



**Board of Directors Meeting
July 24, 2025**



Agenda
Regular Meeting
San Jacinto River Authority Board of Directors
Thursday, July 24, 2025 - 9:00 A.M.
General and Administration Building - Boardroom
1577 Dam Site Road, Conroe, Texas 77304

A quorum of the San Jacinto River Authority Board of Directors will be physically present in the Boardroom of the General and Administration Building located at 1577 Dam Site Road, Conroe, Texas, as it is the intent of the Board of Directors to have a quorum physically present at this location. One or more members of the Board of Directors, however, may participate in the meeting by video-conference call as permitted under Section 551.127 of the Texas Government Code.

1. Call to Order

2. Ceremonial Items

2.1 Invocation - Taylor Robertson, Restoration Church Woodforest

2.2 Pledges of Allegiance to the U.S. and Texas Flags

2.3 Receipt of Commendations, Awards, and Honoraria

3. Public Comments (3 minutes per speaker)

4. Work Session

This item consists of updates, briefings, presentations, and discussion items that may require in-depth consideration and discussion by the Board.

4.1 Update by the General Manager regarding meetings, projects, events, issues, and activities pertinent to the Authority.

4.2 Update by the Director of Communications and Public Affairs regarding various division and department projects, initiatives, tours, meetings, and social media platforms.

4.3 Presentation regarding the proposed Fiscal Year 2026 Operating Budgets.

4.4 Presentation regarding the proposed Calendar Year 2026 rates for Raw Water customers.

4.5 Presentation regarding the proposed Fiscal Year 2026 rates for the Woodlands Division customers.

4.6 Presentation regarding the proposed Fiscal Year 2026 rates for GRP Participants.

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.

5.1 G&A - Minutes

Approval of Minutes - Regular Meeting of June 26, 2025.

5.2 G&A - Unaudited Financials

Consider approval of the unaudited financials for the month of June, 2025, and approval of revised unaudited financials for the months of February, March, April, and May, 2025.

5.3 GRP - Work Order No. 1 for 24-Inch SJRA GRP Water Line Relocation along SH75

Consider authorizing the General Manager to execute Work Order No. 1 with Lockwood, Andrews & Newnam, Inc., for design engineering services for 24-Inch SJRA GRP Water Line Relocation along State Highway 75 for the GRP Division.

5.4 Raw Water Enterprise - Professional Services Agreement and Work Order No. 1 for Garth Road Siphon Improvements

Consider authorizing the General Manager to execute a Professional Services Agreement and Work Order No. 1 with Pape-Dawson Engineers, LLC, for preliminary design of siphon improvements for the Garth Road Siphon Improvements Project for the Highlands Division.

5.5 Woodlands - Amendment No. 3 to Work Order No. 1 for Lift Station No. 1 Bypass Decommissioning

Consider authorizing the General Manager to execute Amendment No. 3 to Work Order No. 1 with Baxter & Woodman, Inc., for final design of Lift Station No. 1 Bypass and Decommissioning for the Woodlands Division.

6. Regular Agenda

This agenda consists of items requiring individual consideration by the Board of Directors.

6.1 G&A - Contract for Electronic Document and Records Management System

Consider authorizing the General Manager to execute a contract with MCCi, LLC, for implementation of an Electronic Document and Records Management System for the San Jacinto River Authority.

6.2 Flood Management - Resolution - Amendment to Flood Infrastructure Fund Grant Funding for the Lake Conroe - Lake Houston Joint Reservoir Operations Study

Consider adoption of a resolution of the San Jacinto River Authority Board of Directors authorizing the General Manager to negotiate and execute certain amendments to an agreement with the Texas Water Development Board for grant funding from the Flood Infrastructure Fund for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.

6.3 Flood Management - Professional Services Agreement and Work Order No. 1 for Lake Conroe - Lake Houston Joint Reservoir Operations Study

Consider authorizing the General Manager to negotiate and execute a Professional Services Agreement and Work Order No. 1 with Black & Veatch Corporation for the Lake Conroe - Lake Houston Joint Reservoir Operations Study for the Flood Management Division.

6.4 GRP - Third Supplemental Agreement for Surface Water Delivery

Consider authorizing the General Manager to execute a Third Supplemental Agreement with MSEC Enterprises, Inc., relating to surface water delivery from GRP.

6.5 Lake Conroe - Water Line Easement

Consider authorizing the General Manager to execute a Water Line Easement with Concert Walden Conroe, LLC, on a 0.065-acre tract, located in the William Atkins Survey, A-3, near Montgomery, Texas.

6.6 Lake Conroe - Resolution - Amended Encroachment Policy

Consider adoption of a resolution of the San Jacinto River Authority Board of Directors amending the policy of the San Jacinto River Authority regarding consents to encroachments on easements in and around Lake Conroe.

6.7 Raw Water Enterprise - Resolution - Amending Certain Reserve Fund Balances

Consider adoption of a resolution of the San Jacinto River Authority Board of Directors amending the Lake Conroe Division, the Highlands Division, and the General and Administration Division Emergency Reserve Targeted Fund Balance and establishing a Project Fund for the Raw Water Supply and Flood Management Divisions.

