

Minutes
May 24, 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, May 24, 2023. Diane McMahon, President; Aaron Bulkley, Vice-President; Bill Rector (departed at 3:55 pm), Secretary; Maggie Snow, Treasurer; Austin Dickson; Dick Eastland; and Blake Smith (arrived at 3:10 pm) 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; Frances Lovett, and Jeanne Stacy.

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 introduced recently appointed board directors Frances Lovett and Jeanne Stacy.

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. Administer Oath of Office to New Directors (Frances Lovett, Jeanne Stacy) and Reappointed Directors (Bill Rector, Maggie Snow). Item VI. was postponed because the Senate has not yet confirmed the appointees.

President McMahon introduced Item VII. Employee Recognition – Nicole Shepherd, 10 years. Ms. Bushnoe summarized Ms. Shepherd’s history with UGRA and presented her with a certificate of recognition and token of appreciation.

President McMahon introduced Item VIII. New Employee Introduction – Kevin Molenaar. Ms. Thompson introduced a new UGRA Maintenance Technician Kevin Molenaar to the Board. Mr. Molenaar gave the Board a brief overview of his background and work experience.

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 May 16, 2023.
 - Reviewed items for the Board Agenda, reviewed contractor selection process, and future budget considerations.

B. Human Resources Committee:

- Director Smith provided the following committee updates:
 - Did not meet since the last Board Meeting.

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
 - Met on April 25, 2023, and May 4, 2023.

- Received an application for the Rainwater Grant Program from the Hunt Volunteer Fire Department for review.
 - Scholarship program recipients have been selected and will be discussed further in Item XIV.
 - Winners for the River Clean Up T-Shirt contest have been selected. There was a total of 32 entries for this year's contest.
- Ms. Bushnoe reported that the Rainwater Catchment Rebate Program funded three applications since the last Board Meeting. Since the beginning of the program in March 2011, a total of 600 applications have been funded for \$43,665. To date in FY23, a total of 22 applications have been funded for \$7,627.

D. Watershed Stewardship Committee:

- Director Bulkley provided the following committee updates:
 - Met on May 4, 2023, to introduce County Extension Agent Mike Morris to the Feral Hog Management Program.
 - Presentation of the Feral Hog Management Program quarterly update.
- 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 189 applications have been funded for \$611,816 and treated approximately 15,207 acres. To date in FY23, nine applications have been funded for \$48,787 and treated approximately 791 acres.

E. New Initiatives Committee:

- Director Rector provided the following committee updates:
 - Met on April 17, April 23, and April 26, 2023.
 - Deferred to items later in the Board Agenda.

F. Habitat Conservation Plan Ad Hoc Committee:

- Director Smith provided the following committee updates:
 - Met on March 27, April 12, April 24, May 9, and May 16, 2023.
 - Met several times with stakeholders, GBRA, and Commissioners' Court. Five dam owners are interested in participating in GBRA's HCP. Stakeholders' meetings will begin this summer.

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 committee updates:
 - Met on May 23, 2023.

- Revision 1 to Best Management Practices guidance has been approved. Judge Kelly's plan to add UGRA to council has been approved.

President McMahon introduced Item X. Discussion and Appropriate Action – Potential Real Estate Purchase. President McMahon called the meeting into Executive Session at 3:27 pm. President McMahon reconvened the regular meeting at 3:40 pm. Director Rector moved to approve authorization of an appraisal. Director Smith seconded the motion. There being no further discussion, President McMahon called for a vote. Authorization of the appraisal was approved by a unanimous vote.

President McMahon introduced Item XI. Discussion and Appropriate Action – Review and Approve FY23 Budget Amendments. Ms. Bushnoe outlined the amended budget items and justification. Director Rector moved to approve Resolution No. 2023-10 accepting the budget amendments as presented in Attachment A. Director Smith seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-10 was approved by a unanimous vote.

