



Gulf Coast Water Authority
Regular Board Meeting
Minutes
August 15, 2013

COUNTY OF GALVESTON §
STATE OF TEXAS §

The Board of Directors of the Gulf Coast Water Authority of Galveston County, Texas, met on **Thursday, August 15, 2013, at 3:00 p.m.** at the Gulf Coast Water Authority's Administrative Office located at 3630 Highway 1765, Texas City, Texas with duly constituted members of said Board to wit:

<i>James McWhorter</i>	<i>President</i>
<i>Eric Wilson</i>	<i>Vice President</i>
<i>Sue Edrozo</i>	<i>Secretary / Treasurer</i>
<i>Russell Jones</i>	<i>Assistant Secretary / Treasurer</i>
<i>James Cesarini</i>	<i>Director</i>
<i>Bill Eisen</i>	<i>Director</i>
<i>Ray Holbrook</i>	<i>Director</i>
<i>Shane Hamilton</i>	<i>Director</i>
<i>Gary Potter</i>	<i>Director</i>

All members were in attendance. A quorum was present.

Also present: Bobby Gervais, Ivan Langford, David Sauer, Bob Webb, Nancy Matthews, James Vanderwater, Mack Chapman, Juan Hernandez, Renee Dondonay, Matt Frank, Casey Smith, Cliff Mock, Mark Tomlinson, Joe Manchaca, Karen Daly, Rick Hale, James Ross, Taylor Baumgartner, David Huang and Rick Gerlach

1. Convene Meeting – *James McWhorter*

James McWhorter called the meeting to order at 3:00PM

2. Conflict of Interest Declarations – *James McWhorter*

Initially no Conflict of Interest was declared however after consulting with legal counsel, Bill Eisen and Eric Wilson declared a Conflict of Interest regarding Item 7e, 7f & 7g. Conflict of Interest forms were filed.

3. Requests to Address the Board - *James McWhorter*

Casey Smith and Cliff Mock requested to address the Board and spoke in regards to Ratoon / Second Crop Water.

4. Managers' Report

5. Board Committees

- Finance and Insurance Committee – *Russell Jones*

Finance and Insurance did not meet in August 2013

- Engineering Committee – *James McWhorter*

Engineering Committee met on August 8, 2013 with all Committee Members present. Freese & Nichols made a presentation on the Long Term Water Strategies. Freese and Nichols took comments made by the Committee and Staff into consideration and are revising the proposal to represent at the September Engineering Committee Meeting. The results of the proposal are expected to be presented at the September Board Meeting. Jordan Furnans of Intera made a presentation on water availability. The committee also discussed the implementation of a water rationing plan – perhaps an addendum to the current water rationing plan or a policy specific to water rationing in an emergency water shortage. A table top exercise will be scheduled in the future to discuss further. The committee also received updates on current projects from James Vanderwater and John Martinez.

- Personnel and Compensation Committee – *Eric Wilson*

Personnel and Compensation Committee did not meet in August 2013.

- Safety Committee – *James Cesarini*

Safety Committee met on August 8, 2013 with all Committee Members present. In the past month there were 2 accidents, a vehicular accident with no recordable injury and a maintenance accident with recordable injury. The vehicular accident resulted in a change in policy requiring all employees driving a company vehicle must back into parking spaces and future vehicles will be equipped with back up cameras or sensors.

6. Advisory Committees

- Industrial Advisory Committee – *Darrell Richardson*

David Sauer and Ivan Langford reported for Darrell Richardson. The Committee was updated on the status of the river and the status of current projects. Alan Plummer Associates Inc gave a presentation regarding water conservation in an industrial setting and additional information was offered to those who were interested.

- Mainland Division Operating Advisory Committee – *Steve Jefferson*

Ivan Langford reported for Steve Jefferson. The committee was presented a spreadsheet showing how much water each municipal customer diverted from GCWA for June and July 2013 which sparked discussions on how much water each customer is using and how the water is being used. Further discussions are planned to reevaluate the GCWA Drought Contingency Plan and make it more specific with consequences for violators. Also, Alan Plummer Associates Inc gave a presentation on water reuse in the State of Texas.

