



**Board of Directors Meeting
October 27, 2022**



AGENDA

**SAN JACINTO RIVER AUTHORITY BOARD OF DIRECTORS
THURSDAY, OCTOBER 27, 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 September 22, 2022.

- b. Unaudited Financials**

Consider approval of the unaudited financials for the month of September, 2022.

WOODLANDS

- c. Work Order No. 12 - Water Plant Nos. 1, 2 and 3 Generators**

Consider authorizing the General Manager to execute Work Order No. 12 for final design and procurement assistance services for Water Plant Nos. 1, 2 and 3 Generators for the Woodlands Division.

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

RAW WATER ENTERPRISE

a. Supplement to Water Supply Contract

Consider authorizing the General Manager to execute a supplement to a water supply contract with an industrial customer related to Siphon 39 Rehabilitation, Widening, and Levee Improvements.

b. Professional Services Agreement and Work Order No. 1 - Siphon 39 and Levee Improvements

Consider authorizing the General Manager to execute a Professional Services Agreement and Work Order No. 1 for preliminary design services for Siphon 39 and Levee Improvements for the Highlands Division.

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 - December 8, 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 September 22, 2022.	10/27/2022

BACKGROUND INFORMATION

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Minutes

RECOMMENDED ACTION

Approve the minutes of the September 22, 2022, Board of Directors meeting.

Item No.	Agenda Item	Date
5b	Consider approval of the unaudited financials for the month of September, 2022.	10/27/2022

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 will be provided under separate cover

RECOMMENDED ACTION

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

Item No.	Agenda Item	Date
5c	Consider authorizing the General Manager to execute Work Order No. 12 for final design and procurement assistance services for Water Plant Nos. 1, 2 and 3 Generators for the Woodlands Division.	10/27/2022

BACKGROUND INFORMATION

Firm Name: Kalluri Group, Inc.

Project: Water Plant Nos. 1, 2 and 3 Generators

Type of Services: Professional Services

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

Project Description:

Water Plant Nos. 1, 2 and 3 are three of the five water plants owned and operated by the San Jacinto River Authority (SJRA) in The Woodlands. At all five groundwater plants, groundwater from SJRA-owned groundwater wells is collected and blended with surface water from SJRA's GRP Division surface water plant at Lake Conroe. Each water plant provides a vital role in the blending, chlorination, and pumping out into the distribution system to serve customers of The Woodlands. To continue operational reliability of each water plant during a power outage situation, backup power generation is necessary to power on-site groundwater wells and/or plant booster pumps to maintain minimum required system pressure and flow rate. At Water Plant Nos. 2 and 3, a 1-MW generator will be installed to power controls and a combination of on-site water wells and booster pumps. At Water Plant No. 1, a 450-kW generator will be installed which will be moved from Water Plant No. 3. Work Order No. 12 provides final design services for the project as well as procurement assistance, with all labor and materials necessary to prepare and deliver construction documents and technical specifications.

Key Deliverable(s):	Due Date(s):
90% Design Submittal	February 20, 2023
100% Design Submittal	April 24, 2023
Final Design Submittal	May 29, 2023
Type of Compensation/Amount:	Lump Sum/\$138,519.00
Total Amount:	\$138,519.00
Construction Cost:	\$2,008,000.00 (Est.)
Anticipated Completion Date:	August 17, 2023

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: R&R Fund

ATTACHMENTS: Map, Work Order No. 12, Scope, Level of Effort, Sub Proposal, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 12 in an amount not to exceed \$138,519.00 with Kalluri Group, Inc., for final design and procurement assistance services for Water Plant Nos. 1, 2 and 3 Generators for the Woodlands Division.

Item No.	Agenda Item	Date
6a	Consider authorizing the General Manager to execute a supplement to a water supply contract with an industrial customer related to Siphon 39 Rehabilitation, Widening, and Levee Improvements.	10/27/2022

BACKGROUND INFORMATION

Details of the supplement to the water supply contract will be provided by the Authority's General Counsel and, if necessary, discussed pursuant to the Texas Government Code, Section 551.071, consultation with attorney, in Executive Session at the Board meeting.

STRATEGIC GOAL: Goal 3: Water Resource Leadership

FUNDING SOURCE: N/A

ATTACHMENTS: N/A

RECOMMENDED ACTION

Authorize the General Manager to execute a supplement to a water supply contract with an industrial customer related to Siphon 39 Rehabilitation, Widening, and Levee Improvements.

Item No.	Agenda Item	Date
6b	Consider authorizing the General Manager to execute a Professional Services Agreement and Work Order No. 1 for preliminary design services for Siphon 39 and Levee Improvements for the Highlands Division.	10/27/2022

BACKGROUND INFORMATION

Firm Name: Texas Water Engineering, PLLC

Project: Siphon 39 and Levee Improvements

Type of Services: Professional Services

Type of Agreement: Professional Services Agreement
(Contract No. 22-0058-A)

Project Description:

Located on the South Canal in the Highlands Division, improvements to Siphon 39 are needed due to the age and structural integrity of the siphon as well as a customer need for access driveway widening. Improvements may include the demolition and removal and/or abandonment of existing siphon pipes, installation of new siphon pipes, demolition and removal of existing headwall structures, construction of new headwall structures, and levee improvements at the intake and discharge of the siphon. In conjunction with the siphon improvements, levee rehabilitation and raising between Siphon 37 and Customer have been identified as being needed in order to ensure reliable conveyance and hydraulic capacity in the South Canal to meet contracted and potential future raw water demands of SJRA's South Canal customers. Work includes labor and materials required to perform preliminary design services for improvements to Siphon 39 and levees between Siphon 37 and Customer.

Key Deliverable(s):	Due Date(s):
Draft Preliminary Engineering Report	169 calendar days after NTP
Final Preliminary Engineering Report	197 calendar days after NTP
Type of Compensation/Amount:	Lump Sum with Not-to-Exceed/\$196,990.70 Cost Plus Multiplier with Not-to-Exceed/\$218,057.50
Total Amount:	\$415,048.20
Construction Cost:	\$12,000,000.00 (Est.)
Anticipated Completion Date:	May 26, 2023

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: Customer Contributions

ATTACHMENTS: Map, Professional Services Agreement and Work Order No. 1, Scope, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute a Professional Services Agreement and Work Order No. 1 in an amount not to exceed \$415,048.20 with Texas Water Engineering, PLLC, for preliminary design for Siphon 39 and Levee Improvements for the Highlands Division.