

MINUTES
Workshop Meeting
Laguna Madre Water District
Board of Directors
Wednesday, May 9, 2018
4:00 PM – 5:14 PM
Board Room

ITEM #1 QUORUM


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

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

ITEMS DISCUSSED IN THE FOLLOWING ORDER: 1,2,4,5,3,6

ITEM #2 INVOCATION AND PLEDGE OF ALLEGIANCE

The meeting began with the Pledge Allegiance and an Opening Prayer.

ITEM #3 CONSIDER AND DISCUSS LESSONS LEARNED ON ODOR CONTROL MEASURES AFTER ATTENDING WEF ODORS AND AIR POLLUTANTS CONFERENCE 2018 HELD MARCH 26TH – 28TH IN PORTLAND, OREGON. 

DISCUSSION:

- Need a Masterplan
- Designate 2 Board Members to get involved with the process
- Different treatments needed for odor control
- Throwing odor control powder is a temporary solution
- Need a product that meets the District's needs of warm temperatures
- Community involvement, hold Townhall Meetings
- Discussion on odors in different locations
- A concern for the District's. Get complaints from customers

ITEM #3 CONTINUED

ACTIONS:

- **Board Members, A. Avalos and H. Houston volunteered.**
- **A. Avalos and H. Houston will meet with Staff, gather data and come up with a plan.**

ITEM #4 CONSIDER AND DISCUSS AMI FERGUSON METERS. 💧

DISCUSSION:

- Ferguson Representatives attended the Workshop for questions and answers
- Discussion on last week's incident on issues with meters during a billing cycle
- Current Meter System:
 - The system has too many unread meters causing to bill several accounts with average consumptions
 - Time-consuming to get information before billing
 - No meter readings, about 100 per cycle
- AMI Ferguson Meters:
 - The information given to Ferguson Meters is up to date
 - Discussion on meter vaults
 - It's about how much the district can do and save
 - Is there new inventory to possibly return? Try to return
 - Discussion on shutoff valves for problematic customers
 - Trying to fix loss revenue
 - Discussion Installation time and informing customers, commercial business. End of summer
 - Discussion on Ferguson to Change out meter sizes: 4, 6, and 8
 - Does it cover leak detection?
 - Providing more customer service to our customers
 - Financing has to be approved by TCEQ takes about 90 days
 - Installing Infrastructure first, then meters
 - Keep public informed, volunteer type of system. Let customers know in the water bill. Need good PR, going to customers home

ACTION:

- **Following the Workshop, the Board will consider approval on a new meter system for the District with AMI Ferguson Meters at the regularly scheduled Board of Directors Meeting. See Item #13 on the Regular Agenda of May 9, 2018.**

ITEM #5 PRESENTATION BY ESTRADA HINOJOSA ON PRELIMINARY BOND SIZING SCENARIOS AND PLAN OF FINANCE FOR PRIVATE PLACEMENT AND TEXAS WATER DEVELOPMENT BOARD. 💧

ITEM #5**CONTINUED****DISCUSSION:**

- Estrada Hinojosa Representative, Adrian Galvan gave a presentation followed by questions and answers
- Two possible finance options
- Private Placement (AMI Meter System) and TWBD (PIWWTP Sludge Holding Tanks and Lift Station Rehab)
- For Private Placement – 10-year Series 2018A is \$2,500,000, Project Fund
- For TWBD- 20-year Series 2018B is \$4,99,000, Project Fund
- Total Project Fund \$7,490,000
- Recommendation to go into a competitive process
- Work on Private Placement:
 - June 27, 2018, start the plan of finance process
 - July 10, 2018, District and Bond Counsel receives interest rate from banks (24-hour hold for rates)
 - July 11, 2018, District formally approves bid results
 - July 31, 2018 closing
- Work on TWBD
 - November 1, 2018, Lock in rates
 - November 8, 2018, present results of locked rates to the Board
 - December 12, 2018, closing

ACTION:

- **For Private Placement, Mr. Adrian Galvan will ask Banks about a 5-year option. Will Report Back to Staff**
- **Following the Workshop, the Board will consider approval through Resolution No. 158-05-18 requesting Financial Participation from the Texas Water Development Board, authorizing the filling of an application for financial participation. See detail information on Item #7 on the Regular Agenda of May 9, 2018.**

ITEM #6**ADJOURNMENT**

The Workshop Meeting was adjourned at 5:14 PM.

SCOTT FRIEDMAN, CHAIRMAN

DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 23rd DAY OF MAY 2018.