

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
DECEMBER 11, 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., December 11, 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, Director Stacey Buick, and Director Stephanie Johnson were present. Secretary ProTem Ricardo Mora was absent. 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, 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**

Mr. Spear presented Ms. Steiger with a service award recognizing her for 15-years of service.

**3. Public Comments**

Mr. Kevin Lacy provided comments related to Lake Conroe.

**4. Work Session**

**4.1 Update by the General Manager regarding meetings, projects, events, issues, and activities pertinent to the Authority.**

Mr. Spear provided comments related to the various meetings, projects, events, issues, and activities pertinent to SJRA.

**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.

## **5. Consent Agenda**

Director Buick requested that Consent Agenda items 5.5 and 5.7 be considered separately. Director Johnson made a motion to approve the remainder of the Consent Agenda (items 5.1 through 5.4, 5.6, and 5.8 through 5.14). The motion was seconded by Director Faubel and carried unanimously.

Director Buick inquired about Consent Agenda items 5.5 and 5.7 as related to the implementation and public accessibility of specific policies approved by the Board of Directors. Discussion ensued. Director Buick made a motion to require that policies scheduled for adoption by the Board of Directors be publicly posted and require a 30-day public comment period prior to consideration. The motion was seconded by Director Johnson. Further discussion ensued. Ms. Sims provided information related to Consent Agenda item 5.5. She explained that there were no instances of the original policy and subsequent amendment (2009 and 2013), being approved by the Board of Directors. As a result, the policy is now being presented to the Board for approval. She further explained that there were no substantive changes. Ms. Steiger explained that Consent Agenda item 5.7 proposes to amend the Procurement Policy, specifically authorizing the General Manager to approve and execute contracts, contract renewals, extensions, amendments, change orders, purchase orders, and other documents for expenditures in accordance with Texas Water Code Chapter 49. She stated that this amendment increases the General Manager's spending authority from \$75,000 to \$150,000, which aligns with Chapter 49 of the Texas Water Code. Discussion ensued. Director Buick withdrew her motion as stated and Director Johnson also withdrew her second. Director Johnson made a motion to approve Consent Agenda items 5.5 and 5.7 as presented. The motion was seconded by Director Buick and carried with all present voting aye.

### **5.1 G&A - Minutes**

Approval of Minutes - Regular Meeting of October 23, 2025.

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

Consider approval of the unaudited financials for the months of September and October, 2025.

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

Consider approval of the Quarterly Investment Report for the Quarter Ended November 30, 2025.

### **5.4 G&A - Resolution - Invocation Policy**

Consider adoption of Resolution No. 2025-R-28, of the San Jacinto River Authority Board of Directors adopting a policy allowing for an invocation or prayer at the start of the San Jacinto River Authority Board of Directors public meetings.

### **5.5 G&A - Resolution - Real Property Sales Around Lake Conroe Policy**

Consider adoption of Resolution No. 2025-R-29, of the San Jacinto River Authority Board of Directors approving a policy regarding real property sales around Lake Conroe.

### **5.6 G&A - Resolution - Amendment to Pension Plan**

Consider adoption of Resolution No. 2025-R-30, of the San Jacinto River Authority Board of Directors amending the San Jacinto River Authority Pension Plan.

**5.7 G&A - Resolution - Amended Procurement Policy**

Consider adoption of Resolution No. 2025-R-31, of the San Jacinto River Authority Board of Directors approving and adopting an amended Procurement Policy.

**5.8 GRP - Work Order No. 2 for Land Acquisition Support Services**

Consider authorizing the General Manager to execute Work Order No. 2 with PAS Property Acquisition Services, LLC, in the amount of \$13,000, for land acquisition support services for the 24-Inch Water Line Relocation along State Highway 75 Project for the GRP Division.

**5.9 Utility Enterprise - Purchase of Operations and Maintenance Boom Truck**

Consider authorizing the General Manager to approve the purchase of an operations and maintenance boom truck with PB Loader Corporation in the amount of \$376,531, as outlined in the approved Fiscal Year 2026 GRP and Woodlands Operating Budgets.

**5.10 Highlands - Purchase of Pump and Motor Assemblies for the East Canal Transfer Pump Station and the South Canal Transfer Pump Station**

Consider authorizing the General Manager to approve the purchase of a spare pump assembly for the East Canal Transfer Pump Station with JDC Fluid Equipment, LLC, in the amount of \$215,950, and the purchase of a spare pump and motor assembly for the South Canal Transfer Pump Station with Hahn Equipment Co., Inc., in the amount of \$117,924, for the Highlands Division.

