



Gulf Coast Water Authority  
Board of Directors Regular Meeting  
Minutes  
December 19, 2013

**COUNTY OF GALVESTON** §  
**STATE OF TEXAS** §

The Board of Directors of the Gulf Coast Water Authority of Galveston County, Texas, met on **Thursday, December 19, 2013, at 3:00 p.m.** at the Gulf Coast Water Authority's Administrative Office located at 3630 FM 1765, Texas City, Texas, for the following purpose(s).

1. Convene Meeting  
*James McWhorter called the meeting to order at 3:00 PM*
2. Conflict of Interest Declarations  
*No Conflicts of Interest*
3. Requests to Address the Board  
*No requests to address the Board*
4. Managers' Report
5. Board Committees
  - Finance and Insurance Committee  
*Russell Jones, Cliff Mock, James McWhorter, Sue Edrozo, Ray Holbrook and Gary Potter met on December 19, 2013. Sanderson & Knox gave a presentation on the GCWA 2013 Audit. The 2013 Audit is on the Board Agenda for approval.*
  - Engineering Committee  
*James McWhorter, Sue Edrozo and James Cesarini met on December 12, 2013. Future Water Supply Strategies, Development of a Water Quality Standard, Calder Road Water Line Rehabilitation, Sludge Management, Transformer Installation on the Industrial Pump Station, May Pump Station Power and Back-Up Generators at the Thomas S Mackey Water Treatment Plant were discussed. Development of a Water Quality Standard and the Calder Road Water Line Rehabilitation are on the Board Agenda for approval.*
  - Safety Committee – Gary Potter  
*Gary Potter, Shane Hamilton and James Cesarini met on December 12, 2013. Safety Audit, Safety Manual, Safety Slogan Contest, Incidents and Accidents from November 2013 and Confined Space Monitors were discussed.*
6. Advisory Committees
  - Mainland Division Operating Advisory Committee – Steve Jefferson  
*The Committee met on December 3, 2013. The Committee discussed Water Contracts.*
7. Consent Agenda
  - a. Discussion and possible action on the Minutes of the Board of Directors' Regular Meeting held November 21, 2013.

- b. Discussion and possible action to enter into five (5) Crossing Agreements with BridgeTex Pipeline Company, LLC for a pipeline crossing the Galveston Canal, Industrial Canal, Bayshore Waterline and Industrial Raw Water Line located in Galveston County, Texas and authorization for the General Manager to sign the pertinent documents

*Russell Jones seconded Eric Wilson's motion to approve Items a & b of the Consent Agenda. The motion passed unanimously.*

#### 8. Old Business

- a. Discussion and possible action on a merit based pay plan

*Gary Potter seconded Ray Holbrook's motion to approve a merit based pay plan. The motion passed unanimously.*

- b. Discussion and possible action on a change order for the purchase of materials and labor through a Texas BuyBoard contractor to facilitate the installation of the Transformers for the Industrial Pump Station and authorization for the General Manager to sign the pertinent documents

*Eric Wilson seconded Sue Edrozo's motion to approve the change order for the purchase of materials and labor through a Texas BuyBoard contractor to facilitate the installation of the Transformers for the Industrial Pump Station and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

#### 9. New Business

- a. Discussion and possible action on the Financial Audit for Fiscal Year 2012-2013 as performed by Sanderson, Know and Co., LLP

*Gary Potter seconded Russell Jones' motion to approve the Financial Audit for Fiscal Year 2012-2013 as performed by Sanderson, Know and Co., LP with changes as discussed in the Finance and Insurance Committee Meeting held December 19, 2013.*

- b. Discussion and possible action for General Manager to enter into a Professional Services Agreement with Carollo, Inc and on Work Authorization CE1301

*Sue Edrozo seconded Ray Holbrook's motion to approve the General Manager entering into a Professional Services Agreement with Carollo, Inc and on Work Authorization CE1301. The motion passed unanimously.*

