

**GRP Review Committee
Minutes of Regular Meeting
August 24, 2015**

The San Jacinto River Authority GRP Review Committee meeting was held at 11:30 a.m., August 24, 2015, at the San Jacinto River Authority GRP Division Operations Building located at 6627 Longmire Road, Conroe, Texas 77304. Committee members Mike Mooney, Jackie Chance, Joe Sherwin, and Scott Taylor were present.

1. CALL TO ORDER

The meeting was called to order at 11:37 a.m.

2. PUBLIC COMMENTS (maximum of 3 minutes per speaker)

Mr. Randy Norwood, a Lake Conroe lakefront property owner spoke to the GRP Review Committee and staff. He commented on the established lake level of 201.00 mean sea level (MSL) for Lake Conroe. He requested that consideration be given to increase the MSL to 201.5 MSL. Mr. Mooney deferred to Authority staff for a response. Mr. Kelling explained that the current permit through the Texas Commission on Environmental Quality (TCEQ) establishes the level at 201.00 MSL. He continued by explaining that the design of the dam structure incorporates the current permitted level and stated that increasing the capacity in Lake Conroe can have an impact on the dam structure. Mr. Mitchell Page, Attorney for the Authority discussed the acquisition of land for the development of Lake Conroe and the need that would exist to acquire additional areas, if the permit was increased to 201.5 MSL. Mr. Norwood stated that he would research further. No action was requested of staff.

3. APPROVAL OF MINUTES

Mr. Mooney then indicated that the minutes of the GRP Review Committee meeting on July 20, 2015 were before the Committee for consideration. Motion was made by Mr. Sherwin, seconded by Mr. Chance and unanimously carried, to approve the minutes for the GRP Review Committee meeting as presented.

Ms. Kimberly Wright, Division Administrative Manager then introduced the next items on the agenda for consideration by the SJRA Board on August 27, 2015 and requested that the Committee take a separate action for each item.

4. GRP ITEMS FOR CONSIDERATION BY THE SJRA BOARD OF DIRECTORS ON AUGUST 27, 2015:

- a. Consider authorizing the General Manager to execute Change Order No. 2 to construction contract for Fiber Optic Network Communications System for the GRP Program.

Shane Porter, Project Manager for the Authority then presented an overview of Change Order No. 2 explaining that it provided for labor, material, and equipment required to install the Fiber Optic Network Communications System (FONCS) for the Surface Water Transmission System, Segment W3D, which runs from Southern Montgomery County MUD Water Plant No. 3 to Oak Ridge North Water Plant No. 1 along Maplewood Drive. He continued to explain that for effective communication between the GRP Surface Water Facility and the

Oak Ridge North Water Plant No. 1 Water Receiving Facility, FONCS is required. He discussed the credit for unused items, such as fiber optic cable installation, erosion control measures, and cash allowances and the modification to increase the contract time by twenty-six (26) days. After brief discussion, Motion was made by Mr. Taylor, seconded by Mr. Chance and unanimously approved to recommend the execution of Change Order No. 2 with Fisk Electric Company, for a credit in the amount of (\$15,745.55) for a FONCS for the GRP Program.

Mr. Porter then continued to the next item on the agenda.

- b. Consider authorizing the General Manager to execute Work Order and Three Amendments to Work Orders related to Population of CMMS for the GRP Surface Water Facilities.

He explained that to achieve efficiency in data collection and consistency with data input into the Authority's Computerized Maintenance Management System (CMMS), efforts that were planned to be performed by HDR, AECOM, and Freese and Nichols separately, would be consolidated and performed by CDM Smith. After brief discussion, Motion was made by Mr. Taylor, seconded by Mr. Sherwin and unanimously approved to recommend the execution of Work Order No. 2 in the amount of \$339,762.72 with CDM Smith and three amendments to work orders, including: (i) Amendment No. 1 to Work Order No. 18 in the reduced amount of (\$207,900.00) with HDR for the deletion of professional engineering services related to the population of the CMMS for the Water Treatment Plant, (ii) Amendment No. 1 to Work Order No. 15 in the reduced amount of (\$27,880.64) with AECOM for the deletion of professional engineering services related to the population of the CMMS for the High Service Pump Station, and (iii) Amendment No. 1 to Work Order No. 9 in the reduced amount of (\$26,511.85) with Freese and Nichols for the deletion of professional engineering services related to the population of the CMMS for the Raw Water Intake. Mr. Porter stated that the recommendation of same results in a total net fee of \$77,470.23.

