

**COASTAL WATER AUTHORITY**

**Minutes of Regular Meeting**

**May 13, 2020**

The Board of Directors (the "Board") of Coastal Water Authority ("CWA") convened its Regular Meeting; open to the public via teleconference, with the following in attendance:

**Directors**

D. Wayne Klotz, P.E., President*	Jon M. Sjolander*
Tony L. Council, P.E., First Vice-President*	Joseph G. Soliz*
Douglas E. Walker, Second Vice-President*	Giti Zarinkelk, P.E.*
Thomas A. Reiser, Secretary-Treasurer	

**CWA Staff**

Don Ripley\*  
John Baldwin  
David Miller  
Greg Olinger  
James Lewis\*  
Todd Vu  
Mary Caballero

**City of Houston Staff**

Yvonne Forrest, PW&E\*

**Legal Counsel**

Neil Thomas, Norton Rose Fulbright US LLP\*  
Leslie A. Bacon, Norton Rose Fulbright US LLP\*

All Members of the Board were present thus constituting a quorum. (\* Attended telephonically.)

**I. CALL TO ORDER** – Wayne Klotz

Director Klotz identified himself as the Board President of Coastal Water Authority and then called the teleconference meeting to order at 10:00 A.M.

Director Klotz stated that this telephonic meeting is being audio recorded per the Texas Open Meeting regulations and direction from the Attorney General of Texas. Members of the public may request to listen to the audio recording of this meeting after conclusion of the meeting. Director Klotz stated that he hoped everyone is staying well during this time and that the Board is conducting this meeting via teleconference to protect the safety of the staff, board members, and the public to comply with the Stay Home, Work Safe Orders issued by Harris County Judge Lina Hidalgo and, City of Houston Mayor Sylvester Turner.

**II. PUBLIC COMMENTS**

There were no public comments.

**III. ITEMS FOR CONSIDERATION** – Wayne Klotz

**A. Minutes of the April 8, 2020 Board Meeting.**

Director Klotz stated that the first item of business was the approval of the Minutes of the Board Meeting of April 8, 2020, as written.

**Motion approving the Minutes of the Board Meeting of April 8, 2020.**

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

**IV. ONGOING PROJECTS** – David Miller

**A. Luce Bayou Interbasin Transfer Project.**

The Directors received a copy of CWA's April 2020 Luce Bayou Interbasin Transfer Project (LBITP) Monthly Status Report in their Board Members' Agenda packets.

**a. Capers Ridge Pump Station.**

Mr. Miller stated that the contractor for the Capers Ridge Pump Station, Renda/Johnson Brothers JV (RJB), is approximately 86% complete. The project team conducted the monthly progress meetings on April 1, 2020 and April 22, 2020.

Major activities performed by RJB in April 2020 included:

- Installed 48-inch diameter pump discharge pipe
- Installed finished brick, HVAC and interior metal wall studs at the control building
- Installed switchgear (breakers, fuses, disconnect switches, etc.) within the two switchgear buildings and electrical building

Major work activities planned for May 2020 include:

- Electrical wiring for switchgear
- Sediment removal from the pump station
- Pour intake apron and install stop gates
- Delivery of vertical turbine pumps

Mr. Miller stated that the progress photos taken at the project site were included in the LBITP Monthly Report. There were no questions from the Board.

**b. Canal System.**

Mr. Miller stated CWA, Triple B Services (Canal Contractor for Canal Segments 1, 2 and 3) completed all Segment 1 punchlist items in April 2020 thus completing all canal construction. Mr. Miller stated that the progress photos from the Canal System site were included in the LBITP Monthly Report. There were no questions from the Board.

Mr. Miller stated that CWA received bids for the LBITP Equipment Purchases 5 and 6 on March 28, 2020. The bids were reviewed with the PESRC on April 28, 2020 and recommended to bring forward for Board consideration today. A copy of the bid tabs were included in the LBITP Monthly Report. Director Zarinkelk asked about the purpose of the equipment. Mr. Miller stated the equipment would be for operation of the LBITP. There were no further question from the Board. Mr. Miller presented the motions as presented below.

**Motion authorizing the Executive Director to issue a purchase order to Mustang Machinery Company for the following amounts and associated equipment for use on the Luce Bayou Interbasin Transfer Project:**

- **\$236,324.00 - Caterpillar 326-07 - 60-ft Long Reach Excavator**
- **\$202,538.00 - Caterpillar D6K2 LGP Bulldozer**
- **\$121,556.00 - Caterpillar 430 Backhoe**
- **\$292,574.00 - Caterpillar M322F Wheeled Excavator**

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

**Motion authorizing the Executive Director to issue a purchase order to Nueces Power Equipment in the amount of \$224,764.00 for a Link-Belt 210X4 – 30-ft Excavator for use on the Luce Bayou Interbasin Transfer Project**

