

MINUTES OF MEETING OF THE
NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY

July 12, 2021

The Board of Directors (the "Board") of the North Harris County Regional Water Authority (the "Authority") met in regular session, open to the public, at 6:00 p.m. on Monday, the 12th day of July, 2021, at the Authority's office located at 3648 Cypress Creek Parkway, Suite 110, Houston, Texas, a public meeting place within the boundaries of the Authority and via Zoom at <https://zoom.us/meeting/register/tJYtcuCsqDgpG9CEgg7D2EBfVhM8wy7ZeLh8> and/or telephone conference call at 346-248-7799, passcode 4403924, pursuant to the Texas Governor's suspension of certain Texas Open Meetings Act provisions due to COVID-19; whereupon, the roll was called of the duly constituted officers and members of the Board, to-wit:

Alan J. Rendl	President
Kelly P. Fessler	Vice President
Lenox A. Sigler	Secretary
Ron Graham	Assistant Secretary
Jim Pulliam	Treasurer/Investment Officer

All members of the Board were present, except Director Rendl, thus constituting a quorum. Director Rendl participated in the Board meeting via Zoom. Also attending the meeting were: Mr. Jun Chang, P. E., D.WRE, General Manager for the Authority; Mr. Jimmie Schindewolf, P.E., Senior Advisor to the General Manager for the Authority; Mr. Mark Evans, Director of Planning and Governmental Affairs for the Authority; Ms. Cynthia Plunkett, Finance Director for the Authority; Mr. Travis Jones, Accountant for the Authority; Ms. Barbara Payne of Payne Communications, Communications Coordinator for the Authority; Messrs. Philip Topek and Mike Baugher, P.E., of AECOM Technical Services, Inc., Program Manager for the Authority; Mr. Rafael Ortega, of Aurora Technical Services, LLC, on-call engineers for the Authority; Mr. David Warner, P.E., of Jones|Carter, Inc., on-call engineers for the Authority; Ms. Kate Hallaway, P.E., of Brown & Gay Engineers, Inc., on-call engineers for the Authority; Mr. Dennis Sander, P.E., of Sander Engineering Corporation, on-call engineers for the Authority; Mr. Lance McLeod, P.E., of Kimley-Horn and Associates Inc., on-call engineers for the Authority; Mr. Carlton McDevitt of Inframark, LLC ("Inframark"), operator for the Authority; Ms. Robin S. Bobbitt, attorney, and Ms. Alison Miller, paralegal, of Radcliffe Bobbitt Adams Polley PLLC ("RBAP"), general counsel and co-bond counsel for the Authority. Numerous members of the public and other consultants to the Authority were also present at the meeting. The conference call meeting was recorded and made available to the public in accordance with the provisions of Texas Government Code Sections 551.125 and 551.127.

WHEREUPON, the meeting was called to order and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

VICE PRESIDENT'S MESSAGE

Director Fessler first informed the audience that Director Rendl was out of town and would be participating in tonight's meeting via Zoom.

PUBLIC COMMENT

Director Fessler then noted that no public comment cards had been received.

STATUS OF ACTIVITIES BY COMMUNICATIONS/PUBLIC INFORMATION COORDINATOR

A copy of Ms. Payne's PowerPoint presentation is attached as an exhibit to these minutes.

Ms. Payne first congratulated Director Rendl on receiving the Vision Award from the Association of Water Board Directors – Texas ("AWBD") at the recent AWBD annual conference.

Ms. Payne next reminded the Board and meeting attendees that the Authority's new "Water University North" online courses are now available on the Authority's website, and that articles, billing inserts and brochures are also available. Ms. Payne further reported that the "Water is Life" mobile teaching lab is now available for booking.

Ms. Payne went on to report that the Authority has a new e-newsletter called *Connections* that is meant for utility district directors to share with their customers and communicate with the public.

GENERAL MANAGER'S REPORT

Mr. Chang next called upon Mr. Topek to present the Program Manager's Report to the Board, a copy of which is included behind Tab 3 of the meeting packet and attached hereto.

PROGRAM MANAGER'S REPORT

UPDATE ON STATUS OF SURFACE WATER CONVERSION

Mr. Topek first reported that the Spears Road Regional Pump Station delivered a daily average rate of approximately 26.3 million gallons per day ("MGD") of surface water during June. Mr. Topek added that the alternative water used in May was approximately 31.1%, compared to approximately 31.8% in April.