**5.11 Highlands - Construction Contract for Siphon 22 Culvert Improvements Project**

Consider authorizing the General Manager to execute a construction contract with R&T Ellis Excavating, Inc., in the amount of \$371,133, for the Siphon 22 Culvert Improvements Project for the Highlands Division, and contract modifications up to the amount approved by the Purchasing Policy.

**5.12 Highlands - Work Order No. 2 for Siphon 22 Culvert Improvements Project**

Consider authorizing the General Manager to execute Work Order No. 2 with Walter P. Moore & Associates, Inc., in an amount not to exceed \$24,305, for professional construction phase services for the Siphon 22 Culvert Improvements Project for the Highlands Division.

**5.13 Highlands - Work Order No. 5 for Siphon 22 Culvert Improvements Project**

Consider authorizing the General Manager to execute Work Order No. 5 with Aviles Engineering Corporation, in an amount not to exceed \$31,124.75, for construction materials testing services for the Siphon 22 Culvert Improvements Project for the Highlands Division.

**5.14 Woodlands - Professional Services Agreement and Work Order No. 1 for Lift Station No. 24 Improvements Project**

Consider authorizing the General Manager to execute a professional services agreement and Work Order No. 1 with Weston Solutions, Inc., in an amount not to exceed \$174,820, for preliminary engineering of Lift Station No. 24 Improvements for the Woodlands Division.

## **6. Regular Agenda**

It was announced that Regular Agenda Item 6.1 would be presented and considered following Executive Session.

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

### **6.2. Highlands - Change Order No. 1 for Siphon 39 and Levee Improvements Project**

Mr. Dan Hilderbrandt, Technical Services Manager, provided information related to Change Order No. 1 for the Siphon 39 and Levee Improvements Project. He explained that Siphon 39 is located near the end of the Highlands Division South Canal and improvements are necessary due to age, structural integrity, and capacity restrictions. He stated that the improvements will primarily include the demolition and replacement of Siphon 39 with a new siphon structure and dual 72" pipes, and levee raising and regrading to provide additional capacity and required freeboard. Mr. Hilderbrandt explained that Item 1 of the change order removes SCADA and electrical equipment from the contractor's scope of work while Item 2 provides funds to replace the existing damaged 30" storm water culvert's reinforced concrete pipe. Finally, he stated that Item 3 adds funds for levee raising in some areas which results in an overall deduction, however it adds 111 days to the contract. Director Buick made a motion to authorize the General Manager to execute Change Order No. 1 with LASS Engineering and Construction, Inc., in the deduct amount of \$389,500, for the Siphon 39 and Levee Improvements Project for the Highlands Division. The motion was seconded by Director Micheletti and carried unanimously.

Mr. Aaron Schindewolf, Project Manager, provided an overview of the Woodlands Division Water Plant Nos. 1, 2, and 3 Generators Project as well as the Woodlands Division Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project. He provided information regarding the project scopes and the necessity for a budget amendment. Ms. Jamye Lewis provided additional information related to the proposed budget amendment.

### **6.3 Woodlands - Resolution - Fiscal Year 2026 Budget Amendment for the Woodlands Division\***

Director Micheletti made a motion to adopt Resolution No. 2025-R-33, of the San Jacinto River Authority Board of Directors adopting an amended Fiscal Year 2026 Operating Budget for the Woodlands Division. The motion was seconded by Director Boulware and carried unanimously.

### **6.4 Woodlands - Change Order No. 1 for Water Plant Nos. 1, 2, and 3 Generators Project**

Director Faubel made a motion to authorize the General Manager to execute Change Order No. 1 with C3 Constructors, LLC, in the amount of \$92,337.66 and 225 calendar days, for Water Plant Nos. 1, 2, and 3 Generators Project for the Woodlands Division. The motion was seconded by Director Boulware and carried unanimously.

It was announced that Regular Agenda items 6.5 through 6.7 would be considered together.

Director Boulware made a motion to approve Regular Agenda items 6.5 through 6.7, as presented. The motion was seconded by Director Micheletti and carried unanimously.