6.8 Highlands - Amendment to a Supplemental Agreement to a Water Supply Contract with an Industrial Customer

Consider authorizing the General Manager to negotiate and execute an amendment to a supplemental agreement to a water supply contract, in a form approved by the General Counsel, with an industrial customer related to Siphon 39 and Levee Improvements for the Highlands Division.

6.9 Highlands - Funding Agreement for Siphon 39 and Levee Improvements

Consider authorizing the General Manager to negotiate and execute a funding agreement, in a form approved by the General Counsel, with an industrial customer related to Siphon 39 and Levee Improvements for the Highlands Division.

6.10 Highlands - Resolution - Fiscal Year 2025 Budget Amendment

Consider adoption of a resolution of the San Jacinto River Authority Board of Directors adopting an amended budget for the Highlands Division related to Siphon 39 and Levee Improvements Project.

6.11 Highlands - Construction Contract for Siphon 39 and Levee Improvements

Consider authorizing the General Manager to execute a construction contract with ECON Development, Inc., for Siphon 39 and Levee Improvements for the Highlands Division.

6.12 Highlands - Work Order No. 3 (Construction Phase Services) for Siphon 39 and Levee Improvements

Consider authorizing the General Manager to execute Work Order No. 3 with Texas Water Engineering, PLLC, for construction phase services for Siphon 39 and Levee Improvements for the Highlands Division.

6.13 Highlands - Work Order No. 4 (Construction Materials Testing) for Siphon 39 and Levee Improvements

Consider authorizing the General Manager to execute Work Order No. 4 with Aviles Engineering Corporation for construction materials testing and inspection 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.

7.1 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.

7.2 Pursuant to Texas Government Code, Section 551.071, Consultation with Attorney:

7.2.1 Discuss litigation related to Hurricane Harvey, including additional legal services to be provided by Hunton Andrews Kurth, LLP; and

7.2.2 Litigation involving City of Conroe, City of Magnolia, Quadvest, L.P., Woodland Oaks Utility, L.P., related to GRP, and other potential 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 - August 28, 2025.

10. Adjourn

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
5.1	Consider approval of minutes from the Board of Directors meeting of June 26, 2025.	07/24/2025

BACKGROUND INFORMATION

FUNDING SOURCE: N/A

ATTACHMENTS: Minutes

RECOMMENDED ACTION

Approve the minutes of the June 26, 2025, Board of Directors meeting.

Item No.	Agenda Item	Date
5.2	Consider approval of the unaudited financials for the month of June, 2025, and approval of revised unaudited financials for the months of February, March, April, and May, 2025.	07/24/2025

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.

The monthly unaudited financial statements for February through May 2025 were issued without inclusion of budget amendments approved by the Board of Directors. The attached unaudited financial statements have been corrected to include the budget amendments and listed below are the Division financial statements that were impacted for each of these months:

Month	Division Financials Impacted
February 2025	Woodlands
March 2025	Woodlands
April 2025	Woodlands
May 2025	Woodlands, G&A, and Lake Conroe

The changes have been highlighted in the revised financial statements attached.

FUNDING SOURCE: N/A

ATTACHMENTS: Revised Unaudited Financials for the months February through May, 2025; June financials will be provided under separate cover.

RECOMMENDED ACTION

Approve the unaudited financial statements for the month of June, 2025, and approval of revised unaudited financial statements for the months of February, March, April, and May, 2025.

Item No.	Agenda Item	Date
5.3	Consider authorizing the General Manager to execute Work Order No. 1 with Lockwood, Andrews & Newnam, Inc., for design engineering services for 24-Inch SJRA GRP Water Line Relocation along State Highway 75 for the GRP Division.	07/24/2025

BACKGROUND INFORMATION

Firm Name: Lockwood, Andrews & Newnam, Inc.

Project: 24-Inch SJRA GRP Water Line Relocation along SH 75

Type of Agreement: Master Professional Services Agreement
(Contract No. 23-0051-D)

Project Description/Justification:

The 24-inch water transmission line along State Highway (SH) 75 between FM 830 and Silver Springs Road was completed in 2015 as part of the transmission system to deliver surface water to water plants on the northeast side of Conroe. This portion of the water line was placed in a 20-foot exclusive easement 20 feet away from the west right-of-way (ROW) of SH 75. In late 2024, TxDOT notified SJRA of a plan to widen SH 75 which included acquiring approximately 40 feet of additional ROW on the west side of SH 75, taking in SJRA's easement, and resulting in the cessation of all protections of the exclusive easement. SJRA desires to acquire a new 20-foot easement beyond the proposed SH 75 ROW line and relocate the 24-inch water line to be within this new easement. TxDOT has provided written assurance that SJRA will be reimbursed for expenses incurred related to relocating the GRP 24-inch water transmission line.

Work Order Scope:

Work Order No. 1 will include project management, preliminary and final engineering design, topographic survey, metes and bounds preparation, and procurement assistance for the relocation of the 24-inch water line west of SH 75 between FM 830 and Silver Springs Road, and the acquisition of the new 20-foot exclusive easement.

Key Deliverable(s):	Due Date(s):
30% Design Submittal Package	October 10, 2025
75% Design Submittal Package	December 19, 2025
Final Design Submittal Package	March 11, 2026

Type of Compensation/Amount: Lump Sum/\$96,286.00

Total Amount: \$96,286.00

Construction Cost: \$680,000.00 (Est.)

