



LOWER BRUSHY CREEK WCID
Special called meeting of the Board of Directors
On Monday, August 10, 2020 at 7:00 pm

Ed Komandosky, President
Monica Masters, Secretary **Mike Schneider, Investment Officer**
Scott Ging, Treasurer **Allen David, Director**

Notice is hereby given for a special called meeting of the Board of Directors of the Lower Brushy Creek WCID to be held on **Monday, August 10, 2020 at 7:00 pm** via **Zoom** for the purpose of considering the following agenda items. The Board of Directors will meet, consider, deliberate and may take action on all agenda items.

To view, listen and/or participate in the meeting, you may log in at:
<https://us02web.zoom.us/j/83788916755?pwd=cjMzV24zeDEvTk5xWmxEMWlxSjFzZz09>

Meeting ID: 837 8891 6755

Passcode: 258254

To listen and/or participate in the meeting, you may also dial in at either of the following numbers:

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 837 8891 6755

Passcode: 258254

Citizens Communications:

- Members of the public that desire to provide public comment may do so via ZOOM during the Public Hearing portion of the meeting (Agenda Item 2).
- Members of the public will be muted during all other portions of the meeting.

Board Packet

- | | | |
|----|--|---------|
| 1. | Agenda | 2 pages |
| 2. | General Manager's Budget Memorandum | 2 pages |
| 3. | Proposed Budget for FY 21 | 3 pages |
| 4. | Ordinance #2020-01 - An Order Levying Texas for the Maintenance and Operation of the Lower Brushy Creek WCID | 1 page |



LOWER BRUSHY CREEK WCID
Special called meeting of the Board of Directors
On Monday, August 10, 2020 at 7:00 pm

AUG 03 2020

Jancy E. Koster

Ed Komandosky, President Williamson Co., TX

Monica Masters, Secretary

Mike Schneider, Investment Officer 2:13 PM

Scott Ging, Treasurer

Allen David, Director

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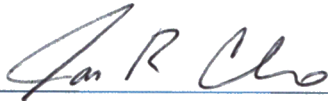
AGENDA

1. Welcome, Call to Order, and determination of a Quorum;
2. Public Hearing on Proposed Budget and Tax Rate *(limited to 3 minutes each)*;
3. Consideration and possible action approve the first reading of the Proposed Budget for FY 21;
4. Consideration and possible action to approve *Ordinance #2020-01 – An Order Levying Taxes for the Maintenance and Operation of the Lower Brushy Creek Water Control & Improvement District*;
5. Director's Comments; and
6. Adjournment.

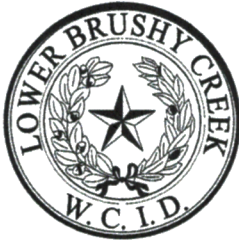
"The Lower Brushy Creek Water Control & Improvement District Board of Directors reserves the right to adjourn into executive session at any time during the meeting to discuss any of the matters listed above, as authorized by Texas Local Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations regarding Real Property), 551.073 (Deliberations regarding Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices), and 551.087 (Deliberations regarding Economic Development Negotiations)."

CERTIFICATION

I certify that a copy of the August 10, 2020 agenda of items to be considered by the Board of Directors of the Lower Brushy Creek WCID was posted before 5:00 pm on August 3, 2020.



James R. Clarno, P.E.
General Manager

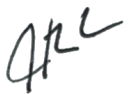


LOWER BRUSHY CREEK WCID

c/o USDA – Natural Resources Conservation Service
505 West University Avenue, Suite C
Georgetown, Texas 78626

MEMORANDUM

TO: Board of Directors

FROM: Jim Clarno 

DATE: August 3, 2020

SUBJECT: Proposed WCID Budget for FY 21 and Tax Rate for the Tax Year 2020

Attached please find the Proposed WCID Budget for FY 21.

Overall income is projected to be \$2,677,700 which is \$597,754 or 18.25% less than last years approved budget, The total income for FY 21 includes:

- \$462,000 in anticipated tax income which is \$25,545 more than last year mostly due to new construction within the WCID.
- \$2,213,900 in grants from the Texas State Soil and Water Conservation Board.
- \$1,800 in interest income.

Overall expenses are projected to be \$2,620,615 which is \$623,135 or 19.21% less than last years approved budget. The total expenses for FY 21 include:

- Administrative cost increase of \$6,550. Changes reflect payment during the current year of previously approved but unpaid salary, an increase in communications expenses to provide for better transparency, a new line item to provide for maintenance of USGS water level/rainfall gauges that may be installed at 4 sites and the deletion of any election related expenses during 2021.
- Dam maintenance costs remains a high priority and there is a \$6,300 increase in the budget.
- Dam repairs are reduced by \$405,500 to reflect the current engineers estimates of the construction costs of these projects.
- Dam rehabilitation is reduced by \$210,000 to reflect a delay in the start of construction of the upgrade to Site 18.
- Continued emphasis of the WCID's priorities of thorough annual inspection, the completion of breach maps and development of *Emergency Action Plans* for all dams.