**6.5 Woodlands - Construction Contract for Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project**

Consider authorizing the General Manager to execute a construction contract with Industrial TX Corporation in the amount of \$1,146,000, for the Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project for the Woodlands Division.

**6.6 Woodlands - Work Order No. 5 for Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project**

Consider authorizing the General Manager to execute Work Order No. 5 with Quiddity Engineering, LLC, for professional construction phase services for the Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project for the Woodlands Division, and contract modifications up to the amount approved per the Purchasing Policy.

**6.7 Woodlands - Work Order No. 8 for Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project**

Consider authorizing the General Manager to execute Work Order No. 8 with Geotest Engineering, Inc., in an amount not to exceed \$8,052, for professional construction materials testing services for the Wastewater Treatment Facility No. 2 Grit Classifier Improvements Project for the Woodlands Division.

It was announced that Regular Agenda items 6.8 and 6.9 would be considered together.

Mr. Hilderbrandt provided an overview of the Lake Conroe Maintenance Facility Project and the necessity for a budget amendment. Ms. Lewis provided additional details regarding the proposed budget amendment.

Director Buick made a motion to approve Regular Agenda items 6.8 and 6.9, as presented. The motion was seconded by Director Faubel and carried unanimously.

**6.8 Lake Conroe - Resolution - Fiscal Year 2026 Budget Amendment for the Lake Conroe Division\***

Consider adoption of Resolution No. 2025-R-34, of the San Jacinto River Authority Board of Directors adopting an amended Fiscal Year 2026 Operating Budget for the Lake Conroe Division related to the Lake Conroe Maintenance Facilities Improvement Project.

**6.9 Lake Conroe - Lake Conroe Maintenance Facility Security**

Consider authorizing the General Manager to execute a Purchase Order with Preferred Technologies, LLC, in the amount of \$117,505.59, for access and security components associated with the Lake Conroe Maintenance Facility Improvements Project for the Lake Conroe Division.

**7. Executive Session**

The meeting was convened into executive session at 10:25 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; and
- 7.2.2** Discuss litigation involving City of Magnolia, Quadvest, L.P., Woodland Oaks Utility, L.P., related to GRP, and other potential litigation related to GRP; and

**7.3 Pursuant to Texas Government Code, Section 551.074, Personnel Matters:**

- 7.3.1** Discussion regarding duties and responsibilities of the General Manager.

**8. Reconvene In Open Session**

With a quorum of the Board present, the meeting was called into open session at 12:15 p.m.

The Board of Directors then considered Regular Agenda item 6.1.

**6.1 GRP – Resolution – Redemption and Defeasance of Certain Outstanding Bonds**

Mr. Spear stated that during the October 20, 2025, GRP Review Committee meeting, the Committee recommended that the Board consider using the amount received from the settlement with the City of Conroe for both debt defeasance and bond refunding. He explained that the day before Thanksgiving, the Authority was notified of additional legal filings related to the GRP Contract and as a result of these filings, SJRA staff and legal counsel needed some time to allow the legal proceedings to be resolved and/or ask the Attorney General of Texas' office to provide advance clearance to proceed with the overall GRP bond refunding. He further explained that SJRA plans to move forward with the bond refunding when conditions are appropriate for such a transaction to take place. Mr. Spear stated that the Board is only being asked to consider moving forward with the GRP debt/bond defeasance that was part of the recommendation from the GRP Review Committee. Ms. Steiger then presented information related the proposed redemption and defeasance of certain GRP outstanding bonds. She explained that the proposed defeasance would reduce the GRP General Fund by \$18,697,833.09 and increase the GRP Debt Service Reserve Fund by \$1,302,167. She stated that the proposed defeasance would pay down the Special Project Revenue Bonds (GRP Project), Series 2012A, 2013, and 2016. Ms. Steiger then explained that the proposed defeasance would reduce the GRP rate by \$0.03, in addition to the \$0.10 rate reduction related to an increase in production at the Surface Water Treatment Plant, which was approved via budget amendment in September 2025. Director Buick made a motion to adopt Resolution No. 2025-R-32 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, 2013, and 2016). The motion was seconded by Director Micheletti and carried unanimously.

**9. Announcements / Future Agenda**

It was announced that the next San Jacinto River Authority Regular Board Meeting will take place on January 22, 2026.

**10. Adjourn**

Without objection, the meeting was adjourned at 12:22 p.m.



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Wil Faubel  
Secretary, Board of Directors

