



Gulf Coast Water Authority

Gulf Coast Water Authority
Board of Directors Regular Meeting
MINUTES
January 19, 2017

Notice is hereby given that the Board of Directors of the Gulf Coast Water Authority will meet on **Thursday, January 19, 2017 at 3:00 PM** at the GCWA Administrative Office, 3630 FM 1765, Texas City, Texas 77591, for the following purpose(s).

1. Convene Meeting

Russell Jones called the meeting to order at 3:03 PM. Absent: Jones Jr

2. Roll Call

President Russell C Jones, Vice President C.B. "Bix" Rathburn, PhD, Secretary Eric Wilson, Assistant Secretary Brad Matlock PE, Director Connie Bradley, Director Cliff Mock, Director Mike O'Connell, Director James McWhorter and Director Shane Hamilton were in attendance. Treasurer Bennie Jones Jr joined the meeting at 3:20 PM. A quorum was present.

Absent: Jones Jr

3. Conflict of Interest Declarations

No Conflict of Interest Declarations.

Absent: Jones Jr

4. Requests to Address the Board

No Requests to Address the Board.

Absent: Jones Jr

5. Managers' Report

a. Thomas Mackey Water Treatment Plant Managers Report

Jake Hollingsworth reviewed the Thomas Mackey Water Treatment Plant Report.

Absent: Jones Jr

b. Canal Division Managers Report

David Sauer presented a power point review of the Canal Division.

Absent: Jones Jr

c. Assistant General Managers Report

David Sauer reviewed the Assistant General Managers Report.

d. General Managers Report

Ivan Langford reviewed the General Managers Report.

6. Board Committees

a. Safety

The GCWA Board of Directors Safety Committee met on January 11, 2017. Committee Members Shane Hamilton, Brad Matlock PE and Cliff Mock were in attendance. The committee reviewed the Environmental Health and Safety Monthly Report with Thomas Gilbert and discussed GCWA's Canal and Water Safety Program.

Thomas Gilbert reviewed the Environmental Health & Safety Report for December 2016.

b. Capital Project Review

The GCWA Board of Directors Capital Project Review Committee met on January 12, 2017. Committee Members Eric Wilson - Chair, Mike O'Connell, Russell Jones and James McWhorter were in attendance. The committee reviewed the status of the Capital Projects with James Vanderwater and discussed a Work Authorization with LAN on the Industrial Pump Station, an Interlocal Agreement between GCWA and GC WCID No 12 for a booster pump station, an Interruptible Treated Water Supply Agreement with GC WCID No 12, the City of Galveston's proposed waterline and the relocation of the 18" Industrial Distribution Line.

James Vanderwater presented a power point review of the following Capital Projects.

- *Industrial Reservoir Project*
- *Industrial Pump Station Replacement*
- *TMWTP Clarifier 3 Rehabilitation*
- *Transformer 3 Replacement*
- *Sludge Management Project*
- *TMWTP Roof Replacement*
- *Head of Lateral 10, Briscoe Flume and May Plant Flume*
- *Algoa Friendswood Crossing*
- *City of Galveston New Causeway Line*
- *Relocation of 18" Pipeline on Industrial Distribution Line*

c. Personnel and Compensation

The GCWA Board of Directors Personnel & Compensation Committee met on January 12, 2017. Committee Members Shane Hamilton - Chair, Brad Matlock PE, Eric Wilson and James McWhorter PE were in attendance. The committee discussed the General Manager Evaluation Process and the Separation of Compensation and Performance Reviews.

d. Finance and Insurance

The GCWA Board of Directors Finance & Insurance Committee met on January 19, 2017. Committee Members Connie Bradley, C.B. "Bix" Rathburn, PhD and Mike O'Connell were in attendance. The committee reviewed the Monthly Financial Report and the Quarterly Investment Report and discussed the Comprehensive Annual Financial Report.

7. Consent Agenda

Eric Wilson made a motion to approve the GCWA Board of Directors Regular Meeting Minutes of December 15, 2016 and the GCWA Board of Directors Workshop Minutes of January 16, 2017. C.B. Rathburn PhD seconded the motion. Motion Passed by a vote of 10-0

- a. Discussion and possible action to approve the GCWA Board of Director's Regular Meeting Minutes of December 15, 2016.
- b. Discussion and possible action to approve the GCWA Board of Directors Workshop Minutes of January 16, 2017.

8. Old Business

- a. Discussion and possible action approving a Work Authorization LAN0907E with Lockwood Andrews & Newnam, Inc. and authorization for the General Manager to sign the pertinent documents.

