

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
SEPTEMBER 22, 2016**

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A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 7:30 a.m., September 22, 2016, at the San Jacinto River Authority General and Administration Building, a notice of said meeting was posted as required by law. Vice President Fred Koetting, Secretary John Eckstrum, Treasurer Mike Bleier, and Board Members Jim Alexander, Ronnie Anderson, and Gary Renola were present. President Lloyd Tisdale was absent. General Manager Jace Houston, Deputy General Manager Ron Kelling, Director of Financial and Administrative Services Tom Michel, Director of Raw Water Enterprise David Parkhill, Woodlands Division Manager Chris Meeks, GRP Division Manager Mark Smith, Lake Conroe Division Manager Bret Raley, Public Relations Manager Ronda Trow, Administrative Services Manager Cynthia Bowman, General Counsel Mitchell Page, and Financial Advisor Jan Bartholomew were in attendance.

**1. CALL TO ORDER**

The meeting was called to order at 7:57 a.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledges were led by Mr. Koetting.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DIVISION UPDATES**

**a. G & A General Manager:**

Mr. Houston announced that the Governor's Office would be hosting an Appointee training seminar on October 17, 2016.

**b. G & A Public Relations:**

Ms. Trow provided no update related to the Public Relations Department.

**c. G & A Finance and Administration:**

Mr. Michel provided information related to fiscal year close-out procedures and timeline, as well as the upcoming audit to be presented in January, 2017.

**d. Woodlands:**

Mr. Meeks presented an update related to the Woodlands Division. He provided information related to Fiscal Year 2016 water and wastewater projects.

**e. GRP:**

Mr. Kelling stated that September 19, 2016, marked the one-year milestone related to the delivery of surface water from the GRP Surface Water Facility. Further, he stated that with this milestone comes the issuance of final completion for this project. Mr. Phil Smith presented an overview of the GRP Surface Water Facility from its inception to final completion, concluding that the project came in under budget and SJRA was issued a credit in the amount of \$413.17. Mr. Mark Smith then introduced Joe Brunsmann, Steve Gotschall, David Heyde, and Fitz O'Donnell, who accepted the Certificate of Final Completion for the project on behalf of McCarthy Building Companies, Inc. Mr. Smith also introduced the engineering team of Albert Rodriguez representing HDR Engineering, Inc., David Munn representing AECOM Technical Services, Inc., Sam Meizner representing Freese & Nichols, Inc., and Kyle Jones representing CDM Smith, Inc. Mr. Kelling thanked and recognized the efforts of all involved in this project.

**f. Raw Water:**

Mr. David Parkhill introduced Kimberly Wright, Highlands Division Manager, while Mr. Anderson thanked Ms. Wright and Mr. Kenneth Forrest for providing a tour of the Highlands facility and canal system.

**5. CONSENT AGENDA**

Mr. Bleier made a motion to approve the consent agenda. The motion was seconded by Mr. Alexander and carried unanimously.

**G&A**

**a. Approval of Minutes - Regular Meeting of August 25, 2016.**

**b. Quarterly Investment Report for the Quarter Ended August 31, 2016**

Consider approval of the Quarterly Investment Report for the Quarter Ended August 31, 2016.

**c. Joint Funding Agreement for Water Resources Investigations with the U.S. Geological Survey (USGS)**

Consider authorizing the General Manager to execute a joint funding agreement for water resources investigations with the U.S. Geological Survey (USGS) for data collection and analysis activities for the period of October 1, 2016, to September 30, 2017, in the amount of \$133,805 (SJRA's portion).

**d. New GRP Participants**

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

## **RAW WATER ENTERPRISE**

### **e. Work Order No. 8 for Additional Survey Services Along Portions of the South Canal between Siphon No. 24 and Industrial Customer Intake**

Consider authorizing the General Manager to execute Work Order No. 8 in an amount not to exceed \$68,747 with Halff Associates, Inc., for additional survey services along portions of the South Canal between Siphon No. 24 and industrial customer intake in Highlands.

### **f. Work Order No. 2 for Professional Engineering Final Design and Procurement Phase Services for the CWA South Canal Transfer Pump Station Rehabilitation and Improvements Project**

Consider authorizing the General Manager to execute Work Order No. 2 in an amount not to exceed \$76,300 with Brown & Gay Engineers, Inc., for professional engineering final design and procurement phase services for the CWA South Canal Transfer Pump Station Rehabilitation and Improvements Project in Highlands for the Raw Water Enterprise.

## **6. REGULAR AGENDA**

### **a. RAW WATER ENTERPRISE**

#### **1. Construction Contract for the Lake Conroe Dam Gate Hoist Rehabilitation Project**

Mr. Parkhill provided a brief overview stating that this project consists of replacing various components of the motors and refurbishing the existing gears. With little discussion, Mr. Eckstrum made a motion to authorize the General Manager to execute a construction contract in the amount of \$74,404 with Deshazo, LLC, for the Lake Conroe Dam Gate Hoist Rehabilitation Project at Lake Conroe, and contract modifications up to \$75,000. The motion was seconded by Mr. Alexander and carried unanimously.

## **7. BRIEFINGS AND PRESENTATIONS**

### **a. Presentation regarding asset management and status of implementation of Computerized Maintenance Management System for SJRA.**

Ms. Rachel Renfrow, Administrative Project Manager, provided an overview of the Computerized Maintenance Management System (CMMS). She discussed and demonstrated the inner workings of Electronic Asset Management (EAM), explaining work orders, assets, inventory, preventative maintenance schedules, and future asset management related to GIS integration, reliability and planning analysis, condition-based maintenance, and reliability-centered maintenance.

## **8. EXECUTIVE SESSION (if applicable)**

The meeting was called into executive session at 9:04 a.m., under the provisions of Section 551, Texas Local Government Code, to discuss topics under the authority of Section 551.071, consultation with attorney.

**9. RECONVENE IN OPEN SESSION FOR ACTION FOLLOWING EXECUTIVE SESSION**

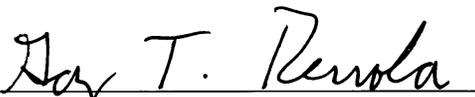
The meeting was called into open session at 9:59 a.m. No action was taken regarding the items discussed in executive session.

**10. ANNOUNCEMENTS / FUTURE AGENDA**

Mr. Koetting announced that the next SJRA Board Meeting will take place on October 27, 2016.

**11. ADJOURN**

Without objection, the meeting was adjourned at 10:00 a.m.

  
Secretary