

MINUTES OF MEETING OF THE  
NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY

October 4, 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 4<sup>th</sup> day of October, 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; 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 thus constituting a quorum. Also attending the meeting were: Mr. Jun Chang, P.E., D.WRE, 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; Mr. Philip Topek, of AECOM Technical Services, Inc., Program Manager for the Authority; Mr. Carlton McDevitt of Inframark, LLC ("Inframark"), operator for the Authority; Mr. Jon D. Polley, attorney, and Ms. Alison Miller, paralegal, of Radcliffe Bobbitt Adams Polley PLLC ("RBAP"), general counsel and co-bond counsel for the Authority. Other members of the public and consultants to the Authority were also present at the meeting. Copies of the public sign-in sheets are attached hereto.

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.

PRESIDENT'S MESSAGE

Director Rendl first apologized for the abbreviated Board meeting last month.

PUBLIC COMMENT

Mr. Nick Fava of Bammel Utility District addressed the Board and stated that Director Rendl is a tremendous asset to the water district industry and that he was very deserving of the Association of Water Board Directors – Texas' Vision Award at the recent Annual Conference.

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 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 and that the second grade and fourth grade elementary presentations have been recorded for online presentations. Ms. Payne went on to report that the Authority's next *Connections* e-newsletter is currently being prepared. Director Rendl recommended visiting the Authority's website and viewing the "Water University North" courses. Director Rendl also stated that the *Connections* e-newsletter is a fantastic resource for the Authority and utility districts to utilize when dealing with customer issues and complaints.

#### 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 28.1 MGD of surface water during September. Mr. Topek added that the alternative water used in August was approximately 30.2%, compared to approximately 32.1% in July.

#### 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 25 active projects, with seven (7) in or near construction, 15 in final design and right-of-way acquisition, three (3) undergoing a routing study and one (1) project on hold.

#### 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 installation of mechanical and electrical equipment at the pump station is ongoing. Mr. Topek further reported that installation of telecom wiring and painting is ongoing at the administration and maintenance buildings. Mr. Topek next reported that construction of the South Plant is continuing with installation of shotcrete to wall panels and domes on the

ground storage tank mechanical and electrical work at the dewatering building is ongoing. Mr. Topek further noted 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 five (5) 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

Mr. Polley stated that he had nothing to report.

#### REGULAR AGENDA

##### APPROVAL OF MINUTES

The Board considered approval of the minutes of the September 13, 2021 regular meeting. Upon motion by Director Fessler, seconded by Director Pulliam, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the September 13, 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 Rendl 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 August 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 Graham, 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 28G AND AUTHORIZE EXECUTION OF SAME, SUBJECT TO RECEIPT OF TEXAS WATER DEVELOPMENT BOARD ("TWDB") APPROVAL

Mr. Chang then recommended award of the contract for construction of Project 28G to the lowest qualified bidder, Reytec Construction Resources, Inc. ("Reytec"), in the amount of \$8,984,817.50. Mr. Chang noted that TWDB approval has not yet been received for this project, but will likely be received before the Board's next 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 authorize the award and execution of the contract for construction of Project 28G to Reytec, in the amount of \$8,984,817.50, subject to receipt of TWDB approval.

AWARD OF CONTRACT FOR CONSTRUCTION OF PROJECT 25E AND AUTHORIZE EXECUTION OF SAME, SUBJECT TO RECEIPT OF TWDB APPROVAL

Mr. Chang next recommended award of the contract for construction of Project 25E to the lowest qualified bidder, Main Lane Industries, Ltd. ("Main Lane"), in the amount of \$11,499,690.00. Mr. Chang noted that TWDB approval has not yet been received for this project, but will likely be received before the Board's next meeting. 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 authorize the award and execution of the contract for construction of Project 25E to Main Lane, in the amount of \$11,499,690.00, subject to receipt of TWDB approval.

CONFIRM UPCOMING MEETING DATE

Director Rendl then informed the meeting attendees that the Authority's next regular meeting will be held on Monday, November 1, 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 1<sup>st</sup> day of November, 2021.



*Row Eubank*  
Asst. Secretary, Board of Directors