



**Board of Directors Meeting
August 25, 2022**



AGENDA

**SAN JACINTO RIVER AUTHORITY BOARD OF DIRECTORS
THURSDAY, AUGUST 25, 2022 - 8:00 A.M.
GENERAL AND ADMINISTRATION BUILDING - BOARDROOM
1577 DAM SITE ROAD, CONROE, TEXAS 77304**

- 1. CALL TO ORDER**
- 2. PLEDGES OF ALLEGIANCE**
- 3. PUBLIC COMMENTS** (3 minutes per speaker)
- 4. DIVISION UPDATES** - Receive updates from Operational Divisions and General & Administration Division related to ongoing projects, staff reports, or items on the consent agenda.
 - a. G & A:** Jace Houston, General Manager
 - b. G & A:** Heather Ramsey, Director of Communications and Public Affairs
 - c. G & A:** Tom Michel, Director of Finance and Administration
 - d. Utility Enterprise:** Chris Meeks, Utility Enterprise Manager
 - e. Lake Conroe:** Bret Raley, Lake Conroe Division Manager
 - f. Highlands:** Richard Tramm, Highlands Division Manager
 - g. Flood Management:** Matt Barrett, Flood Management Division Manager
- 5. CONSENT AGENDA** - This agenda consists of ministerial or "housekeeping" items required by law, such as routine bids, contracts, purchases, resolutions, and orders; items previously approved by Board action, such as adoption of items that are part of an approved budget or capital improvement projects, interlocal agreements, or action which is required by law or delegated to the General Manager; and items of a non-controversial nature. These items will be considered by a single motion unless removed and placed on the Regular Agenda for individual consideration at the request of any Director.

G&A

- a. Approval of Minutes** - Regular Meeting of July 28, 2022.
- b. Unaudited Financials**

Consider approval of the unaudited financials for the month of July, 2022.
- c. Work Order No. 3 - Staff Augmentation Consulting Services - TWE**

Consider authorizing the General Manager to execute Work Order No. 3 for staff augmentation consulting services for the Technical Services Department.
- d. Work Order No. 3 - Staff Augmentation Consulting Services - KIT**

Consider authorizing the General Manager to execute Work Order No. 3 for staff augmentation consulting services for the Technical Services Department.

WOODLANDS

e. Work Order No. 6 - Woodlands Groundwater Well Master Plan

Consider authorizing the General Manager to execute Work Order No. 6 for Woodlands Groundwater Well Master Plan for the Woodlands Division.

f. Work Order No. 2 - Industrial Pretreatment Support

Consider authorizing the General Manager to execute Work Order No. 2 for Industrial Pretreatment Program Support for the Woodlands Division.

GRP

g. Work Order No. 3 - Panther Branch Fault Study

Consider authorizing the General Manager to execute Work Order No. 3 for the Panther Branch Fault Study for the GRP Division.

RAW WATER ENTERPRISE

h. Work Order No. 4 - Water Strategy Consulting Services

Consider authorizing the General Manager to execute Work Order No. 4 for water strategy consulting services for the Raw Water Enterprise.

i. Construction Contract - Constables Dock Electrical Rehabilitation

Consider authorizing the General Manager to execute a construction contract for Constables Dock Electrical Rehabilitation for the Lake Conroe Division.

j. Work Order No. 11 - Structure 5 SCADA Improvements

Consider authorizing the General Manager to execute Work Order No. 11 for Structure 5 SCADA Improvements for the Highlands Division.

6. REGULAR AGENDA - This agenda consists of items requiring individual consideration by the Board of Directors.

G&A

a. Resolution - Fiscal Year 2023 Operating Budgets

Consider adoption of a resolution of the San Jacinto River Authority Board of Directors approving and adopting a budget for the fiscal year beginning on September 1, 2022, and ending August 31, 2023, inclusive.

b. Amended Rate Order - Woodlands Division Customers

Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for Woodlands Division Customers, effective September 1, 2022.

c. Amended Rate Order - Raw Water Customers

Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for Raw Water Customers, effective January 1, 2023.

d. Resolution - Procurement Policy

Consider adoption of a resolution of the San Jacinto River Authority Board of Directors approving and adopting a Procurement Policy.

