

Minutes
January 24, 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, January 24, 2024. Bill Rector, President; Maggie Snow, Vice-President; Austin Dickson, Secretary; Blake Smith, Treasurer; 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; William “Dub” Thomas, Kerr County Sheriff’s Office; Eric Ede, Ede & Co. LLC; and Jonathan Letz, Kerr County Commissioner Precinct 3.

President Rector announced Item II. Pledge of Allegiance and asked Director Eastland to lead the pledge.

President Rector 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 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. A. Minutes of the Regular Meeting of November 15, 2023. Ms. Bushnoe identified an amendment to the section of the Minutes describing Item XIII. to indicate that the motion referred to a salary adjustment for FY23. Director Smith moved to approve the Minutes of the Regular Meeting of November 15, 2023 as amended. Director Snow seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Regular Meeting of November 15, 2023 as amended were approved by a unanimous vote. President Rector introduced Item VI. B. Financial Report for the Month ended December 31, 2023. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director McMahon moved that Item VI. B. Financial Report for the Month ended December 31, 2023 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 December 31, 2023 was approved by a unanimous vote. President Rector introduced Item VI. C. Quarterly Investment Report for the Quarter Ended December 31, 2023. Ms. Bushnoe presented a summary of the Quarterly Investment Report to the Board. General discussion followed. Director Eastland moved that Item VI. C. Quarterly Investment Report for the Quarter Ended December 31, 2023 be approved as presented. Director Snow seconded the motion. There being no further discussion, President Rector called for a vote. The Quarterly Investment Report for the Quarter Ended December 31, 2023 was approved by a unanimous vote.

President Rector introduced Item VII. Presentation of Fiscal Year 2023 Audit – Eric Ede, Ede & Company, LLC. Mr. Ede presented a summary of the Fiscal Year 2023 Audit to the Board. General discussion followed. Director Smith moved to approve Resolution No. 2024-01 accepting and approving the Audited Financial Statements for the Fiscal Year Ended September 30, 2023, as presented. Director Bulkley seconded the motion. There being no further discussion, President Rector called for a vote. Resolution No. 2024-01 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 January 16, 2024.
 - Reviewed items for the Board Agenda.
 - Discussed presentation about living on rainwater from local resident.

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:
 - Did not meet since the last Board Meeting.
 - Working on a theme for the 2024 River Clean Up t-shirt contest.
 - Year in review publication is in the design process and will be ready for distribution in February.
 - During 2023, staff conducted 40 programs educating approximately 2,438 members of the public.
 - Staff is contributing information on our programs to a group who is compiling an application for Kerrville to be certified as a Bird City Texas.

- Ms. Bushnoe reported that the Rainwater Catchment Rebate Program funded ten applications since the last Board Meeting. Since the beginning of the program in March 2011, a total of 638 applications have been funded for

\$57,328. To date in FY24, a total of 24 applications have been funded for \$8,393.

D. Watershed Stewardship Committee:

- Director Bulkley provided the following committee updates:
 - Did not meet since the last Board Meeting.
 - Presentation of the Feral Hog Management Program quarterly update.
- Ms. Bushnoe presented an update on the Water Preservation Grant Program. Staff continues to promote the program through Kerrville Development Services to projects that are applying to the City for building permits. We also mention the program in all presentations to adults in the community. We have had positive and encouraging conversations with Kerr County regarding the design of the Animal Services facility. Once the design team finalizes the footprint for the facility, they are going to meet with us again to determine if the grant will be a good fit for their project. A preliminary discussion resulted in a possible design that includes all the eligible practices for the grant.
- 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 197 applications have been funded for \$626,008 and treated approximately 15,447 acres. To date in FY24, two applications have been funded for \$5,710 and treated approximately 92 acres.

E. New Initiatives Committee:

- President Rector provided the following committee updates:
 - Met on 11/21/23, 12/1/23, 12/11/23, 12/13/23, 12/20/23, 1/2/24, 1/5/24.
 - Deferred to Executive Session.

F. Habitat Conservation Ad Hoc Committee:

- Director Smith provided the following committee updates:
 - Did not meet since the last Board Meeting.
 - Upcoming meeting scheduled for February 20, 2024.

G. Guadalupe – Blanco River Trust:

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

H. Aggregate Production Operation Community Advisory Council:

- Director McMahon provided the following committee updates:
 - The committee has not met since the last Board Meeting.

President Rector introduced Item IX. Discussion and Appropriate Action – Review and Approve UGRA’s Role and Contracting Authority as Political Subdivision for the Plateau Water Planning Group. Ms. Bushnoe presented a summary of UGRA’s Role and Contracting Authority as Political Subdivision for the Plateau Water Planning Group. Commissioner Letz presented additional background information to the Board. Director Smith moved to approve Resolution No. 2024-02 Approve and Confirm UGRA’s role to solicit professional services and execute, amend, and administer contracts on behalf of PWPG through the remainder of the sixth planning cycle. Director Snow seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-02 was approved by a unanimous vote.

