

**GUADALUPE-BLANCO  
RIVER AUTHORITY**

◆  
SELF-EVALUATION REPORT

◆  
SUBMITTED TO THE  
SUNSET ADVISORY COMMISSION

◆  
SEPTEMBER 2017





# TABLE OF CONTENTS

---

I.	Agency Contact Information .....	1
II.	Key Functions and Performance .....	1
III.	History and Major Events.....	7
IV.	Policymaking Structure .....	11
V.	Funding .....	18
VI.	Organization.....	22
VII.	Guide to Agency Programs .....	24
	<u>General Division</u> .....	24
	<u>Guadalupe Valley Hydroelectric System</u> .....	27
	<u>Rural Utilities Division</u> .....	30
	<u>Water Resources Division</u> .....	34
	<u>Port Lavaca Water Treatment Plant</u> .....	41
	<u>Calhoun County Rural Water System</u> .....	45
	<u>Luling Water Treatment Plant</u> .....	49
	<u>Coletto Creek Reservoir and Recreation</u> .....	52
	<u>Lockhart Water Plant System and Wastewater Treatment Plant</u> .....	55
	<u>Canyon Hydroelectric Division</u> .....	60
	<u>Western Canyon Division</u> .....	62
VIII.	Statutory Authority and Recent Legislation.....	68
IX.	Major Issues .....	70
X.	Other Contacts .....	70

XI.	Additional Information .....	73
	Historically Underutilized Business (HUB) Data.....	73
	Equal Employment Opportunity (EEO) Data.....	76
XII.	Agency Comments .....	78





## Guadalupe-Blanco River Authority Self-Evaluation Report

### I. Agency Contact Information

A. Please fill in the following chart.

**Guadalupe-Blanco River Authority  
Exhibit 1: Agency Contacts**

	Name	Address	Telephone & Fax Numbers	Email Address
Agency Head	Kevin Patteson	933 East Court Street Seguin, TX 78155	830-379-5822 830-379-1766	<a href="mailto:kpatteson@gbra.org">kpatteson@gbra.org</a>
Agency's Sunset Liaison	Jonathan Stinson	933 East Court Street Seguin, TX 78155	830-379-5822 830-379-1766	<a href="mailto:jstinson@gbra.org">jstinson@gbra.org</a>

Table 1 Exhibit 1 Agency Contacts

### II. Key Functions and Performance

A. Provide an overview of your agency's mission, objectives, and key functions.

Established by the Texas Legislature, the Guadalupe-Blanco River Authority (GBRA) was first created in 1933 under Section 59, Article 16 of the Constitution of Texas as a water conservation and reclamation district and a public corporation called the Guadalupe River Authority. In 1935, the authority was reauthorized by an act of the Texas Legislature (VCS Art. 8280-106) as the Guadalupe-Blanco River Authority.

GBRA provides stewardship for the water resources in a ten-county statutory district, which begins near the headwaters of the Guadalupe and Blanco Rivers, ends at San Antonio Bay, and includes Kendall, Comal, Hays, Caldwell, Guadalupe, Gonzales, DeWitt, Victoria, Calhoun and Refugio counties.

The Act, as amended, authorizes GBRA to exercise the following powers, rights and functions:

- To control, store, preserve, use, distribute and sell the waters of the Guadalupe and Blanco Rivers and their tributaries within or without its boundaries for all useful purposes.
- To conserve, preserve, develop, use, distribute and sell underground waters within GBRA's boundaries for all useful purposes.
- To acquire water, water supply facilities and conservation storage capacity within or without the District.

- To develop and generate water power and electric energy within the boundaries and to distribute and sell water power and electric energy within or without the District.
- To prevent flooding from the waters of the Guadalupe and Blanco Rivers and their tributaries.
- To forest or reforest in order to prevent and aid in prevention of soil erosion and floods within the watershed.
- To develop the navigation of inland waters within the District.
- To develop the reclamation and drainage of overflowed lands and other lands needing drainage within the District.
- To develop the collection, transportation, treatment, disposal and handling of any waste.
- To conserve and develop waters and lands for recreation purposes.

Planning and resource development efforts are carefully coordinated within the broader consideration of regional water needs in order to fulfill GBRA's primary responsibilities of developing, conserving and protecting the water resources of the Guadalupe River Basin.

#### Vision Statement

- The Guadalupe-Blanco River Authority is a widely recognized leader in managing water resources that benefit both people and the environment.

#### Mission Statement

- The Mission of the Guadalupe-Blanco River Authority is to protect, conserve, reclaim and steward the resources of the District, and provide leadership in regional cooperation in order to enhance quality of life for those we serve.

#### Key Functions

GBRA's main functions are providing utility services and operations to communities and customers throughout the basin for the benefit of the environment and people. Specific utilities include development and sale of regional raw water supplies, public water-supply treatment and distribution, wastewater services collection and treatment, cooling reservoir operation, and hydroelectric power generation. Additionally, GBRA offers water and wastewater project planning and development, recreational opportunities, educational curriculum, laboratory services, and non-profit support.

**B. Do your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed. What harm would come from no longer performing these functions?**

As a regional utility providing water supply, water treatment and distribution, wastewater treatment, hydroelectric generation, water quality services, resource protection, and recreational opportunities GBRA's continued service to the customers and communities throughout the basin is essential to support the region's vitality, economy and growth.

A loss in any of these services may have various direct and negative impacts to the individuals and communities currently receiving utilities and services from GBRA. In some areas there are no alternative utility providers offering water supply or wastewater services; if GBRA were not available for operations, a disruption in essential services would result until a new provider could be established.

**C. What evidence can your agency provide to show your overall effectiveness and efficiency in meeting your objectives?**

GBRA has spent over eighty years planning, developing and implementing strategies related to meeting the needs of the region, and fulfilling the objectives outlined in the enabling act. GBRA spent the initial decades of its existence working with federal entities to plan and develop the Canyon Reservoir as the basin's only flood storage reservoir and a major water supply source for the region. Also during these early years, GBRA provided essential soil conservation measures through the construction of countless miles of terraces. Following the drought of the 1950s, the Authority began to acquire infrastructure and water rights throughout the basin, including the purchase of the Guadalupe Valley Hydroelectric System and the Calhoun County Canal System, empowering GBRA to begin providing operational services. Upon the completion of Canyon Reservoir in 1964 and with continued economic and population growth in the following decades, GBRA's roles and functions have expanded to developing additional raw water supply projects, water and wastewater treatment, treated water distribution, cooling reservoir operations, water quality and laboratory services, hydroelectric generation, and recreation opportunities.

Overall effectiveness can be measured by providing diversified, successful operations to customers throughout the basin. The Authority continues to plan for the region's additional needs in water supply development and treatment and wastewater services. GBRA is implementing new water management strategies which will offer new groundwater supplies to existing customers and new customers experiencing high growth. Additionally, GBRA has established partnerships with area political subdivisions to ensure appropriate collection and treatment of wastewater in the growth corridor of the upper basin.

**D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions?**

Yes, GBRA's enabling act reflects the authority's mission and objectives.

**E. Have you recommended changes to the Legislature in the past to improve your agency's operations? If so, explain. Were the changes adopted?**

No legislative changes have been recommended in the past to improve GBRA's operations.

**F. Do any of your agency's functions overlap or duplicate those of another state or federal agency? Explain if, and why, each of your key functions is most appropriately placed within your agency. How do you ensure against duplication with other related agencies?**

GBRA is the only river authority within the ten-county district providing utility services; however, there are municipalities, water districts, water supply corporations, and other political subdivisions in the region with service areas that overlap some portions of GBRA's district but do not duplicate GBRA's services in those areas. GBRA collaboratively works with many of these other subdivisions to better assure the cost effective and broad availability of utility services. Additionally, Texas Parks and Wildlife Department (TPWD) has multiple state parks, wildlife management areas, and other recreational opportunities throughout the river basin. In most cases, GBRA and TPWD work cooperatively on projects to leverage available resources to enhance conservation and recreational opportunities. GBRA also partners with the Texas Commission on Environmental Quality (TCEQ) to administer the Clean Rivers Program (CRP) for the Guadalupe River and Lavaca-Guadalupe Coastal Basins. The Texas CRP is managed by the TCEQ and is funded entirely by fees assessed to wastewater discharge and water rights permit holders. GBRA, along with the Upper Guadalupe River Authority (UGRA), carry out the water quality management efforts in these basins under contract with the TCEQ. The Wimberley Valley Watershed Association (WVWA) contributes monitoring data collected under the Guadalupe Basin CRP quality assurance project plan from the Blanco River and Cypress Creek watersheds.

**G. In general, how do other states carry out similar functions?**

Similar to Texas, other states also utilize state, regional, and municipal subdivisions and districts that share similar responsibilities and functions of developing and sponsoring water supply projects, providing water and wastewater utilities, offering water quality sampling and testing, educating citizens on the importance of water resources, and creating recreational opportunities.

**H. What key obstacles impair your agency's ability to achieve its objectives?**

There are no statutory obstacles limiting GBRA's abilities to achieve identified objectives.

**I. Discuss any changes that could impact your agency's key functions in the near future (e.g., changes in federal law or outstanding court cases).**

There are multiple unknown impacts related to federal funding and rulemaking that could affect the current and future operations of GBRA. Changes to the Waters of the United States/Clean Water Act (WOTUS/CWA) could impact GBRA's ability to utilize existing water

rights. U.S. Fish and Wildlife Service is also considering multiple listings under the Endangered Species Act, including freshwater mussels that are present in the Guadalupe Basin. Any new listings may have a direct effect on GBRA's ability to provide and develop water supplies. A new listed species may require additional mitigation efforts in order to preserve existing water uses.

## **J. What are your agency's biggest opportunities for improvement in the future?**

### Succession Planning

GBRA's staff positions require a variety of special skills and training to carry out the authority's key functions, which include continuous infrastructure operation, maintenance and management. While GBRA has retained personnel in key positions with a high degree of expertise, a number of the authority's operations staff is nearing retirement or eligible for retirement. GBRA retains many long-tenured employees, but has relied on an informal process to share institutional knowledge. Anticipated retirements in GBRA's workforce could leave the authority susceptible to a loss of institutional knowledge critical to operations.

GBRA has taken initial steps to implement various strategies to document important staff policies and procedures, mentor newer employees, improve training and continuing education, and foster the transfer of knowledge.

However, given the projected growth for the region and increased needs for water and wastewater services, hydroelectric lake operations, and other services, GBRA is developing new succession plans in order to recruit and retain future employees.

### New Water Supply Development

Water planning projections indicate substantive additional water supplies will be needed in the next five decades. In order to meet the basin's needs, GBRA must maximize existing resources and infrastructure, but also continue to look ahead to new strategies for implementing water management strategies such as aquifer storage and recovery (ASR), direct reuse, conjunctive use, brackish groundwater desalination, and as the price and value of water increase, seawater desalination.

### Water Quality and Resource Stewardship

Part of GBRA's mission is to be the steward of the river and by engaging in water supply, wastewater treatment, water quality monitoring, and policy development GBRA is able to ensure the health of the system. As the region sees increases in population and economic growth, so do the needs for water supply and wastewater treatment GBRA will remain a leader in advocating for and offering professional and safe services.

### Recreation

The Guadalupe River Basin offers countless opportunities to be immersed in nature. GBRA operates three sites available for camping, river access, and recreation; these are Nolte Island

park, Lake Wood park, and Coletto Creek Reservoir and park. Revenues from recreation are limited and do not support the ability to develop additional sites or enhance existing installations. GBRA will be investigating various opportunities, including public/private partnerships, to enhance recreational experiences and opportunities at the existing parks and development of new ones.

The six hydroelectric lakes along the Guadalupe River in Comal, Guadalupe and Gonzales counties also support recreation and economic activity for the surrounding communities; however, GBRA does not collect any revenue from recreational activities on the hydroelectric lakes. GBRA does not have a regulatory, operational, or recreational presence on the lakes. Since GBRA has a limited ability to implement or enforce water safety laws, GBRA focuses on assisting lake owner associations with various activities related to post-flood clean-up and invasive species. Additionally, GBRA's hydroelectric operations and maintenance have a direct impact on lake users and surrounding property owners, so communications regarding hydroelectric generation and dam/spillgate maintenance and activities remains important. In the decades ahead the existing infrastructure will need extensive maintenance and replacement; it will be incumbent on GBRA to partner with local entities to preserve existing operations of the system of lakes.

- K. In the following chart, provide information regarding your agency's key performance measures included in your appropriations bill pattern, including outcome, input, efficiency, and explanatory measures. See Exhibit 2 Example. Please provide information regarding the methodology used to collect and report the data. N/A**
  
- L. Please discuss any "high-value data" your agency possesses, as defined by Section 2054.1265 of the Government Code. In addition, please note whether your agency has posted those data sets on publically available websites as required by statute. N/A**

### III. History and Major Events

#### 1933 – River Authority initially created

Established by the Texas Legislature, GBRA was first created in 1933 under Section 59, Article 16 of the Constitution of Texas as a water conservation and reclamation district and a public corporation called the Guadalupe River Authority.

#### 1935 – GBRA reauthorized

In 1935, the authority was reauthorized by an act of the Texas Legislature (VCS Art. 8280-106) as the Guadalupe-Blanco River Authority as a political subdivision of the State of Texas. The purpose of GBRA as described by the Legislature was to develop, conserve and protect the water resources of the Guadalupe River Basin and make them available for beneficial use.

#### 1930s – 1940s

During the 1930s and 1940s, GBRA submitted applications to the Federal Public Works Administration. These applications laid the groundwork for the eventual construction of Canyon Dam and Reservoir. GBRA also adopted during these decades a soil and water conservation program and explored the potential for hydroelectric development using natural flows of the Guadalupe River.

#### 1960s – 1950s

Following the drought and floods of the 1950s, GBRA supported a statewide Water Resource Development and Conservation Plan, agreed to serve as local sponsor for the Canyon Reservoir project and proposed construction of additional reservoirs in the basin to provide water for future growth. In the 1960s, GBRA implemented water quality studies in the Guadalupe River Basin and extended this commitment to water protection by directly assisting communities in the planning and operation of water treatment facilities. Also during the 60s, GBRA acquired the Calhoun Canal System and the run-of-river water rights associated with the Canal System, built the Lower Guadalupe Diversion Dam and Salt Water Barrier, and purchased the six small hydroelectric dams and powerhouses in Guadalupe and Gonzales counties along with the run-of-river water rights associated with that system.

#### 1962- Calhoun Canal System

The Calhoun Canal System of GBRA was originally the Calhoun Canal Company, a private enterprise created in the 1940s to establish a new rice industry in the county through the furnishing of irrigation water for rice farmers. As much as 20,000 acres was irrigated at the peak of that business. The severe drought in the 1950s and accompanying saltwater intrusion reduced the acreage significantly. In 1962, GBRA acquired the system and continued the delivery of irrigation water to rice farms. Furthermore, GBRA's substantial and senior surface water permits on the Guadalupe River and its tributaries allowed GBRA to contract with numerous wholesale customers for industrial and municipal purposes. Customers include DOW-Union Carbide, Ineos Nitriles Green Lake, Seadrift Coke LLC, the City of Port Lavaca, the Calhoun County Rural Water Supply System, the Port O'Connor Improvement District, and the farmers and ranchers who irrigate rice, cotton, corn, and pasture, or impound water for commercial catfish, waterfowl, or crawfish projects. The Canal System utilizes a system of diversion canals, check structures, pump stations and pipelines to deliver water diverted from the Guadalupe River to the customers in Calhoun County. These facilities and the essential senior water rights allow GBRA to more fully meet the public's expectation of responsible development through enterprises that protect and enhance the environment while providing essential water for Texans.

#### 1963 – Guadalupe Valley Hydroelectric System

GBRA purchased six hydroelectric dams from the Texas Power Corporation and the Texas Hydro-Electric Corporation. The Guadalupe Valley Hydroelectric System (GVHS) consists of six lakes and dams that were built by the “for-profit” entities in the late 1920s and early 1930s to sell electricity to communities in the river basin. The system consists of six hydroelectric plants and 15 spill gates within the dams. These spillgates are designed to pass flood waters through the system as conditions require. The spill gates are constructed from original steel and clad with timbers to provide buoyancy and gate functionality.

#### 1964 – Canyon Reservoir

Completed in 1964, this cooperative project between the U.S. Army Corps of Engineers and GBRA provides flood control protection and a stored water supply. GBRA operates the water storage portion to provide municipal, industrial, and agricultural customers with a dependable water supply including during times of drought or low river flow conditions. GBRA is responsible for reservoir water management and release within the 'conservation pool,' which is defined as reservoir levels between 800 feet mean sea level (msl) and the normal operating elevation of 909 msl. The Corps is responsible for management and release of waters within the 'flood control pool' at elevations above 909 msl.

