



Gulf Coast Water Authority  
Board of Directors Regular Meeting  
Minutes  
September 18, 2014

COUNTY OF GALVESTON       §  
STATE OF TEXAS               §

The Board of Directors of the Gulf Coast Water Authority of Galveston County, Texas, will meet on **Thursday, September 18, 2014, at 3:00 p.m.** at the Gulf Coast Water Authority's Administrative Office located at 3630 FM 1765, Texas City, Texas, with the duly constituted Board said to wit:

<i>James McWhorter</i>	<i>President</i>
<i>Russell Jones</i>	<i>Vice President</i>
<i>Sue Edrozo</i>	<i>Secretary / Treasurer</i>
<i>Gary Potter</i>	<i>Assistant Secretary / Treasurer</i>
<i>James Cesarini</i>	<i>Director</i>
<i>Ray Holbrook</i>	<i>Director</i>
<i>Shane Hamilton</i>	<i>Director</i>
<i>Cliff Mock</i>	<i>Director</i>
<i>David Van Riper</i>	<i>Director</i>

*All Board Members were present (James Cesarini arrived late) A quorum was present.*

*Also present: Bobby Gervais, Ivan Langford, Bob Webb, Nancy Matthews, John Martinez, James Vanderwater, Rafael Ortega, Chris Hunniford, Lora Marie Bernard, Kevin Ebrom, Darrell Richardson, Jason Afinowicz, Rick Gerlach, Rick Ramirez*

1. Convene Meeting

*James McWhorter called the meeting to order at*

2. Conflict of Interest Declarations

*No Conflict of Interests were declared*

3. Requests to Address the Board

*No Requests to Address the Board*

4. Reappointment of Board Members

*The reappointment was delayed until later in the meeting.*

- a. Reappointment of James Cesarini to Industrial Committee Position 2

*The Statement of Officer and the Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by the reappointed Board Member James Cesarini, Industrial Committee Position No 2*

- b. Reappointment of Shane Hamilton to Galveston County – Wide Position 2

*The Statement of Officer and the Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by the reappointed Board Member Shane Hamilton, Galveston County-Wide Position No 2*

- c. Reappointment of Gary Potter to Municipal Committee Position 2

*The Statement of Officer and the Oath of Office were administered by Renee Dondonay, Notary Public for the State of Texas and sworn by the reappointed Board Member Gary Potter, Municipal Committee Position No 2*

5. Election of Officers

*Russell Jones seconded Sue Edrozo's motion to continue with the current officers; President James McWhorter, Vice President Russell Jones, Secretary / Treasurer Sue Edrozo and Assistant Secretary / Treasurer Gary Potter. The motion passed unanimously with the exception of James Cesarini who was not present.*

6. Appointment of Committees

*President James McWhorter assigned Board Members to following committees:*

- a. Engineering Committee

*Chair – James McWhorter, Members – Sue Edrozo, James Cesarini and David Van Riper*

- b. Safety Committee

*Chair – Gary Potter, Members – James Cesarini and Shane Hamilton*

- c. Personnel and Compensation Committee

*Chair – Ray Holbrook, Members – Cliff Mock, Gary Potter and Shane Hamilton*

- d. Finance and Insurance Committee

*Chair – Russell Jones, Members – Cliff Mock, Gary Potter and David Van Riper*

- e. Organization and Planning Committee

*Chair – Sue Edrozo, Members – James McWhorter, Ray Holbrook and Russell Jones*

7. Appointment of Ad-Hoc Committees

- a. Ad-Hoc Board Subsidence Committee

*Russell Jones, Ray Holbrook, Gary Potter and Sue Edrozo*

- b. Ad-Hoc Drought Contingency Plan Committee

*Sue Edrozo, Cliff Mock and Gary Potter*

- c. Ad-Hoc Sugar Land Negotiations Committee

*Russell Jones and James McWhorter*

- d. Ad-Hoc Water Contract Review Committee

*The committee was disbanded*

8. Managers Report

## 9. Board Committees

- Engineering Committee

*The Engineering Committee met for a Special Called Meeting on August 22, 2014. Committee Members James Cesarini and James McWhorter were in attendance. Jordan Furnans reported on the feasibility study for 20,000 A/F on system storage.*

