

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
AUGUST 25, 2022**

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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., August 25, 2022, 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, Secretary Wil Faubel, Treasurer Mark Micheletti, Director Stacey Buick, and Director Stephanie Johnson were present. Secretary ProTem Ricardo Mora was absent. Also in attendance were Jace A. Houston, General Manager; Tom Michel, Director of Financial and Administrative Services; Heather Ramsey, Director of Communications and Public Affairs; Ed Shackelford, Director of Utility Enterprise Operations; Wayne Owen, Director of Raw Water Operations; Cynthia Bowman, Administrative Services Manager; Chris Meeks, Utility Enterprise Division Manager; Bret Raley, Lake Conroe Division Manager; Richard Tramm, Highlands Division Manager; Matt Barrett, Water Resource and Flood Management Division Manager; and Mitchell Page, General Counsel.

**1. CALL TO ORDER**

The meeting was called to order at 8:00 a.m.

**2. PLEDGES OF ALLEGIANCE**

The Pledges of Allegiance were led by Director Anderson.

**3. PUBLIC COMMENTS**

Mr. David Smith spoke about drainage standards for Montgomery County, and Mr. Dan Krueger spoke about lake lowering.

**4. DIVISION UPDATES**

**a. G & A:**

Mr. Houston reported on recent visits from Congressman Kevin Brady's staff and Morgan Luttrell. He also provided an overview of water infrastructure relative to his recent testimony before the House Committee on Natural Resources.

**b. G & A**

Ms. Ramsey provided updates related to various division and department projects, initiatives, meetings, and tours.

**c. G & A**

Mr. Michel introduced the Accounting Department.

**d. Utility Enterprise**

Mr. Meeks provided no update related to the Utility Enterprise.

**e. Lake Conroe**

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

**f. Highlands**

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

**g. Flood Management**

Mr. Barrett provided an overview of the Regional Flood Planning process.

**5. CONSENT AGENDA**

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

**a. Approval of Minutes - Regular Meeting of July 28, 2022.**

**b. Unaudited Financials**

Approve the unaudited financials for the month of July, 2022.

**c. Work Order No. 3 - Staff Augmentation Consulting Services - TWE**

Authorize the General Manager to execute Work Order No. 3 with Texas Water Engineering, PLCC, in an amount not to exceed \$75,000, for staff augmentation consulting services for the Technical Services Department.

**d. Work Order No. 3 - Staff Augmentation Consulting Services - KIT**

Authorize the General Manager to execute Work Order No. 3 with KIT Professionals, Inc., in an amount to exceed \$100,000, for staff augmentation consulting services for the Technical Services Department.

**e. Work Order No. 6 - Woodlands Groundwater Well Master Plan**

Authorize the General Manager to execute Work Order No. 6 with INTERA Incorporated, in an amount not to exceed \$114,712, for Woodlands Groundwater Well Master Plan for the Woodlands Division.

**f. Work Order No. 2 - Industrial Pretreatment Support**

Authorize the General Manager to execute Work Order No. 2 with Plummer Associates, Inc., in an amount not to exceed \$50,000, for Industrial Pretreatment Program Support for the Woodlands Division.

**g. Work Order No. 3 - Panther Branch Fault Study**

Authorize the General Manager to execute Work Order No. 3 with Lockwood, Andrews, and Newnam, Inc., in an amount not to exceed \$129,265, for the Panther Branch Fault Study for the GRP Division.

**h. Work Order No. 4 - Water Strategy Consulting Services**

Authorize the General Manager to execute Work Order No. 4 with Freese and Nichols, Inc., in an amount not to exceed \$50,000, for water strategy consulting services for the Raw Water Enterprise.

**i. Construction Contract - Constables Dock Electrical Rehabilitation**

Authorize the General Manager to execute a construction contract with Wingo Service Company, Inc., in the amount of \$81,524, for Constables Dock Electrical Rehabilitation for the Lake Conroe Division.

**j. Work Order No. 11 - Structure 5 SCADA Improvements**

Authorize the General Manager to execute Work Order No. 11 with Kalluri Group, Inc., in an amount not to exceed \$38,490, for Structure 5 SCADA Improvements for the Highlands Division.

**6. REGULAR AGENDA**

Mr. Houston provided a brief overview of the Fiscal Year 2023 Operating Budgets, the Amended Rate Order for Woodlands Division customers, and the Amended Rate Order for Raw Water Customers. Director Buick requested to amend Section 3.03, "Meter Reading Fee," related to the Amended Rate Order for Raw Water customers. It was determined that item 6c, Amended Rate Order for Raw Water Customers, would be presented at the September meeting based on Director Buick's recommendation. Director Micheletti made a motion to approve items 6a and 6b, as recommended. The motion was seconded by Director Faubel and carried unanimously.

**a. Resolution - Fiscal Year 2023 Operating Budgets**

Adopt Resolution No. 2022-R-07, of the San Jacinto River Authority Board of Directors approving and adopting a budget for the fiscal year beginning on September 1, 2022, and ending August 31, 2023, inclusive.

**b. Amended Rate Order - Woodlands Division Customers**

Adopt Order No. 2022-O-02, of the San Jacinto River Authority Board of Directors adopting an amended Rate Order for Woodlands Division Customers, effective September 1, 2022.

**c. This Item was not considered.**

Consider adoption by the San Jacinto River Authority Board of Directors of an amended Rate Order for Raw Water Customers, effective January 1, 2023.

**d. Resolution - Procurement Policy**

Mr. Justin Ford, Procurement Manager, presented information related to the addition of Section III, G., "Disposal of Salvage and Surplus Property" of the Procurement Policy. Director Buick made a motion to adopt Resolution No. 2022-R-08, of the San Jacinto River Authority Board of Directors approving and adopting a Procurement Policy. Director Micheletti seconded the motion, which carried unanimously.

**e. 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 water resource investigations. He explained that the information obtained from the partnership is important for both entities as well as other organizations relative to forecasting. Director Boulware made a motion to authorize the General Manager to execute a joint funding agreement for water resource investigations with the United States Geological Survey (USGS) in the amount of \$229,050, for data collection and analysis activities for the period of October 1, 2022, to September 30, 2023. The motion was seconded by Director Micheletti and carried unanimously.

**7. EXECUTIVE SESSION**

The meeting was convened in executive session at 9:18 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.

**8. RECONVENE IN OPEN SESSION**

The meeting was called into open session at 9:48 a.m. A quorum of the Board was present.

**9. ANNOUNCEMENTS / FUTURE AGENDA**

It was announced that the San Jacinto River Authority’s next Regular Board Meeting will be held on September 22, 2022.

**10. ADJOURN**

Without objection, the meeting was adjourned at 9:49 a.m.




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Wil Faubel  
Secretary, Board of Directors