

**BOARD OF DIRECTORS  
SAN JACINTO RIVER AUTHORITY  
MINUTES OF REGULAR MEETING  
AUGUST 22, 2024**

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A regular meeting of the Board of Directors of the San Jacinto River Authority was held at 8:00 a.m., August 22, 2024, 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, Secretary ProTem Ricardo Mora, and Director Stacey Buick were present. Treasurer Mark Micheletti and Director Stephanie Johnson were absent. Also in attendance were Aubrey A. Spear, General Manager; Heather Ramsey, Director of Communications and Public Affairs; Pam Steiger, Chief Financial Officer; Connie Curtis, Director of Technical and Operational Services; Ed Shackelford, Director of Operations; Cynthia Bowman, Chief of Staff; and Mitchell Page, General Counsel.

**1. CALL TO ORDER**

The meeting was called to order at 8:08 a.m.

**2. CEREMONIAL ITEMS**

**a. Invocation**

The invocation was delivered by Pastor Judson Frazier of Mims Baptist Church.

**b. Pledges of Allegiance**

The Pledges of Allegiance were led by Director Anderson.

**c. Receipt of Commendation, Awards, and Honoraria**

There were no presentations.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. DIVISION UPDATES**

**a. G & A General Manager**

Mr. Spear provided information related to continued outreach to entities within the San Jacinto River Basin.

**b. G & A Public Relations**

Ms. Ramsey provided updates related to various division and department projects, initiatives, tours, meetings, and social media platforms.

**c. G & A Chief Financial Officer**

Ms. Steiger provided no update.

**d. G & A Technical and Operational Services**

Ms. Curtis provided a brief update related to agenda items 5c through 5j.

**e. Operating Divisions**

Mr. Shackelford provided no update.

**f. Utility Enterprise**

Mr. Meeks provided no update.

**g. Lake Conroe**

Mr. Raley provided no update.

**h. Highlands**

Mr. Tramm provided no update.

**i. Flood Management**

Mr. Barrett provided no update.

**5. CONSENT AGENDA**

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

**a. Approval of Minutes - Regular Meeting of July 25, 2024.**

**b. Unaudited Financials for the Month of May, 2024**

This item was not considered.

**c. Master Professional Services Agreement - On-Call Structural Engineering Services**

Authorize the General Manager to execute a Master Professional Services Agreement with CivilCorp, LLC, for on-call structural engineering services for all SJRA Divisions.

**d. Master Professional Services Agreement - On-Call Structural Engineering Services**

Authorize the General Manager to execute a Master Professional Services Agreement with Ascend Consulting & Engineering, PLLC, for on-call structural engineering services for all SJRA Divisions.

**e. Master Professional Services Agreement - Staff Augmentation Consulting Services**

Authorize the General Manager to execute a Master Professional Services Agreement with Baxter & Woodman, Inc., for staff augmentation consulting services for the Technical Services Department.

**f. Master Professional Services Agreement - Staff Augmentation Consulting Services**

Authorize the General Manager to execute a Master Professional Services Agreement with Civitas Engineering Group, Inc., for staff augmentation consulting services for the Technical Services Department.

**g. Master Professional Services Agreement - Staff Augmentation Consulting Services**

Authorize the General Manager to execute a Master Professional Services Agreement with Diaz Engineering, LLC, for staff augmentation consulting services for the Technical Services Department.

**h. Master Professional Services Agreement - Staff Augmentation Consulting Services**

Authorize the General Manager to execute a Master Professional Services Agreement with Texas Water Engineering, PLLC, for staff augmentation consulting services for the Technical Services Department.

**i. Master Professional Services Agreement - Regulatory Support**

Authorize the General Manager to execute a Master Professional Services Agreement with Civitas Engineering Group, Inc., for regulatory support for all SJRA Divisions.

**j. Master Professional Services Agreement - Regulatory Support**

Authorize the General Manager to execute a Master Professional Services Agreement with Plummer Associates, Inc., for regulatory support for all SJRA Divisions.

**6. REGULAR AGENDA**

**a. Resolution - Fiscal Year 2025 Operating Budgets**

Director Faubel made a motion to adopt Resolution No. 2024-R-18, of the San Jacinto River Authority Board of Directors approving and adopting a budget for the fiscal year beginning on September 1, 2024, and ending August 31, 2025, inclusive. Director Buick seconded the motion and carried unanimously.

