

Minutes
August 28, 2019
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, 2019. Ms. Thompson called roll. Bob Waller, President; Blake Smith, Vice-President; Diane McMahon, Secretary; Aaron Bulkley; Mike Hughes; Bill Rector; and Maggie Snow were present and constituted a quorum. Also present were: Raymond Buck, Jr., General Manager; Tammy Thompson, Assistant General Manager; Tara Bushnoe, Natural Resources Coordinator; Nicole Shepherd, Environmental Lab Manager; and Travis Linscomb, Natural Resources Specialist.

President Waller led the Pledge of Allegiance.

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

President Waller announced 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 Waller introduced Item VI. Director Recognition – Wayne Musgrove (resigned 06/17/19) and publicly acknowledged the contribution made by past Director Musgrove. Since

Director Musgrove could not be present, the award presentation will be delayed to the September meeting of the UGRA Board of Directors.

President Waller introduced Item VII. A. Minutes of the Regular Meeting of May 22, 2019. Director McMahon moved to approve the Minutes of the Regular Meeting of May 22, 2019. Director Smith seconded the motion. There being no discussion, President Waller called for a vote. The Minutes of the Regular Meeting of May 22, 2019 were approved by a 7-0 vote. President Waller introduced Item VII. B. Financial Report for the Months Ended July 31, 2019. Mr. Buck, Jr. highlighted various revenue and expense accounts. Director Smith moved to approve the Financial Report for the Months Ended July 31, 2019. Director Smith seconded the motion. There being no discussion, President Waller called for a vote. The Financial Report for the Months Ended July 31, 2019 was approved by a 7-0 vote. President Waller introduced Item VII. C. Quarterly Investment Report for Quarter Ended June 30, 2019. Mr. Buck, Jr. presented the investment report to the Board. General discussion followed. Director Smith moved to approve the Quarterly Investment Report for the Quarter Ended June 30, 2019. Director Hughes seconded the motion. There being no further discussion, President Waller called for a vote. The Quarterly Investment Report for the Quarter Ended June 30, 2019 was approved by a 7-0 vote.

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

A. Executive Committee:

- President Waller provided the following committee updates:
 - Met on August 20, 2019 to discuss items on the Board Meeting Agenda.
 - Discussed charging for merchant fees and potential interest income with rate drops.

B. Human Resources Committee:

- Director Smith provided the following committee updates:
 - Met on August 8, 2019

- Reviewed employee salary and benefits for proposed budget.
 - Discussed Employee Insurance Policy for staff.
- C. Outreach and Education Committee:
- Director McMahon provided the following committee updates:
 - Met on August 5, 2019
 - Recap of UGRA Annual River Clean Up.
 - Upcoming landscape techniques workshop.
 - Upcoming riparian landowner workshop on November 5th.
 - New programs or revisions to existing programs for FY20.
 - Director Bulkley mentioned the discussion to develop a response metric for radio advertising.
 - Discussed status of Educational River Boat Tour Project.
 - Discussed items relevant to the FY20 Public Education account.
 - Update on outreach activities since last Board meeting.
 - Mr. Buck, Jr. reported that the Rainwater Catchment System Rebate Program received 4 additional applications since the last Board meeting and in FY19, a total of 25 applications have been funded for \$1,482.
- D. Water Enhancement Program Committee:
- Director Rector provided the following committee updates:
 - Met on August 9, 2019.
 - Approved design and bid specifications for K-8.
 - Discussed items relevant to the FY20 Watershed account.
 - Director Bulkley gave a recap of the committee meeting on August 21, 2019 to discuss feral hog bounty accountability and updated the Board on potential future changes to the program.
 - Mr. Buck, Jr. reported that the Water Enhancement Cost Share Program received 4 additional applications since the last Board meeting and in FY19 a total of 19 applications have been funded for \$45,000 and treated approximately 1,012 acres. Four applications for an additional \$7,985.95 are currently on hold due to insufficient funding for this program.
- E. Water Source Development Committee:
- Director Snow updated the Board on the current status of the quarry conversion project, noting:
 - Additional information is still needed
 - The committee will regroup to discuss future steps
 - General discussion followed.

