

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
SEPTEMBER 23, 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. President Ronnie Anderson, Vice President Ed Boulware, Treasurer Mark Micheletti, and Director Stacey Buick were present. Secretary Wil Faubel and Secretary Pro Tem Ricardo Mora were absent. Also in attendance were Jace Houston, General Manager; Ron Kelling, Deputy General Manager; Tom Michel, Director of Financial and Administrative Services; Ed Shackelford, Director of Utility Operations; Wayne Owen, Director of Raw Water Operations; Jodi Chaney, Records Management Officer; and Mitchell Page, General Counsel.

**1. CALL TO ORDER**

The meeting was called to order at 8:03 a.m.

**2. PLEDGES OF ALLEGIANCE**

The Pledges of Allegiance were led by Director Boulware.

A moment of silence was observed in remembrance of long-term employee David Guyer, Utility Enterprise Electrical Services Manager, who passed away on September 22, 2021.

**3. PUBLIC COMMENTS**

Mr. Dan Krueger spoke about the seasonal lake lowering initiative.

**4. DIVISION UPDATES**

**a. G & A:**

Mr. Houston provided updates related to Tropical Storm Nicholas and announced that Heather Ramsey-Cook, Director of Communications and Public Affairs, had been selected to serve in the Leadership Montgomery County Program and was attending a retreat with her class. He went on to mention other SJRA staff who have served in the LMC program previously.

**b. G & A**

Mr. Houston provided updates related to various Communications 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 no update related to the Flood Infrastructure Fund projects.

**5. CONSENT AGENDA**

Director Micheletti made a motion to approve the Consent Agenda, as recommended. The motion was seconded by Director Boulware and carried unanimously.

**a. Quarterly Investment Report**

Approve the Quarterly Investment Report for the Quarter Ended August 31, 2021.

**b. Resolution - Affirming Investment Policy**

Adoption of Resolution No. 2021-R-19 adopting an amended policy for investment of Authority funds and appointing an investment officer.

**c. Construction Contract - Lift Station No. 8 Force Main Replacement**

Authorize the General Manager to execute a construction contract in the amount of \$116,891.50 with Alcott Inc. DBA TCH Directional Drilling for Lift Station No. 8 Force Main Replacement in The Woodlands, and contract modifications up to the amount approved per the Purchasing Policy, subject to General Counsel approval as to contract form.

**6. REGULAR AGENDA**

**a. Professional Services Agreement and Work Order No. 1 - The Woodlands Wastewater System Consolidation Feasibility Study**

Mr. Daniel Hilderbrant, Division Engineer, provided information related to three wastewater treatment facilities in The Woodlands that are owned and operated by SJRA. He explained that various components of the facilities are nearing the end of their useful life and will need renewal and/or replacement in the near future. He continued by stating the feasibility study will evaluate alternatives for consolidating the existing wastewater collection and treatment system while comparing alternatives to a baseline scenario of replacing the existing infrastructure based on its service life. The resulting data will be presented to The Woodlands MUD Boards in order to make informed decisions regarding the path forward for renewal of the aging infrastructure. Following a brief discussion, Director Boulware made a motion to authorize the General Manager to execute a professional services agreement and Work Order No. 1 in the amount of \$1,287,331 with Freese and Nichols, Inc., for professional services associated with the Wastewater System Consolidation

Feasibility Study in The Woodlands, subject to General Counsel approval as to contract form. The motion was seconded by Director Micheletti and carried unanimously.

**b. Construction Contract - Lake Houston Pump Station Ventilation Improvements**

Mr. Hilderbrant explained the Lake Houston Pump Station (LHPS) is a critical component of the Highlands Division's raw water system, which is operated around the clock 365 days per year in order to provide raw water to industrial, municipal, and irrigation customers in East Harris County. As various aspects of the pump station are original 1950s construction, he stated the existing facilities will require various improvements in order to provide adequate ventilation and airflow to the pump station building and to improve security as SJRA transitions from manual to remote operation of the pump station. Following discussion, Director Micheletti made a motion to authorize the General Manager to execute a construction contract in the amount of \$444,249.74 with Jamail & Smith Construction, LP, for Lake Houston Pump Station Ventilation Improvements in the Highlands, and contract modifications up to the amount approved per the Purchasing Policy, subject to General Counsel approval as to form. The motion was seconded by Director Buick and carried unanimously.