President McMahon introduced Item XII. Discussion and Appropriate Action – Professional Engineering Services RFQ Response Review, Contractor Selection, and Contract Authorization. Director Rector summarized relevant background information for the stormwater management project. Ms. Bushnoe summarized the RFQ responses that were received and outlined the next steps of the project. General discussion followed. Director Smith moved to approve Resolution No. 2023-11 authorizing the General Manager to work with the New Initiatives Committee to execute a contract with Wellborn Engineering & Surveying for services described in the tasks included in Attachment A in

an amount not to exceed the allocation identified in the Board approved FY23 budget. Director Dickson seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-11 was approved by a unanimous vote.

President McMahon introduced Item XIII. Discussion and Appropriate Action – Review and Approve Interlocal Agreement with Kerr County Regarding Guadalupe River Crossing Patrols. Ms. Bushnoe provided a summary of the program. Director Snow moved to approve Resolution No. 2023-12 authorizing an Interlocal Agreement with Kerr County Commissioners’ Court for Guadalupe River Crossing Patrols in FY23. Director Smith seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-12 was approved by a unanimous vote.

President McMahon introduced Item XIV. Discussion and Appropriate Action – Water Professionals Scholarship Recipient Selection. Director Snow presented a summary of the program and gave the Outreach and Education Committees recommendations for the selected recipients. General discussion followed. Director Bulkley moved to approve Resolution No. 2023-13 authorizing the FY23 UGRA Water Professionals Scholarship Program Recipients. Director Smith seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-13 was approved by a unanimous vote.

President McMahon introduced Item XV. Discussion and Appropriate Action – Rooftop Heating, Ventilation, and Air Conditioning Units Replacement Bid Review, Contractor

Selection, and Contract Authorization. Ms. Bushnoe presented a summary of the bids received and recommended D&D Mechanical to be awarded the bid. General discussion followed. Director Smith moved to approve Resolution No. 2023-14 selecting D&D Mechanical as the contractor for replacing four Rooftop Heating, Ventilation, and Air Conditioning Units Replacement and authorizing General Manager to contract for service. Director Snow seconded the motion. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-14 was approved by a unanimous vote.

President McMahon introduced Item XVI. Discussion and Appropriate Action – Surface Water Permit Lease Option. Director Smith presented an overview of a Surface Water Permit Lease Option. General discussion followed. The General Manager was directed to provide a summary of the permit and analysis to Riverhill and to discuss their interest in leasing the surface water permit from UGRA.

President McMahon introduced Item XVII. Presentation – Social Media Program Update. Ms. Taber presented an update on the Social Media Program. General discussion followed. As this presentation was informational only, no action was taken.

President McMahon introduced Item XVIII. Presentation – Strategic Plan Status Update. Ms. Bushnoe presented the annual update to the Strategic Plan to the Board detailing activities performed by UGRA to accomplish Tasks 1 – 3 in the Strategic Plan over the 12-month period spanning 04/01/22 – 03/31/23. In the interest of time, the Strategic Plan

Status Update for Tasks 4 – 7 was deferred to the next Board Meeting. As this was a presentation only, no action was taken.

President McMahon introduced Item XIX. A. Minutes of the Regular Meeting of March 22, 2023. Director Smith moved to approve the Minutes of the Regular Meeting of March 22, 2023, as presented. Director Eastland seconded the motion. There being no discussion, President McMahon called for a vote. The Minutes of the Regular Meeting of March 22, 2023, were approved by a unanimous vote. President McMahon introduced Item XIX. B. Financial Report for the Month ended April 30, 2023. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Smith moved that Item XIX. B. Financial Report for the Month ended April 30, 2023, be approved as presented. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. The Financial Report for the Month ended April 30, 2023, was approved by a unanimous vote. President McMahon introduced Item XIX. C. Quarterly Investment Report for the Quarter Ended March 31, 2023. Ms. Bushnoe presented a summary of the Quarterly Investment Report to the Board. General discussion followed. Director Dickson moved that Item XIX. C. Quarterly Investment Report for the Quarter Ended March 31, 2023, be approved as presented. Director Bulkley seconded the motion. There being no further discussion, President McMahon called for a vote. The Quarterly Investment Report for the Quarter Ended March 31, 2023, was approved by a unanimous vote.

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

There being no further business, the meeting adjourned at 5:20 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

Diane McMahon, President
Board of Directors

William R. Rector, Secretary
Board of Directors