

**MINUTES OF THE REGULAR MEETING
GALVESTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
REGULAR BOARD OF DIRECTORS MEETING
Monday, November 18, 2019
4403 Highway 3
Dickinson, Texas
5:00 p.m.**

The Board of Directors of Galveston County Water Control & Improvement District No. 1 of Galveston County, in Dickinson, Texas, met in a regular session, open to the public, on November 18, 2019, at 4403 Highway 3, Dickinson, Texas, thereof, and the roll was called of the duly constituted officers and members of the board, to wit:

John Mitchiner	President	Present
Shamarion Barber	Vice President	Present
William J. Gaffey	Secretary-Treasurer	Present
Garland Copelin	Director	Present
Jeffrey Spriggins	Director	Present

Also, present were: General Manager Russell Grubbs; Keith Morgan; Aurora Amaro; Darrell Hartwick; Nancy Click; and Kim Holle of Galveston County W.C.I.D. No. 1; Efrain Him, PE of HDR, Inc.; James F. Gilley, Jr.; and JoAnn Matthiesen, Partner of Baker Williams Matthiesen LLP.

Guest(s): None.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by President Mitchiner at 5:06 p.m. All said members were in attendance with the exception of Vice President Barber who arrived at the Board meeting at 5:28 p.m., and a quorum was established by Secretary-Treasurer Gaffey.

PRAYER AND PLEDGE OF ALLEGIANCE

President Mitchiner led those present in the Prayer. Secretary-Treasurer Gaffey led those present in the Pledge of Allegiance and the Pledge to the Texas Flag.

CITIZENS' COMMENTS (Time Limit: 5 minutes per speaker)

There was no action taken.

CONSENT AGENDA/APPROVAL OF MINUTES

1. **Discuss and take action on approval of payment of director 'per diem' request for October, 2019.**

2. Discuss and take action on approval of minutes for the Regular Board Meeting of October 21, 2019 and Special Board Meeting of October 29, 2019.

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to approve the consent agenda, payment of Director 'per diem' requests for October, 2019, and minutes of the Regular Board Meeting of October 21, 2019 and Special Board Meeting of October 29, 2019. The motion passed unanimously.

REGULAR AGENDA/OTHER BUSINESS

3. Discuss and take action to adopt Resolution No. 2019-11, Resolution Authorizing Financing Team to Pursue Issuance of Unlimited Tax Bonds, Series 2020.

Vice President Barber arrived at the Board meeting at 5:28 p.m.

A motion was made by Director Copelin and seconded by Director Spriggins to adopt Resolution No. 2019-11, Resolution Authorizing Financing Team to Pursue Issuance of Unlimited Tax Bonds, Series 2020. The motion passed unanimously.

4. Discuss and take action to approve Petition for Annexation and Order Adding Land to the boundaries of the District by petition received from Gilbert A. Davidson and Mieko Davidson, Lot Nine (9), Lisbony Subdivision, a Subdivision in Galveston County, Texas, according to the Map or Plat thereof recorded in Volume 136, Page 615 of the Deed Records of Galveston County, Texas. (1913 Sunset Drive, Dickinson, TX)

A motion was made by Vice President Barber and seconded by Director Spriggins to approve Petition for Annexation and Order Adding Land to the boundaries of the District by petition received from Gilbert A. Davidson and Mieko Davidson, Lot Nine (9), Lisbony Subdivision, a Subdivision in Galveston County, Texas, according to the Map or Plat thereof recorded in Volume 136, Page 615 of the Deed Records of Galveston County, Texas. (1913 Sunset Drive, Dickinson, TX). The motion passed unanimously.

5. Discuss and take action on approval of Bad Debt Write Off as recommended by General Manager and Chief Financial Officer.

A motion was made by Director Copelin and seconded by Vice President Barber to approve the Bad Debt Write Off as recommended by General Manager and Chief Financial Officer. The motion passed unanimously.

6. Discuss and take action on closing District offices during Employees' Thanksgiving and Christmas Luncheons.

A motion was made by Director Spriggins and seconded by Director Copelin to approve closing District offices during the Employees' Thanksgiving Luncheon to be held on Thursday, November 21st from 12:00 noon to 1:30 p.m. and the Employees' Christmas Luncheon to be held on Tuesday, December 10th from 12:00 noon to 1:30 p.m. The motion passed unanimously.

7. Discuss and take action to approve Pay Estimate No. 12 for the Falco Operations Building Project in the amount of \$62,062.88 to Frost Construction Company, Inc.

A motion was made by Director Copelin and seconded by Secretary-Treasurer Gaffey to approve Pay Estimate No. 12 for the Falco Operations Building Project in the amount of \$62,062.88 to Frost Construction Company, Inc. The motion passed unanimously.

8. Discuss and review Bond Projects updates; on-going engineering and construction projects.

Mr. Efrain Him, PE of HDR, Inc. updated the Board of Directors concerning the on-going Bond Projects and on-going Engineering and Construction Projects for the month of October. Mr. Him answered the Board of Directors' questions and concerns.

There was no action taken.

9. Hear reports from legal counsel – Baker Williams Matthiesen LLP.

Ms. Matthiesen, our Legal Counsel, stated that she would like the Board of Directors to convene into Executive Session. The Board of Directors convened into Executive Session at 6:12 p.m.

10. Receive Staff Reports for October, 2019

- a. Financial Report
- b. Monthly Tax Report
- c. Travel & Training Expense Statements
 - General Manager Credit Card Detail
 - Board Travel & Training Expense Reports
- d. 2019 Goals and Objectives Monthly Progress Reports
 - "Have a Heart Campaign"
- e. Citizens' Comments Report
 - Galveston County Health District
- f. Board Update from Previous Meeting
 - General Manager Training
- g. Safety Report
 - Log of Work Related Injuries, Illnesses and Incidents

Chief Financial Officer Aurora Amaro reviewed the Financial Report for the month of October. Ms. Amaro answered the Board of Directors' questions and concerns.

There was no action taken.

11. Discuss and take action on item(s) from Staff Reports, if necessary.

There was no action taken.

Convene into Executive Session to discuss personnel matters pursuant to Open Meetings Act Section 551.074 of the Texas Government Code and/or Section 551.071 of the Texas Government Code for consultation with Attorney for pending or contemplated litigation, and/or Section 551.072 of the Texas Government Code for deliberations about real property.

The Board convened into Executive Session at 6:12 p.m.

Re-convene into Open Session and authorize any necessary action concerning personnel matters and/or pending or contemplated litigation and/or deliberations about real property.

The Board re-convened into Open Session at 6:39 p.m.

12. Discuss and take action on item(s) from Executive Session.

There was no action taken.

CLOSING COMMENTS/ANNOUNCEMENTS/RECOGNITION

There were no public announcements and/or recognition.

ADJOURNMENT

The meeting adjourned at 6:43 p.m.


Secretary for the Board of Directors