



Republic of the Philippines
Province of Samar
MUNICIPALITY OF MARABUT



LOCAL PROJECT MONITORING COUNCIL

MINUTES OF THE LPMC 1st Quarter Meeting

26 January 2026, 0830H || Executive Conference Room, Municipal Hall, Marabut, Samar

Present:

Hon. Billy Boy Cabero
Laarni Poblete Bolo-Tuazon
Ar. EnP. Syrene G. Sabulao
Aida G. Grefiel
Cherry M. Odinada
Juvelita G. Tiozon
Engr. Aladin C. Advincula
Wilfredo G. Lastimado
Zaltia A. Macatimpag
Janessa V. Amazona
Engr. Jean Marielle D. Sabit

LnB President
MLGOO
MPDC
MBO
Municipal Accountant
Municipal Treasurer
Municipal Engineer
Accredited CSO-MASAPOFA
CSO Desk Officer
Clerk II/Secretariat member
Engineer I/Secretariat member/MBO

Absent:

Anabel T. Bulcase
Hon. Percival S. Ortillo III

I. Call to Order

The meeting was called to order by Juvelita G. Tiozon, Vice-Chairperson of the council. This was followed by the preliminaries.

II. Review of Previous Meeting

Ar. EnP. Syrene G. Sabulao, the MPDC opened the floor for questions and clarifications regarding matters discussed during the last quarter of 2025. No major issues were raised.

III. Agenda Items and Discussions

- Update on the 20% Development Fund for 2026
 - Updates were presented regarding the projects
- Updates on the incentives/honoraria of the council members
 - The MPDC presented updates on the incentives or honoraria of council members, noting that it has already

50 been budgeted for the current year. After deliberation, the
51 body agreed that the incentives shall be distributed
52 quarterly, subject to the submission of the required
53 attachments.

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55 3. Updates from MLGOO

- 56 • Presented on the RCSP/SBDP barangay that covered
57 • Timeline of the submission of reports
58 • Project must be monitored and geotagged in every stage or
59 percent of implementation
60 • RLIP Reports and SUBAYBAYANI

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62 4. Project Monitoring Concerns

- 63 • Engr. Aladin Advincula raised concerns regarding the
64 monitoring of projects, citing limited manpower in their
65 office, especially on achieving the new guidelines
66 • It was further noted that the monitoring of first-quarter
67 projects shall be based on the date of posting of the
68 project

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70 **IV. Resolutions and Agreement**

- 71 • The body agreed to conduct quarterly training for the
72 council members
73 • A resolution was approved to formalize the conduct of
74 the said training

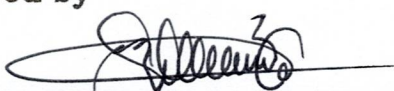
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76 **V. Other Matters**

- 77 • Prior to adjournment, the body suggested conducting a
78 proposed project inspection before the start of construction,
79 scheduled on February 9, 2026.

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81 **VI. Adjournment**

- 82 • There being no other matters to discuss, the meeting was
83 adjourned upon motion by CSO Wilfredo Lastimado, duly
84 seconded by Ms. Cherry M. Odinada, Municipal Accountant
85 and member.

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87
88 **Prepared by**

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91 **AR. EnP. SYRENE G. SABULAO**
92 Secretariat Chairperson, MPDC

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94 **Noted by:**

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96 
97 **JUVELITA G. TIOZON**
98 Vice-Chairperson, Local Project Monitoring Committee