

**BOARD OF DIRECTORS
SAN JACINTO RIVER AUTHORITY
MINUTES OF REGULAR MEETING
SEPTEMBER 24, 2015**

A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 7:30 a.m., September 24, 2015, at the San Jacinto River Authority General and Administration Building, a notice of said meeting had been posted as required by law. President Lloyd Tisdale, Secretary Mary Rummell, and Board Members John Eckstrum and Mike Bleier were present. Vice President Fred Koetting, Treasurer Joseph Stunja, and Board Member Jim Alexander were absent. General Manager Jace Houston, Deputy General Manager Ron Kelling, Director of Financial and Administrative Services Tom Michel, Director of Raw Water Enterprise David Parkhill, Public Relations Manager Ronda Trow, Woodlands Division Manager SuEllen Staggs, GRP Division Manager Mark Smith, Administrative Services Manager Cynthia Bowman, General Counsel Mitchell Page, and Financial Advisor Jan Bartholomew were in attendance.

1. CALL TO ORDER

The meeting was called to order at 8:02 a.m.

2. PLEDGE OF ALLEGIANCE

The Pledges of Allegiance were led by Ms. Rummell.

3. PUBLIC COMMENTS

Mr. Lee Cotton, 14132 Lakepoint Drive, Willis, Texas 77318, commented on future lake levels, stating that residential areas, tax revenues, and businesses would be negatively impacted in the future.

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:

Mr. Houston commented on the Texas Flash Flood Coalition event hosted by the Lake Conroe Division of the River Authority. He stated that discussions were primarily related to technical aspects of the rain events in and around the area that occurred in the spring.

b. G & A: Ms. Trow joined Mr. Smith and spoke in regards to the first day of water delivery from the GRP Surface Water Transmission System.

c. G & A: Mr. Michel spoke in regards to the upcoming Finance Committee meeting slated for November as well as preparations for the annual audit scheduled for December.

d. Woodlands: Ms. Staggs introduced and congratulated her staff for their efforts in receiving Peak Performance Platinum, Gold, and Silver Awards from the National Association of Clean Water Agencies, stating that they have received these awards for the past eight years. She went on to present information regarding Wastewater System Optimization. Ms. Staggs explained that reviewing previous studies and analyses, development of an asset management plan, updating projected wastewater flows related to growth and development, and analysis of alternatives to optimize existing and future wastewater assets, are necessary steps in completing a comprehensive plan which will assist in assessing future development needs, rehabilitation of

aging infrastructure, and cost-effective rehabilitation efforts. Ms. Staggs stated that a Professional Services Agreement with a consultant will be forthcoming to assist staff with specialized skill sets related to this project.

- e. **GRP:** Mr. Smith provided information related to the September 18, 2015, first day of water delivery by the GRP to the Woodlands water plants. Mr. Kelling then provided the Board with glasses of freshly-treated water from the GRP Surface Water Facility. Mr. Smith then reported that the GRP Review Committee met on Monday, September 21, 2015, and recommended approval of all items on the agenda related to the GRP Division.
- f. **Technical Services:** Mr. Phil Smith and Mr. Shane Porter gave an update on the GRP Surface Water Facility and the Surface Water Transmission Line System, respectively, for the month of August, 2015. It was mentioned that GRP Surface Water Facilities tours will be ongoing throughout the month. Mr. Kelling explained variations within Lake Conroe over the last several years in a number of water quality parameters. Due in part to these variations, Mr. Kelling explained that staff is considering a number of enhancements to the surface water treatment facility that will be presented to the Board for consideration at future meetings.
- g. **Raw Water:** Mr. Parkhill stated that the proposed On-Site Sewage Facilities (OSSF) Order will be forthcoming at the December Board meeting.

5. CONSENT AGENDA

Mr. Houston introduced Mr. David Brown of the United States Geological Survey. Mr. Bleier inquired about Consent item 5g. Mr. Page gave a brief explanation of the water supply contract and explained elements of the amendment. With no further comments, Mr. Bleier made a motion to approve all items on the consent agenda (listed below). The motion was seconded by Ms. Rummell and carried unanimously.

- a. **Approval of Minutes** - Regular Meeting of August 27, 2015.

- b. **Quarterly Investment Report for the Quarter Ended August 31, 2015**

Review and act upon approval of Quarterly Investment Report for the Quarter Ended August 31, 2015.

- c. **Joint Funding Agreement for Data Collection Activities**

Consider authorizing the General Manager to execute a joint funding agreement with U.S. Geological Survey in the amount of \$132,805 for water resource investigations and data collection activities during the period of October 1, 2015, through September 30, 2016.