#### 1965 – Construction of Lower Guadalupe Diversion Dam and Saltwater Barrier.

The construction of the saltwater barrier on the Guadalupe River just downstream of the confluence of the Guadalupe and San Antonio rivers provided protection against salty water encroachment as well as made possible the diversion of raw water supplies to industries and municipalities in Calhoun County.

#### 1969 – Port Lavaca Water Plant

Prior to the construction of the Port Lavaca Water Treatment Plant, the city relied on poor quality, brackish groundwater pumped from the Gulf Coast aquifer. With the construction of the saltwater barrier and in conjunction with GBRA’s senior run-of-river water rights and water stored in Canyon Reservoir, the plant is able to produce treated water for distribution to customers in Calhoun County. The Port Lavaca plant was GBRA’s first water treatment plant in operation.

#### 1970s

In the 1970s, GBRA contracted with the City of Victoria to operate its Willow Street Wastewater Treatment Plant as well as construct a new, larger Regional Wastewater Reclamation System; created the GBRA Rural Utilities Division (RUD) to construct and operate several small wastewater treatment plants; and constructed the Luling Water Treatment Plant. Water quality programs that were initiated during the 60s were expanded in 1973 with a joint study between GBRA and the Upper Guadalupe River Authority.

#### 1972 – Wastewater Utilities Operations

Canyon Park Estates Reclamation System – Comal County

Dunlap Wastewater Reclamation System – Guadalupe County

Northcliffe Wastewater Treatment Plant – Guadalupe County

Springs Hill Wastewater Reclamation System – Guadalupe County (transferred ownership and operations to City of Seguin in 2017)

#### 1974 – Laboratory

The GBRA Lab offers support services for GBRA-operated water and wastewater plants, chemical and bacteriological testing for cities, water districts, industries, consulting firms, and private individuals, and provide environmental monitoring within the river basin.

In addition to its broad water quality planning initiatives and participation in environmental and water quality monitoring programs within the river basin, the laboratory also sponsors and trains Texas Watch water quality monitors, a statewide volunteer program created under the Texas Clean Rivers Act of 1994 to involve citizens in the testing and protection of water resources. The lab also conducts presentations for schools, civic and other organizations on water quality, environmental issues, Texas Watch and other water-related subjects.

The laboratory maintains strong working relationships with federal, state and local government agencies responsible for water quality, as well as corporations and individuals capable of affecting water quality.

#### 1980s

In the decade of the 1980s, because of Canyon Reservoir's ability to deliver a firm water supply, the Central Power and Light Company contracted GBRA to construct and operate the Coletto Creek Reservoir. This new reservoir was designed and still functions as a cooling reservoir for a coal-fired electric generating plant. Other accomplishments of the 80s include the construction of a lower basin water supply pump station and pipeline in Calhoun County that serves two industries along the Victoria Barge Canal as well as the construction of the six megawatt Canyon Hydroelectric Plant in Comal County that supplies power to New Braunfels Utilities.

#### 1981 – Coletto Creek Reservoir

This system stores natural watershed flows and water diverted under State permits from the Guadalupe River in the 3,100 acre reservoir. The reservoir is managed by GBRA to provide cooling water to Coletto Creek Power's adjacent electric generating plant at Fannin.

The reservoir system is monitored for shoreline pollution, and division staff educates the public on prevention techniques. The division also participates in an aquatic plant management program to control noxious aquatic vegetation.

#### 1990s

During the 1990s, GBRA's growth accelerated. GBRA constructed and/or assumed operations of seven wastewater treatment plants. These plants include two in the City of Lockhart, one in the City of Buda, one for the Crestview area of Calhoun County, one in the Cordillera subdivision in Kendall County, and one each in the Shadow Creek and Sunfield subdivisions located in Hays County.

#### 2000s

During the first years of the new millennium, GBRA assumed operation of two water treatment plants, one for the City of San Marcos and one for the City of Lockhart and constructed a third, the 10 MGD Western Canyon Plant that serves portions of Comal and Kendall counties. GBRA also constructed two raw water delivery pipelines and two treated water delivery pipelines totaling approximately 70 miles in length.

#### 2006 – Western Canyon Water Treatment Plant

The Western Canyon Water Treatment Plant, which began delivering treated water to customers in 2006, uses water from Canyon Reservoir to provide a firm supply of treated drinking water to area communities and water systems. Some of these customers, as well as many other residents, depend upon wells drilled into the groundwater supplies of the Edwards and Trinity Aquifers. Some wells experience water quality and quantity problems during low rainfall or drought, and the Western Canyon water helps to supplement these sources.

#### 2010s

In the last few years, GBRA has expanded its retail treated water delivery systems and retail wastewater collection and treatment systems in the upper basin with the addition of systems in the Cordillera and Johnson Ranch developments, purchased and now operates a treated water distribution system in the Comal Trace development, and commenced operation of the Singing Hills Wastewater Treatment Plant on behalf of the City of Bulverde.

## IV. Policymaking Structure

- A. Complete the following chart providing information on your policymaking body members.

**Guadalupe-Blanco River Authority  
Exhibit 3: Policymaking Body**

<b>Member Name</b>	<b>Term / Appointment Dates / Appointed by (e.g., Governor, Lt. Governor, Speaker)</b>	<b>Qualification (e.g., public member, industry representative)</b>	<b>City</b>
<i>Rusty Brockman</i>	<i>4-5-11 to 2-1-17; 4-5-11 Governor Perry</i>	<i>Comal County</i>	<i>New Braunfels</i>
<i>Dennis Patillo</i>	<i>4-5-11 to 2-1-21; 8-19-16 Governor Abbott</i>	<i>Victoria County</i>	<i>Victoria</i>
<i>Don Meador</i>	<i>5-14-13 to 2-1-19 5-14-13 Governor Perry</i>	<i>Hays County</i>	<i>San Marcos</i>
<i>Oscar Fogle</i>	<i>4-5-11 to 2-1-17 4-5-11 Governor Perry</i>	<i>Caldwell County</i>	<i>Lockhart</i>
<i>Tommy Mathews</i>	<i>4-5-11 to 2-1-21 8-19-16 Governor Abbott</i>	<i>Kendall County</i>	<i>Boerne</i>
<i>Kenneth Motl</i>	<i>1-4-13 to 2-1-17; 1-14-13 Governor Perry</i>	<i>Calhoun County</i>	<i>Port Lavaca</i>
<i>William Carbonara</i>	<i>5-14-13 to 2-1-19 5-14-13 Governor Perry</i>	<i>DeWitt County</i>	<i>Cuero</i>
<i>Ron Hermes</i>	<i>8-19-16 to 2-1-21; 8-19-16 Governor Abbott</i>	<i>Guadalupe County</i>	<i>Seguin</i>
<i>Vacant</i>		<i>Gonzales/Refugio County</i>	

Table 2 Exhibit 3 Policymaking Body

- B. Describe the primary role and responsibilities of your policymaking body.

Chapter 102 of the GBRA Board Policies outlines the authority and responsibilities of the Board and various delegations of authority to the General Manager.

102.201 Responsibilities of the Board of Directors. The Board of Directors will establish the overall goals and objectives of GBRA, review them on an ongoing basis and issue Board policies setting forth desired direction of managerial actions to attain such goals and objectives. The Board will adopt an annual work plan and budget that provides funding for the realization of those goals and objectives.

102.202 Public Interest and Trust. The Board will consider and establish policies in the public interest and retain management personnel with the capabilities to accomplish related policy goals. The Board will faithfully perform its responsibilities by conducting its affairs in a highly moral, ethical and sound business manner. The Board, collectively and severally, will not direct the policies and actions of GBRA from perspectives of private gain or personal advantage. To the extent GBRA management is deemed to be capable and effective in the execution of Board policies, the Board shall leave management to the managers. To the extent the GBRA General Manager is deemed to be incapable and ineffective in the execution of Board policies, the Board shall replace such General Manager.

102.203 Delegations to the General Manager. The Board of Directors delegates to the General Manager all general powers and duties in the GBRA Enabling Act, Bylaws and Board policies necessary to accomplish GBRA's purpose, plans and objectives as approved by the Board, except for those specifically reserved for the Board by provisions of the Act, Bylaws, bond resolutions, contracts and other Board policies.

The Board of Directors will exercise reasonable diligence to ensure that the delegations to the General Manager provided for in this policy statement are properly implemented. The Board will articulate clear and coherent goals and statements of its expectations through its policies and the adoption of the work plans and budgets. The General Manager is responsible for fulfilling these commitments and management of the organization.

102.204 Board Approval. Regardless of delegated authority in this or any other GBRA policy, Board approval is required for all decisions where Board policy or direction has not been clearly established.

102.205 Board Consideration. The Board shall devote prompt, analytic and critical attention and responses to matters and information presented by management for Board consideration within the scope of this policy statement. This shall include the annual budget and the development and prioritization of policies, long-range goals and objectives as provided in the Bylaws, and other matters requiring direction and decisions by the Board.

### **C. How is the chair selected?**

Pursuant to GBRA Board By-Laws, the Chairman and other officers are selected annually by the Board.

By-Laws of the Board of Directors, Article VI, Officers:

Section 6.02, Selection and Term - The Chairman, Vice-Chairman, Secretary and Treasurer shall be chosen at the first meeting of the Board of Directors in each year at which a quorum shall be present, and the terms of office of all such officers shall be for the calendar year for which they are elected; provided, however, that they shall continue in office until their successors are

elected and qualified, except in the event of death, resignation or removal, as hereinafter provided.

Section 6.03, Chairman - The Chairman, Board of Directors, shall preside at all meetings of the Board of Directors; he/she may execute all contract, obligations, and undertakings of the Board in his/her official capacity; and he/she shall have such other powers and duties as designated in these bylaws and as from time to time may be assigned to him/her by the Board of Directors. The office of Chairman shall be rotated in such a way that no director shall serve more than two (2) consecutive terms of one (1) year each, except by the unanimous consent of all the members of the Board of Directors present at the election of the Chairman.

**D. List any special circumstances or unique features about your policymaking body or its responsibilities. N/A**

**E. In general, how often does your policymaking body meet? How many times did it meet in FY 2016? In FY 2017?**

Pursuant to GBRA Board of Director By-laws, Art. V, Meetings of the Board, the Board meetings are held monthly on the third Wednesday at 10:00am.

FY 2016 Meetings - 12 regular meetings, 1 workshop, and 1 executive session to interview general manager applicants

FY 2017 Meetings - 12 regular meetings

Section 5.01. Regular Meetings. Regular meetings of the Board of Directors shall be held each month. Unless otherwise ordered by the Board, the regular monthly meeting shall be held on the third Wednesday of each month at 10:00 o'clock a.m. in the board meeting room at the principal office of the Authority. If that day be a legal holiday, such meeting will be rescheduled.

Section 5.02. Special Meetings. Special meetings of the Board of Directors may be called by the Chairman to convene at such times and at such places as he/she may deem proper, and the Chairman shall call special meetings at such times and places as may be requested by any five members of the Board, by written request filed with the General Manager.

**F. What type of training do members of your agency's policymaking body receive?**

Public Information Act Training (as required by Govt. Code § 552.012).

Open Meetings Act Training (as required by Govt. Code § 551.005).

Pension Review Board Continuing Education (for members on the GBRA Retirement and Benefit Committee of the Board)

On a voluntary basis, our board members do attend or have attended seminars and programs relating to water law or water management, sponsored by:

- The University of Texas Continuing Legal Education Department
- The Texas Water Conservation Association
- The National Water Resources Association

**G. Does your agency have policies that describe the respective roles of the policymaking body and agency staff in running the agency? If so, describe these policies.**

In compliance with GBRA Bylaws and Board Policies, there are delegations of authority and responsibilities outlined for the Board and general manager related to defining and implementing various initiatives, operations, and policies.

Pursuant to GBRA By-Laws of the Board of Directors, Art. VI, Section 6.08. General Manager. The Board of Directors shall employ a General Manager for the Authority, who shall be the chief executive officer of the Authority. Subject to the control of the Board of Directors and the limitations set forth in these bylaws, the General Manager shall have general executive charge, management and control of the properties, business and operations of the Authority with all such powers as may be reasonably incident to such responsibilities; the General Manager may execute all leases, contracts, evidences of indebtedness and other obligations in the name of the Authority; the General Manager may designate an Assistant or Deputy General Manager authorized to fulfill his/her responsibilities; and shall have such other powers and duties as designated in accordance with these bylaws and as from time to time may be assigned to him/her by the Board of Directors. The term of office and compensation to be paid the General Manager shall be determined by the Board of Directors. (Section 5, GBRA Act, V.T.C.S.).

Pursuant to GBRA Board Policy, 102, Authority and Responsibilities: This policy defines the relationship between the Board of Directors and the management of GBRA through the description of responsibilities and expectations and through the establishment of guidelines for the delegation of certain powers and duties.

102.203 Delegations to the General Manager. The Board of Directors delegates to the General Manager all general powers and duties in the GBRA Enabling Act, Bylaws and Board policies necessary to accomplish GBRA's purpose, plans and objectives as approved by the Board, except for those specifically reserved for the Board by provisions of the Act, Bylaws, bond resolutions, contracts and other Board policies. Notable powers and duties reserved by the Board include:

- Authorization to borrow money or approve bond resolutions.
- Approval of agreements related to joint ownership of operating facilities.
- Establishment of rates and charges for water, power and other services.

- Approval of sale of any real property.
- Approval of contracts for consultant services in excess of \$10,000 in accordance with related Board Policies.
- Approval of contracts for materials, supplies, equipment, and related services, valued in excess of \$25,000, in accordance with related Board Policies.
- Initiation of litigation on behalf of GBRA.

The Board of Directors will exercise reasonable diligence to ensure that the delegations to the General Manager provided for in this policy statement are properly implemented. The Board will articulate clear and coherent goals and statements of its expectations through its policies and the adoption of the work plans and budgets. The General Manager is responsible for fulfilling these commitments and management of the organization.

102.204 Board Approval. Regardless of delegated authority in this or any other GBRA policy, Board approval is required for all decisions where Board policy or direction has not been clearly established.

102.206 Responsibilities of the General Manager. The General Manager is the Chief Executive Officer of GBRA and is responsible for carrying out the business and activities of GBRA reaffirmed in Board Policy 101 - Statement of Purpose and Goals. The General Manager will issue appropriate management procedures setting forth desired direction of staff management and other employee actions to fulfill the policies, goals, objectives and directions of the Board. The General Manager may delegate any of his general powers, duties and related authorities, as deemed appropriate, to officers and management staff members. Such delegations shall be in writing.

**H. What information is regularly presented to your policymaking body to keep them informed of your agency's performance?**

- Monthly Financial Reports
  - Month-to-date and year-to-date operating revenues and expenses
  - Working Capital Reserve Goal
  - Budget to Actual Comparisons
  - Investments, including quarterly Public Funds Investment Act requirements
- Monthly Operations Report
  - Detailing System Statistics & Activities
- Monthly Executive Report

- Details and updates projects completed and progress reports
- Monthly Basin Hydrology Report
- Quarterly Executive Presentations
- Annual Budget briefings
- Annual Financial Audit and Comprehensive Annual Financial Report presentations
- Periodic updates related to GBRA’s Defined Benefit Pension Plan
- Other Periodic updates related to timely matters

**I. How does your policymaking body obtain input from the public regarding issues under the jurisdiction of the agency? How is this input incorporated into the operations of your agency?**

GBRA’s Board of Directors primarily receives input from the public through the individual communications each board member has with the public as well as through GBRA’s monthly board meetings. GBRA has implemented Board Policy 103, Public Access and Public Input, to ensure that the public has access to the meetings and public documents of the GBRA in accordance with the Texas Public Information and Texas Open Meetings Acts. Per the policy, the Board of Directors affords interested persons reasonable opportunity to review and submit written or oral comments on any proposed policy, existing policies or actions of the Board.

Additionally, public access to records of GBRA is available in compliance with the provisions of the GBRA Enabling Act, related Bylaws and the Texas Public Information Act.

**J. If your policymaking body uses subcommittees or advisory committees to carry out its duties, fill in the following chart. See Exhibit 4 Example. In addition, please attach a copy of any reports filed by your agency under Government Code Chapter 2110 regarding an assessment of your advisory committees.**

**Guadalupe-Blanco River Authority  
Exhibit 4: Subcommittees and Advisory Committees**

Name of Subcommittee or Advisory Committee	Size / Composition / How are members appointed?	Purpose / Duties	Legal Basis for Committee
Executive Committee	Three members: Chairman, Vice-Chairman, and Secretary-Treasurer	Reviews and makes recommendations on general organizational structure, management, and policy considerations.	

