

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
JUNE 22, 2017**

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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., June 22, 2017, at the San Jacinto River Authority General and Administration Building, a notice of said meeting was posted as required by law. President Lloyd Tisdale, Vice President Fred Koetting, Secretary Gary Renola, Assistant Secretary Jim Alexander, and Treasurer Ronnie Anderson were present. 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, Highlands Division Manager Kimberly Wright, Public Relations Manager Ronda Trow, Administrative Services Manager Cynthia Bowman, Financial Advisor Jan Bartholomew, and General Counsel Mitchell Page were in attendance.

**1. CALL TO ORDER**

The meeting was called to order at 8:04 a.m.

**2. PLEDGES OF ALLEGIANCE**

The Pledges of Allegiance were led by Mr. Renola.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DIVISION UPDATES**

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

Mr. Houston announced upcoming meetings related to the West Fork San Jacinto River Flood Protection Study and a budget workshop scheduled for July 12, 2017, and July 26, 2017, respectively.

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

Ms. Trow provided an overview of events that took place at the Texas Water Conservation Association mid-year conference on June 15-16, 2017.

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

Mr. Michel introduced and welcomed Pam Meekins, while Mr. Steve Fenney introduced Briana Gallagher, new employees to the Accounting and Technical Services Departments, respectively.

**d. Woodlands:**

Mr. Meeks provided no update as it related to the Woodlands Division.

**e. GRP:**

Mr. Smith reported that the GRP Review Committee met on Monday, June 24, 2017, and there were no items for consideration on the agenda. He provided information related to the City of Willis' cooling tower tour that took place on May 31, 2017.

**f. Raw Water:**

Mr. Parkhill provided information related to the Raw Water Enterprise Third Quarter Newsletter. Mr. Ron Kelling announced the retirement of Project Manager Barry Shoemake, who provided support to the Raw Water Enterprise, the Woodlands Division, and the GRP Division throughout his tenure. He also announced the departure of Project Manager Davies Mtundu, who provided support to the Raw Water Enterprise.

**g. Lake Conroe:**

Mr. Raley provided no update as it related to the Lake Conroe Division.

**h. Highlands:**

Ms. Wright provided no update as it related to the Highlands Division.

**5. CONSENT AGENDA**

Mr. Alexander made a motion to approve the consent agenda as recommended. The motion was seconded by Mr. Koetting and carried with all present voting aye.

**G&A**

**a. Approval of Minutes** - Approve the minutes of the May 25, 2017, Board of Directors Regular meeting.

**b. Unaudited Financials for the Month of April, 2017**

Approve the unaudited financials for the month of May, 2017.

**c. Quarterly Investment Report for the Quarter Ended May 31, 2017**

Approve the Quarterly Investment Report for the Quarter Ended May 31, 2017.

**d. Work Order No. 2 Regarding Fifth Cycle Regional Water Planning**

Authorize the General Manager to execute Work Order No. 2 with Freese and Nichols, Inc., in the amount of \$1,911,237, related to the Fifth Cycle Regional Water Planning on behalf of the Region H Water Planning Group.

**GRP**

**e. New GRP Participants**

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

## **RAW WATER ENTERPRISE**

### **f. Work Order No. 3 for Professional Surveying Services for Levee Rehabilitation and Land Acquisition in Highlands**

Authorize the General Manager to execute Work Order No. 3 with Geosolutions, LLC, in the amount of \$31,752, for professional surveying services for levee rehabilitation and land acquisition in Highlands.

### **g. Sale of Surplus Property**

Declare to be surplus and authorize the disposal by sale of an approximate 0.600 acre tract of real property located in the William Weir Survey, A-42, near Willis, Texas, at a price of \$24,922.40, and authorize the General Manager to execute all necessary documents to complete the transaction.

## **6. REGULAR AGENDA**

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

#### **1. Professional Services Agreement and Work Order No. 1 for the Raw Water Enterprise Rate Study and Model Development**

Ms. Wright provided an overview of the proposed contract explaining certain deliverables as well as future utilization of the model. After discussion, Mr. Koetting made a motion to authorize the General Manager to execute a professional services agreement and Work Order No. 1 with Raftelis Financial Consultants, Inc., in an amount not to exceed \$130,876, for the Raw Water Enterprise Rate Study and Model Development. The motion was seconded by Mr. Alexander and carried unanimously.

## **7. BRIEFINGS AND PRESENTATIONS**

### **a. Presentation regarding the General and Administration Division's 10-Year Project Plan.**

Project Manager Barry Shoemake presented an overview of the General and Administration Division's 10-Year Project Plan. He provided information for each project, detailing the funding source and fiscal year in which the projects would be funded. Mr. Shoemake summarized that the total cost of all General and Administration projects through Fiscal Year 2027 is \$1,264,000.

### **b. Presentation regarding the Highlands Division, Lake Conroe Division, Bear Branch, and Raw Water Enterprise 10-Year Project Plans.**

Raw Water Enterprise Division Engineer, Matt Barrett, presented an overview of the Highlands Division, Lake Conroe Division, Bear Branch, and Raw Water Enterprise 10-Year Project Plans. He provided information detailing the funding source and fiscal years in which the projects would be funded. Mr. Barrett summarized the total costs of each project plan through Fiscal Year 2027.

## **8. EXECUTIVE SESSION**

The meeting was called into Executive Session at 9:24 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 10:31 a.m. The Board then considered the following item.

- a. Settlement Agreement by and between Montgomery County Municipal Utility District No. 8, Montgomery County Municipal Utility District No. 9, the City of Houston, the City of Huntsville, and the San Jacinto River Authority**

Mr. Anderson moved to authorize the President of the San Jacinto River Authority Board of Directors to accept minor clerical changes and to execute a Settlement Agreement Including Terms for Water Pass-Through, Water Commitment, and Encroachment, by and between Montgomery County Municipal Utility District No. 8, Montgomery County Municipal Utility District No. 9, the City of Houston, the City of Huntsville, and the San Jacinto River Authority. The motion was seconded by Mr. Koetting and carried unanimously.

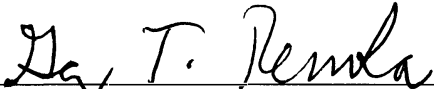
**10. ANNOUNCEMENTS / FUTURE AGENDA**

Mr. Tisdale announced that the next SJRA Board Meeting will take place on July 27, 2017.

**11. ADJOURN**

Without objection, the meeting was adjourned at 10:32 a.m.



  
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Gary T. Renola  
Secretary, Board of Directors