

**Minutes**  
**September 20, 2023**  
**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 20, 2023. Diane McMahon, President; Bill Rector, Secretary; Maggie Snow, Treasurer; Dick Eastland; Blake Smith; Frances Lovett; and Jeanne Stacy 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; Michael Wellborn, Wellborn Engineering & Surveying; Michael Pantell, Waterway Engineering; and Cameron Carter, Wellborn Engineering & Surveying.

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. Public Hearing on Proposed Tax Rate for Tax Year 2023 (FY24) and convened the hearing at 3:02 pm. There being no comments, President McMahon closed the hearing at 3:02 pm.

President McMahon introduced Item VII. Discussion and Appropriate Action – Draw Lots for Board Member Terms in Compliance with H.B. 1555. Ms. Bushnoe presented a summary of the procedure for drawing lots and the procedure was conducted for the six board members with terms expiring on 2/1/2027 or later. The revised board terms are as follows:

Diane McMahon	2/1/2027
Bill Rector	2/1/2027
Maggie Snow	2/1/2027
Austin Dickson	2/1/2027
Blake Smith	2/1/2027
Jeanne Stacy	2/1/2025

Director Smith moved that Item VII. Approve Resolution No. 2023-23 Approving Board Member Terms in Compliance with H.B. 1555 be approved as presented. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-23 was approved by a unanimous vote.

President McMahon introduced Item VII. A. Minutes of the Regular Meeting of August 23, 2023. Director Eastland moved to approve the Minutes of the Regular Meeting of

August 23, 2023 as presented. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. The Minutes of the Regular Meeting of August 23, 2023 were approved by a unanimous vote. President McMahon introduced Item VII. B. Financial Report for the Month ended August 31, 2023. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Rector moved that Item VII. B. Financial Report for the Month ended August 31, 2023 be approved as presented. Director Smith seconded the motion. There being no discussion, President McMahon called for a vote. The Financial Report for the Month ended August 31, 2023 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 12, 2023.
  - Reviewed items for the Board Agenda.

B. Human Resources Committee:

- Director Smith provided the following committee updates:
  - Did not meet since the last Board Meeting.
  - Discussed General Manager's evaluation.

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
  - Did not meet since the last Board Meeting.
- Ms. Bushnoe reported that the Rainwater Catchment Rebate Program funded eight applications since the last Board Meeting. Since the beginning of the program in March 2011, a total of 612 applications have been funded for \$47,934. To date in FY23, a total of 34 applications have been funded for \$11,896.

D. Watershed Stewardship Committee:

- In Director Bulkley's absence, Ms. Bushnoe provided the following committee updates:
  - Did not meet since the last Board Meeting.
- Ms. Bushnoe reported that the Water Enhancement through Brush Management Cost Share program funded two applications since the last Board Meeting. Since the beginning of the program in January 2010, a total of 195 applications have been funded for \$620,298 and treated approximately 15,585 acres. To date in FY23, 15 applications have been funded for \$57,268 and treated approximately 972 acres.

E. New Initiatives Committee:

- Director Rector provided the following committee updates:
  - Met on September 6, 2023 and September 11, 2023.
  - Deferred to items later in the Board Agenda.

F. Habitat Conservation Ad Hoc Committee:

- Director Smith provided the following committee updates:
  - Did not meet since the last Board Meeting.
  - The next stakeholder meeting for the GBRA Habitat Conservation Plan will be held on September 28, 2023.

G. Guadalupe – Blanco River Trust:

- President McMahon provided the following GBRT updates:
  - Did not meet since the last Board Meeting.

H. Aggregate Production Operation Community Advisory Council:

- President McMahon provided the following update:
  - Did not meet since the last Board Meeting.

President McMahon introduced Item X. Presentation – Stormwater and Water Quality Improvements Feasibility Study – Wellborn Engineering & Surveying. Mr. Wellborn, Mr. Pantell, and Mr. Carter presented a summary of the Stormwater and Water Quality Improvements Feasibility Study to the Board. General discussion and questions from the Board followed. As this was a presentation only, no action was taken.

President McMahon introduced Item XI. Discussion and Appropriate Action – Review and Approve First Amendment to Agreement Relating to Replacement of Rooftop Heating and Cooling Units. Director Rector moved to approve Resolution No. 2023-24 Authorizing the First Amendment to Agreement Relating to Replacement of Rooftop Heating and Cooling Units with D & D Mechanical. Director Smith seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-24 was approved by a unanimous vote.

President McMahon introduced Item XII. Discussion and Appropriate Action – Review and Approve Fiscal Year 2023 Budget Amendments. Ms. Bushnoe presented a summary of the Budget Amendments to the Board. Director Smith moved to approve Resolution No. 2023-25 Amending the Fiscal Year 2023 Annual Budget as presented in Attachment A. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-25 was approved by a unanimous vote.

President McMahon introduced Item XIII. Discussion and Appropriate Action – Review and Adopt Fiscal Year 2024 Budget and Fund Balance Designations. Ms. Bushnoe presented a summary of the Fiscal Year 2024 Budget and Fund Balance Designations to the Board. Director Rector moved to approve Resolution No. 2023-26 Adopting the Fiscal Year 2024 Budget as depicted in Attachment A and Adopting Funding Balance Designations for FY24. Director Eastland seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-26 was approved by a unanimous vote.

