROVEMENTS

A presentation was made by Carollo Engineers on Port Isabel Wastewater Treatment Plant Phase 1 improvements followed by an open discussion for question and answers.

ITEM #10 CONSIDER AND APPROVE INTERNATIONAL BANK OF COMMERCE (GOLF COURSE) WATER AGREEMENT

A motion was made by **MR. THOMAS** to approve International Bank of Commerce (Golf Course) Water Agreement, seconded by **MR. WELLS** with **MR. KEPLINGER** opposing. **MOTION CARRIED.**

ITEM #11 CONSIDER AND APPROVE THE WINDSTORM INSURANCE ONE YEAR RENEWAL WITH TEXAS WINDSTORM SERVICE CENTER

A motion was made by **MR. CANTU** to approve the Windstorm Insurance one year renewal with Texas Windstorm Service Center, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #12 CONSIDER AND APPROVE THE RETAIL ELECTRIC PROVIDER RFP WITH CAVALLO ENERGY FOR THREE YEARS

A motion was made by **MR. WELLS** to approve the Retail Electric Provider RFP with Cavallo Energy for three years, seconded by **MR. CANTU. MOTION CARRIED UNANIMOUSLY.**

ITEM #13 CONSIDER AND APPROVE AUDIT FISCAL YEAR 2015 PRESENTED BY LONG AND CHILTON, LLP

The **CHAIRMAN** noted to pass item, no action was taken.

ITEM #14 CONSIDER AND APPROVE AWBD CONFERENCE FOR BOARD OF DIRECTORS

A motion was made by **MR. THOMAS** to approve AWBD Conference for Board of Directors, seconded by **MR. FRIEDMAN**.
MOTION CARRIED UNANIMOUSLY.

ITEM #15 CONSIDER AND APPROVE DISBURSEMENTS

MRS. GARCIA handed out printed copies of disbursements for review.

A motion was made by **MR. WELLS** to approve Disbursements, seconded by **MR. CANTU**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #19 ADJOURNMENT

There being no further business the **CHAIRMAN** adjourned the meeting at **6:53 pm**.

JEFF KEPLINGER, CHAIRMAN

MARTIN CANTU, JR. SECRETARY

MINUTES APPROVED THIS _____ DAY OF _____ 2016.