Anticipated Completion Date: April 22, 2026

FUNDING SOURCE: O&M Budget

ATTACHMENTS: Map, Work Order No. 1, Scope, Level of Effort, Schedule

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 1 in an amount not to exceed \$96,286.00 with Lockwood, Andrews & Newnam, Inc., for 24-Inch SJRA GRP Water Line Relocation along SH 75 for the GRP Division.

Item No.	Agenda Item	Date
5.4	Consider authorizing the General Manager to execute a Professional Services Agreement and Work Order No. 1 with Pape-Dawson Engineers, LLC, for preliminary design of siphon improvements for the Garth Road Siphon Improvements Project for the Highlands Division.	07/24/2025
BACKGROUND INFORMATION		
<div>Firm Name: Pape-Dawson Engineers, LLC</div> <div>Project: Garth Road Siphon Improvements</div> <div>Type of Agreement: Professional Services Agreement (Contract No. 25-0043)</div> <div>Project Description/Justification: The SJRA Highlands Division delivers raw water to multiple municipal, industrial, and irrigation customers through the 24/7 operation of a canal system in East Harris County. The Garth Road Siphon, located on SJRA’s East Canal, was constructed in 1964 and has a single 48-inch reinforced concrete pipe without headwalls. Harris County widened Garth Road within the existing right-of-way in 2021, but the siphon was not replaced/extended. This project will include removal or abandonment of the existing siphon pipe and appurtenances, and replacement with new dual siphons, headwalls, water control gates, and appurtenances. The project may require utility relocations and trenchless construction methods. The project is necessary due to the existing siphon age, structural condition, safety, reliability, and will provide redundancy, improved site access, and additional control for the canal system.</div> <div>Work Order Scope: Work Order No. 1 will include preliminary design of siphon improvements that will consist of surveying, site investigations, geotechnical investigation, and preliminary design for the demolition, grouting, and/or abandonment of existing siphon pipe, trenchless or open-cut installation of new siphon pipes, and construction of new intake and discharge headwall structures per SJRA standards. The preliminary engineering report will identify siphon improvement requirements, constructability constraints, and design alternatives.</div> <div><div>Key Deliverable(s):</div><div>Due Date(s):</div><div>Draft Preliminary Engineering ReportNovember 13, 2025</div><div>Final Preliminary Engineering ReportDecember 18, 2025</div></div> <div>Type of Compensation/Amount: Lump Sum with Not-to-Exceed/\$203,592.86 Time and Materials with Not-to-Exceed/\$34,630.20</div> <div>Total Amount: \$238,223.06</div> <div>Construction Cost: \$6,304,000 (Est.)</div> <div>Anticipated Completion Date: December 18, 2025</div>		
FUNDING SOURCE: R&R		
ATTACHMENTS: Exhibit 1, 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 \$238,223.06 with Pape-Dawson Engineers, LLC, for preliminary design of siphon improvements for the Garth Road Siphon Improvements Project for the Highlands Division. .		

Item No.	Agenda Item	Date
5.5	Consider authorizing the General Manager to execute Amendment No. 3 to Work Order No. 1 with Baxter & Woodman, Inc., for final design of Lift Station No. 1 Bypass and Decommissioning for the Woodlands Division.	07/24/2025
BACKGROUND INFORMATION		
<div>Firm Name: Baxter & Woodman, Inc.</div> <div>Project: Lift Station No. 1 Gravity Main Bypass and Decommissioning</div> <div>Type of Agreement: Professional Services Agreement (Contract No. 23-0066-A)</div> <div>Project Description/Justification: As work has continued on final design of the Lift Station No. 1 Gravity Main Bypass and Decommissioning project, amendments have been made to accommodate the project’s needs as design progresses. With Amendment No. 3, the total cost of amendments exceeds 25% of the original Work Order No. 1 amount. With the construction of this project being funded by 2017 Texas Water Development Board (TWDB) Bond funds, an environmental study is needed to meet TWDB requirements. The consultant is also incorporating design for the abandonment of the 18-inch gravity main along Grogans Mill Rd which the current Lift Station No. 1 force main discharges into.</div> <div>Amendment No. 3 Scope: Amendment No. 3 to Work Order No. 1 includes engineering and environmental services to complete a TWDB request for a federal Categorical Exclusion (CE), incorporate into the Final Design documents the abandonment of approximately 1,340 linear feet of 18 inch gravity main, and obtain easement descriptions with metes and bounds for an expanded construction easement with the HOA at the final LS No. 1 bypass gravity sewer connection and for route adjustments.</div> <div><div>Key Deliverable(s):Due Date(s):</div><div>Environmental Categorical Exclusion DocumentsAugust 28, 2025</div><div>90% SubmittalJuly 15, 2025</div><div>100% SubmittalNovember 12, 2025</div></div> <div>Type of Compensation/Amount: Lump Sum with Not-to-Exceed/\$13,658.00</div> <div><div>Original Fee for Work Order No. 1: \$ 145,163.00 (Board Approved February 22, 2024)</div><div>Amendments No. 1 and 2: \$ 35,166.00 (Issued as shown in Exhibit 1)</div><div>Amendment No. 3: \$ 13,658.00 (Recommended Action)</div><div>Total Amount: \$ 193,987.00</div></div> <div>Construction Cost: \$3,520,000.00 (Est.)</div> <div>Anticipated Completion Date: November 12, 2025</div> <div>*See attached Exhibit 1 for additional information on prior work orders and amendments.</div>		
FUNDING SOURCE: R&R		
ATTACHMENTS: Exhibit 1, Map, Amendment No. 3 to Work Order No. 1, Level of Effort, Schedule, Subconsultant Proposals		
RECOMMENDED ACTION		
Authorize the General Manager to execute Amendment No. 3 to Work Order No. 1 in an amount not to exceed \$13,658.00 with Baxter & Woodman, Inc., for final design of Lift Station No. 1 Bypass and Decommissioning for the Woodlands Division.		

