



**Board of Directors Meeting
May 25, 2023**



AGENDA

**SAN JACINTO RIVER AUTHORITY BOARD OF DIRECTORS
THURSDAY, MAY 25, 2023 - 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. G & A:** Connie Curtis, Director of Technical and Operational Services
 - e. Utility Enterprise:** Chris Meeks, Utility Enterprise Manager
 - f. Lake Conroe:** Bret Raley, Lake Conroe Division Manager
 - g. Highlands:** Richard Tramm, Highlands Division Manager
 - h. 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 April 27, 2023.
- b. Unaudited Financials**

Consider approval of the unaudited financials for the month of April, 2023.

WOODLANDS

- c. Construction Contract - Water Well Nos. 5, 11, and 32 Rehabilitation**

Consider authorizing the General Manager to execute a construction contract for Water Well Nos. 5, 11, and 32 Rehabilitation for the Woodlands Division.

RAW WATER ENTERPRISE

d. Change Order No. 3 - South Canal Improvements Phase 2

Consider authorizing the General Manager to execute Change Order No. 3 for South Canal Improvements Phase 2 Project in Highlands.

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

RAW WATER ENTERPRISE

a. Resolution - Water Right Application

Consider adoption of a resolution of the Board of Directors of the San Jacinto River Authority authorizing the General Manager to submit a water right application to the Texas Commission on Environmental Quality.

7. BRIEFINGS AND PRESENTATIONS

- a.** Presentation regarding the Highlands, Lake Conroe, Bear Branch, and Raw Water Enterprise 10-Year Project Plans.

- 8. 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.** Litigation related to GRP.

- 9. 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.

10. ANNOUNCEMENTS / FUTURE AGENDA

Next San Jacinto River Authority Regular Board Meeting - June 22, 2023.

11. 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 April 27, 2023.	05/25/2023

BACKGROUND INFORMATION

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Minutes

RECOMMENDED ACTION

Approve the minutes of the April 27, 2023, Board of Directors meeting.

Item No.	Agenda Item	Date
5b	Consider approval of the unaudited financials for the month of April, 2023.	05/25/2023

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 April, 2023.

Item No.	Agenda Item	Date
5c	Consider authorizing the General Manager to execute a construction contract for Water Well Nos. 5, 11, and 32 Rehabilitation for the Woodlands Division.	05/25/2023

BACKGROUND INFORMATION

Firm Name: Alsay Incorporated

Project: Water Well Nos. 5, 11, and 32 Rehabilitation

Type of Services: Construction Services

Type of Agreement: Major Construction Services Agreement
(Contract No. 23-0022-A)

Project Description:

Water Well Nos. 5, 11, and 32 were originally designed and installed in 1982, 1994, and 2007 with rehabilitations in 2012, 2012, and never, respectively. Design pumping capacities for Water Well Nos. 5, 11, and 32 are 1,500 gallons per minute (gpm), 1,600 gpm, and 800 gpm, respectively. Over the past two years, all three wells have experienced a significant decline in pumping capacity, and ultimately were placed out of service when mechanical issues arose during operation. All three of these wells require rehabilitation to place them back into service as they are required as part of the overall current and future water supply strategy for The Woodlands. This contract allows for the rehabilitation of all three wells including well video surveys, wire brushing the well screens, jetting out and removing fill material from the bottom of the well, and replacing of well pumps and corroded metal components.

No. Proposals Received/Proposal Receipt Date: 2 / April 12, 2023

Highest Ranked Offeror / Proposed Cost: Alsay Incorporated / \$928,273.10
Second Ranked Offeror / Proposed Cost: Weisinger Incorporated / \$1,151,310.00

Engineer: SJRA Technical Services Department

Proposal Amount: \$928,273.10

Engineer's Estimate: \$900,000.00

Contract Days: 330 Days

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: R&R Funds

ATTACHMENTS: Map, Summary, Proposal Form, Agreement

RECOMMENDED ACTION

Authorize the General Manager to execute a construction contract in the amount of \$928,273.10 with Alsay Incorporated for Water Well Nos. 5, 11, and 32 Rehabilitation for the Woodlands Division, and contract modifications up to the amount approved per the Purchasing Policy.

Item No.	Agenda Item	Date
5d	Consider authorizing the General Manager to execute Change Order No. 3 for South Canal Improvements Phase 2 Project in Highlands.	05/25/2023

BACKGROUND INFORMATION

Firm Name: R&T Ellis Excavating, Inc.

Project: South Canal Improvements Phase 2

Type of Services: Construction Services

Type of Agreement: Major Construction Services Agreement
(Contract No. 21-0046)

Project Description:

South Canal Improvements Phase 2 consists of replacing the aging Siphon 25 and 26 structures, as well as the installation of an access culvert at Siphon 24 bypass, and an all-weather access road around the Highlands Reservoir. During the course of construction, both Siphon 25 (E. Wallisville Road) and Siphon 26 (N. Battlebell Road) were to be replaced by the Contractor within the SJRA easement via open excavation of the county roadways. While replacing the roadway at Siphon 25, it was determined that the road base materials called out in the construction drawings did not meet Harris County Precinct 2 specifications. Change Order No. 3 provides additional compensation for the removal and replacement of the installed road base located at Siphon 25, as well as a road base material change at Siphon 26. Change Order No. 3 also includes a credit to the SJRA for cement stabilized sand associated with the installation of Siphon 25.

Engineer: Texas Water Engineering, PLLC

Original Contract Amount:	\$5,207,810.00
Previously Approved Change Order Nos. 1 & 2:	\$ 72,341.00
<u>Proposed Change Order No. 3:</u>	<u>\$ 68,386.00</u>
Total Revised Contract Amount:	\$5,348,537.00

Original Contract Days:	540	Calendar Days
Previously Approved Change Order Nos. 1 & 2:	6	Calendar Days
<u>Proposed Change Order No. 3:</u>	<u>0</u>	<u>Calendar Days</u>
Total Revised Contract Days:	546	Calendar Days

*See attached Exhibit 1 for additional information on prior change orders.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: R&R Fund

ATTACHMENTS: Exhibit 1, Map, Change Order No. 3

RECOMMENDED ACTION

Authorize the General Manager to execute Change Order No. 3 in the amount of \$68,386.00 and 0 Calendar Days with R&T Ellis Excavating, Inc., for South Canal Improvements Phase 2 in Highlands.

Item No.	Agenda Item	Date
6a	Consider adoption of a resolution of the Board of Directors of the San Jacinto River Authority authorizing the General Manager to submit a water right application to the Texas Commission on Environmental Quality.	05/25/2023

BACKGROUND INFORMATION

SJRA seeks to file an application for a water right with the Texas Commission on Environmental Quality (TCEQ). This resolution provides authorization for the General Manager or his designee to prepare, submit, and perform other necessary actions related to application(s) to the TCEQ to apply for such water right, including employment of necessary consultants to assist in these activities.

STRATEGIC GOAL: Goal 3: Water Resource Leadership

FUNDING SOURCE: Cash

ATTACHMENTS:

RECOMMENDED ACTION

Adopt a resolution of the Board of Directors of the San Jacinto River Authority authorizing the General Manager to submit a water right application to the Texas Commission on Environmental Quality.