

COASTAL WATER AUTHORITY

Minutes of Regular Meeting

January 13, 2021

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

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

CWA Staff

Don Ripley
John Baldwin
David Miller
Greg Olinger
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 President of the Coastal Water Authority Board 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 Governor Abbott's emergency disaster declaration and subsequent guidance from the Office of Attorney General suspending certain provisions of the Open Meetings Act.

II. PUBLIC COMMENTS

There were no public comments.

III. ITEMS FOR CONSIDERATION – Wayne Klotz

A. Minutes of the December 9, 2020 Board Meeting.

Director Klotz stated that the first item of business was the approval of the Minutes of the Board Meeting of December 9, 2020, as written.

Motion approving the Minutes of the Board Meeting of December 9, 2020.

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

IV. ONGOING PROJECTS – David Miller

A. Luce Bayou Interbasin Transfer Project.

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

a. Capers Ridge Pump Station.

Mr. Miller stated that the project team conducted the monthly progress meetings on December 2, 2020 and December 16, 2020. The contractor for the Capers Ridge Pump Station (CRPS), Renda/Johnson Brothers JV (RJB), is approximately 95% complete. The startup and testing workshop was conducted from December 8 – 9, 2020 which included CWA Operations Staff, Jacobs, Dannenbaum (Design Engineer), CDM-Smith/Hatch (SCADA Engineer), RJB, and its Electrical and Instrumentation Control (E&IC) subcontractors. The purpose of the workshop was to review the testing and start up requirements for the pump station. At that meeting, they reviewed the checklists, the pipe filling procedures, the pump/motor startup procedures/sequence flushing procedures, and the plan for individual and combined pump operations for the acceptance test.

Major activities performed by RJB in December 2020 included:

- Continued installation of electrical panels and wiring
- Continued installation of 84-inch, 96-inch, and 108-inch piping and valves
- Completed rip rap installation on the north riverbank
- Continued rip rap installation on the south riverbank
- Completed cofferdam removal
- Installed pump motors

Major work activities planned for January 2021 include:

- Continued installation of electrical panels and wiring
- Begin testing electrical and control systems
- Complete piping and valves
- Flow fill placement under crane deck
- Installation of workstations, computers and servers in control building
- Continue rip rap placement on the south riverbank

Mr. Miller stated that there are no major changes from the schedule that was presented in December 2020. Startup/Testing is expected to be completed April 2021. In depth schedule meetings are occurring weekly with RJB and its Tier 1 and Tier 2 subcontractors to confirm activity status, production rates, adequate resources, and optimization approaches. Mr. Miller noted that the Board's concern regarding the slipping of the schedule was discussed with RJB. Mr. Miller stated that weather over the past few weeks has affected the civil work which included backfill, rip rap placement and flow fill installation but has had limited impact on the piping and electrical/controls work since these work areas are mostly paved. As noted in the LBTP Monthly Report, Pump 302 motor was inspected by TECO/Westinghouse in December 2020 and they noted one of the hydraulic systems contained water. They were not able to do a complete inspection given the orientation of the motor on the pump station so they requested the motor be dismantled and shipped to their manufacturing facility in Round Rock, Texas for closer inspection. The pump motor was shipped Friday, January 8, 2021 and CWA is awaiting word on whether this is a minor or significant issue. However, this should not impact the startup and testing schedule. The plan for the pump station is to have three duty pumps and one stand-by and three remaining pumps did pass the manufacturer's field inspections. Director Klotz asked what testing would take place in February. Mr. Miller stated the testing in February will include 480-volt electrical systems, control wiring and instrumentation. This testing will not involve operation of the pumps or motors. The pump testing will begin in March 2021. Director Klotz asked when training of operators would start. Mr. Miller stated March 2021. Mr. Ripley noted that the lead operator has been on-site for several months now. Director Klotz asked if the City of Houston (COH) is fully aware of the schedule to start pumping water. Ms. Yvonne Forrest, City of Houston, Houston Water, stated yes, and that the COH is in communication with CWA staff. Mr. Miller noted that CWA's operation staff is participating in the start-up workshops. Director Klotz asked the status on MWDBE target participation goals. Mr. Miller stated

that RJB is currently targeting MWDBE participation completion at 18%, their goal is 21%. Thalle Construction will finish the pipeline project at its goal of 18%. There were no further questions from the Board. (Director Reiser joined the meeting at this time.) Mr. Miller presented project progress photos.

b. Dual 96-Inch Diameter Pipelines.

Mr. Miller stated the contractor for the Dual 96-inch Diameter Pipelines, Thalle Construction (Thalle) is 97% complete through December 2020.

