



Gulf Coast Water Authority

Gulf Coast Water Authority
Board of Directors Regular Meeting
MINUTES
September 21, 2017

Notice is hereby given that the Board of Directors of the Gulf Coast Water Authority will meet on **Thursday, September 21, 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

Gulf Coast Water Authority Board of Directors President Russell Jones called the meeting to order at 3:03 PM.

2. Roll Call

President Russell C Jones, Vice President C.B. "Bix" Rathburn, PhD, Assistant Secretary Brad Matlock PE, Treasurer Bennie Jones Jr., Director Cliff Mock, Director Mike O'Connell, Director Dave Leaver, Director Shane Hamilton and Director James McWhorter PE were in attendance. A quorum was present.

Absent: Wilson

3. Conflict of Interest Declarations

No Conflict of Interest Declarations

4. Requests to Address the Board

No Requests to Address the Board

5. Board Business

a. Statement of Officer and Oath of Office for Gulf Coast Water Authority Board of Directors by the following:

- **James McWhorter** - Galveston County Municipal Position No. 1 (Reappointed by Galveston County Commissioners for two (2) year term - September 1, 2017 to August 31, 2019)
- **Shane Hamilton** - Galveston County At Large Position No. 1 (Reappointed by Galveston County Commissioners for a two (2) year term - September 1, 2017 to August 31, 2019)
- **Eric Wilson** - Brazoria County Municipal Position No. 1 (Reappointed by Brazoria County Commissioners for a two (2) year term - September 1, 2017 to August 31, 2019)
- **Russell Jones** - Fort Bend County Municipal Position No.

1 (Reappointed by Fort Bend County Commissioners for a two (2) year term - September 1, 2017 to August 31, 2019)

- **Dave Leaver** - Galveston County Industrial Position No. 1 (Appointed by Galveston County Commissioners for a two (2) year term - September 1, 2017 to August 31, 2019)

Notary Public for the State of Texas, Renee Dondonay, administered the Statement of Appointed Officer and the Oath of Office for reappointed Board Members James McWhorter P.E. - Galveston County Municipal Position No 1, Shane Hamilton - Galveston County At Large Position No 1, Russell C Jones - Fort Bend County Municipal Position No 1 and newly appointed Board Member Dave Leaver - Galveston County Industrial Position No 1. Reappointed Board Member Eric Wilson - Brazoria County Municipal Position No 1 was absent and will take the Statement of Appointed Officer and Oath of Office at a later date.

Absent: Wilson

- b. Election of Officers for the 2017-2018 Gulf Coast Water Authority Board of Directors

James McWhorter made a motion to continue with the current officers, President - Russell C Jones, Vice President - C.B. "Bix" Rathburn, PhD, Secretary - Eric Wilson, Treasurer - Bennie Jones, Jr., Assistant Secretary - Brad Matlock. Brad Matlock seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- c. Director Appointments to Standing Committees of the Gulf Coast Water Authority Board of Directors and designation of the Chairman of each Standing Committee by the newly Elected or Re-Elected President of the Gulf Coast Water Authority Board of Directors.

President Russell C Jones deferred Director appointments to standing committees while the Board considers altering the current committee and board meeting structure.

Absent: Wilson

6. Managers' Report

- a. Business Manager / Finance & Insurance Committee

Aric Owens reviewed the Financials and Reserves for August 2017. Ron with Patterson and Associates presented a power point review of GCWA investments for August 2017.

Absent: Wilson

- b. Human Resources / Personnel & Compensation Committee

The Personnel & Compensation Committee met on September 14, 2017. The committee met with Ron Cox to discuss the Assistant General Manager job description and GCWA's Personnel Policies with in depth discussion regarding future changes to the sick and vacation policies.

Absent: Wilson

- c. Environmental Health & Safety / Safety Committee

The August 2017 Safety Report was provided to the Board for review. The Safety Committee did not meet in August 2017.

Absent: Wilson

- d. Thomas Mackey Water Treatment Plant

Jake Hollingsworth reviewed the Thomas Mackey Water Treatment Plant Operations for August 2017.

Absent: Wilson

- e. Capital Projects / Capital Projects Review Committee

James Vanderwater stated the Capital Project Review Committee met to discuss Emergency Disaster Contracts for Debris, Debris Management and Emergency Embankment Stabilization. GCWA did not pursue any of the contracts. Mr. Vanderwater turned the discussion over to Adam Faschan of Ardurra Group for clarification. Mr. Faschan presented a power point on the status of GCWA's System post Hurricane / Tropical Storm Harvey.

Absent: Wilson

- f. Canal Division

David Hudson presented a power point review of the Canal Division Report for August 2017.

Absent: Wilson

- g. Assistant General Manager

David Sauer briefly reviewed the Assistant General Manager's Report for August 2017, primarily focusing on ongoing projects resulting from Hurricane / Tropical Storm Harvey.

Absent: Wilson

- h. General Manager

Ivan Langford requested the Board of Directors review the General Manager's Report for August 2017. Mr. Langford briefly discussed GCWA's Agreement with TCEQ to move from the old flow metering stations to the new flow metering stations which went into effect September

1, 2017 - most likely due to Harvey, the agreement between the Co Participants and the City of Houston on the Southeast Water Purification Plant 2017 Budget, and the upcoming meeting with Southwest Power Administration in Tulsa, Oklahoma on October 10, 2017.