RAW WATER ENTERPRISE

e. Joint Funding Agreement - Water Resource Investigations

Consider authorizing the General Manager to execute a joint funding agreement for water resource investigations with the United States Geological Survey (USGS) for data collection and analysis activities for the period of October 1, 2022, to September 30, 2023.

7. EXECUTIVE SESSION - If necessary, the Board of Directors will adjourn to Closed Session at this point in the meeting to consider the following items; however, the Board of Directors reserves the right to adjourn to Closed Session at any time during the course of this meeting as allowed by law.

a. Discussion regarding items identified elsewhere on the agenda pursuant to Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Real Property), 551.073 (Prospective Gifts), 551.074 (Personnel Matters), or 551.076 (Security Devices), as applicable.

b. Consultations with attorney, pursuant to Texas Government Code, Section 551.071 regarding:
1. Litigation related to Hurricane Harvey, including additional legal services to be provided by Hunton Andrews Kurth, LLP; and
2. Expedited Declaratory Judgement Act litigation and other litigation related to GRP.

8. RECONVENE IN OPEN SESSION - The Board of Directors will reconvene in Open Session at this point in the meeting and, if necessary, take action on any agenda item discussed in Closed Session and/or identified below.

9. ANNOUNCEMENTS / FUTURE AGENDA

Next San Jacinto River Authority Regular Board Meeting - September 22, 2022.

10. ADJOURN

Board meetings after September 1, 2021, will be held in person, to include the public comment portion of the agenda. The meeting may be viewed via live stream through the San Jacinto River Authority's Board of Directors webpage:

<https://www.sjra.net/about/board/>

Persons with disabilities who plan to participate in the meeting and would like to request auxiliary aids or services are requested to contact Cynthia Bowman at (936) 588-3111 at least three business days prior to the meeting so that appropriate arrangements can be made.

Item No.	Agenda Item	Date
5a	Consider approval of minutes from the Board of Directors meeting of July 28, 2022.	08/25/2022

BACKGROUND INFORMATION

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Minutes

RECOMMENDED ACTION

Approve the minutes of the July 28, 2022, Board of Directors meeting.

Item No.	Agenda Item	Date
5b	Consider approval of the unaudited financials for the month of July, 2022.	08/25/2022

BACKGROUND INFORMATION

The monthly unaudited financial statements are intended to keep the Board of Directors apprised of the ongoing financial condition of the Authority.

The monthly statements include Financial Highlights, Schedules of Revenues and Expenses (Actual and Budget), Unaudited Balance Sheet, Unaudited Statement of Revenues and Expenses (Summary), and Schedule of Investments.

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Unaudited Financials

RECOMMENDED ACTION

Approve the unaudited financial statements for the month of July, 2022.

Item No.	Agenda Item	Date
5c	Consider authorizing the General Manager to execute Work Order No. 3 for staff augmentation consulting services for the Technical Services Department.	08/25/2022

BACKGROUND INFORMATION

Firm Name: Texas Water Engineering, PLLC

Project: Staff Augmentation Consulting Services

Type of Services: Professional Services

Type of Agreement: Master Professional Services Agreement
(Contract No. 21-0052-A)

Project Description:

On August 26, 2021, the SJRA Board of Directors approved a Miscellaneous Professional Services Agreement contract with Texas Water Engineering, PLLC to provide staff augmentation services for the Technical Services Department. This contract, and a second with another consultant, was seen as necessary due to a staffing shortage that had existed within the Technical Services Department for several years but at the same time incurring a higher workload. SJRA has vigorously pursued potential candidates to hire for engineering positions within the Technical Services Department without success. Therefore, SJRA continues to need staff augmentation in the Technical Services Department. Previous work orders issued under this contract expire on August 31, 2022; therefore, Work Order No. 3 is required for Fiscal Year 2023.

Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$75,000.00

Total Amount: \$75,000.00

Anticipated Completion Date: August 31, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: To be determined

ATTACHMENTS: Exhibit 1, Work Order No. 3, Scope, Hourly Fee Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 3 in an amount not to exceed \$75,000.00 with Texas Water Engineering, PLLC, for staff augmentation consulting services for the Technical Services Department.

Item No.	Agenda Item	Date
5d	Consider authorizing the General Manager to execute Work Order No. 3 for staff augmentation consulting services for the Technical Services Department.	08/25/2022

BACKGROUND INFORMATION

Firm Name: KIT Professionals, Inc.

Project: Staff Augmentation Consulting Services

Type of Services: Professional Services

Type of Agreement: Master Professional Services Agreement
(Contract No. 21-0052-B)

Project Description:

On August 26, 2021, the SJRA Board of Directors approved a Miscellaneous Professional Services Agreement contract with KIT Professionals, Inc. to provide staff augmentation services for the Technical Services Department. This contract, and a second with another consultant, was seen as necessary due to a staffing shortage that had existed within the Technical Services Department for several years but at the same time incurring a higher workload. SJRA has vigorously pursued potential candidates to hire for engineering positions within the Technical Services Department without success. Therefore, SJRA continues to need staff augmentation in The Technical Services Department. Previous work orders issued under this contract expire on August 31, 2022; therefore, Work Order No. 3 is required for Fiscal Year 2023.

Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$100,000.00

Total Amount: \$100,000.00

Anticipated Completion Date: August 31, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: To be determined

ATTACHMENTS: Exhibit 1, Work Order No. 3, Scope, Hourly Fee Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 3 in an amount not to exceed \$100,000.00 with KIT Professionals, Inc., for staff augmentation consulting services for the Technical Services Department.

Item No.	Agenda Item	Date
5e	Consider authorizing the General Manager to execute Work Order No. 6 for Woodlands Groundwater Well Master Plan for the Woodlands Division.	08/25/2022

BACKGROUND INFORMATION

Firm Name: INTERA Incorporated

Project: Woodlands Groundwater Well Master Plan

Type of Services: Professional Services

Type of Agreement: Master Professional Services Agreement
(Contract No. 20-0077)

Project Description:

The SJRA Woodlands Division (“Woodlands”) owns, operates, and maintains thirty-eight (38) groundwater wells, of which twenty (20) are in the Upper Jasper Aquifer, and eighteen (18) in the Evangeline Aquifer. These water wells were installed between 1974 and 2011. The Woodlands began receiving surface water in September 2015, but it was never intended to replace groundwater completely. The Woodlands must maintain full groundwater capacity to serve the MUDs. Maintaining groundwater capacity in the system not only requires a coordinated operations approach, but also on-going maintenance, and rehabilitation and replacement of assets. In addition, analysis of the aquifers is necessary to determine the future impact to the existing wells to pump within the well operating zone. Therefore, INTERA Inc. will complete an assessment of SJRA Woodlands Division groundwater wells and model aquifer and population trends for a 20-year period. The deliverables include a 20-year project plan for the period of FY2024-FY2043. This plan will provide guidance for future maintenance and rehabilitation of the groundwater wells, as well as plan for any necessary well lowering, well replacement, and system upgrades.

Key Deliverable(s):	Due Date(s):
20-Year GW Well Project Plan	December 16, 2022
Draft GW Well 20-Yr CIP Plan Tech Memo	March 3, 2023
Final GW Well 20-Yr CIP Plan Tech Memo	April 7, 2023
Type of Compensation/Amount:	Cost Plus Multiplier with Not-to-Exceed/\$114,712.00
Total Amount:	\$114,712.00
Anticipated Completion Date:	April 30, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: R&R Funds

ATTACHMENTS: Exhibit 1, Map, Work Order No. 6, Scope, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 6 in an amount not to exceed \$114,712.00 with INTERA Incorporated, for Woodlands Groundwater Well Master Plan for the Woodlands Division.

Item No.	Agenda Item	Date
5f	Consider authorizing the General Manager to execute Work Order No. 2 for Industrial Pretreatment Program Support for the Woodlands Division.	08/25/2022

BACKGROUND INFORMATION

Firm Name: Plummer Associates, Inc.