*The Engineering Committee met for a Regular Monthly Meeting on September 11, 2014. Committee Members James McWhorter, Sue Edrozo and James Cesarini were in attendance as well as Board Member Cliff Mock. Freese and Nichols gave a presentation on the Long Range Water Supply Study which shows Allen's Creek and the City of Houston Reuse as the most promising options. The committee received a cost analysis and risk analysis on the scenarios. The acceptance of the Long Range Water Supply Study as well as the approval to proceed with preliminary work on the City of Houston Reuse is on today's agenda. ARKK Engineering gave a presentation on the Bayshore Lines.*

- Safety Committee

*The Safety Committee did not meet in September. Gary Potter did comment on the accident which occurred in August within the Canal Division. A washout resulted in an employee falling and injuring their knee. A plan is in place to make repairs to the structure and stabilize the area to prevent future washouts. Also, there were 44 applicants for the EHS Manager Position. The hiring process should be completed in 6 to 8 weeks. GCWA has been looking into additional programs to assist with the Safety Program but will put these on hold until after the EHS Manager has been hired.*

- Organization and Planning Committee

*The Organization and Planning Committee did not meet in August 2014.*

## 10. Advisory Committees

- Industrial Advisory Committee

*The Industrial Advisory Committee met on September 3, 2014. Industrial customers are waiting to sign the contracts until after the Industrial Meter Project is complete and successfully compiling data.*

- Mainland Division Operating Advisory Committee

*The Mainland Division Operating Advisory Committee met on September 2, 2014.*

## 11. Consent Agenda

- a. Minutes from the Board of Directors' Regular Meeting held August 21, 2014.
- b. Discussion and possible action to purchase GCWA Worker's Compensation, Errors and Omissions, Automobile Liability, Automobile Physical Damage, and Crime & Theft Coverage with Texas Municipal League Intergovernmental Risk Pool (TML) covering period 09/01/2014 through 09/01/2015.
- c. Discussion and possible action on the purchase of a Mack Heavy Equipment Haul Truck from Volvo and Mack Trucks of Waco through the Buy Board and authorization for the General Manager to sign the pertinent documents.  
*Sue Edrozo seconded Russell Jones motion to approve Items A-C of the Consent Agenda. The motion passed unanimously.*

## 12. Old Business

- a. Discussion and possible action to accept the final Long Term Water Supply Strategies Report as prepared by Freese and Nichols.  
*James Cesarini seconded Cliff Mocks motion to accept the final Long Term Water Supply Strategy Report as prepared by Freese and Nichols. The motion passed unanimously.*

b. Update on Strategic Goals from July 2014 Board Retreat.

*Ivan reviewed the status of the goals which were set at the July 11, 2014 Board Retreat.*

- Complete Long Range Water Supply Study – Done
  - Pursuit of NRG Stored Water (add)*
  - Pursuit of Lake Whitney Stored Water*
- Continue discussions with COH and BRA on Allen's Creek Reservoir – In Progress; Authority needs to formally submit request for participation in Allen's Creek upon completion of Long Term Water Supply Study and updated Daily hydro model. Modeling to be submitted to Board next month.
- Continue discussions with COH on pricing and contract terms for WWTP return flows. – In Progress; waiting on COH to set baseline pricing for effluent.
- Continue contract negotiations for the replacement of the OGL for League City – In Progress; waiting on COH legal team to respond to our proposed contract revisions.
- Continue efforts to amend Juliff water rights upstream to Briscoe Pump Station with submittal of an Accounting Plan – In Progress, TCEQ identified need to install electronic metering devices at all river pump stations – contractor identified, developing scope of work for installation and data collection.
- Conduct additional study of opportunities for online canal storage – Done
  - Jordan Furnans will be addressing the Engineering Committee in regards to on system storage and an update of the Hydro Model*
- Support BRA's water management plan and systems operations permit provided there is benefit to GCWA – No progress; waiting on outcome of TCEQ review of permit application.
- Pursue additional stored water capacity from Whitney Lake through Southwest Power Agency & Corps of Engineers – No progress; but have identified legal team to assist in this effort; should have plan of action next month.
  - Moved to Long Range Water Supply Study*
- Develop Juliff Canal System budget forecast for future years with and without Ag irrigation income. – In progress, will report to Board next month.
- Develop Ag irrigation water meter funding plan, in progress, will report to Board next month
- Retain services of Grant Writer – have identified contract grant writers in local area; will solicit proposals by end of year
- Seek grant opportunity for Ag meter funding – grant application prepared by staff was submitted this month.
- Develop succession plan for management of the Authority - initiating contract with Ron Cox to study.
- Develop training and education for targeted individuals in support of a succession plan – included within scope of work with Ron Cox.
- Develop plan for obtaining organizational excellence; Submit applications for State Comptroller's Office Transparency Award, and GFOA recognition – Requested auditor to prepare Comprehensive Annual Financial Report; a minimum requirement for receiving recognition from GFOA.
- Establish a Lower Brazos River Coalition – No progress.