Item No.	Agenda Item	Date
6.1	Consider authorizing the General Manager to execute a contract with MCCi, LLC, for implementation of a comprehensive Electronic Document and Records Management System for the San Jacinto River Authority.	07/24/2025

BACKGROUND INFORMATION

In 2011, the San Jacinto River Authority (SJRA) chose SharePoint 2010 (SP2010) as the in-house solution for the collaboration, collection, and maintenance of records related to the development of the GRP Surface Water Treatment Plant and Transmission System. At that time, it was determined that SP2010 would also be utilized for electronic document management and retention purposes for SJRA's vital records, at no additional cost.

Historically, IT staff have developed custom content to meet the needs of SJRA's various programs, projects, and plans. Due to extensive customization and the complexity of metadata associated with the engineering and construction project records maintained in SP2010, staff has been unable to successfully upgrade these records to newer versions of SharePoint. As SP2010 is no longer being supported, it has become increasingly difficult to maintain the system, which increases the risk of loss to the volume of records contained within.

With advances in technology, cloud-based systems have become the predominant computing structure. In 2022, staff performed a search of cooperative program vendors specializing in comprehensive Electronic Document and Records Management Systems (EDRMS). Staff contacted MCCi, LLC, to receive a demonstration of their Laserfiche software platform and to further discuss SJRA's electronic document and records management needs. Staff also met with AQL Technologies to receive a demonstration of their SharePoint Online platform and to discuss the costs of upgrading our current SharePoint system, including migration efforts for the construction and engineering project records housed in SP2010. Following considerable examination to ensure all perspectives were considered, Laserfiche was chosen as the solution that best fits SJRA's EDRMS needs. The system provides flexibility to grow/adapt in the future and with BuyBoard pricing, it was determined to be the most cost-effective solution for SJRA.

Staff recommends approval of a contract with MCCi, LLC, for Laserfiche Cloud Implementation with Records Management to serve as SJRA's comprehensive EDRMS. Implementation and training are expected to begin in September with a targeted completion time of 6-8 months.

One-time Services Cost:	\$ 33,345.00
Annual Support/Subscription Cost:	<u>\$ 50,001.75</u>
Total EDRMS Implementation Cost:	\$ 83,346.75

FUNDING SOURCE: General Fund (IT Budget)

ATTACHMENTS: Contract and Addendum No. 1

RECOMMENDED ACTION:

Authorize the General Manager to execute a contract with MCCi, LLC, in the amount of \$83,346.75 for implementation and support services for a comprehensive Electronic Document and Records Management System (EDRMS) for the San Jacinto River Authority.

Item No.	Agenda Item	Date
6.2	Consider adoption of a resolution of the San Jacinto River Authority Board of Directors authorizing the General Manager to negotiate and execute certain amendments to an agreement with the Texas Water Development Board for grant funding from the Flood Infrastructure Fund for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.	07/24/2025
BACKGROUND INFORMATION		
<p>On July 27, 2021, SJRA entered into an agreement (Grant Agreement) with the Texas Water Development Board for Flood Infrastructure Fund grant funding in the amount of \$500,000 for the Lake Conroe - Lake Houston Joint Reservoir Operations Study (Joint Operations Study). The study has been on hold pending results of City of Houston's (COH) preliminary design efforts on a project to add new gates or uncontrolled additional spillway capacity at the Lake Houston Dam. COH's efforts have now progressed to an extent that this study can be performed in parallel with the remainder of COH's project. SJRA has selected a consultant to perform the Joint Operations Study and has negotiated scope and level of effort.</p> <p>An amendment to the Grant Agreement is required to align the agreement with the final scope, task budget amounts per the level of effort, and update TWDB terms and conditions. The proposed amendment will not change the total grant amount or budget of the project.</p> <p>The recommended resolution authorizes the General Manager or his designee to negotiate and execute the above described amendment, as well as any future amendments to the Grant Agreement deemed appropriate by staff which do not result in an increase to the total budget of the project or amount of grant funds to be provided.</p>		
FUNDING SOURCE: N/A		
ATTACHMENTS: Map, Resolution, Draft Grant Agreement Amendment		
RECOMMENDED ACTION		
Adopt a resolution of the San Jacinto River Authority Board of Directors authorizing the General Manager to negotiate and execute certain amendments to an agreement with the Texas Water Development Board for grant funding from the Flood Infrastructure Fund for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.		

