

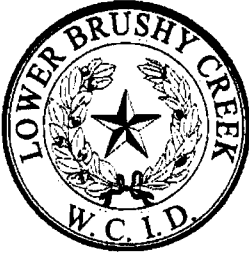
**LOWER BRUSHY CREEK WCID**  
**Regular Called Meeting of the Board of Directors**  
**On Monday February 21, 2022 at 7:30am**

**Edmond S Komandosky, President**  
**Scott Ging, Vice President**                      **Monica Masters, Secretary**  
**Mike Schneider, Treasurer**                      **Allen R David, Director**

Notice is hereby given for a regular called meeting of the Board of Directors of the Lower Brushy Creek WCID to be held on **Monday February 21, 2022 at 7:30 am** at the Greater Taylor Chamber of Commerce, 1519 North Main Street, Taylor, Texas 76574 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.

**BOARD PACKET**

- Agenda 2 pages
  
- Consider approval of meeting minutes  
*Regular called meeting minutes of January 17, 2022* 1 page
  
- Consider approval of financial *Account Register for January 2022* 1 page
  
- Consideration and possible action: **FY 22 Budget Amendment #1** 4 pages



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**AGENDA**

1. Welcome, Call to Order, and determination of a Quorum;
2. Citizens Communications - *an opportunity for the public to address the Board on agenda items or concerns not on the agenda (limited to 3 minutes each);*
3. Consider approval of *Regular called Meeting Minutes of January 17, 2022.*
4. Consider approval of *Account Register for January 2022,*
5. Consideration and possible action regarding the May 7, 2022 General Election for three members of the Board of Directors for the District:
  - a. Approve an *Order of Cancellation* as provided in the Texas Election Code or
  - b. Approve a date, time and location of drawing for ballot position for said election as provided in the Texas Election Code.
6. Consideration and possible action to enter into a *Joint Election Agreement and Contract for Election Services* with the Williamson County Elections Department for the May 7<sup>th</sup> General Election;
7. Consideration and possible action regarding FY 22 Budget Amendment #1;
8. Consideration and discussion of the following guidelines:
  - a. *Homeland Security Requirements*
  - b. *Easement Modification Policy*
9. Consideration and discussion of the General Manager's report and update;
10. Director's Comments; and
11. 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 February 21, 2022 agenda of items to be considered by the Board of Directors of the Lower Brushy Creek WCID was posted on February 15, 2022.

*Sue Lilly*

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Sue Lilly, Board Clerk

**Minutes of the January 17, 2022  
Meeting of the Board of Directors of the Lower Brushy Creek WCID**

President Ed Komandosky called the Regular Meeting of the Board of Directors of the Lower Brushy Creek WCID to order at 7:34am on Monday January 17, 2022 and announced that a quorum was present. Board members present included Treasurer Michael Schneider, Secretary Monica Masters, Vice President Scott Ging and Director Allen David. Others present included, General Manager Jim Clarno, PR Representative Richard Stone, District Clerk Sue Lilly, and Landowners Jim Smith and Lane Holman.

There were no citizen's communication.

General Manager, Jim Clarno, presented for consideration and approval the December 13, 2021 regular called meeting minutes. A motion was made by Vice President Scott Ging to approve the meeting minutes as presented. The motion was seconded by Treasurer Mike Schneider and approved by a vote of 5-0.

Clarno presented for consideration and approval the following Financial Reports: Checking account Register for December 2021, Financial Report for the First Quarter of FY 22 and the Investment Report for the First Quarter of FY 22. A motion was made by Secretary Monica Masters to approve the financial reports as presented. The motion was seconded by Director Allen David and approved by a vote of 5-0.

Lane Owner, Jim Smith, presented information about the maintenance at Site 24. No action was taken.

Clarno, presented for consideration and possible action to approve Task Order 3 to TerraSol, LLC for herbicide and fertilizer application, reseeding and related services. A motion was made by Secretary Masters to approve the Task Order 3 as presented. The motion was seconded by Vice President Ging and approved by a vote of 5-0.

Clarno, presented for consideration, discussion, and possible action to approve updates to the following guidelines: Operation and Maintenance Guidelines and Director Election and Appointment Guidelines. A motion was made by Treasurer Schneider to approve the updates to the guidelines as presented. The motion was seconded by Director David and approved by a vote of 5-0.

Clarno, presented for consideration and possible action to approve a Resolution of the Lower Brushy Creek Water Control & Improvement District Calling an Election for Directors. A motion was made by Secretary Masters to approve the Resolution of the Lower Brushy Creek Water Control & Improvement District Calling an Election for Directors as presented. The motion was seconded by Treasurer Schneider and approved by a vote of 5-0.

Clarno presented the General Manager's Report and updates.

There were no other director's comments

There being no further business, the meeting was adjourned without objection at 9:31 am.