Brad Matlock made a motion to approve Work Authorization LAN0907E with Lockwood Andrews & Newnam, Inc. in the amount of \$654,120.00 and authorize the General Manager to sign the pertinent documents. Bennie Jones Jr seconded the motion. Motion Passed by a vote of 10-0

- b. Discussion and possible action approving the allocation of funds for the Emergency Repairs to the Discharge Pipes at the Briscoe Pumping Plant.

Brad Matlock made a motion to approve the allocation of \$200,000.00 for the Emergency Repairs to the Discharge Pipes at the Briscoe Pumping Plant. Cliff Mock seconded the motion. Motion Passed by a vote of 10-0

9. New Business

- a. Discussion and possible action to approve Board Member expenses to attend TWCA Texas Water Day 2017, February 8-10, 2017 in Washington, D.C.

Shane Hamilton made a motion to approve the reimbursement of eligible expenses which GCWA Directors incur while attending TWCA Texas Water Day 2017, February 8-10, 2017 in Washington, D.C. Eric Wilson seconded the motion. Motion Passed by a vote of 10-0

- b. Discussion and possible action to approve Board Member expenses to attend TWCA Annual Convention 2017, March 1-3, 2017 in Austin, Texas.

Shane Hamilton made a motion to approve the reimbursement of eligible expenses which GCWA Directors incur while attending TWCA Annual Convention 2017, March 1-3, 2017 in Austin, Texas. Eric Wilson seconded the motion. Motion Passed by a vote of 10-0

- c. Discussion and possible action to approve Board Member expenses to attend Galveston County Day, March 1, 2017 in Austin, Texas.

Shane Hamilton made a motion to approve the reimbursement of eligible expenses which GCWA Directors incur while attending Galveston County Day, March 1, 2017 in Austin, Texas. Eric Wilson seconded the motion. Motion Passed by a vote of 10-0

- d. Discussion and possible action to approve Board Member expenses to attend Brazoria County Day, March 7, 2017 in Austin, Texas.

Shane Hamilton made a motion to approve the reimbursement of eligible expenses which GCWA Directors incur while attending Brazoria County Day, March 7, 2017 in Austin, Texas. Eric Wilson seconded the motion. Motion Passed by a vote of 10-0

- e. Discussion and possible action approving an Interlocal Agreement with Galveston County Water Control & Improvement District No #12 (Kemah) for design and land acquisition of a new booster pump station and authorization for the General Manager to sign the pertinent documents.

James McWhorter made a motion to approve an Interlocal Agreement with Galveston County Water Control & Improvement District No #12 (Kemah) for design and land acquisition of a new booster pump station and authorize the General Manager to sign the pertinent documents. C.B. Rathburn PhD seconded the motion. Motion Passed by a vote of 10-0

- f. Discussion and possible action approving an Interruptible Treated Water Supply Agreement with Galveston County Water Control and Improvement District No 12 (Kemah).

Eric Wilson made a motion to approve an Interruptible Treated Water Supply Agreement with Galveston County Water Control and Improvement District No 12 (Kemah). James McWhorter seconded the motion. Motion Passed by a vote of 10-0

Weir Agreement with the City of Sugar Land. Eric Wilson seconded the motion. Motion Passed by a vote of 10-0

- h. Discussion and possible action approving the Quarterly Investment Report

Bennie Jones Jr made a motion to approve/accept GCWA's Investment Report for the Quarter Ending November 30, 2016. Connie Bradley seconded the motion. Motion Passed by a vote of 10-0

- i. Discussion and possible action approving a resolution adopting the Gulf Coast Water Authority Purchase Card Policies and Procedures.

Deferred

- j. Discussion and possible action approving a resolution establishing board policy authorizing the general manager to approve certain expenditures, providing for the disbursement of authority funds, and containing other matters relating to the safekeeping of authority funds.

C.B. Rathburn PhD made a motion to approve a resolution establishing board policy authorizing general manager to approve certain expenditures, providing for the disbursement of authority funds, and containing other matters relating to the safekeeping of authority funds. Shane Hamilton seconded the motion. Motion Passed by a vote of 10-0

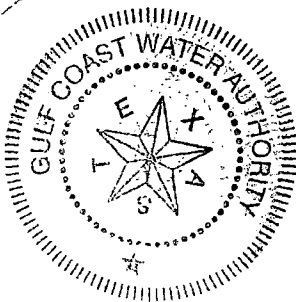
- k. Discussion and possible action adopting a resolution for Investment Policy changes.

Deferred

10. Adjourn Meeting

Russell C Jones adjourned the meeting at 5:03 PM.

Passed and approved this 16th day of February, 2017.



Brad Matlock, PE, Assistant Secretary
Gulf Coast Water Authority Board of Directors