Name of Subcommittee or Advisory Committee	Size / Composition / How are members appointed?	Purpose / Duties	Legal Basis for Committee
Audit Committee	Four members: Appointed per GBRA Board Policy 410, The GBRA Board of Directors will name an Audit Committee consisting of at least three members of the Board.	<p>410.10 Purpose The purpose of this policy is to provide the guidelines for an effective audit program for GBRA. The Audit Committee shall periodically meet to review and consider GBRA fiscal matters including the engagement of independent auditors.</p> <p>The Audit Committee shall, at least once per year as part of the annual audit process, evaluate management's identification of fraud risks, implementation of antifraud measures, and creation of the appropriate "tone at the top philosophy" to fraud prevention.</p>	410.201, GBRA Board Policy 415.403, GBRA Board Policy
Retirement and Benefits Committee	Six members:	The Retirement and Benefits Committee of the Board will be responsible for the implementation and maintenance of the benefits programs included in this policy. The committee shall retain such consultants as necessary to advise the committee regarding employee benefits programs. The committee may also act as the Board of Trustees for the employees' retirement trust.	202.302, GBRA Board Policy
Public Communication Committee	Four members	Reviews and makes recommendations on public relations programs, with special emphasis on a wide variety of educational materials, literature, and special projects to provide information about water related issues and GBRA's organization and activities. It also works with cities, industries, customers, and members of the Legislature.	311.203, GBRA Board Policy

Name of Subcommittee or Advisory Committee	Size / Composition / How are members appointed?	Purpose / Duties	Legal Basis for Committee
Legislative Committee	Three members	Works with GBRA staff and Legislative liaison regarding committee hearings and pending legislation.	

Table 3 Exhibit 4 Subcommittees and Advisory Committees

## V. Funding

### A. Provide a brief description of your agency's funding.

The Enabling Act authorizes the Board to establish and collect rates and other charges for the sale or use of water, water connection, power, electric energy or all other services sold, furnished, or supplied by the District.

The Guadalupe-Blanco River Authority's revenue is derived from different customers associated with water, wastewater, power, laboratory, and recreation operations in the Authority's service district. In addition, grant income from State and Federal sources also provides funding for some of the various programs of the GBRA. GBRA's operations can further be categorized into those operations where there is limited financial risk to GBRA (budget-to-actual operations emanating from contracts with municipalities and districts) and those operations with greater financial risk that GBRA owns and sets appropriate cost of service rates. See the table below for a breakdown of the divisions, their business type and year operations began. Below the table is a detail of budgeted FY 2018 revenues by operations type. GBRA does not have the authority to levy taxes nor does it receive appropriations from the State of Texas.

Year Operations Began	Divisions		Business Type
	010	General Division	Unit of Service
1962	021	Guadalupe Valley Hydroelectric Division	Unit of Service
2006	030	Shadow Creek Wastewater Treatment Plant	Unit of Service
1972	032	Canyon Park Wastewater Treatment Plan	Unit of Service
1972	033	Dunlap Wastewater Treatment Plan	Unit of Service
1972	034	Northcliffe Wastewater Treatment Plant	Budget-to-Actual
2007	037	Sunfield Wastewater Treatment Plant	Budget-to-Actual
1967	041	Water Sales System	Unit of Service
1974	042	Laboratory System	Unit of Service
1962	043	Calhoun Canal System	Unit of Service
1998	044	San Marcos Water Treatment Plant	Unit of Service
2002	045	Buda Wastewater Treatment Plant	Budget-to-Actual
2005	050	Western Canyon Water Treatment Plant System	Unit of Service
2005	052	Cordillera Water Distribution System	Unit of Service

2005	053	Cordillera Wastewater Treatment Plant	Unit of Service
2007	054	Comal Trace Water Distributions System	Unit of Service
2009	055	Johnson Ranch Water Distribution System	Unit of Service
2009	056	Johnson Ranch Wastewater Treatment Plant	Unit of Service
2015	057	Bulverde Singing Hills Wastewater Treatment Plant	Budget-to-Actual
2017	058	Park Village Wastewater Treatment Plant	Budget-to-Actual
2017	059	4S Ranch Wastewater Treatment Plant	Budget-to-Actual
1969	060	Port Lavaca Water Treatment Plant	Budget-to-Actual
1974	070	Calhoun County Rural Water System	Unit of Service
1981	091	Coletto Creek Reservoir	Budget-to-Actual
1981	092	Coletto Creek Recreation	Unit of Service
1977	100	Luling Water Treatment Plant	Budget-to-Actual
1988	120	Canyon Hydroelectric Plant	Budget-to-Actual
1994	130	Lockhart Wastewater Treatment Plant	Budget-to-Actual
2000	131	Lockhart Water Treatment Plant	Budget-to-Actual

<b>REVENUE</b>	<b><u>FY 2018</u></b>
Power Sales	\$ 3,969,940
Water Sales & Lake Oprs.	38,523,580
Wastewater Services	4,408,460
Laboratory Services	975,000
Recreation & Land Use	826,840
Administrative & General	3,653,322
Interest Income	231,846
Grant Income	1,001,960
Miscellaneous & Rental Income	3,497,733
<b>Total Revenue</b>	<b>\$ 57,088,681</b>

**B. List all riders that significantly impact your agency’s budget. N/A**

**C. Show your agency’s expenditures by strategy. See Exhibit 5 Example.**

GBRA does not expend funds by State agency spending strategies. Below is a chart indicating GBRA expenditures by the divisions of GBRA.

**Guadalupe-Blanco River Authority  
Expenditures By Division — 2016 (Actual)**

Division	FY 2016 Actual - All Divisions				
	Revenue	Expenses	Other Funding Sources and Uses		Change in Fund Balance
			Sources	Uses	
General	\$ 3,083,389	\$ 3,105,932	\$ 725,000	\$ 180,200	\$ 522,257
Guadalupe Valley Hydroelectric	3,861,375	3,380,031	31,500	500,000	12,844
Rural Utilities WWTP's	3,075,117	3,863,593	67,500	974,279	(1,695,255)
Water Sales	25,787,217	18,465,012	0	5,067,236	2,254,969
Laboratory	973,414	1,172,876	0	16,500	(215,962)
Canal Division	1,334,708	1,168,286	61,200	55,000	172,622
San Marcos WTP	2,031,758	2,028,049	0	0	3,709
Western Canyon	6,299,375	6,228,361	0	0	71,014
Port Lavaca WTP	1,542,801	1,436,167	227,899	334,533	0
Calhoun County Rural Water	1,120,016	1,077,181	0	0	42,835
Coletto Creek Reservoir	908,766	904,231	0	4,535	0
Coletto Creek Recreation	756,118	691,832	0	0	64,286
Luling WTP	1,348,131	1,018,403	0	245,000	84,728
Canyon Hydroelectric	347,688	347,688	0	0	0
Lockhart WWTP	1,740,321	1,097,074	0	643,247	0
Lockhart WTP	559,262	540,560		18,702	0
<b>Totals</b>	<b>\$ 54,769,456</b>	<b>\$ 46,525,276</b>	<b>\$ 1,113,099</b>	<b>\$ 8,039,232</b>	<b>\$ 1,318,047</b>

\*\* FY 2016 Expenses by Division are further detailed for illustrative purposes and are presented in a summarized table in the FY 2018 Work Plan and Budget.

- D. Show your agency's sources of revenue. Include all local, state, and federal appropriations, all professional and operating fees, and all other sources of revenue collected by the agency, including taxes and fines. See Exhibit 6 Example.**

**Guadalupe-Blanco River Authority  
Exhibit 6: Sources of Revenue — Fiscal Year 2016 (Actual)**

	<b>FY 2016</b>
<b>REVENUE</b>	
Power Sales	\$ 3,980,283
Water Sales & Lake Oprs.	36,351,389
Wastewater Services	4,201,089
Laboratory Services	965,329
Recreation & Land Use	752,099
Administrative & General	2,943,855
Interest Income	349,914
Grant Income	1,531,711
Miscellaneous & Rental Income	3,693,787
<b>Total Revenue</b>	<b>\$ 54,769,456</b>

E. If you receive funds from multiple federal programs, show the types of federal funding sources. See Exhibit 7 Example.

**Guadalupe-Blanco River Authority  
Exhibit 7: Federal Funds — Fiscal Year 2016 (Actual)**

Type of Fund	GBRA/ Federal Match Ratio	GBRA Share	Federal Share	Total Funding
1) Texas Soil and Water Conservation Board- Plum Creek Monitoring, Contract No. 14-11	40/60	\$71,435.18	\$98,337.14	\$169,772.32
2) Texas Soil and Water Conservation Board- Plum Creek Watershed Coordinator, Contract No. 14-10	40/60	\$52,275.52	\$46,433.62	\$98,709.14
3) Texas Soil and Water Conservation Board- Geronimo Creek Monitoring, Contract No. 14-09	40/60	\$34,837.32	\$40,532.75	\$75,370.07
4) Texas Soil and Water Conservation Board- Isotope Study, Contract No. 13-07	25/75	\$25,231.79	\$63,115.23	\$88,347.02
5) Bureau of Reclamation- Integrated Power and water Project, Contract No. R14AC00052	79.5/20	\$1,832,188.79	\$450,000	\$2,282,188.79
	<b>TOTAL</b>	<b>\$2,015,968.60</b>	<b>\$698,418.74</b>	<b>\$2,714,387.34</b>

Table 4 Exhibit 7 Federal Funds

F. If applicable, provide detailed information on fees collected by your agency. See Exhibit 8 Example.

See Attachment 8 for rates and fees.

## VI. Organization

- A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division. Detail should include, if possible, Department Heads with subordinates, and actual FTEs with budgeted FTEs in parenthesis.

See Attachment Organizational Chart

- B. If applicable, fill in the chart below listing field or regional offices. See Exhibit 9 Example.

**Guadalupe-Blanco River Authority  
Exhibit 9: FTEs by Location — Fiscal Year 2016**

Headquarters, Region, or Field Office	Location	Co-Location? Yes / No	Number of Budgeted FTEs FY 2016	Number of Actual FTEs as of June 1, 2016
General Division/Headquarters	Seguin	Yes	35	35
Hydroelectric Division	Seguin	Yes	26	26
Rural Utilities	Seguin	Yes	5	5
Water Sales	Seguin	Yes	19	19
Laboratory	Seguin	Yes	8	8
Guadalupe-Blanco River Trust	Seguin	Yes	1	1
San Marcos Water Treatment Plant	San Marcos	No	8	8
Lake Wood Recreation Area	Gonzales	No	1.5	1.5
Buda & Shadow Creek Wastewater Treatment Plant	Buda	Yes	4	4
Port Lavaca Water Treatment Plant	Port Lavaca	Yes	8	8
Calhoun Canal System	Port Lavaca	Yes	7	7
Calhoun County Rural Water Division	Port Lavaca	Yes	4	4
Coleto Creek Park & Reservoir	Fannin	No	14.5	14.5
Lockhart Water Treatment Plant	Lockhart	No	3	3
Lockhart Wastewater Treatment Plant	Lockhart	No	4	4
Luling Water Treatment Plant	Luling	No	5	5
Western Canyon Division	Canyon Lake	No	9	9
Canyon Lake Office	Canyon Lake	No	1.5	1.5
Victoria Office	Victoria	No	1	1
San Antonio Bay Foundation	Seadrift	No	1	1
			<b>TOTAL:165.5</b>	<b>TOTAL:165.5</b>

Table 5 Exhibit 9 FTEs by Location

**C. What are your agency’s FTE caps for fiscal years 2016–2019?**

The number of FTE’s is approved by GBRA’s Board of Directors during the annual budget process. The following table indicates Board approved FTE’s by division for FY 2016, 2017 and 2018. FY 2019 will be authorized by the Board during the FY 2019 budget process.

Division	# of Authorized Positions (FTE)		
	2016	2017	2018
General	35	38.5	34
Guadalupe Valley Hydroelectric	24	24	23
Rural Utilities WWTPs	9	9.5	9.5
Water Sales	25	25.5	33
Laboratory	8	8	8
Canal Division	7	7	6
San Marcos WTP	8	8	8
Western Canyon	9	10	11
Port Lavaca WTP	8	8	8
Calhoun County Rural Water	4	5	5
Coletto Creek Reservoir	6	6	6
Coletto Creek Recreation	8.5	8.5	8
Luling WTP	5	5	5
Canyon Hydroelectric	2	2	2
Lockhart WWTP	4	4	4
Lockhart WTP	3	3	3
<b>Total</b>	<b>165.5</b>	<b>172</b>	<b>173.5</b>

**D. How many temporary or contract employees did your agency have as of August 31, 2016? Please provide a short summary of the purpose of each position, the amount of expenditures per contract employee, and the procurement method of each position.**

Laboratory - Lab Tech - Contracted through MEDA Technical Services dba Modern Staffing – provide supplemental lab technical support. Amount paid in FY 2016 -\$26,724.70

Port Lavaca WTP/Operations - Contracted through Coastal Bend Staffing – provide basic operations support. Amount paid in FY 2016 - \$18,251.66

**E. List each of your agency’s key programs or functions, along with expenditures and FTEs by program. See Exhibit 10 Example.**

**Guadalupe-Blanco River Authority  
Exhibit 10: List of Program FTEs and Expenditures — Fiscal Year 2016**

Division	FY 2016 Actual - All Divisions		
	Budget FTE's	Actual FTE's	Expenses
General	35	35	\$ 3,105,932
Guadalupe Valley Hydroelectric	24	24	3,380,031
Rural Utilities WWTP's	9	9	3,863,593
Water Sales	25	25	18,465,012
Laboratory	8	8	1,172,876
Canal Division	7	7	1,168,286
San Marcos Water Plant	8	8	2,028,049
Western Canyon	9	9	6,228,361
Port Lavaca	8	8	1,436,167
Calhoun County Rural Water	4	4	1,077,181
Coletto Creek Reservoir	6	6	904,231
Coletto Creek Recreation	8.5	8.5	691,832
Luling WTP	5	5	1,018,403
Canyon Hydroelectric	2	2	347,688
Lockhart WWTP	4	4	1,097,074
Lockhart WTP	3	3	540,560
<b>Total</b>	<b>165.50</b>	<b>165.50</b>	<b>\$ 46,525,276</b>

## VII. Guide to Agency Programs

### General Division

Name of Program or Function: General Division

Location/Division: Seguin, Texas

Contact Name: Kevin Patteson

Actual Expenditures, FY 2016: \$3,105,932

Number of Actual FTEs as of June 1, 2017: 38.5

Statutory Citation for Program: GBRA Enabling Act - Acts 1935, 44th 1st C.S.,ch. 410, General and Special Laws of Texas

#### **B. What is the objective of this program or function? Describe the major activities performed under this program.**

The General Division office, located in Seguin, is home to the departments listed below. These departments furnish administrative, technical and support services to GBRA operating divisions under the direction of the General Manager.

Finance and Administration is responsible for the preparation of GBRA's annual budget and five-year financial plan, annual financial audit, financial reserves and debt service, investments,

capital assets, procurement and risk management. It also provides accounts payable, receivable and payroll functions, human resource services, information technology support for all GBRA divisions, and coordinates GBRA's Industrial Development Corporation which provides low-interest loans to outside entities.

Resource Policy and Stewardship creates partnerships to support community and economic development; encourages stewardship of water resources and environmental protection; develops and promotes conservation and enhancement of the basin's diverse water and land resources, and builds relationships with community leaders to promote awareness of GBRA services.

Strategic Communications and Education develops and implements communications strategies to ensure that GBRA's mission, projects, services and initiatives are explained clearly and consistently. The goal is to foster a productive, mutually beneficial relationship between GBRA and the residents, businesses and schools in the Guadalupe River Basin, provide useful information through publications, news releases, and educational programs, and encourage public involvement in the river authority's decision-making process.

General Counsel provides legal services related to the responsibilities and operations of GBRA and reports to the Board of Directors and General Manager/CEO. The department coordinates the development and review of policies, contracts, and other agreements regarding corporate and legal matters. General Counsel is also responsible for managing litigation and outside counsel activities. Additionally, the department advises staff and the board on Public Information Act and Open Meetings Act related matters.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure. N/A**
- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable. N/A**

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

GBRA cannot levy or collect taxes or assessments or in any way pledge the general credit of the State of Texas. State and federal grants provide occasional funding for special projects. All other revenues for maintenance and operation are derived from the products and services GBRA provides to customers throughout the basin.

General Division revenues are derived from investments in eligible securities, interest from inter-fund loans, administrative and general charges to operating divisions, and rental income.

