



Gulf Coast Water Authority  
Regular Board Meeting  
Minutes  
September 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, September 19, 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>Cliff Mock</i>	<i>Director</i>
<i>James Cesarini</i>	<i>Director</i>
<i>Shane Hamilton</i>	<i>Director</i>
<i>Ray Holbrook</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, George Orum, Mack Chapman, John Martinez, James Vanderwater, Renee Dondonay, Scott Carlson, Darrell Richardson, Jeff Peters, Jerry Newell, Rick Ramirez, Chris Humiford, Taylor Gunn, David Huang and Rick Gerlach*

1. Convene Meeting – *James McWhorter*  
*James McWhorter called the meeting at order at 3:00PM.*
2. Conflict of Interest Declarations – *James McWhorter*  
*No Declarations for Conflict of Interest*
3. Requests to Address the Board - *James McWhorter*  
*No Requests to Address the Board*

#### 4. Appointment / Reappointment of Board Members

a. Appointment of Cliff Mock (Brazoria County-Wide Position No. 1)

- Statement of Officer
- Oath of Office

*The Statement of Office and Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by newly appointed Board Member Cliff Mock, Brazoria County-Wide Position No. 1*

b. Reappointment of Rosalyn Sue Edrozo (Industrial Committee Position No. 1)

- Statement of Officer
- Oath of Office

*The Statement of Office and Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by reappointed Board Member Sue Edrozo, Industrial Committee Position No. 1*

c. Reappointment of James McWhorter (Municipal Committee Position No. 1)

- Statement of Officer
- Oath of Office

*The Statement of Office and Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by reappointed Board Member James McWhorter, Municipal Committee Position No. 1*

d. Reappointment of Russell Jones (Fort Bend County-Wide Position No. 1)

- Statement of Officer
- Oath of Office

*The Statement of Office and Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by reappointed Board Member Russell Jones, Fort Bend County-Wide Position No. 1*

e. Reappointment of Ray Holbrook (Galveston County-Wide Position No. 1)

- Statement of Officer
- Oath of Office

*The Statement of Office and Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by reappointed Board Member Ray Holbrook, Galveston County-Wide Position No. 1*

#### 5. Election of Officers

- President
- Vice President
- Secretary / Treasurer
- Assistant Secretary / Treasurer

*Ray Holbrook made a motion to re-nominate James McWhorter for President. Sue Edrozo made an amendment to the motion for the re-nomination of all officers – James McWhorter, President; Eric Wilson, Vice President; Sue Edrozo, Secretary / Treasurer and Russell Jones, Assistant Secretary / Treasurer. Ray Holbrook accepted the amendment to the motion and Eric Wilson seconded the motion. The motion passed unanimously.*

## 6. Managers' Report

- Thomas Mackey Water Treatment Plant – *George Orum*
- Water Treatment Plant Distribution – *Mack Chapman*
- Canal Division – *Mack Chapman*
- Industrial Division – *Mack Chapman*
- Financial and Investment – *Bob Webb*
- Administrative – *David Sauer and Ivan Langford*

## 7. Board Committees

- Engineering Committee – *James McWhorter*

*The Engineering Committee met on September 12, 2013 with committee members James McWhorter and Sue Edrozo present along with Board Member Gary Potter. The committee discussed purchase of the asphalt coated, steel riveted pipe, Water Treatment Plant Backwash P501 Pump Refurbishment and Briscoe P1 Pump Refurbishment. Presentations were made from CDM on the League City Water Transmission Line Expansion Project, Freese & Nichols on modifications to the Long Range Water Supply Study and Coastal Water on their proposal for supplying water to GCWA. The committee was also updated on various ongoing projects.*

- Safety Committee – *Gary Potter*

*The Safety Committee met on September 12, 2013 with committee members Gary Potter and Shane Hamilton present. There were no incidents to report. The committee discussed the process of conducting monthly employee safety meetings. A Safety Recognition Luncheon is scheduled for Wednesday, September 25, 2013. The new Employee Safety Manuals are scheduled to be delivered to all employees at the Luncheon.*

## 8. Advisory Committees

- Industrial Advisory Committee – *Darrell Richardson*

*The Industrial Advisory Committee met on September 4, 2013. The committee discussed the arrangement for the Emergency Generators. Gulf Coast Waste Disposal Authority gave a presentation on Industrial Water Reuse.*

- Mainland Division Operating Advisory Committee – *Steve Jefferson*

*The Mainland Division Operating Advisory Committee met on September 3, 2013. There was no representative from MDOAC available to comment. Ivan Langford reported the municipal customers are now receiving monthly reports showing water usage. GCWA is tracking usage, especially during stored water releases. Each municipal customer has a set amount of stored water, and those who use more than their allotted amount will be required to reimburse those who use less than their allotted amount.*

## 9. Consent Agenda

- a. Discussion and possible action to approve the minutes of the Board of Directors' Regular Meeting held August 15, 2013.

