

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
AUGUST 28, 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., August 28, 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, Secretary ProTem Ricardo Mora, and Director Stephanie Johnson were present. Treasurer Mark Micheletti, Secretary Wil Faubel, and Director Stacey Buick were absent. Also in attendance were Aubrey A. Spear, General Manager; Heather Ramsey, Director of Communications and Public Affairs; Ed Shackelford, Director of Operations; 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 David Reynolds, Lone Star Cowboy Church.

**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**

There were no commendations, awards, or honoraria presented.

**3. Public Comments**

Mr. Donn Bonnette spoke about various types of damage from wake boats on Lake Conroe.

**4. Work Session**

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

Mr. Spear commented on hurricane season stating that staff continuously monitors the weather and is prepared for weather events. Mr. Spear thanked staff for their efforts in preparing the Fiscal Year 2026 budget.

**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 information related to various community engagement events, social media highlights, and employee highlights. She spoke about the Woodlands Division's 50<sup>th</sup> Anniversary and presented "*50 Years Strong and Still Flowing Forward*", a video directed and

produced by the Public Communications Department.

#### **4.3 Update by the Highlands Manager regarding division initiatives, tours, and projects.**

Ms. Lynzey Jett provided an update on the Highlands Division which included division initiatives, tours, and various projects.

### **5. Regular Agenda**

#### **5.1 G&A - Resolution - Fiscal Year 2026 Operating Budgets**

Ms. Jamye Lewis, Controller, provided an overview of the Fiscal Year 2026 Operating Budgets. She explained that there were several non-substantive clerical edits made to the draft budget document, however she stated that there was one significant change to the Woodlands Division budget. She explained that initially there were two project plans related to the Town Center Waterline Replacement Project; one plan is related to the acquisition of additional easements necessary for the Town Center Waterline Replacement Project, while the other plan included all other elements related to the Town Center Waterline Replacement Project. She stated that it was determined the best course of action would be to combine both project plans, providing a savings of \$208,000. Ms. Lewis stated that for this reason, the Woodlands Division budget was modified to reflect this change. Director Johnson made a motion to adopt Resolution No. 2025-R-22, of the San Jacinto River Authority Board of Directors approving and adopting a budget for the fiscal year beginning on September 1, 2025, and ending August 31, 2026, inclusive. The motion was seconded by Director Boulware and carried unanimously.

#### **5.2 G&A - Rate Order - Woodlands Division Customers**

Ms. Lewis provided an overview of the Fiscal Year 2026 Woodlands Division proposed rates for wholesale water, wholesale wastewater, and the GRP blended rate, being \$2.73 per 1,000 gallons, \$5.65 per 1,000 gallons, and \$2.92 per 1,000 gallons, respectively. Director Johnson made a motion to adopt Order No. 2025-O-02, of the San Jacinto River Authority Board of Directors adopting an amended rate order for Woodlands Division customers, effective September 1, 2025. The motion was seconded by Director Mora and carried unanimously.

#### **5.3 G&A - Rate Order - Raw Water Customers**

Ms. Lewis provided an overview of raw water rates. She stated the proposed rate for raw water customers for Calendar Year 2026 is \$0.66 per 1,000 gallons. Director Boulware made a motion to adopt Order No. 2025-O-03 of the San Jacinto River Authority Board of Directors adopting an amended rate order for raw water customers, effective January 1, 2026. The motion was seconded by Director Johnson and carried unanimously.

#### **5.4 G&A - Rate Order - GRP Participants**

Ms. Lewis provided an overview of water rates for GRP Participants. She stated that the proposed rates for Fiscal Year 2026 for groundwater pumpage is \$2.62 per 1,000 gallons and \$3.21 per 1,000 gallons for surface water. Director Johnson made a motion to adopt Order No. 2025-O-04, of the San Jacinto River Authority Board of Directors, adopting an amended rate order for GRP Participants, effective September 1, 2025. The motion was seconded by Director Mora and carried with all present voting aye.

### **5.5 Woodlands - Work Order No. 3 for Town Center Water Line Replacement Design Modifications**

Mr. Aaron Schindewolf, Project Manager, provided a brief overview of the Town Center Water Line Replacement Project in The Woodlands. Director Mora made a motion to authorize the General Manager to execute Work Order No. 3, in an amount not to exceed \$823,086, with Kimley-Horn & Associates, Inc., for project management, design, and procurement assistance for the Town Center Water Line Replacement Design Modifications Project for the Woodlands Division. The motion was seconded by Director Johnson and carried unanimously.