President McMahon introduced Item XIV. Discussion and Appropriate Action – Review and Adopt Maintenance Tax Rate for the 2023 Tax Year (FY24). Ms. Bushnoe presented a summary of the proposed 2023 Tax Rate (FY24) to the Board. Director Smith moved to approve Resolution No. 2023-27 Adopting a Maintenance Tax Rate of \$0.012500/\$100 valuation for Tax Year 2023 (FY24). Director Snow seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-27 was approved by a unanimous vote.

President McMahon introduced Item XV. Discussion and Appropriate Action – Review and Approve Interlocal Agreement (ILA) Between Kerr County and UGRA for Water Quality Protection Through Feral Hog Management Program. Ms. Bushnoe presented a summary of the ILA Between Kerr County and UGRA for Water Quality Protection Through Feral Hog Management Program. Director Snow moved to approve Resolution No. 2023-28 Authorizing the ILA Between Kerr County and UGRA for Water Quality Protection Through Feral Hog Management for FY24. Director Smith seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-28 was approved by a unanimous vote.

President McMahon introduced Item XVI. Discussion and Appropriate Action – Review and Approve Agreement for UGRA 2<sup>nd</sup> Grade Science Day Program with Riverside Nature Center. Ms. Bushnoe presented a summary of the UGRA 2<sup>nd</sup> Grade Science Day Program with Riverside Nature Center to the Board. Director Rector moved to approve Resolution No. 2023-29 Authorizing the FY24 Agreement with Riverside Nature Center for the UGRA 2<sup>nd</sup> Grade Science Day Program in an amount not to exceed \$4,200. Director

Eastland seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-29 was approved by a unanimous vote.

President McMahon introduced Item XVII. Discussion and Appropriate Action – Review and Approve Agreement for Guadalupe River Water Resources Educational Programs with Riverside Nature Center. Ms. Bushnoe presented a summary of the Guadalupe River Water Resources Educational Programs with Riverside Nature Center. Director Rector moved to approve Resolution No. 2023-30 Authorizing the FY24 Agreement with Riverside Nature Center for Guadalupe River Water Resources Educational Programs in an amount not to exceed \$4,000. Director Eastland seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-30 was approved by a unanimous vote.

President McMahon introduced Item XVIII. Discussion and Appropriate Action – Review and Approve Revisions to UGRA Rainwater System Grant Program. Ms. Bushnoe presented a summary of the revisions to the UGRA Rainwater System Grant Program. Director Smith moved to approve Resolution No. 2023-31 Authorizing Revisions to the UGRA Rainwater Systems Grant Program. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-31 was approved by a unanimous vote.

President McMahon introduced Item XIX. Discussion and Appropriate Action – Review and Approve Revisions to UGRA Water Professionals Scholarship Program. Ms. Bushnoe presented a summary of the revisions to the UGRA Water Professionals Scholarship Program to the Board. Director Snow moved to approve Resolution No. 2023-32

Authorizing Revisions to the UGRA Water Professionals Scholarship Program. Director Smith seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-32 was approved by a unanimous vote.

President McMahon introduced Item XX. Discussion and Appropriate Action – Review and Approve Revisions to UGRA Bylaws. Ms. Bushnoe presented a summary of the revisions to the UGRA Bylaws to the Board. Director Smith moved to approve Resolution No. 2023-33 Accepting and Approving the Revisions to UGRA Bylaws. Director Stacy seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-33 was approved by a unanimous vote.

President McMahon introduced Item XXI. Discussion and Appropriate Action – Review Nominating Committee Report and Conduct Election of FY24 Officers. Director Smith presented the Nominating Committee’s recommendation for the slate of officers to serve from October 1, 2023 through September 30, 2024: Maggie Snow, Vice-President; Austin Dickson, Secretary; and Blake Smith, Treasurer. Additionally, the Nominating Committee recommends that Bill Rector be designated as President. Director Smith moved to approve the slate of Board Officers to serve from October 1, 2023 – September 30, 2024 as presented by the Nominating Committee. Director Eastland seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. The motion to approve the slate of officers as presented by the Nominating Committee and to recommend to the Governor’s office that Bill Rector be designated as President of the Board was approved by a unanimous vote.



President McMahon introduced Item XXII. A. General Manager’s Report. Ms. Bushnoe updated the Board on presentations and activities in which UGRA initiated or participated, investigations, staff training, meetings, and Guadalupe Basin Flood Planning Group. President McMahon introduced Item XXII. B. Business Manager’s Report. Ms. Thompson updated the Board on Business operations, facility maintenance, and the EduScape. President McMahon introduced Item XXII. C. Laboratory Manager’s Report. Ms. Shepherd updated the board on current laboratory operations and presented lab testing metrics. President McMahon introduced Item XXII. D. Natural Resources Manager’s Report. Ms. Taber presented the rainfall and streamflow reports, as well as the Summer 2023 Swimability Program results to the Board.

President McMahon introduced Item XXIII. Discussion and Appropriate Action – Potential Real Estate Purchase. President McMahon called the meeting into Executive Session at 5:14 pm. President McMahon reconvened the regular meeting at 6:48 pm and announced that no actions were taken during executive session.

There being no further business, the meeting adjourned at 6:49 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

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Diane McMahon, President  
Board of Directors

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Bill Rector, Secretary  
Board of Directors