**b. Rate Order - Woodlands Division Customers**

Director Buick made a motion to adopt Order No. 2024-O-02, of the San Jacinto River Authority Board of Directors adopting an amended Rate Order for Woodlands Division Customers, effective September 1, 2024. The motion was seconded by Director Mora and carried unanimously.

**c. Rate Order - Raw Water Customers**

Director Buick made a motion to adopt Order No. 2024-O-03, of the San Jacinto River Authority Board of Directors adopting an amended Rate Order for raw water customers, effective January 1, 2025. The motion was seconded by Director Boulware and carried unanimously.

**d. Work Order No. 2 - Wastewater Treatment Facility No. 1 Renewal/Replacement Evaluation**

Mr. Justin Sandt, Project Manager 2, and Mr. Meeks presented information related to Work Order No. 2 for the Wastewater Treatment Facility No. 1 (WWTF) Renewal/Replacement Evaluation Project. Mr. Sandt explained that a feasibility study and master plan were completed for the new Water Reclamation Facility (WRF) to replace the existing WWTF No. 1. He stated that it was determined that an additional feasibility study is necessary to answer pending questions from the Municipal Utility Districts and to advance the project to the engineering design phase. Further discussion ensued. Director Faubel made a motion to authorize the General Manager to execute Work Order No. 2 with Carollo Engineers, Inc., in an amount not to exceed \$499,584, for Wastewater Treatment Facility No. 1 Renewal/Replacement Evaluation for the Woodlands Division. The motion was seconded by Director Boulware and carried unanimously.

**e. Joint Funding Agreement - Water Resource Investigations**

Director Buick made a motion to authorize the General Manager to execute a joint funding agreement for water resource investigations with the United States Geological Survey (USGS) for data collection and analysis activities for the period of October 1, 2024, to September 30, 2025. The motion was seconded by Director Mora and carried unanimously.

It was announced that Regular Agenda item 6f would be considered following Executive Session.

**f. Letter of Engagement - Additional Legal Services Related to Pending Hurricane Harvey Litigation**

**7. BRIEFINGS AND PRESENTATIONS**

**a. Presentation regarding the Draft 2024 Raw Water Rate Study Results**

Ms. Isalah Barnes with Carollo Engineers presented the results of the draft 2024 Raw Water Rate Study. She explained that a rate study is performed every five years to ensure appropriate rates are being charged and contract requirements are being met. She stated that the raw water rate is a system-wide rate for all raw water customers, apart from two reuse customers, and that the raw water rate funds most expenses for the Highlands Division, Lake Conroe Division, Flood Management Division, Raw Water Enterprise, and the G & A Division. Ms. Barnes then explained the various components that go into the study such as key inputs (10-Year Project Plans, water demand projections, and the R&R and reserve fund targets and contributions), key outputs (revenue surplus/shortfalls per year, fund balance checks, and debt service coverage checks), financial plan assumptions, and rate scenario assumptions and comparisons.

**8. EXECUTIVE SESSION**

The meeting was convened in executive session at 9:29 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 Lake Conroe Park, pursuant to Texas Government Code, Section 551.072.

**9. RECONVENE IN OPEN SESSION**

With a quorum of the Board present, the meeting was called into open session at 10:20 a.m.

The Board of Directors then considered Regular Agenda item 6f.

**6f. Letter of Engagement - Additional Legal Services Related to Pending Hurricane Harvey Litigation**

Director Boulware made a motion authorizing the General Manager to execute a Letter of Engagement for additional legal services related to pending Hurricane Harvey litigation. The motion was seconded by Director Faubel and carried unanimously.

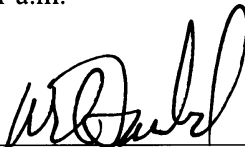
**10. ANNOUNCEMENTS / FUTURE AGENDA**

It was announced that the next San Jacinto River Authority Regular Board Meeting will take place on September 26, 2024.

**11. ADJOURN**

Without objection, the meeting was adjourned at 10:21 a.m.



  
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Wil Faubel  
Secretary, Board of Directors