

**Minutes**  
**August 28, 2024**  
**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, August 28, 2024. Bill Rector, President; Maggie Snow, Vice-President; Autin Dickson, Secretary (arrived at 3:02 pm); Aaron Bulkley; Dick Eastland; Frances Lovett; Diane McMahon; 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; Gregg Appel, Happy State Bank; Jonathan Letz, Kerr County Commissioner Precinct 3; Travis Linscomb, Matthew Wilkinson, Reagan Boles, Kevin Molenaar, and Ben Braeutigam, UGRA.

Director Snow led Item II. Pledge of Allegiance.

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

President Rector 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 Rector introduced Item VI. Employee Recognition – Tammy Thompson, 20 years. Ms. Bushnoe gave an overview of Ms. Thompson’s history with UGRA and presented her with a certificate and token of appreciation.

President Rector introduced Item VII. A. Minutes of the Regular Meeting of May 22, 2024. Director McMahon moved to approve the Minutes of the Regular Meeting of May 22, 2024, as presented. Director Eastland seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Regular Meeting of May 22, 2024, were approved by a unanimous vote. President Rector introduced Item VII. B. Financial Report for the Month ended July 31, 2024. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Eastland moved that Item VII. B. Financial Report for the Month ended July 31, 2024, be approved as presented. Director Dickson seconded the motion. There being no discussion, President Rector called for a vote. The Financial Report for the Month ended July 31, 2024, was approved by a unanimous vote. President Rector introduced Item VII. C. Quarterly Investment Report for the Quarter Ended June 30, 2024. Ms. Bushnoe presented a summary of the Quarterly Investment Report to the Board. General discussion followed. Director Dickson moved that Item VII. C. Quarterly Investment Report for the Quarter Ended June 30, 2024, be approved as presented. Director McMahon seconded the motion. There being no further discussion, President Rector called for a vote. The Quarterly Investment Report for the Quarter Ended June 30, 2024, was approved by a unanimous vote.

President Rector introduced Item VIII. Presentation and Discussion of Committee Reports.

The following is a summary of the committee reports:

A. Executive Committee:

- President Rector provided the following committee updates:
  - Met on August 20, 2024.
  - Reviewed items for the Board Agenda, FY24 budget revisions, and FY25 budget in detail.

B. Human Resources Committee:

- In Director Smith's absence, Director Stacy provided the following committee updates:
  - Met on August 7, 2024.
  - Reviewed insurance, staff COLA, and revisions to policy manual.

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
  - Met on July 24, 2024.
  - Discussed FY25 budget, River Clean Up postponed to September 7, 2024, Conservation letter, 4H Water Ambassadors, library ramp, Lone Star Healthy streams seminar on September 20, 2024, and scholarship program.
- 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 671 applications have been funded for \$67,164. To date in FY24, a total of 57 applications have been funded for \$18,229.

D. Watershed Stewardship Committee:

- Director Bulkley provided the following committee updates:
  - Met on August 6, 2024.
  - Discussed Water Resources Preservation Grant Program and FY25 budget.
  - Presentation of the Feral Hog Management Program quarterly update.
- Ms. Bushnoe reported that the Water Enhancement through Brush Management Cost Share program funded three applications since the last Board Meeting. Since the beginning of the program in January 2010, a total of 202 applications have been funded for \$648,817 and treated approximately 15,834 acres. To date in FY24, seven applications have been funded for \$28,519 and treated approximately 479 acres.

E. New Initiatives Committee:

- Director McMahon provided the following committee updates:
  - Met on July 24, 2024.
  - Reviewed status of property acquisition, collaboration with Martin Marietta on reclamation project, proposed tree planning project with the Rotary Club, outreach to Peterson Health regarding future project, possibility of a flood warning system, and FY25 budget.

F. Guadalupe – Blanco River Trust:

- Director McMahon provided the following GBRT updates:
  - Met on July 17, 2024, and July 23, 2024.
  - Reviewed status report of confidential legal issue, discussed potential conservation easement properties located throughout the Guadalupe River Basin and met with new GBRT executive director, Doug Dillow.

G. Aggregate Production Operation Community Advisory Council:

- Director McMahon provided the following committee updates:
  - Met on June 18, 2024.
  - Martin Marietta presented information about their Best Management Practices that addressed water use, light, and noise abatement.
  - Mark Friesenhahn gave a presentation on active and inactive mine sites in Kerr County.
  - The Council will meet again on September 17, 2024.

President Rector introduced Item IX. Discussion and Appropriate Action – Review and Approve Extension of Depository Agreement with Happy State Bank. Ms. Bushnoe presented a summary of the Depository Agreement with Happy State Bank and gave the staff's recommendation of exercising the two-year extension option. President Rector introduced Mr. Appel. Mr. Appel presented an overview of the Depository Agreement Extension including changes. Director Snow moved to approve Resolution No. 2024-13 Approving a two-year extension to UGRA's agreement with Happy State Bank for depository services. Director Eastland seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-13 was approved by a unanimous vote.