Item No.	Agenda Item	Date
6.3	Consider authorizing the General Manager to negotiate and execute a Professional Services Agreement and Work Order No. 1 with Black & Veatch Corporation for the Lake Conroe - Lake Houston Joint Reservoir Operations Study for the Flood Management Division.	07/24/2025
BACKGROUND INFORMATION		
<p>Firm Name: Black & Veatch Corporation</p> <p>Project: Lake Conroe - Lake Houston Joint Reservoir Operations Study</p> <p>Type of Agreement: Professional Services Agreement (Contract No. 25-0011-A)</p> <p>Project Description/Justification:</p> <p>The goal of this study is to determine the most efficient and safe operation of Lake Conroe and Lake Houston reservoirs in series once additional release capacity is installed at the Lake Houston Dam. The City of Houston (COH) is currently in the design phase of a project to add new gates or uncontrolled additional spillway capacity at the Lake Houston Dam which could greatly increase its release capacity. SJRA has executed a funding agreement with the Texas Water Development Board (TWDB) for Flood Infrastructure Fund (FIF) funding to develop the study and will serve as the lead agency. The study is expected to be partially funded by the TWDB FIF grant and partially by local funds from the COH and City of Humble (Funding Partners).</p> <p>Work Order Scope:</p> <p>The primary elements of the work included in the study are:</p> <ul style="list-style-type: none"> - Development of an inflow forecasting tool for Lake Houston; - Support development of a gate operations policy being completed by COH/CWA for the Lake Houston Dam; - Evaluate feasibility and effectiveness of pre-releases at either or both reservoirs with the addition of the spillway improvements at Lake Houston. The evaluation will consider the impacts, benefits, and risks during different weather scenarios. Impacts on water supply resulting from pre-releases will also be evaluated; and - Provide project management, communication, and outreach associated with the study. <p>Key Deliverable(s): Due Date(s):</p> <p>Final Report to TWDB June 30, 2027</p> <p>Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$1,000,000.00</p> <p>Total Amount: \$1,000,000.00 (Funded by TWDB FIF and Cities of Houston and Humble)</p> <p>Construction Cost: N/A (Est.)</p> <p>Anticipated Completion Date: December 31, 2027</p>		
FUNDING SOURCE: Grant, Partner Contributions, In-Kind Services		
ATTACHMENTS: Map, Draft Professional Services Agreement and Work Order No. 1, Scope, Level of Effort, Schedule		
RECOMMENDED ACTION		
Authorize the General Manager to negotiate and execute a Professional Services Agreement and Work Order No. 1 in an amount not to exceed \$1,000,000.00 with Black & Veatch Corporation for the Lake Conroe - Lake Houston Joint Reservoir Operations Study for the Flood Management Division.		

Item No.	Agenda Item	Date
6.4	Consider authorizing the General Manager to execute a Third Supplemental Agreement with MSEC Enterprises, Inc., relating to surface water delivery from GRP.	07/24/2025
BACKGROUND INFORMATION		
<p>Representatives from MidSouth Enterprises, Inc. (MSEC) presented before the GRP Review Committee in June 2025, seeking surface water to enhance their groundwater well supply. Since becoming a participant in the GRP in 2010, MSEC has primarily relied on groundwater to satisfy its water demands. Previously, MSEC received surface water from the GRP until March 2024, when a fire resulted in the destruction of their surface water receiving facilities, leading to the relinquishment of their allocation. During the meeting, MSEC representatives explained that both current and anticipated growth in their service area, along with various operational considerations, necessitate additional water to meet increasing demands.</p> <p>On June 13, 2025, MSEC formally requested surface water at a minimum of 1,000,000 gallons per day, with a maximum request of 2,000,000 gallons per day, equating to an annual allocation of 547,500,000 gallons. They also assured that there would not be a decrease in their groundwater extraction, committing to a minimum annual groundwater pumpage of 1,045,000,000 gallons.</p> <p>Furthermore, MSEC indicated that the reconstruction of the surface water receiving facility at their water plant site will proceed in collaboration with SJRA, although the financing will be the responsibility of MSEC.</p> <p>As a result of this request, the GRP's annual production average is projected to rise from 15.0 MGD, as originally planned for FY2026, to 16.5 MGD for FY2026. Since MSEC's annual groundwater extraction will remain unchanged, the requested surface water represents an additional demand on the GRP. This increased demand is expected to generate additional revenue that will help offset the expenses associated with surface water production. Consequently, the overall impact on GRP participants is favorable, resulting in a reduction of the GRP Groundwater Pumpage Fee and the GRP Surface Water Delivery Fee by \$0.01 each.</p> <p>The GRP Review Committee will address this matter during their meeting on July 21, 2025, and it is expected that a recommendation will be made for consideration at the subsequent SJRA Board of Directors meeting.</p>		
FUNDING SOURCE: N/A		
ATTACHMENTS: MSEC Formal Request; Draft Supplemental Agreement		
RECOMMENDED ACTION		
Authorize the General Manager to execute a Third Supplemental Agreement with MSEC Enterprises, Inc., for surface water delivery from GRP.		

