

Minutes
May 28, 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 3:04 pm on Wednesday, May 28, 2025. Bill Rector, President; Maggie Snow, Vice-President; Austin Dickson, Secretary; Dick Eastland, Treasurer; Aaron Bulkley; Frances Lovett; Diane McMahon; and Blake Smith 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; Judge Rob Kelly, Kerr County; Tom Jones, Kerr County Commissioner Precinct 3; Reagan Boles, Ben Brautigam, Priscilla Chapa, Travis Linscomb, and Kevin Molenaar, UGRA; Jonathan Letz, Weir Labatt, Laura Labatt, and Aimée Labatt Madden.

Judge Kelly 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. Recognition of Retiring Members of the UGRA Board of Directors Aaron Bulkley and Frances Lovett. President Rector presented Director Bulkley and Director Lovett with a framed photograph of the Guadalupe River and acknowledged their years of service to UGRA and our community.

President Rector introduced Item VII. Administration of Oath of Office for New Appointees to the UGRA Board of Directors. Judge Rob Kelly swore in new Directors, Jonathan Letz and Weir Labatt and they joined the Board in place of Director Bulkley and Director Lovett for the remainder of the meeting.

President Rector introduced Item VIII. Employee Recognition – Priscilla Chapa, 5 years. Ms. Bushnoe presented a summary of Ms. Chapa’s history with UGRA. Ms. Thompson and Ms. Shephard presented Ms. Chapa with a certificate of recognition and a token of appreciation.

President Rector introduced Item IX. A. Minutes of the Regular Meeting of March 26, 2025. Ms. Bushnoe noted a correction to page 1 of the minutes to change Bill Rector’s title from Vice-President to President. Director Eastland moved to approve the Minutes of the Regular Meeting of March 26, 2025 as amended. Director McMahon seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Regular Meeting of March 26, 2025 were approved by a unanimous vote. President Rector introduced Item IX. B. Minutes of the Special Meeting of April 17, 2025. Director Smith moved to approve the Minutes of the Special Meeting of April 17, 2025 as presented.

Director Snow seconded the motion. There being no discussion, President Rector called for a vote. The Minutes of the Special Meeting of April 17, 2025 were approved by a unanimous vote. President Rector introduced Item IX. C. Financial Report for the Month ended April 30, 2025. Ms. Bushnoe presented a summary of the financial report and highlighted various revenue and expense accounts. Director Dickson moved that Item IX. C. Financial Report for the Month ended April 30, 2025 be approved as presented. Director McMahon seconded the motion. There being no discussion, President Rector called for a vote. The Financial Report for the Month ended April 30, 2025 was approved by a unanimous vote. President Rector introduced Item IX. D. Quarterly Investment Report for the Quarter Ended March 31, 2025. Director Dickson presented a summary of the Quarterly Investment Report to the Board. General discussion followed. Director Eastland moved that Item IX. D. Quarterly Investment Report for the Quarter Ended March 31, 2025 be approved as presented. Director Letz seconded the motion. There being no further discussion, President Rector called for a vote. The Quarterly Investment Report for the Quarter Ended March 31, 2025 was approved by a unanimous vote.

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

A. Executive Committee:

- President Rector provided the following committee updates:
 - Field trip to Kerrville Wildlife Management Area on April 17, 2025, to evaluate brush management techniques.
 - Met on May 20, 2025.
 - Reviewed items for the Board Agenda, financial report, and Kerr County Land and Water Resources scope of work.

B. Human Resources Committee:

- Director Smith provided the following committee updates:

- Met by e-mail to approve evaluation tool for General Manager's evaluation.

C. Outreach and Education Committee:

- Director Snow provided the following committee updates:
 - Staff have given many presentations throughout the community.
 - River Clean Up planning is underway and T-shirt contest winners have been announced.
- 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 707 applications have been funded for \$78,902. To date in FY25, a total of 35 applications have been funded for \$11,238.

D. Watershed Stewardship Committee:

- Ms. Taber provided the following committee updates:
 - Presentation of Feral Hog Management Program quarterly update.
- 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 206 applications have been funded for \$662,757 and treated approximately 16,043 acres. To date in FY25, three applications have been funded for \$11,677 and treated approximately 176 acres.

E. New Initiatives Committee:

- Director McMahon provided the following committee updates:
 - Met on April 8, 2025 and April 9, 2025.
 - Discussed Flood Warning System contractor selection recommendation.

