

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
JULY 22, 2021**

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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., July 22, 2021, at the San Jacinto River Authority General and Administration Building. A notice of said meeting was posted as required by law. Pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, and as renewed, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas, the San Jacinto River Authority Board of Directors meeting was held via publicly accessible webinar/telephone conference. A roll call of the Board of Directors was taken and President Ronnie Anderson, Vice President Ed Boulware, Secretary Wil Faubel, and Director Stacey Buick were present. Treasurer Mark Micheletti and Secretary Pro Tem Ricardo Mora joined the meeting remotely at approximately 8:13 a.m. Also in attendance were Jace Houston, General Manager; Ron Kelling, Deputy General Manager; Tom Michel, Director of Financial and Administrative Services; Heather Ramsey-Cook, Director of Communications and Public Affairs; Ed Shackelford, Director of Utility Operations; Wayne Owen, Director of Raw Water Operations; Patricia Daniels, Director of Legal Services; Cynthia Bowman, Administrative Services Manager; and Mitchell Page, General Counsel.

**1. CALL TO ORDER**

The meeting was called to order at 8:02 a.m.

**2. PLEDGES OF ALLEGIANCE**

The Pledges of Allegiance were led by Director Anderson.

**3. PUBLIC COMMENTS**

Mr. Kevin Lacy and Mr. Dan Krueger spoke about the seasonal lake lowering initiative.

**4. DIVISION UPDATES**

**a. G & A:**

Mr. Houston provided no update.

**b. G & A**

Ms. Cook provided updates related to various division and department projects and initiatives.

**c. G & A**

Mr. Michel provided no update related to Finance and Administration.

**d. Woodlands**

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

**e. GRP**

Mr. Meeks provided no update related to the GRP Division.

**f. Lake Conroe**

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

**g. Highlands**

Mr. Smith provided no update related to the Highlands Division.

**h. Flood Management**

Mr. Barrett provided an update regarding the Flood Infrastructure Fund projects.

**5. CONSENT AGENDA**

Director Boulware made a motion to approve the Consent Agenda, as recommended. The motion was seconded by Director Faubel and carried unanimously, following a roll call of the Board of Directors.

**a. Approval of Minutes**

Approve the minutes of Regular Meeting of June 24, 2021.

**b. Unaudited Financials**

Approve the unaudited financials for the month of June, 2021.

**c. Resolution - Authorized Signatories**

Adoption of Resolution No. 2021-R-14 designating authorized signatories for all Authority financial transactions with the authorized depository banks and any other financial institutions in order to execute necessary financial transactions to conduct the Authority's financial business.

**d. Work Order No. 1 - Woodlands Water System 20-Year CIP Plan**

Authorize the General Manager to execute Work Order No. 1 with Lockwood, Andrews, & Newnam, Inc., in an amount not to exceed \$99,900, for Woodlands Water System 20-Year CIP Plan for The Woodlands.

**e. Contract - Texas Water Development Board for Regional Water Planning**

Authorize the General Manager to negotiate and execute a contract with the Texas Water Development Board (TWDB) for grant funding from the Regional Water Planning Grant on behalf of the Region H Water Planning Group.

**f. Construction Contract - Lake Conroe Dam Electrical Rehabilitation**

Authorize the General Manager to execute a construction contract with Boyer, Inc., in the amount of \$127,223, for Lake Conroe Dam Electrical Rehabilitation.

## 6. REGULAR AGENDA

### a. **Professional Consulting Services Agreement - Enterprise Resource Planning Software Selection and Advisory Services**

Tracie Blount, Business Analyst, provided an overview of enterprise resource planning stating that major upgrades and/or new software systems are needed because many of the current systems are standalone systems that are no longer supported by the software vendor. Ms. Blount reviewed the various aspects of obtaining a consultant for the project and explained the process used to select a consultant. Director Boulware made a motion to authorize the General Manager to negotiate and execute a Professional Consulting Services Agreement with Panorama Government Solutions in the amount of \$150,290, for Enterprise Resource Planning Software Selection and Advisory Services. The motion was seconded by Director Buick and carried unanimously.

### b. **Interlocal Agreement - Harris County Flood Control District and Harris County**

Matt Barrett, Flood Management Division Manager, provided information related to the Highlands Reservoir property transfer. Director Micheletti made a motion to authorize the General Manager to negotiate and execute an Interlocal Agreement with Harris County Flood Control District and Harris County regarding transfer of property and other activities related to the Highlands Reservoir. The motion was seconded by Director Faubel and carried unanimously.

Mr. Houston announced that items 6c through 6h would be considered together.