Item No.	Agenda Item	Date
6.5	Consider authorizing the General Manager to execute a Water Line Easement agreement with Concert Walden Conroe, LLC, on a 0.065-acre tract, located in the William Atkins Survey, A-3, near Montgomery, Texas.	06/26/2025
BACKGROUND INFORMATION		
<p>Concert Walden Conroe, LLC, requests permission to install a water line across SJRA property beneath Lake Conroe. A 6-inch golf course irrigation line will be installed inside a 10-inch casing. As part of the request, a 10-foot wide Water Line Easement Agreement is needed. As described by Metes and Bounds, the water line will be installed parallel to an existing bridge, from shoreline to shoreline, and include a minimum of 5-feet of cover.</p> <p>Applicant: Concert Walden Conroe, LLC - Care of Jeremy Ice, General Manager Location: Walden on Lake Conroe, Reserve E Hole 13 and 14 and Reserve D Hole 11, Section 9 Cost of Easement: \$2,132.37</p> <p>The easement cost includes a \$2,000 administrative fee plus an easement area fee determined by using discounted Montgomery County Appraisal District values associated with adjacent property tracts.</p>		
FUNDING SOURCE: N/A		
ATTACHMENTS: Agreement, Location Map, Metes and Bounds, MCAD Data Sheet for adjacent tracts, Calculation Sheet, and Easement Map		
RECOMMENDED ACTION		
<p>Authorize the General Manager to execute a Water Line Easement agreement between SJRA and Concert Walden Conroe, LLC, on a 0.065-acre tract, located in the William Atkins Survey, A-3, near Montgomery, Texas, and receive a check in the amount of \$2,132.37.</p>		

Item No.	Agenda Item	Date
6.6	Consider adoption of a resolution of the San Jacinto River Authority Board of Directors amending the policy of the San Jacinto River Authority regarding consents to encroachments on easements in and around Lake Conroe.	07/24/2025

BACKGROUND INFORMATION

In 2006, the San Jacinto River Authority (SJRA) Board of Directors adopted a policy delineating implementation procedures regarding encroachments on SJRA property regardless of the property being a permanent or perpetual easement or a fee simple property. The adopted policy included recordable encroachment forms that have not been used.

Over the years, SJRA has had a number of requests for encroachments in the permanent easements around Lake Conroe. The encroachments include habitable and non-habitable structures, including houses, swimming pools, retaining walls, and outdoor kitchens. SJRA is also aware of a number of encroachments that did not seek approval to encroach on SJRA property in advance of the encroachment.

The goal of the amended easement encroachment policy is to clear or “uncloud” property owner’s titles by providing an approval process for their encroachment on a public easement. This policy also establishes a reimbursement amount for the easement encroachment.

FUNDING SOURCE: N/A

ATTACHMENTS: Resolution, Proposed Amended Easement Encroachment Policy

RECOMMENDED ACTION:

Adopt a resolution of the San Jacinto River Authority Board of Directors amending the policy of the San Jacinto River Authority regarding consents to encroachments on easements in and around Lake Conroe.

Item No.	Agenda Item	Date
6.7	Consider adoption of a resolution of the San Jacinto River Authority Board of Directors amending the Lake Conroe Division, the Highlands Division, and the General and Administration Division Emergency Reserve Targeted Fund Balance and establishing a Project Fund for the Raw Water Supply and Flood Management Divisions.	07/24/2025

BACKGROUND INFORMATION

The Resolution Confirming and Creating Certain Funds for Lake Conroe Division, Highlands Division, and General and Administration Division; Establishing Policies and Procedures Related to the Use of Such Funds; Establishing Policy Related to the Sufficiency of Fees, Rates, and Charges; and Repealing and Replacing Resolution No. 2019-R-08 approved March 24, 2022, established an increase to the Emergency Reserve target balance for the Highlands Division of \$500,000. The current resolution being proposed is requesting an increase to the Highlands, Lake Conroe, and G&A Divisions target balances as shown below:

Emergency Reserve Targets					
	9/1/2014	7/25/2019	3/24/2022	Proposed	Timeline for Increase
Highlands Division	6 Months of O&M	\$ 2,500,000	\$ 3,000,000	\$ 5,000,000	Over 5 years
Lake Conroe Division	6 Months of O&M	\$ 2,500,000	\$ 2,500,000	\$ 5,000,000	Over 5 years
G&A Division	6 Months of O&M	\$ 500,000	\$ 500,000	\$ 1,000,000	Over 2 years

The Emergency Reserve Targets were set to the approximate value of a siphon replacement for Highlands, the approximate value of recoating and structural repairs to the dam gates for Lake Conroe, and for critical asset replacement at G&A. This increase is being requested due to inflationary impacts on these items since the original targets were established in 2019.

In addition to the Emergency Reserve Targets, establishment of Project Funds is proposed to provide a full or partial source of funds for the Flood Management and Raw Water Supply Divisions to execute projects that typically span multiple fiscal years and require careful planning or management.

FUNDING SOURCE: General Fund Operating

ATTACHMENTS: Proposed Resolution (Redlined and Clean Versions)

RECOMMENDED ACTION

Adopt a resolution of the San Jacinto River Authority Board of Directors amending the Lake Conroe Division, the Highlands Division, and the General and Administration Division Emergency Reserve Targeted Fund Balance and establishing a Project Fund for the Raw Water Supply and Flood Management Divisions.