Project: Industrial Pretreatment Program Support

Type of Services: Professional Services

Type of Agreement: Professional Services Agreement
(Contract No. 21-0060)

Project Description:

The EPA and TCEQ require SJRA Woodlands Division to implement a Pretreatment Program that regulates the sewer discharge from Industrial Users in The Woodlands, Texas. Currently, the Woodlands Division has two industrial users that are regulated by SJRA under these regulations. This contract allows for the turn-key implementation of the Pretreatment Program including, but not limited to, monthly data review, non-compliance determination, evaluation of new Industrial Users, monthly status reports, annual inspections, and sampling, and TCEQ report preparation. All work will be coordinated with the division prior to implementation. Work includes labor and materials required to perform the implementation of the Pretreatment Program for the Woodlands Division.

Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$50,000.00

Total Amount: \$50,000.00

Anticipated Completion Date: August 31, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: Cash

ATTACHMENTS: Exhibit 1, Work Order No. 2, Scope, Fee Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 2 in an amount not to exceed \$50,000.00 with Plummer Associates, Inc., for Industrial Pretreatment Program Support for the Woodlands Division.

Item No.	Agenda Item	Date
5g	Consider authorizing the General Manager to execute Work Order No. 3 for the Panther Branch Fault Study for the GRP Division.	08/25/2022

BACKGROUND INFORMATION

Firm Name: Lockwood, Andrews & Newnam, Inc.

Project: Panther Branch Fault Study

Type of Services: Professional Services

Type of Agreement: Master Professional Services Agreement
(Contract No. 21-0044-1)

Project Description:

A fault study was conducted in 2012 that identified several faults in the vicinity of FM 2978 and Research Forest Drive, in The Woodlands, essentially along the route of the surface water transmission line. The Panther Branch Fault was identified in the immediate vicinity of the Research Forest Drive and Cats Cradle Drive but was suggested by the fault consultant the Panther Branch Fault did not cross the proposed surface water transmission line. Protection measures were designed and constructed at all the fault locations except the Panther Branch Fault. Concerns expressed by the public to the GRP Review Committee have raised the awareness that an additional study is needed to answer the question, is the Panther Branch Fault active and are protection measures needed for the surface water transmission line. This study would further analyze the Panther Branch Fault, identify its location, determine whether protection is needed and offer a recommendation of the protection measures along with an estimated cost. Work Order No. 3 provides for all labor and materials necessary to prepare and deliver the fault study.

Key Deliverable(s):	Due Date(s):
Final Phase I Report	October 19, 2022
Final Phase II Report	December 21, 2022
Final Updated Tech Memo	January 6, 2023

Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$129,265.00

Total Amount: \$129,265.00

Anticipated Completion Date: January 6, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: O&M

ATTACHMENTS: Exhibit 1, Map, Work Order No. 3, Scope, Level of Effort, Schedule, Sub Proposals

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 3 in an amount not to exceed \$129,265.00 with Lockwood, Andrews & Newnam, Inc., for the Panther Branch Fault Study for the GRP Division.

Item No.	Agenda Item	Date
5h	Consider authorizing the General Manager to execute Work Order No. 4 for water strategy consulting services for the Raw Water Enterprise.	08/25/2022

BACKGROUND INFORMATION

Firm Name: Freese and Nichols, Inc.

Project: Water Strategy Consulting Services

Type of Services: Professional Services

Type of Agreement: Professional Services Agreement
(Contract No. 17-093-4)

Project Description:

From time to time, the SJRA Raw Water Enterprise requires professional consulting services related to the management, planning, and development of current and/or future water resources. The timing, scope, and level of effort for these services are not always known on a year-to-year basis, and SJRA has, since at least 2014, utilized on-call/as-needed work orders to meet the objectives of water strategy consulting needs as they arise. This Work Order No. 4 provides for continuing on-call consulting services in SJRA's Fiscal Year 2023. Services to be provided may include, but are not limited to, participation in planning meetings, review of documents and work products, minor water availability modeling, minor technical evaluations and studies, development of technical memoranda, and development of additional scopes of work and work orders for detailed and complex efforts.