### **5.6 G&A - Contract for Electronic Document and Records Management System**

Ms. Jodi Chaney, Records Manager, and Mr. Cedric Carpenter, Information and Technology Manager, provided an overview of the Authority's current electronic document and records management system, by explaining various difficulties with customization, complexities associated with metadata, and the inability to successfully upgrade records to a newer software version. Director Boulware made a motion to authorize the General Manager to execute a contract with MCCi, LLC, in the amount of \$83,346.75, for the implementation of an Electronic Document and Records Management System for the San Jacinto River Authority. The motion was seconded by Director Mora and carried unanimously.

### **5.7 Lake Conroe - Conroe Lake House Property Sale**

Mr. Ed Shackelford provided information related to a request by Conroe Lake House to purchase 0.1914 acres of land in the James Smith Survey, A-37. Director Johnson made a motion to authorize the General Manager to execute an agreement between the San Jacinto River Authority and Conroe Lake House for the sale of 0.1914 acres of land in the James Smith Survey, A-37, out of a 52.67-acre tract of San Jacinto River Authority property in the amount of \$90,000. The motion was seconded by Director Mora and carried unanimously.

### **5.8 Raw Water Enterprise – Joint Funding Agreement – Water Resource Investigations**

Mr. Bret Raley, Raw Water Enterprise Manager, provided an overview of the various program elements, stream gauge information, and importance regarding the utilization of the information on the United States Geological Survey (USGS) website. Director Boulware made a motion to authorize the General Manager to execute a joint funding agreement for water resource investigations with USGS for data collection and analysis activities in the amount of \$183,950 (SJRA's portion) for the period of October 1, 2025, through September 30, 2026. The motion was seconded by Director Mora and carried unanimously.

## **6. Consent Agenda**

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

### **6.1 G&A - Minutes**

Approval of Minutes - Regular Meeting of July 24, 2025 and Special Meeting of August 15, 2025.

## **6.2 G&A - Unaudited Financials**

Approve the unaudited financials for the month of July, 2025.

## **6.3 G&A - Resolution - List of Qualified Brokers**

Adopt Resolution No. 2025-R-23, of the San Jacinto River Authority Board of Directors, adopting a list of qualified brokers authorized to engage in investment transactions with the Authority.

## **6.4 G&A - Subscription Agreement for IonWave eSourcing Platform**

Authorize the General Manager to execute a Subscription Agreement with Euna Solutions, Inc., in the potential amount of \$113,750, for the IonWave eSourcing Platform for the San Jacinto River Authority.

## **6.5 G&A - Construction Contract for G&A Site Drainage and Erosion Repair**

Authorize the General Manager to execute a construction contract with R&T Ellis Excavating, Inc., in an amount not to exceed \$198,825, for the G&A Site Drainage and Erosion Repair Project for the General and Administrative Division, and contract modifications up to the amount approved per the Procurement Policy.

## **6.6 G&A - Work Order No. 3 for G&A Site Drainage and Erosion Repair**

Authorize the General Manager to execute Work Order No. 3 with Pape-Dawson Consulting Engineers, LLC, in an amount not to exceed \$29,618.71, for construction phase services for the G&A Site Drainage and Erosion Repair Project for the General and Administrative Division.

## **6.7 G&A - Professional Services Agreement and Work Order No. 1 for G&A Building HVAC System Replacement - Phase 2**

Authorize the General Manager to execute a Professional Services Agreement and Work Order No. 1 with LEAF Engineers, in the amount of \$56,836, for the G&A Building HVAC Replacement - Phase 2 Project for the General and Administrative Division.

## **6.8 GRP - Work Order No. 3 for Hydraulic Modeling for Water Receiving Facility Capacity Evaluation**

Authorize the General Manager to execute Work Order No. 3 with Lockwood, Andrews & Newnam, Inc., in the amount of \$71,708, for the Hydraulic Modeling for Water Receiving Facility Capacity Evaluation Project for the GRP Division.

## **6.9 GRP - Amending and Replacing Exhibit A to Previously Amended Fiscal Year 2025 GRP Operating Budget**

Adopt Resolution No. 2025-R-24, of the San Jacinto River Authority Board of Directors amending Resolution No. 2025-R-17, previously adopted on June 26, 2025, by replacing Exhibit "A" in its entirety with the corrected Exhibit "A", relative to Resolution No. 2025-R-17, which originally amended the Fiscal Year 2025 budget for the GRP Division.

