

**MINUTES OF THE REGULAR MEETING
GALVESTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
REGULAR BOARD OF DIRECTORS MEETING
Monday, December 20, 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 December 20, 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	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 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; Michael Migaud, Project Manager of Public Management, Inc.; Katie Wilson, Water Program Manager of Galveston County Health District; 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

Vice President Barber led those present in the Lord's Prayer. Director Spriggins led those present in the Pledge of Allegiance and the Pledge to the Texas Flag.

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

Ms. Katie Wilson, Water Program Manager of Galveston County Health District, updated the Board of Directors concerning the Galveston County Health District's Water Pollution Control and Abatement Report. Ms. Wilson answered the Board of Directors' questions and concerns.

There was no action taken.

CONSENT AGENDA/APPROVAL OF MINUTES

1. **Discuss and take action on approval of payment Directors' Per Diem requests for November, 2021.**
2. **Discuss and take action on approval of minutes for the Regular Board Meeting of November 15, 2021.**
3. **Discuss and take action to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 12 for the 26th Street, 27th Street and Owens Drive Lift Stations Replacement Project for a total amount of \$73,160.45.**
4. **Discuss and take action to approve Change Order No. 1 for the Lobit Water Plant Storage Tanks Rehabilitation Project for a total amount of \$4,000.00.**
5. **Discuss and take action to approve D.L. Elliott Enterprises, Inc. (Contractor) Pay Application No. 1 for the 26th Street Lift Station Force Main Replacement Project for a total amount of \$242,308.92.**
6. **Discuss and take action to approve Tankez Coatings, Inc. (Contractor) Pay Application No.1 for the Lobit Water Plant Storage Tanks Rehabilitation Project for a total amount of \$127,300.00.**

Director Copelin requested that agenda items #4, #5, and #6 be pulled from the consent agenda.

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to approve the consent agenda, payment of Directors' per diem requests for November, 2021 and minutes of the Regular Board Meeting of November 15, 2021, and to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 12 for the 26th Street, 27th Street, and Owens Drive Lift Stations Replacement Project for a total amount of \$73,160.45. The motion passed unanimously.

A motion was made by Director Copelin and seconded by Vice President Barber to approve Change Order No. 1 for the Lobit Water Plant Storage Tanks Rehabilitation Project for a total amount of \$4,000.00. The motion passed unanimously.

A motion was made by Vice President Barber and seconded by Director Spriggins to approve D.L. Elliott Enterprises, Inc. (Contractor) Pay Application No. 1 for the 26th Street Lift Station Force Main Replacement Project for a total amount of \$242,308.92. It was noted to correct the signature pages before processing. The motion passed unanimously.

A motion was made by Director Copelin and seconded by Vice President Barber to approve Tankez Coatings, Inc. (Contractor) Pay Application No.1 for the Lobit Water Plant Storage Tanks Rehabilitation Project for a total amount of \$127,300.00. The motion passed unanimously.

REGULAR AGENDA/OTHER BUSINESS

7. **Discuss and take action to adopt Resolution No. 2021-09; Resolution authorizing the Board of Directors of Galveston County Water Control and Improvement District No. 1 expressing intent to finance expenditures to be incurred (2022 Bond Sale).**

A motion was made by Director Copelin and seconded by Vice President Barber to adopt Resolution No. 2021-09; Resolution authorizing the Board of Directors of Galveston County Water Control and Improvement District No. 1 expressing intent to finance expenditures to be incurred (2022 Bond Sale). The motion passed unanimously.

8. **Discuss and take action to approve Contract Amendment No. 1 to HDR Engineering, Inc.'s Professional Engineering Services Contract for the GLO CDBG-MIT Project (Referencing Resolution No. 2020-16).**

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Spriggins to approve Contract Amendment No. 1 to HDR Engineering, Inc.'s Professional Engineering Services Contract for the GLO CDBG-MIT Project (Referencing Resolution No. 2020-16). The motion passed unanimously.

9. **Discuss and take action to adopt Resolution No. 2021-10 of Galveston County Water Control and Improvement District No. 1, Dickinson, Texas Amending the contract with Public Management, Inc. for administration of the Community Development Block Grant - Mitigation Program (CDBG-MIT) Contract NO. 22-085-035-D279.**

A motion was made by Director Copelin and seconded by Vice President Barber to adopt Resolution No. 2021-10 of Galveston County Water Control and Improvement District No. 1, Dickinson, Texas Amending the contract with Public Management, Inc. for administration of the Community Development Block Grant - Mitigation Program (CDBG-MIT) Contract NO. 22-085-035-D279. The motion passed unanimously.

10. **Discuss and take action on Resolution No. 2021-12, Adopting the attached policies in connection with the Galveston County Water Control and Improvement District No. 1 participation in federally funded Community Development Block Grant - Mitigation (CDBG - MIT) projects and adherence to the regulations described therein.**

A motion was made by Director Copelin and seconded by Director Spriggins to approve Resolution No. 2021-12, Adopting the attached policies in connection with the Galveston County Water Control and Improvement District No. 1 participation in federally funded Community Development Block Grant - Mitigation (CDBG - MIT) projects and adherence to the regulations described therein. The motion passed unanimously.

11. Discuss and take action on Resolution No. 2021-13, approving a Resolution of the Board of Directors of the Galveston County Water Control and Improvement District No. 1 designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant - Mitigation Program (CDBG-MIT).

A motion was made by Director Copelin and seconded by Director Spriggins to approve Resolution No. 2021-13, approving a Resolution of the Board of Directors of the Galveston County Water Control and Improvement District No. 1 designating authorized signatories for contractual documents and documents for requesting funds pertaining to the Community Development Block Grant - Mitigation Program (CDBG-MIT). The motion passed unanimously.

12. Discuss and take action on Proclamation declaring December as Fair Housing Month.

A motion was made by Secretary-Treasurer Gaffey and seconded by Vice President Barber to approve Proclamation declaring December as Fair Housing Month. The motion passed unanimously.

13. Discuss and take action to adopt Resolution No. 2021-11 to approve the 2021 Amended Purchasing Policy.

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to adopt Resolution No. 2021-11 to approve the 2021 Amended Purchasing Policy. The motion passed unanimously.

14. Discuss and take action on Software Services Agreement with OpenGov, Inc. to provide a cloud-based Financial Suite, including utility billing and new financial reporting suite.

A motion was made by Secretary-Treasurer Gaffey and seconded by Vice President Barber to approve the Software Services Agreement with OpenGov, Inc. to provide a cloud-based Financial Suite, including utility billing and new financial reporting suite. The motion passed unanimously.

15. 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 November. Mr. Nokelby answered the Board of Directors' questions and concerns.

There was no action taken.

16. 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.

17. 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. Utilities 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 November, 2021. Ms. Amaro answered the Board of Directors' questions and concerns. There was no action taken.

It was the consensus of the Board that a workshop is needed to discuss future capital improvement projects. Ms. Ana Urps, Administrative Assistant, will contact the Board members to discuss the date and time for a workshop for the first week in January, 2022.

Department Heads reviewed and discussed their monthly reports. There was no action taken.

18. 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.

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.

19. 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 6:45 p.m.


Secretary for the Board of Directors