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

**Motion authorizing the Executive Director to issue a purchase order to Associated Supply Company, Inc. in the amount of \$233,908.00 for a Case 856C – Motor Grader for use on the Luce Bayou Interbasin Transfer Project.**

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

**Motion authorizing the Executive Director to issue a purchase order to Doggett Heavy Machinery Services in the amount of \$102,075.00 for a John Deere 331G – Compact Track Loader for use on the Luce Bayou Interbasin Transfer Project.**

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

**Motion authorizing the Executive Director to issue a purchase order to Toyota Forklift of Houston/Doggett Equipment Service Group in the amount of \$35,319.00 for a Toyota 8FDU20 – Forklift for use on the Luce Bayou Interbasin Transfer Project.**

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

**Motion authorizing the Executive Director to issue a purchase order to Rush Truck Center in the amount of \$576,977.00 for a Peterbuilt 567 – Crane Truck for use on the Luce Bayou Interbasin Transfer Project.**

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

**c. Dual 96-Inch Diameter Pipelines.**

Mr. Miller stated the contractor for the Dual 96-inch Diameter Pipeline, Thalle Construction (Thalle), is approximately 93% complete.

Major activities performed by Thalle in April 2020 included:

- Continued flow distribution basin concrete
- Completed pig retrieval facility concrete
- Installed electrical wiring for the cathodic protection system on the pipeline and electrical service at pig retrieval facility

Major work activities planned for May 2020 include:

- Continue flow distribution basin concrete
- Begin erection of pig retrieval building

Mr. Miller stated that the progress photos from the Canal System site were included in the LBTP Monthly Report. Director Klotz asked for the target completion date. Mr. Miller stated, the estimated completion date is June 2020. There were no further questions from the Board.

**B. Lake Houston Dam Spillway Improvement Project – Technical Advisor.**

Mr. Miller stated that there were major activities accomplished in the month of April 2020. Black & Veatch (B&V) kicked off field work for the surveying, geotechnical investigation and environmental surveys on April 24, 2020 at the Lake Houston Dam. On May 5, 2020, CWA, the City of Houston (COH), Harris County Flood Control District (HCFCD), Federal Emergency Management Agency (FEMA) and B&V conducted the pre-application meeting with the U.S. Army Corp of Engineer Galveston District (USACE). The project background, proposed permitting approach and the schedule was presented to the USACE. Activities currently being performed by the team include: H&H upstream/downstream model development, development of the local, state and federal permit plan, desktop research for environmental surveys (endangered species, cultural resources, wetlands), site surveys, preliminary geotechnical investigations and agency consultations with the U.S. Fish and Wildlife Services, Texas Parks and Wildlife Department, Texas Commission on Environmental Quality and the Texas Historical Commission. Director Klotz asked if status reports need to be sent to

FEMA as the project goes along. Mr. Miller stated, yes and that Mr. Adam Eaton, with the City of Houston, handles that task. Mr. Eaton assembles the reports from CWA and Black & Veatch. Director Klotz asked Mr. Miller to clarify the task with the COH. Mr. Miller stated he would. Mr. Miller stated that as discussed in the March 11, 2020 Board Meeting, CWA received five Statement of Qualifications (SOQs) on April 1, 2020 in response to the Request for Qualifications issued for the Phase 1 - Lake Houston Dam Spillway Improvement Project Technical Advisor. The SOQs were scored and reviewed with the PESRC on April 28, 2020. The Committee recommended the selection of Freese and Nichols, Inc. The general scope of the contract will include assisting with permitting, provide consultation regarding dams and gates (design/rehab/types), hydraulics and hydrology, and review of design deliverables/reports/studies. Director Zarinkelk asked for the names of Freese & Nichols' MWDBEs. Mr. Miller stated, AmaTerra – providing the environmental services, and Torres – providing hydraulics and hydrology services. There were no further questions from the Board and Mr. Miller requested the motion as presented.

**Motion authorizing the Executive Director to negotiate a contract with Freese and Nichols, Inc. for Technical Advisor Services on the Phase 1 – Lake Houston Dam Spillway Improvement Project.**

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

**V. MAINTENANCE & OPERATIONS – Greg Olinger**

**A. Monthly Operations Report/Project Updates.**

The Monthly Operations Report for April 2020 was included in the Board Members' Agenda packets.

**B. General Engineering Consultant (GEC).**

Mr. Olinger stated that this item is for a General Engineering Services work order for the GEC. During the annual operating fund budgeting process, CWA includes funding for general engineering services in each of the five operating funds. This action today is to request a work order-based authorization to the GEC for as-needed general engineering support on the Trinity River System. Each work item issued under this authorization would include a separately negotiated scope/fee/schedule. These services include necessary studies, investigations, surveys, geotechnical and material testing services. This item was briefed to the PESRC on April 28, 2020. There were no questions from the Board and Mr. Olinger recommended the motion as presented.