President Rector introduced Item X. Discussion and Appropriate Action – Consider UGRA’s Participation in the Development of a Hazard Mitigation Action Plan. Ms. Bushnoe gave background information on UGRA’s past participation in the Development of a Hazard Mitigation Action Plan. Mr. Thomas gave an update to the Board including how many entities are currently committed to participate in the plan update and an estimate of UGRA’s contribution if the Board chooses to participate in the plan update. The Board gave direction to the General Manager to work on developing an Interlocal Agreement with Kerr County for UGRA to be a partner in the plan update.

President Rector introduced Item XI. Discussion and Appropriate Action – Consider Submission of an Abridged Application to the Texas Water Development Board Flood Infrastructure Fund Program. Ms. Bushnoe presented background information on the Texas Water Development Board Flood Infrastructure Fund Program. The Board gave direction

to the General Manager to work with the New Initiatives Committee to evaluate a flood warning program with UGRA as the administrator and funding options.

President Rector introduced Item XII. Discussion and Appropriate Action – Review and Approve Request from Kerr County to Use Guadalupe Basin Natural Resources Center as the Polling Location for Precinct 118. Ms. Bushnoe summarized the request from Kerr County to use the Guadalupe Basin Natural Resources Center classroom as the Polling Location for Precinct 118 during the March 2024 primary and potentially during future elections. Ms. Bushnoe noted a misstated date in the resolution and provided the correct date of March 5, 2024. Director McMahon moved to approve Resolution No. 2024-03 Approving the request from Kerr County to use GBNRC as the polling location for Precinct 118 as amended. Director Dickson seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-03 as amended was approved by a unanimous vote.

President Rector introduced Item XIII. Discussion and Appropriate Action – Review and Distribute Annual Board Training Acknowledgement. Ms. Bushnoe presented a summary of the Annual Board Training and requested the Board complete and return the training manual acknowledgement form. General discussion followed. As this was a presentation only, no action was required.

President Rector introduced Item XIV. Discussion and Appropriate Action – Review FY24 Committee Assignments. President Rector made the following committee assignments:

Executive Committee:

Bill Rector
Maggie Snow

Austin Dickson
Blake Smith

Human Resources Committee:

Blake Smith, Chair
Austin Dickson
Jeanne Stacy

Outreach and Education Committee:

Maggie Snow, Chair
Austin Dickson
Dick Eastland
Blake Smith

Watershed Stewardship Committee:

Aaron Bulkley, Chair
Diane McMahon
Bill Rector
Maggie Snow

New Initiatives Committee:

Diane McMahon, Chair
Dick Eastland
France Lovett
Bill Rector

Habitat Conservation Plan Ad Hoc Committee:

Blake Smith, Chair
Dick Eastland
Frances Lovett
Jeanne Stacy

Guadalupe-Blanco River Trust:

Diane McMahon
Maggie Snow

Aggregate Production Operation Community Advisory Council:

Diane McMahon
Frances Lovett

President Rector introduced Item XV. A. General Manager's Report. Ms. Bushnoe updated the Board on presentations and activities in which UGRA initiated or participated, investigations, staff training, meetings, Hill Country Runs on Water mural project, Plateau

Water Planning Group, Guadalupe Basin Flood Planning Group, and update from Texas Legislative Council. President Rector introduced Item XV. B. Business Manager's Report. Ms. Thompson updated the Board on Business operations, facility maintenance, and the EduScape. President Rector introduced Item XV. C. Laboratory Manager's Report. Ms. Shepherd updated the board on current laboratory operations and presented lab testing metrics. President Rector introduced Item XV. D. Natural Resources Manager's Report. Ms. Taber presented the rainfall and streamflow reports to the Board.

President Rector introduced Item XVI. Executive Session - Potential Real Estate Purchase. President Rector called the meeting into Executive Session at 4:26 pm. President Rector reconvened the regular meeting at 5:44 pm and announced that no actions were taken during executive session.

President Rector introduced Item XVII. Discussion and Appropriate Action – Action on items discussed in Executive Session, if any. General discussion followed. Director McMahon moved to defer action until the Board has responses to their remaining questions. Director Snow seconded the motion. There being no further discussion, President Rector called for a vote. Motion approved by a unanimous vote.

President Rector introduced Item XVIII. Discussion and Appropriate Action – Review and Approve FY24 Budget Amendments. Ms. Bushnoe summarized the FY24 Budget and suggested amending the Flood Warning account to reflect the contribution for UGRA's participation in the Kerr County Hazard Mitigation Action Plan update. Director Smith moved to approve Resolution No. 2024-04 Approve Amending the Fiscal Year 2024 Annual Budget by increasing Flood Warning account 63593.02 to \$5,000. Director Snow

seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-04 was approved by a unanimous vote.

There being no further business, the meeting adjourned at 5:57 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

William R. Rector, President
Board of Directors

Austin Dickson, Secretary
Board of Directors