Funds for the operating expenditures will be received from the administrative charges that the General Division bills to GBRA's operating divisions, construction projects and development projects.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.** N/A
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.** N/A
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.** N/A
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program.** N/A
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.** N/A

- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- **why the regulation is needed;**
  - **the scope of, and procedures for, inspections or audits of regulated entities;**
  - **follow-up activities conducted when non-compliance is identified;**
  - **sanctions available to the agency to ensure compliance; and**
  - **procedures for handling consumer/public complaints against regulated entities.**

N/A

### **Guadalupe Valley Hydro Electric Division**

Name of Program or Function: Guadalupe Valley Hydroelectric Division

Location/Division: Hydroelectric & Rural Utilities

Contact Name: Allen Ognoskie

Actual Expenditures, FY 2016: \$3,139,417.91

Number of Actual FTEs as of June 1, 2017: 23

Statutory Citation for Program: GBRA Enabling Act

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The Guadalupe Valley Hydroelectric Division (GVHD) operates six low-head hydroelectric plants in Guadalupe and Gonzales Counties. All electricity produced by the Division is delivered to the Guadalupe Valley Electric Cooperative (GVEC). Personnel operate and maintain the six generating plants, six dams, two electric substations, two canals, 22 miles of transmission lines, two raw water delivery systems and nine miles of road.

In addition to hydroelectric generation, crews also provide around the clock operations of spillgates at the dams to pass floodwaters through the system.

Although operations of the spillgates are manual, Control Room personnel are able to continuously monitor and operate all six hydro plants using a microwave communication system. The six hydroelectric dams are located at Lake Dunlap, Lake McQueeney, Lake Placid and Lake Nolte in Guadalupe County and at Lakes H-4 (Lake Gonzales) and H-5 (Lake Wood) in Gonzales County. In addition to providing maintenance and operating functions for both the Guadalupe Valley Hydroelectric Division and the Canyon Hydroelectric Division, division employees also monitor changing weather conditions and river flows for operation of dams during high rainfall events, furnish rainfall data to GBRA staff and local emergency management

coordinators, and provide electrical, steel fabrication, equipment repair and technical support services to other divisions.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure. N/A**
- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The 23 employees of Guadalupe Valley Hydroelectric Division (GVHD) are subdivided into three work groups consisting of the maintenance team, electrical/instrumentation technicians, and control room operators. Their common objective is the safe and efficient operation and maintenance of the Division's facilities. The Division Manager-Guadalupe/Gonzales Counties has overall responsibility to manage the Division while the General Division provides administrative assistance.

Operation of the Guadalupe Valley Hydroelectric System generates electricity for one customer, GVEC; however, there are numerous stakeholders who have an interest or are affected by the conditions and operations of the lakes. Property owners who live along the lakes do not participate in the funding of the operations or maintenance, but are affected by lake levels, conditions, and water safety and recreation issues. As GBRA evaluates the value and future of the system, taxing entities such as the counties, cities, and school districts also have a vested interest since any changes to lake conditions may affect property values and tax revenues.

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The GVHD is a run-of-the-river system and its production is considered non-firm power since the amount of river flow available for generation is uncertain from one year to the next.

Currently, the income from power generation for the GVHD is from the sole customer, and consists of two parts, a monthly fixed charge of \$125,000 and an energy charge of \$0.0314 per kilowatt hour (kWh) of electricity generated. The benefit of the two-part rate structure is that during low flow periods some amount of income for the Division can be maintained. The Division's budgeted power sales revenue of \$3,453,865 for FY 2018 is based upon the historical annual generation for the system of 62,225,000 kWhs. The aggregate rate including the fixed charge and assuming "normal" river flow conditions will be 5.55¢ per kWh.

- H. **Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.** N/A
- I. **Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.** N/A
- J. **If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.** N/A
- K. **If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.

N/A

- L. **Provide information on any grants awarded by the program.** N/A
- M. **Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

The economics of producing hydroelectric power, operating and maintaining the system, and charging a competitive rate are the major challenges facing the Division.

- N. **Provide any additional information needed to gain a preliminary understanding of the program or function.** N/A

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**

- **why the regulation is needed;**
- **the scope of, and procedures for, inspections or audits of regulated entities;**
- **follow-up activities conducted when non-compliance is identified;**
- **sanctions available to the agency to ensure compliance; and**
- **procedures for handling consumer/public complaints against regulated entities.**

N/A

**Rural Utilities Division**

Name of Program or Function: Rural Utilities Division  
Location/Division: Hydroelectric & Rural Utilities  
Contact Name: Allen Ognoskie,  
Actual Expenditures, FY 2016: \$4,837,872  
Number of Actual FTEs as of June 1, 2017: 7.5 FTE  
Statutory Citation for Program: GBRA Enabling Legislation

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

This division provides vital wastewater treatment services to residents in rural communities in Comal, Guadalupe, and Hays counties.

**Shadow Creek Wastewater Treatment Plant**

GBRA assumed operations of the Shadow Creek Wastewater Reclamation Facility, which consists of retail wastewater collection and treatment of domestic sewage in Hays County on January 1, 2006.

**Canyon Park Wastewater Treatment Plant**

The Canyon Park Estates Wastewater Reclamation System in Comal County serves the Canyon Park subdivision, Northlake development, Windjammer Condominiums, Laguna Park Development, Inc., Canyon Vista Condominiums, Chateau Breeze subdivision, and Hill Country Resort Condominiums. The plant was expanded in FY 2011 to accommodate additional customers.

**Dunlap Wastewater Treatment Plant**

The Dunlap Wastewater Reclamation System serves the River Bend, Lakeview Heights, Southbank, Oasis, Long Creek, The Bandit, Legends Pond, The Silos, Ridgemont, White Wing, Fellers, and Samuels Court subdivisions in Guadalupe County. The plant was expanded in 1985, 1996, and 2006 to accommodate additional customers.

**Northcliffe Wastewater Treatment Plant**

The Northcliffe Wastewater Reclamation System provides service to the Northcliffe subdivision for the City of Schertz in Comal and Guadalupe Counties. The Northcliffe Wastewater Reclamation facility is permitted by the Texas Commission on Environmental Quality to dispose of treated domestic wastewater effluent at a daily average flow not to exceed 300,000 gpd via irrigation of 117 acres at the Northcliffe Country Club golf course.

#### Sunfield Wastewater Treatment Plant

GBRA assumed operation of the Sunfield Wastewater Treatment Plant in Hays County upon completion of construction and plant start-up in October 2009.

#### Buda Wastewater Treatment Plant

This plant operates and manages 1,500,000 gallons per day (gpd) under contract with the City of Buda. GBRA assumed operations of the Buda WWTP in October 2001 after the plant expansion in July 2001. Located in the environmentally sensitive Onion Creek watershed, the plant is operated as a "complete mix, activated sludge system" utilizing three clarifiers and three filters for biosolids and phosphorus removal. Sludge handling is facilitated by a 2 meter belt filter press. Reuse water is supplied to the City for irrigation of rights of way and parks.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**

Operation of the wastewater plants in a manner necessary to ensure that the quality of effluent meets or exceeds all permit requirements and is suitable for municipal, agricultural and industrial supplies, as well as recreational uses and aquatic life.

- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

Shadow Creek, Buda, and Sunfield Wastewater Treatment Plants

Three operators divide their time between the Shadow Creek, Buda, and Sunfield wastewater treatment facilities. Operators are also responsible for a wastewater collection system that includes three lift stations.

The Chief Operator of the Shadow Creek Wastewater Reclamation Facility supervises the System. Serving as facilitator to the team will be the Hays/Caldwell Division Manager.

In addition, some contract labor and support from other GBRA Divisions are included in the form of electrical, preventive maintenance, supervision, engineering, purchasing, laboratory, and administrative functions.

#### Canyon Park, Dunlap, and Northcliffe Wastewater Treatment Plants

Five licensed employees, four operators and a chief operator/maintenance supervisor, provide operation and maintenance of the system on a daily basis. Additional manpower and equipment required for maintenance and technical services are transferred as needed from other operating divisions of GBRA. The Division Manager-Guadalupe/Gonzales Counties provides supervision of the division.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

#### Shadow Creek Wastewater Treatment Plant

The contract between the North Hays County Municipal Utility District #1 (MUD) and GBRA provides that GBRA operate the plant and associated facilities and transmit monthly utility bills to customers of the system. The monthly wastewater service fee charged to each residential customer is budgeted to remain at the same \$36.00/month as has been the case since Fiscal Year 2012. The contract also provides that GBRA will bill the District for any cost of operating the plant and collection system not recovered from the customers. This work plan is based upon a 12-month FY 2018 budget year and the treatment of 76,200,000 gallons. The budgeted FY 2018 service revenue for the Shadow Creek System is \$551,232 while total revenue including miscellaneous income and interest earnings amounts to \$558,132.

#### Canyon Park Wastewater Treatment Plant

Revenues are obtained through connection and service fees from customers of the Canyon Park Estates wastewater treatment plant. The total FY 2018 service fee revenue for the plant is projected to be \$363,168. This is an increase of 3% over the current budget and is due to an increase in the number of customers served as well as a \$2.00 per month/sewer service fee increase. This monthly fee increase represents a 4% change and it is required to help pay the operating and capital costs of a growing service area.

#### Dunlap Wastewater Treatment Plant

Revenues are obtained through connection and service fees from customers of the Dunlap wastewater treatment plant. The total service fee revenue for the plant will increase by

\$234,600 or 37% primarily due to an increase in the number of customers receiving wastewater service from the plant as well as a \$2.00 per month/sewer service fee increase. This monthly fee increase represents a 4% change and it is required to help pay the operating and capital costs of a growing service area. The combination of service fees and miscellaneous income is budgeted to total \$1,250,700 in FY 2018.

#### Northcliffe Wastewater Treatment Plant

The City of Schertz makes payments to reimburse GBRA for all of the cost of operating and maintaining the plant. This contractual arrangement provides that GBRA does not under-recover nor over-recover the cost of operating the plant. During FY 2018, the operating and capital expenditures of this plant are expected to decrease by \$1,864 and therefore under the contract with the City of Schertz, wastewater service revenue will also decrease by \$1,864 to a total of \$326,098.

#### Sunfield Wastewater Treatment Plant

An operating agreement was signed with 2428 Partners L.P. and the Sunfield Municipal Utility District #4 (District) in June 2006. The plant has a permitted capacity of 0.50 million gallons per day (MGD). The contract between 2428 Partners L.P., the District, and GBRA provides that GBRA will bill the District the actual cost of operating and maintaining the plant. As a result, revenue is matched to expenses and GBRA does not over-recover nor under-recover the cost of operating the plant.

This work plan is based upon a 12-month FY 2018 budget year. Since 2428 Partners funded the plant construction, no debt service is included in this budget.

The budget is based on the treatment of 63,880,000 gallons of wastewater. The budgeted FY 2018 revenue for the Sunfield System is \$407,112.

#### Buda Wastewater Treatment Plant

The contract between the City of Buda and GBRA provides that GBRA will bill the City the actual cost of operating and maintaining the plant. As a result, revenue is matched to expenses and GBRA does not over-recover nor under-recover the cost of operating the plant.

Since the City funded the 2007 and 2012 expansion projects, no debt service is included in this budget.

The budget is based on total estimated annual wastewater to be treated of 509,000,000 gallons compared to a FY 2017 budgeted flow of 474,500,000 gallons. This approximately 7% increase in flows, due to the growth within the City, is projected to result in an above average increase in operating costs. As a result the budgeted FY 2018 revenue for the Buda Division is \$707,643, which is \$31,154 or 4.6% more than last year's budget.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.** N/A

- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;
  - follow-up activities conducted when non-compliance is identified;
  - sanctions available to the agency to ensure compliance; and
  - procedures for handling consumer/public complaints against regulated entities.

N/A

### **Water Resources Division**

Name of Program or Function: Water Resources Division

Location/Division: Operations & Water Quality and Project Engineering & Development

Contact Name: Darel Ball and Tommy Hill

Actual Expenditures, FY 2016: \$27,416,309

Number of Actual FTEs as of June 1, 2017: 48.5  
Statutory Citation for Program: GBRA Enabling Act

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

GBRA's Water Resources Division was originally organized for the purpose of administering the development and sale of water from various sources. The principle source of this water is the reservoir storage behind Canyon Dam.

The Division is organized to include the basic aspects of GBRA's Water Resource Mission including water resource supply, operations, planning, development, conservation, flood water management, water based recreation, as well as water quality monitoring and laboratory services.

Operations and Water Quality directs water resource management, recreation and parks, and utilities operations in all 10 counties of GBRA's statutory district; assists in the negotiation and development of major contracts and represents GBRA with its customers; is responsible for water quality and environmental-related matters, ensuring the provision of technical assistance to GBRA's water and wastewater treatment facilities, and advises and consults with personnel of facilities within GBRA's statutory district that are operated by other entities (municipalities, MUD's, private contractors, etc.) and has oversight of GBRA's Laboratory.

Project Engineering and Development conducts hydrology and flow monitoring studies; assists with water and wastewater plant design services and process evaluation; monitors basin rainfall conditions including surface run-off for streams, rivers, lakes, and groundwater in the Guadalupe River Basin; coordinates with the National Weather Service River Forecast Center in Fort Worth; provides assistance to emergency management coordinators and local officials during severe weather events; coordinates project planning including contracts for services, permits, rights of way and special projects, maintains contact with interested parties for water and wastewater projects; works with homeowner and land associations to enhance current lake management and flood response programs, and communicate these procedures to new residents and governmental entities. Project Engineering provides management oversight for the design, review and inspection services for GBRA facilities constructions and installation.

**Calhoun Canal System**

This System is part of the Water Resources Division and is headquartered with other GBRA operations in Calhoun County. Utilizing permits granted by the state of Texas, the system delivers water from the Guadalupe River near Tivoli into the GBRA diversion and canal network for distribution to industrial, municipal, and agricultural customers in Calhoun County through a series of irrigations canals, checks, pump stations and pipelines.

The raw water supply is processed into treated drinking water by the GBRA Port Lavaca Water Treatment Plant or used in various industrial processes by petrochemical facilities operated by Seadrift Coke, INEOS Nitriles and the Dow Chemical Company near Seadrift, Texas. Some water

is also delivered to agricultural users, primarily for rice irrigation but also including row crop, pasture, aqua-culture and waterfowl operations. The operation and maintenance of approximately 75 miles of canals is required for delivery to customers. Although most of the water is delivered during the spring and summer growing season, year-round deliveries are necessary due to the variety of needs and scheduling for all customers.

Continuous operating and maintenance activities are performed on the lower stretch of the Guadalupe River to remove log jams and to ensure the Lower Guadalupe Diversion Dam and Salt Water Barrier structures located at river mile 10 are working properly. This ensures watercourse stability and safe boating access, and allows a more efficient diversion of water for beneficial use. Because the dam operates under low head settings, much if not most of the water will flow over the fabric dam bags and into the bay and estuary system. In times of extreme drought, the fabric dam can protect the fresh water supply from tidal salt water intrusion. GBRA also serves as an observer for the U.S. Geological Survey Guadalupe River data collection project.

Daily monitoring and testing of raw water quality is performed by the Division staff. Routine billing of raw water customers and contract administration services are performed at the area office, in close coordination with GBRA staff in Seguin.

#### Canyon Dam and Reservoir

Completed in 1964, this cooperative project between the U.S. Army Corps of Engineers and GBRA provides flood control protection and a stored water supply. GBRA operates the water storage portion to provide municipal, industrial, and agricultural customers with a dependable water supply during drought or low flow conditions.

GBRA is responsible for reservoir water management and release within the 'conservation pool,' between 800 feet mean sea level (msl) and the normal operating elevation of 909 msl. The Corps is responsible for management and release of waters within the 'flood control pool' at elevations above 909 msl. Water is normally released as soon as possible from this portion of the reservoir which must be kept empty to contain runoff from high rainfall and flood events.

Primarily, the reservoir provides flood control protection for people living downstream of the dam, but it also supplies many users with their sole source of water. For others, it provides a dependable supplemental source of water. Reservoir water provides stored water to cities, industries and agricultural users. Under a permit issued by the State of Texas, GBRA is allowed to divert an average of 90,000 acre-feet per year of stored water to supply contracted water users.

Reservoir and diversion system operations and river management responsibilities are divided between operations personnel and the staff of Project Engineering and Development. The Executive Manager of Operations and Water Quality has the responsibility for water distribution and operations for the entire river basin while day to day reservoir control and coordination with the Corps of Engineers is the responsibility of the Chief Engineer. In addition to water supply responsibilities, the Division also operates two small water-related recreation

areas near Seguin and Gonzales. These recreation areas provide river access for boating and fishing as well as park land for camping and picnicking.