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

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

**C. Main Canal Radial Gate Replacement – Construction Administration & Inspection.**

Mr. Olinger stated that this item is for the contract administration and inspection services for the Main Canal Radial Gate Replacement Project. Last month the Board approved negotiation of a contract and work order with Texan Construction Solutions. CWA completed the negotiation process and is now bringing the item forward for Board consideration. The scope includes full time on-site inspection during the construction phase of the project. Texan Construction has committed to a MWDBE goal of 74%. This item was briefed to the PESRC on April 28, 2020. A copy of the final proposal was included in the Board Members' Agenda packet. There were no questions from the Board and Mr. Olinger recommended the motion as presented.

**Motion authorizing the Executive Director to issue a work order to Texan Construction Solutions, LLC in the amount of \$179,480.00 for Construction Administration & Inspection services on the Main Canal Radial Gate Replacement Project.**

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

**D. Bayport Waterline Rehabilitation Phase 3 – Design Engineer.**

Mr. Olinger stated that this item is for the engineering design for the Bayport Waterline Rehabilitation Phase 3 Project. Last month the Board approved negotiation of a contract and work order with IDS Engineering Group. CWA completed the negotiation and is now bringing the item forward for Board consideration. The scope includes design of 8,400 LF of 16-inch pipe, 6,200 LF of 12-inch pipe and completion of a secondary meter loop at the Bayport Pump Station. This item was briefed to the PESRC on April 28, 2020. A copy of the final proposal was included in the Board Members' Agenda packet. Director Zarinkelk asked who would be Project Manager from IDS. Mr. Olinger stated, Mr. Marcel Khouw. 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 IDS Engineering Group, LLC in the amount of \$614,000.00 for engineering design services on the Bayport Waterline Rehabilitation Phase 3 Project.**

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

**E. Trinity River Pump Station – Trash Screen Fabrication.**

Mr. Olinger stated that this item is for fabrication of replacement trash screens at the Trinity River Pump Station. The scope includes fabrication and delivery of nine racks of varying size. CWA received seven bids on April 24, 2020. This item was briefed to the O&M Oversight Committee on April 28, 2020. A copy of the bid tab was included in the Board Members' Agenda packet. 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 to Cornerstone Fabrication in the amount of \$40,500.00 for the fabrication and delivery of trash screens to the Trinity River Pump Station.**

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

**F. Lake Houston Dam Rehab Project Update.**

Mr. Olinger stated that this item is an update on the Lake Houston Dam Rehabilitation Project. The final section of elevated weir, Section 7B, was completed on Monday, May 11, 2020. This is a notable milestone as CWA is now complete with all of the concrete placements on the elevated weir. The remaining work involves removal of the top ten feet of the splitter wall. To date the Contractor (Thalle Construction) is one third complete with this concrete sawing and splitter wall removal. CWA expects Thalle to complete the splitter wall removal task next week. There were no questions from the Board.

At this time, Mr. Ripley stated that for information only, he wanted to make the Board aware of an ongoing dispute with Weisinger Corporation (Weisinger). Weisinger was awarded a contract by CWA to rebuild Pump No.11 at the Trinity River Pump Station. The work provided was defective and CWA has been trying for more than a year to get the company to honor the terms and conditions of its contract and fix the pump correctly. The next step is to pursue mediation and CWA is working with its attorneys to schedule the mediation. CWA staff will provide a detailed status report at the next Board meeting.

**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 April 30, 2020. Mr. Baldwin noted that ending the fourth month of the budget year, all five Operating Funds are performing as forecasted. The revenue flow is still strong from the City of Houston and from CWA's other customers from Bayport and, the Water Treatment Plant. Mr. Baldwin stated that there have been no extraordinary expenses due to the impact of any of anything else going on in the economy. A copy of the report was included in the Board Member's packets. 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 \$55,629.73; the Special Project Equity Fund – in the amount of \$1,458,205.18; the Construction Fund – Series 2013 (Luce Bayou Project) – in the amount of \$676,821.94; the Construction Fund – Series 2015 (Luce Bayou Project) – in the amount of \$9,930.56; the Construction Fund – Series 2016 (Luce Bayou Project) – in the amount of \$1,412,291.64; and the Construction Fund – Series 2017 Loan (Luce Bayou Project) – in the amount of \$535,148.23. 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 Soliz. The Motion carried unanimously.

**VIII. OLD BUSINESS** – Don Ripley

There were no old business items to discuss.

**IX. NEW BUSINESS** – Don Ripley

There were no new business items to discuss.


**X. EXECUTIVE SESSION** – Wayne Klotz

There was no executive session.

**XI. ADJOURNMENT** – Wayne Klotz

The meeting was adjourned at 10:32 A.M.

[Signature page follows]

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the left.

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Thomas A. Reiser, Secretary-Treasurer