

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
JUNE 26, 2025**

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A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 9:00 a.m., June 26, 2025, 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, Secretary ProTem Ricardo Mora, and Directors Stacey Buick and Stephanie Johnson were present. Also in attendance were Aubrey A. Spear, General Manager; 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; Amy Sims, General Counsel; and Mitchell Page, Outside General Counsel.

**1. Call to Order**

The meeting was called to order at 9:00 a.m.

**2. Ceremonial Items**

**2.1 Invocation**

The invocation was delivered by Reverend Susan Kent, First Methodist Conroe.

**2.2 Pledges of Allegiance to the U.S. and Texas Flags**

The Pledges of Allegiance were led by Director Anderson.

**2.3 Receipt of Commendation, Awards, and Honoraria**

Mr. Ed Shackelford was recognized for receiving the North Houston Association's 2024 North Star Award on May 29, 2025.

**3. Public Comments**

Mr. Mark Johnson spoke about funding for Bird Island and Mr. Dan Krueger spoke about Regular Agenda item 6.4.

**4. Work Session**

**4.1 Update by the General Manager regarding meetings and events attended by staff.**

Mr. Spear provided an update regarding the ownership of Lake Conroe Beach Park and went on to discuss the GRP Surface Water Treatment Plant capacity, to include information related to annual demand, average daily demand, and maximum daily demand. Furthermore, Mr. Spear provided information about the amended encroachment policy approved in May. He explained that the goal of the policy is to help clear or "uncloud" a property owner's title which may include personal assets within SJRA's easement.

**4.2 Update by the Director of Communications and Public Affairs regarding updates related to various division and departmental projects, initiatives, tours, meetings, and social media platforms.**

Ms. Ramsey provided an update related to Senate Bill 2 which was passed by the 89<sup>th</sup> Texas Legislature. She explained that the bill provides oversight and financing of certain water infrastructure matters under the jurisdiction of the Texas Water Development Board. Additionally, Ms. Ramsey provided a highlight of various community engagement events such as boating safety, the grand opening of Lake Conroe Beach Park, Highlands Division tabletop exercise, and other social media content.

**4.3 Presentation of the General and Administration 10-Year Project Plan**

Mr. Aaron Schindewolf, Technical Services Project Manager, provided an overview of the General and Administration 10-year project plan, specifically highlighting certain projects that will be implemented in Fiscal Year 2026.

**4.4 Presentation of the Flood Management Division 10-Year Project Plan**

Mr. Matt Barrett, Water Resources and Flood Management Division Manager, provided an overview of the Flood Management Division 10-Year Project Plan. Mr. Barrett explained the methodology used for determining which projects are included in the project plan. He highlighted certain projects that will be implemented in Fiscal Year 2026.

**5. Consent Agenda**

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

**5.1 G&A - Minutes**

**Approval of Minutes** - Regular Meeting of May 22, 2025.

**5.2 G&A - Unaudited Financials**

Approval of the unaudited financials for the month of May, 2025.

**5.3 G&A - Quarterly Investment Report**

Approval of the Quarterly Investment Report for the Quarter Ended May 31, 2025.

**5.4 G&A - Authorized Signatories**

Adoption of a Resolution No. 2025-R-15, of the San Jacinto River Authority Board of Directors designating 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.

## **5.5 G&A - Professional Services Agreement and Work Order No. 1 for Auditing Services**

Authorize the General Manager to execute a Professional Services Agreement and Work Order No. 1, with Knox Cox & Company, LLP, in the amount of \$78,000 for the annual audit and \$13,500 for a single audit per year for services related to the Annual Financial Audit.

## **5.6 Highlands - City of Houston License Agreement for Lake Houston Pump Station Access Road**

Authorize the General Manager to execute a License Agreement with the City of Houston for the City to utilize the SJRA Lake Houston Pump Station Access Road to access the City of Houston's Lake Houston Dam for an initial payment of \$14,694 as well as annual Operations and Maintenance costs not to exceed \$50,000.

## **5.7 Highlands - City of Houston Easement Downstream of the Lake Houston Pump Station**

Authorize the General Manager to accept an easement from the City of Houston for the Lake Houston Pump Station to Siphon 6 Levee Improvement Project in the Highlands and make payment in the amount of \$14,694 to the City of Houston as consideration for the easement.

## **5.8 Raw Water Enterprise - Work Order No. 2 for Lake Conroe Campus Pavement and Access Improvements**

Authorize the General Manager to execute Work Order No. 2 with Pape-Dawson Consulting Engineers, LLC, in an amount not to exceed \$128,255.77, for preliminary engineering services for the Lake Conroe Campus Pavement and Access Improvements Project for the Lake Conroe Division.

