

MINUTES
WEST HARRIS COUNTY REGIONAL WATER AUTHORITY

March 11, 2020

The Board of Directors (the “Board”) of the West Harris County Regional Water Authority (the “Authority”) met in regular session, open to the public, on the 11th day of March, 2020, at the Fry Road Municipal Utility District Administration Building, 20111 Saums Road, Katy, Texas 77449, inside the boundaries of the Authority, and the roll was called of the members of the Board:

Eric Hansen	President
Larry Wepler	Vice President
Douglas (Cam) Postle	Secretary
Gary Struzick	Assistant Vice President
Michael Thornhill	Assistant Secretary
Mark Janneck	Director
Michael Owens	Director
Dennis Gorden	Director
John “Jay” Wheeler	Director

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Bryan Thomas of Inframark Water Infrastructure Operations (“Inframark”); Barbara Payne of Payne Communications & Associates; Wayne Ahrens and Melinda Silva of Dannenbaum Engineering Corp.; Alia Vinson, Sanjay Bapat, and Linda Sotirake of Allen Boone Humphries Robinson LLP (“ABHR”). Also present at the meeting were those persons included on the attached list.

PUBLIC COMMENT

Director Hansen requested that any questions or comments be presented during the “public comment” agenda item.

Mr. Eric Worthington of Harris County Municipal Utility District No. 136 requested that more information be made available on the Authority’s website. He stated that there was not enough information regarding the City of Houston’s water main break. Director Hansen stated that the information regarding the water main break was primarily communicated through the districts’ operators, but noted that the Authority will be trying to increase communication to district directors.

Mr. Rich Patrick of the Katy Economic Development Council thanked Director Hansen for attending the meeting.

Mr. Pablo Medrano, director of Harris County Municipal Utility District No. 167, requested that the Authority's billing inserts be translated into Spanish. Director Hansen reported that the Authority is working on these translations.

MINUTES OF PREVIOUS MEETING

The Board reviewed the minutes of the February 12, 2020, meeting. Following discussion, Director Struzick moved to approve the minutes of February 12, 2020, meeting, as submitted. The motion was seconded by Director Gorden and passed by unanimous vote.

ADOPT ORDER DECLARING DIRECTORS ELECTED AND CANCELING DIRECTORS APPOINTMENT PROCESS

Ms. Vinson reviewed an Order Declaring Directors Elected and Canceling Directors Appointment Process (the "Order") for Director Precincts 3, 6, 7, and 8, appointing Eric Hansen, Douglas C. Postle, Gary Struzick, and Mark G. Janneck directors of the Authority to serve until May, 2024. Following review and discussion, Director Wepler moved that the Board adopt the Order. Director Owens seconded the motion, which passed unanimously.

CUSTOMER APPEALS

No appeals were presented.

TOWNHALL MEETINGS, WEBSITE, SOCIAL MEDIA, WATER CONSERVATION PROGRAM AND TRAILERS, ATTENDANCE AT CONFERENCES AND MEMBERSHIP IN ORGANIZATIONS, NEWSLETTERS AND MAILOUTS

Ms. Payne reported that the "Rising Cost of Water" brochure is available and can be ordered online.

Ms. Payne then reported that the new water conservation billing inserts are being ordered.

Ms. Payne also reported that she is working on increasing the Authority's social media presence.

Ms. Payne reminded everyone that the mobile teaching trailer is available for district events.

Director Struzick stated that the Authority is increasing its communication efforts and requested that more people follow the Authority on Twitter and Facebook.

ENGINEERING MATTERS

Ms. Silva presented an engineer's report, a copy of which is attached, and reviewed it with the Board.

Ms. Silva reviewed with the Board a monthly pumpage report. She pointed out that the pumpage for 2020 through February is approximately 110.3% of the previous year at this date. Ms. Silva reported that approximately 17.16 million gallons per day ("MGD") of surface water was purchased from the City of Houston during February, 2020.

Ms. Silva reported that a representative from Dannenbaum Engineering Corporation ("DEC") attended the Coastal Water Authority meeting.

REQUESTS FOR SURFACE WATER CONVERSION

There was no discussion on this matter.

WATER SUPPLY COMMITMENT LETTER AGREEMENTS

There was no discussion on this matter.

REIMBURSEMENTS TO UTILITY DISTRICTS

There was no discussion on this matter.