- d. **Woodlands - Professional Services Agreement and Work Order No. 1 for Construction Inspection Services for Wastewater Treatment Plan No. 1 Grit Removal Replacement and Filter Rehabilitation**

Consider authorizing the General Manager to execute a professional services agreement and Work Order No. 1 with Project Surveillance, Inc., in the amount of \$93,770, for construction inspection services for Wastewater Treatment Plant No. 1 Grit Removal Replacement and Filter Rehabilitation in The Woodlands.

e. Woodlands - Work Order No. 2 for Construction Inspection Services for Rehabilitation of Sanitary Sewer Gravity Mains

Consider authorizing the General Manager to execute Work Order No. 2 with Project Surveillance, Inc., in the amount of \$30,298, for construction inspection services during Rehabilitation of Sanitary Sewer Gravity Mains in The Woodlands.

f. GRP - Change Order No. 3 to Construction Contract for Fiber Optic Network Communication System

Consider authorizing the General Manager to execute Change Order No. 3 with Fisk Electric Company, for an increase of \$35,930, to construction contract for Fiber Optic Network Communication System for the GRP Program.

g. Raw Water Enterprise - Amendment to Water Supply Contract with Harris County Municipal Utility District No. 50

Consider authorizing the General Manager to execute an amendment to water supply contract with Harris County Municipal Utility District No. 50, amending Section 4(d) of the contract, for a term ending June 1, 2025.

h. Raw Water Enterprise - Work Order No. 16 for Design Services for Engineering Design Services for the Outlet Pond Improvements at Lake Conroe Dam

Consider authorizing the General Manager to execute Work Order No. 16 with Freese and Nichols, Inc., in an amount not to exceed \$15,101, for engineering design services for the Outlet Pond Improvements at Lake Conroe Dam for the Raw Water Enterprise.

6. REGULAR AGENDA

a. G&A: There were no items for approval related to G&A.

b. WOODLANDS:

1. Change Order No. 2 for Construction of the Demolition and Replacement of Ground Storage Tank No. 1 at Water Plant No. 1

Ms. Staggs presented information related to Change Order No. 2 with Quadvest. Without further discussion, Ms. Rummell made a motion to authorize the General Manager to execute Change Order No. 2 with Quadvest Construction, L.P., in an amount of \$29,546, for construction of the Demolition and Replacement of Ground Storage Tank No. 1 at Water Plant No. 1 in The Woodlands. The motion was seconded by Mr. Eckstrum and carried unanimously.

c. GRP:

1. New GRP Participants

Because there were no new participants, this item was not considered.

d. RAW WATER ENTERPRISE:

It was announced that items 6d1 through 6d3 would be considered together.

Mr. Parkhill provided a brief overview of the Harris County Flood Control District Ditch Siphon Improvements Project. With no discussion, Ms. Rummell moved approval of items 6d1 through 6d3. The motion was seconded by Mr. Bleier and carried unanimously.

1. Harris County Flood Control District Ditch (HCFCD) Siphon Improvements Project

Consider authorizing the General Manager to execute a construction contract with Lecon, Inc., in the amount of \$2,067,000, for Harris County Flood Control District Ditch (HCFCD) Siphon Improvements Project in Highlands, and contract modifications up to \$75,000.

2. Work Order No. 17 for Construction Phase Services for Harris County Flood Control District Ditch (HCFCD) Siphon Improvements Project

Consider authorizing the General Manager to execute Work Order No. 17 with Freese and Nichols, Inc., in an amount not to exceed \$45,294, for construction phase services for Harris County Flood Control District Ditch (HCFCD) Siphon Improvements Project in Highlands.

3. Work Order No. 4 for Construction Materials Testing for Harris County Flood Control District Ditch (HCFCD) Siphon Improvements Project

Consider authorizing the General Manager to execute Work Order No. 4 with Geotest Engineering, Inc., in an amount not to exceed \$39,686, for construction materials testing for Harris County Flood Control District Ditch (HCFCD) Siphon Improvements Project in Highlands.

4. Work Order No. 2 for Professional Preliminary Design Services for Coastal Water Authority South Canal Transfer Pump Station Improvements

Mr. Parkhill provided information related to the Coastal Water Authority South Canal Pump Station Improvements project, discussing the need for additional capacity in the future. Mr. Eckstrum made a motion, with a second from Ms. Rummell, to authorize the General Manager to execute Work Order No. 2 with Brown & Gay Engineers, Inc., in the amount of \$56,313, for professional preliminary design services for Coastal Water Authority South Canal Transfer Pump Station Improvements in Highlands. The motion carried unanimously.

7. BRIEFINGS AND PRESENTATIONS

a. Update regarding Highlands Fiscal Year 2015 Projects

Mr. Matt Barrett presented information regarding the Raw Water Enterprise Fiscal Year 2015 Highlands Projects which included Lake Houston Pump Station Miscellaneous Rehab, Siphon 7 Improvements, Siphon 15 SCADA Flow Monitoring, Main Canal Analysis, East Canal Transfer Pump Station, North Main Siphon Improvements, Harris County Flood Control District Ditch Siphon Improvements, Sjolander Road Siphon Improvements, CWA South Canal Transfer Pump Station Improvements, Siphon 37 Improvements, and the South Canal Analysis.

b. Presentation regarding Consultant Selection and Contracting

Mr. Kelling presented information regarding consultant selection and contracting, providing details related to project delivery, types of consultants, material/equipment suppliers, contractors, processes for third party service providers, professional services procurement process, contract development, and advantages to the various types of contracts SJRA utilizes.

8. EXECUTIVE SESSION

The meeting was called into executive session at 9:50 a.m., under the provisions of Section 551, Texas Government Code, to discuss topics under the authority of Section 551.071, consultation with attorney.

9. OPEN SESSION FOR ACTION FOLLOWING EXECUTIVE SESSION

The meeting was called into open session at 10:26 a.m. No action was taken regarding the items discussed in executive session.

10. ANNOUNCEMENTS / FUTURE AGENDA

Mr. Tisdale announced that the next SJRA Board Meeting will be held on October 29, 2015.

11. ADJOURN

Without objection, the meeting was adjourned at 10:27 a.m.


Mary L. Rummell, Secretary