*Gary Potter noted the hiring of an assistant in the Alvin Office has been completed.*

### 13. New Business

- a. Discussion and possible action on the Industrial Pump Station P8 Pump Refurbishment Project and authorization for the General Manager to sign the pertinent documents.

*Russell Jones seconded David Van Rippers motion to approve the qualified bid of \$111,095.62 from Standard Alloys, Inc for the refurbishment of P8 Pump and authorize the General Manager to sign the pertinent documents. The motion passed unanimously.*

- b. Discussion and possible action on the approval of the lowest qualified bids for mowing the Gulf Coast Water Authority Canal Systems for three years and corresponding rate sheet for additional work related to easement clearing and authorization for the General Manager to sign the pertinent documents.

*Sue Edrozo seconded James Cesarinis motion to approve the lowest qualified bids by LM Tractor, Inc and CMI (Coastal Maintenance Inc) for mowing the Authorities Canal Systems for three years and corresponding rate sheets for additional work related to easement clearing and for the General Manager to sign the pertinent documents. The motion passed unanimously.*

- c. Discussion and possible action on Resolution 2014-003 of the Gulf Coast Water Authority Board of Directors authorizing the installation of appropriate control devices beyond the water meter utilized for billing with customer consent in order to deliver contracted flow rate and meet state minimum pressure requirements.

*Sue Edrozo seconded Ray Holbrooks motion to approve Resolution 2014-003 authorizing the installation of appropriate control devices beyond the water meter utilized for billing with customer consent in order to deliver contracted flow rate and meet state minimum pressure requirements. The motion passed unanimously.*

- d. Discussion and possible action to approve Resolution 2014-004 of the Gulf Coast Water Authority Board of Directors expressing intent to finance expenditures related to the wastewater effluent reuse project to be incurred.

*Ray Holbrook seconded Russell Jones motion to approve Resolution 2014-004 of the Gulf Coast Water Authority Board of Directors expressing intent to finance expenditures related to the wastewater effluent reuse project to be incurred.*

- e. Discussion and possible action on authorizing Freese Nichols to determine alignment for COH wastewater reuse pipeline within CenterPoint's north/south easement, perform associated surveying and field work, and make application to CenterPoint for GCWA's proposed pipeline easement.

*Russell Jones seconded Ray Holbrooks motion to approve the authorization of Freese and Nichols to determine alignment for City of Houston Wastewater Reuse Pipeline within CenterPoint's north/south easement, perform associated surveying and field work, and make application to CenterPoint for GCWA's proposed pipeline easement. The motion passed unanimously.*

- f. Discussion and possible action on authorizing Freese Nichols to prepare and submit an amendment to the 2011 Region H Water Plan to include the City of Houston reuse strategy.

*Sue Edrozo seconded Ray Holbrooks motion to approve the authorization of Freese and Nichols to prepare and submit an amendment to the 2011 Region H Water Plan to include the City of Houston Reuse Strategy. The motion passed unanimously.*

*The Board retreated into Executive Session at 5:20 PM*

14. Executive Session

*The Executive Session is held in accordance with Texas Open Meeting Act, (Vernon's Civil Statutes) Texas Government Code, Section 551.074 – Personnel Matters, to discuss the following:*

- a. Annual Performance Evaluation of Gulf Coast Water Authority's General Manager, Ivan Langford

*The Board reconvened into Regular Session at 5:38 PM.*

15. Action Items

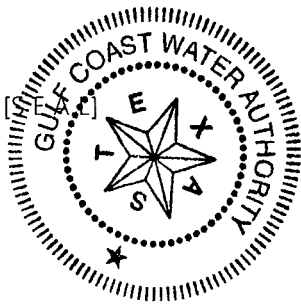
- a. Discussion and possible action on approval of Annual Performance Evaluation of Gulf Coast Water Authority's General Manager, Ivan Langford.


*The Board received Evaluation Packets to complete and present to General Manager, Ivan Langford in the Executive Session of the October 2014 Board of Directors Meeting.*

16. Adjourn Meeting

*James McWhorter adjourned the meeting at 5:39 PM.*

Passed and approved this 16<sup>th</sup> day of October 2014.



 10/16/14  
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Sue Edrozo, Secretary / Treasurer  
Gulf Coast Water Authority Board of Directors