

**BOARD OF DIRECTORS
SAN JACINTO RIVER AUTHORITY
MINUTES OF SPECIAL MEETING
DECEMBER 14, 2023**

A special meeting of the Board of Directors of the San Jacinto River Authority was held at 8:00 a.m., December 14, 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, Secretary Wil Faubel, Director Stacey Buick, and Director Stephanie Johnson were present. Treasurer Mark Micheletti and Secretary ProTem Ricardo Mora were absent. Also in attendance were Ed Shackelford, Acting General Manager and Director of Operations; Heather Ramsey, Director of Communications and Public Affairs; Pam Steiger, Chief Financial Officer; Cynthia Bowman, Chief of Staff; 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. James Holian of Congressman Dan Crenshaw's office spoke positively about Regular Agenda items 6a and 6b. Mr. Dan Krueger spoke about the Lake Conroe Operations contract as well as temporary seasonal lake lowering. Mr. John Sellars spoke about the GRP rate differential.

4. DIVISION UPDATES

a. G & A General Manager

Mr. Shackelford announced anniversary milestones and promotions/licenses received by various staff members. He also provided an update regarding a recent tour of the Guadalupe-Blanco River Authority facilities.

b. G & A Public Relations

Ms. Ramsey provided updates related to various division and department projects, initiatives, meetings, and tours. She also provided the 2023 Annual Social Media Update which highlighted statistical information for the various social media platforms.

c. G & A Chief Financial Officer

Ms. Steiger announced that the San Jacinto River Authority's Accounting Department received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association, an award the department has received for the last fourteen years.

d. G&A Technical and Operational Services

No update was provided 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 hydrilla management on Lake Conroe.

g. Highlands

Mr. Tramm provided an update on the Lake Houston Pump Station Remote Operations Center.

h. Flood Management

Mr. Barrett provided an update related to Active Storm Management Protocols.

5. CONSENT AGENDA

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

- a. Approval of Minutes** - Regular Meeting of October 26, 2023, Special Meeting of November 9, 2023, and Special Meeting of November 20, 2023.

b. Unaudited Financials

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

c. Quarterly Investment Report

Approve the Quarterly Investment Report for the Quarter Ended November 30, 2023.

d. Amendment No. 4 - 2026 Region H Water Plan

Authorize the Acting General Manager to negotiate and execute Amendment No. 4 to the contract for development of the 2026 Region H Water Plan in an amount not to exceed \$412,119, on behalf of the Region H Water Planning Group.

e. Master Professional Services Agreement - Electrical Engineering Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement for Electrical Engineering Services with Baird, Gilroy & Dixon, LLC, for all SJRA Divisions.

f. Master Professional Services Agreement - Electrical Engineering Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement for Electrical Engineering Services with Burrer Engineering, Inc., for all SJRA Divisions.

g. Master Professional Services Agreement - Electrical Engineering Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement for

Electrical Engineering Services with Kalluri Group, Inc., for all SJRA Divisions.

h. Master Professional Services Agreement - Electrical Engineering Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement for Electrical Engineering Services with Lockwood, Andrews and Newnam, Inc., for all SJRA Divisions.

i. Amendment No. 2 to Master Professional Services Agreement - Construction Management and Inspection Services

Authorize the Acting General Manager to execute Amendment No. 2 to Master Professional Services Agreement No. 22-0023-A with Civitas Engineering Group, Inc., for Construction Management and Inspection Services for all SJRA Divisions.

j. Amendment No. 2 to Master Professional Services Agreement - Construction Management and Inspection Services

Authorize the Acting General Manager to execute Amendment No. 2 to Master Professional Services Agreement No. 22-0023-B with Baxter & Woodman, Inc., for Construction Management and Inspection Services for all SJRA Divisions.

k. Amendment No. 1 to Master Professional Services Agreement - Construction Management and Inspection Services

Authorize the Acting General Manager to execute Amendment No. 1 to Master Professional Services Agreement No. 22-0023-C with Garver, LLC, for Construction Management and Inspection Services for all SJRA Divisions.

l. Work Order No. 5 - Professional Communications Services

Authorize the Acting General Manager to execute Work Order No. 5 with Glass House Strategy, for Professional Communications Services for all SJRA Divisions.

