

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
DECEMBER 8, 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., December 8, 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 Pro-Tem 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 Operations; Connie Curtis, Director of Technical and Operational Services; Cynthia Bowman, Administrative Services Manager; and Mitchell Page, General Counsel.

**1. CALL TO ORDER**

The meeting was called to order at 8:01 a.m.

**2. PLEDGES OF ALLEGIANCE**

The Pledges of Allegiance were led by Director Johnson.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DIVISION UPDATES**

**a. G & A:**

Mr. Houston reported on the Texas Sunset Advisory Commission's meeting that took place on December 6, 2022.

**b. G & A**

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

**c. G & A**

Mr. Michel provided an update on the 7<sup>th</sup> Annual River Authorities Administrative Forum hosted by the San Jacinto River Authority.

**d. G&A**

Ms. Curtis provided no update related to Technical and Operational Services.

**e. Utility Enterprise**

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

**f. Lake Conroe**

Mr. Raley provided an update related to invasive species.

**g. Highlands**

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

**h. Flood Management**

Mr. Barrett provided no update related to the Flood Management Division.

**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. Approval of Minutes**

Approve the Regular Meeting minutes of October 27, 2022.

**b. Unaudited Financials**

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

**c. Quarterly Investment Report**

Approve the Quarterly Investment Report for the Quarter Ended November 30, 2022.

**d. Resolution - Authorized Signatories**

Adopt Resolution No. 2022-R-10, of the San Jacinto River Authority Board of Directors designating the 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.

**e. Work Order No. 3 - Digital Water System Phase 2**

Authorize the General Manager to execute Work Order No. 3, with Carollo Engineering, Inc., in an amount not to exceed \$248,600, for Digital Water System Phase 2 for the Woodlands Division.

**f. Work Order No. 4 - Digital Water System Phase 1**

Authorize the General Manager to execute Work Order No. 4 with Carollo Engineering, Inc., in an amount not to exceed \$299,007, for Digital Water System Phase 1 for the GRP Division.

## 6. REGULAR AGENDA

### a. Resolution - Fifth Amendment to Pension Plan

Mr. Houston presented information related to the proposed amendment to the pension plan concluding that it would be of minimal financial impact to the plan. He stated the amendment was presented to the Personnel Committee for consideration and was recommended for approval. Director Buick made a motion to adopt Resolution No. 2022-R-11, of the San Jacinto River Authority Board of Directors adopting the Fifth Amendment to the San Jacinto River Authority Pension Plan and related amendment to the Summary Plan Description. The motion was seconded by Director Boulware and carried unanimously.

It was determined that regular agenda items 6a and 6b would be considered together.

General Counsel Mitchell Page presented information related to the Sixth Supplemental Agreement with Montgomery County Municipal Utility District No. 39 ("MUD 39"), explaining that MUD 39 requested additional connections for service whereby MUD 39 would pay for the connections at the current rate. Mr. Page continued by stating the amendment with The Woodlands Land Development Company, L.P., would realign the service area and map. Director Faubel made a motion to approve items 6a and 6b as presented. The motion was seconded by Director Micheletti and carried unanimously.

### b. Consideration - Sixth Supplemental Agreement with Montgomery County Municipal Utility District No. 39

Authorize the General Manager to execute the Sixth Supplemental Agreement by and between the San Jacinto River Authority and Montgomery County Municipal Utility District No. 39, of Montgomery County, Texas.

### c. Consideration - Amendment to Agreement with The Woodlands Land Development Company, L.P.

Authorize the General Manager to execute an Amendment to Agreement by and between the San Jacinto River Authority and The Woodlands Land Development Company, L.P.

### d. Resolution - Revised Drought Contingency Plan for Lake Conroe

Mr. Matt Barrett, Flood Management Division Manager, explained a minor calculation methodology to the Lake Conroe Drought Contingency Plan. Director Boulware made a motion to adopt Resolution No. 2022-R-12, of the San Jacinto River Authority Board of Directors adopting a revised Lake Conroe Division Drought Contingency Plan; authorizing the General Manager to implement such revised Plan; repealing and rescinding the prior Plan; and containing other provisions related thereto. The motion was seconded by Director Faubel and carried unanimously.

## 7. BRIEFINGS AND PRESENTATIONS

### a. Presentation of the annual Historically Underutilized Business (HUBs) report for the period September 1, 2021, through August 31, 2022

Mr. Justin Ford, Procurement Manager, presented the Annual Historical Underutilized Business report to the Board of Directors for the period September 1, 2021, through August 31, 2022.

## 8. EXECUTIVE SESSION

The meeting was convened in executive session at 8:52 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.

## 9. RECONVENE IN OPEN SESSION

The meeting was called into open session at 10:04 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 Regular Board Meeting will take place on January 26, 2023.

## 11. ADJOURN

Without objection, the meeting was adjourned at 10:05 a.m.



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Wil Faubel  
Secretary, Board of Directors

