



Gulf Coast Water Authority

Gulf Coast Water Authority
Board of Directors Board Workshop
MINUTES
January 4, 2018

Notice is hereby given that the Board of Directors of the Gulf Coast Water Authority will meet on **Thursday, January 4, 2018 at 3:00 PM** at the GCWA Administrative Office, 3630 FM 1765, Texas City, Texas 77591, for the following purpose(s).

1. Call to Order

Gulf Coast Water Authority Board of Directors President Russell Jones called the meeting to order at 3:00 PM.

2. Roll Call

President Russell C Jones, Vice President C.B. "Bix" Rathburn, PhD, Secretary Eric Wilson, Treasurer Bennie Jones Jr (arrived at 4:06 PM; left at 6:00 PM), Assistant Secretary Brad Matlock, PE, Director Mike O'Connell, Director Cliff Mock, Director Dave Leaver (left at 5:45 PM), Director Shane Hamilton and Director James McWhorter PE were in attendance.

3. Conflict of Interest

No Conflicts of Interest

4. Request to Address the Board

No Requests to Address the Board

5. Monthly Reports

a. Environmental Health & Safety

Environmental Health & Safety Manager Thomas Gilbert reviewed GCWA Safety for 2017. Mr. Gilbert requested the Board review the attached reports individually. The 2017 Accident and Incident Reports would be brought back to the Board at the February 1, 2018 Workshop for additional review.

Absent: Jones Jr

b. Financials

Business Manager Bob Webb reviewed GCWA Financials and Reserves

for November 2017.

Absent: Jones Jr

c. Thomas Mackey Water Treatment Plant

Thomas Mackey Water Treatment Plant Manager Jake Hollingsworth reviewed December 2017 Report.

Absent: Jones Jr

d. Capital Projects

District Engineer James Vanderwater introduced GCWA's new Assistant District Engineer Martin Balch. Mr Vanderwater also reviewed the construction status of several projects for December 2017.

Absent: Jones Jr

e. Canal Division

Maintenance Superintendent David Hudson reviewed Canal Division maintenance for December 2017.

Absent: Jones Jr

f. Assistant General Manager- Canal Division

Assistant General Manager David Sauer reviewed activity in the Canal Division for December 2017.

g. General Manager

General Manager Ivan Langford updated the board on various items from December 2017:

- *Currently engaged in weekly calls with FEMA. New FEMA Representative has been assigned to GCWA.*
- *New insurance plan approved by the Board at the December 21, 2017 Board Meeting has been presented to employees*
- *Compensation Package for potential Assistant General Manager Brad Wade is on the Regular Meeting Agenda for consideration. If approved, anticipated start date is February 5, 2018*
- *Quarterly meeting with the City of Galveston included a request for reimbursement of the estimated 3 MGD loss over the past 3 years which GCWA denied*
- *Meeting with Missouri City to discuss joint venture on a small pump to be used when Briscoe Plant is not pumping. GCWA is working on a draft agreement to include financing for the City of Missouri City*

6. Old Business

a. Discussion of an Engineering Services Work Authorization for permanent

repairs and Hazard Mitigation of the Shannon and May Pumping Plants

District Engineer James Vanderwater explained a recommendation for an Engineering Services Work Authorization for permanent repairs and hazard mitigation of the Shannon Pumping Plant and May Pumping Plant are being held until after receiving input from Fort Bend County Judge Hebert. A meeting has been scheduled for Monday, January 8, 2018.

7. New Business

GCWA Board of Directors President Russell Jones called for a recess at 4:46 PM.

President Russell Jones reconvened the meeting at 5:06 PM.

- a. Discussion of the Gulf Coast Water Authority Quarterly Investment Report Ending November 30, 2017.

Business Manager Bob Webb introduced Ron Ross of Patterson and Associates. Mr. Patterson presented a power point review of the Quarterly Investment Report ending November 30, 2017. The Quarterly Investment Report will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

- b. Discussion of revisions to Reserve requirements for Fund 06, Thomas Mackey Water Treatment Plant.

Business Manager Bob Webb reviewed proposed revisions to the Reserve Requirements for Fund 06 - Thomas Mackey Water Treatment Plant. Ivan Langford further explained the reasons for the revisions. Discussion led to the board request to review the Reserve Requirements for all funds. Mr. Langford agreed to adjust the current reserve of stored water for Fund 06 - Thomas Mackey Water Treatment Plant to 6 months as required by current policy and review all funds to present for discussion at a future workshop.

- c. Discussion of the disposition of cash funds remaining in the 2011 Plant Expansion Study.