Included in this division are the Regional Raw Water Delivery System (RRWDS) and Guadalupe Power Partners Raw Water Delivery Systems (GPPRWDS). These self-supporting systems were constructed to deliver water to municipalities, utility districts, regional water authorities, and electric generating plants.

Also part of this Division is the project development and community relationship function. This function assists entities within GBRA's statutory district with community and economic development.

GBRA provides support to projects that enhance the quality of life, provide recruitment of new industry and retention of existing businesses, encourage economic diversification and improves services essential to a viable community. GBRA's efforts are directed through local economic development corporations, chambers of commerce, and city and county governments. Customer relations development and on-going support are important to GBRA's mission as these efforts enhance GBRA's understanding of how to efficiently meet the water resource needs of a community. Emphasis will continue to be placed on enhancing customer communications to continue to build positive long-term relationships.

#### Laboratory

The GBRA Lab provides support services for GBRA-operated water and wastewater plants, chemical and bacteriological testing for cities, water districts, industries, consulting firms and private individuals, and environmental monitoring within the river basin.

The Lab is located at the General Offices of GBRA in Seguin, Texas and is equipped to perform physical, chemical and biological analyses of water from natural streams, water and wastewater treatment plants, groundwater wells and treatment residuals.

In addition to its broad water quality planning initiatives and participation in environmental and water quality monitoring programs within the river basin, the laboratory also sponsors and trains Texas Watch water quality monitors, a statewide volunteer program created under the Texas Clean Rivers Act of 1994 to involve citizens in the testing and protection of water resources. The laboratory is also open to area classroom teachers and civic groups for tours, and conducts presentations for schools, civic and other organizations on water quality, environmental issues, Texas Watch and other water-related subjects.

The laboratory maintains strong working relationships with federal, state and local government agencies responsible for water quality, as well as corporations and individuals capable of affecting water quality. Personnel within the water quality program and laboratory also provide technical assistance to GBRA's water treatment and wastewater treatment operations; and, applications for new, renewed or amended wastewater discharge permits are prepared. To better assure high quality water in the district, the Water Quality Program and Laboratory help identify and monitor sources of pollution and recommends remediation when appropriate. The

Laboratory provides technical assistance and support to GBRA's operations, as well as cities, water districts, industries, engineering firms and other organizations as they comply with federal, state, and local water quality regulations. The Laboratory is equipped to supervise the performance of physical, chemical, and biological analyses of water from natural streams, water and wastewater treatment plants, groundwater wells and treatment residuals as well as industrial water from surrounding industry.

#### San Marcos Water Treatment Plant

This division operates and manages the San Marcos Water Treatment Plant, which is capable of producing 21 mgd of high quality drinking water. Raw water from Canyon Reservoir is pumped from Lake Dunlap through a 20-mile pipeline, treated to meet state and federal drinking standards, and delivered to the cities of San Marcos, Kyle, Buda, as well as the Goforth Special Utility District, Monarch Utilities, and Sunfield Municipal Utility District.

The plant is owned by the City of San Marcos, which selected GBRA to be the contract operator of this \$7.2 million facility. Operations began in January 2000 with an initial treatment capacity of 6 mgd.

The plant's water source is stored water from Canyon Reservoir, contracted by the City of San Marcos and others. GBRA built and owns the pump station at Lake Dunlap that diverts the stored water, and the 20 miles of pipeline that delivers the water to the plant for treatment.

The conversion to surface water has reduced the City of San Marcos' daily pumping from the Edwards Aquifer by an average of 75%. Reduced pumping protects the spring flow contributions to the Guadalupe River from the Comal Springs and the San Marcos Springs. Existing city wells can be reserved for use as supplemental resources during peak usage periods.

GBRA entered into a five-year agreement with the City of San Marcos in December 2015 to operate the surface water and ground water production facilities for the City. The surface water treatment plant is located between State Highways 21 and 80 on the east side of San Marcos. Raw water for the plant is supplied from Canyon Reservoir. GBRA owns and operates the pipeline that delivers water from Lake Dunlap, downstream of Canyon Dam.

The ground water system consists of six wells that provide the City with water from the Edwards Aquifer and six booster pump stations. The wells supply water to those areas of the City not served by the surface water treatment plant and supplements the surface water supply during times when the plant capacity is not adequate to meet City demand. GBRA is responsible for the operations and maintenance of the booster stations and chemical feed systems associated with the ground water system. The City continues to maintain the wells, control systems, and water distribution system.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or**

**program. Also please provide a short description of the methodology behind each statistic or performance measure.**

#### Laboratory

The small team of dedicated employees continually educate themselves through training offered by the U.S. Environmental Protection Agency, Texas Commission on Environmental Quality (TCEQ), Texas Engineering Extension Service, Texas Water Utility Association, The NELAC Institute (TNI) and other associations.

As of July 5, 2005 the TCEQ became a NELAC accrediting authority and began accepting applications from laboratories providing data to the commission. The GBRA Lab has adopted the NELAC/TNI standards and, as of May 20, 2008, the GBRA Lab was granted NELAC accreditation.

Several of the program's tasks complement tactical objectives that fulfill goals set forth in the Mission Statement of the GBRA, namely: a) monitoring of water quality sampling sites, b) maintaining a computerized water quality database available through GBRA's website, and c) continuing to encourage citizens to volunteer to participate in the Texas Stream Team Program. In addition to the Clean Rivers Program, the GBRA Water Resources Division will continue monitoring water quality in the Plum Creek and Geronimo Creek watersheds for the non-point source projects, under Clean Water Act (CWA) Section 319(h) Non-Point Source Grants administered by the Texas State Soil and Water Conservation Board (TSSWCB) for the year.

The responsibilities of the water quality program have been assigned to the Deputy Executive Manager of Operations and Water Quality and assisted by the Laboratory Director. The responsibilities for maintaining the Laboratory and the required accreditation have been assigned to the Laboratory Director.

#### San Marcos Water Treatment Plant

The San Marcos Water Treatment plant consistently meets the requirements of the Texas Commission on Environmental Quality Texas Optimization Program (TOP), a voluntary, non-regulatory program designed to dramatically improve the performance of existing surface water treatment plants without major capital improvements.

- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other**

**illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

Laboratory

The responsibilities of the water quality program have been assigned to the Deputy Executive Manager of Operations and Water Quality and assisted by the Laboratory Director. The responsibilities for maintaining the Laboratory and the required accreditation have been assigned to the Laboratory Director. Personnel within the Laboratory include the Laboratory Director, 4 Laboratory Technicians, a Quality Assurance Officer, one part-time Laboratory Technician and one temp sample custodian. Water Quality Technicians also assist with laboratory duties as needed. These employees continue to avail themselves of training offered by the U.S. Environmental Protection Agency, Texas Engineering Extension Service, Texas Water Utilities Association and other professional associations in order to facilitate certification as laboratory analysts and technicians.

Calhoun Canal

The Calhoun Canal System is supervised by the Division Manager of Calhoun/Refugio Counties. The division is operated by six full-time employees, including a Chief Water Tender and three Water Tenders who manage the diversion and distribution of water from the Guadalupe River to the various customers of the system. Canal Division maintenance is performed by a Maintenance Chief and an Equipment Operator. Additional support is received from the Seguin office in the form of engineering and administrative functions.

San Marcos Water Treatment Plant

A Plant Manager, Chief Operator, and six Operators staff the plant. Operations are continuous, 24 hours a day, and include managing the water deliveries through the raw water pipeline and the I-35 treated water transmission main, operating and maintaining the plant, and monitoring treated water quality to ensure it meets contractual requirements. Specialized instrumentation and electrical maintenance labor is supplied through interdivisional transfers of personnel, and predictive maintenance of equipment is contracted with outside vendors.

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues). N/A**
- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**

- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;
  - follow-up activities conducted when non-compliance is identified;
  - sanctions available to the agency to ensure compliance; and
  - procedures for handling consumer/public complaints against regulated entities.

N/A

### **Port Lavaca Water Treatment Plant**

Name of Program or Function: Port Lavaca Water Treatment Plant

Location/Division: Calhoun/Refugio Operations

Contact Name: Stephanie Shelly

Actual Expenditures, FY 2016: \$1,761,293

Number of Actual FTEs as of June 1, 2017: 8

Statutory Citation for Program: GBRA Enabling Act

- B. What is the objective of this program or function? Describe the major activities performed under this program.**

This division supplies the residents in Calhoun County with surface water from the Guadalupe River, treated to meet state and federal drinking water standards. Raw water is diverted from the Guadalupe River near Tivoli by GBRA's Calhoun Canal System, using water rights permits issued to GBRA by the State of Texas. This water, treated at the Port Lavaca WTP, provides a reliable source of municipal drinking water to the City of Port Lavaca, the Calhoun County Rural Water Supply System (CCRWSS), and the Port O'Connor Improvement District (POC).

On-site water quality monitoring and testing is done to ensure that treated water meets all required standards for public water facilities. With a treatment capacity of 6 million gallons per day, the plant provides treated water for the domestic and business needs of approximately 24,000 people.

The division also provides the security of supplemental water supplies in times of low rainfall or drought. The City of Port Lavaca, as a Division customer, can access 4,480 acre-feet of water per year from run-of-river rights and Canyon Reservoir conservation storage. The CCRWSS and POC also purchase water annually from Canyon Reservoir conservation storage to supplement the raw water available from run-of-river water rights.

Investments in technology and equipment, including remote monitoring of the water delivery and storage system, ensure that plant operations are as efficient and cost-effective as possible.

In addition, division staff works with customers and the public to promote water resource education and sound conservation practices.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**

The City of Port Lavaca receives its water from surface water diverted from the Guadalupe River and treated at the GBRA Port Lavaca Water Treatment Plant.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law.

Trained operators monitor and test the water, including the addition of fluoride and chloramine, to ensure that the water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the city's water towers and delivered through its distribution system.

Texas Commission on Environmental Quality (TCEQ) has assessed the system and determined that the drinking water, provided by the City of Port Lavaca through the Guadalupe-Blanco River Authority's surface water treatment plant, meets or exceeds all federal and state established water quality standards.

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.**

The City of Port Lavaca contracted with GBRA in 1968 for the delivery of treated drinking water, and the Plant was constructed and became operational in 1970. Shortly thereafter, the Calhoun County Rural Water System began receiving water. The Plant's capacity was expanded in 1993 to produce a "nameplate" peak capacity of 6.08 million gallons per day, to meet the structural requirements of the State of Texas and the stringent and ever evolving requirements of the federal Safe Drinking Water Act. In October 2000, the Port O'Connor Municipal Utility District (now POC ID) completed construction of a new water main to the Plant and became a 3rd contract customer.

The original water supply contract of 1968 as subsequently amended at various times remained in effect until all of the original construction and corresponding indebtedness was paid in full in the year 2016. (Later contracts with the Calhoun County Rural Water System and the Port O'Connor Improvement District necessarily conform to this base contract's provisions for other customers.) In 2016, GBRA and the City of Port Lavaca entered into a new water supply contract that will continue the mutually beneficial relationship that provides a secure and economical source of high quality drinking water to the residents of the City of Port Lavaca and other areas of Calhoun County serviced by GBRA through at least the year 2035.

**E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The Plant is managed by the Division Manager – Calhoun/Refugio Counties. Employees of the Division responsible for daily operating and maintenance activities include a Chief Operator, four shift Operators, and a Maintenance Chief. Several of these employees also work in the two other divisions of GBRA that are headquartered at GBRA's Port Lavaca office. Additional support is received from the Seguin office in the form of engineering and administrative functions.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

Each wholesale customer receiving a drinking water supply from the GBRA Port Lavaca Water

Treatment Plant pays a pro-rata share of the total operating expenses of the Plant. The FY 2018 revenue is budgeted at \$1,732,500 which is a \$6,517 or 0.37% increase over FY 2017.

Total treated water purchased by the City of Port Lavaca is again forecast at 510.00 million gallons. The Port O'Connor ID will purchase an estimated 93.05 million gallons of treated water. The Calhoun County Rural Water Supply System will purchase an estimated 89.24 million gallons of treated water, based on that Division's forecast of customer connections. The total treated water forecast by the Plant for all three wholesale customers therefore sums to 692.29 million gallons or an average of 1.897 million gallons per day. The raw source or feed water delivered to the Plant by the Calhoun Canal Division for all three customers for treatment to potable drinking quality will cost 17.5¢ per 1000 gallons. Raw water received from the GBRA Canal Division for the three wholesale customers as metered at the Plant's intake will total an estimated 745.071 million gallons.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

The plant has reached its useful life and needs significant rehabilitation. In FY 2017 GBRA hired a consultant to assess the asset and make recommendations for its replacement. \$5,200,000 has been budgeted in the Port Lavaca Project Fund for FY 2018. This full project is expected to be funded through a future revenue bond issuance.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**

- **why the regulation is needed;**
- **the scope of, and procedures for, inspections or audits of regulated entities;**
- **follow-up activities conducted when non-compliance is identified;**
- **sanctions available to the agency to ensure compliance; and**
- **procedures for handling consumer/public complaints against regulated entities.**

N/A

**Calhoun County Rural Water System**

Name of Program or Function: Calhoun County Rural Water Supply Division

Location/Division: Calhoun/Refugio Operations

Contact Name: Stephanie Shelley, Division Manager

Actual Expenditures, FY 2016: \$1,085,314

Number of Actual FTEs as of June 1, 2017: 5

Statutory Citation for Program: GBRA Enabling Act

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The objectives are to operate and maintain the Rural Water Division to meet the water demand of customers with minimal service interruptions and to provide a safe supply of drinking water that meets or is better than all state and federal water quality standards.

The system purchases treated water from the GBRA Port Lavaca Water Treatment Plant and provides retail water service to residents of rural areas in Calhoun County. This division operates approximately 75 miles of pipeline for the delivery and distribution of potable drinking water, plus storage and pumping facilities. All treated water meets federal and state water quality standards. In February 1999, GBRA Rural Water System began operating the Crestview wastewater plant and collection system. This collection system services a small rural subdivision.

Customer services include water loss monitoring, leak detection and repair, water conservation education, and water quality information and testing. It also assists local governments with planning, design, acquisitions, and grant applications to help expand the system and customer base.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**

The Calhoun County Rural Water Supply System receives its water from surface water treated at the Port Lavaca Water Treatment Plant.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law. The annual report explains where the drinking water comes from, what it contains, and the health risks water testing and treatment are designed to prevent.

Texas Commission on Environmental Quality (TCEQ) has assessed and determined the drinking water provided by the GBRA Port Lavaca Water Treatment Plant near Port Lavaca, Texas, meets or exceeds all federal and state established water quality standards.

Trained operators monitor and test the water, including the addition of fluoride and chloramines, to ensure that our water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the utility's ground storage and delivered through its distribution system.

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.**

Established in 1970 by a rural citizens group working in conjunction with GBRA, the Calhoun County Rural Water Supply Corporation evolved to meet the needs of rural residents for an adequate supply of high quality drinking water. Its development followed closely on the heels of the initial drinking water contract that GBRA wrote with the City of Port Lavaca, which allowed the construction of the GBRA Port Lavaca Water Treatment Plant in 1968-1970. A charter membership was established, and the Corporation contracted with the Calhoun County Rural Water Supply System, an operating division of GBRA, for construction and operation of the necessary facilities. The initial construction was financed by the Farmers Home Administration. All of the rural water infrastructure and related assets are the property of GBRA. The Corporation's Board of Directors works closely with the GBRA's staff and the GBRA Board of Directors to execute the ongoing mission of service to rural residents.

The primary areas of operation are the communities of Alamo Beach, Indianola, and Magnolia Beach in the south-central area of the county, and the Six Mile community in the county's northeastern area. Limited fire protection is provided by the presence of fire-water hydrants in select areas that are available for the use by area fire departments.

In July 2000, the Municipal Utility District of Port O'Connor purchased the GBRA portion of the Rural Water System situated in the town of Port O'Connor, and began to operate independently. However, the District remains a wholesale customer of the GBRA Port Lavaca Water Treatment Plant. The sale allowed GBRA to retire the Farmers Home debt, but significantly reduced the number of customer accounts and associated revenue.

- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
  
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The Division is managed by the Division Manager of Calhoun/Refugio Counties. The Division is operated and maintained by a Chief Operator, 3 Maintenance Operators, and an Assistant Secretary. Management and staff meet quarterly with the Rural Water Corporation's Board of Directors to discuss operations and projects and to review the work plan, budget, and rates. The Directors are elected by the membership (customers) to provide feedback to GBRA Management on Division activities.

