



Gulf Coast Water Authority

Gulf Coast Water Authority
Board of Directors Regular Meeting
MINUTES
March 16, 2017

Notice is hereby given that the Board of Directors of the Gulf Coast Water Authority will meet on **Thursday, March 16, 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

GCWA Board of Director President Russell Jones called the meeting to order at 3:08 PM

2. Roll Call

President Russell C Jones, Assistant Secretary Brad Matlock PE, Director Cliff Mock, Director Mike O'Connell, Director Bennie Jones Jr., Director James McWhorter PE and Director Shane Hamilton were in attendance. A quorum was present.

Absent: Bradley, Rathburn PhD

3. Conflict of Interest Declarations

- a. Conflict of Interest by Director Cliff Mock regarding Item 9E - Discussion and possible action to approve an Interruptible Irrigation Water Supply Contract Template for First Crop Rice

4. Requests to Address the Board

- a. Request to Address the Board by Kyle Burks for GC WCID No 12 - Kemah
On behalf of Galveston County WCID No 12 - Kemah, Kyle Burks thanked the GCWA Board of Directors for their assistance.

5. Board Business

- a. Discussion regarding possible annual Board Retreat agenda and schedule
Ivan Langford requested Board Member feedback on a Board Retreat, topics for the retreat and possible facilitators.

Eric Wilson and Russell Jones felt a retreat was needed with discussion on

*the Corp of Engineers Meeting and the new Administrative Office.
Absent: Bradley, Rathburn PhD*

6. Monthly Reports

a. Human Resources / Personnel & Compensation

*Humaira Baig reviewed the Human Resources Report
Absent: Bradley, Rathburn PhD*

b. Finance / Finance & Insurance

Bob Webb reviewed the Financial Report.

The GCWA Board of Directors Finance and Insurance Committee met on March 16, 2017. Committee Members Director Bennie Jones Jr, Chair and Director Mike O'Connell were in attendance. Director Brad Matlock PE was also in attendance. The committee reviewed the monthly financial report, unexpected expenses and suggested a review each spring to amend the budget.

Absent: Bradley, Rathburn PhD

c. Environmental Health & Safety / Safety

Thomas Gilbert reviewed the Environmental Health and Safety Report. A near miss occurred when heavy equipment operator was working near a power line and got too close causing an arc. There was no injury to the operator or to the equipment. The Incident Report will be reviewed at the April 2017 Safety Committee Meeting.

Absent: Bradley, Rathburn PhD

d. Thomas Mackey Water Treatment Plant

Jake Hollingsworth presented a power point review of the Thomas Mackey Water Treatment Plant Report

Absent: Bradley, Rathburn PhD

e. Capital Projects / Capital Project Review

James Vanderwater presented a power point review of the Capital Project Report.

*The GCWA Board of Directors Capital Project Committee met on March 9, 2017. Committee Members Director Eric Wilson - **Chair**, Director Mike O'Connell, Director James McWhorter and Director Russell C Jones were in attendance.*

Absent: Bradley, Rathburn PhD

f. Long Range Planning

The GCWA Board of Directors Long Range Planning Committee met on February 22, 2017. Committee Members Cliff Mock, Chair and Director Bennie Jones Jr, Director Russell C Jones (via phone) were in attendance.

Also in attendance Director Eric Wilson, Director Brad Matlock PE and Director James McWhorter PE. The new GCWA Administrative Office was the only topic of discussion.

Absent: Bradley, Rathburn PhD

g. Canal Division

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

Absent: Bradley, Rathburn PhD

h. Assistant General Manager

David Sauer reviewed the Assistant General Managers Report.

Absent: Bradley, Rathburn PhD

i. General Manager

Ivan Langford reviewed the General Managers Report.

Absent: Bradley, Rathburn PhD

7. Consent Agenda

Eric Wilson made a motion to approve the GCWA Board of Directors Regular Meeting Minutes February 16, 2017, Workshop Minutes February 24, 2017 and Special Meeting Minutes February 27, 2017. Bennie Jones Jr seconded the motion. Motion Passed by a vote of 8-0

Absent: Bradley, Rathburn PhD

a. Discussion and possible action to approve the minutes of the Gulf Coast Water Authority Board of Directors Regular Meeting February 16, 2017.

b. Discussion and possible action to approve the minutes of the Gulf Coast Water Authority Board of Directors Workshop February 24, 2017.

c. Discussion and possible action to approve the minutes of the Gulf Coast Water Authority Board of Directors Special Meeting February 27, 2017.

8. Old Business

a. Discussion and possible action to approve the remaining expenses related to the Emergency Repair of 18-inch line in Marathon TRD by Trey Industries.

Brad Matlock made a motion to approve remaining expenses related to the Emergency Repair of 18-inch line in Marathon TRD by Trey Industries. Eric Wilson seconded the motion. Motion Passed by a vote of 8-0

Absent: Bradley, Rathburn PhD

b. Discussion and possible action to approve Work Authorizations with Aurora Technical Services for engineering services related to waterline improvements and assessments and authorization for the General Manager to sign the pertinent documents.

James McWhorter made a motion to approve Work Authorizations with

*Aurora Technical Services for engineering services related to waterline improvements and assessments and authorize the General Manager to sign the pertinent documents. Eric Wilson seconded the motion. Motion Passed by a vote of 8-0
Absent: Bradley, Rathburn PhD*

9. New Business

- a. Discussion and possible action to approve a Crossing Agreement between Brazoria County Municipal Utility District No. 55 and Gulf Coast Water Authority for a 16-inch waterline crossing under the Chocolate Bayou North Canal located in Brazoria County, Texas, and authorization for the General Manager to sign the pertinent documents.