7. Consent Agenda

- a. Possible action to approve the minutes of the Board of Directors' Regular Meeting held July 18, 2013.
- b. Possible action to approve the Financial and Investment Report Ending July 31, 2013.
- c. Possible action to approve a Crossing Agreement between Gulf Coast Water Authority and Fort Bend County WC&ID #2 for a 42-inch Sanitary Sewer crossing under the American Canal System, located in Stafford, Texas, with authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*
- d. Possible action to approve a Crossing Agreement between Gulf Coast Water Authority and Galveston County MUD No. 54 for an 8-inch force main sewer line crossing under the Galveston Canal System, located in Texas City, Texas, with authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*
- e. Possible action to approve a Crossing Agreement between Gulf Coast Water Authority and 518SCR, Ltd. for a public street and bridge crossing over the American Canal System, located in Pearland, Texas, with authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*
- f. Possible action to approve a Crossing Agreement between Gulf Coast Water Authority and 518SCR, Ltd. for a public 36-inch RCP Storm Sewer crossing under the American Canal System, located in Pearland, Texas, with authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*
- g. Possible action to approve a Crossing Agreement between Gulf Coast Water Authority and 518SCR, Ltd. for a public 8-inch PVC Sanitary Sewer crossing under the American Canal System, located in Pearland, Texas, with authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*
- h. Possible action on the renewal of the annual subscriber contribution to Water Research Foundation and authorization for the General Manager to sign the pertinent documents. – *George Orum*

Sue Edrozo seconded Eric Wilson's motion to approve items a, b, c, d & h of the Consent Agenda. The motion passed unanimously.

Ray Holbrook seconded James Cesarini's motion to approve items e, f & g of the Consent Agenda. The motion passed unanimously with the exception of Bill Eisen and Eric Wilson who abstained from voting due to a Conflict of Interest with the City of Pearland. Conflict of Interest Forms are on file.

8. New Business

- a. Discussion and possible action to approve a new Employee Safety Policy & Manual – *Ivan Langford*
Eric Wilson seconded Gary Potter's motion to approve the new Employee Safety Policy and Manual. The motion passed unanimously.

- b. Discussion and possible action to amend the Authority's 2014 Budget – Other Income and Expenses – *Bob Webb*
Russell Jones seconded Eric Wilson's motion to approve the amendments to the Gulf Coast Water Authority's 2014 Budget – Other Income & Expenses. The motion passed unanimously.
- c. Discussion and possible action on proposed revisions to the Personnel Policy – *David Sauer*
Eric Wilson seconded Gary Potter's motion to approve the revisions to the Personnel Policy. The motion passed unanimously.
- d. Discussion and possible action to approve Resolution No. 2013-004 confirming the Review and Continuance of the Authority's Investment Policy and Investment Strategies without amendment – *Bob Webb*
Russell Jones seconded Bill Eisen's motion to approve Resolution No. 2013-004 which confirms the Review and Continuance of Gulf Coast Water Authority's Investment Policy and Investment Strategies without amendment. The motion passed unanimously.
- e. Discussion and possible action to authorize General Manager to request additional firm, long term contract water from the Brazos River Authority – *Ivan Langford*
Eric Wilson seconded Bill Eisen's motion to request a long term water contract with Brazos River Authority for an additional 36 A/F of firm water.

The Board retreated into Executive Session at 5:05PM

9. Executive Session

- a. Consult with Legal Counsel concerning testifying before water supply agencies regarding the interest of the Authority

The Board reconvened in Open Session at 6:13PM

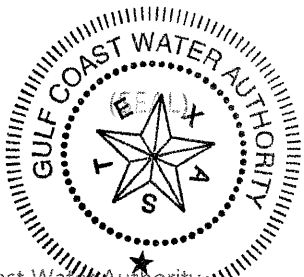
10. New Business

- a. Discussion and possible action to authorize General Manager to formally testify before water supply agencies regarding the interest of the Authority – *Ivan Langford*
Russell Jones seconded Ray Holbrook's motion to authorize the General Manager and David Adame to formally testify before water supply agencies regarding the interest of Gulf Coast Water Authority. The motion passed unanimously.

11. Adjourn Meeting

James McWhorter adjourned the meeting at 6:15PM.

Passed and approved this 19th day of September, 2013.





Sue Edrozo
GCWA Board of Directors Secretary / Treasurer