



Gulf Coast Water Authority
Board of Directors Regular Meeting
MINUTES
January 21, 2016

The Board of Directors of the Gulf Coast Water Authority of Galveston County, Texas, met on **Thursday, January 21, 2016 at 3:00 PM** 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:

All Directors were in attendance at the January 21, 2016 GCWA Board of Directors Regular Meeting with the exception of Bennie Jones Jr

1. Convene Meeting
James McWhorter called the meeting to order at 3:00 PM.
2. Conflict of Interest Declarations
No Conflicts of Interest were declared
3. Requests to Address the Board
No Requests to Address the Board
4. Board Business
 - a. Introduction of new Board member, Brad Matlock, P.E., Galveston County At Large No 2 Representative.
President James McWhorter welcomed new Director Brad Matlock, PE to the GCWA Board of Directors. Mr. Matlock was sworn in on January 8, 2016.
 - b. Appointment of certain Board member(s) to the various Board Committees.
President James McWhorter appointed new Director, Brad Matlock PE to the GCWA Board of Directors Safety Committee and the GCWA Board of Directors Personnel and Compensation Committee.
 - c. Overview of Novus Agenda Software
Board Clerk Renee Dondonay walked the Board of Directors through the Novus Agenda software.
 - d. Discussion and possible action to schedule a Board Workshop prior to the February 18, 2016 Regular Board Meeting. The main focus of the

Workshop is a presentation from the Brazos River Authority.

The GCWA Board of Directors agreed to meet at 1:30 PM on Thursday, February 18, 2016 prior to the Regular Board of Directors Meeting.

5. Managers' Report

a. Finance and Investment Report

Bob Webb reviewed the Finance and Investment Report with the GCWA Board of Directors.

b. Safety Report

Thomas Gilbert reviewed the Safety Report with the GCWA Board of Directors.

c. Capital Projects Report

James Vanderwater reviewed the Capital Projects Report with the GCWA Board of Directors.

d. Industrial Division

James Vanderwater reviewed the Industrial Report with the GCWA Board of Directors.

e. Thomas Mackey Water Treatment Plant Report

Randy Jones reviewed the Thomas S Mackey Water Treatment Plant Report with the GCWA Board of Directors.

f. Canal Division Report

David Sauer reviewed the Canal Division Report with the GCWA Board of Directors.

g. Assistant General Manager's Report

David Sauer reviewed the Assistant General Manager's Report with the GCWA Board of Directors.

h. General Manager's Monthly Summary Report.

Ivan Langford reviewed the General Manager's Report with the GCWA Board of Directors.

6. Board Committees

a. Capital Project Review Committee Meeting

The committee met on Thursday, January 14, 2016. Eric Wilson, James McWhorter and Russell Jones attended. The committee discussed the progress of various projects and Freese and Nichols gave a presentation on the Chocolate Bayou Salt Water Barrier.

b. Safety Committee Meeting

The committee met on Wednesday, January 13, 2016. Cliff Mock, Shane Hamilton and Brad Matlock were in attendance. The committee reviewed the Safety Report for December 2015. Thomas Gilbert explained the difference between the Incident Rate and the DART Rate. The committee also discussed the reformation of the Employee Safety Committee which puts the responsibility of safety to the employees and will assist in identifying individuals for succession planning. The committee also decided to meet quarterly, however will meet monthly if the need arises.

c. Finance and Insurance Committee Meeting

The committee met on Wednesday, January 20, 2016. Bennie Jones, Connie Bradley, Bix Rathburn and Mike O'Connell attended. The committee reviewed the 2015 Financial Report and recommended the report be accepted by the Board. The committee also decided to meet quarterly, and will get financial reports to the board quarterly.

7. Consent Agenda

a. Discussion and possible action to approve the minutes of the Gulf Coast Water Authority Board of Directors Meeting on December 17, 2015.

b. Discussion and possible action to approve a Crossing Agreement with CenterPoint Energy Houston Electric, LLC, for a 30-foot aerial crossing across Oyster Creek in Fort Bend County, Texas, with authorization for the General Manager to sign the pertinent documents.

c. Discussion and possible action on the purchase of four (4) vehicles from HGAC Buy in the amount of \$116,241.00 and authorization for the General Manager to sign the pertinent documents.