Major activities performed by Thalle in December 2020 included:

- Continued electrical conduit/wiring in the pig retrieval facility building
- Completed removal/replacement of the 72-inch pipe sections
- Conducted final pressure test

Major work activities planned for January 2021 include:

- Remove dish head plugs from the 96-inch piping
- Complete concrete pavement around the building

Mr. Miller presented progress photos taken at the site. There were no questions from the Board.

c. Canals.

Mr. Miller stated that CWA issued the invitation to bid for Canal Startup Services in December 2020. The work will include removal of the 67 temporary earthen dams from the Luce Bayou Canal that were installed at each inverted siphon and water level gate. CWA received five bids on January 4, 2021. The bids were reviewed with the Professional Engineering Services Review Committee on January 4, 2021 and the committee is recommending that the award be made to R&T Ellis Excavating. A copy of the bid tabulation, bid evaluation and recommendation basis were included as Attachment 1 to the LBTP Monthly Status Report. There were no questions from the Board and Mr. Miller recommended the motion as presented.

Motion authorizing the Executive Director to execute a contract with R&T Ellis Excavating Inc. in the amount of \$976,052.36 for Canal Startup Services on the Luce Bayou Canal Startup Construction Project.

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

B. Lake Houston Dam Spillway Improvement Project – Phase 1.

Mr. Miller stated that during the month of December, the project team conducted Coordination Meeting No. 16 on December 10, 2020. With completion of the major Hydrologic and Hydraulic (H&H) studies, environmental studies and evaluation of gate types and locations, Black & Veatch (B&V) provided its recommendation for the additional gates to be added to the Lake Houston Dam. The recommendation includes adding 1,000 L.F. of crest gates to the uncontrolled spillway which will provide additional discharge capacity during storm events. At this time Mr. Miller provided graphics that show the location and arrangement of those crest gates. Mr. Miller stated that following the recommendation from B&V, the Preliminary Engineering Report (PER) was submitted to CWA, City of Houston (COH), and Harris County Flood Control District (HCFCD) on December 28, 2020 and each of the agencies are currently reviewing the PER. Mr. Miller noted that he has asked B&V to prepare a brief presentation for the February Board Meeting to provide details of the Phase 1 process including environmental studies, H&H studies, the gate types/location evaluation, and benefit cost ratios that led to the recommendation of crest gates. Director Walker asked if the increased impact of downstream flow been discussed. Mr. Miller stated, yes, that was part of the project and B&V will discuss the downstream H&H modeling in their February presentation. Mr.

Miller stated the H&H modeling for the project included both upstream and downstream of the Lake Houston Dam to determine upstream reduced flood levels and if any increase in flood levels would occur downstream. They also looked at the contribution of flows from Buffalo Bayou and any associated impact. Mr. Miller stated the recommended alternative has very little impact on downstream flood levels. Director Klotz asked if the length of the proposed gates compared to the length of the entire spillway was a result of budgetary constraints or simply the determination of how much water needs to pass. Mr. Miller stated that the selection of 1,000 LF of crest gates is controlled by the budget. Director Klotz asked if anyone has expressed serious concerns about going on to a 70-year old dam and performing major structural modifications on the dam itself. Mr. Miller stated it has been discussed in-depth with the project team as well as the technical advisor and will be an area of focus as we completed the PER review and move into final design. Director Klotz stated the dam is one of the few facilities that CWA operates still owned by the City of Houston, and since CWA will actually be modifying the existing structure, CWA needs to confirm acceptance of the modifications by COH. Mr. Miller stated the next steps in the project will include finalizing the PER once comments are provided to B&V from CWA, COH and HCFCD, submittal of the Section 404 Permit to the Galveston Corps of Engineers, and then begin the final design. CWA and B&V have begun scope and fee negotiation for the final design. Director Klotz asked if the Federal Emergency Management Agency (FEMA) needs to approve the final design. Mr. Miller stated he believes that FEMA and/or Texas Department of Emergency Management (TDEM) will need to approve it. There were no further questions from the Board.

V. MAINTENANCE & OPERATIONS – Greg Olinger

A. Monthly Operations Report/Project Updates.

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

B. Uniform Contract.

Mr. Olinger stated that this item is a uniform contract for CWA employees and facilities. This service includes outfitting and weekly uniform cleaning for 78 employees and floor mat exchanges at seven CWA facilities. Four bids were received on December 4, 2020. A copy of the bid tabulation was provided in the Board Members' packets. This item was briefed to the O&M Oversight Committee on January 5, 2021. 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 UniFirst Corporation in the amount of \$85,813.00 for uniform rental services for a three-year contract period.

