

Minutes
March 26, 2025
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 3:01 pm on Wednesday, March 26, 2025. Bill Rector, President; Austin Dickson, Secretary; 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; Doug Dillow, GBRA; Don Harris, Kerr County Commissioner Precinct 4; Tom Jones, Kerr County Commissioner Precinct 3; Louis Amestoy, The Kerr County Lead; Weir Labatt, and Dugan Sabins.

Tammy Thompson 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 22, 2025. Director McMahon moved to approve the Minutes of the Regular Meeting of January 22, 2025 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 22, 2025 were approved by a unanimous vote. President Rector introduced Item VI. B. Minutes of the Workshop of February 12, 2025. Director McMahon moved that Item VI. B. Minutes of the Workshop of February 12, 2025 be approved as presented. Director Stacy seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Workshop of February 12, 2025 were approved by a unanimous vote. President Rector introduced Item VI. C. Financial Report for the Month Ended February 28, 2025. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. General discussion followed. Director Eastland moved that Item VI. C. Financial Report for the Month Ended February 28, 2025 be approved as presented. Director Dickson seconded the motion. There being no further discussion, President Rector called for a vote. The Financial Report for the Month Ended February 28, 2025 was approved by a unanimous vote.

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

A. Executive Committee:

- President Rector provided the following committee updates:
 - Met on March 18, 2025.
 - Reviewed items for the Board Agenda, approved abbreviated Financial Report format, and discussed having a workshop with HGCD to cover items of mutual interest.

B. Human Resources Committee:

- Director Stacy provided the following committee updates:
 - Did not meet since the last Board Meeting
 - Working with staff to create an updated personnel policy manual.

C. Outreach and Education Committee:

- Ms. Bushnoe provided the following committee updates:
 - Did not meet since the last Board Meeting.
- Ms. Bushnoe reported that the Rainwater Catchment Rebate Program funded three applications since the last Board Meeting. Since the beginning of the program in March 2011, a total of 695 applications have been funded for \$74,319. To date in FY25, a total of 22 applications have been funded for \$6,654.

D. Watershed Stewardship Committee:

- Ms. Bushnoe provided the following committee updates:
 - Did not meet since the last Board Meeting.
- Ms. Bushnoe reported that the water enhancement through brush management cost share program has not funded any applications for reimbursement since the last board meeting. Since the beginning of the program in January 2010, a total of 205 applications have been funded for \$655,707 and treated approximately 15,955 acres. To date in FY25 there have been 2 applications funded for a total of \$3,212 across 87 acres.

E. New Initiatives Committee:

- Director McMahon provided the following committee updates:
 - Met on March 13, 2025.
 - Reviewed proposals for Flood Warning System.

F. Guadalupe – Blanco River Trust:

- Director McMahon provided the following GBRT updates:
 - Met on February 18, 2025.
 - GBRT approved MOU with UGRA at the last meeting.
 - The first conservation easement in Kerr County is close to being finalized.

G. Aggregate Production Operation Community Advisory Council:

- Ms. Bushnoe provided the following committee updates:
 - Met on January 28, 2025.
 - Presentation from Ingram Ready Mix about their operations and compliance with best management practices developed by the council.

President Rector introduced Item VIII. Presentation – Introduction to Guadalupe-Blanco River Trust, Doug Dillow. President Rector introduced Mr. Dillow to the Board. Mr. Dillow provided an overview of the Guadalupe-Blanco River Trust, conservation easements, and the Trust’s current portfolio of conservation easements to the Board. General discussion followed. As this was a presentation only, no action was taken.

President Rector introduced Item IX. Discussion and Appropriate Action – Rooftop Heating, Ventilation, and Air Conditioning Units Replacement Bid Review, Contractor Selection, and Contract Authorization. Ms. Bushnoe presented a summary of the bids received for the replacement of four of the existing RTUs which are currently 14-15 years old. Ms. Bushnoe recommended K&R Heating and Cooling to be awarded the bid to replace four rooftop HVAC units. Director Eastland moved to approve Resolution No. 2025-04 Approving contractor for Rooftop Heating, Ventilation, and Air Conditioning Units Replacement and authorizing General Manager to contract for the service. Director McMahon seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2025-04 was approved by a unanimous vote.

President Rector introduced Item X. Discussion and Appropriate Action – Review and Approve FY25 Budget Amendment to Office Building Improvements Account. Ms. Bushnoe presented a summary of the FY25 Budget Amendment to Office Building Improvements Account. Director Stacy moved to approve Resolution No. 2025-05 Approve accepting the FY25 Budget Amendment to Office Building Improvements Account. Director Dickson seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2025-05 was approved by a unanimous vote.

President Rector introduced Item XI. Discussion and Appropriate Action – Flood Warning System Contractor Selection Update and Next Steps. Ms. Bushnoe presented an overview of the steps taken to date to select a contractor to develop the Flood Warning System and recommended setting up interviews with two of the firms to further consider their proposed approach before making a selection. General discussion followed. Direction was given to General Manager to move forward with scheduling the interviews and with scheduling a special meeting in April to select the contractor.

President Rector introduced Item XII. Discussion and Appropriate Action – Review and Approve Format for Potential Response to Texas Water Development Board Regarding UGRA’s Abridged Application to the Flood Infrastructure Fund Program. Ms. Bushnoe presented the Board with an update on UGRA’s Application to the Flood Infrastructure Fund Program for the evaluation and cost-effectiveness analysis of UGRA’s existing water and sediment control basins which is in the flood management evaluation (FME) category. General discussion followed. Direction given to General Manager that the decision whether to submit a full application for the FME, if invited, be delegated to the New Initiatives Committee.

President Rector introduced Item XIII. Discussion and Appropriate Action – Review and Approve Revised Water Resources Preservation Grant Program Award. Ms. Bushnoe presented a summary of the Revised Water Preservation Grant Program Award to the Board and recommended amending the award language to provide clarity based on legal counsel’s recommendation. General discussion followed. Director McMahon moved to approve Resolution No. 2025-26 Approve authorizing revised Water Resources

Preservation Grant Program award in an amount not to exceed \$150,000 for the practices described in Attachment A. Director Eastland seconded the motion. There being no further discussion, President Rector called for a vote. Resolution No. 2025-26 was approved by a unanimous vote.

President Rector introduced Item XIV. 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, Guadalupe Basin Flood Planning Group, Special District Local Laws Code update, and Planning for brush management field trip. President Rector introduced Item XIV. B. Business Manager’s Report. Ms. Thompson updated the Board on Business operations, facility maintenance, and the EduScape. President Rector introduced Item XIV. C. Laboratory Manager’s Report. Ms. Shepherd updated the board on current laboratory operations and presented lab testing metrics. President Rector introduced Item XIV. 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 4:50 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

William R. Rector, President
Board of Directors

Austin Dickson, Secretary
Board of Directors