

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
DECEMBER 13, 2018**

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A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 8:00 a.m., December 13, 2018, 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 Ronnie Anderson, Treasurer Mark Micheletti, Assistant Secretary Ed Boulware, and Board Members Kaaren Cambio and Brenda Cooper were present. Secretary Jim Alexander was absent. General Manager Jace Houston, Deputy General Manager Ron Kelling, Director of Financial and Administrative Services Tom Michel, Director of Flood Management Chuck Gilman, GRP Division Manager Mark Smith, Lake Conroe Division Manager Bret Raley, Highlands Division Manager Kim Wright, 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 8:06 a.m.

**2. PLEDGES OF ALLEGIANCE**

The Pledges of Allegiance were led by Mr. Boulware.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DIVISION UPDATES**

**a. G & A:**

Mr. Houston mentioned the recent rain event and stated that SJRA staff continues to work in conjunction with the Harris County Flood Control District (HCFCD) and other entities and to provide updates to media outlets.

**b. G & A:**

Mr. Michel provided the draft Comprehensive Annual Financial Report (CAFR) and explained that it would be presented by the auditors and considered for approval in January.

**c. Woodlands:**

No update was provided by the Woodlands Division.

**d. GRP:**

No update was provided by the GRP Division.

**e. Lake Conroe:**

Mr. Raley provided an update related to the Lake Conroe Dam Crest Repairs Project.

**f. Highlands:**

No update was provided by the Highlands Division.

**g. Flood Management:**

Mr. Gilman provided updates regarding the dredging project taking place on a portion of the West Fork of the San Jacinto River as well as the HCFCD regional study.

**5. CONSENT AGENDA**

Mr. Micheletti made a motion to approve the consent agenda as recommended. The motion was seconded by Mr. Boulware and carried unanimously.

**a. Approval of Minutes**

Approve the minutes of the Regular Meeting of October 25, 2018.

**b. Unaudited Financials for the Month of October, 2018**

Approve the unaudited financials for the month of October, 2018.

**c. Quarterly Investment Report for the Quarter Ended November 30, 2018**

Approve the Quarterly Investment Report for the quarter ended November 30, 2018.

**d. Construction Contract for Wallisville Road Siphon Improvements**

Authorize the General Manager to execute a construction contract with Lecon, Inc., in the amount of \$2,298,987, for Wallisville Road Siphon Improvements in Highlands.

**e. Work Order No. 4 for Construction Phase Services, Construction Management, and Inspection for Wallisville Road Siphon Improvements**

Authorize the General Manager to execute Work Order No. 4 with Texas Water Engineering, PLLC, in an amount not to exceed \$250,971.85, for construction phase services, construction management, and inspection for Wallisville Road Siphon Improvements in Highlands.

**f. Work Order No. 2 for Professional Consulting Services for the Highlands Division**

Consider authorizing the General Manager to execute Work Order No. 2 with Texas Water Engineering, PLLC, in an amount not to exceed \$64,000, for professional consulting services for the Highlands Division.

**g. Lake Conroe Surplus Property**

Declare to be surplus and authorize the disposal by sale of a 0.359 acre tract of real property located in the William Atkins Survey, A-3, near Montgomery, Texas, at a price of \$41,095, and authorize the General Manager to execute all necessary documents to complete the transaction.

**6. REGULAR AGENDA**

**a. G&A**

**1. Work Order No. 5 for Preliminary Assessment and Final Design for Roof Replacement at the General and Administration Building**

This item was not considered by the Board of Directors.

**b. WOODLANDS**

**1. Change Order No. 2 for Lift Station No. 5 Rehabilitation**

Mr. Kelling explained that during the construction phase of the project, a failed result for the compressive strength testing of the Standard Cement Calcium Aluminate wet well coating was reported. He stated that coordination took place for a second sample which took seventeen calendar days, and during this time, the use of diversion pumping was extended until the new sample was completed. Mr. Kelling explained that due to these circumstances, the contractor is eligible to receive funding for this process. Mr. Anderson made a motion to authorize the General Manager to execute Change Order No. 2 with Black Castle General Contractors in the amount of \$34,295.15, for Lift Station No. 5 Rehabilitation in The Woodlands. The motion was seconded by Mr. Micheletti and carried unanimously.

**2. Ratify Approval and Execution of Supplemental Agreements with The Woodlands Municipal Utility Districts ("MUDs") to Implement the Sixth and Final Accounting**

Mr. Kelling explained that the Sixth and Final Accounting was presented to the Board of Directors on May 25, 2017, and a reconciliation of capacity in the water supply and waste disposal systems, as well as amounts to be paid for same, were memorialized in Supplemental Agreements between the Authority and each of The Woodlands Municipal Utility Districts ("MUDs"), however no official action was taken at that time. Ms. Cambio made a motion to ratify the approval and execution of the Supplemental Agreements with The Woodlands Municipal Utility Districts to implement the Sixth and Final Accounting, and authorize the General Manager to execute subsequent Supplemental Agreements with The Woodlands MUDs to sell existing surplus capacity in the water supply and waste disposal systems. The motion was seconded by Mr. Boulware and carried unanimously.