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The Rural Water Division receives revenue from three principal sources, water sales, tap fees, and rates for wastewater services from the Crestview neighborhood. The largest of the three sources represents retail sales for water provided to the Division's customers. The FY 2018 water sales revenue budget is estimated at \$1,337,792 based on the 1,454 customers receiving a total retail volume of treated water at their meters of 77.639 MG. This is a reduction in the volume of water estimated to be delivered in earlier years and is due to the customer's response to the periodic drought conditions that exist.

A conservation block rate was implemented during FY 2017 to help curtail excessive use of water that occurs in some limited cases. The monthly water rates that the Division charges for meters of all sizes will be based on the minimum charge of \$43.00 for the standard residential meter, with larger sizes utilizing multiples of this minimum amount. For the standard 5/8-inch residential meter, by far the most common unit in the system, the rates for FY 2018 are as follows:

- Monthly Minimum \$43.00 for 2,000 gallons
- Over 2,000 gallons to 5000 gallons \$6.05 per 1,000 gallons
- Over 5000 gallons to 10,000 gallons \$7.05 per 1,000 gallons
- Over 10,000 gallons to 25,000 gallons \$10.05 per 1,000 gallons

Over 25,000 gallons \$12.05 per 1,000 gallons

A second significant source of revenue is the combined membership and tap fees paid by new customers. The standard tap fee for a residential meter is based on estimated meter installation costs, including a maximum of 200 feet of additional distribution pipeline. The standard tap fee will remain at \$1,000 and the membership fee will remain at \$1,200 for FY 2018. The addition of 24 new connections is again forecast for the system during FY 2018 to provide fee revenue of \$52,800.

GBRA's Rural Water System began operating the Crestview wastewater plant and collection system in February 1999. This small plant provides a third source of revenue for the Division. The revenue from the Crestview System is projected at \$54,000 for FY 2018 based on a per month per unit at the rate of \$75.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.

N/A

- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

Expansion is always restrained to some degree by GBRA's obligation to existing customers to maintain reasonable service rates.

- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- **why the regulation is needed;**
  - **the scope of, and procedures for, inspections or audits of regulated entities;**
  - **follow-up activities conducted when non-compliance is identified;**
  - **sanctions available to the agency to ensure compliance; and**
  - **procedures for handling consumer/public complaints against regulated entities.**

N/A

### **Luling Water Treatment Plant**

Name of Program or Function: Luling Water Treatment Plant

Location/Division: Hays/Caldwell Operations

Contact Name: Eduardo Montana

Actual Expenditures, FY 2016: \$1,263,403

Number of Actual FTEs as of June 1, 2017: 5

Statutory Citation for Program: GBRA Enabling Act

- B. What is the objective of this program or function? Describe the major activities performed under this program.**

Under water rights permits issued by the State of Texas, the GBRA Luling Water Treatment Plant is capable of diverting up to 4,422 acre-feet of water annually from the San Marcos River near Luling, providing a reliable source of high quality drinking water to the City of Luling and to the City of Lockhart.

With a peak rate treatment capacity of 2.5 million gallons per day, division staff utilizes technology and equipment to achieve efficient and cost-effective plant operations. The plant is operated to ensure that treated water meets all required standards for public water facilities.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**

The City of Luling receives its water from surface water diverted from the San Marcos River and treated at the GBRA Luling Water Treatment Plant. Wells provide a supplemental supply.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law.

Texas Commission on Environmental Quality (TCEQ) has assessed the system and determined that the drinking water, provided by the City of Luling through the Guadalupe-Blanco River Authority's surface water treatment plant, meets or exceeds all federal and state established water quality standards.

Trained operators monitor and test the water, including the addition of fluoride and chlorine, to ensure that our water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the city's water towers and delivered through its distribution system.

This plant is a past winner of the U.S. Environmental Protection Agency Region 6 "Environmental Excellence Award for Public Water Supply".

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent.**

The City of Luling contracted with GBRA in 1975 for the construction and operation of a surface water treatment plant. The plant came on line and started delivering drinking water from the San Marcos River in 1978. In fiscal year 2005, the Luling Water Treatment Plant Division started delivering treated water to the City of Lockhart by using plant capacity in the Luling Water Treatment Plant that was currently not utilized by the City of Luling. The original contract signed in 1975 expired November 2015 and a new water supply agreement contract was signed in December 2016. This contract provides that GBRA bill the City for the actual costs of operating the plant and that GBRA does not over-recover nor under-recover those operating costs.

**E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

A Chief Operator and four Operators, working as a team will continue to staff the plant, while one contract laborer will be utilized during the peak maintenance season. Serving as facilitator to the team will be the Division Manager - Hays/Caldwell Counties. Additional support is received from the Seguin office in the form of engineering, electrical, and administrative functions.

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The total operating revenue budgeted to be received next year is \$1,535,342 compared to budgeted revenue of \$1,463,034 for FY2017.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.** N/A
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.** N/A
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.** N/A
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program.** N/A
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.** N/A
- N. Provide any additional information needed to gain a preliminary understanding of the program or function.** N/A
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;

- **follow-up activities conducted when non-compliance is identified;**
- **sanctions available to the agency to ensure compliance; and**
- **procedures for handling consumer/public complaints against regulated entities.**

N/A

### **Coletto Creek Reservoir and Recreation**

Name of Program or Function: Coletto Creek Reservoir and Recreation

Location/Division: Victoria and Goliad Counties/Coletto Creek & Lake Wood Operations

Contact Name: Alan Schneider

Actual Expenditures, FY 2016: \$1,648,844

Number of Actual FTEs as of June 1, 2017: 10

Statutory Citation for Program: GBRA Enabling Act

#### **B. What is the objective of this program or function? Describe the major activities performed under this program.**

The Coletto Creek Division is comprised of two operating systems, the Reservoir System and the Recreation System. The Reservoir System is responsible for the operation and maintenance of the Coletto Creek Reservoir under a previous contractual agreement between the Guadalupe-Blanco River Authority and Central Power & Light Company. The primary purpose of the reservoir is to dissipate waste heat generated during the production of electricity at the Coletto Creek Power Station, a coal-fired steam electric generating plant. The reservoir also provides water for cooling the power station's condensers and supplying other plant needs.

Dynegy, a Houston based electric company, completed the purchase of the Coletto Creek Power Station from ENGIE (formerly GDF Suez) on February 7, 2017. The power plant will continue to operate under the existing company name Coletto Creek Power, LP.

The Coletto Creek Park and Reservoir, located midway between Victoria and Goliad, is a joint project between Dynegy and the GBRA. At normal pool elevation it covers 3,100 surface acres with 61 miles of shoreline. The main purpose of the reservoir is to serve as a cooling pond for the Coletto Creek Power coal fired power plant. The reservoir is fed through four major creeks from a 507 square mile drainage basin. The average depth is eleven feet and the reservoir is maintained at a constant level except during drought conditions. The reservoir system is monitored for shoreline pollution, and division staff educates the public on prevention techniques. The division also participates in an aquatic plant management program to control noxious aquatic vegetation.

The objectives of the work plan are to operate and maintain all reservoir-related facilities, to maintain an adequate supply of water of sufficient quality to meet power station requirements, ensure compliance with all state and federal water quality requirements, and maintain an ongoing flood management and dam safety program to better assure the protection of the

general public and property owners downstream of the reservoir. Consistent with these objectives, employee training is conducted to enhance current operations and increase technical competence.

The Reservoir System is responsible for the operation and maintenance of the main dam and spillway, two baffle dikes, discharge flume, pump station and pipeline, and the Reservoir's monitoring system.

The Recreation System is responsible for the operation and maintenance of the Coletto Creek Park located adjacent to the Coletto Creek Reservoir. The park provides outdoor public recreation activities for Victoria and the surrounding region as well as the major metropolitan cities of Houston, San Antonio, Austin and Corpus Christi. The park also serves as a destination site for Winter Texans. Further, the Recreation System administers an adjacent landowner leaseback program and resource management projects on properties surrounding the reservoir. Opened to the public in February 1981 for year-round outdoor recreation opportunities and access to the Coletto Creek Reservoir, the park consists of 190 acres, of which approximately 40 acres have been developed.

The objectives of the work plan are to operate and maintain the Coletto Creek Park at a level that is family friendly, aesthetically pleasing, and better assures the safety and protection of all park users. Continued emphasis will be placed on land and water resource management programs to ensure protection of these resources. With the current trend of employee turnover due to retirements of experienced rangers, focus will be on training to enhance current operations and increase technical competence of the new rangers. Coletto Creek employees also assist with tourism and economic development activities throughout the Guadalupe River Basin.

The Recreation System is responsible for the operation and maintenance of 78 developed campsites, 4 camping cabins, 4 rental travel trailers, campground comfort stations, day use picnic facilities and restrooms, 4-lane boat ramp, 200-foot lighted fishing pier, and utilities including a potable drinking water system, sanitary sewer and electrical systems. The Recreation System also administers a leaseback program involving approximately 150 tracts of land surrounding the Reservoir. Funds for the operation of recreation facilities are generated by entrance and user fees, hunting revenues, leaseback revenues, event sponsorships, recreation grants, and office space rentals to the Reservoir System.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**
- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**

- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

#### Reservoir

The Reservoir System is supervised by the Executive Manager of Operations & Water Quality and operated by a Chief Operator, Electrician, and three full-time Maintenance Crewmen. In addition, Rangers assigned to the Recreation System will assist with regular reservoir operations. Clerical duties will be performed by an Office Manager assigned to the Reservoir System and one Administrative Assistant assigned to the Recreation System.

#### Recreation

The Recreation System is be managed by the Executive Manager for Water Resources and Utility Operations, and operated by a Chief Ranger, six full-time Rangers, a Summer Ranger, and Park Host Couples. In addition to their recreation duties, the Rangers assist the Reservoir System with reservoir operations. Clerical and fee collection duties will be performed by an Administrative Assistant.

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

#### Reservoir

In 1975, Central Power and Light Company (CP&L) contracted with GBRA for the construction and operation of a 3,100 surface-acre cooling reservoir. This contractual arrangement provides that GBRA does not over-recover nor under-recover the costs of operating the reservoir. The only differences that exist from year to year are non-recurring maintenance projects and the need to operate river diversion pumps during drought conditions. These differences, when they occur, affect the revenue of the Coletto Creek Reservoir System since the Coletto Creek Power Station agrees to reimburse GBRA for all costs of operation.

The total revenue budgeted to be received next year is \$950,916 compared to budgeted revenue of \$924,978 for FY2017.

#### Recreation

Entrance and user fees, hunting revenues, leaseback revenues, grants/donations/sponsorships, and miscellaneous revenues to the Recreation System generate funds for the operation of the

Coletto Creek Park. These amounts are estimated at \$687,240; \$36,000; \$81,000; \$22,000; and \$2,400 respectively.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;
  - follow-up activities conducted when non-compliance is identified;
  - sanctions available to the agency to ensure compliance; and
  - procedures for handling consumer/public complaints against regulated entities.

N/A

### **Lockhart Water Plant System and Wastewater Treatment Plant**

Name of Program or Function: Lockhart Water Plant System and Wastewater Treatment Plant

Location/Division: Hays/Caldwell Operations

Contact Name: Eduardo Montana

Actual Expenditures, FY 2016: \$2,268,960

Number of Actual FTEs as of June 1, 2017: 7

Statutory Citation for Program: GBRA Enabling Act

#### **B. What is the objective of this program or function? Describe the major activities performed under this program.**

##### Wastewater Treatment Plant

This division was established on October 1, 1994 to operate and manage the existing 1.1 mgd Larremore Street Wastewater Treatment Plant and a new 1.5 mgd F.M. 20 Plant, completed in February 1999, under contract with the City of Lockhart. The plants supply a combined treatment capacity of 2.6 mgd to provide environmentally-responsible wastewater treatment service within the city limits and meet future growth needs.

The F.M. 20 Plant is an approved site for acceptance and treatment of septic tank waste. It utilizes an activated sludge process to treat wastewater ultraviolet (UV) light for disinfection in place of chlorine.

Daily sample testing is completed in an on-site laboratory to ensure effluent meets all state and federal guidelines. Furthermore, biomonitoring tests are performed to ensure that aquatic life and the environment will not be harmed by treated wastewater effluent returned to the surface waters of the Guadalupe River Basin.

For Fiscal Year 2018, the flow will be split with approximately 0.468 MGD treated by the Larremore Plant and 0.749 MGD treated by the FM 20 Plant, and is based on the two Lockhart Wastewater Treatment Plants treating an estimated sewage flow of 444.2 million gallons annually or 1.2 million gallons per day (MGD).

##### Water Treatment Plant

The plant has been operated by GBRA since October 1, 2001, after selection by the City of Lockhart to serve as contract operator. GBRA employees operate the plant and are also responsible for the city's well system.

The plant's water source is the Carrizo Aquifer. The plant is specially designed to treat the high concentrations of iron that are characteristic of Carrizo water. This is accomplished using oxidation followed by filtration to remove dissolved iron and manganese.

The projected water production of the plant and seven wells for FY 2018 is 155.47 MG or 0.426 MGD. However, the total water needs for the City from all sources is estimated to be approximately 579.82 MG. The differential or additional water required by the City of Lockhart will be supplied by the GBRA surface water treatment plant located in Luling and delivered through the Luling/Lockhart Treated Water Delivery System.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**

#### Wastewater Treatment

Both the F.M. 20 Plant and the Larremore Street Plant have been recognized by the Water Environment Association of Texas as "Municipal Wastewater Treatment Plant of the Year" for consistently exhibiting outstanding performance of daily activities beyond the normal call of duty.

#### Water Treatment

The City of Lockhart receives its water from two sources. Groundwater is pumped and blended with surface water from the San Marcos River treated at the GBRA Luling Water Treatment Plant.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law. The annual report explains where the drinking water comes from, what it contains, and the health risks water testing and treatment are designed to prevent.

Trained operators monitor and test the water, including the addition of fluoride and chlorine, to ensure that water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the city's water towers and delivered through its distribution system.

Texas Commission on Environmental Quality (TCEQ) has assessed the system and determined the drinking water meets or exceeds all federal and state established water quality standards.

- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other**

**illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

Wastewater Treatment

Personnel within the Lockhart Wastewater Reclamation System are organized into a team consisting of the Chief Operator and three operators. In addition, GBRA's water plant personnel located at the Lockhart Water Treatment Plant will assist in the maintenance and repair of the wastewater treatment plants. Serving as facilitators to the team will be the Hays/Caldwell Division Manager. Additional support will be received from the Seguin office in the form of engineering, electrical, purchasing, and administrative functions.

Water Treatment

Three operators from the Lockhart Water Treatment Plant System are responsible for operating and maintaining the plant and ground water production facilities. Personnel from the Lockhart Wastewater Reclamation System assist in the operations and maintenance of the ground water system. All water and wastewater treatment activities are supervised by the Lockhart Operations Manager. Serving as facilitator to the Lockhart Operations team is the Division Manager-Hays and Caldwell Counties. Additional support will be received from the Seguin office in the form of engineering, electrical, purchasing and administrative functions.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

Wastewater Treatment Plant

The contract between the City of Lockhart and GBRA provides that GBRA will bill the City the actual cost of operating the two plants. As a result, revenue is matched to expenses and GBRA does not over-recover nor under-recover the cost of operating the System.

The FY 2018 budget is based on total estimated annual wastewater to be treated of 444,160,000 gallons or 1.2 MGD. While revenue to treat this amount of waste has generally trended upward over the last several years coincident with inflationary increases in plant operating costs, the budgeted FY 2018 total revenue for the Lockhart Wastewater System is \$999,541 which is \$416,175 or 29.4% less than last year's budget.

Water Treatment Plant

This contract provides that GBRA does not over-recover nor under-recover the costs of operating the System.

The budget is based on a total estimated annual water treatment of 155,468,000 gallons or 155.47MG. The budgeted FY 2018 operating revenue for the Lockhart Water Treatment Plant System is \$669,149 which is \$7,229 or 1.1% more than last year's budget. As described in the previous paragraph, the Lockhart WTP System is a cost of service operation and any year-over-

year change in revenue is in a direct relationship to the changes in operating expenditures and capital improvements for that year.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;
  - follow-up activities conducted when non-compliance is identified;
  - sanctions available to the agency to ensure compliance; and
  - procedures for handling consumer/public complaints against regulated entities.

