

Minutes
March 27, 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, March 27, 2024. Bill Rector, President; Maggie Snow, Vice-President; Autin Dickson, Secretary; Blake Smith, Treasurer; 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; Steve Loudon; Judy Loudon; Gene Williams, HGCD; Monica Thibodeaux, HGCD; John Hewitt, Hewitt Engineering; and Rachel Rhoden, Schreiner University.

President Rector 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. A. Minutes of the Regular Meeting of January 24, 2024. Director Smith moved to approve the Minutes of the Regular Meeting of January 24, 2024, as presented. Director Stacy seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Regular Meeting of January 24, 2024, were approved by a unanimous vote. President Rector introduced Item VI. B. Minutes of the Special Meeting of February 21, 2024. Director Smith moved to approve the Minutes of the Special Meeting of February 21, 2024, as presented. Director McMahon seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Special Meeting of February 21, 2024, were approved by a unanimous vote. President Rector introduced Item VI. C. Financial Report for the Month ended February 29, 2024. Director McMahon moved that Item VI. C. Financial Report for the Month ended February 29, 2024, be approved as presented. Director Snow seconded the motion. There being no discussion, President Rector called for a vote. The Financial Report for the Month ended February 29, 2024, was approved by a unanimous vote.

President Rector introduced Item VII. 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 March 19, 2024.
 - Reviewed items for the Board Agenda.

B. Outreach and Education Committee:

- Director Snow provided the following committee updates:

- Will meet in April.
 - 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 648 applications have been funded for \$60,771. To date in FY24, a total of 34 applications have been funded for \$11,836.
- C. Watershed Stewardship Committee:
- In Director Bulkley absence, Ms. Bushnoe provided the following committee updates:
 - 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 198 applications have been funded for \$634,538 and treated approximately 15,607 acres. To date in FY24, three applications have been funded for \$14,240 and treated approximately 251 acres.
- D. New Initiatives Committee:
- Director McMahon provided the following committee updates:
 - Met on 3/20/24 and discussed steps taken during the due diligence period of the real estate transaction, scope of work for the engineer's assessment of drainage on Lot 902, and UGRA's applications to the Flood Infrastructure Fund.
 - Individual committee members and staff also participated in additional meetings concerning the real estate transaction.
- E. Habitat Conservation Ad Hoc Committee:
- Director Smith provided the following committee updates:
 - Met on 2/20/24, 3/20/24, 3/25/24.
 - Potential second party take participants meet with GBRA.
 - Presented a handout of the timeline of the HCP development process.
- F. Aggregate Production Operation Community Advisory Council:
- Director McMahon provided the following committee updates:
 - Met on March 13, 2024.
 - The group heard updates from producers regarding implementation of the Best Management Practices adopted by the council.

President Rector introduced Item VIII. Presentation – Living on Rainwater, Steve Louden.

President Rector introduced Mr. and Ms. Louden to present on their experience living on rainwater over the last 18 years. Mr. Louden provided an overview of his experience with

a rainwater catchment system designed and operated to meet 100% of household water needs to the Board. General discussion followed. As this was a presentation only, no action was taken.

President Rector introduced Item IX. Presentation – UGRA Internship Experience, Rachel Rhoden. Ms. Rhoden presented an overview of her internship experience with UGRA to the Board. General discussion followed. As this was a presentation only, no action was taken.

President Rector introduced Item X. Discussion and Appropriate Action – Rooftop Heating, Ventilation, and Air Conditioning Units Replacements Bid Review, Contractor Selection, and Contract Authorization. Ms. Bushnoe presented a summary of the process for soliciting bids and the bids received for the replacement of four of the existing RTUs. Ms. Bushnoe recommended K&R Heating and Cooling to be awarded the bid to replace four rooftop HVAC units. Director Smith moved to approve Resolution No. 2024-06 Approving contractor for Rooftop Heating, Ventilation, and Air Conditioning Units Replacement and authorizing General Manager to contract for the service. Director Snow seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-06 was approved by a unanimous vote.

President Rector introduced Item XI. Discussion and Appropriate Action – Review and Approve Interlocal Agreement with Kerr County Regarding Development of a Hazard Mitigation Action Plan. Ms. Bushnoe presented a summary of the Interlocal Agreement with Kerr County Regarding Development of a Hazard Mitigation Action Plan. Director

Eastland moved to approve Resolution No. 2024-07 Authorizing the approval of an Interlocal Agreement with Kerr County to fund \$5,000 toward the update to the 2023 Hazard Mitigation Action Plan. Director Snow seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-07 was approved by a unanimous vote.

President Rector introduced Item XII. Presentation – Assessment of Drainage Considerations for Lot 902 of the Landing, John Hewitt. Mr. Hewitt presented his assessment of the drainage across the property to the Board. General discussion followed with Mr. Hewitt answering questions from the Board. As this was a presentation only, no action was taken.

President Rector introduced Item XIV. Discussion and Appropriate Action – Review and Approve Drainage Easement and Zoning District Considerations for Lot 902 of the Landing. Ms. Bushnoe presented a summary of the Drainage Easement and Zoning District Considerations for Lot 902 of the Landing to the Board. Director Eastland moved to approve Resolution No.2024-08 Authorizing the exclusion of the drainage easement “leg” in the purchase of Lot 902 and authorizing the selection of the zoning district Public and Institutional for Lot 902. Director Snow seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2024-08 was approved by a unanimous vote.

President Rector introduced Item XIII. Presentation – Real Estate Transaction Due Diligence Period Update. Ms. Bushnoe presented an overview of tasks to be completed

during the due diligence period and presented a preliminary business plan for the property. General discussion followed. As this was a presentation only, no action was taken.

President Rector introduced Item XV. Discussion and Appropriate Action – Review and Approve Signatory Authority of General Manager for Real Estate Transaction. Director Smith moved to approve Resolution No. 2024-09 Approve signatory authority of UGRA General Manager for the Real Estate Transaction. Director Dickson seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2024-09 Approving the signatory authority of UGRA General Manager, Tara Bushnoe, for the real estate transaction to purchase Lot 902 and a portion of Lot 13 of the Landing was approved by a unanimous vote.

President Rector introduced Item XVI. A. General Manager’s Report. Ms. Bushnoe updated the Board on presentations and activities in which UGRA initiated or participated, investigations, staff training, meetings, Flood Infrastructure Fund application update, Plateau Water Planning Group, Guadalupe Basin Flood Planning Group, and Sunset uniformity request. President Rector introduced Item XVI. B. Business Manager’s Report. In Ms. Thompson’s absence, Ms. Bushnoe updated the Board on Business operations, facility maintenance, and the EduScape. President Rector introduced Item XVI. C. Laboratory Manager’s Report. Ms. Shepherd updated the board on current laboratory operations and presented lab testing metrics. President Rector introduced Item XVI. D. Natural Resources Manager’s Report. Ms. Taber presented the rainfall and streamflow reports and river corridor flyover video update to the Board.

There being no further business, the meeting adjourned at 5:07 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

William R. Rector, President
Board of Directors

Austin Dickson, Secretary
Board of Directors