President Waller introduced Item IX. Presentation and Discussion of Activity Reports. Director McMahon reported that the Guadalupe-Blanco River Trust is in the final stages of selecting a new executive director and that they are moving towards regaining certification. Mr. Buck, Jr. reported

the Plateau Water Planning Group (PWPG) met on 08/15/19 and appointed him to the interregional planning group. Mr. Buck, Jr. also mentioned the development of legislative recommendations to be included in section 8 of the regional water plan.

President Waller introduced Item X. 15-Year Employee Recognition: Tammy Thompson. Mr. Buck, Jr. presented Ms. Thompson with an award for fifteen years of service with UGRA. As this was a presentation only, no action was taken by the Board.

President Waller introduced Item XI. Independent Financial Auditor Selection for FY 20 Financial Audit. Mr. Buck, Jr. presented details of the selection process to the Board and noted that the Executive Committee reviewed and recommended Ede and Company as UGRA's independent financial auditor for FY20. Director Rector moved to approve Resolution No. 2019-12 Selection of Ede and Company as UGRA's Independent Financial Auditor for FY20 (FY19 financials). Director Smith seconded the motion. There being no discussion, President Waller called for a vote. Resolution No. 2019-12 was approved by a 7-0 vote.

President Waller introduced Item XII. Proposed Fiscal Year 2020 Budget. Mr. Buck, Jr. presented the draft proposed budget to the Board by highlighting proposed revenue and expenses for FY20. The draft proposed budget is presented as supporting information in determining the tax rate needed to fund the items in the budget. General discussion followed with Mr. Buck, Jr. answering questions from the Board. As this was a presentation only, no action was taken.

President Waller introduced Item XIII. Proposal for Tax Rate for Tax Year 2019 (FY20) and Setting of a Public Hearing on Said Proposed Tax Rate. Mr. Buck, Jr. presented the proposed rate and dates of the public hearing to the Board. Director Smith moved to approve Resolution No. 2019-13 Approving the Proposed Tax Rate and Setting Date and Time for a Public Hearing.

Director Snow seconded the motion. There being no discussion, President Waller called for a vote. Resolution No. 2019-13 was approved with Bill Rector, Aaron Bulkley, Mike Hughes, Blake Smith, Bob Waller, Diane McMahon, and Maggie Snow voting “aye” and zero “nays”.

President Waller introduced Item XIV. Contract with Texas Municipal League for UGRA Employee Insurance. Mr. Buck, Jr. presented details of the contract to the Board. Director Hughes moved to approve Resolution No. 2019-14 authorizing an employee insurance contract with TML based on the attached rerate sheet. Director Bulkley seconded the motion. There being no discussion, President Waller called for a vote. Resolution No. 2019-14 was approved by a 7-0 vote.

President Waller introduced Item XV. Environmental Laboratory Budget Amendment. Mr. Buck, Jr. presented the details of the budget amendment to the Board. Director Hughes moved to approve Resolution No. 2019-15 amending the FY19 Environmental Laboratory budget. Director McMahon seconded the motion. There being no discussion, President Waller called for a vote. Resolution No. 2019-15 as amended was approved by a 7-0 vote.

President Waller introduced Item XVI. Subagreement with GBRA for Clean Rivers Program. Ms. Bushnoe presented the details of the subagreement to the Board. Director Smith moved to approve Resolution No. 2019-16 Clean Rivers Program Subagreement for FY20-21. Director Snow seconded the motion. There being no discussion, President Waller called for a vote. Resolution No. 2019-16 was approved by a 7-0 vote.

President Waller introduced Item XVII. Appointment of Officer Nominating Committee for FY20 Officers. President Waller appointed Directors Aaron Bulkley, Mike Hughes, and Bill Rector to the Nominating Committee for FY20 Officers.

President Waller introduced Item XVIII. General Manager's Report. Mr. Buck, Jr. updated the Board on outreach and education activities in which UGRA initiated or participated, the Healthy Creeks Initiative, Starlight's discharge permit, and landscape scrap tire disposal request. Ms. Bushnoe updated the Board on the freshwater mussel conservation plan stakeholder meeting.

President Waller introduced Item XIX. Written Reports.

There being no further business, the meeting was adjourned at 4:14 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

Bob Waller, President
Board of Directors

Diane McMahon, Secretary
Board of Directors