F. Habitat Conservation Plan Ad Hoc Committee:

- Director Smith provided the following committee updates:
 - City and County have signed memorandum of understanding with GBRA. GBRA continues to negotiate with other potential second party take participants
 - Still investigating role for UGRA to support Kerr County stakeholders involved in the Habitat Conservation Plan.

G. Guadalupe – Blanco River Trust:

- Director McMahon provided the following GBRT updates:
 - Met on May 20, 2025 and discussed routine business and conservation easements in process.
 - Rebranding continues, by the end of August GBRT will become Guadalupe River Conservancy.

H. Aggregate Production Operation Community Advisory Council:

- Director McMahon provided the following committee updates:
 - Met on May 6, 2025
 - Mark Friesenhahn gave a presentation on Texas Water Planning.
 - Kerr County Best Management Practices are being used as an example by other communities.

President Rector introduced Item XI. Discussion and Appropriate Action – Review and Approve FY25 Budget Amendments. Ms. Bushnoe presented a summary of the FY25 budget amendments to the Board. Director McMahon moved to approve Resolution No. 2025-09 Approve the FY25 annual budget amendments as presented in Attachment A. Director Dickson seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2025-09 was approved by a unanimous vote.

President Rector introduced Item XII. Discussion and Appropriate Action – Review and Adopt the FEMA Approved Kerr County Hazard Mitigation Action Plan. Ms. Bushnoe presented a summary of the FEMA Approved Kerr County Hazard Mitigation Action Plan to the Board. Director Smith moved to approve Resolution No. 2025-10 Approve adopting the FEMA approved Kerr County Hazard Mitigation Action Plan. Director Snow seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2025-10 was approved by a unanimous vote.

President Rector introduced Item XIII. Discussion and Appropriate Action – Review and Approve Interlocal Agreement with Kerr County Regarding Guadalupe River Crossing Patrols. Ms. Bushnoe presented an overview of the Interlocal Agreement with Kerr County for Guadalupe River Crossing Patrols. Director Labatt moved to approve Resolution No.

2025-11 Approve authorizing an Interlocal Agreement with Kerr County Commissioners' Court for Guadalupe River Crossing Patrols in FY25. Director Eastland seconded the motion. There being no discussion, President Rector called for a vote. Resolution No. 2025-11 was approved by a unanimous vote.

President Rector introduced Item XIV. Discussion and Appropriate Action – Review and Approve UGRA Employee Handbook. Ms. Bushnoe presented an overview of the revised UGRA Employee Handbook. Director Smith moved to approve Resolution No. 2025-12 Approve UGRA's Employee Handbook dated May 28, 2025. Director Eastland seconded the motion. General discussion followed. There being no further discussion, President Rector called for a vote. Resolution No. 2025-12 was approved by a unanimous vote.

President Rector introduced Item XV. Discussion and Appropriate Action – Appointment of Officer Nominating Committee for FY26 Officers. President Rector appointed Director Smith and Director McMahon to the Nominating Committee for FY26 Officers.

President Rector introduced Item XVI. Discussion and Appropriate Action – Update on UGRA Property Acquisition and Review of Details for Announcement. Ms. Bushnoe presented an update on the UGRA Property Acquisition and summarized details to be included in the announcement with the Board. General discussion followed. Direction given to General Manager to continue working on a public announcement.

President Rector introduced Item XVII. Presentation – Strategic Plan Status Update. Ms. Bushnoe presented the Strategic Plan Status Update to the Board. General discussion followed. As this was a presentation only, no action was taken.

President Rector introduced Item XVIII. 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, Kerr County Land and Water Resources Plan, voluntary water conservation notice, summer budget development committee meetings, and Hill Country Camp permit renewal. President Rector introduced Item XVIII. B. Business Manager’s Report. Ms. Thompson updated the Board on Business operations, facility maintenance, and the EduScape. President Rector introduced Item XVIII. C. Laboratory Manager’s Report. Ms. Shepherd updated the board on current laboratory operations and presented lab testing metrics. President Rector introduced Item XVIII. 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 5:06 pm.

UPPER GUADALUPE RIVER AUTHORITY

ATTEST:

William R. Rector, President
Board of Directors

Austin Dickson, Secretary
Board of Directors