- c. Discussion and possible action on the First Amendment to the Interlocal Agreement between the City of League City and Gulf Coast Water Authority to rehabilitate a section of 39-inch water transmission line located in the Calder Road right of way between Ervin Street and League City Parkway and authorization for the General Manager to sign the pertinent documents

*James Cesarini seconded Eric Wilson's motion to approve the First Amendment to the Interlocal Agreement between the City of League City and Gulf Coast Water Authority to rehabilitate a section of 39-inch water transmission line located in the Calder Road right of way between Ervin Street and League City Parkway and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- d. Discussion and possible action on a construction contract with the selected proposer, based on the competitive sealed proposal method of bidding, for the Calder Road Rehabilitation and authorization for the General Manager to sign the pertinent documents.

*Gary Potter seconded Eric Wilson's motion to approve on a construction contract with the selected proposer based on the competitive sealed proposal method of bidding, for the Calder Road Rehabilitation and authorizes the General Manager to sign the pertinent documents. The motion passed unanimously.*

- e. Discussion and possible action on work authorization GT11\_04 with Geotest Engineering, Inc. for construction material testing for Calder Road Waterline Rehabilitation and authorization for the General Manager to sign the pertinent documents

*Shane Hamilton seconded Eric Wilson's motion to approve work authorization GT11\_04 with Geotest Engineering, Inc. for construction material testing for Calder Road Waterline Rehabilitation*

and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.

- f. Discussion and possible action on the purchase of irrigation meters from Mace USA, LLC as negotiated through the Interlocal Agreement with Lower Neches Valley Authority (LNVA) and authorization for the General Manager to sign the pertinent documents

*Russell Jones seconded Cliff Mock's motion to approve the purchase of irrigation meters from Mace USA, LLC as negotiated through the Interlocal Agreement with Lower Neches Valley Authority (LNVA) and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- g. Discussion and possible action on renewal of legislative and state agency consulting services with Mindy Elmer

*Shane Hamilton seconded Ray Holbrook's motion to approve the renewal of legislative and state agency consulting services with Mindy Elmer. The motion passed unanimously.*

- h. Discussion and possible action on the purchase of Interruptible Water for 2014 and authorization for the General Manager to sign the pertinent documents

*Eric Wilson seconded Cliff Mock's motion to approve the purchase of Interruptible Water for 2014 not to exceed 20,000 A/F and authorize the General Manager or Deisgnee to sign the pertinent documents. The motion passed unanimously.*

- i. Discussion and possible action for the General Manager to negotiate and execute an electric supply contract for Gulf Coast water Authority's next term beginning May, 2015

*Shane Hamilton seconded Cliff Mock's motion to authorize the General Manager to negotiate and execute an electric supply contract for Gulf Coast water Authority's next term beginning May, 2015. The motion passed unanimously.*

- j. Set Date for January 2014 Board Workshop

*The Board decided to hold the Board Workshop on January 20, 2014 at Noon.*

*The Board retreated into Executive Session at 5:15 PM*

10. Executive Session

*The Executive Session is held in accordance with Texas Open Meeting Act, (Vernon's Civil Statutes) Texas Government Code, Section 551.071 – Consultation with Attorney, to discuss the following:*

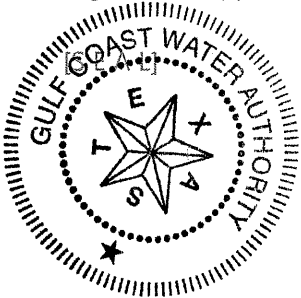
- Update and consult with legal counsel regarding Pending Water Supply Contracts

*The Board reconvened into Regular Session at 5:37 PM*

11. Adjourn Meeting

*James McWhorter adjourned the meeting at 5:45 PM*

Signed and approved this 16<sup>th</sup> day of January, 2014.



 1/16/14

Sue Edrozo

GCWA Board of Directors Secretary / Treasurer