N/A

### **Canyon Hydroelectric Division**

Name of Program or Function: Canyon Hydroelectric Division  
Location/Division: Comal County/Hydroelectric & Rural Utilities  
Contact Name: Allen Ognoskie  
Actual Expenditures, FY 2016: \$347,688  
Number of Actual FTEs as of June 1, 2017: 2  
Statutory Citation for Program:

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The Guadalupe-Blanco River Authority Canyon Hydroelectric Division began operation in January of 1989. The Division consists of a hydroelectric generating plant with two 3-megawatt generators that use available river flows in the range of 90 to 600 cubic feet per second (cfs) to produce electricity. Included in the Plant is a bypass valve capable of releasing up to 500 additional cubic feet per second. When releases from Canyon Dam are above the combined generation and bypass rates (a total of 1,100 cfs), the Plant cannot be operated, and all water must be released through the dam's original outlet structure operated by the U.S. Army Corps of Engineers.

The objective of all GBRA employees who operate and maintain the Canyon Hydroelectric Plant is to provide a level of equipment reliability that will assure the generation of electricity from all water releases from Canyon Reservoir that are within the plant's operating range.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure. N/A**

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**

**E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The plant operates through a license from the Federal Energy Regulatory Commission, with permits from TCEQ and the U.S Army Corps of Engineers. The two GBRA employees who are assigned to the Canyon Hydroelectric Division maintain the Plant. Personnel from the GBRA Guadalupe Valley Hydroelectric Division assist these employees in their maintenance duties. Using state of the art technology, the plant can be remotely operated from Seguin with microwave communication equipment.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

All power sales revenue within the division is paid by New Braunfels Utilities (NBU), which is the beneficiary of all electricity generated by the Plant. NBU pays a monthly energy charge based on a rate of \$0.0133 cents per kW hour of electricity that is generated. The Division is a cost of service operation, and at the end of each fiscal year there is reconciliation between GBRA and NBU to adjust income to actual expenses for the year. If the total cost of operating the Plant exceeds the amount of revenue collected, then NBU reimburses GBRA for this difference. If the alternative is the case, then GBRA reimburses NBU the difference.

The total amount of Division revenue budgeted for FY 2018 is \$518,675 which is \$107,672 more than budgeted revenue for FY 2017.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**

**K. If contracted expenditures are made through this program please provide:**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2016;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

N/A

- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- **why the regulation is needed;**
  - **the scope of, and procedures for, inspections or audits of regulated entities;**
  - **follow-up activities conducted when non-compliance is identified;**
  - **sanctions available to the agency to ensure compliance; and**
  - **procedures for handling consumer/public complaints against regulated entities.**

N/A

### **Western Canyon Division**

Name of Program or Function: Western Canyon Division

Location/Division: Western Canyon Operations

Contact Name: Jorge Rojas

Actual Expenditures, FY 2016: \$5,841,203

Number of Actual FTEs as of June 1, 2017: 10

Statutory Citation for Program: GBRA Enabling Act

- B. What is the objective of this program or function? Describe the major activities performed under this program.**

Western Canyon Water Treatment Plant

The Western Canyon Water Treatment Plant System, which began sending treated water to customers in 2006, is responsible for operating the Raw Water pump station located at Canyon Lake, the raw water pipeline, the water treatment plant, the treated water transmission pipeline, the Amman Road booster pump station and the FM 3351 booster pump station. The Western Canyon Water Treatment Plant also monitors the customer delivery points along the treated water transmission pipeline via SCADA. Current customers receiving water from the Western Canyon Water Treatment Plant include San Antonio Water System, City of Fair Oaks Ranch, City of Boerne, Canyon Lake Water Supply Corporation, Kendall West Utilities, Cordillera Ranch, Comal Trace, and Johnson Ranch subdivisions.

#### Cordillera Water Delivery System

Located in Kendall County near the intersection of State Hwy 46 and FM 3351, operations of the Cordillera Ranch water distribution system began in 2006. Source water is pumped from Canyon Lake, treated at the Western Canyon WTP and delivered to the system through the Hwy 46 treated water delivery system. 1,500 acre-feet of raw water per year is available for use in Cordillera Ranch.

#### Cordillera Wastewater Treatment Plant

Located in Kendall County near the intersection of State Hwy 46 and FM 3351, operations of the Cordillera Ranch wastewater collection system and treatment plant began in 2006. Due to the terrain of the subdivision, a grinder pump located at each residence pumps raw sewage into a low pressure collection system that conveys the wastewater to the wastewater treatment plant. The treatment plant is a membrane bio-reactor that separates liquid from solid wastes by micro-filtration. The liquid effluent is chlorinated and delivered to a holding pond where it is used to irrigate of a golf course. Solid wastes are trucked off-site for further treatment and disposal.

#### Comal Trace Water Delivery System

Located in Comal County near Bulverde, and purchased by GBRA in 2006, the Comal Trace water distribution system consists of 4 water wells, a pump station and a ground storage tank. The system also receives water from the Western Canyon WTP. 100 acre-feet of raw water per year is available to be treated at the Western Canyon plant for use in Comal Trace.

#### Johnson Ranch Water Delivery System

GBRA initiated treated surface water deliveries from the Western Canyon Water Treatment Plant to the Johnson Ranch development in June 2009. Construction and development of the Johnson Ranch Water Distribution System will continue until a final build out of approximately 900 residential homes sometime in the future. The system also provides potable water to a Comal I.S.D. elementary school located within the subdivision's boundaries. The system includes two water storage tanks and booster stations. Each tank has a storage capacity of approximately 250,000 gallons. Considerable residential construction is underway within the development and increased water deliveries should occur in FY 2018.

#### Johnson Ranch Wastewater Treatment Plant

The Johnson Ranch Wastewater Treatment Plant was started up in August 2015. Construction of new homes will continue for several years, with a projected build out of 900 homes.

#### Bulverde Singing Hills Wastewater Treatment Plant

GBRA initiated operations of the Singing Hills wastewater system, located in Bulverde, Texas, in October 2015. The initial operation was as a pump and haul trucking operation to dispose of the wastewater while the wastewater treatment plant was under construction. The Singing Hills WWTP was started up on March 15, 2016, as businesses begun populating a nearby shopping center. The discharge from the wastewater treatment plant can be used for irrigation of the green areas within the shopping center. Residential and commercial construction will continue

for the next several years. In addition to the shopping areas, the system receives wastewater from the nearby Bill Brown Elementary School and the Preserve residential development.

#### Park Village Wastewater Treatment Plant

Located in Comal County near Bulverde, the Park Village wastewater system is expected to commence operations in Fiscal Year 2018, beginning with an interim pump and haul service and transition into a collection system and wastewater treatment plant. The initial phase of the wastewater treatment plant will be permitted to treat and discharge up to 0.098 mgd.

#### 4S Ranch Wastewater Treatment Plant

Currently under construction, the 4S Ranch wastewater treatment system will consist of a collection system, an activated sludge treatment plant permitted to treat up to 0.060 mgd, and a 13.77 acre land disposal site. Startup of the system is expected during Fiscal Year 2019.

- C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? Provide a summary of key statistics and outcome performance measures that best convey the effectiveness and efficiency of this function or program. Also please provide a short description of the methodology behind each statistic or performance measure.**

#### Cordillera Water Delivery System

Cordillera Ranch receives its water from a water well which pumps from the Trinity aquifer and from Canyon Lake via the GBRA Western Canyon Water Treatment Plant.

Trained operators monitor and test the water, including the addition of chlorine, to ensure that the water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the subdivision's water tanks and delivered through its distribution system.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law.

Texas Commission on Environmental Quality (TCEQ) has assessed the system and determined that the drinking water, provided by the Guadalupe-Blanco River Authority water treatment plant, meets or exceeds all federal and state established water quality standards.

#### Comal Trace

Comal Trace receives its water from the Trinity aquifer and from Canyon Lake via the GBRA Western Canyon Water Treatment Plant.

Trained operators monitor and test the water, including the addition of chlorine, to ensure that the water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the subdivision's water tanks and delivered through its distribution system.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law.

Texas Commission on Environmental Quality (TCEQ) has assessed the system and determined that the drinking water, provided by the Guadalupe-Blanco River Authority water treatment plant, meets or exceeds all federal and state established water quality standards.

#### Johnson Ranch

Johnson Ranch receives its water from Canyon Lake via the GBRA Western Canyon Water Treatment Plant.

Trained operators monitor and test the water, including the addition of chlorine, to ensure that the water meets or exceeds all state and federal drinking water standards. The treated water is delivered to the subdivision's water tanks and delivered through its distribution system.

The federal Safe Drinking Water Act (SDWA) requires water utilities to issue an annual report to customers, in addition to other notices that may be required by law.

Texas Commission on Environmental Quality (TCEQ) has assessed the system and determined that the drinking water, provided by the Guadalupe-Blanco River Authority water treatment plant, meets or exceeds all federal and state established water quality standards.

- D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. N/A**
- E. Describe who or what this program or function affects. List any qualifications or eligibility requirements for persons or entities affected. Provide a statistical breakdown of persons or entities affected. N/A**
- F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The Division Manager for Western Canyon Operations provides overall supervision of the system. All of the water delivery systems and wastewater collection and treatment systems are all operated and maintained by employees of the Western Canyon Operations Division.

- G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

#### Western Canyon Water Treatment Plant

Revenues are obtained through monthly water service fees to the wholesale customers. The rate charged to the customers in FY 2018 is \$1.074 per thousand gallons.

#### Cordillera Water Delivery System

Revenues are obtained through connection fees for water service, tap fees, monthly water service fees and charges to the Cordillera Ranch developer for the wholesale use of water within the development. Water Sales Revenues are projected to be \$749,686 during FY 2018. This is an approximate 26.6% increase over FY 2017 budgeted due to an increase in the number of connections within the subdivision.

#### Cordillera Wastewater Treatment Plant

Revenues are obtained through connection fees and monthly sewer service fees. Total revenue projected for FY 2018 is \$356,795 which is a 28.5% increase over the FY 2017 budget amount. The increase is primarily the result of additional customers being added to the system as the Cordillera development continues to build out.

#### Comal Trace Water Delivery System

Revenues are obtained through connection fees for water service, tap fees and monthly water service fees. Water sales revenue is projected to be \$254,520 in FY 2018. This represents a \$9,790 or 4% increase in revenues and reflects a higher water use within the subdivision than was previously budgeted.

#### Johnson Ranch Water Delivery System

Revenues are obtained through connection fees for water service, tap fees, and monthly water service fees. Revenues are projected to be approximately \$384,932 during FY 2018.

#### Johnson Ranch Wastewater Treatment Plant

Revenues are obtained through connection fees for wastewater service, tap fees, and monthly wastewater service fees. Revenues are projected to be \$293,844 during FY 2018 which is 63% or \$113,442 more than the FY 2017 service fee budget. This significant increase is the result of the rapid development taking place within the Johnson Ranch System. An additional \$23,967 from sewer connection and inspection fees, and \$458 from miscellaneous revenues are also budgeted for FY 2018.

#### Bulverde Singing Hills Wastewater Treatment Plant

This is a cost of service contract between GBRA and the City of Bulverde. GBRA collects the connection and service fees on behalf of the City, through an agreement with Canyon Lake Water Supply Corporation. The City will make monthly payments to GBRA in the amount of one-twelfth of the FY 2018 budgeted expenses explicated herein. In total, revenue for FY 2018 is budgeted at \$182,476.

#### Park Village Wastewater Treatment Plant

The Park Village Wastewater Reclamation Facility will eventually consist of retail wastewater collection, a wastewater treatment plant and possibly a reuse system. Three operators will divide their time between the Cordillera Ranch, Johnson Ranch, Comal Trace, Bulverde Singing Hills Wastewater Reclamation System, 4S Ranch and Park Village operations.

#### 4S Ranch Wastewater Treatment Plant

The Four S Ranch Wastewater Reclamation Facility will eventually consist of retail wastewater collection, a wastewater treatment plant and possibly a reuse system. Three operators will divide their time between the Cordillera Ranch, Johnson Ranch, Comal Trace, Bulverde Singing Hills Wastewater Reclamation System, Park Village, and Four S Ranch.

- H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences. N/A**
- I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts. N/A**
- J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency. N/A**
- K. If contracted expenditures are made through this program please provide:**
- a short summary of the general purpose of those contracts overall;
  - the amount of those expenditures in fiscal year 2016;
  - the number of contracts accounting for those expenditures;
  - the method used to procure contracts
  - top five contracts by dollar amount, including contractor and purpose;
  - the methods used to ensure accountability for funding and performance; and
  - a short description of any current contracting problems.
- N/A
- L. Provide information on any grants awarded by the program. N/A**
- M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain. N/A**
- N. Provide any additional information needed to gain a preliminary understanding of the program or function. N/A**
- O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe:**
- why the regulation is needed;
  - the scope of, and procedures for, inspections or audits of regulated entities;
  - follow-up activities conducted when non-compliance is identified;
  - sanctions available to the agency to ensure compliance; and

- procedures for handling consumer/public complaints against regulated entities.

N/A

## VIII. Statutory Authority and Recent Legislation

- A. Fill in the following charts, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Do not include general state statutes that apply to all agencies, such as the Public Information Act, the Open Meetings Act, or the Administrative Procedure Act. Provide information on Attorney General opinions from FY 2011–2015, or earlier significant Attorney General opinions, that affect your agency’s operations.

### Guadalupe-Blanco River Authority Exhibit 12: Statutes / Attorney General Opinions

#### Statutes

Citation / Title	Authority / Impact on Agency <i>(e.g., “provides authority to license and regulate nursing home administrators”)</i>
Guadalupe-Blanco River Authority Enabling Act: Act of First Called Session, 43rd Leg., ch. 75, 1933 General & Special Laws of Texas, p. 198. ( V.A.C.S. art. 8280-106), as amended.	This act creates GBRA and defines its authority and structure.
General Laws Relating to Water Districts Texas Water Code, § 49.001, et seq.	This chapter of the Water Code prescribes certain duties and certain powers for all water districts, including GBRA.

Table 6 Exhibit 12 Statutes

#### Attorney General Opinions

Attorney General Opinion No.	Impact on Agency
N/A	

Table 7 Exhibit 12 Attorney General Opinions

- B. Provide a summary of recent legislation regarding your agency by filling in the charts below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass, briefly explain the key provisions and issues that resulted in failure of the bill to pass (e.g., opposition to a new fee, or high cost of implementation). Place an asterisk next to bills that could have a major impact on the agency. *See Exhibit 13 Example.*

### Guadalupe-Blanco River Authority Exhibit 13: 85th Legislative Session

#### Legislation Enacted

Bill Number	Author	Summary of Key Provisions
-------------	--------	---------------------------

Bill Number	Author	Summary of Key Provisions
N/A		

Table 8 Exhibit 13 Legislation Enacted 85th Leg

**Legislation Not Passed**

Bill Number	Author	Summary of Key Provisions / Reason Bill Did Not Pass
N/A		

Table 9 Exhibit 13 Legislation Not Passed 85th Leg

## IX. Major Issues

There are no major issues GBRA has identified requiring statutory change that affect the ability to operate our facilities or carry out the authority's mission.

## X. Other Contacts

- A. Fill in the following charts with updated information on people with an interest in your agency, and be sure to include the most recent email address.

