

**MINUTES OF THE REGULAR MEETING  
GALVESTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1  
REGULAR BOARD OF DIRECTORS MEETING  
Monday, November 15, 2021  
2320 Falco Street  
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 15, 2021, at 2320 Falco Street, Dickinson, Texas, thereof, and the roll was called of the duly constituted officers and members of the board, to wit:

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

Also, present were: General Manager Ivan Langford; Keith Morgan; Aurora Amaro; Nancy Click; Jamie Boudreaux; John Campbell and Ana Urps of Galveston County W.C.I.D. No. 1; Ryan Nokelby, PE of HDR Engineering, Inc.; Dick Pursley of HDR Engineering, Inc.; Scott Bounds, Attorney of Olson & Olson LLP; Justin Hicks, Attorney of Hunton Andrews Kurth LLP; Ryan Bledsaw, Attorney of Hunton Andrews Kurth LLP; Patrick Wiltshire, President of Public Management, Inc.; Chad Nobles, Account Executive of Ameresco, Inc.; Deval Allums, Account Executive of Ameresco, Inc.; and Kathy Thomas of Community Strategies LLC.

Guest(s): None.

**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**

Human Resources Nancy Click led those present in the Lord's Prayer. Director Copelin 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, 2021.**
2. **Discuss and take action on approval of minutes for the Regular Board Meeting of October 18, 2021.**
3. **Discuss and take action to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 11 for the 26th Street, 27th Street and Owens Drive Lift Stations Replacement Project for a total amount of \$93,478.70.**

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, 2021 and minutes of the Regular Board Meeting of October 18, 2021, and to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 11 for the 26<sup>th</sup> Street, 27<sup>th</sup> Street, and Owens Drive Lift Stations Replacement Project for a total amount of \$93,478.70. The motion passed unanimously.

#### **REGULAR AGENDA/OTHER BUSINESS**

4. **Discuss and take action on Project Development Agreement with Ameresco, Inc. for Water Meter Audit.**

Mr. Chad Nobles, Account Executive of Ameresco, Inc. gave a presentation on water meter replacements and automated metering infrastructure.

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to approve the Project Development Agreement with Ameresco, Inc. for the Water Meter Audit. There was a roll call vote.

The roll call vote was as follows:

President Mitchiner – Yes  
Vice President Barber – No  
Secretary-Treasurer Gaffey – Yes  
Director Copelin – Yes  
Director Spriggins – No

The vote was 3-2. The motion passed.

5. **Discuss and take action to approve purchase of (4) four vehicles through Buy Board Cooperative Purchasing.**

A motion was made by Vice President Barber and seconded by Secretary-Treasurer Gaffey to approve the purchase of four (4) vehicles through Buy Board Cooperative Purchasing. The motion passed unanimously.

**6. Discuss and take action approving a contract between Community Strategies LLC and Galveston County Water Control & Improvement District No. 1 for Development of Public Communication Plan.**

Ms. Kathy Thomas of Community Strategies LLC discussed a contract between Community Strategies LLC and Galveston County Water Control & Improvement District No. 1 for Development of Public Communication Plan. Ms. Thomas answered the Board of Directors' questions and concerns.

A motion was made by Vice President Barber and seconded by Director Copelin to approve a contract between Community Strategies LLC and Galveston County Water Control & Improvement District No. 1 for Development of Public Communication Plan. The motion passed unanimously.

**7. Discuss and take action on approval of a contract with GLO for a Community Development Block Grant, Mitigation Program Infrastructure Project in the amount of \$8,189,000.00 for various water systems improvements.**

A motion was made by Secretary-Treasurer Gaffey and seconded by Vice President Barber to approve a contract with GLO for a Community Development Block Grant, Mitigation Program Infrastructure Project in the amount of \$8,189,000.00 for various water systems improvements. The motion passed unanimously.

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

Chief Financial Officer Aurora Amaro discussed the Bad Debt Write Off of \$53,624.31 which includes fire protection services, refuse and sales tax. Ms. Amaro answered the Board of Directors' questions and concerns.

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

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

Mr. Ryan Nokelby, PE of HDR Engineering, 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. Nokelby answered the Board of Directors' questions and concerns.

There was no action taken.

**10. Hear reports from legal counsel - Olson & Olson LLP.**

Mr. Scott Bounds, our Legal Counsel, reported that there is no legal report.

There was no action taken.

**11. Receive Monthly Reports & Investment Report**

- a. Financial Report and Investment Report
- b. Monthly Tax Report
- c. Travel & Training Expense Statements
- d. Galveston County Health District - Citizens' Comments Reports
- e. Utility Plants Update Discharge Monitor Report (DMR)/Monthly Water Operating Report.  
Staff Reports
  - Human Resources Report
  - Safety Report
  - Field Operations Report

Chief Financial Officer Aurora Amaro reviewed the Financial Report for the month of October, 2021. Ms. Amaro answered the Board of Directors' questions and concerns. There was no action taken.

Department Heads reviewed and discussed their monthly reports. 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 and/or sections 551.076 and 551.088, deliberation regarding security audits.**

The Board convened into Executive Session at 7:10 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 and/or sections 551.076 and 551.088, deliberations regarding security audits.**

The Board re-convened into Open Session at 7:26 p.m.

**13. Discuss and take action to authorize General Manager to execute earnest money agreement to purchase approximately 1.78 acres of land at 2942 48<sup>th</sup> Street, Dickinson, Texas.**

There was no action taken.

**CLOSING COMMENTS/ANNOUNCEMENTS/RECOGNITION**

There were no public announcements and/or recognition.

**ADJOURNMENT**

The meeting adjourned at 7:27 p.m.

  
Secretary for the Board of Directors