

Minutes
September 21, 2022
UGRA Board of Directors Regular Meeting

Notice having been duly given, a Regular Meeting of the Upper Guadalupe River Authority Board of Directors was held at the Guadalupe Basin Natural Resources Center, 125 Lehmann Drive, Kerrville, Texas, at 3:00 pm on Wednesday, September 21, 2022, Diane McMahon, President; Aaron Bulkley, Vice-President; Maggie Snow, Treasurer; Austin Dickson; and Dick Eastland were present and constituted a quorum. Also present were: Raymond Buck, Jr., General Manager; Tara Bushnoe, Natural Resources Manager; Nicole Shepherd, Environmental Lab Manager; Travis Linscomb, Natural Resources Specialist; Matthew Wilkinson, Natural Resources Specialist; Ben Braeutigam, Lab Analyst; Reagan Boles, Lab Technician; Elisa Prell, Receptionist/Sample Receipt Clerk; Hunter Copeland, Maintenance Technician Specialist; Consuelo Herrera, Janitor; and Ann Buck.

President McMahon led Item II. Pledge of Allegiance.

President McMahon announced Item III. A public copy of the Board Book is available at the receptionist's desk and copies of any items in the Board Book will be provided upon request.

President McMahon introduced Item IV. Visitors/Citizens forum. There were no comments from the audience.

President McMahon announced Item V. Public Participation. To facilitate the recording of the meeting, a visitor that has a question or wants to make a statement regarding an item under discussion must first be recognized by the Presiding Officer, then proceed to the lectern and address the question or statement to the Board.

President McMahon introduced Item VI. Public Hearing on Proposed Tax Rate for Tax Year 2022 (FY23) and convened the hearing at 3:02 pm. There being no comments, President McMahon closed the hearing at 3:03 pm.

President McMahon introduced Item VII. Recognition of Retiring UGRA General Manager – Ray Buck. Ms. Bushnoe and Ms. Shepherd spoke on behalf of staff recognizing Mr. Buck, Jr. for his leadership and accomplishments during his tenure at UGRA. President McMahon and the other Board members in attendance further commented on Mr. Buck, Jr.'s seventeen-year career at UGRA and thanked him for his leadership. In recognition, President McMahon presented Mr. Buck, Jr. with a framed photograph of the Guadalupe River and revealed a goldenball leadtree and commemorative plaque that were added to the UGRA EduScape in honor of Mr. Buck, Jr.

President McMahon introduced Item VIII. A. Minutes of the Regular Meeting of August 24, 2022. Director Eastland moved to approve the Minutes of the Regular Meeting of August 24, 2022. Director Dickson seconded the motion. There being no discussion, President McMahon called for a vote. The Minutes of the Regular Meeting of August 24, 2022, were approved by a unanimous vote. President McMahon introduced Item VIII. B. Financial Report for the Month Ended August 31, 2022. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Bulkley moved to approve the Financial Report for the Month Ended August 31, 2022. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. The Financial Report for the Month Ended August 31, 2022, was approved by a unanimous vote.

President McMahon introduced Item IX. Presentation and Discussion of Committee Reports. The following is a summary of the committee reports:

A. Executive Committee:

- President McMahon provided the following committee updates:
 - Met on September 13, 2022.
 - Reviewed items for the Board Agenda.
 - Discussed items for future board agendas.
 - Discussed review process by the Sunset Commission staff.

B. Human Resources Committee:

- Director Dickson reported that the committee did not meet since the last board meeting.

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
 - Did not meet since the last board meeting.
 - Deferred to items on the agenda.
- Ms. Bushnoe reported rainwater catchment system rebate program funded 3 applications for reimbursement since the last board meeting. To date in FY22, a total of 41 applications have been funded for \$5,473. Since the beginning of the program in March 2011, a total of 578 applications have been funded for \$36,038.

D. Water Quality Committee:

- Director Rector reported that the committee did not meet since the last board meeting.
- Ms. Bushnoe reported that the Water Enhancement through Brush Management Cost Share Program funded two applications for reimbursement since the last board meeting. To date in FY22, 14 applications have been funded for \$41,057 and treated approximately 748 acres. Since the beginning of the program in January 2010, a total of 181 applications have been funded for \$563,029 and treated approximately 14,416 acres.

E. Watershed Stewardship Committee:

- Director Bulkley provided the following committee updates:
 - Did not meet since the last board meeting.
 - Deferred to item on the agenda.

F. Guadalupe – Blanco River Trust:

- President McMahon reported that GBRT did not meet since the last board meeting.

G. APO Advisory Council:

- President McMahon provided the following APO Advisory Council updates:
 - Did not meet since the last board meeting.
 - Will meet in October and Jill Shackelford will present a draft list of best management practices developed in coordination with UGRA staff.

H. Ad Hoc Habitat Conservation Plan Committee:

- President McMahon provided the following committee updates:
 - Did not meet since the last board meeting.

- Upcoming GBRA HCP Technical Committee meeting on October 3rd.

I. Appraisal Ad Hoc Committee:

- Director Rector reported that the committee did not meet since the last board meeting.