Respectfully submitted:

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Monica P Masters  
Secretary

LOWER BRUSHY CREEK WCID  
 FY 22 Account Register  
 For the period ending January 31, 2022

<b>Balance as of January 1, 2022</b>			
TexPool Acct (General Fund)		\$593,200.51	
TexPool Acct (Rainy Day Fund)		\$100,023.19	
City National Bank		\$15,086.59	
		<u>                    </u>	<b>\$708,310.29</b>

**Total Funds Available**

<b>Income</b>			
01/12/22	TSSWCB	\$941,802.67	
various	TexPool (General Fund)	\$128,430.69	
12/31/21	TexPool (General Fund)	\$21.20	
12/31/21	TexPool (Rainy Day Fund)	\$3.18	
		<u>                    </u>	<b>\$1,070,257.74</b>

**Total Income**

<b>Expenses</b>			
01/12/22	1836 Heritage Office Suites	\$849.00	
01/12/22	1838 Clark L Jackson	\$350.00	
01/12/22	1839 Greater Taylor Chamber of Commerce Invoice 1997486	\$250.00	
01/14/22	1837 Williamcon Central Appraisal District Invoice 2022-050	\$766.50	
01/24/22	Debit Card	\$94.46	
01/28/22	1849 Southern Infrastructure Group LLC	\$930,658.04	
		<u>                    </u>	<b>\$932,968.00</b>

**Total Expenses**

<b>Balance as of 01/31/22</b>			
TexPool Acct (General Fund)		\$721,652.40	
TexPool Acct (Rainy Day Fund)		\$100,026.37	
City National Bank Acct		\$23,921.26	
		<u>                    </u>	<b>\$845,600.03</b>

**Total Funds Available**

**Prepared 02/14/2022**

**LOWER BRUSHY CREEK WCID**  
**FY 22 - Budget Amendment #1**  
**February 21, 2022**

BUDGET SUMMARY	FY 21 Budget (Approved)	FY 22 Budget (Approved)	Proposed Revisions	FY 22 Budget (as revised)
<b><u>INCOME</u></b>				
Property Tax Income	\$462,000.00	\$570,000.00		\$570,000.00
TSSWCB <sup>1</sup> Maintenance Grants	\$226,800.00	\$226,800.00	-\$205,800.00	\$21,000.00
TSSWCB <sup>1</sup> Repair Grants	\$1,169,500.00	\$208,477.50	\$0.00	\$208,477.50
TSSWCB <sup>1</sup> Rehabilitation/Upgrade Grants	\$817,600.00	\$3,815,532.00	\$0.00	\$3,815,532.00
Other Income	\$1,800.00	\$600.00	\$0.00	\$600.00
<b>TOTAL INCOME</b>	<b>\$2,677,700.00</b>	<b>\$4,821,409.50</b>	<b>-\$205,800.00</b>	<b>\$4,615,609.50</b>
<b><u>EXPENSES</u></b>				
Administrative / Engineering	\$354,300.00	\$443,900.00	\$0.00	\$443,900.00
Dam Maintenance	\$264,000.00	\$370,000.00	-\$120,000.00	\$250,000.00
Dam Repairs	\$1,172,315.00	\$214,000.00	\$0.00	\$214,000.00
Dam Rehabilitation/Upgrade	\$830,000.00	\$3,790,000.00	\$0.00	\$3,790,000.00
<b>TOTAL EXPENSES</b>	<b>\$2,620,615.00</b>	<b>\$4,817,900.00</b>	<b>-\$120,000.00</b>	<b>\$4,697,900.00</b>
Directors Fees (12 regular + 3 special meetings)	<b>\$57,085.00</b>	<b>\$3,509.50</b>	<b>-\$85,800.00</b>	<b>-\$82,290.50</b>

**GENERAL NOTES REGARDING THE PROPOSED FY 22 BUDGET**

**Income**

- Property tax rate is decreased from 2 cents to 1.9139 cents per \$100 A V
- Maintenance grants from TSSWCB will be significantly reduced
- Repair and rehabilitation grants from TSSWCB have been approved

**Expenses**

- Administrative/engineering expenses
  - do not include any new full time or part time employees
  - do include completion of Emergency Action Plans for all 23 dams
  - Professional Services - USGS gauge installation & maint
- Dam maintenance expenses reflect the WCID's emphasis to reduce defered maintenance
- Dam repairs and rehabilitation expneses reflect existing construction contracts