*James Cesarini seconded Sue Edrozo's motion to approve the minutes of the August 15, 2013 Board of Director's Regular Meeting. The motion passed unanimously*

- b. Discussion and possible action to approve an Encroachment Agreement with Highland Bayou Corporation for a parking lot and paving over a portion of the Authority's waterline, located in Hitchcock, Texas, and authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*
- c. Discussion and possible action to approve an Encroachment Agreement with Ayyam Raghuthaman for an underwater geothermal closed loop piping system in Oyster Creek, located in Sugar Land, Texas, and authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*

*James Cesarini seconded Eric Wilson's motion to approved items 9b and 9c. The motion passed unanimously.*

## 10. New Business

- a. Discussion and possible action to accept the low bid for the purchase of asphalt coated, steel riveted pipe and authorization for the General Manager to sign the pertinent documents – *James Vanderwater*

*Eric Wilson seconded Sue Edrozo's motion to accept the low bid for the purchase of asphalt coated, steel riveted pipe and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- b. Discussion and possible action on changes to the GCWA Purchasing Policy – *Ivan Langford*

*Sue Edrozo seconded Eric Wilson's motion to approve changes to the GCWA purchasing policy. The motion passed unanimously.*

- c. Discussion and possible action on Briscoe P1 Pump Refurbishment by Standard Alloys, Inc. and authorization for the General Manager to sign the pertinent documents – *John Martinez*

*Ray Holbrook seconded Eric Wilson's motion to approve the Briscoe P1 Pump Refurbishment by Standard Alloys, Inc. and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- d. Discussion and possible action on Water Treatment Plant Backwash P501 Pump Refurbishment by NRG Maintenance Services, LLC and authorization for the General Manager to sign the pertinent documents – *John Martinez*

*Eric Wilson seconded Sue Edrozo's motion to approve the Water Treatment Plant Backwash P501 Pump Refurbishment by NRG Maintenance Services, LLC and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- e. Discussion and possible action to approve an engineering services work authorization with Freese and Nichols, Inc. for the Detailed Evaluation of Selected Strategies in the Long Range Water Supply Study and authorization for the General Manager to sign the pertinent documents– *Ivan Langford*

*Eric Wilson seconded Ray Holbrook's motion to approve an engineering services work authorization with Freese and Nichols, Inc. for the Detailed Evaluation of Selected Strategies in the Long Range Water Supply Study and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- f. Discussion and possible action on a Crossing Agreement between Gulf Coast Water Authority and Southlake Community Association for a 36-inch RCP storm sewer crossing under the American Canal System, located in Pearland, Texas, and authorization for the General Manager to sign the pertinent documents – *Nancy Matthews*

*Russell Jones seconded Gary Potter's motion to approve a Crossing Agreement between Gulf Coast Water Authority and Southlake Community Association for a 36-inch RCP storm sewer crossing under the American Canal System, located in Pearland, Texas, and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- g. Discussion and possible action on the Texas County and District Retirement System (TCDRS) plan provisions for Plan Year 2014 – *Bob Webb*

*Eric Wilson seconded Ray Holbrook's motion to approve the Texas County and District Retirement System (TCDRS) plan provisions for Plan Year 2014. The motion passed unanimously.*

- h. Discussion and possible action to an Interlocal Agreement with Lower Neches Valley Authority for the purchase of irrigation meters and authorization for the General Manager to sign the pertinent documents – *Ivan Langford*

*Eric Wilson seconded James Cesarini's motion to approve an Interlocal Agreement with Lower Neches Valley Authority for the purchase of irrigation meters and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

*The Board retreated into Executive Session at 4:30PM.*

#### 11. 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 Legal Counsel, to discuss the following:*

- a. ~~Evaluation of General Manager, Ivan Langford~~
- b. Discussion of the Brazos River Authority Water Management Plan
- c. Discussion of the Amended and Restated Industrial Division Customer Contract
- d. Discussion of the West Customer Group Water Contract

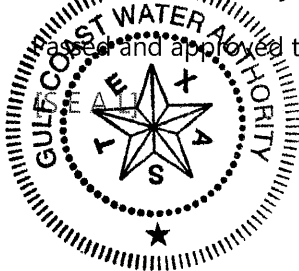
*The Board reconvened in Regular Session at 4:58PM*

*James McWhorter appointed new Board Member Cliff Mock to the Ad Hoc Water Contract Committee.*

#### 12. Adjourn Meeting

*James McWhorter adjourned the meeting at 5:00PM*

*passed and approved this 17<sup>th</sup> day of October 2013.*



*Sue Edrozo 10/17/13*

Sue Edrozo  
GCWA Board Secretary / Treasurer