- c. Discuss new Participant(s) in the GRP Program and, in connection therewith, authorize the General Manager, or his designee, to execute letter(s) of assurance to Lone Star Groundwater Conservation District, as requested, and approve the GRP Contract(s) as presented and authorize the execution of same by the General Manager.

There were no items presented. Mr. Mooney proceeded to the next item on the agenda.

- d. Consider and act upon an amended Rate Order for GRP Participants.

Mr. Matt Corley, Compliance and Customer Service Supervisor provided an overview of the next item to amend Article VI of the Rate Order (GRP Participants) to address the Lone Star Groundwater Conservation District's (LSGCD) recently approved rules and regulations related to permitting. As the proposed revisions were provided to the Review Committee in July for review and comments, he then requested consideration of the item. Motion was made by Mr. Mooney, seconded by Mr. Chance and unanimously approved to recommend approval of the amended Rate Order (GRP Participants) with an effective date of August 27,

2015. In closing, he stated that the Authority will begin to pass-through LSGCD's permitting fees to Participants beginning in the fall.

5. UPDATE REGARDING GRP DIVISION

a. Construction Update for August 2015

The Construction Update for August 2015 followed. Mr. Phil Smith, Construction Manager then presented an update on the Surface Water Facility construction progress. He discussed the financial data and the ongoing activities throughout the facility, including operations and the construction status on the permanent access road. Mr. Shane Porter, Project Manager continued by presenting the construction progress on the Surface Water Transmission System, facility improvements by GRP Participants, and project closeouts for July 2015. After brief discussion on the Maplewood construction status, Dr. Robert Hill, SCADA Manager continued by presenting a *GRP SCADA System Overview*, which included describing the various instruments and networked devices utilized for the GRP Program.

b. Compliance and Customer Service Update

Mr. Matt Corley then presented the monthly *GRP Compliance Report* and gave an overview of the information reported. He stated that staff is working with the Participants to begin utilizing the new utility billing software package, TrueBill. He discussed the *2016 Groundwater Production Schedule* and the upcoming deadlines for Participants to submit formal written comments and submittal of same to the LSGCD.

Mr. Hector Ortiz, O&M Manager provided an update on startup activities, and Ms. Ronda Trow, Public Relations Manager discussed ongoing communication with Participants to ensure they are informed of the startup activities and delivery of treated surface water.

Ms. Wright presented the *Monthly Progress Report–July, 2015* and referred to Exhibit 6 of the report to highlight the detail related to current authorizations by the SJRA Board for individual consultants and contractors.

6. DISCUSSION REGARDING FUTURE AGENDA ITEMS

Ms. Wright stated future items to be presented to the Committee will include an update on the submittal of the *2016 Groundwater Production Schedule* to LSGCD at the September, 2015 meeting. She then provided an update on the election for the GRP Review Committee member to fill the vacancy for Participants located east of interstate Highway 45 and stated that the deadline for ballots to be submitted is September 15, 2015 and that ballots will be canvassed at the GRP Review Committee meeting on September 21, 2015. In closing, she stated that each GRP Review Committee member was sent information via email to access the *GRP Review Committee Member Access* area on the Authority's SharePoint site and that any technical issues and/or questions should be directed to her.

7. **FUTURE MEETING SCHEDULE**

September 21, 2015

October 26, 2015

November, 2015 – No meeting scheduled

December 7, 2015

8. **ADJOURN**

Without objection, the meeting was adjourned at 12:26 p.m.



Kimberly Wright
Division Administrative Manager



Mark Smith
GRP Administrator