**Notes:**

1. TSSWCB is the Texas State Soil and Water Conservation Board

**LOWER BRUSHY CREEK WCID**  
**FY 22 - Budget Amendment #1**  
**February 21, 2022**

ADMINISTRATIVE INCOME AND EXPENSES	FY 21 Budget (Approved)	FY 22 Budget (Approved)	Proposed Revisions	FY 22 Budget (as revised)
<b><u>ADMINISTRATIVE INCOME</u></b>				
Property Tax Income	\$462,000.00			\$0.00
Other Income				
Williamson County	\$0.00	\$0.00		\$0.00
Permits, fees and interest	\$1,800.00	\$600.00		\$600.00
Total Other Income	\$1,800.00	\$600.00	\$0.00	\$600.00
<b>TOTAL ADMINISTRATIVE INCOME</b>	<b>\$463,800.00</b>	<b>\$600.00</b>	<b>\$0.00</b>	<b>\$600.00</b>
<b><u>ADMINISTRATIVE EXPENSES</u></b>				
<b>Administrative Expenses</b>				
General Manager (incl accounts payable)	\$36,000.00	\$72,000.00		\$72,000.00
District Clerk	\$15,000.00	\$15,000.00		\$15,000.00
Directors Fees (12 regular + 3 special meetings)	\$7,500.00	\$7,500.00		\$7,500.00
Professional Services - Accounting	\$4,800.00	\$4,800.00		\$4,800.00
Professional Services - Auditing	\$14,000.00	\$15,500.00		\$15,500.00
Professional Services - Communciations	\$18,000.00	\$18,000.00		\$18,000.00
Professional Services - Engineering/Surveying				
General	\$2,000.00	\$0.00		\$0.00
Maintenance grants from TSSWCB will be significantly	\$40,000.00	\$30,000.00		\$30,000.00
Breach maps for Emergency Action Plans	\$50,000.00	\$75,000.00		\$75,000.00
Emergency Action Plan updates	\$40,000.00	\$30,000.00		\$30,000.00
Other	\$50,000.00	\$40,000.00		\$40,000.00
Total Engineering/Surveying	\$182,000.00	\$175,000.00		\$175,000.00
Professional Services - Legal	\$10,000.00	\$12,000.00		\$12,000.00
Professional Services - USGS guage installation & maint	\$25,500.00	\$40,000.00		\$40,000.00
Advertising/Legal Notices	\$4,000.00	\$6,000.00		\$6,000.00
Bonds/Insurance	\$1,800.00	\$2,000.00		\$2,000.00
Dues/Subscriptions/Prof Development	\$2,500.00	\$2,500.00		\$2,500.00
Meals/Entertainment	\$500.00	\$500.00		\$500.00
Office - Rental/deposits	\$6,500.00	\$10,000.00		\$10,000.00
Office - Furniture/equipment	\$2,000.00	\$1,000.00		\$1,000.00
Office - Supplies	\$800.00	\$2,500.00		\$2,500.00
Postage/PO Box/Delevery Charges	\$400.00	\$600.00		\$600.00
Travel/Mileage	\$3,500.00	\$6,400.00		\$6,400.00
Website	\$2,400.00	\$2,400.00		\$2,400.00
Williamson Central Appraisal District	\$4,000.00	\$4,000.00		\$4,000.00
Williamson County - Election Office	\$0.00	\$20,000.00		\$20,000.00
Williamson County - Tax Collector/Assessor	\$4,800.00	\$5,200.00		\$5,200.00
Misc. (5% contingency)	\$8,300.00	\$21,000.00		\$21,000.00
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$354,300.00</b>	<b>\$443,900.00</b>	<b>\$0.00</b>	<b>\$443,900.00</b>

