



LOWER BRUSHY CREEK WCID
Regular Called Meeting of the Board of Directors

Edmond S Komandosky, President

Scott Ging, Vice President

Mike Schneider, Treasurer

Monica P Masters, Secretary

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, May 16, 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 1 page
- Consider approval of meeting minutes
Regular called meeting of April 18, 2022; 1 page
- Consider approval of financial reports:
 - *Account Register for April 2022, and* 1 page
 - *Financial Report for Second Quarter of FY 22* 1 page
- General Manager's report 1 page



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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 meeting minutes:
 - a. *Regular called meeting of April 18, 2022;*
4. Consider approval of financial reports:
 - a. *Account Register for April 2022, and*
 - b. *Financial Report for Second Quarter of FY 22,*
5. Presentation by Maxwell, Locke and Ritter, discussion and consideration of the approval of the FY 22 Audit;
6. Consideration and discussion of the General Manager's report and update; and
7. 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 May 16, 2022 agenda of items to be considered by the Board of Directors of the Lower Brushy Creek WCID was posted on May 10, 2022.

James R. Clarno, P.E.
General Manager

Minutes of the April, 18 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 7:32am on Monday April 18, 2022 and announced that a quorum was present. Board members present included Treasurer Michael Schneider, Vice President Scott Ging, Secretary Monica Masters and Director Allen David. Others present included, General Manager Jim Clarno, PR Representative Richard Stone, District Clerk Sue Lilly, Landowner Jim Smith and Landowner Charles Lander.

Citizens, Mr. Charles Lander and Jim Smith, each individually addressed information regarding their properties on Site 24. No action was taken.

General Manager, Jim Clarno, presented for consideration and approval the March 21, 2022 Regular Called Meeting Minutes. A motion was made by Director Allen David 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 of the following Financial Reports: Checking Account Register for March 2022 and Investment Report for Second Quarter of FY 22. A motion was made by Secretary Monica Masters to approve the financial reports as presented. The motion was seconded by Vice President Scott Ging and approved by a vote of 5-0. The Financial Report for the Second Quarter of FY 22 will be revised and represented at the next Regular Called meeting of the Board of Directors.

Clarno presented for consideration and discussion of adjusting the FY 22 Maintenance Contract unit prices for fertilizer and herbicide application due to unforeseen increases in wholesale prices. A motion was made by Secretary Masters to approve the adjustment of the FY 22 Maintenance Contract unit prices for fertilizer and herbicide application as presented. The motion was seconded by Treasurer Schneider and approved by a vote of 5-0.

Clarno presented for consideration and discussion of replacing the fencing at Sites 6, 13 and 21. No action was taken.

Clarno, presented for consideration and discussion the General Manager's Report and update.

President Komandosky opened an Executive Session at 8:07am, as authorized by Section 551.072 (Deliberations regarding Real Property) of Chapter 551, Title 5 of the Texas Local Government Code: easements and land values at LBC Site 18. No action was taken. The Executive Session was closed at 8:33am.

President Komandosky announced a reconvening of the open session of the Regular Called Board Meeting of the Board of Directors at 8:34am to take action, if any, on matters discussed in the Executive Session. No action was taken.

There were no other director's comments

There being no further business, the meeting was adjourned without objection at 8:35am.

Respectfully submitted:

Monica P Masters
Secretary

LOWER BRUSHY CREEK WCID
 FY 22 Account Register
 For the Period Ending 4/30/2022

Balance as of 04/30/22

TexPool Acct (General Fund)
 TexPool Acct (Rainy Day Fund)
 City National Bank

\$670,277.39
 \$200,057.37
 \$38,131.94

Total Funds Available

\$908,466.70

Income

04/12/22 TSSWCB
 various TexPool (General Fund)
 04/30/22 TexPool (General Fund)
 04/30/22 TexPool (Rainy Day Fund)

Contract Site 18 Upgrade \$18,552.03
 Tax Revenue- April \$3,610.15
 Interest Posted \$168.17
 Interest Posted \$50.02

Total Income

\$22,380.37

Expenses

04/04/22 1846 Ethel Price
 04/05/22 1891 Allen David
 04/06/22 1882 TerraSol
 04/06/22 1885 Ed Komandosky
 04/07/22 1883 Freese & Nichols
 04/14/22 1889 Scott Ging
 04/14/22 1892 Clark L Jackson
 04/18/22 1878 RTS Connect
 04/18/22 1886 Victor Insurance Managers
 04/18/22 1894 RTS Connect
 04/19/22 1888 Heritage Office Suites
 04/20/22 1898 Allen David
 04/22/22 1887 Williamson Central Appraisal Dist.
 04/22/22 1896 Scott Ging
 04/25/22 1893 Freese & Nichols
 04/26/22 1899 Clarno Consulting LLC
 04/28/22 1884 Sue Lilly
 04/29/22 Minuteman Press (Mail/Print Notice) Debit Card