President McMahon introduced Item X. FY22 Budget Amendments. Ms. Bushnoe presented proposed amendments to the FY22 Budget to the Board. Director Bulkley moved to approve Resolution No. 2022-12 accepting the budget amendments as presented in Attachment A. Director Eastland seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-12 was approved by a unanimous vote.

President McMahon introduced Item XI. Adoption of Fiscal Year 2023 Budget. Ms. Bushnoe presented the details of the FY23 Budget and changes made since August to the Board. Director Bulkley moved to approve Resolution No. 2022-13 Adopting the Fiscal Year 2023 Budget as depicted in Attachment A. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-13 was approved by a unanimous vote.

President McMahon introduced Item XII. Adoption of Maintenance Tax Rate for the 2022 Tax Year (FY23). Ms. Bushnoe presented the tax rate to the Board. Director Eastland moved to approve Resolution No. 2022-14 Adopting a Maintenance Tax Rate for Tax Year 2022 (FY23). Director Bulkley seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-14 was approved by a unanimous vote.

President McMahon introduced Item XIII. Confirming Incoming General Manager as Signatory. Ms. Bushnoe presented the resolution to facilitate the seamless transition in certain financial and

investment matters where the incoming General Manager is a signatory. Director Dickson moved to approve Resolution No. 2022-15 Confirming the Incoming General Manager, Tara Bushnoe, as a UGRA Signatory. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-15 was approved by a unanimous vote.

President McMahon introduced Item XIV. Interlocal Agreement (ILA) Between Kerr County and the Upper Guadalupe River Authority (UGRA) for Water Quality Protection through Feral Hog Management. Ms. Bushnoe presented the feral hog management agreement to the Board and noted that it contains similar terms as the amended FY22 ILA. Director Eastland moved to approve Resolution No. 2022-16 authorizing the execution of the attached ILA between Kerr County and UGRA for Water Quality Protection through Feral Hog Management. Director Bulkley seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-16 was approved by a unanimous vote.

President McMahon introduced Item XV. Revisions to Rainwater Catchment Rebate Program. Ms. Bushnoe presented the revisions to the rebate program for FY23 including increasing the maximum rebate amount to \$500 to the Board. Director Snow moved to approve Resolution No. 2022-17 authorizing revisions to the Rainwater Catchment Rebate Program as depicted in Attachment A. Director Dickson seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-17 was approved by a unanimous vote.

President McMahon introduced Item XVI. Agreement for UGRA 2nd Grade Science Day Program with Riverside Nature Center. Ms. Bushnoe provided a summary of the agreement for the program to the Board. Director Bulkley moved to approve Resolution No. 2022-18 authorizing an agreement with Riverside Nature Center for the UGRA 2nd Grade Science Day program in an

amount not to exceed \$4,200. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-18 was approved by a unanimous vote.

President McMahon introduced Item XVII. Agreement for Guadalupe River Water Resources Educational Programs with Riverside Nature Center. Ms. Bushnoe presented an overview of the agreement to the Board. Director Snow moved to approve Resolution No. 2022-19 authorizing an agreement with Riverside Nature Center for Guadalupe River Water Resources Educational Programs in an amount not to exceed \$5,000. Director Dickson seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-19 was approved by a unanimous vote.

President McMahon introduced Item XVIII. Election of FY23 Officers. Director Dickson reported to the Board that the Nominating Committee recommends the current officers continue to serve and presented the following slate of officers to serve from October 1, 2022 through September 30, 2023: Diane McMahon, President; Aaron Bulkley, Vice-President; Bill Rector, Secretary; and Maggie Snow, Treasurer. Director Eastland moved to approve the presented slate of Board Officers to serve from October 1, 2022 through September 30, 2023, as recommended by the Nominating Committee. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. The motion to approve the slate of officers as presented by the Nominating Committee was approved by a unanimous vote.

President McMahon introduced Item XIX. General Manager's Report. Ms. Bushnoe updated the Board on presentations and activities in which UGRA initiated or participated, investigations, staff training, meetings, Plateau Water Planning Group, Guadalupe Basin Flood Planning Group, and

the Sunset Commission review process. For transparency, Ms. Bushnoe updated the Board on UGRA's current practices to achieve dual control on electronic payments since not all disbursements are being made via checks. Ms. Bushnoe updated the board on recent discussions with financial institutions to improve risk mitigation and investment strategies for UGRA and that the proposed strategy will be presented at the November board meeting. Director Dickson had been appointed by President McMahon to work with staff on the proposed strategy and he provided additional comments regarding reinvestment in TexPool. Additionally, Ms. Bushnoe updated the Board on UGRA's current designated fund balances and that a future board meeting agenda will address revisions to the designated fund balance categories.

President McMahon introduced Item XX. Written Reports.

President McMahon introduced Item XXI. Potential Real Estate Purchase and stated that no discussion or action on this item will be taken at this time.

There being no further business, the meeting was adjourned at 4:48 pm.

UPPER GUADALUPE RIVER AUTHORITY ATTEST:

Diane McMahon, President
Board of Directors

William R. Rector, Secretary
Board of Directors