**c. Joint Funding Agreement - Water Resource Investigations**

Mr. Bret Raley, Lake Conroe Division Manager, provided information related to the annual joint funding agreement with the United States Geological Survey (USGS) for various water quantity and quality data collection activities. He described the services provided under the agreement, which include surface water data collection and analysis for Lake Conroe and specified upstream and downstream locations, as well as water quality data collection and analysis at Lake Conroe, various locations in The Woodlands and on SJRA's canal near the Lake Houston Pump Station. He continued by stating that staff recommended four additional gauges be installed to allow for a more accurate estimate of storm data. A brief discussion ensued. Director Boulware made a motion to authorize the General Manager to execute a joint funding agreement for water resource investigations with USGS for data collection and analysis activities for the period of October 1, 2021, to September 30, 2022, in the amount of \$284,650 (SJRA's portion). The motion was seconded by Director Micheletti and carried unanimously.

**d. Facilities Use Agreement - Texas State Guard**

Mr. Jace Houston, General Manager, stated SJRA was recently approached by representatives of the Texas Military Department (TMD) to secure a suitable location to serve as a base of operations and training facility for the Texas State Guard to conduct water-based operations such as search and rescue. He introduced Captain Mark Wallace and Lieutenant Chris Whitt of the 2nd Battalion, 2nd Brigade of the Texas State Guard, who explained that SJRA's geographic location and access to the lake, boat ramp, land area, and buildings makes it an ideal location to carry out their operations. They further explained the facilities would be utilized one weekend per month for training operations and that Lake Conroe Division staff had graciously agreed to find suitable locations for the onsite storage of their boats and other equipment. Director Buick made a motion to authorize the General Manager to execute a facilities use agreement with TMD to allow the Texas State Guard to utilize certain Lake Conroe Division facilities for training and as a base of operations. Director Micheletti seconded the motion, which carried unanimously.

**e. Professional Services Agreement and Work Order No. 1 - Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study**

Mr. Dan Hilderbrant, Division Engineer, provided information related to the Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study, which the Texas Water Development Board (TWDB) awarded grant funding from the Flood Infrastructure Fund (FIF) to SJRA for a continuation of the Spring Creek Siting Study, a sub-task of the San Jacinto Regional Watershed Master Drainage Plan Project. He explained that the project will include a conceptual-level design for the two dams recommended in the Spring Creek Siting Study, as well as a definition of benefits and costs for each dam and a combination of the dams. He continued by stating the study outcome will allow project sponsors to determine the most feasible and economic alternatives for design and construction. Director Micheletti then motioned to authorize the General Manager to negotiate and execute a professional services agreement and Work Order No. 1 in an amount not to exceed \$1,000,000 with Halff Associates, Inc., for engineering services for the Spring Creek Watershed Flood Control Dams Conceptual Engineering Feasibility Study, subject to General Counsel approval as to form.

**7. BRIEFINGS AND PRESENTATIONS**

**a. Presentation regarding SJRA-Wide Construction Projects, Studies and Repairs Viewer.**

Ms. Michelle Simpson, Communications Project Manager, provided a demonstration of the SJRA Projects, Studies, and Repairs viewer available on SJRA's website. She stated that all current and future construction projects, studies, and repairs are now contained within a single viewer as recommended by the Sunset Review Commission.

**8. EXECUTIVE SESSION**

The Board of Directors did not convene in executive session.

**9. RECONVENE IN OPEN SESSION**

Because the Board of Directors did not convene in executive session, there was no action.


**10. ANNOUNCEMENTS / FUTURE AGENDA**

It was announced that the next San Jacinto River Authority's next Regular Board Meeting will be held on October 28, 2021.

**11. ADJOURN**

Without objection, the meeting was adjourned at 9:33 a.m.



  
 Wil Faubel  
 Secretary, Board of Directors