

# COASTAL WATER AUTHORITY

## Minutes of Regular Meeting

May 11, 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	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 ( <i>Absent</i> )	

### **CWA Staff**

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

### **City of Houston Staff**

Yvonne Forrest, Houston Public Works

### **General Legal Counsel**

Barron Wallace, Bracewell LLP

With the exception of Director Reiser, 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 April 13, 2022, as written.

### **A. Minutes of the April 13, 2022 Board Meeting.**

#### **Motion approving the Minutes of the Board Meeting of April 13, 2022.**

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

Director Klotz stated that the next item of business was the appointment of Joseph G. Soliz as Assistant Secretary-Treasury of the CWA Board.

**B. Appointment of Joseph G. Soliz as Assistant Secretary-Treasurer of the CWA Board.**

Director Klotz thanked Director Soliz for agreeing to serve in the role of Assistant-Secretary Treasurer. Director Klotz stated there are certain duties associated with the role of Secretary-Treasurer regarding co-signing disbursement checks and other duties and he thought it was a good idea to have an additional board member available to carry out these duties. The Board acknowledged and agreed to such appointment and offered no questions.

At this time Director Klotz stated that he would exercise his privilege as Chair, and bring New Business Item IX. A. out of sequential order for consideration.

**XI. NEW BUSINESS – Wayne Klotz**

**A. CWA EXECUTIVE DIRECTOR.**

Director Klotz stated that Board Members were aware but members of the general public may not know that Mr. Ripley, after serving ten years of faithful and honorable service, decided that he would retire at the end of August 2022. Director Klotz offered Mr. Ripley the floor to say a few words. Mr. Ripley stated that he enjoyed his tenure and appreciates the support he has received from the Board. Director Klotz stated the Board has the responsibility for CWA's continuing operation and presented the Board an overview of the process CWA will use to hire a new Executive Director. He noted that it is customary to have this position open for thirty days from the date of posting, which will be handled by Mr. Baldwin, who has agreed to manage this process on behalf of the Board. Director Klotz reminded the Board Members that this is a confidential process. Director Klotz stated that the Executive Officer Compensation and Review Committee (Committee) will receive and review resumes, and bring forth a short list of the best qualified candidates. Director Klotz noted that the Committee is comprised of himself, Director Council and Director Reiser. However, Director Reiser has informed the Board that he will be gone for a few months. Director Klotz asked Director Walker to take Director Reiser's spot to ensure that the Committee has people appointed by the City of Houston Mayor and the Texas State Governor. It is expected that the Committee will be ready by the July 13, 2022 Board Meeting to bring forth one or more finalists and then those finalists will be interviewed by the Board. The Board will make the final selection. Mr. Baldwin will then work with the Committee and CWA's General Counsel to finalize the contract for the Board's consideration at the August 10, 2022 meeting. He stated that if anyone is interested or has friends or friends of friends that are interested, CWA is a good place to work. Director Klotz noted that CWA will post the position on the CWA website and the Texas Water Conservation Association. Director Soliz requested that the full Board receive a copy of the posting notice. Director Klotz agreed and asked Mr. Baldwin to distribute the posting notice to all Board Members. There were no questions from the Board and Director Klotz recommended the motion as presented.

**Motion authorizing posting of the position of CWA Executive Director.**

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

**IV. ONGOING PROJECTS – David Miller**

**A. Lynchburg Pump Station – B-System Expansion (P201/P206).**

Mr. Miller stated the Lynchburg Pump Station B-System Expansion will add two new 50,000 GPM pumps to the existing Lynchburg Pump Station (LPS). These new pumps will be designated P201 and P206. CWA's General

Engineering Consultant (GEC), BGE, Inc. (BGE) is performing the design for the project and began work in November 2021. A Draft Technical Memorandum was submitted on April 22, 2022 which presents the preliminary pump design, chemical feed expansion design, the preliminary electrical design, and an engineer's estimate of the construction cost. CWA completed its review which, on May 6, 2022 and provided the reviews comments to BGE earlier this week. The Final Technical Memorandum should be submitted within the next two weeks. At that time BGE will begin preparation of the Final Design. CWA expects to have the scope and fee negotiations for the final design completed in advance of the June 2022 Professional Engineering Services Review Committee meeting and the June 8, 2022 Board meeting. Mr. Miller stated there is a very long lead time for pumps and motors, so a separate Pump Procurement Package will be prepared and put out for bid 5-6 months in advance of the bids for the construction. At this time Mr. Miller presented the Board with initial plan and profile views from the design documents indicating proposed pump locations with respect to the existing pump station. Director Klotz asked what the motor elevations are with respect to flood elevations. Mr. Miller stated motor elevations are a minimum of 27.5 feet and the 100-year flood elevation is 16 feet. Mr. Olinger noted that the Lynchburg protective levees and flood walls are at elevations 25 to 28 feet. Director Klotz asked what frequency that protects from. Mr. Olinger stated that it is protective of a 1,000-year flood event. Director Zarinkelk asked for the cost of the project. Mr. Miller stated the estimate range is approximately \$10 million to \$14 million.