# **6. Regular Agenda**

## **6.1 Woodlands - Work Order No. 2 Elevated Storage Tank No. 6**

Mr. Nabeel Khan, Technical Services Project Manager, provided a brief overview regarding the Texas Commission on Environmental Quality's ("TCEQ") requirement for additional elevated storage tank capacity based on potable water connections that are projected for construction by 2027. He explained that the proposed site will include a 1-million-gallon composite elevated storage tank, a site for a future water well, a building for controls and generator, associated on-site water and storm lines, and underground electrical. Mr. Khan further stated that the proposed property is owned by the San Jacinto River Authority and is located at the intersection of Egypt Lane and Research Forest Drive. Director Boulware made a motion to authorize the General Manager to execute Work Order No. 2 with Halff Associates, Inc., in an amount not to exceed \$496,931, for final design of Elevated Storage Tank No. 6 for the Woodlands Division. The motion was seconded by Director Micheletti and carried unanimously.

## **6.2 Raw Water Enterprise - Stand-by Services Agreement and Work Order No. 1 for Lake Conroe Relief Wells Annual Maintenance**

Mr. Justin Sandt, Technical Services Project Manager, provided an overview of the project related to twenty artesian relief wells located along the southwestern toe of the dam. He stated that these wells are critical for providing hydrostatic pressure relief for water movement beneath the dam. Mr. Sandt explained that it was recommended, by the dam safety engineer, to rehabilitate each of the wells every five years. Director Mora made a motion to authorize the

General Manager to execute a Stand-by Services Agreement and Work Order No. 1 with Integrity Pipeline Services, Inc., in the amount of \$81,346, for Lake Conroe Dam Relief Wells Annual Maintenance Services for the Lake Conroe Division. The motion was seconded by Director Buick and carried unanimously.

### **6.3 GRP - Resolution - Redemption and Defeasance of Certain Outstanding Bonds**

Ms. Pam Steiger, Chief Financial Officer, presented the proposal to defease \$19,595,000 in principal amount of the Authority's outstanding Special Project Revenue Bonds (GRP Project), Series 2012A, utilizing \$10,000,000 from the GRP general fund and \$9,936,617.94 from the GRP debt service reserve fund. She explained the financial benefits for GRP Participants, including average annual savings of \$855,588 and total savings of \$13,689,409 over the life of the bonds, which would also allow for a reduction in GRP rates. Mr. Spear stated that the GRP Review Committee met on Monday, July 21, 2025, and voted to recommend the Board proceed with the defeasance. He noted that, as part of their discussion related to this item, a GRP Review Committee member inquired if the proposed defeasance amount could be used for expansion of the GRP Surface Water Treatment Plant. Mr. Spear explained that no expansion of the surface water treatment plant's capacity is authorized under the current GRP contracts. Mr. Page explained that the plans for expansion of the plant were based on the concept of meeting compliance with the Lone Star Groundwater Conservation District's ("LSGCD") rules and regulations, which were rescinded. Further, Mr. Page explained that under the contract, the overarching purpose was to provide compliance with said LSGCD's rules, however there being no rules, it is not necessary to expand the surface water treatment plant at the expense of the GRP customers. Mr. Page and Mr. Spear responded to further inquiries from the Board and discussion ensued. Following discussion, Director Buick made a motion to adopt Resolution 2025-R-16 of the San Jacinto River Authority Board of Directors authorizing the redemption and defeasance of certain outstanding bonds (Special Project Revenue Bonds (GRP Project), Series 2012A). The motion was seconded by Director Mora and carried unanimously.

### **6.4 GRP - Resolution - Amended Fiscal Year 2025 Operating Budget**

Ms. Steiger reiterated that the redemption and defeasance of certain bonds as well as the City of Houston's take or pay requirement necessitated amending the GRP Division Fiscal Year 2025 Operating Budget. Director Johnson made a motion to adopt Resolution No. 2025-R-17, of the San Jacinto River Authority Board of Directors adopting an amended Fiscal Year 2025 Operating Budget for the GRP Division. The motion was seconded by Director Micheletti and carried unanimously.

## **7. Executive Session**

The meeting was convened in executive session at 10:28 a.m., under the following provisions:

- 7.1 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.**
- 7.2 Pursuant to Texas Government Code, Section 551.071, Consultation with Attorney:**
  - 7.2.1** Discuss litigation related to Hurricane Harvey, including additional legal services to be provided by Hunton Andrews Kurth, LLP;
  - 7.2.2** Litigation involving City of Conroe, City of Magnolia, Quadvest, L.P., Woodland Oaks Utility, L.P., related to GRP, and other potential litigation related to GRP; and

**7.2.3** Discussion regarding adjacent property encroachments onto SJRA owned property.

**8. Reconvene in Open Session**

With a quorum of the Board present, the meeting was called into open session at 11:55 a.m.

**9. Announcements / Future Meeting**

It was announced that the next San Jacinto River Authority Regular Board Meeting will take place on July 24, 2025.

**10. Adjourn**

Without objection, the meeting was adjourned at 11:56 a.m.



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Wil Faubel  
Secretary, Board of Directors