### Guadalupe-Blanco River Authority Exhibit 14: Contacts

#### **Interest Groups**

*(groups affected by agency actions or that represent others served by or affected by agency actions)*

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Canyon Regional Water Authority/David Davenport, General Manager	850 Lakeside Pass New Braunfels, Texas 78130	830-609-0543	<a href="mailto:crwa@crwa.com">crwa@crwa.com</a>
City of San Marcos/Tom Taggart, Public Services Executive Director	630 E. Hopkins San Marcos, TX 78666	512-393-8300	<a href="mailto:taggart_tom@ci.san-marcos.tx.us">taggart_tom@ci.san-marcos.tx.us</a>
New Braunfels Utilities/Ian Taylor, CEO	263 E. Main Plaza, New Braunfels, TX 78130	830-606-2074	<a href="mailto:itaylor@nbutexas.com">itaylor@nbutexas.com</a>
San Antonio Water Systems/Robert Puente, President/CEO	2800 U.S. Hwy 281 North San Antonio, TX 78212	210-704-7297	<a href="mailto:robert.puente@saws.org">robert.puente@saws.org</a>
Canyon Lake Water Service Company/Tom Hodge, General Manager	1399 Sattler Road, New Braunfels, TX 78132	830-312-4600	<a href="mailto:Tom.Hodge@clwsc.com">Tom.Hodge@clwsc.com</a>
Alliance Regional Water Authority/Graham Moore, Executive Director	1040 Highway 123 San Marcos, TX 78666	512-294-3214	<a href="mailto:gmoore@alliancewater.org">gmoore@alliancewater.org</a>
Water Oriented Recreation District of Comal County/ (W.O.R.D.) Mike Dussere, General Manager	P.O. Box 2789 Canyon Lake, TX 78133	830-907-2300	<a href="mailto:word@gvtc.com">word@gvtc.com</a>
Preserve Lake Dunlap Association/ J Harmon, President	P.O. Box 312448 New Braunfels, TX 78131	713-202-8870	<a href="mailto:JHarmon123@yahoo.com">JHarmon123@yahoo.com</a>
Friends of Lake McQueeney/ Bob Spalten, President	P.O. Box 781 McQueeney, TX 78123	210-821-5039	<a href="mailto:bob@aladdincleans.com">bob@aladdincleans.com</a>

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Citizens United for Lake Placid/ Kevin Skonnord, President	447 Lake Placid Dr. Seguin, TX 78155	830-865-0522	<a href="mailto:kskonnord@gmail.com">kskonnord@gmail.com</a>
Friends of Lake Wood/Joe Solansky, President		830-857-4950	<a href="mailto:Joe.Solansky@solanskycemetery.com">Joe.Solansky@solanskycemetery.com</a>
Victoria Economic Development Corp./Dale Fowler, President	700 Main Center, Suite 104 Victoria, Texas 77901	361-485-3190	<a href="mailto:dalefowler@victoriaedc.com">dalefowler@victoriaedc.com</a>

Table 10 Exhibit 14 Interest Groups

**Interagency, State, or National Associations**

(that serve as an information clearinghouse or regularly interact with your agency)

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Texas Water Conservation Association (TWCA)/Dean Robbins	3755 S. Capital of Texas Hwy, Suite 105 Austin, TX 78704	512-472-7216	<a href="mailto:DRobbins@twca.org">DRobbins@twca.org</a>
American Water Works Association (AWWA)	6666 W. Quincy Ave. Denver, CO 80235-3098 303-794-7711	303-794-7711	<a href="mailto:service@awwa.org">service@awwa.org</a>
Water Environment Association of Texas (WEAT), Julie Nahrgang	1825 Fort View Road, Suite 108, Austin TX 78704	(512) 693-0060	<a href="mailto:Julie@weat.org">Julie@weat.org</a>

Table 11 Exhibit 14 Interagency, State, and National Association

**Liaisons at Other State Agencies**

(with which your agency maintains an ongoing relationship, e.g., the agency's assigned analyst at the Legislative Budget Board, or attorney at the Attorney General's office)

Agency Name / Relationship / Contact Person	Address	Telephone	Email Address
Texas Commission on Environmental Quality/Richard Hyde, Executive Director	MC109 P.O. Box 13087 Austin, TX 78711	512-239-3900	<a href="mailto:execdir@tceq.texas.gov">execdir@tceq.texas.gov</a>
Office of the Governor/Steven Schar, Policy Advisor and Agency Liaison	P.O. Box 12428 Austin, TX 78711	512-463-2000	<a href="mailto:Steven.schar@gov.texas.gov">Steven.schar@gov.texas.gov</a>
Texas Water Development Board/Jeff Walker, Executive Administrator	P.O. Box 17231 Austin, TX 78767	512-463-7847	<a href="mailto:Jeff.walker@twdb.texas.gov">Jeff.walker@twdb.texas.gov</a>
Texas Parks and Wildlife Department/Carter Smith, Executive Director	4200 Smith School Rd Austin, TX 78744	512-389-4802	<a href="mailto:Carter.smith@tpwd.texas.gov">Carter.smith@tpwd.texas.gov</a>
Upper Guadalupe River Authority/Ray Buck, General Manager	125 Lehmann Dr., Ste 100 Kerrville, TX 78028	830-896-5445	Ugra.org
Lower Colorado River Authority/Phil Wilson,	P.O. Box 220 Austin, TX 78767	512-473-3200	<a href="mailto:Phil.wilson@lcra.org">Phil.wilson@lcra.org</a>

Agency Name / Relationship / Contact Person	Address	Telephone	Email Address
General Manager			
San Antonio River Authority/Suzanne Scott, General Manager	P.O. Box 839980, San Antonio, Texas, 78283	(210) 227-1373	<a href="mailto:sbscott@sara-tx.org">sbscott@sara-tx.org</a>
Edwards Aquifer Authority/Roland Ruiz, General Manager	900 E Quincey St. San Antonio, TX 78215	210-222-2204	<a href="mailto:rroiz@edwardsaquifer.org">rroiz@edwardsaquifer.org</a>
Gonzales County Underground Water Conservation District/Greg Sengelmann, General Manager	920 N Saint Joseph St. Gonzales, TX 78629	830-672-1047	<a href="mailto:greg.sengelmann@gcuwcd.org">greg.sengelmann@gcuwcd.org</a>

Table 12 Exhibit 14 Liaisons at Other State Agencies

## XI. Additional Information

- A. Texas Government Code, Sec. 325.0075 requires agencies under review to submit a report about their reporting requirements to Sunset with the same due date as the SER. Include a list of each agency-specific report that the agency is required by statute to prepare and an evaluation of the need for each report based on whether factors or conditions have changed since the statutory requirement was put in place. Please do not include general reporting requirements applicable to all agencies, reports that have an expiration date, routine notifications or notices, posting requirements, federally mandated reports, or reports required by G.A.A. rider. If the list is longer than one page, please include it as an attachment.

N/A

- B. Has the agency implemented statutory requirements to ensure the use of "first person respectful language"? Please explain and include any statutory provisions that prohibits these changes.

N/A

- C. Fill in the following chart detailing information on complaints regarding your agency. Do not include complaints received against people or entities you regulate. The chart headings may be changed if needed to better reflect your agency's practices.

N/A

- D. Fill in the following charts detailing your agency's Historically Underutilized Business (HUB) purchases. *See Exhibit 17 Example.*

### Guadalupe-Blanco River Authority Exhibit 17: Purchases from HUBs

#### *Fiscal Year 2015*

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal*	Statewide Goal
Heavy Construction	N/A	N/A		N/A	11.2%
Building Construction	N/A	N/A		N/A	21.1%
Special Trade	\$203,855.71	\$193,598.00	94.97%	N/A	32.9%
Professional Services	\$2,051,375.56	\$14,585.00	0.71%	N/A	23.7%
Other Services	\$2,214,874.78	\$117,910.15	5.32%	N/A	26.0%
Commodities	\$10,916,572.79	\$117,162.18	1.07%	N/A	21.1%
<b>TOTAL</b>	<b>\$15,386,678.84</b>	<b>\$443,255.33</b>	<b>2.88%</b>		

Table 13 Exhibit 17 HUB Purchases for FY 2015

\* If your goals are agency specific-goals and not statewide goals, please provide the goal percentages and describe the method used to determine those goals. (TAC Title 34, Part 1, Chapter 20, Rule 20.284)

**Fiscal Year 2016**

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal	Statewide Goal
Heavy Construction	N/A	N/A		N/A	11.2%
Building Construction	N/A	N/A		N/A	21.1%
Special Trade	\$288,290.98	\$285,506.54	99.03%	N/A	32.9%
Professional Services	\$4,530,029.26	\$110,109.14	2.43%	N/A	23.7%
Other Services	\$2,179,313.70	\$187,792.20	8.62%	N/A	26.0%
Commodities	\$11,103,071.49	\$98,208.72	0.88%	N/A	21.1%
<b>TOTAL</b>	\$18,100,705.43	\$681,616.60	3.77%		

Table 14 Exhibit 17 HUB Purchases for FY 2016

**Fiscal Year 2017**

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal	Statewide Goal
Heavy Construction	\$877,077.70	\$114,304.00	13.03%	N/A	11.2%
Building Construction	N/A	N/A		N/A	21.1%
Special Trade	N/A	N/A		N/A	32.9%
Professional Services	\$1,667,357.02	\$67,265.50	4.03%	N/A	23.7%
Other Services	\$1,767,989.03	\$160,670.07	9.09%	N/A	26.0%
Commodities	\$9,090,382.90	\$99,692.30	1.10%	N/A	21.1%
<b>TOTAL</b>	<b>\$12,525,728.95</b>	<b>\$327,627.87</b>	<b>3.30%</b>		

Table 15 Exhibit 17 HUB Purchases for FY 2017

**E. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy? (Texas Government Code, Sec. 2161.003; TAC Title 34, Part 1, rule 20.286c)**

Through GBRA’s purchasing procedures and bid documents, HUB vendors are encouraged to supply bids and proposals for GBRA purchases. GBRA bid documents contain the following language: *All qualified firms including Small, Minority, and Women Owned Businesses are encouraged to submit proposals in response to this request.*

GBRA does not have specific goals with respect to purchases from HUBs. The use of HUBs is encouraged whenever possible.

**F. For agencies with contracts valued at \$100,000 or more: Does your agency follow a HUB subcontracting plan to solicit bids, proposals, offers, or other applicable expressions of interest for subcontracting opportunities available for contracts of \$100,000 or more? (Texas Government Code, Sec. 2161.252; TAC Title 34, Part 1, rule 20.285)**

Through GBRA’s purchasing procedures and bid documents, HUB vendors are encouraged to supply bids and proposals for GBRA purchases.

**G. For agencies with biennial appropriations exceeding \$10 million, answer the following HUB questions.**

GBRA does not receive any state biennial appropriations.

**1. Do you have a HUB coordinator? If yes, provide name and contact information. (Texas Government Code, Sec. 2161.062; TAC Title 34, Part 1, rule 20.296)**

N/A

**2. Has your agency designed a program of HUB forums in which businesses are invited to deliver presentations that demonstrate their capability to do business with your agency? (Texas Government Code, Sec. 2161.066; TAC Title 34, Part 1, rule 20.297)**

N/A

3. Has your agency developed a mentor-protégé program to foster long-term relationships between prime contractors and HUBs and to increase the ability of HUBs to contract with the state or to receive subcontracts under a state contract? (Texas Government Code, Sec. 2161.065; TAC Title 34, Part 1, rule 20.298)

N/A

- H. Fill in the charts below detailing your agency’s Equal Employment Opportunity (EEO) statistics. See Exhibit 18 Example.

Note: Number of positions is different from number of FTEs.

**Guadalupe-Blanco River Authority  
Exhibit 18: Equal Employment Opportunity Statistics**

**1. Officials / Administration**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2015	22	5%	7.4%	23%	22.1%	18%	37.4%
2016	24	4%	7.4%	7.4%	22.1%	25%	37.4%
2017	29	3%	7.4%	17%	22.1%	24%	37.4%

Table 16 Exhibit 18 EEO Statistics for Officials/Administration

**2. Professional**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2015	10	-	10.4%	-	19.3%	60%	55.3%
2016	13	-	10.4%	-	19.3%	54%	55.3%
2017	14	7%	10.4%	7%	19.3%	50%	55.3%

Table 17 Exhibit 18 EEO Statistics for Professionals

**3. Technical**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2015	6	-	14.4%	33%	27.2%	50%	55.3%
2016	9	-	14.4%	33%	27.2%	56%	55.3%
2017	11	-	14.4%	36%	27.2%	64%	55.3%

Table 18 Exhibit 18 EEO Statistics for Technical

**4. Administrative Support**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2015	21	-	14.8%	19%	34.8%	95%	72.1%
2016	19	5%	14.8%	21%	34.8%	63%	72.1%
2017	21	5%	14.8%	19%	34.8%	100%	72.1%

Table 19 Exhibit 18 EEO Statistics for Administrative Support

**5. Service / Maintenance**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2015	30	-	13.0%	7%	54.1%	-	51.0%
2016	29	3%	13.0%	14%	54.1%	-	51.0%
2017	33	3%	13.0%	18%	54.1%	-	51.0%

Table 20 Exhibit 18 EEO Statistics for Service and Maintenance

**6. Skilled Craft**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2015	36	3%	10.6%	22%	50.7%	-	11.6%
2016	56	2%	10.6%	25%	50.7%	-	11.6%
2017	59	3%	10.6%	25%	50.7%	-	11.6%

Table 21 Exhibit 18 EEO Statistics for Skilled Craft

**I. Does your agency have an equal employment opportunity policy? How does your agency address performance shortfalls related to the policy?**

Board policy 201.201 Workforce references equal employment opportunity at GBRA.

**XII. Agency Comments**

The current financial management and reporting system is unable to produce a report of contracts by divisions as presented in the self-evaluation report. Additionally, many contracts are utilized by multiple divisions and each share a portion of the expenditures. There were expenditures related to 34 contracts in FY 2016 totaling \$7,034,068.54.

Below are expenditures related to the top five contracts for FY 2016 totaling \$4,751,357.40:

- 1) BAKER BOTTS LLP \$1,265,685.80  
Legal Services in connection with the Mid Basin Water Rights and Gonzales Ground Water Projects.
- 2) AETNA INC \$1,033,369.08  
Employee Health Insurance

Requests for Proposals were made for GBRA's employee health insurance after GBRA's current carrier proposed a rate increase of 35% for the current coverage. Proposals were received from Blue Cross, Aetna, and Cigna for coverage that included higher deductibles. Aetna's

proposal for new coverage came in at 1% over current premiums, Blue Cross 22% over current premiums, and Cigna 11.4% over. The GBRA Board approved the contract with Aetna.

3) M&C FONSECA CONSTRUCTION \$756,437.40  
Canyon Park Wastewater Improvements

Bid documents were developed and properly advertised. The bids were publicly opened on 9/3/2015. Six bids were received. M&C Fonseca was the low qualified bidder. References were checked and the GBRA Board authorized the contract.

4) MWH AMERICAS INC \$702,146.23  
Master Agreement to provide Engineering Services for the Integrated Water Power Project (IWPP)

A Request for Qualifications for consulting engineering services was solicited. Sixteen firms responded. All submittals were evaluated and seven firms were short listed. Presentations were made by the seven firms and MWH was ranked the highest. The GBRA Board authorized the GM to negotiate a Master Agreement with MWH.

5) HALFF ASSOCIATES INC \$560,768.66  
Flood Management Model

Originally the Army Corps of Engineers contracted Halff Associates to perform a basin wide flood management model/study. GBRA entered into inter-local agreements with 14 communities to allow those communities to participate in the project. The Corp informed GBRA that it would not be able complete all of the engineering services connected with the project that was covered by the interlocal agreements. GBRA wanted to complete the project started by the Corp and needed to obtain engineering services to do so. Due to Halff's experience with this project because of the work it had already done on the project on behalf of the Corp, GBRA engaged Halff.

## ATTACHMENTS ---

Attachments and select Exhibits will be provided by hyperlink below or included as an electronic submission with a separate thumb drive.

### **Attachments Relating to Key Functions, Powers, and Duties**

1. Agency's enabling statute.
  - <http://www.gbra.org/documents/about/GBRAEnablingAct.pdf>
2. Annual reports published by the agency from FY 2015–2017.
  - <http://www.gbra.org/publications/annualreports.aspx>
  - See Attachments 2, GBRA Pension Plan & GBRA Single Audit
3. Internal or external newsletters published by the agency from FY 2016–2017.
  - <http://www.gbra.org/publications/default.aspx>
4. List of studies that the agency is required to do by legislation or riders. N/A
5. List of legislative or interagency studies relating to the agency that are being performed during the current interim. N/A
6. List of studies from other states, the federal government, or national groups/associations that relate to or affect the agency or agencies with similar duties or functions. Provide links if available. N/A

### **Attachments Relating to Policymaking Structure**

7. Biographical information (e.g., education, employment, affiliations, and honors) or resumes of all policymaking body members.
  - See Attachment 7, Biographical Information
8. Agency's most recent rules. If lengthy, please provide electronically or just the citation to the Administrative Code.
  - See attachment 8, Board Policies

### **Attachments Relating to Funding**

9. Agency's Legislative Appropriations Request for FY 2018–2019. N/A
10. Annual financial reports from FY 2015–2016.

- <http://www.gbra.org/public/transparency.aspx#>

11. Operating budgets from FY 2015–2017.

- <http://www.gbra.org/public/transparency.aspx>

#### **Attachments Relating to Organization**

12. If applicable, a map to illustrate the regional boundaries, headquarters location, and field or regional office locations.

- See attachment 12, Basin Map

#### **Attachments Relating to Agency Performance Evaluation**

13. Quarterly performance reports completed by the agency in FY 2015–2017.

- See Attachments 13, Quarterly Financial Reports & Report of Operations

14. Any recent studies on the agency or any of its functions conducted by outside management consultants or academic institutions.

- See attachments 14, GBRA Management Audit & Biennial Portfolio Review

15. Agency's current internal audit plan. N/A

16. Agency's current strategic plan.

- See attachment 16, Strategic Plan

17. List of internal audit reports from FY 2013–2017 completed by or in progress at the agency. N/A

18. List of State Auditor reports from FY 2013–2017 that relate to the agency or any of its functions. N/A

19. Any customer service surveys conducted by or for your agency in FY 2016–2017. N/A