Mr. Barrett provided information regarding items 6c through 6h, stating that each of the items relate to Texas Water Development Board Flood Infrastructure Fund Category 1 Projects that are necessary per the terms of the agreements. Director Buick made a motion to approve items 6c through 6h. The motion was seconded by Director Mora and carried unanimously.

### c. **Resolution - Texas Water Development Board Grant Funding for Lake Conroe - Lake Houston Joint Reservoir Operations Study**

Adoption of Resolution No. 2021-R-15 authorizing the General Manager to negotiate and execute an agreement with the Texas Water Development Board for grant funding from the Flood Infrastructure Fund for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.

### d. **Resolution - Texas Water Development Board Grant Funding for Upper San Jacinto River Basin Regional Sedimentation Study**

Adoption of Resolution No. 2021-R-16 authorizing the General Manager to negotiate and execute an agreement with the Texas Water Development Board for grant funding from the Flood Infrastructure Fund for the Upper San Jacinto River Basin Regional Sedimentation Study.

### e. **Resolution - Texas Water Development Board Grant Funding for Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study**

Adoption of Resolution No. 2021-R-17 authorizing the General Manager to negotiate and execute an agreement with the Texas Water Development Board for grant funding from the Flood Infrastructure Fund for the Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study.

**f. Escrow Agreement - Texas Water Development Board Grant Funding for Lake Conroe - Lake Houston Joint Reservoir Operations Study**

Authorize the General Manager to conclude and execute an escrow agreement related to Texas Water Development Board grant funding from the Flood Infrastructure Fund for the Lake Conroe - Lake Houston Joint Reservoir Operations Study.

**g. Escrow Agreement - Texas Water Development Board Grant Funding for Upper San Jacinto River Basin Regional Sedimentation Study**

Authorize the General Manager to conclude and execute an escrow agreement related to Texas Water Development Board grant funding from the Flood Infrastructure Fund for the Upper San Jacinto River Basin Regional Sedimentation Study.

**h. Escrow Agreement - Texas Water Development Board Grant Funding for Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study**

Authorize the General Manager to conclude and execute an escrow agreement related to Texas Water Development Board grant funding from the Flood Infrastructure Fund for the Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study.

**7. BRIEFINGS AND PRESENTATIONS**

**a. Presentation regarding the Fiscal Year 2022 Operating Budgets.**

Jamye Lewis, Accounting Manager, provided an overview of the Fiscal Year 2022 Operating Budgets.

**b. Presentation regarding the proposed Fiscal Year 2022 rates for the Woodlands Division customers.**

Ms. Lewis provided information related to the proposed water and wastewater treatment rates for Woodlands Division customers for Fiscal Year 2022. She explained the proposed rate for water is \$2.37 per 1,000 gallons, a 4.87% increase from the previous year and the proposed wastewater treatment rate is \$4.85 per 1,000 gallons, a 4.98% increase from Fiscal Year 2021.

**c. Presentation regarding the proposed Calendar Year 2022 rates for Raw Water customers.**

Ms. Lewis provided information related to the proposed raw water rate for raw water customers for calendar year 2022. She explained the proposed rate for calendar year 2022 is \$0.51 per 1,000 gallons, which is a 3.03% increase from the previous year.

**8. EXECUTIVE SESSION**

The meeting was convened in executive session at 9:13 a.m., under the following provisions:

- a.** Discussion regarding items identified elsewhere on the agenda pursuant to Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Real Property), 551.073 (Prospective Gifts), 551.074 (Personnel Matters), or 551.076 (Security Devices), as applicable.

- b. Consultations with attorney, pursuant to Texas Government Code, Section 551.071 regarding:
1. Litigation related to Hurricane Harvey, including additional legal services to be provided by Hunton Andrews Kurth, LLP; and
  2. Expedited Declaratory Judgement Act litigation and other litigation related to GRP; and
  3. Pending litigation styled *Lake Conroe Assn., et. al. v. City of Houston and San Jacinto River Authority*, Cause No. 21-03-04382, in the 284th District Court, Montgomery County, Texas.

## 9. RECONVENE IN OPEN SESSION

The meeting was called into open session at 10:06 a.m. A quorum of the Board being present, no action was taken regarding the items discussed in executive session.

## 10. ANNOUNCEMENTS / FUTURE AGENDA

It was announced that the next San Jacinto River Authority's next Regular Board Meeting will be held on August 26, 2021.

## 11. ADJOURN

Without objection, the meeting was adjourned at 10:07 a.m.



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Wil Faubel  
Secretary, Board of Directors

