

Minutes
November 15, 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, November 15, 2023. Diane McMahon, President; Aaron Bulkley, Vice-President; Bill Rector, Secretary; Maggie Snow, Treasurer; Austin Dickson (arrived at 3:02 pm); Dick Eastland; Blake Smith; Frances Lovett; 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; Matt Wilkinson, Travis Linscomb, Kevin Molenaar, UGRA; and China Hale, Schreiner University.

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 that 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 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. Employee Recognition – Travis Linscomb, 15 years. Ms. Taber summarized Mr. Linscomb’s history with UGRA and presented him with a certificate of recognition and token of appreciation.

President McMahon introduced Item VII. A. Minutes of the Regular Meeting of September 20, 2023. Director Smith moved to approve the Minutes of the Regular Meeting of September 20, 2023, as amended to include correction of misspelling, addition of approved tax rate value of 0.0125% per \$100, and correction of Secretary listed to sign. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. The Minutes of the Regular Meeting of September 20, 2023, as amended were approved by a unanimous vote. President McMahon introduced Item VII. B. Minutes of the Executive Committee Meeting of November 7, 2023. Director Rector moved that Item VII. B. Minutes of the Executive Committee Meeting of November 7, 2023, be approved as presented. Director Smith seconded the motion. There being no discussion, President McMahon called for a vote. The Minutes of the Executive Committee Meeting of November 7, 2023, were approved by a unanimous vote. President McMahon introduced Item VII. C. Financial Report for the Month ended September 30, 2023. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Eastland moved that Item VII. C. Financial Report for the Month ended September 30, 2023, be approved as presented. Director Dickson seconded the motion. There being no discussion, President McMahon called for a vote. The Financial Report for the Month ended September 30, 2023, was approved by a unanimous vote. President

McMahon introduced Item VII. D. Financial Report for the Month ended October 31, 2023. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Smith moved that Item VII. D. Financial Report for the Month ended October 31, 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 October 31, 2023, was approved by a unanimous vote. President McMahon introduced Item VII. E. Quarterly Investment Report for the Quarter Ended September 30, 2023. Ms. Bushnoe presented a summary of the Quarterly Investment Report to the Board. General discussion followed. Director Smith moved that Item VII. E. Quarterly Investment Report for the Quarter Ended September 30, 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 September 30, 2023, was approved by a unanimous vote. President McMahon introduced Item VII. F. Setting of 2024 Official Holidays. Ms. Bushnoe presented a summary of the proposed 2024 holiday schedule to the Board. Director Rector moved to approve Resolution No. 2023-34 Setting of 2024 Official Holidays as presented. Director Snow seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-34 was approved by a unanimous vote. President McMahon introduced Item VII. G. Setting Dates and Times of the Regular 2024 Board Meetings. Director Smith moved to approve Resolution No. 2023-35 Setting Dates and Times of the Regular 2024 Board Meetings as presented. Director Eastland seconded the motion. There being no discussion, President McMahon called for a vote. Resolution No. 2023-35 was approved by a unanimous vote.

President McMahon introduced Item VII. 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 November 7, 2023.
 - Reviewed items for the Board Agenda.
 - Discussed the following:
 - request to implement video broadcasting of UGRA board meetings.
 - request for UGRA to speak at the November 13, 2023 Economic Improvement Committee Meeting.
 - correspondence regarding proposed Habitat for Humanity Mariposa Development.
 - future presentation by Texas State PhD student on riparian analysis of the Upper Guadalupe River.

B. Human Resources Committee:

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

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
 - Did not meet since the last Board Meeting.
 - UGRA hosted “Waterwise Landscaping Conservation in Your Backyard” seminar which had 83 participants. Videos of the seminar have been produced and are on the UGRA website.
 - Natural Resources conducted 12 presentations to 342 Kerrville ISD students during the 2nd grade science day.
 - Hunt VFD was selected to receive the large rainwater catchment grant.
 - UGRA hosted the Volunteer Summer Study appreciation lunch and presentation. During summer 2023, 27 volunteers collected 330 samples at 40 locations throughout Kerr County.