Memo to Board of Directors

August 3, 2020

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It is my recommendation that the Board review and consider approval of the Proposed WCID Budget for FY 21 as submitted.

It would also be my recommendation that the Board approve a 2-cent tax rate for Tax Year 2020. This is needed to provide the required local match for the several grants from the Texas State Soil and Water Conservation Board and to provide funds to meet the WCID priorities and basic administrative costs required to manage the WCID.

**LOWER BRUSHY CREEK WCID
PROPOSED FY 21 BUDGET
As of July 27, 2020**

BUDGET SUMMARY	FY 19 Budget (Approved)	FY 20 Budget (Approved)	FY 21 Budget (Proposed)
<u>INCOME</u>			
Property Tax Income	\$0.00	\$439,454.39	\$462,000.00
TSSWCB ¹ Maintenance Grants	\$157,500.00	\$220,500.00	\$226,800.00
TSSWCB ¹ Repair Grants	\$0.00	\$1,575,000.00	\$1,169,500.00
TSSWCB ¹ Rehabilitation Grants	\$1,000,000.00	\$1,040,000.00	\$817,600.00
Other Income	\$45,000.00	\$500.00	\$1,800.00
TOTAL INCOME	\$1,202,500.00	\$3,275,454.39	\$2,677,700.00
<u>EXPENSES</u>			
Administrative	\$67,000.00	\$167,750.00	\$174,300.00
Dam Maintenance	\$165,000.00	\$251,000.00	\$264,000.00
Dam Repairs	\$0.00	\$1,650,000.00	\$1,172,315.00
Dam Rehabilitation	\$1,000,000.00	\$1,040,000.00	\$830,000.00
Other Projects	\$0.00	\$135,000.00	\$180,000.00
TOTAL EXPENSES	\$1,232,000.00	\$3,243,750.00	\$2,620,615.00

Notes:

1. TSSWCB is the Texas State Soil and Water Conservation Board
2. WCID Board approval is required if any line items exceeds 10% of budgeted amount or exceed budgeted amount by \$10,000

LOWER BRUSHY CREEK WCID
PROPOSED FY 21 BUDGET
As of July 27, 2020

ADMINISTRATIVE INCOME AND EXPENSES	FY 19 Budget (Approved)	FY 20 Budget (Approved)	FY 21 Budget (Proposed)
<u>ADMINISTRATIVE INCOME</u>			
Proprty Tax Income	\$0.00	\$439,454.39	\$462,000.00
Other Income			
Williamson County	\$45,000.00	\$0.00	\$0.00
Permits, fees and interest	\$0.00	\$500.00	\$1,800.00
Total Other Income	\$45,000.00	\$500.00	\$1,800.00
TOTAL ADMINISTRATIVE INCOME	\$45,000.00	\$439,954.39	\$463,800.00
<u>ADMINISTRATIVE EXPENSES</u>			
Administrative Expenses			
General Manager (incl accounts payable)	\$18,000.00	\$61,000.00	\$36,000.00
District Clerk	\$0.00	\$12,000.00	\$15,000.00
Directors Fees (12 regular + 3 special meetings)	\$3,000.00	\$7,500.00	\$7,500.00
Professional Services - Accounting	\$3,000.00	\$4,000.00	\$4,800.00
Professional Services - Auditing (regular + federal grants)	\$12,000.00	\$13,500.00	\$14,000.00
Professional Services - Communciations	\$0.00	\$12,000.00	\$20,000.00
Professional Services - Engineering/Surveying	\$3,000.00	\$2,000.00	\$2,000.00
Professional Services - Legal	\$6,000.00	\$10,000.00	\$10,000.00
Prosessional Services - USGS guage maintenance	\$0.00	\$0.00	\$34,000.00
Advertising/Legal Notices	\$1,000.00	\$1,000.00	\$2,000.00
Bonds/Insurance	\$1,500.00	\$1,500.00	\$1,800.00
Dues/Subscriptions/Prof Development	\$1,500.00	\$2,500.00	\$2,500.00
Meals/Entertainment	\$300.00	\$500.00	\$500.00
Office Supplies	\$250.00	\$600.00	\$800.00
Postage/Delivery Charges	\$100.00	\$300.00	\$400.00
Travel/Mileage	\$300.00	\$3,500.00	\$3,500.00
Website	\$2,000.00	\$1,600.00	\$2,400.00
Williamson Central Appraisal District	\$0.00	\$3,800.00	\$4,000.00
Williamson County - Election Office	\$12,000.00	\$18,000.00	\$0.00
Williamson County - Tax Collector/Assessor	\$0.00	\$4,200.00	\$4,800.00
Misc. (5% contingency)	\$3,050.00	\$8,250.00	\$8,300.00
TOTAL ADMINISTRATIVE EXPENSES	\$67,000.00	\$167,750.00	\$174,300.00