Items A-C of the Consent Agenda were unanimously approved with the exception of Brad Matlock who abstained and Benny Jones Jr who was not present.

8. New Business

a. Presentation by Mike Reedy and Jason Afinowicz with Freese and Nichols consulting engineers on Region H and the State Water Plan.

Mike Reedy and Jason Afinowicz with Freese and Nichols gave a presentation on the Region H Water Plan and the State Water Plan.

b. Discussion and possible action to approve reimbursement of eligible travel expenses for GCWA Directors requesting to attend the *Changing Face of Water Rights Course* sponsored by TexasBarCLE, February 25-26, 2016 in San Antonio, Texas.

Eric Wilson seconded Mike O'Connell's motion to approve the reimbursement of eligible travel expenses for GCWA Directors requesting

to attend the Changing Face of Water Rights Course sponsored by Texas Bar CLE, February 25-26, 2016 in San Antonio, Texas. The motion passed unanimously with the exception of Bennie Jones Jr who was not present,

- c. Discussion and possible action to approve the GCWA Electronic iPad Equipment Policy.

Brad Matlock seconded Connie Bradley's motion to approve the GCWA Electronic iPad Equipment Policy. The motion passed unanimously with the exception of Bennie Jones Jr who was not present.

Scott Bounds reminded the Directors all equipment used for the process of viewing and storing public records is subject to the Open Records Act.

- d. Discussion and possible action to award a construction contract to the best bidder for County Road 169 Siphon and authorization for the General Manager to execute the construction contract and sign the pertinent documents.

Shane Hamilton seconded Bix Rathburn's motion to award a construction contract to BRH Garver for County Road 169 Siphon and authorize the General Manager to sign the pertinent documents. The motion passed unanimously with the exception of Bennie Jones Jr who was not present.

- e. Discussion and possible action on the Industrial Pump Station (IPS) P2 Pump Refurbishment Project and authorization for the General Manager to sign the pertinent documents.

Eric Wilson seconded Brad Matlock's motion to approve the Industrial Pump Station P2 Pump Refurbishment Project and authorize the General Manager to sign the pertinent documents. The motion passed unanimously with the exception of Bennie Jones Jr who was not present.

- f. Discussion and possible action to approve the Comprehensive Annual Financial Report for the Fiscal Year 2014-2015 as performed by Sanderson, Knox & Co, LLP.

Eric Wilson seconded Shane Hamilton's motion to approve the Comprehensive Annual Financial Report for the Fiscal Year 2014-2015 as performed by Sanderson, Knox and Co, LLP. The motion passed unanimously with the exception of Bennie Jones Jr who was not present.

- g. Discussion and possible action on the Water Treatment Plant (WTP) Low Lift P101 Pump Refurbishment Project and authorization for the General Manager to sign the pertinent documents.

Eric Wilson seconded Brad Matlock's motion to approve the Water Treatment Plant Low Lift P101 Pump Refurbishment Project and authorize the General Manager to sign the pertinent documents. The motion passed unanimously with the exception of Bennie Jones Jr who was not present.

9. Executive Session

The Board retreated into Executive Session at 4:45 PM.

- a. *The Executive Session is held in accordance with Texas Open Meeting Act, (Vernon's Civil Statutes) Texas Government Code, Section 551.072– Deliberation on Real Property, to discuss the following: Sale of Land*
- b. *The Executive Session is held in accordance with Texas Open Meeting Act, (Vernon's Civil Statutes) Texas Government Code, Section 551.072– Deliberation on Real Property, to discuss the following: Pioneer Green*

10. Action Agenda

The Board reconvened into Regular Session at 5:28 PM.

- a. Discussion and possible action to approve Sale of 7.57 acres of land including a salt water disposal well site and authorization for the General Manager to sign the pertinent documents.

No action at this time.

11. Adjourn Meeting

James McWhorter adjourned the meeting at 5:29 PM.