**B. Lake Houston Dam.**

Mr. Miller stated that CWA, City of Houston (COH), and Black and Veatch (B&V) met on April 14, 2022. During that meeting the COH requested that an alternate gate location to the east of the existing gate structure be further evaluated. At this location two options will be evaluated, the first option is six new tainter gates and the second option is twelve new tainter gates. Following the meeting B&V developed a scope of work to update the gate concepts and construction costs for this area. The COH provided its comments to the scope earlier this week and B&V has modified its proposal and is expected to begin the work within the next two weeks. Director Klotz asked if the estimated construction cost of these alternatives will fit within the original grant amount. Mr. Miller stated no and that additional funding for the project would be required for both of these alternatives. Director Klotz asked if this project actually constructs those gates on the existing dam. Mr. Miller stated that this alternative would construct gates in the embankment to the east of the existing gate structure. Director Zarinkelk asked what funding is being used for evaluation of this alternative. Ms. Yvonne Forrest, Houston Public Works, stated that COH is paying for this evaluation. Director Klotz stated that he wanted to remind the Board that the COH owns the dam and is the FEMA HMGP grantee for this project while CWA works and takes direction as an agent of COH.

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

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

The Monthly Operations Report for April 2022 was included in the Board Members' packets.

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

Mr. Olinger stated this item is related to the purchase of replacement trash screens for the Trinity River Pump Station (TRPS). The original set of screens being replaced are nearing fifty years in age and have reached the end of their service life. This order would include three small (9'X10') racks and six large (14'x10') racks. The screens would be fabricated in accordance with the original specifications of the TRPS and would include a high-solids epoxy coating which is suitable for immersion in salt or fresh water. The coating system provides robust chemical and corrosion resistance. The individual screens are fabricated out of common structural steel ¾" flat bars on a 2-inch spacing. Once delivered to the facility, CWA maintenance crews will remove the old and

install the new screens in the existing trash screen guides. Mr. Olinger noted that four bids were received on April 22, 2022. A copy of the bid tab was included in the Board Members' packets. This item was briefed to the O&M Oversight Committee on May 3, 2022. Director Klotz stated that if the screen design specification was fifty years old would it be beneficial to spend money and determine if new specifications should be designed. Mr. Ripley stated that CWA is utilizing screen specs designed twelve years ago by CWA's GEC at that time, KBR, when the TRPS was expanded. There were no further questions and Mr. Olinger recommended the motion as presented.

**Motion authorizing the Executive Director to issue a purchase order to Kenneth Lamb Construction Company Ltd. in the amount of \$103,371.00 for the fabrication and delivery of trash screens to the Trinity River Pump Station.**

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

**C. Red Bluff Water Treatment Plant Clarifier and Clearwell Tank Painting - Update.**

Mr. Olinger stated this item is an update on the coatings replacement project at the Red Bluff Water Treatment Plant authorized by the Board in December 2021. CWA contracted with a coatings contractor to blast and recoat the clarifier, clearwell tank and the associated discharge piping and pumps. Following the blasting, the coatings system consisted of a layer of Macropoxy followed by a top-coat of high solids Polyurethane for a total dry film thickness of 10-12 mils. Director Klotz requested that CWA increase its standard on the appearance of its facilities. Mr. Olinger stated this is CWA's goal as well and there are other projects in CWA's Capital Improvement Plan to improve the aesthetics of other CWA facilities. Mr. Olinger then presented the Board with a picture of the completed work. Mr. Olinger noted that the stairs and safety railing were also recoated and painted safety yellow. Director Klotz asked that CWA come up with a standard color scheme that would identify the facilities as CWA owned. Mr. Olinger stated they would look into that and consult with the COH as well. Mr. Olinger noted that overall the project was a success and Mr. Olinger thanked the contractor, PQIS and also thanked CWA's internal construction management staff, Mr. Felipe Gomez and Mr. John Sealy for a job well done in overseeing this contract and ensuring the project came in under budget and on schedule. Director Klotz asked how long this new coating should last. Mr. Olinger stated thirty plus years.

**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, 2022. Mr. Baldwin noted that at the end of the four months of the budget year CWA is within budget on all five Operating Funds; and the revenue stream is consistent and reliable. A copy of the report was included in the Board Members' 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 \$8,874.84; the Special Project Equity Fund – in the amount of \$124,432.60; the Construction Fund – Series 2013 (Luce Bayou Project) – in the amount of \$40,422.00; and the Construction Fund – Series 2017 Loan (Luce Bayou Project) – in the amount of \$586,607.56. 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 Soliz, Seconded by Director Council. The Motion carried unanimously.

**VIII. OLD BUSINESS**

No items to discuss.

**X. EXECUTIVE SESSION – Wayne Klotz**

No items to discuss.

**XI. ADJOURNMENT – Wayne Klotz**

The meeting was adjourned at 10:34 A.M.



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Joseph G. Soliz, Assistant Secretary-Treasurer