Business Manager Bob Webb reminded the board of the plan to expand the Thomas Mackey Water Treatment Plant. Customers paid in a prorated share to cover the costs of the study on the expansion. GCWA would like to refund the unused funds for the study on a prorated basis. The disposition of funds remaining from the 2011 Plant Expansion Study will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

Absent: Leaver

- d. Discussion of a resolution amending the Gulf Coast Water Authority Investment Policy.

Business Manager Bob Webb reviewed the Investment Policy with the GCWA Board of Directors. Minor changes in the policy were a result of legislative changes. The board had no questions on the policy as presented. A resolution amending GCWA's Investment Policy will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

Absent: Leaver

- e. Discussion of a Crossing Agreement for a water and sewer crossing between Alvin Independent School District and Gulf Coast Water Authority.

Project Manager Nancy Matthews presented the crossing agreement with Alvin Independent School District. Alvin ISD will be relinquishing the lines to the City of Alvin. GCWA does not charge municipalities and has subsequently waived the fees associated with the crossing agreement. Ms. Matthews used Google Earth to show the location of the lines. A Crossing Agreement for a water line and a sewer line between Alvin ISD and GCWA will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

Absent: Leaver

- f. Discussion of three (3) Crossing Agreements for the Meridiana Phase 3 project located in Brazoria County for installation of a 72-inch reinforced concrete pipe, a sanitary sewer line, and a water line.

Project Manager Nancy Matthews presented the crossing agreement with the Meridiana Development. Regular fees will apply on the crossing agreement. Ms. Matthews used Google Earth to show the location of the lines. Three Crossing Agreements between Brazoria County Municipal Utility District No. 55 and Gulf Coast Water Authority for 72-inch reinforced concrete pipe, an 8-inch and 6-inch water line, and a 8-inch sanitary sewer line under the North Canal, located in Brazoria County, Texas will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

Absent: Leaver

- g. Discussion of future bond funded projects for improvements at the Thomas S. Mackey Water Treatment Plant and other locations.

James Vanderwater presented a power point list of the future bond funded projects beginning with the High Service Pump Station at the Thomas Mackey Water Treatment Plant (may be presented to the board for consideration at the February 15, 2018 Board of Directors Regular Meeting), Condition Assessment of Plant Piping Systems, Conversion from Chlorine Gas to Sodium Hypochlorite, UV Reactor, Conversion of Granular Activated Carbon (GAC) to Anthracite, 3rd Ground Storage Tank, Hydraulic Improvements, New Thickener, Process Improvements, Drainage

Improvements, Replacement of Electrical Feeders to Transformers to T1, T2 and T3, and Switchgear Replacement at Low Lift, Clearwell and RC 1 & 2 Pump House.

Absent: Jones Jr, Leaver

- h. Discussion of an Engineering Services Agreement to create a Water Availability Model of Mustang Bayou to gain a better understanding of Gulf Coast Water Authority's water rights to our yield from the watershed.

Ivan Langford updated the Board of the City of Manvel's request at the Region H Meeting to acquire water rights in Mustang Bayou. GCWA is considering a water model to determine how GCWA can utilize the water rights of Mustang Bayou. An Engineering Services Work Authorization to model the Water Right Reliability of Mustang Bayou will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

Absent: Jones Jr, Leaver

- i. Discussion of awarding a construction contract for the Underdrain Lining underneath the Briscoe Canal, B.006 Long Point Slough U-2

James Vanderwater stated initially GCWA sought a construction contract for the Underdrain Lining underneath the Briscoe Canal, B.006 Long Point Slough U-2. After further discussion, it was determined to be more cost effective to perform the project in-house, with the only requirement being the purchase of additional pipe. The purchase of pipe for 2018 will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

Absent: Jones Jr, Leaver

- j. Discussion of a Letter of Engagement and amendment with Mindy Elmer for legislative consulting services and certain state agencies.

Ivan Langford introduced GCWA's Representation in Austin, Mindy Elmer. Ms. Elmer discussed the unpredictable political climate and opened the floor to questions from the board. Ms. Elmer requested to return in November to recap the events of 2018. A Letter of Engagement and amendment for Texas Representation will be presented to the board for consideration at the January 18, 2018 Board of Directors Regular Meeting.

- k. Discussion of Gulf Coast Water Authority participating in a desalination project.

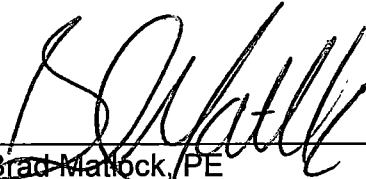
Discussion regarding GCWA's participation in desalination projects will be addressed at a future meeting.

Absent: Jones Jr, Leaver

8. Adjourn Meeting

*Gulf Coast Water Authority Board of Directors President Russell Jones
adjourned the meeting at 6:25 PM.*

Passed and approved this 18th day of January 2018.



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

