



**Board of Directors Meeting
June 27, 2024**



AGENDA
REGULAR MEETING
SAN JACINTO RIVER AUTHORITY BOARD OF DIRECTORS
THURSDAY, JUNE 27, 2024 - 8:00 A.M.
GENERAL AND ADMINISTRATION BUILDING - BOARDROOM
1577 DAM SITE ROAD, CONROE, TEXAS 77304

- 1. CALL TO ORDER**
- 2. CEREMONIAL ITEMS**
 - a. Invocation**
 - b. Pledges of Allegiance**
 - c. Receipt of Commendations, Awards, and Honoraria**
- 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:** Aubrey Spear, General Manager
 - b. G & A:** Heather Ramsey, Director of Communications and Public Affairs
 - c. G & A:** Pam Steiger, Chief Financial Officer
 - d. G & A:** Connie Curtis, Director of Technical and Operational Services
 - e. Operating Divisions:** Ed Shackelford, Director of Operations
 - f. Utility Enterprise:** Chris Meeks, Utility Enterprise Manager
 - g. Lake Conroe:** Bret Raley, Lake Conroe Division Manager
 - h. Highlands:** Richard Tramm, Highlands Division Manager
 - i. 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 May 23, 2024.
- b. Unaudited Financials**

Consider approval of the unaudited financials for the month of April, 2024.

RAW WATER ENTERPRISE

- c. Construction Contract - Lake Conroe Dam Relief Wells Rehabilitation**

Consider authorizing the General Manager to execute a construction contract with Mersino Dewatering, Inc., for Lake Conroe Dam Relief Wells Rehabilitation Project for the Lake Conroe Division.

FLOOD MANAGEMENT

d. First Amendment to Interlocal Agreement - Lake Conroe - Lake Houston Joint Reservoir Operations Study

Consider authorizing the General Manager to negotiate and execute the First Amendment to Interlocal Agreement by and among San Jacinto River Authority, City of Houston, Texas, and City of Humble, Texas, for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.

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

GRP

a. Amended Rate Order - GRP Participants

Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for GRP Participants, effective September 1, 2024.

RAW WATER ENTERPRISE

b. Ratification of Emergency Response for the Repairs of San Jacinto River Authority's CWA South Siphon

Consider ratifying actions by the General Manager regarding issuance of Purchase Orders or other contractual agreements related to the emergency response and repair of San Jacinto River Authority's CWA South Siphon in Highlands.

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. Litigation and other litigation related to GRP.**

c. Discussion regarding Lake Conroe Park, pursuant to Texas Government Code, Section 551.072.

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 - July 25, 2024.

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 May 23, 2024.	06/27/2024

BACKGROUND INFORMATION

STRATEGIC GOAL: Goal 1: Engaged Board of Directors

FUNDING SOURCE: N/A

ATTACHMENTS: Minutes

RECOMMENDED ACTION

Approve the minutes of the May 23, 2024, Board of Directors meeting.

Item No.	Agenda Item	Date
5b	Consider approval of the unaudited financials for the month of April, 2024.	06/27/2024

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: Provided under separate cover

RECOMMENDED ACTION

Approve the unaudited financial statements for the month of April, 2024.

Item No.	Agenda Item	Date
5c	Consider authorizing the General Manager to execute a construction contract with Mersino Dewatering, Inc., for Lake Conroe Dam Relief Wells Rehabilitation Project for the Lake Conroe Division.	06/27/2024

BACKGROUND INFORMATION

Firm Name:	Mersino Dewatering, Inc.
Project:	Lake Conroe Dam Relief Wells Rehabilitation
Type of Services:	Construction Services
Type of Agreement:	Minor Construction Services Agreement (Contract No. 24-0032-A)
Project Description:	

A system of twenty (20) relief wells exists along the toe of the western portion of the Lake Conroe Dam for the purpose of relieving hydraulic pressures in the dam embankment. During previous inspections of the relief well system, bio-fouling (reddish-brown sludge) was identified, and all the relief wells were thoroughly cleaned, rehabilitated, disinfected, and tested in 2018 and 2019. Based upon the results of the previous inspection and cleaning/rehabilitation efforts, SJRA established a rehabilitation and maintenance program to periodically clean the wells to maintain performance of the relief wells. This construction contract provides for all of the labor, materials, and equipment required to rehabilitate four (4) Lake Conroe Dam relief wells. The Contractor shall perform inspection, testing, and mechanical cleaning of Relief Well Nos. 1, 4, 7, and 10. This project is necessary to help ensure the embankment drainage system continues to reliably perform as designed.