- Ms. Bushnoe reported that the Rainwater Catchment Rebate Program funded 12 applications since the last Board Meeting. Since the beginning of the program in March 2011, a total of 626 applications have been funded for \$52,725. To date in FY24, a total of 12 applications have been funded for \$3,791.

D. Watershed Stewardship Committee:

- Director Bulkley provided the following committee updates:
 - Did not meet since last Board Meeting.
 - Provided end of FY23 recap of Feral Hog Management Program.

- Ms. Bushnoe reported that the Water Enhancement through Brush Management Cost Share program funded one application since the last Board Meeting. Since the beginning of the program in January 2010, a total of 196 applications have been funded for \$622,889 and treated approximately 15,610 acres. In total for FY23 there were 15 applications funded for \$57,268 across 972 acres.

E. New Initiatives Committee:

- Director Rector provided the following committee updates:
 - Met on October 2, 2023, October 11, 2023, October 17, 2023, and October 20, 2023.
 - Deferred to Executive Session.
 - Update on Peterson Health project with Welborn Engineering.
 - UGRA Directors and staff met with Senator Pete Flores on November 8, 2023.

F. Habitat Conservation Ad Hoc Committee:

- Director Smith provided the following committee updates:
 - Did not meet since the last Board Meeting.
 - Ms. Bushnoe, Director McMahon, and Director Smith attended the stakeholder meeting on September 28, 2023.
 - Letter sent to second party participants that will meet before the end of the year. UGRA will be invited.

G. Guadalupe – Blanco River Trust:

- President McMahon provided the following GBRT updates:
 - Met on October 25, 2023.
 - Pending name change of Guadalupe – Blanco River Trust to Guadalupe River Conservancy and GBRT to GBRC.
 - Austin realtors about looking for parcels in Kerr County that might be appropriate or an easement.
 - Tyler Sanderson, the Executive Director will be leaving.

H. Aggregate Production Operation Community Advisory Council:

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

President McMahon introduced Item IX. Presentation – UGRA Internship Experience, China Hale. Ms. Hale gave an overview of her summer internship experience at UGRA. As this was a presentation only, no action was taken.

President McMahon introduced Item X. Discussion and Appropriate Action – Annual Review and Approval of UGRA Administrative Policies. Ms. Bushnoe presented a summary of recommended revisions to the UGRA Administrative Policies to the Board. Director Smith moved to approve Resolution No. 2023-36 acknowledging review and acceptance of the Administrative Policies as amended and dated November 15, 2023. Director Snow seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-36 was approved by a unanimous vote.

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

President McMahon introduced Item XII. Executive Session. President McMahon called the meeting into Executive Session at 4:02 pm. President McMahon reconvened the regular meeting at 4:44 pm.

President McMahon introduced Item XIII. Discussion and Appropriate Action - Action on items discusses in Executive Session, if any. Director Smith moved to approve an increase to the General Manager’s salary of 4.93% for FY23. Director Rector seconded the motion. There being no further discussion, President McMahon called for a vote. A 4.93% increase to the General Manager’s salary was approved by a unanimous vote.

President McMahon introduced Item XIV. Discussion and Appropriate Action – Review and Approve FY24 Budget Amendments. Ms. Bushnoe presented a summary of the FY24 Budget Amendments to the Board. Director Smith moved to approve Resolution No. 2023-37 Approve Amending the Fiscal Year 2024 Annual Budget. Director Snow seconded the motion. General discussion followed. There being no further discussion, President McMahon called for a vote. Resolution No. 2023-37 was approved by a unanimous vote.

There being no further business, the meeting adjourned at 4:49 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

Diane McMahon, President
Board of Directors

Austin Dickson, Secretary
Board of Directors