President Rector introduced Item X. Discussion and Appropriate Action – Review and Approve Water Resources Preservation Grant Program Award Recommendation. Ms. Bushnoe presented an application from Kerr County for consideration of the Water Resources Preservation Grant Program. Director Bulkley provided the Watershed Stewardship Committee’s recommendation to approve this project for funding. Commissioner Letz provided background on the Animal Services facility and the improvements described in the grant application. Director Bulkley moved to approve Resolution No. 2024-14 Authorizing execution of contract with Kerr County for Funding through the Water Resources Preservation Grant Program in an amount not to exceed \$125,868 for the practices described in Attachment A. Director Snow seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-14 was approved by a unanimous vote.

President Rector introduced Item XI. Discussion and Appropriate Action – Review and Approve Fiscal Year 2024 Budget Amendments. Ms. Bushnoe presented the Fiscal Year 2024 Budget Amendments to the Board. Director Dickson moved to approve Resolution No. 2024-15 Accepting the Budget Amendments as presented in Attachment A. Director McMahon seconded the motion. General discussion followed. There being no discussion, President Rector called for a vote. Resolution No. 2024-15 was approved by a unanimous vote.

President Rector introduced Item XII. Discussion and Appropriate Action – Review and Approve Independent Financial Auditor Selection. Ms. Bushnoe presented background information on the Independent Financial Auditor Selection process to the Board. Director

Bulkley moved to approve Resolution No. 2024-16 Authorizing the Selection of Ede & Company, LLC as UGRA's Independent Financial Auditor for FY25 (FY24 financials). Director Snow seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2024-16 was approved by a unanimous vote.

President Rector introduced Item XIII. Discussion and Appropriate Action – Review and Approve Cyber Liability and Data Breach Response Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool. Ms. Bushnoe presented background information on the Cyber Liability and Data Breach Response Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool and gave staff's recommendation to renew the Core+ policy. Director Eastland moved to approve Resolution No. 2024-17 Authorize a Cyber Liability and Data Breach Response Interlocal Agreement with Texas Municipal League Intergovernmental Risk Pool. Director Stacy seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-17 was approved by a unanimous vote.

President Rector introduced Item XIV. Discussion and Appropriate Action – Review of Proposed Fiscal Year 2025 Budget. Ms. Bushnoe presented the draft proposed budget to the Board by highlighting proposed revenue and expenses for FY25. General discussion followed. The draft proposed budget is presented as supporting information in determining the tax rate needed to fund the items in the budget. As this was a presentation only, no action was taken.

President Rector introduced Item XV. Discussion and Appropriate Action – Review and Approve Proposal of Tax Rate for Tax Year 2024 (FY25) and Setting of Public Hearing

on Said Proposed Tax Rate. President Rector presented a summary of the proposed tax rate and date of the public hearing to the Board. Director Eastland moved to approve Resolution No. 2024-18 Approving the Proposed Tax Rate and Setting Date and Time for Public Hearing. Director Smith seconded the motion. General discussion followed. There being no further discussion, President Rector called for a roll call vote. Resolution No. 2024-18 was approved with Aaron Bulkley, Dick Eastland, Austin Dickson, Frances Lovett, Diane McMahon, Bill Rector, Maggie Snow, and Jeanne Stacy voting “aye.” There were zero “nays” and Blake Smith was absent.

President Rector introduced Item XVI. Presentation – Real Estate Transaction Update. Ms. Bushnoe presented an update on the status of the contract between UGRA and Thompson Drive Partners, L.L.C. relating to the sale and purchase of Lot 902 and a portion of Lot 13, of The Landing in Kerrville, TX to the Board. General discussion followed. As this was a presentation only, no action was taken.

President Rector introduced Item XVII. Discussion and Appropriate Action – Review and Approve Revision to Order of Strategic Plan Goals. Ms. Bushnoe presented the Revision of Strategic Plan Goals to the Board that moved the mission-centric goals to be listed first. Additionally, Ms. Bushnoe presented a recommended change to the 4<sup>th</sup> goal that would change the word, “flooding” to “flood warning.” Director McMahon moved to approve Resolution No. 2024-19 Approve the Revised Order of the UGRA Strategic Plan Goals and revised language to the 4<sup>th</sup> goal. Director Stacy seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-19 was approved by a unanimous vote.

President Rector introduced Item XVIII. Discussion and Appropriate Action – Presentation of Nominating Committee Recommendation for FY25 Board Officers. Director McMahon presented the following recommendations of the Nominating Committee to the Board for consideration and discussion: Maggie Snow, Vice President; Austin Dickson, Secretary; and Dick Eastland, Treasurer. The Nominating Committee also proposed that the Board endorse a recommendation to the Governor’s office that Bill Rector continue as President. General discussion followed.

President Rector introduced Item XIX. 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, State Auditor’s Office review of Sunset recommendations implementation status, Flood Infrastructure Fund grant pre application update, GBRA Nutrient Study, and upcoming Library Ramp public art ribbon cutting. President Rector introduced Item XIX. B. Business Manager’s Report. Ms. Thompson updated the Board on Business operations, facility maintenance, and the EduScape. President Rector introduced Item XIX. C. Laboratory Manager’s Report. Ms. Shepherd updated the board on current laboratory operations and presented lab testing metrics. President Rector introduced Item XIX. 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 4:35 pm.



UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

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William R. Rector, President  
Board of Directors

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Austin Dickson, Secretary  
Board of Directors