JOINT WATER LINE PROJECTS

There was no discussion on this matter.

GROUNDWATER REDUCTION PLAN ("GRP"); AGREEMENT REGARDING CREDITS FOR ALTERNATIVE WATER SUPPLY USE

There was no discussion on this matter.

HARRIS-GALVESTON SUBSIDENCE DISTRICT ("HGSD")

Ms. Silva reported that DEC is working on preparation of the annual permit reconciliation process report for the HGSD which is due in March.

AUTHORITY CONSTRUCTION PROJECTS AND CONTRACTS, INCLUDING PRE-QUALIFICATION OF CONTRACTORS, AWARD CONSTRUCTION CONTRACTS, AUTHORIZE NEGOTIATION OF CONSTRUCTION CONTRACTS, APPROVE CHANGE ORDERS AND PAY ESTIMATES, ACCEPT PROJECTS, AND AUTHORIZE ANY NECESSARY TERMINATION

Ms. Silva then reported on the status of the automated meter reading system, the Surface Water Supply Project Segment A clearing contract, Contract 35, Contract 38, the Contract for Segment 3-A4, and the analyzer replacement package for Pump Station No. 1.

Ms. Silva recommended approval of Pay Estimate No. 4 in the amount of \$606,295.35 to Main Lane Industries, Ltd. for Contract 38, Pay Estimate No. 2 in the amount of \$480,884.85 to Main Lane Industries, Ltd, for Contract 35, and Pay Estimate No. 1 in the amount of \$71,253.00 to Garney Companies for Contract S3-A4. Upon a motion made by Director Wepler and seconded by Director Struzick, the Board voted unanimously to approve the above mentioned pay estimates, as recommended.

CITY OF HOUSTON WATER SUPPLY CONTRACT AND SUPPLEMENTS THERETO, INCLUDING AMENDMENTS THERETO, CHARGES FOR OPERATION AND MAINTENANCE EXPENSES, AND CASH CALL, NORTHEAST WATER PLANT EXPANSION, LUCE BAYOU, AND NORTHEAST TRANSMISSION LINE

There was no discussion on this matter.

ENGINEERING, ENGINEERING DESIGN, GEOTECHNICAL, ABSTRACTING, SURVEYING, LEGAL, RIGHT-OF-WAY ACQUISITION, COMMUNICATIONS AND CRISIS MANAGEMENT, WEBSITE, OPERATING SERVICES, AND APPRAISAL SERVICES, INCLUDING APPROVAL OF CONTRACTS FOR SERVICES, WORK AUTHORIZATIONS, CHANGE ORDERS, AMENDMENTS TO AND ASSIGNMENTS OF CONTRACTS, TERMINATIONS, AND LEGAL CONFLICTS WAIVER

Ms. Silva reported that the bid opening for Contract 36 was held on March 6, 2020, and that RPS Consultants, the design engineer, is checking the contractor references.

Ms. Silva reported that approval has been received from the Texas Water Development Board for the award of Contract 37 to Persons Services Corp.

Ms. Silva then reported that IDS Engineering Group, Inc., the engineer for Contract 50, is working on City of Houston signatures.

Ms. Silva reported that EHRA, the engineer for Kinder Morgan 7, is working on submittal of 60% design plans.

Ms. Silva also reported that EHRA, the engineer for Contract 32, is working on submittal of 60% design plans.

Ms. Silva reported that bid opening for the Segment A casing project is scheduled for March 26, 2020. She also reported that AECOM Technical Services, Inc., the engineer for Segment A of the Surface Water Supply Project, is waiting on lab results from the geotechnical investigation for the remainder of the project.

Ms. Silva also reported that Black & Veatch, the engineer of the Surface Water Supply Project, submitted plans to Harris County for Segments B1/B2 and is working on submittal of 100% design plans. She reported that Black & Veatch is working on submittal of 100% design plans for Segment B3 long tunnel.

Ms. Silva then reported that Freese & Nichols, the engineer for the Segment C of the Surface Water Supply Project, is working to schedule an appointment to obtain new CenterPoint Energy signatures.

Ms. Silva also reported that Freese & Nichols, the engineer on the RePump Station, is evaluating options to meet the new floodplain criteria.

Ms. Silva reported that AECOM Technical Services, Inc., the engineer on the Central Pump Station, received comments on the operations building and submitted 100% design plans for the balance of the pump station.