MAJOR ACTIVITIES

Mr. Topek went on to report that during the prior month, AECOM had performed other activities for the Authority as follows: 1) implemented and performed tasks regarding the Authority's aggregate water well permit (the "Permit"); 2) assisted the Authority in a variety of activities involving the City of Houston (the "City"); 3) continued oversight of engineering and acquisition related efforts; 4) provided oversight of Inframark's activities and its contract to

operate the Authority's system; and 5) monitored, tabulated and analyzed amounts of water used by the PWSs covered by the Authority's Permit and, where necessary and practical, in consort with Inframark and the respective PWS operators, took appropriate actions to optimize the use of surface water. Mr. Topek also reported that the Authority currently has 26 active projects, with nine (9) in or near construction, 14 in final design and right-of-way acquisition, two (2) undergoing a routing study and one (1) project on hold.

LUCE BAYOU PROJECT UPDATE

Concerning the Luce Bayou Project, Mr. Topek reported that the contractor is substantially complete at the Capers Ridge Pump Station. Mr. Topek also reported that a ribbon cutting ceremony was recently held at the Capers Ridge Pump Station on June 15th.

NORTHEAST WATER PURIFICATION PLANT (THE "NEWPP") EXPANSION PROJECT UPDATE

Mr. Topek further reported on the status of the NEWPP Expansion Project, noting that construction of the Central Plant continues with concrete work and structural work at filter modules and masonry and roof placement at the Transfer Pump Station. Mr. Topek also reported that construction of the North Plant continues with ongoing structural work for all structures. Mr. Topek added that pump installation and installation of the roof is ongoing. Mr. Topek further reported that installation of electrical equipment at the administration building is ongoing and installation of window frames and glazing has been initiated. Mr. Topek next reported that construction of the South Plant is continuing with installation of concrete domes and wall panels on the ground storage tank. Mr. Topek also reported installation of fiber duct bank and feeder cabling is ongoing. Mr. Topek further noted that the Houston Waterworks Team continues to progress on the procurement of various balance of plant packages and that the Project Advisor/Technical Consultant continues to provide construction oversight services on behalf of the City and the Authorities.

NORTHEAST TRANSMISSION LINE (THE "NETL") PROJECT UPDATE

Mr. Topek next reported that in connection with the NETL project, the contractors have continued with construction on six (6) sections of the 108-inch (108") line. Mr. Topek added that real estate acquisitions are proceeding on several additional sections of the NETL.

ATTORNEY'S REPORT

Ms. Bobbitt stated that she had nothing to report.

REGULAR AGENDA

APPROVAL OF MINUTES

The Board next considered approval of the minutes of the June 7, 2021 regular meeting. Upon motion by Director Pulliam, seconded by Director Graham, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the June 7, 2021 regular meeting, as written.

FINANCE DIRECTOR'S REPORT, INCLUDING APPROVE PAYMENT OF BILLS, ISSUANCE OF CHECKS, REVIEW BUDGET COMPARISON, AND REPORT ON STATUS OF PAYMENTS OF QUARTERLY PUMPAGE FEES

Director Fessler then recognized Ms. Plunkett, who reviewed the Authority's Financial Report with the Board, including the monthly investment report, the checks being presented for payment, and the budget comparison for the month ended May 31, 2021, a copy of which is included behind Tab 5 of the meeting packet and attached hereto.

Upon motion by Director Pulliam, seconded by Director Sigler, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Financial Report, the monthly investment report, and the checks being presented for payment.

GENERAL MANAGER'S ACTION ITEMS

AWARD OF CONTRACT FOR CONSTRUCTION OF PROJECT 2-8 AND AUTHORIZE EXECUTION OF SAME

Mr. Chang then recommended award of the contract for construction of Project 2-8 to the qualified lowest bidder, Flintco Industrial, LLC ("Flintco"), in the amount of \$7,635,133.08. Upon motion by Director Pulliam, seconded by Director Graham, after full discussion and the question being put to the Board, the Board voted unanimously to authorize the award and execution of the contract for construction of Project 2-8 to Flintco, in the amount of \$7,635,133.08.

ADOPT ORDER ESTABLISHING RECORDS MANAGEMENT PROGRAM AND DESIGNATING RECORDS MANAGEMENT OFFICER (THE "ORDER")

Ms. Bobbitt next presented and reviewed the Order with the Board, a copy of which is included behind Tab 7 of the meeting packet and attached hereto. Ms. Bobbitt explained that the State of Texas has issued new guidelines regarding the length of time records are to be retained. Ms. Bobbitt further stated that the Order will follow the current schedules created by the State of Texas for records retention and designate the Authority's Community Relations Coordinator as the Records Management Officer. Upon motion by Director Pulliam, seconded by Director Graham, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Order.

CONFIRM UPCOMING MEETING DATE

Director Fessler then informed the meeting attendees that the Authority's next regular meeting will be held on Monday, August 2, 2021, at 6:00 p.m. at the Authority's office.

There being no further business to come before the Board, the meeting was adjourned.

PASSED, APPROVED AND ADOPTED this 2nd day of August, 2021.



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Secretary, Board of Directors