Absent: Wilson

7. Consent Agenda

Brad Matlock made a motion to approve Consent Agenda Items 7a - 7e, the minutes of the Gulf Coast Water Authority Board of Directors Special Meeting August 17, 2017, Regular Meeting August 17, 2017, Special Meeting August 25, 2017, Workshop August 25, 2017 and Special Meeting September 6, 2017.

Bennie Jones Jr seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- a. Gulf Coast Water Authority Board of Directors Special Meeting Minutes August 17, 2017
- b. Gulf Coast Water Authority Board of Directors Regular Meeting Minutes August 17, 2017
- c. Gulf Coast Water Authority Board of Directors Special Meeting Minutes August 25, 2017
- d. Gulf Coast Water Authority Board of Directors Workshop Minutes August 25, 2017
- e. Gulf Coast Water Authority Board of Directors Special Meeting Minutes September 6, 2017

8. Old Business

- a. Discussion and possible action to approve the First Amendment to the FM 517 Booster Pump Station Interlocal Agreement

Brad Matlock made a motion to approve the First Amendment to the FM 517 Booster Pump Station Interlocal Agreement. Shane Hamilton

seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- b. Discussion and possible action to approve Change Order No. 4 to a construction contract with Garney Construction for Flow Metering and authorization for the General Manager to sign pertinent documents.

Mike O'Connell made a motion to approve Change Order No. 4 to a contract with Garney Construction for Flow Metering in the amount of \$167,000.00 and to authorize the General Manager to sign pertinent documents. C.B. Rathburn PhD seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- c. Discussion and possible action to approve Change Order No. 2 to a construction contract with CFG Industries LLC for Clarifier No. 3 Launder Installation and authorization for the General Manager to sign pertinent documents.

*James McWhorter made a motion to approve Change Order No. 2 to a construction contract with CFG Industries LLC for Clarifier No. 3 Launder Installation in the amount of \$46,000 and to authorize the General Manager to sign pertinent documents. Brad Matlock seconded the motion. Motion Passed by a vote of 9-0
Absent: Wilson*

- d. Discussion and possible action to change the date of the October 19, 2017 Regular Board Meeting to allow the Gulf Coast Water Authority Board of Directors the opportunity to attend the Texas Water Conservation Association's Fall Conference at the Wyndham Riverwalk Hotel in San Antonio, Texas October 18 - 20, 2017.

*C.B. Rathburn PhD made a motion to approve to change the date of the October 19, 2017 Regular Board Meeting to October 24, 2017 at 3 PM. Dave Leaver seconded the motion. Motion Passed by a vote of 9-0
Absent: Wilson*

9. New Business

- a. Cartegraph Presentation

Louis DeLaCruz gave the Board an online review of Cartegraph.

Absent: Wilson

- b. Discussion and possible action to approve the revised personnel policies.

*Brad Matlock made a motion to approve the revised personnel policies. Shane Hamilton seconded the motion. Motion Passed by a vote of 9-0
Absent: Wilson*

- c. Discussion and possible action to approve a Work Authorization with Freese and Nichols Inc. for the Preliminary Engineering for Chocolate Bayou Pump Station Replacement and authorization for the General Manager to sign pertinent documents.

*Mike O'Connell made a motion to approve a Work Authorization with Freese and Nichols Inc. for the Preliminary Engineering for Chocolate Bayou Pump Station in the amount of \$272,684.00 and to authorize the General Manager to sign the pertinent documents. James McWhorter seconded the motion. Motion Passed by a vote of 9-0
Absent: Wilson*

- d. Discussion and possible action to approve a Work Authorization with AECOM (engineering consulting firm) for the design of a storm water collection system and levee stabilization along the east levee of the Texas City Industrial

Reservoir and authorization for the General Manager to sign pertinent documents.

Brad Matlock made a motion to approve a Work Authorization with AECOM for the design of a storm water collection system and levee stabilization along the east levee of the Texas City Industrial Reservoir in the amount of \$166,061.00 and to authorize the General Manager to sign pertinent documents. Bennie Jones Jr seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- e. Discussion and possible action to accept the Gulf Coast Water Authority Quarterly Investment Report Ending August 31, 2017.

C.B. Rathburn PhD made a motion to accept the Gulf Coast Water Authority Quarterly Investment Report Ending August 31, 2017. Cliff Mock seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- f. Discussion and possible action to approve the purchase of approximately 1,065 linear feet of transmission pipe for Rehabilitation of Existing 39-inch Bar Wrap Concrete pipe on Avenue F and authorization for the General Manager to sign pertinent documents.

Brad Matlock made a motion to approve the purchase of approximately 1,065 linear feet of transmission pipe for Rehabilitation of Existing 39-inch Bar Wrap Concrete pipe on Avenue F from Ferguson Waterworks LLC in the amount of \$151,230.00 and to authorize the General Manager to sign pertinent documents. James McWhorter seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

- g. Discussion and possible action to make a Declaration of an Emergency at the Shannon Pumping Plant, the May Pumping Plant and Cottonwood Dam and authorization for the General Manager to make expenditures as needed for emergency stabilization work.

Cliff Mock made a motion to Declare an Emergency at the Shannon Pumping Plant, the May Pumping Plant and Cottonwood Dam and authorization for the General Manager to make expenditures as needed for emergency stabilization work in an amount not to exceed \$400,000. Mike O'Connell seconded the motion. Motion Passed by a vote of 9-0

Absent: Wilson

10. Adjourn Meeting

Gulf Coast Water Authority Board of Directors President, Russell Jones, adjourned the meeting at 5:01 PM.

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).