Item No.	Agenda Item	Date
6.8	Consider authorizing the General Manager to negotiate and execute an amendment to a supplemental agreement to a water supply contract, in a form approved by the General Counsel, with an industrial customer related to Siphon 39 and Levee Improvements for the Highlands Division.	07/24/2025
BACKGROUND INFORMATION		
<p>Details of the amendment to the supplemental agreement to the water supply contract will be provided by the Authority's General Counsel and discussed pursuant to the Texas Government Code, Section 551.071, consultation with attorney, in Executive Session at the Board meeting.</p>		
FUNDING SOURCE: N/A		
ATTACHMENTS: N/A		
RECOMMENDED ACTION		
<p>Authorize the General Manager to negotiate and execute an amendment to a supplemental agreement to a water supply contract, in a form approved by the General Counsel, with an industrial customer related to Siphon 39 and Levee Improvements for the Highlands Division.</p>		

Item No.	Agenda Item	Date
6.9	Consider authorizing the General Manager to negotiate and execute a funding agreement, in a form approved by the General Counsel, with an industrial customer related to Siphon 39 and Levee Improvements for the Highlands Division.	07/24/2025

BACKGROUND INFORMATION

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

FUNDING SOURCE: N/A

ATTACHMENTS: N/A

RECOMMENDED ACTION

Authorize the General Manager to negotiate and execute a funding agreement, in a form approved by the General Counsel, with an industrial customer related to Siphon 39 and Levee Improvements for the Highlands Division.

Item No.	Agenda Item	Date
6.10	Consider adoption of a resolution of the San Jacinto River Authority Board of Directors adopting an amended budget for the Highlands Division related to Siphon 39 and Levee Improvements Project.	07/24/2025

BACKGROUND INFORMATION

The Fiscal Year 2025 budgets are sufficient to cover expected expenditures through August 31, 2025; however, the construction contracts being considered in conjunction with this board item would cause the overall total project budgets to be exceeded. The following amendments are being proposed to adjust the total project budgets:

HSCLS - South Canal Levee Improvements Between Siphon 37 and Customer

Funding Source	Total Project Budget	Proposed Amendment	Proposed Total Project Budget
Repair & Replacement Fund	\$ 782,582	\$ 230,000	\$ 1,012,582
Customer Contribution Fund	\$ 2,088,809	\$ -	\$ 2,088,809
Total	\$ 2,871,391	\$ 230,000	\$ 3,101,391

HSI39 - Siphon 39 Improvements

Funding Source	Total Project Budget	Proposed Amendment	Proposed Total Project Budget
Repair & Replacement Fund	\$ 6,659,854	\$ 1,570,000	\$ 8,229,854
Customer Contribution Fund	\$ 577,199	\$ -	\$ 577,199
Total	\$ 7,237,053	\$ 1,570,000	\$ 8,807,053

FUNDING SOURCE: Highlands Repair and Replacement Fund

ATTACHMENTS: Proposed Resolution and Exhibit "A"

RECOMMENDED ACTION

Adopt a resolution of the San Jacinto River Authority Board of Directors adopting an amended budget for the Highlands Division related to Siphon 39 and Levee Improvements Project.

Item No.	Agenda Item	Date
6.11	Consider authorizing the General Manager to execute a construction contract with ECON Development, Inc., for Siphon 39 and Levee Improvements for the Highlands Division.	07/24/2025
BACKGROUND INFORMATION		
<p>Firm Name: ECON Development, Inc.</p> <p>Project: Siphon 39 and Levee Improvements</p> <p>Type of Agreement: Major Construction Services Agreement (Contract No. 23-0063-A)</p> <p>Project Description/Justification:</p> <p>Siphon 39 is located near the end of the Highlands Division South Canal. Improvements to Siphon 39 and canal levees along approximately 8,500 linear feet of the South Canal are necessary due to age, structural integrity, and capacity restrictions. These improvements will primarily include the demolition and replacement of Siphon 39 with a new siphon structure and dual 72" pipes, and levee raising and regrading to provide additional canal capacity and required freeboard. As a result, future raw water demands from the Industrial Customer will be met in addition to increased reliability for the Highlands Division. Construction Notice to Proceeds for the Siphon 39 Improvements portion and the Canal Levee Improvements portion of the overall project may be issued simultaneously or separately.</p> <p>No. Proposals Received/Proposal Receipt Date: 2 / May 22, 2025</p> <p>Highest Ranked Offeror / Proposed Cost: ECON Development, Inc. / \$8,897,000.00 Second Ranked Offeror / Proposed Cost: Boyer, Inc. / \$15,522,400.00</p> <p>Engineer: Texas Water Engineering, PLLC</p> <p>Siphon 39 Improvements Amount: \$7,884,500.00 Canal Levee Improvements Amount: <u>\$1,012,500.00</u> Total Proposal Amount: \$8,897,000.00</p> <p>Engineer's Estimate: \$8,970,000.00</p> <p>Contract Days: 330 Calendar Days</p>		
FUNDING SOURCE: R&R and Customer Contribution		
ATTACHMENTS: Map, Summary, Proposal Form, Agreement		
RECOMMENDED ACTION		
<p>Authorize the General Manager to execute a construction contract in the amount of \$8,897,000.00 with ECON Development, Inc., for Siphon 39 and Levee Improvements for the Highlands Division, and contract modifications up to the amount approved per the Purchasing Policy.</p>		

