

Minutes
November 16, 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, November 16, 2022. Diane McMahon, President; Aaron Bulkley, Vice-President; Bill Rector, Secretary; Maggie Snow, Treasurer; Austin Dickson; Dick Eastland; Mike Hughes; and Blake Smith were present and constituted a quorum. Also present were: Tara Bushnoe, General Manager; Tammy Thompson, Business Manager/Assistant General Manager; Nicole Shepherd, Environmental Laboratory Manager; Shelby Taber, Natural Resources Manager; Tony Corbett, McLean & Howard; and Dub Thomas, Kerr County Emergency Management Coordinator.

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 that 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. New Staff Introduction. Ms. Bushnoe introduced Shelby Taber, Natural Resources Manager, to the Board.

President McMahon introduced Item VII A. Minutes of the Regular Meeting of September 21, 2022. Director Smith moved to approve the Minutes of the Regular Meeting of September 21, 2022 as presented. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. The Minutes of the Regular Meeting of September 21, 2022 were approved by a unanimous vote. President McMahon introduced Item VII. B. Financial Report for the Month ended September 30, 2022. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Dickson moved that the Financial Report for the Month ended September 30, 2022 be approved as presented. Director Bulkley seconded the motion. There being no discussion, President McMahon called for a vote. The Financial Report for the Month ended September 30, 2022 was approved by a unanimous vote. President McMahon introduced Item VII. C. Financial Report for the Month ended October 31, 2022. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Smith moved that the Financial Report for the Month ended October 31, 2022 be approved as presented. Director Eastland seconded the motion. There being no discussion, President McMahon called for a vote. The Financial Report for the Month ended October 31, 2022 was approved by a unanimous vote. President McMahon introduced Item VII. D. Quarterly Investment Report for the Quarter Ended September 30, 2022. Ms. Bushnoe presented the quarterly report to the Board. Director Smith moved that the Quarterly Investment Report for the Quarter ended September 30, 2022 be approved as presented. General discussion followed. Director Snow seconded the motion. There being no further discussion, President McMahon called for a vote. The Quarterly Investment Report for the Quarter ended September

30, 2022 was approved by a unanimous vote. President McMahon introduced Item VII. E. Setting of 2023 Official Holidays. Ms. Bushnoe presented a summary of the 2023 holidays compared to other local entities and noted that the proposed schedule includes the same number of days off as 2022. Director Smith moved to approve Resolution No. 2022-20 Setting of 2023 Official Holidays as presented. Director Eastland seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-20 was approved by a unanimous vote. President McMahon introduced Item VII. F. Setting Dates and Times of the Regular 2023 Board Meetings. Ms. Bushnoe presented the proposed meeting dates and noted that the earlier meeting date in September is at the request of the Kerr County Tax Collector Assessor. General discussion followed. Director Eastland moved to approve Resolution No. 2022-21 Setting Dates and Times of the Regular 2023 Board Meetings as presented. Director Smith seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2022-21 was approved by a unanimous vote.

President McMahon introduced Item IX. Interlocal Agreement with Kerr County Regarding Kerr County Hazard Mitigation Action Plan. This item was moved earlier in the agenda as a courtesy to the speaker. Mr. Thomas summarized the interlocal agreement regarding the Kerr County Hazard Mitigation Action Plan to the Board. General discussion followed. Director Rector moved to approve Resolution No. 2022-22 authorizing the approval of an Interlocal Agreement with Kerr County to fund \$3,800 toward the update to the 2023 Hazard Mitigation Plan as presented. Director Snow seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2022-22 was approved by a unanimous vote.

President McMahon introduced Item VIII. 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 November 8, 2022.
 - Reviewed items for the Board Agenda, investment strategy, and upcoming opportunities to promote low impact development.

B. Human Resources Committee:

- Director Smith reported that the committee did not meet since the last Board meeting.

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
 - Met on November 2, 2022.
 - Deferred to items later in the Board Agenda.
 - Shared recent outreach activities including UGRA 2nd Grade Science Day field trip, check presentation to Hunt School for their Rainwater Catchment System Incentive Program award, and the Volunteer Summer Study results presentation and luncheon.
- Ms. Bushnoe reported that the Rainwater Catchment Rebate Program funded six applications for reimbursement since the last Board meeting. Since the beginning of the program in March 2011, a total of 584 applications have been funded for \$37,345. In total for FY22 there were 41 applications funded for a total of \$5,472. Starting with FY23 the rebate amount was increased to \$500. To date in FY23 there have been 6 applications funded for \$1,307.

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 has not funded any applications since the last Board Meeting. 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. In total for FY22, there were 14 applications funded for a total of \$41,056 and treated approximately 748 acres.