m. Construction Contract - Harper's Landing Water Line

Authorize the Acting General Manager to execute a construction contract with STI Concrete, LLC, dba Trilogy, in an amount not to exceed \$238,612, for the Harper's Landing Water Line in The Woodlands, and contract modifications up to the amount approved by the Purchasing Policy.

n. Professional Services Agreement and Work Order No. 1 - Elevated Storage Tank No. 6

Authorize the Acting General Manager to execute a Professional Services Agreement and Work Order No. 1 with Half Associates, Inc., in an amount not to exceed \$581,687, for Preliminary Design Engineering Services for Elevated Storage Tank No. 6 in The Woodlands.

o. Construction Contract - Siphon 7 Improvements Phase 2

Authorize the Acting General Manager to execute a construction contract with RES Gulf Coast, LLC, dba Lecon, Inc., in the amount of \$722,650, for Siphon 7 Improvements Phase 2 in Highlands, and contract modifications up to the amount approved by the Purchasing Policy.

p. Work Order No. 2 - Siphon 7 Improvements Phase 2

Authorize the Acting General Manager to execute Work Order No. 2 with Baxter and Woodman, Inc., in an amount not to exceed \$85,038, for Construction Inspection Services for Siphon 7 Improvements Phase 2 in Highlands.

q. Professional Services Agreement and Work Order No. 1 - Lake Houston Pump Station Pump and Motor Replacement

Authorize the Acting General Manager to execute a Professional Services Agreement and Work Order No. 1 with Mbroh Engineering, Inc., in an amount not to exceed \$439,842, for Preliminary Design of the Lake Houston Pump Station and Motor Replacement Project in Highlands.

6. REGULAR AGENDA

It was announced that Regular Agenda items 6a and 6b would be considered together.

Briana Gallagher, Water Resources Project Manager, provided information related to the Bear Branch Dam Service Spillway and Soil Cement Replacement Project. She stated that the San Jacinto River Authority (SJRA) engaged Congressman Dan Crenshaw's office to submit said project on behalf of SJRA and The Woodlands Water Agency for the Environmental Infrastructure (EI) category of Community Project Funding with the United States Army Corps of Engineers (USACE). Ms. Gallagher stated that SJRA is coordinating with USACE on the project partnership agreement, which not only finalizes the funding agreement between SRJA and USACE, but also memorializes a new project partnership between the two organizations. Further, she stated that once the project partnership agreement is executed, SJRA will be eligible to receive up to \$3,250,000 in reimbursements through federal funds from USACE for the Bear Branch Modification Project.

Director Buick made a motion to approve Regula Agenda items 6a and 6b. The motion was seconded by Director Boulware and carried unanimously.

a. Project Partnership Agreement - Bear Branch Modification Project

Authorize the Acting General Manager to negotiate and execute a Project Partnership Agreement with the United States Army Corps of Engineers related to the Bear Branch Modification Project.

b. Professional Services Agreement and Work Order No. 1 - Bear Branch Dam Soil Cement and Service Spillway Replacement Project

Authorize the Acting General Manager to negotiate and execute a Professional Services Agreement and Work Order No. 1 with Schnabel Engineering, LLC, in an amount not to exceed \$140,766,07, for the Bear Branch Dam Soil Cement and Service Spillway Replacement Project in The Woodlands.

7. BRIEFINGS AND PRESENTATIONS

a. Presentation of the Annual Historically Underutilized Business (HUB) Report

Mr. Justin Ford, Procurement Manager, provided statistical information related to the Annual Historically Underutilied Business (HUB) Report.

8. EXECUTIVE SESSION

The meeting was convened in executive session at 8:54 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. Litigation and other litigation related to GRP.
- c. Deliberation regarding security devices or security audits, pursuant to Texas Government Code, Section 551.089.
 1. Deliberate certain security matters.

9. RECONVENE IN OPEN SESSION

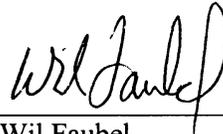
With a quorum of the Board present, the meeting was called into open session at 10:01 a.m.

10. ANNOUNCEMENTS / FUTURE AGENDA

It was announced that the next San Jacinto River Authority Special Board Meeting will take place on January 25, 2024.

11. ADJOURN

Without objection, the meeting was adjourned at 10:02 a.m.



Wil Faubel
Secretary, Board of Directors