LOWER BRUSHY CREEK WCID
PROPOSED FY 21 BUDGET
As of July 27, 2020

GRANT INCOME AND PROJECT EXPENSES	FY 19 Budget (Approved)	FY 20 Budget (Approved)	FY 21 Budget (Proposed)
<u>GRANT INCOME</u>			
TSSWCB¹ Maintenance Grants			
Annual Maintenance (90% state/10% local)	\$0.00	\$60,000.00	\$81,000.00
Annual Maintenance (5% admin fee)	\$0.00	\$3,000.00	\$4,050.00
Deferred Maintenance (90% state/10% local)	\$157,500.00	\$150,000.00	\$135,000.00
Deferred Maintenance (5% admin fee)	\$0.00	\$7,500.00	\$6,750.00
Total TSSWCB Maintenance Grants	\$157,500.00	\$220,500.00	\$226,800.00
TSSWCB¹ Repair Grants			
Site 12 & 22 - construction ² (95% state/5% local)	\$0.00	\$1,500,000.00	\$1,119,100.00
Site 12 & 22 - project management/land rights	\$0.00	\$75,000.00	\$50,400.00
Total TSSWCB Repair Grants	\$0.00	\$1,575,000.00	\$1,169,500.00
TSSWCB¹ Rehabilitation Grants			
Site 20 - rehabilitation (100% federal and state/0% local)	\$1,000,000.00	\$1,000,000.00	\$200,000.00
Site 20 - project management/land rights (100% grants/0% local)	\$0.00	\$40,000.00	\$10,000.00
Site 18 - Upgrade to High Hazard ³ (98% state/2% local)			\$588,000.00
Site 18 - project management/land rights (98% state/2% local)			\$19,600.00
Total TSSWCB Rehabilitation Grants	\$1,000,000.00	\$1,040,000.00	\$817,600.00
TOTAL GRANT INCOME	\$1,157,500.00	\$2,835,500.00	\$2,213,900.00
<u>PROJECT EXPENSES</u>			
Dam Maintenance			
Annual maintenance (incl 10% match)	\$0.00	\$66,000.00	\$90,000.00
Deferred maintenance (incl 10% match)	\$165,000.00	\$165,000.00	\$150,000.00
Gates, entrances, locks and signage	\$0.00	\$20,000.00	\$24,000.00
Total Dam Maintenance	\$165,000.00	\$251,000.00	\$264,000.00
Dam Repairs			
Site 12 & 22 - construction ² (incl 5% local match)	\$0.00	\$1,575,000.00	\$1,121,915.00
Site 12 & 22 - project management/legal/land rights	\$0.00	\$75,000.00	\$50,400.00
Total Dam Repairs	\$0.00	\$1,650,000.00	\$1,172,315.00
Dam Rehabilitation			
Site 20 - rehabilitation (incl 0% match)	\$1,000,000.00	\$1,000,000.00	\$200,000.00
Site 20 - project management/legal/land rights (incl 0% match)	\$0.00	\$40,000.00	\$10,000.00
Site 18 - upgrade to high hazard stds ^{3,4} (incl 2% match)			\$600,000.00
Site 20 - project management/legal/land rights (incl 2% match)			\$20,000.00
Total Dam Rehabilitation	\$1,000,000.00	\$1,040,000.00	\$830,000.00
Other Projects			
Inspection of all dams	\$0.00	\$45,000.00	\$40,000.00
Breach maps for 8 dams in Turkey Creek basin	\$0.00	\$90,000.00	\$0.00
Breach maps for 4-5 additional dams in Brushy Creek basin			\$50,000.00
Emergency Action Plans / updates for Turkey Creek basin sites			\$40,000.00
Special surveys update actual elevations			\$50,000.00
Total Other Projects	\$0.00	\$135,000.00	\$180,000.00
TOTAL PROJECT EXPENSES	\$1,165,000.00	\$3,076,000.00	\$2,446,315.00

Notes:

1. TSSWCB is the Texas State Soil and Water Conservation Board
2. Construction assumed to take 6-8 months and be started and be completed within FY 21
3. Construction assumed to take 18-24 months and be started in 3rd quarter of FY 21
4. Preliminary construction cost estimate is \$5 million

**ORDINANCE #2020-01
ORDER**

**AN ORDER LEVYING TAXES FOR THE MAINTENANCE AND OPERATION
OF THE LOWER BRUSHY CREEK WATER CONTROL & IMPROVEMENT
DISTRICT.**

BE IT ORDERED BY THE BOARD OF THE LOWER BRUSHY CREEK WATER
CONTROL & IMPROVEMENT DISTRICT:

I.

That there is hereby levied and there shall be collected for the maintenance and operation of the LOWER BRUSHY CREEK WATER CONTROL & IMPROVEMENT DISTRICT, for the Tax Year 2020, upon all property within the corporate limits of said District subject to taxation, real, personal and mixed, a tax of two cents (\$0.02) on each One Hundred Dollars (\$100.00) valuation of property.

II.

The Board hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Order was adopted was posted and that such meeting was open to the public as required by law at all time during which this Order and the subject matter hereof was discussed, considered, and formally acted upon as required by the Open Meetings Act, Chapter 551, Texas Local Government Code, as amended.

READ and APPROVED on this the 24th day of August 2020.

By: _____

Edmond S. Komandosky
Board President

ATTEST:

By: _____

Monica P. Masters
Board Secretary