E. Watershed Stewardship Committee:

- Director Bulkley provided the following committee updates:
 - Did not meet since last Board meeting.
 - Presentation of Feral Hog Management Program quarterly report.

F. Guadalupe – Blanco River Trust:

- President McMahon and Director Snow provided the following GBRT updates:
 - Will meet on 11/17/22 to discuss a trust property purchase.

G. APO Advisory Council:

- President McMahon provided the following APO Advisory Council updates:
 - Met on 10/25/22 and best management practices for APOs were presented to the group for consideration. UGRA staff contributed to the development of the best practices document.

H. Ad Hoc Habitat Conservation Plan Committee:

- Director Smith provided the following committee updates:
 - The committee met on 10/24/22 to discuss outreach to local stakeholders.
 - Staff attended the Technical Advisory Committee meeting.

I. Appraisal Ad Hoc Committee:

- Director Rector reported that the work of the committee has concluded.

President McMahon introduced Item X. Sunset Advisory Commission Staff Report on UGRA. Ms. Bushnoe presented the report to the Board, summarized the timeline for submitting comment, and the format of the December 6, 2022, Sunset Commission meeting when the report will be presented. The Board gave direction to the General Manager regarding the content of the comment letter.

President McMahon introduced Item XI. Adoption of Resolution Approving UGRA Financial and Investment Strategies: 1. Authorize establishment of additional accounts at depository for UGRA funds; 2. Approve “sweep account” strategy for UGRA checking account; 3. Implement dual controls for electronic fund transactions; 4. Authorize investment of UGRA funds including in TexPool and Certificates of Deposit; and 5. Authorize inquiry access to Director(s) for UGRA depositories and TexPool. Ms. Bushnoe provided detail on the financial and investment strategies and the rationale for their implementation. General discussion followed. Director Bulkley moved to approve Resolution No. 2022-23 authorizing the General Manager to implement the financial and investment strategies as shown above. Director Snow seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2022-23 was approved by a unanimous vote. Director Dickson was selected by President McMahon to have inquiry access for UGRA depositories and TexPool.

President McMahon introduced Item XII. Approve UGRA Rainwater System Grant Program. An amended version of Resolution No. 2022-24 was handed out to the Board at the meeting with the added language that the Rainwater System Grant Program supersedes the Large Rainwater System Incentive Program. Director Smith moved to approve Resolution No. 2022-24 authorizing the UGRA Rainwater System Grant Program as amended. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-24 as amended was approved by a unanimous vote.

President McMahon introduced Item XIII. UGRA Water Professionals Scholarship Program. Ms. Bushnoe presented an overview of the scholarship program. General discussion followed. Director Smith suggested that the committee coordinate with Schreiner University and incorporate their recommendations into the final guidelines. Director Rector moved to approve Resolution No. 2022-25 authorizing the UGRA Water Professionals Scholarship Program as amended to include additional changes finalized by the Outreach and Education Committee following discussion with Schreiner University. Director Smith seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2022-25 as amended was approved by a unanimous vote.

President McMahon introduced Item XIV. Presentation Relating to UGRA Water Resources Preservation Program. Ms. Bushnoe presented an overview of the Water Resources Preservation Program including guidelines, eligibility criteria, project evaluation, and next steps to the Board. As this was a presentation only, no action was taken.

President McMahon introduced Item XV. Review and Approve Annual UGRA Administrative Policies. Ms. Bushnoe presented the redline version of the Administrative Policies and

summarized the proposed revisions. Director Smith moved to approve Resolution No. 2022-26 acknowledging review and acceptance of the Administrative Policies as amended and dated November 16, 2022. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2022-26 was approved by a unanimous vote.

President McMahon introduced and deferred Item XVI. Review FY23 Committee Assignments to the Board workshop which will occur in January 2023.

President McMahon introduced Item XVII. A. 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 Board workshop. President McMahon introduced Item XVII. B. Business Manager's Report. Ms. Thompson updated the Board on the maintenance position, recent maintenance and building issues, and performance of our new staff health insurance provider. President McMahon introduced Item XVII. C. Laboratory Manager's Report. Ms. Shepherd updated the Board on current laboratory operations and presented lab testing metrics. President McMahon introduced Item XVII. D. Natural Resources Manager's Report. Ms. Taber presented the rainfall and streamflow reports to the Board.

President McMahon introduced Item XVIII. Sunset Advisory Commission Staff Report on UGRA and stated that no discussion or action on this item will be taken at this time.

President McMahon introduced Item XIX. Guadalupe River Basin Habitat Conservation Plan and stated that no discussion or action on this item will be taken at this time.

There being no further business, the meeting adjourned at 5:19 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

Diane McMahon, President
Board of Directors

William R. Rector, Secretary
Board of Directors