

COASTAL WATER AUTHORITY

Minutes of Regular Meeting

January 12, 2022

The Board of Directors (the "Board") of Coastal Water Authority ("CWA") convened its Regular Meeting; open to the public, at the CWA Conference Room, 1801 Main Street, Suite 800, Houston, Texas, with the following in attendance:

Directors

D. Wayne Klotz, P.E., President
Tony L. Council, P.E., First Vice-President
Douglas E. Walker, Second Vice-President
Thomas A. Reiser, Secretary-Treasurer

Jon M. Sjolander (*Absent*)
Joseph G. Soliz
Giti Zarinkelk, P.E.

CWA Staff

Don Ripley (*Absent*)
John Baldwin
David Miller
Greg Olinger
Mary Caballero
Todd Vu

City of Houston Staff

Yvonne Forrest, Houston Public Works

Legal Counsel

Dimitri Millas, Norton Rose Fulbright US LLP
Leslie Bacon, Norton Rose Fulbright US LLP

With the exception of Director Sjolander, all Members of the Board were present thus constituting a quorum.

I. CALL TO ORDER – Wayne Klotz

A. Welcome.

Director Klotz called the meeting to order at 10:00 A.M. and welcomed all guests to the meeting. (The sign-in sheets for those in attendance at the meeting are attached hereto.)

B. Pledge of Allegiance.

C. Salute to the Texas Flag.

D. Moment of Silence.

II. PUBLIC COMMENTS

There were no public comments.

III. ITEMS FOR CONSIDERATION – Wayne Klotz

Director Klotz stated that the first item of business was the approval of the Minutes of the Board Meeting of December 8, 2021, as written.

A. Minutes of the December 8, 2021 Board Meeting.

Motion approving the Minutes of the Board Meeting of December 8, 2021.

Motion made by Director Council, Seconded by Director Zarinkelk. The Motion carried unanimously.

IV. ONGOING PROJECTS – David Miller

A. Lake Houston Dam Spillway Improvement Project – Phase 2.

Mr. Miller stated that B&V Team submitted the Final Basis of Design Report on December 10, 2021. B&V incorporated all of the comments that were provided by CWA, City of Houston and CWA's Technical Advisor, Freese and Nichols. The Benefit Cost Ratio (BCR) is being updated by a consultant under separate contract with the City of Houston. According to the City of Houston and its consultant, they expect to complete the BCR in January 2022. Mr. Miller noted that the BCR is required to be 1.0 or higher for the project to be considered cost effective therefore, CWA has essentially paused all activities until that calculation has been completed and supports moving the project forward. Mr. Miller stated that he hopes to have an update for the Board at next month's Board Meeting. There were no questions from the Board.

V. MAINTENANCE & OPERATIONS – Greg Olinger

A. Monthly Operations Report/Project Updates.

The Monthly Operations Report for December 2021 was included in the Board Members' Agenda packets.

B. Lynchburg A-System Flowmeters – Request to Bid.

Mr. Olinger stated this item is related to the purchase and installation of five electromagnetic flow meters on the Lynchburg A-System. The new flow meters will allow accurate measurements of flow for each pump system that currently CWA does not have visibility on. Having this measurement of flow will allow tracking of individual pump performance and efficiency. A new mag meter technology has been developed that now allows mag meters to be located near bends or valves, and delivers excellent accuracy. Mr. Olinger noted that LAN completed a design last year and CWA now has a bid package prepared and ready to issue. The scope is for a turn-key delivery including, meter purchase, installation, running electrical and communications cables as well as integration of the data feed into the SCADA system (HSQ). A mandatory Pre-bid Site Visit is scheduled for February 1, 2022 and bids would be due on February 25, 2022. This item was briefed to the O&M Oversight Committee on January 4, 2022. Director Klotz asked if CWA would do contract outreach on this project. Mr. Olinger stated, yes. Director Klotz asked if CWA anticipated supply issues. Mr. Olinger stated that the meter vender, Endress+Hauser noted there would be a six week lead time which will not be an issue. There were no further questions from the Board and Mr. Olinger recommended the motion as presented.

Motion authorizing the Executive Director to issue a Request for Bids for construction services related to the Lynchburg Pump Station A-System Flowmeters Project.

Motion made by Director Walker, Seconded by Director Zarinkelk. The Motion carried unanimously.

C. Lynchburg Workshop – Girder Crane.

Mr. Olinger stated this item is for the addition of a 5-ton girder crane at the new Lynchburg Pump Station workshop that was just completed in November 2021. The crane dimensions include a 36-foot girder span and a 60-foot top running railway span. The scope includes providing and installing the crane and then completion of load test certifications once installed. Mr. Olinger noted that three bids were received and a copy of the bid tabulation was included in the Board Members' packets. This item was briefed to the O&M Oversight Committee on January 4, 2022. There were no questions from the Board and Mr. Olinger recommended the motion as presented.

Motion authorizing the Executive Director to issue a purchase order in the amount of \$52,150.00 to Product Handling Design, Inc. for the purchase, installation, and testing of a new 5-ton girder crane for the new Lynchburg workshop building.

Motion made by Director Walker, Seconded by Director Zarinkelk. The Motion carried unanimously.

D. General Engineering Consultant.

Mr. Olinger stated this item is related to the issuance of a general Trinity River System work order to the GEC, BGE. This is the first of two planned general work orders for the year that covers general day-to-day support. This one in particular will mostly go toward ongoing support of utility crossing application reviews and land acquisition support. Individual work orders with negotiated scope, fee, and schedule will be completed for each tasking. This item was briefed to the Professional Engineering Services Review Committee on January 4, 2022. A copy of the work order was included in the Board Members' packets. Director Klotz stated that it is his assumption that within this work order, BGE will need to submit a task budget and show that they are meeting all of the MWDBE goals. Mr. Olinger noted that was correct. There were no further questions from the Board and Mr. Olinger recommended the motion as presented.