**c. RAW WATER ENTERPRISE**

**1. Construction Contract for Lake Houston Pump Station Discharge Piping Rehabilitation**

Ms. Wright provided information regarding the rehabilitation project. She explained the significance of pump number four's capacity to provide raw water from Lake Houston while three of the four pumps are out of service for the duration of the project. She also explained that pumping capacity at the East and South Canal Pump Stations is available to provide raw water from Trinity River resources to customers downstream of the facilities. Ms. Cambio

made a motion to authorize the General Manager to execute a construction contract with Boyer, Inc., in the amount of \$1,441,778, for Lake Houston Pump Station Discharge Piping Rehabilitation in Highlands, and contract modifications up to \$75,000. The motion was seconded by Mr. Anderson and carried unanimously.

**2. Work Order No. 5 for Construction Phase Services, Construction Management, and Inspection for Lake Houston Pump Station Discharge Piping Rehabilitation**

Ms. Wright provided a brief overview of information related to construction phase services, construction management, and inspection for the rehabilitation project. Ms. Cambio made a motion to authorize the General Manager to execute Work Order No. 5 with Texas Water Engineering, PLLC, in an amount not to exceed \$108,103.53, for construction phase services, construction management, and inspection for Lake Houston Pump Station Discharge Piping Rehabilitation in Highlands. The motion was seconded by Mr. Anderson and carried unanimously.

**3. Work Order No. 5 for General Dam Safety Engineering and Operations and Maintenance Support Services at Lake Conroe Dam**

Mr. Raley described the proposed contract for engineering services related to the Lake Conroe dam and explained that the level of service and engagement is variable for this type of assistance throughout the year. He stated that this work order also provides for specific efforts required for completion of design and procurement services as well as performance of construction phase service for the Lake Conroe Dam Crest Road Repairs Project. Mr. Boulware made a motion to authorize the General Manager to execute Work Order No. 5 with Freese and Nichols, Inc., in an amount not to exceed \$60,678, for general dam safety engineering and operations and maintenance support services at Lake Conroe Dam. The motion was seconded by Mr. Micheletti and carried with all present voting aye.

**4. Work Order No. 6 for Final Design Services for Repairs at the Lake Conroe Division Office**

Mr. Raley provided information related to additional repairs uncovered during an evaluation of the Lake Conroe Division office. He explained two necessary projects were identified in the evaluation of the building, which were also identified in the Lake Conroe Ten-Year Project Plan: the removal and proper installation of windows; and a complete roof replacement. Mr. Raley stated that because the office will be vacant and undergoing remediation, it would be advantageous to also include the additional projects during this time. He explained that because of the 2015 Energy Conservation Code, an additional \$2,000 is needed to address those issues during the design phase. Mr. Tisdale inquired about the cost of an architectural modification to closer match the exterior of the General and Administration Building. Mr. Anderson made a motion to authorize the General Manager to execute Work Order No. 6 with L Squared Engineering, LLC, in the amount of \$31,099.63, for final design services for repairs at the Lake Conroe Division Office and authorized the General Manager to issue a change order with L Squared Engineering, LLC, for up to \$5,000.00 for a proposal to add alternate items in the design. The motion was seconded by Ms. Cambio and carried unanimously.

**5. Work Order No. 7 for Final Design Services for Repairs at the Lake Conroe Operator's Residence**

Mr. Raley explained that an evaluation was performed on the operator residence located on the Lake Conroe campus and revealed evidence of water damage, leaky pipes, active mold, and

electrical issues that need to be updated per City Code. He stated that the estimated cost of the mold remediation and construction is approximately \$85,000. Discussion ensued related to the necessity of an occupied residence and possible alternate solutions for same. Ms. Cambio made a motion to authorize the General Manager to execute Work Order No. 7 with L Squared Engineering, LLC, in the amount of \$12,264.66, for final design services for repairs at the Lake Conroe operator's residence. The motion was seconded by Mr. Anderson and carried unanimously.

**6. Work Order No. 6 for Update and Calibration of the Hydrologic and Hydraulic Model at the Lake Conroe Westside Diversion Channel**

Mr. Raley provided details related to the Westside Diversion Channel and explained that the channel slopes have eroded, jeopardizing functionality of the system and threatening damage to the adjacent private property. He explained that evaluation of the existing hydrologic and hydraulic conditions of the channel is necessary to identify appropriate channel repairs. Mr. Raley stated the existing hydrologic and hydraulic model is outdated due to increased development within the contributing drainage area, as well as increased rainfall amounts. Mr. Boulware made a motion to authorize the General Manager to execute Work Order No. 6 with Freese and Nichols, Inc., in the amount of \$43,552, for update and calibration of the hydrologic and hydraulic model at the Lake Conroe Westside Diversion Channel. The motion was seconded by Ms. Cambio and carried unanimously.

**7. EXECUTIVE SESSION**

The meeting was called into Executive Session at 9:29 a.m., under the authority of the Texas Government Code, Section 551.071, consultation with the Authority's attorney, and under the authority of Section 551.074, deliberation regarding personnel matters.

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

The meeting was reconvened in open session at 10:42 a.m. No action was taken regarding the items discussed in executive session.

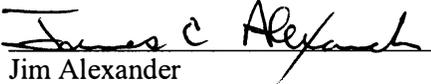
**9. ANNOUNCEMENTS / FUTURE AGENDA**

Mr. Tisdale announced that the next San Jacinto River Authority Board of Directors meeting will take place on January 24, 2019.

**10. ADJOURN**

Without objection, the meeting was adjourned at 10:43 a.m.



  
 Jim Alexander  
 Secretary, Board of Directors