Key Deliverable(s):	Due Date(s):
Work Assignment Outlines	TBD (as needed)
Work Assignment Deliverables	TBD (as needed)
Type of Compensation/Amount:	Cost Plus Multiplier with Not-to-Exceed/\$50,000.00
Previous Authorized Work Orders (1-3):*	\$125,000.00
Work Order No. 4:	<u>\$ 50,000.00</u>
Total Amount:	\$175,000.00
Anticipated Completion Date:	August 31, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 3: Water Resource Leadership

FUNDING SOURCE: Cash

ATTACHMENTS: Exhibit 1, Map, Work Order No. 4, Scope, Business Justification

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 4 in an amount not to exceed \$50,000.00 with Freese and Nichols, Inc., for water strategy consulting services for the Raw Water Enterprise.

Item No.	Agenda Item	Date
5i	Consider authorizing the General Manager to execute a construction contract for Constables Dock Electrical Rehabilitation for the Lake Conroe Division.	08/25/2022

BACKGROUND INFORMATION

Firm Name: Wingo Service Company, Inc.

Project: Constables Dock Electrical Rehabilitation

Type of Services: Construction Services

Type of Agreement: Minor Construction Services Agreement
(Contract No. 22-0039-A)

Project Description:

In May 2021, the Lake Conroe Division identified safety concerns with the constables dock located at the west end of SJRA's facility. These concerns mostly revolved around the fuel line and the electric service on the floating dock being quite close to each other. SJRA engaged Kalluri Group to review code requirements for electrical service, boat docks/marinas, and fuel dispensing locations, and provide recommendations to address any deficiencies found. These recommendations came in the form of electrical design drawings to upgrade power at the constables dock and bring the dock area into compliance with code requirements. SJRA has selected Wingo Service Company, Inc. to provide the construction services for this rehabilitation project. Work under this construction contract will include, but is not limited to, upgrading electrical power at shoreline, dock walkway, floating fuel station attached to the constables dock, and will require rerouting and relocation of some appurtenances.

No. Proposals Received/Proposal Receipt Date: 2 / July 15, 2022

Highest Ranked Offeror / Proposed Cost: Wingo Service Company, Inc / \$81,524.00
Second Ranked Offeror / Proposed Cost: Boyer, Inc. / \$156,686.00

Engineer: Kalluri Group, Inc.

Proposal Amount: \$81,524.00

Engineer's Estimate: \$56,933.00

Contract Days: 120 Days

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: Cash

ATTACHMENTS: Map, Summary, Proposal Form, Agreement

RECOMMENDED ACTION

Authorize the General Manager to execute a construction contract in the amount of \$81,524.00 with Wingo Service Company, Inc., for Constables Dock Electrical Rehabilitation for the Lake Conroe Division, and contract modifications up to the amount approved per the Purchasing Policy.

Item No.	Agenda Item	Date
5j	Consider authorizing the General Manager to execute Work Order No. 11 for Structure 5 SCADA Improvements for the Highlands Division.	08/25/2022

BACKGROUND INFORMATION

Firm Name: Kalluri Group, Inc.

Project: Structure 5 SCADA Improvements

Type of Services: Professional Services

Type of Agreement: Master Professional Services Agreement
(Contract No. 21-0007-1)

Project Description:

Structure No. 5 is a critical canal control structure that regulates flows from the Highlands Reservoir to the East Canal. The proposed SCADA improvements will include installation of electric actuators on the three (3) existing control gates, water level radars, control panel, SCADA shed, and other appurtenances. These efforts will increase operational monitoring and control of the Highlands System to ensure efficient and reliable raw water delivery to customers.

