

**MINUTES OF THE REGULAR MEETING
GALVESTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
REGULAR BOARD OF DIRECTORS MEETING**

Monday, September 16, 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 September 16, 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.; and JoAnn Matthiesen, Partner of Baker Williams Matthiesen LLP.

Guest(s): Brandon Wade, General Manager of Gulf Coast Water Authority; and David Davis, CPA and Chief Financial Officer of Gulf Coast Water Authority.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by President Mitchiner at 5:00 p.m. All said members were in attendance, and a quorum was established by Secretary-Treasurer Gaffey.

PRAYER AND PLEDGE OF ALLEGIANCE

Vice President Barber led those present in the Lord's 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 August, 2019.

2. **Discuss and take action on approval of minutes for the Regular Board Meeting of August 19, 2019 and Special Board Meeting of September 3, 2019.**

A motion was made by Vice President Barber and seconded by Director Spriggins to approve the consent agenda, payment of Director 'per diem' requests for August, 2019, and minutes of the Regular Board Meeting of August 19, 2019 and Special Board Meeting of September 3, 2019. The motion passed unanimously.

REGULAR AGENDA/OTHER BUSINESS

3. **Discuss and take action to authorize the General Manager to issue a Letter of Intent to the Gulf Coast Water Authority to retain additional water rights for the future.**

a. **Brandon Wade, General Manager of Gulf Coast Water Authority.**

Mr. Brandon Wade, General Manager of Gulf Coast Water Authority, discussed the retainage of additional water rights for the future with the Board of Directors. Mr. David Davis, CPA and Chief Financial Officer of Gulf Coast Water Authority, addressed the Board of Directors concerning our current capacity and our future growth and additional water rights. They answered the Board of Directors' questions and concerns.

There was no action taken.

4. **Discuss and take action to authorize the issuance of Galveston County Water Control and Improvement District No. 1 bonds for remaining projects.**

Secretary-Treasurer Gaffey suggested that we schedule a future workshop to discuss the issuance of Galveston County Water Control and Improvement District No. 1 bonds for remaining projects, future projects and timelines.

There was no action taken.

5. **Discuss and take action on authorizing the General Manager to obtain RFP's for solid waste services for the customers of the District and within the city limits of the City of Dickinson.**

A motion was made by Director Copelin and seconded by President Mitchiner to authorize the General Manager to obtain RFP's for solid waste services for the customers of the District and within the city limits of the City of Dickinson. The motion passed unanimously.

6. **Discuss and take action on policy changes for the Incentive Program to encourage Automatic Bank Drafts.**

A motion was made by Director Copelin and seconded by Director Spriggins to discontinue the Incentive Program to encourage Automatic Bank Drafts. The vote was 3 – 2 with President Mitchiner and Vice President Barber voting in the negative. The motion passed.

7. Discuss and take action on policy changes for the “Have a Heart Campaign.”

A motion was made by Director Copelin and seconded by Vice President Barber to approve the policy changes for the “Have a Heart Campaign.” The vote was 4 – 1 with Director Spriggins voting in the negative. The motion passed.

8. Discuss and take action to approve Pay Estimate No. 10 for the Falco Operations Building Project in the amount of \$171,241.11 to Frost Construction Company, Inc.

A motion was made Director Copelin and seconded by Vice President Barber to approve Pay Estimate No. 10 for the Falco Operations Building Project in the amount of \$171,241.11 to Frost Construction Company, Inc. The motion passed unanimously.

9. 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 August. Mr. Him answered the Board of Directors’ questions and concerns.

There was no action taken.

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

Ms. Matthiesen, our Legal Counsel, reported that she has reviewed several items this month, and she reported that everything is in order.

11. Receive Staff Reports for August, 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 August. Ms. Amaro answered the Board of Directors' questions and concerns.

There was no action taken.

12. 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.

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.

13. 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 6:52 p.m.


Secretary for the Board of Directors