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

C. Trinity River Pump Station – Pumps 9 and 11 Rehabilitation.

Mr. Olinger stated that this item is related to two Trinity River Pump Station Pump Rehabilitation projects. Pumps 9 and 11, both 66,000 GPM Vertical Mixed Flow Water Pumps, require rehabilitation due to the observation of excessive vibrations. The contractor will remove the pumps to its facility, will conduct an initial inspection and then will complete the approved repairs. Replacement impellers and cones have been purchased and received from the manufacturer, Xylem, and will be provided to the contractor for replacement on both pumps. Once complete, the pumps will be reassembled, tested and reinstalled at the Trinity River Pump Station. A 21 day run-in period will be completed before CWA will fully accept and begin the one-year warranty period. Two bids were received on December 18, 2020. 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 5, 2021. 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 Mechanical Engineering & Repair in the amount of \$480,000.00 for the rehabilitation of Trinity River Pump Station, Pumps 9 and 11.

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

D. Project Updates.

a. Lake Houston Discharge Pipe Painting.

Mr. Olinger stated that this item is an update on a project completed at the Lake Houston Pump Station. Discharge piping conveying flows into the West Canal were recently cleaned and recoated as authorized by the Board on November 10, 2020. A three coat polyurethane coating system was applied consistent with other exterior applications on the CWA system. The contractor, Preferred Quality Industrial Services, completed the work ten days ahead of schedule and under budget. Mr. Olinger presented before and after pictures of the 54-inch discharge piping and noted that the coating will add 20 plus years to the service life. There were no questions from the Board.

b. Lynchburg Flow Meter Replacements.

Mr. Olinger stated that this item is an update on a project completed at the Lynchburg Pump Station (LPS). The replacement of two magnetometer meters at the LPS was authorized by the Board on February 12, 2020. The original installed Mag meters on the B and C systems had become inoperable and converter parts were no longer available. In December 2020, the contractor, Boyer, installed and calibrated the two new ABB/Fischer flowmeters during two scheduled shutdown periods, finishing the work five days ahead of schedule. These meters are rated for an accuracy level plus or minus 0.04% at the typical flow rates in each system. Mr. Olinger presented the Board with a photo showing one of the 78-inch mag meters inside the meter vault just after installation. The meters are up and running and receiving good flow data from both of the systems. Mr. Olinger stated that on completion of these important and successfully executed maintenance projects he wanted to thank and acknowledge the efforts of CWA's construction manager, Felipe Gomez who did an excellent job overseeing and directing the work and also to CWA's maintenance crews including Rick Warner and Robert Bush at the LPS who worked two successive 24-hour shutdowns to allow for the meter installations while ensuring no disruptions to City of Houston customers. Director Klotz asked the meeting minutes reflect the Boards' same appreciation to Mr. Gomez and the CWA maintenance crews.

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, 2020. Mr. Baldwin stated that coming into the end of the budget year, all five of the operating budgets are in good shape. Mr. Baldwin noted that a copy of an interim financial report was included in the Board Members' packets. CWA will be working on any needed adjustments to the December 31, 2020 year-end final report that will be reviewed by CWA's auditors. Mr. Baldwin stated that CWA ended the year end budget in good shape as far as expenditures. All of the five operating funds came in slightly under budget anywhere from 2% plus. There were no questions from the Board on the financials. 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

\$19,348.39; the Special Project Equity Fund – in the amount of \$384,951.61; the Construction Fund – Series 2013 (Luce Bayou Project) – in the amount of \$120,451.20; the Construction Fund – Series 2015 (Luce Bayou Project) – in the amount of \$3,994.57; the Construction Fund – Series 2016 (Luce Bayou Project) – in the amount of \$236,916.38; and the Construction Fund – Series 2017 Loan (Luce Bayou Project) – in the amount of \$321,512.05. 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 Walker. The Motion carried unanimously.

VIII. OLD BUSINESS – Don Ripley

There were no old business items to discuss.

IX. NEW BUSINESS – Don Ripley

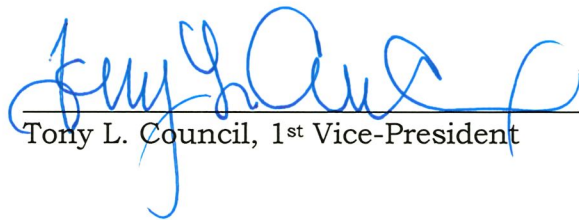
There were no new business items to discuss.

X. EXECUTIVE SESSION – Wayne Klotz

There was no executive session.

XI. ADJOURNMENT – Wayne Klotz

The meeting was adjourned at 10:43 A.M.



Tony L. Council, 1st Vice-President