In June 2021, SJRA executed Work Order No. 6 with the Kalluri Group, Inc. to prepare and provide electrical and structural engineering services for SCADA improvements at Structure No. 5. The original assumption during Work Order No. 6 was the Division in conjunction with the SCADA Department would construct all improvements in-house. Since the completion of the engineering design under Work Order No. 6 a decision has been made to contract out the majority of the construction items. Due to this decision, along with a division request to add in a manual transfer switch for a mobile generator to be utilized at the site, minor revisions to the engineering design drawings and specifications are required. Work Order No. 11 with the Kalluri Group, Inc. will allow for the additional drawing revisions, the development of an engineer's opinion of probable construction cost, as well as procurement and construction phase services associated with the Structure No. 5 SCADA Improvements.

Key Deliverable(s): Due Date(s):

Revised Design Drawings October 10, 2022

Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$38,490.00

Total Amount: \$38,490.00

Anticipated Completion Date: September 29, 2023

*See attached Exhibit 1 for additional information on prior work orders and amendments.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: R&R Funds

ATTACHMENTS: Exhibit 1, Map, Work Order No. 11, Scope, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 11 in an amount not to exceed \$38,490.00 with Kalluri Group, Inc., for Structure 5 SCADA Improvements for the Highlands Division.

Item No.	Agenda Item	Date
6a	Consider adoption of a resolution of the San Jacinto River Authority Board of Directors approving and adopting a budget for the fiscal year beginning on September 1, 2022, and ending August 31, 2023, inclusive.	08/25/2022

BACKGROUND INFORMATION

The Board of Directors is required to adopt a budget for all operating funds for Fiscal Year 2023, which begins September 1, 2022, and ends August 31, 2023. The preliminary budgets proposed were reviewed by the Finance Committee on March 25, 2022, May 10, 2022, and June 14, 2022, with the proposed budgets presented to the Board of Directors at a Regular meeting on July 28, 2022.

Staff, along with the Finance Committee, recommend approval of the final proposed operating budgets for Fiscal Year 2023.

STRATEGIC GOAL: Goal 6: High Performance Administration

FUNDING SOURCE: N/A

ATTACHMENTS: Resolution and Proposed Fiscal Year 2023 Annual Operating Budgets

RECOMMENDED ACTION

Adopt a resolution of the San Jacinto River Authority Board of Directors approving and adopting a budget for the fiscal year beginning on September 1, 2022, and ending August 31, 2023, inclusive.

Item No.	Agenda Item	Date
6b	Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for Woodlands Division Customers, effective September 1, 2022.	08/25/2022

BACKGROUND INFORMATION

Since September 1, 2021, the San Jacinto River Authority's Woodlands Division's wholesale water and wastewater rates have been \$2.37 per 1,000 gallons and \$4.85 per 1,000 gallons, respectively. The Woodlands Division's Proposed Operating Budget and Rates for Fiscal Year 2023 were approved by the Woodlands MUD Trustees on August 10, 2022.

Proposed Fiscal Year 2023 Woodlands Division Wholesale Water Rate: \$2.73 per 1,000 gallons.

Proposed Fiscal Year 2023 Woodlands Division Wholesale Wastewater Rate: \$5.53 per 1,000 gallons.

All other provisions of the Rate Order remain the same.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: N/A

ATTACHMENTS: Proposed Fiscal Year 2023 Rate Order for the Woodlands Division Customers.

RECOMMENDED ACTION

Adopt an amended Rate Order for Woodlands Division Customers, effective September 1, 2022, establishing the revised wholesale water and wastewater rates of \$2.73 per 1,000 gallons and \$5.53 per 1,000 gallons, respectively.

Item No.	Agenda Item	Date
6c	Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for Raw Water Customers, effective January 1, 2023.	08/25/2022

BACKGROUND INFORMATION

The San Jacinto River Authority's Calendar Year 2022 prevailing raw water rate is \$166.18 per acre foot (\$0.5100/1,000 gallons). Revisions to the Rate Order for Raw Water Customers are proposed for Board approval.

