

**BOARD OF DIRECTORS
SAN JACINTO RIVER AUTHORITY
MINUTES OF REGULAR MEETING
OCTOBER 26, 2023**

A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 8:00 a.m., October 26, 2023, at the San Jacinto River Authority General and Administration Building. Notice of said meeting was posted as required by law. Vice President Ed Boulware, Treasurer Mark Micheletti, Secretary Wil Faubel, Secretary ProTem Ricardo Mora, and Director Stacey Buick were present. President Ronnie Anderson and Director Stephanie Johnson were absent. Also in attendance were Ed Shackelford, Acting General Manager and Director of Operations; Tom Michel, Director of Financial and Administrative Services; Heather Ramsey, Director of Communications and Public Affairs; Connie Curtis, Director of Technical and Operational Services, 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 Boulware.

3. PUBLIC COMMENTS

Mr. Stan Holt spoke about compliance issues related to construction on Walden Road.

Ms. Arbuckle of Congressman Morgan Luttrell's Office presented the Board of Directors with a Commendation in recognition of the San Jacinto River Authority Celebrating 50 Years of Operations at Lake Conroe.

4. DIVISION UPDATES

a. G & A:

Mr. Shackelford provided an update related to Lake Conroe's 50th Anniversary and the Municipal Utility District director meeting related to strategic planning.

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.

d. G&A

Ms. Steiger provided no update.

e. G&A

Ms. Curtis provided no update related to Technical and Operational Services.

f. Utility Enterprise

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

g. Lake Conroe

Mr. Raley spoke about a presentation given to the Montgomery County Luxury Home Connection on October 19, 2023.

h. Highlands

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

i. Flood Management

Mr. Barrett provided no update related to Flood Management.

5. CONSENT AGENDA

Director Buick 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 September 28, 2023.

b. Unaudited Financials

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

c. Work Order No. 4 - Professional Social Media Consulting Services

Authorize the Acting General Manager to execute Work Order No. 4 with Pink Cilantro Agency, in the amount of \$100,000 for Professional Social Media Consulting Services.

d. Master Professional Services Agreement - Water and Wastewater Planning Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement with Ardurra Group, LLC, for Water and Wastewater Planning Services for all SJRA Divisions.

e. Master Professional Services Agreement - Water and Wastewater Planning Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement with Freese and Nichols, Inc., for Water and Wastewater Planning Services for all SJRA Divisions.

f. Master Professional Services Agreement - Water and Wastewater Planning Services

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

g. Engagement Agreement - Land Acquisition Legal Services

Authorize the Acting General Manager to execute an Engagement Agreement with Phelps Dunbar, LLP, for Land Acquisition Legal Services for all SJRA Divisions.

h. Engagement Agreement - Land Acquisition Legal Services

Authorize the Acting General Manager to execute an Engagement Agreement with Husch Blackwell, LLP, for Land Acquisition Legal Services for all SJRA Divisions.

i. Master Professional Services Agreement - Land Acquisition Support Services

Authorize the Acting General Manager to execute a Master Professional Services Agreement for Land Acquisition Support Services for all SJRA Divisions.

j. Professional Services Agreement and Work Order No. 1 - Wastewater Conveyance Optimization

Authorize the Acting General Manager to execute a Professional Services Agreement and Work Order No. 1 with Civitas Engineering Group, Inc., in an amount not to exceed \$747,749 for the Wastewater Conveyance Optimization Project in The Woodlands.

k. Work Order No. 2 - Siphon 39 and Levee Improvements

Authorize the Acting General Manager to execute Work Order No. 2 with Texas Water Engineering, PLLC, in an amount not to exceed \$605,764 for final design services for Siphon 39 and Levee Improvements for the Highlands Division.

6. REGULAR AGENDA

a. Resolution - Amended Procurement Policy

Mr. Justin Ford, Procurement Manager, provided an overview of the proposed legislation related to procurement. Director Buick made a motion to adopt Resolution No. 2023-R-15, of the San Jacinto River Authority Board of Directors approving and adopting an amended Procurement Policy. The motion was seconded by Director Mora and carried unanimously.

b. Construction Contract - Lake Conroe Dam Service Outlet Electrical Upgrades

Mr. Dan Hilderbrandt, Technical Services Manager, and Mr. Greg Lushbaugh, Project Manager, provided information related to the Lake Conroe Dam Service Outlet Electrical Upgrades Project by stating that the service outlet structure at the Lake Conroe Dam was constructed as part of the dam in 1973 and serves as a secondary method of releasing water from Lake Conroe. He explained that the service outlet includes hydraulically operated sluice gates and lighting which rely on power to function. Further, many of the electrical components have undergone minimal improvements throughout the years and are now in need of upgrades to ensure reliability for current and future needs. Mr. Lushbaugh went on to detail the necessary components of the project. Discussion ensued. Director Boulware made a motion to authorize the Acting General Manager to execute a construction contract with Wingo Service Company, Inc., in an amount not to exceed \$424,970, for the Lake Conroe Dam Service Outlet Electrical Upgrades Project for the Lake Conroe Division, and contract modifications up to the amount approved per the Purchasing Policy. The motion was seconded by Director Micheletti and carried unanimously.

7. EXECUTIVE SESSION

The meeting was convened in executive session at 8:34 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. Discussion regarding General Manager search pursuant to Texas Government Code Section 551.074, Personnel Matters.

8. RECONVENE IN OPEN SESSION

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

9. ANNOUNCEMENTS / FUTURE AGENDA

It was announced that the next San Jacinto River Authority Special Board Meeting will take place on December 14, 2023.

10. ADJOURN

Without objection, the meeting was adjourned at 10:11 a.m.



Wil Faubel
Secretary, Board of Directors