No. Proposals Received/Proposal Receipt Date: 1 / May 23, 2024

The procurement for this project was publicly posted, and four qualified contractors were directly notified of the solicitation. Of those four and the 25-30 others that viewed the solicitation on the website, only one proposal for the work was received.

Highest Ranked Offeror / Proposed Cost:	Mersino Dewatering, Inc. / \$85,942.50
Engineer:	San Jacinto River Authority (in-house)
Proposal Amount:	\$85,942.50
Engineer's Estimate:	\$90,000.00
Contract Days:	60 Days

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: Cash

ATTACHMENTS: Map, Proposal Form, Agreement

RECOMMENDED ACTION

Authorize the General Manager to execute a construction contract in the amount of \$85,942.50 with Mersino Dewatering, Inc., for Lake Conroe Dam Relief Wells Rehabilitation Project for the Lake Conroe 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 negotiate and execute the First Amendment to Interlocal Agreement by and among San Jacinto River Authority, City of Houston, Texas, and City of Humble, Texas, for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.	06/27/2024

BACKGROUND INFORMATION

In 2021, City of Houston and City of Humble (the Partners) agreed to collectively fund the fifty percent local match required by the Flood Infrastructure Fund grant awarded to SJRA for the Lake Conroe - Lake Houston Joint Reservoir Operations Study. This agreement was memorialized via an interlocal agreement (the ILA) effective July 16, 2021. Per the ILA, this agreement was set to automatically expire within three years of execution, or July 16, 2024. This proposed First Amendment extends the term of the ILA an additional five years to July 16, 2029.

This study has been on hold awaiting results of City of Houston’s preliminary design and funding acquisition efforts related to construction of additional gates at the Lake Houston Dam, causing substantial schedule delays. The City has completed these efforts and the Joint Reservoir Operations Study is anticipated to begin by the end of 2024. The addition of five years to the ILA term will provide staff ample time, including some contingency, to perform consultant selection and procurement, complete the estimated three-year long study, and perform any required Texas Water Development Board and Partner coordination.

Staff recommends approval of the First Amendment to ILA to extend the term of the ILA.

STRATEGIC GOAL: Goal 3: Water Resource Leadership

FUNDING SOURCE: N/A

ATTACHMENTS: Draft First Amendment to Interlocal Agreement

RECOMMENDED ACTION

Authorize the General Manager to negotiate and execute the First Amendment to Interlocal Agreement by and among San Jacinto River Authority, City of Houston, Texas, and City of Humble, Texas, for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.

Item No.	Agenda Item	Date
6a	Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for GRP Participants, effective September 1, 2024.	06/27/2024

BACKGROUND INFORMATION

For Fiscal Year 2025, the proposed Rate Order decreases the Pumpage Fee and Import Fee from \$2.99 per 1,000 gallons to \$2.67 per 1,000 gallons and decreases the Surface Water Fee from \$3.41 per 1,000 gallons to \$3.26 per 1,000 gallons. The new fees will go into effect on September 1, 2024.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: N/A

ATTACHMENTS: Redline Rate Order (GRP Participants); Non-Redline Rate Order (GRP Participants)

RECOMMENDED ACTION

Adopt an amended Rate Order for GRP Participants, effective September 1, 2024.

Item No.	Agenda Item	Date
6b	Consider ratifying actions by the General Manager regarding issuance of Purchase Orders or other contractual agreements related to the emergency response and repair of San Jacinto River Authority's CWA South Siphon in Highlands.	06/27/2024

BACKGROUND INFORMATION

On May 23, 2024, a dive inspection was performed on the SJRA’s South Siphon, under the Coastal Water Authority (CWA) Canal, which is comprised of a single 84” diameter reinforced concrete pipe approximately 265 feet in length. The siphon conveys critical flow of raw water to SJRA customers on the South Canal. The recent dive inspection observed an approximate 1.5ft x 2ft hole in the top of the concrete siphon pipe which poses a significant risk to SJRA’s and CWA’s assets, along with SJRA’s ability to meet contractual raw water demands.

Near term anticipated expenditures include efforts for further dive inspections, emergency action planning, and engineering services necessary to develop the siphon repair options. These services are currently estimated at approximately \$65,000. It is anticipated that further professional and construction services will be required to complete the selected repairs. A cost estimate for those efforts is undetermined at this time and will vary greatly based on proposed repair solutions.

STRATEGIC GOAL: Goal 2: Operational Excellence

FUNDING SOURCE: Highlands Emergency Reserves

ATTACHMENTS: Map, Emergency Declaration

RECOMMENDED ACTION

Ratify actions by the General Manager regarding issuance of Purchase Orders or other contractual agreements related to the emergency response and repair of San Jacinto River Authority's CWA South Siphon in Highlands.