- Calendar Year 2023 Prevailing Raw Water Rate: \$177.59 per acre foot (\$0.5450/1,000 gallons), effective January 1, 2023.
- In addition to other minor revisions, Section 3.03, "Meter Reading Fee," was also added, as included below:

Section 3.03: Meter Reading Fee. In the event that a Raw Water Customer fails or refuses to read its meter(s) and report the reading(s) to the Authority, if and as required in its Raw Water Contract(s), then the Authority shall have the right, but not the obligation, to read the Raw Water Customer meter(s) and charge the Raw Water Customer a \$250 fee for each meter read, which fee shall be in addition to any other amounts due and owed to the Authority by the Raw Water Customer. Any such fee shall be paid to the Authority within forty-five (45) days of receipt of an invoice therefor, and all unpaid amounts shall accrue interest at the rate of twelve percent (12%) per annum from the due date until payment is made in full.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: N/A

ATTACHMENTS: Redline version of proposed 2023 Rate Order, Non-redline version of proposed 2023 Rate Order

RECOMMENDED ACTION

Adopt an amended Rate Order for Raw Water Customers establishing the revised rate of \$177.59 per acre foot (\$0.5450/1,000 gallons), effective January 1, 2023.

Item No.	Agenda Item	Date
6d	Consider adoption of a resolution of the San Jacinto River Authority Board of Directors approving and adopting a Procurement Policy.	08/25/2022

BACKGROUND INFORMATION

Texas Water Code, Section 49.226, in short, states that any property valued at more than \$300 or any land or interest in land owned by the district which is found by the board to be surplus and is not needed by the district may be sold under order of the board either by public or private sale, or the land, interest in land, or personal property may be exchanged for other land, interest in land, or personal property needed by the district. It also provides for the way in which it is to be sold or disposed of.

The current Procurement Policy was adopted on January 28, 2021, and was planned to be updated and implemented using a multi-phase methodology. In addition to other minor revisions, this resolution adopts the Procurement Policy that includes “III. Policy, G. Disposal of Salvage and Surplus Property”, which delegates to the General Manager by the Board of Directors, the authority to declare any Authority personal property to be Salvage or Surplus Property, and to dispose of such Salvage or Surplus Property in accordance with the provisions of same. The General Manager’s declaration and disposition of Salvage or Surplus Property shall be documented on a Salvage/Surplus Property Form and filed accordingly.

Note: The declaration of any Authority interest in real property as Surplus, Property, and sale, transfer, or other disposition of any Authority interest in real property shall be and will continue to be approved by the Board of Directors.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: N/A

ATTACHMENTS: Resolution, Redline version of Procurement Policy, Non-Redline version of Procurement Policy

RECOMMENDED ACTION

Adopt a resolution of the San Jacinto River Authority Board of Directors approving and adopting a Procurement Policy.

Item No.	Agenda Item	Date
6e	Consider authorizing the General Manager to execute a joint funding agreement for water resource investigations with the United States Geological Survey (USGS) for data collection and analysis activities for the period October 1, 2022, to September 30, 2023.	08/25/2022
BACKGROUND INFORMATION		
<p>For many years, the San Jacinto River Authority (“SJRA”) has maintained an annual joint funding agreement with the USGS, whereby the USGS provides certain water quality and quality data collection activities that are beneficial to SJRA.</p> <p>The services provided under the agreement are as follows:</p> <p>Surface water data collection and analysis for Lake Conroe and specified upstream and downstream locations; and Water quality data collection and analysis at Lake Conroe, various locations in The Woodlands, and on the SJRA canal near the Lake Houston Pump Station.</p> <p>The total cost of the program is shared between SJRA and the USGS as outlined in the agreement, and services are provided by the USGS.</p> <p>USGS and SJRA’s contribution for 2023 is \$47,950 and \$229,050, respectively, bringing the overall total for this project to \$277,000.</p>		
STRATEGIC GOAL: Goal 2: Operational Excellence		
FUNDING SOURCE: Highlands Division: \$16,800; Lake Conroe Division: \$140,650; and Woodlands Division: \$71,600		
ATTACHMENTS: USGS Joint Funding Agreement		
RECOMMENDED ACTION		
<p>Authorize the General Manager to execute a joint funding agreement for water resource investigations with the U.S. Geological Survey for data collection and analysis activities for the period October 1, 2022, through September 30, 2023, in the amount of \$229,050.</p>		