*Eric Wilson made a motion to approve a Crossing Agreement between Brazoria County Municipal Utility District No. 55 and Gulf Coast Water Authority for a 16-inch waterline crossing under the Chocolate Bayou North Canal located in Brazoria County, Texas, and authorize the General Manager to sign the pertinent documents. Brad Matlock seconded the motion. Motion Passed by a vote of 8-0
Absent: Bradley, Rathburn PhD*

- b. Discussion and possible action to approve a Deed Without Warranty to GR-M1, LTD. to release a 5.497 acre easement strip in the W.H. Dennis Survey, Section 52, Abstract 513, Brazoria County, Texas, and authorization for the General Manager to sign the pertinent documents.

*Shane Hamilton made a motion to approve a Deed Without Warranty to GR-M1, LTD. to release a 5.497 acre easement strip in the W.H. Dennis Survey, Section 52, Abstract 513, Brazoria County, Texas, and authorize the General Manager to sign the pertinent documents. Cliff Mock seconded the motion. Motion Passed by a vote of 8-0
Absent: Bradley, Rathburn PhD*

- c. Discussion and possible action to approve four Crossing Agreements between Lavaca Pipe Line Company and Gulf Coast Water Authority for a 16-inch coated carbon steel line crossing the American Canal, Briscoe Canal, Juliff Canal and North Canal located in Brazoria County, Texas, and authorization for the General Manager to sign the pertinent documents.

*James McWhorter made a motion to approve four Crossing Agreements between Lavaca Pipe Line Company and Gulf Coast Water Authority for a 16-inch coated carbon steel line crossing the American Canal, Briscoe Canal, Juliff Canal and North Canal located in Brazoria County, Texas, and authorize the General Manager to sign the pertinent documents. Brad Matlock seconded the motion. Motion Passed by a vote of 8-0
Absent: Bradley, Rathburn PhD*

- d. Discussion and possible action to approve an Interlocal Agreement with Fort Bend County Drainage District to share costs of a de-snagging project which includes tree and underbrush clearing in and adjacent to Oyster Creek through

Cullinan Park and authorization for the General Manager to sign the pertinent documents.

Eric Wilson made a motion to approve an Interlocal Agreement with Fort Bend County Drainage District to share costs of a de-snagging project which includes tree and underbrush clearing in and adjacent to Oyster Creek through Cullinan Park and authorize the General Manager to sign the pertinent documents. Cliff Mock seconded the motion. Motion Passed by a vote of 8-0

Absent: Bradley, Rathburn PhD

- e. Discussion and possible action to approve an Interruptible Irrigation Water Supply Contract Template for First Crop Rice and authorization for the General Manager or Designee to sign pertinent documents.

Brad Matlock made a motion to approve an Interruptible Irrigation Water Supply Contract Template for First Crop Rice and authorize the General Manager or Designee to sign pertinent documents. Eric Wilson seconded the motion. Motion Passed by a vote of 7-0

Abstain: Mock

Absent: Bradley, Rathburn PhD

- f. Discussion and possible action to approve the budgeted purchase of a 55 ton Fontaine Detach Lowboy trailer through Buy Board Cooperative Purchasing and authorization for the General Manager to sign the pertinent documents.

Eric Wilson made a motion to approve the purchase of a Fontaine PTHYD01 Detach Lowboy Trailer in the amount of \$90,445.75 from Performance Trailer through Buy Board and authorize the General Manager to sign the pertinent documents. Brad Matlock seconded the motion.

Motion Passed by a vote of 8-0

Absent: Bradley, Rathburn PhD

- g. Discussion and possible action to approve the use of \$2,000,000 from the Industrial Reserve Funds Reserves to apply toward the construction cost of the Industrial Pump Station Project.

Deferred

Absent: Bradley, Rathburn PhD

- h. Discussion and possible action to approve ranking of the offerors who submitted proposals for the Industrial Pump Station Replacement Project and authorization for the General Manager to negotiate a contract with the selected offeror for consideration by Board.

Bennie Jones Jr made a motion to approve the ranking as presented by Staff of the offerors who submitted proposals for the Industrial Pump Station Replacement Project and authorize the General Manager to negotiate a contract with the selected offeror for consideration by the Board and to return the bid bonds from SER and Trey Industries. Mike O'Connell seconded the motion. Motion Passed by a vote of 8-0

Absent: Bradley, Rathburn PhD

- i. Discussion and possible action to approve reimbursement of eligible expenses to Board Director James McWhorter while attending TAWWA Texas Water 2017, April 10-13, 2017 in Austin, Texas.

Shane Hamilton made a motion to approve the reimbursement of eligible expenses which GCWA Director James McWhorter incurs while attending TAWWA Texas Water 2017, April 10-13, 2017 in Austin, Texas. Eric Wilson seconded the motion. Motion Passed by a vote of 8-0

Absent: Bradley, Rathburn PhD

10. Adjourn Meeting

GCWA Board of Director President Russell Jones adjourned the meeting at 6:01 PM

Absent: Bradley, Rathburn PhD

The public shall be allowed to address one or more agenda or non-agenda items. All Requests to address the Board must be submitted in writing to the Board Reporter prior to the meeting. Each person shall be limited to three (3) minutes, regardless of the number of items being addressed.

If, during the course of the meeting covered by this Agenda, the Board should determine that a closed meeting of the Board should be held in relation to an item included in this Agenda, then the Board may convene a closed meeting to deliberate the item as authorized by the Texas Government Code, including but not limited to, Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.074 (personnel matters), or 551.075 (deliberation regarding security devices).