Ms. Silva then reported that Mbroh Engineering, Inc., the engineer for the wide area network, fiber optic, and incidental electrical design services, is working on Segment B valve stations. She also reported that Segment C and the Central Pump Station have been completed.

Ms. Silva also reported that Halff Associates, Inc., the engineer for Kinder Morgan 1, submitted 90% design plans.

Ms. Silva reported that IDS Engineering Group, Inc., the engineer for Kinder Morgan 2, submitted 90% design plans.

Ms. Silva then reported that Garver, the engineer for Kinder Morgan 3, received comments on the 90% design plans and is working on submittal of 100% design plans.

Ms. Silva also reported that Lockwood, Andrews & Newnam, Inc., the engineer for Kinder Morgan 4, submitted design plans to the agencies and is working on submittal of 100% design plans.

Ms. Silva reported that Jones & Carter, Inc., the engineer for Kinder Morgan 5, received comments on 90% design and is working on submittal of 100% design plans.

Ms. Silva also reported that Black & Veatch Corporation, the engineer for Kinder Morgan 6, is working on submittal of 90% design plans.

Ms. Silva then reported that Binkley & Barfield, Inc., the engineer for Segment 3-A1, received comments on 90% design plans and is working on submittal of 100% design plans.

Ms. Silva reported that Kimley-Horn & Associates, Inc., the engineer for Segment 3-A2, is working on submittal of 90% design plans. She reported that Kimley-Horn & Associates, Inc. received feedback from CenterPoint Energy regarding the substation alignment.

Ms. Silva also reported that Freese & Nichols, Inc., the engineer for Segment 3-A3, is working on submittal of 100% design plans.

Ms. Silva reported that Huitt-Zollars, Inc., the engineer for Segment 3-A5, received comments on 90% design plans and is working on submittal of 100% design plans.

Ms. Silva also reported that BGE, Inc., the engineer for Segment 3-B1, is working on submittal of 90% design plans. She stated that DEC is preparing the variance package for right-of-way alignment along the Harris County Flood Control District channel.

The Board then considered the following work authorizations: (1) Work Authorization No. 145 to Rapid Research, Inc. in the amount of \$50.00; (2) Work Authorization No. 146 to Rapid Research, Inc. in the amount of \$700.00; (3) Work Authorization No. 16 to Jones & Carter, Inc. in the amount of \$2,003.00; (4) Work Authorization No. 3 to Kit Professionals, Inc. in the amount of \$29,514.00; and (5) Supplement No. 15 to Work Authorization No. 4 to Fugro USA Land, Inc. in the amount of \$23,240.00. Following review and discussion, Director Struzick moved to approve the above-described work authorizations and the supplements to work authorizations. Director Gorden seconded the motion, which carried by a vote of eight for the motion, with Director Wepler abstaining.

ENVIRONMENTAL PERMITTING, COMPLIANCE, MITIGATION AND RELATED AGREEMENTS

There was no discussion on this matter.

REALTY INTEREST ACQUISITION AND CONVEYANCE, INCLUDING ACCEPT, CONVEY, AMEND, APPROVE OR RELEASE EASEMENTS, EASEMENT AGREEMENTS, ASSIGNMENTS OF EASEMENTS, DEEDS, PLATS, RIGHT OF ENTRY AGREEMENTS, APPROVE PURCHASE AND SALE AGREEMENTS, AND APPROVE INTERLOCAL AGREEMENTS WITH HARRIS COUNTY AND HARRIS COUNTY FLOOD CONTROL DISTRICT

Ms. Silva noted that the Chief Administrative Official, Director Postle, has been designated to approve easements and the list of approved easements is reflected on the engineer's report.

ENCROACHMENTS OF EASEMENTS OR OTHER REALTY INTERESTS, INCLUDING ACCEPT, CONVEY, AMEND, OR RELEASE ENCROACHMENT AGREEMENTS

There was no discussion on this matter.

TEXAS WATER DEVELOPMENT BOARD ("TWDB") FUNDING, INCLUDING APPLICATIONS AND FINANCING AGREEMENTS

There was no discussion on this matter.

FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING PAYMENT OF BILLS, REVIEW OF INVESTMENTS, AUTHORITY FEES AND CHARGES, AND DRAFT BUDGET FOR FISCAL YEAR END DECEMBER 31, 2020

Ms. Vinson reviewed a list of checks for payment provided by the Authority's bookkeeper. She then reviewed check no. 2660 in the amount of \$1,250.00 payable to Bruce K. Watkins, check no. 2661 in the amount of \$1,250.00 payable to Jeffrey Newport, check no. 2662 in the amount of \$12,500.00 payable to Diana Trautman Harris County Clerk, check no. 2663 in the amount of \$6,000.00 payable to Christophe and Natalie Robillard, check no. 2664 in the amount of \$1,250.00 payable to Diana C. Dale, check no. 2665 in the amount of \$18.68 payable to Ann Harris Bennett Harris County tax assessor collector, and check no. 2666 in the amount of \$115,311.00 payable to Pacific Leasing, Inc., all as requested by the Authority's bookkeeper. Following review and discussion, Director Janneck moved to approve the attached list of checks for payment and check nos. 2660, 2661, 2662, 2663, 2664, 2665, and 2666. Director Wheeler seconded the motion, which carried by a vote of seven for the motion with Directors Postle and Weppler abstaining.

FIFTH AMENDED RESOLUTION REGARDING PAYMENT OF DISBURSEMENTS AND AUTHORIZING BOOKKEEPER TO SIGN CERTAIN DISBURSEMENTS

The Board considered adopting a Fifth Amended Resolution Regarding Payment of Disbursements and Authorizing Bookkeeper to Sign Certain Disbursements. After review and discussion, Director Postle moved to adopt the Fifth Amended Resolution Regarding Payment of Disbursements and Authorizing Bookkeeper to Sign Certain Disbursements. The motion was seconded by Director Thornhill and carried by unanimous vote.

DELINQUENT AMOUNTS DUE THE AUTHORITY AND VIOLATIONS OF AUTHORITY RULES OR ORDERS; IMPOSE CIVIL PENALTIES AND APPROVE PAYMENT PLAN OR SETTLEMENT AGREEMENTS; CONDUCT HEARING REGARDING SAME

There was no discussion on this matter.

OPERATION OF AUTHORITY FACILITIES, BILLINGS, REPAIRS, INSPECTIONS, MAINTENANCE, CATHODIC PROTECTION, AUTOMATIC METER READING, RIGHT OF WAY MAINTENANCE, AND WATER SUPPLY ISSUES, INCLUDING APPROVAL OF CONTRACTS FOR SUCH WORK, CHANGE ORDERS, WORK AUTHORIZATIONS, AMENDMENTS TO AND ASSIGNMENTS OF CONTRACTS, AND TERMINATIONS

Mr. Thomas presented copies of the operator's report and reviewed it with the Board, a copy of which is attached.

APPROVE RISK AND RESILIENCE ASSESSMENT AND FILING OF CERTIFICATION OF SAME WITH THE ENVIRONMENTAL PROTECTION AGENCY

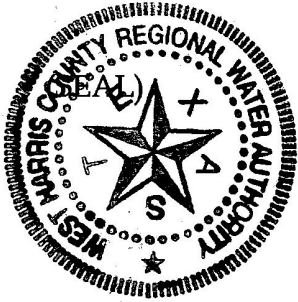
Mr. Bapat reported certain certification obligations that the Authority must meet under the America's Water Infrastructure Act of 2018 (the "Act"). He stated that, pursuant to the Act, the Authority must certify to the Environmental Protection Agency that its community water system has completed a Risk and Resilience Assessment (the "Assessment"). Ms. Silva discussed the Authority's Assessment. After review and discussion, Director Wheeler moved to approve the Assessment, authorize the filing of certification of the Assessment with the Environmental Protection Agency, and direct (1) the Assessment to be filed confidentially in the District's official records and (2) the confirmation of certification be filed in the Authority's official records. Director Gorden seconded the motion, which carried unanimously.

CONVENE EXECUTIVE SESSION TO DISCUSS THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY AND CONSULTATION WITH ATTORNEY REGARDING ANY PENDING OR CONTEMPLATED LITIGATION OR SETTLEMENT OFFERS

The Board did not convene in executive session.

There being no further matters to come before the Authority, the meeting was adjourned.

_____/s/ Douglas (Cam) Postle_____
Secretary, Board of Directors



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