

**BOARD OF DIRECTORS
SAN JACINTO RIVER AUTHORITY
MINUTES OF REGULAR MEETING
JUNE 22, 2023**

A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 8:00 a.m., June 22, 2023, at the San Jacinto River Authority General and Administration Building. Notice of said meeting was posted as required by law. President Ronnie Anderson, Vice President Ed Boulware, Treasurer Mark Micheletti, Secretary Wil Faubel, 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; Pam Steiger, Chief Financial Officer; Cynthia Bowman, Chief of Staff/Administrative Services Manager; 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 Anderson.

3. PUBLIC COMMENTS

Mr. Erich Petersen provided comments related to Mr. Jace Houston's tenure as General Manager for the San Jacinto River Authority.

4. DIVISION UPDATES

a. G & A:

Mr. Houston provided a brief update on staff participation at the Texas Water Conservation Association and the Association of Water Board Directors conferences. He announced that Mr. Tom Michel was selected to the Leadership Montgomery County Board of Directors.

b. G & A

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

c. G & A

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

d. G&A

Ms. Curtis provided a brief update regarding the various positive outcomes that have occurred since the capital improvement projects open house that took place in April.

e. Utility Enterprise

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

f. Lake Conroe

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

g. Highlands

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

h. Flood Management

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

5. CONSENT AGENDA

Director Buick made a motion to approve Consent Agenda items a through h, as recommended. The motion was seconded by Director Micheletti and carried unanimously.

a. Approval of Minutes - Regular and Special Meetings of May 25, 2023.

b. Unaudited Financials

Approve the unaudited financials for the month of May, 2023.

c. Quarterly Investment Report

Approve the Quarterly Investment Report for the Quarter Ended May 31, 2023.

d. Master Professional Services Agreement - Surveying Services

Authorize the General Manager to execute a Master Professional Services Agreement for professional surveying services for all SJRA Divisions with Gorrondona & Associates, Inc.

e. Master Professional Services Agreement - Surveying Services

Authorize the General Manager to execute a Master Professional Services Agreement for professional surveying services for all SJRA Divisions with Gratia Geomatics, LLC).

f. Master Professional Services Agreement - Surveying Services

Authorize the General Manager to execute a Master Professional Services Agreement for professional surveying services for all SJRA Divisions with Pape-Dawson Consulting Engineers, LLC.

g. Master Professional Services Agreement - Surveying Services

Authorize the General Manager to execute a Master Professional Services Agreement for professional surveying services for all SJRA Divisions with Costello, Inc.

h. Master Professional Services Agreement - Surveying Services

Authorize the General Manager to execute a Master Professional Services Agreement for professional surveying services for all SJRA Divisions with Landtech, Inc.

It was noted that the prior motion did not include all items on the Consent Agenda, whereupon Director Buick then made a motion to approve the remainder of the Consent Agenda, items 6i and 6j, as recommended. The motion was seconded by Director Micheletti and carried.

i. Construction Contract - Wastewater Treatment Facility No. 2 Headworks Rehabilitation

Authorize the General Manager to execute a construction contract with Industrial TX Corp., in the amount of \$1,785,000, for Wastewater Treatment Facility No. 2 Headworks Rehabilitation for the Woodlands Division.

j. Work Order No. 3 - Wastewater Treatment Facility No. 2 Headworks Rehabilitation

Authorize the General Manager to execute Work Order No. 3 with Quiddity Engineering, LLC, in an amount not to exceed \$123,437, for construction phase services and limited inspection services during construction for Wastewater Treatment Facility No. 2 Headworks Rehabilitation for the Woodlands Division.

It was announced that the agenda would be taken out of order with consideration of Regular Agenda items 6a through 6e taking place following Executive Session.

7. EXECUTIVE SESSION

The meeting was convened in executive session at 8:24 a.m., under the following provisions:

- a. Discussion regarding items 6a through 6d of the Regular Agenda pursuant to Texas Government Code Section 551.074 regarding personnel matters.
- 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. Litigation related to GRP.

8. RECONVENE IN OPEN SESSION

With a quorum of the Board present, the meeting was called into open session at 9:19 a.m.

6. REGULAR AGENDA

a. Resolution - Acting General Manager

Director Boulware made a motion to adopt Resolution No. 2023-R-07, of the Board of Directors of the San Jacinto River Authority, designating Ed Shackelford as Acting General Manager, effective July 1, 2023. The motion was seconded by Director Micheletti and carried unanimously.

b. Resolution - Authorized Signatories

Director Johnson made a motion to adopt Resolution No. 2023-R-08, of the Board of Directors of the San Jacinto River Authority 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, effective July 1, 2023. The motion was seconded by Director Faubel and carried with all present voting aye.

c. Resolution - Amending Investment Policy

Director Boulware made a motion to adopt Resolution No. 2023-R-09, of the Board of Directors of the San Jacinto River Authority adopting an amended Investment Policy, effective June 22, 2023. The motion was seconded by Director Johnson and carried unanimously.

d. Consideration - Executive Search Contract

Director Faubel made a motion to authorize the Acting General Manager to negotiate and execute a contract with Lehman Associates, LLC, for executive search services related to the employment of a General Manager. The motion was seconded by Director Buick and carried unanimously.

e. Resolution - Recognition of General Manager

Director Boulware made a motion to adopt Resolution No. 2023-R-10, of the Board of Directors of the San Jacinto River Authority recognizing Jace Houston's years of service to the San Jacinto River Authority. The motion was seconded by Director Johnson and carried with all present voting aye.

9. ANNOUNCEMENTS / FUTURE AGENDA

It was announced that the next San Jacinto River Authority Regular Board Meeting will take place on July 27, 2023.

10. ADJOURN

Without objection, the meeting was adjourned at 9:35 a.m.



Wil Faubel
Secretary, Board of Directors