Item No.	Agenda Item	Date
6.12	Consider authorizing the General Manager to execute Work Order No. 3 with Texas Water Engineering, PLLC, for construction phase services for Siphon 39 and Levee Improvements for the Highlands Division.	07/24/2025

BACKGROUND INFORMATION

Firm Name: Texas Water Engineering, PLLC

Project: Siphon 39 and Levee Improvements

Type of Agreement: Professional Services Agreement
(Contract No. 22-0058-A WO3)

Project Description/Justification:

Siphon 39 is located near the end of the Highlands Division South Canal. Improvements to Siphon 39 and canal levees along approximately 8,500 linear feet of the South Canal are necessary due to age, structural integrity, and capacity restrictions. These improvements will primarily include the demolition and replacement of Siphon 39 with a new siphon structure and dual 72" pipes, and levee raising and regrading to provide additional canal capacity and required freeboard. As a result, future raw water demands from the Industrial Customer will be met in addition to increased reliability for the Highlands Division.

Work Order Scope:

This Work Order No. 3 includes Professional Engineering Services to support the construction of Siphon 39 and Levee Improvements. This includes the review and documentation of contractor and SJRA requests for information (RFIs), shop drawings review, claim review, submittal review, attendance at scheduled and unscheduled meetings, site visits, Substantial Completion walk-through, development of punch list, Final Completion walk-through, and preparation of record drawings. SJRA staff will perform construction management and daily site inspection services.

Key Deliverable(s):

Due Date(s):

Responses to Submittals
Responses to RFIs
Record Drawings

7 Calendar Days of Receipt of Submittal
3 Calendar Days of Receipt of RFI
30 Calendar Days After Final Completion

Type of Compensation/Amount: Cost Plus Multiplier with Not-to-Exceed/\$246,961.84

Previous Authorized Work Order 1*: \$ 415,048.20

Previous Authorized Work Order 2*: \$ 605,764.00

Work Order No. 3: \$ 246,961.84

Total Amount: \$ 1,267,774.04

Construction Cost: \$ 8,897,000.00

Anticipated Completion Date: August 31, 2026

*See attached Exhibit 1 for additional information on prior work orders and amendments.

FUNDING SOURCE: R&R Fund/Customer Contributions

ATTACHMENTS: Exhibit 1, Map, Work Order No. 3, Scope, Level of Effort

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 3 in an amount not to exceed \$246,961.84 with Texas Water Engineering, PLLC, for construction phase services for Siphon 39 and Levee Improvements for the Highlands Division.

Item No.	Agenda Item	Date
6.13	Consider authorizing the General Manager to execute Work Order No. 4 with Aviles Engineering Corporation for construction materials testing and inspection services for Siphon 39 and Levee Improvements for the Highlands Division.	07/24/2025

BACKGROUND INFORMATION

Firm Name: Aviles Engineering Corporation

Project: Siphon 39 and Levee Improvements

Type of Agreement: Master Professional Services Agreement
(Contract No. 23-0027-A WO4)

Project Description/Justification:

Siphon 39 is located near the end of the Highlands Division South Canal. Improvements to Siphon 39 and canal levees along approximately 8,500 linear feet of the South Canal are necessary due to age, structural integrity, and capacity restrictions. These improvements will primarily include the demolition and replacement of Siphon 39 with a new siphon structure and dual 72" pipes, and levee raising and regrading to provide additional canal capacity and required freeboard. As a result, future raw water demands from the Industrial Customer will be met in addition to increased reliability for the Highlands Division.

Work Order Scope:

Work Order No. 4 includes construction material testing services to support the construction of Siphon 39 and Levee Improvements. This includes field and laboratory testing of materials utilized by the Contractor during construction and verification that they are compliant with the engineering drawings and specifications.

Key Deliverable(s):

Testing Reports uploaded to Procore
Consultant's Monthly Invoices
Notification of Failed Test Reports

Due Date(s):

Within seven (7) calendar days of test
10th day of the following month
Within 24 hours of failed test

Type of Compensation/Amount: Unit Price with Not-to-Exceed/\$132,538.75

Previous Authorized Work Order 1*:	\$ 54,885.88
Previous Authorized Work Order 2*:	\$ 42,963.50
Previous Authorized Work Order 3*:	\$ 32,639.50
Work Order No. 4:	<u>\$ 132,538.75</u>
Total Amount:	\$ 263,027.63

Construction Cost: \$8,897,000.00

Anticipated Completion Date: August 31, 2026

*See attached Exhibit 1 for additional information on prior work orders and amendments.

FUNDING SOURCE: R&R Fund/Customer Contributions

ATTACHMENTS: Exhibit 1, Map, Work Order No. 4, Scope

RECOMMENDED ACTION

Authorize the General Manager to execute Work Order No. 4 in an amount not to exceed \$132,538.75 with Aviles Engineering Corporation for construction materials testing and inspection services for Siphon 39 and Levee Improvements for the Highlands Division.