**LOWER BRUSHY CREEK WCID**  
**FY 22 - Budget Amendment #1**  
**February 21, 2022**

GRANT INCOME AND PROJECT EXPENSES	FY 21 Budget (Approved)	FY 22 Budget (Approved)	Proposed Revisions	FY22 Budget (as revised)
<b>GRANT INCOME</b>				
<b>TSSWCB<sup>1</sup> Maintenance Grants</b>				
Maintenance (90% state/10% local)	\$216,000.00	\$216,000.00	-\$196,000.00	\$20,000.00
Maintenance (5% admin fee)	\$10,800.00	\$10,800.00	-\$9,800.00	\$1,000.00
<b>Total TSSWCB Maintenance Grants</b>	<b>\$226,800.00</b>	<b>\$226,800.00</b>	<b>-\$205,800.00</b>	<b>\$21,000.00</b>
<b>TSSWCB<sup>1</sup> Repair Grants</b>				
Sites 12 & 22 - construction <sup>2</sup> (95% state/5% local)	\$1,119,100.00	\$199,500.00	\$0.00	\$199,500.00
Sites 12 & 22 - project management/land rights (4.5% of const)	\$50,400.00	\$8,977.50	\$0.00	\$8,977.50
<b>Total TSSWCB Repair Grants</b>	<b>\$1,169,500.00</b>	<b>\$208,477.50</b>	<b>\$0.00</b>	<b>\$208,477.50</b>
<b>TSSWCB<sup>1</sup> Rehabilitation/Upgrade Grants</b>				
Site 20 - rehabilitation (100% federal and state/0% local)	\$200,000.00		\$0.00	\$0.00
Site 20 - project management/land rights (100% grants/0% local)	\$10,000.00		\$0.00	\$0.00
Site 18 - upgrade to High Hazard <sup>3,4</sup> (98% state/2% local)	\$588,000.00	\$3,704,400.00	\$0.00	\$3,704,400.00
Directors Fees (12 regular + 3 special meetings)	\$19,600.00	\$111,132.00	\$0.00	\$111,132.00
<b>Total TSSWCB Rehabilitation/Upgrade Grants</b>	<b>\$817,600.00</b>	<b>\$3,815,532.00</b>	<b>\$0.00</b>	<b>\$3,815,532.00</b>
<b>TOTAL GRANT INCOME</b>	<b>\$2,213,900.00</b>	<b>\$4,250,809.50</b>	<b>-\$205,800.00</b>	<b>\$4,045,009.50</b>
<b><u>Maintenance grants from TSSWCB will be significantly reduced</u></b>				
<b>Dam Maintenance</b>				
Grant funded maintenance (incl 10% match)	\$240,000.00	\$240,000.00	-\$220,000.00	\$20,000.00
Grant funded fence replacements (incl 10% match)		\$90,000.00	-\$90,000.00	\$0.00
Other (non-grant funded maintenance and fencing)	\$24,000.00	\$40,000.00	\$190,000.00	\$230,000.00
<b>Total Dam Maintenance</b>	<b>\$264,000.00</b>	<b>\$370,000.00</b>	<b>-\$120,000.00</b>	<b>\$250,000.00</b>
<b>Professional Services - USGS guage installation &amp; maint</b>				
<b>Dam Repairs</b>				
Site 12/22 - construction <sup>2</sup> (incl 5% local match)	\$1,121,915.00	\$210,000.00	\$0.00	\$210,000.00
Site 12/22 - project management/legal/land rights	\$50,400.00	\$4,000.00	\$0.00	\$4,000.00
<b>Total Dam Repairs</b>	<b>\$1,172,315.00</b>	<b>\$214,000.00</b>	<b>\$0.00</b>	<b>\$214,000.00</b>
<b>Dam Rehabilitation</b>				
Site 20 - rehabilitation (incl 0% match)	\$200,000.00		\$0.00	\$0.00
Site 20 - project management/legal/land rights	\$10,000.00		\$0.00	\$0.00
Site 18 - upgrade to high hazard stds <sup>3,4</sup> (incl 2% match)	\$600,000.00	\$3,780,000.00	\$0.00	\$3,780,000.00
Site 18 - project management/legal/land rights	\$20,000.00	\$10,000.00	\$0.00	\$10,000.00
<b>Total Dam Rehabilitation/Upgrade</b>	<b>\$830,000.00</b>	<b>\$3,790,000.00</b>	<b>\$0.00</b>	<b>\$3,790,000.00</b>
<b>TOTAL PROJECT EXPENSES</b>	<b>\$2,266,315.00</b>	<b>\$4,374,000.00</b>	<b>-\$120,000.00</b>	<b>\$4,254,000.00</b>

**Notes:**

1. TSSWCB is the Texas State Soil and Water Conservation Board
2. Repairs to Sites 12 and 22 assumed to take 6-8 months and be completed in the fall of 2021
3. Construction of Site 18 assumed to take 12-18 months and be started in 4th quarter of FY 21
4. Construction award in the amount of \$3,869,869



**LOWER BRUSHY CREEK WCID**  
**FY 22 - Budget Amendment #1**  
**February, 21, 2022**

**Background:** The Texas State Soil and Water Conservation Board's budget approved by the Texas Legislature was drastically cut. The WCID does not expect to receive maintenance grants beyond the initial \$20,000 currently approved. This amendment would reduce the projected grant income and grant related maintenance expenses and replace much of that with general revenue funds.

<b>From/To</b>	<b>Description</b>	<b>Amount</b>
From	TSSWCB Maintenance Grants - Maintenance	-\$196,000.00
From	TSSWCB Maintenance Grants - Admin Fee	-\$9,800.00
	<b>Total TSSWCB Maintenance Grant Income</b>	<b>-\$205,800.00</b>
From	Dam Maintenance - Grant Funded Maintenance	\$220,000.00
From	Dam Maintenance - Grant Funded Fence Replacement	-\$80,000.00
To	Dam Maintenance - Other	\$190,000.00
	<b>Total Dam Maintenance Expenses</b>	<b>-\$120,000.00</b>

Approved by the Board of Directors on February 21, 2022

By:

\_\_\_\_\_  
 Ed Komandosky, President