Motion authorizing the Executive Director to issue a work order to BGE, Inc. in the amount of \$150,000.00 for general engineering consultant services related to the maintenance and operation of Coastal Water Authority's Trinity River System.

Motion made by Director Council, Seconded by Director Reiser. The Motion carried unanimously.

E. Vehicle Purchase.

Mr. Olinger stated this item is for the purchase of a vehicle for a new electrical/instrumentation employee starting this week. The new employee will be covering a lot of ground and will be maintaining pump control systems at all four of the CWA pump stations. Mr. Olinger noted that the vehicle market is tight at the moment and general availability and selections are limited. CWA obtained four quotes that were provided in the Board Members' packets. This item was briefed to the O&M Oversight Committee on January 4, 2022. There were no questions from the Board and Mr. Olinger recommended to motion as presented.

Motion authorizing the Executive Director to issue a purchase order in the amount of \$37,661.57 to Tommy Vaugh Ford for the purchase of a Ford Explorer.

Motion made by Director Zarinkelk, Seconded by Director Walker. The Motion carried unanimously.

F. Main Canal Radial Gate Replacement – Project Update.

Mr. Olinger stated this item is an update on the radial gate replacement project on the Main Canal. The contractor, Principal Services, is nearing completion of the work this week. The new radial gate was delivered to the site from California in September 2021 where it was inspected and reassembled. The gate is 23-foot in height, 27-foot wide and has a 20-foot radius. Mr. Olinger provided project photos to the Directors and explained some of the details that were required to install, disassemble and then reassemble the gate. In terms of the project schedule, Mr. Olinger stated that today, the contractor will finish up connections to the SCADA system that will allow control and monitoring from the Lynchburg Pump Station control room and from the Canal Maintenance Station office. On January 13, 2022, wet and dry operational witness testing will be conducted. Next week will involve cleanup, demobilization, and then preparation and submittal of as-built drawings. Mr. Olinger noted that the hard deadline CWA had set for this project was March 1, 2022 to coincide with the start of the peak season and it appears the contractor will be able to beat that by five weeks. Mr. Olinger stated that this project had excellent effort from

everyone involved and at this time wanted to thank Mr. James Lewis and the CWA team who took the lead on this in the field. As well as the engineer, LAN (Melissa Mack, Warren Green, Amy Byland), the inspection team led by Texan Construction Solutions (Ed Maldonado, Abby Crockett, Chris Thomas) as well as the contractor, Principal Services (Lewis Adams) for a job very well done and ahead of schedule. At this time Director Klotz on behalf of the CWA Board thanked Mr. Olinger for his successful leadership on this project.

VI. BUSINESS REVIEW – John Baldwin

A. Monthly Financial Statements for the Previous Month.

Mr. Baldwin stated that this item is the Financial Statements for the month ending December 31, 2021 which is also CWA's year-ending of the 2021 fiscal year. Mr. Baldwin noted that all five of the Operating Budgets are coming in under budget. A copy of the report was included in the Board Members' packets. Mr. Baldwin stated that CWA staff will be working on closing out the Financials and bring the final adjustments to the Board at next month's Board meeting along with the January 2022 Financial Statements. There were no questions from the Board.

VII. DISBURSEMENTS – John Baldwin

Mr. Baldwin stated that this item is the disbursements for the month on the various construction funds. A copy of the summary of disbursements for the month were included in the Board Members' packets. The disbursements to be approved by the Board included: the Bayport Capital Improvement Fund – in the amount of \$10,350.00; the Special Project Equity Fund – in the amount of \$646,187.36; the Conveyance System Development Fund – in the amount of \$17,600.00; the Construction Fund – Series 2013 (Luce Bayou Project) – in the amount of \$26,355.88; and the Construction Fund – Series 2017 Loan (Luce Bayou Project) – in the amount of \$134,434.50. There were no questions from the Board and Mr. Baldwin recommended the motion as presented.

Motion approving the Disbursement of Funds as presented.

Motion made by Director Reiser, Seconded by Director Council. The Motion carried unanimously.

VIII. OLD BUSINESS

There were no old business items to discuss.

IX. NEW BUSINESS

There were no new business items to discuss.

At this time Director Klotz asked each of the Directors to take this time to name any discussions they would like to have at a future Board Meeting or any questions/concerns they have moving forward. Director Soliz stated, none. Director Zarinkelk stated, none. Director Walker stated, none. Director Council stated, none. Director Reiser stated, none.

X. EXECUTIVE SESSION – Wayne Klotz

A. CWA B-System HP-410/411 Waterline Extension Project.

Director Klotz noted the time at 10:25 A.M. and stated that the Board would at this time convene in Executive Session. The Executive Session is held to provisions of Section 551.071-551.084 of the Texas Government Code. No action would be taken in Executive Session.

XI. RECONVENE – OPEN SESSION

Open session was reconvened at 10:34 A.M. Director Klotz stated that no action was taken in Executive Session.

After discussion, in connection with Item X.A., CWA B-System HP-410/411 Waterline Extension Project, Mr. Olinger, presented the following motion.

Motion authorizing the Executive Director to accept a counter offer from Union Pacific Railroad for the purchase of Parcels 240 and 246 for the CWA B-System HP-410/411 Pipeline Extension Project.

Motion made by Director Zarinkelk, Seconded by Director Council. The Motion carried unanimously.

XII. ADJOURNMENT – Wayne Klotz

The meeting was adjourned at 10:35 A.M.

[Signature page follows]



Tony L. Council, 1st Vice President