**6.10 Woodlands - Work Order No. 6 for Woodlands Division Disinfection Byproducts Study**

Authorize the General Manager to execute Work Order No. 6 with Civitas Engineering Group, Inc., in the amount of \$73,365, for the Woodlands Division Disinfection Byproducts (DBPs) Study for the Woodlands Division.

**6.11 Lake Conroe - Consent to Easement Encroachments (Goldman)**

Authorize the General Manager to execute an Irrevocable Easement Encroachment Agreement and a Revocable Easement Encroachment Agreement with Daniel Goldman Revocable Trust on a San Jacinto River Authority ("the Authority") permanent easement located in the Bentwater Subdivision, in the James J. Foster Survey, A-203, and in the Thomas Corner Survey, A-10, Montgomery County, Texas.

**6.12 Lake Conroe – Consent to Easement Encroachment (Honeyman)**

Authorize the General Manager to execute an Irrevocable Easement Encroachment Agreement with Brent J. and Rachel T. Honeyman on a San Jacinto River Authority ("the Authority") permanent easement located in the Tres Subdivision, Reserve C-7, in the Elijah Collard Survey, A-7, Montgomery County, Texas.

**6.13 Lake Conroe - Consent to Easement Encroachment (25 Mustang Ranch)**

Authorize the General Manager to execute an Irrevocable Encroachment Agreement with 25 Mustang Ranch, LLC, on a San Jacinto River Authority ("the Authority") permanent easement located in The Shores on Lake Conroe Subdivision, Lot 1, in the James Smith Survey, A-37, Montgomery County, Texas.

**6.14 Lake Conroe - Consent to Easement Encroachment (25 Mustang Ranch)**

Authorize the General Manager to execute an Irrevocable Easement Encroachment Agreement with 25 Mustang Ranch, LLC, on a San Jacinto River Authority ("the Authority") permanent easement located in The Shores on Lake Conroe Subdivision, Lot 2, in the James Smith Survey, A-37, Montgomery County, Texas.

**6.15 Lake Conroe - Consent to Easement Encroachment (25 Mustang Ranch)**

Authorize the General Manager to execute an Irrevocable Easement Encroachment Agreement with 25 Mustang Ranch, LLC, on a San Jacinto River Authority ("the Authority") permanent easement located in The Shores on Lake Conroe Subdivision, Lot 4, in the James Smith Survey, A-37, Montgomery County, Texas.

**6.16 Lake Conroe - Consent to Easement Encroachment (25 Mustang Ranch)**

Authorize the General Manager to execute an Irrevocable Encroachment Agreement with 25 Mustang Ranch, LLC, on a San Jacinto River Authority ("the Authority") permanent easement located in The Shores on Lake Conroe Subdivision, Lot 5, in the James Smith Survey, A-37, Montgomery County, Texas.

**6.17 Flood Management - Work Order No. 3 for Flood Management Support Services (Gauge Engineering)**

Authorize the General Manager to execute Work Order No. 3 with Gauge Engineering, in the amount of \$50,000, for professional Flood Management Support Services for the Flood Management Division.

**6.18 Flood Management - Work Order No. 3 for Flood Management Support Services (Halff Associates, Inc.)**

Authorize the General Manager to execute Work Order No. 3 with Halff Associates, Inc., in the amount of \$50,000, for professional Flood Management Support Services for the Flood Management Division.

**6.19 Raw Water Enterprise - Work Order No. 3 for Professional Water Strategy Consulting Services**

Authorize the General Manager to execute Work Order No. 3 with Freese and Nichols, Inc., in the amount of \$50,000, for professional Water Strategy Consulting Services for the Raw Water Enterprise.

**6.20 Raw Water Enterprise - Amendment to Water Supply Contract with Industrial Customer**

Authorize the General Manager to negotiate and execute an amendment to a water supply contract, in a form approved by the General Counsel, with an industrial customer for the Highlands Division.

**7. Executive Session**

The meeting was convened into executive session at 10:02 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 11:24 a.m.

**9. Announcements / Future Agenda**

It was announced that the next San Jacinto River Authority Regular Board Meeting will take place on September 25, 2025.

**10. Adjourn**

Without objection, the meeting was adjourned at 11:25 a.m.



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Wil Faubel  
Secretary, Board of Directors