Site 18 Lease \$1,350.00
 Director's Fees \$100.00
 Site Maintenance \$4,550.00
 Director's Fees \$100.00
 Engineering Services/Mapping \$573.00
 Director's Fees \$100.00
 Accounting Services \$350.00
 Communications/Media Consulting \$1,000.00
 Bonds \$130.00
 Communications/Media Consulting \$1,000.00
 Rent \$849.00
 Director's Fees \$300.00
 Regular Service Fee \$766.50
 Director's Fees \$100.00
 Engineering Services \$411.25
 General Manager's Fees \$6,500.00
 District Clerk Services \$360.00
 Debit Card \$202.00

Total Expenses

\$18,741.75

Balance as of 04/30/22

TexPool Acct (General Fund)
 TexPool Acct (Rainy Day Fund)
 City National Bank Acct

\$674,055.71
 \$200,107.39
 \$37,942.22

Total Funds Available

\$912,105.32

Prepared 05/03/2022

LOWER BRUSHY CREEK WCID
Financial Statement
Second Quarter of FY 22

Description	1st Quarter	2nd Quarter	Total to Date	FY 22 Budget (Approved)	% of budget
<u>INCOME</u>					
Tax Income	\$320,385.02	\$236,928.10	\$557,313.12	\$570,000.00	97.77%
TSSWCB Grants					
Maintenance Grants	\$0.00	\$0.00	\$0.00	\$226,800.00	0.00%
Repair Grants	\$0.00	\$0.00	\$0.00	\$208,477.00	0.00%
Rehabilitation Grants	\$2,027,565.53	\$1,310,193.54	\$3,337,759.07	\$3,815,532.00	87.48%
Total TSSWCB Grant Income	\$2,027,565.53	\$1,310,193.54	\$3,337,759.07	\$4,250,809.00	78.52%
Other Income					
Permits, fees and interest	\$39.72	\$182.96	\$222.68	\$600.00	37.11%
Total Other Income	\$39.72	\$182.96	\$222.68	\$600.00	37.11%
TOTAL INCOME	\$2,347,990.27	\$1,547,304.60	\$3,895,294.87	\$4,821,409.00	80.79%
<u>EXPENSES</u>					
Administrative Expenses					
General Manager	\$18,000.00	\$18,000.00	\$36,000.00	\$72,000.00	50.00%
District Clerk	\$2,020.00	\$820.00	\$2,840.00	\$15,000.00	18.93%
Directors Fees	\$400.00	\$1,200.00	\$1,600.00	\$7,500.00	21.33%
Professional Services - Accounting	\$1,050.00	\$1,050.00	\$2,100.00	\$4,800.00	43.75%
Professional Services - Auditing	\$0.00	\$0.00	\$0.00	\$15,500.00	0.00%
Professional Services - Communciations	\$7,446.65	\$2,000.00	\$9,446.65	\$18,000.00	52.48%
Professional Services - Engineering/Surveying					
General	\$0.00	\$0.00	\$0.00	\$0.00	
Inspection of all dams	\$0.00	\$11,114.00	\$11,114.00	\$30,000.00	
Breach maps for Emergency Action Plans	\$58,309.71	\$0.00	\$58,309.71	\$75,000.00	
Emergency Action Plans	\$0.00	\$0.00	\$0.00	\$30,000.00	
Other	\$0.00	\$0.00	\$0.00	\$40,000.00	
Total Engineering/Surveying	\$58,309.71	\$11,114.00	\$69,423.71	\$175,000.00	39.67%
Professional Services - Legal	\$360.00	\$520.00	\$880.00	\$12,000.00	7.33%
Professional Services - USGS	\$0.00	\$7,500.00	\$7,500.00	\$40,000.00	18.75%
Advertising/Legal Notices	\$3,374.50	\$1,199.00	\$4,573.50	\$6,000.00	76.23%
Bonds/Insurance	\$1,330.84	\$130.00	\$1,460.84	\$2,000.00	73.04%
Dues/Subscriptions/Prof Development	\$251.28	\$385.00	\$636.28	\$2,500.00	25.45%
Meals/Entertainment	\$0.00	\$323.14	\$323.14	\$500.00	64.63%
Office - rental/deposit	\$2,745.00	\$2,589.45	\$5,334.45	\$10,000.00	53.34%
Office - furniture/equipment	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
Office - Supplies	\$201.29	\$60.71	\$262.00	\$2,500.00	10.48%
Postage/Delivery Charges	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Travel/Mileage	\$1,500.00	\$1,500.00	\$3,000.00	\$6,400.00	46.88%
Website	\$0.00	\$75.76	\$75.76	\$2,400.00	3.16%
Williamson Central Appraisal District	\$596.00	\$766.50	\$1,362.50	\$4,000.00	34.06%
Williamson County - Election Office	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
Williamson County - Tax Collector/Assessor	\$0.00	\$0.00	\$0.00	\$5,200.00	0.00%
Misc. (5% contingency)	\$0.00	\$0.00	\$0.00	\$21,000.00	0.00%
Total Administrative Expenses	\$97,585.27	\$49,233.56	\$146,818.83	\$443,900.00	33.07%
Project Expenses					
Dam Maintenance	\$19,523.60	\$1,875.00	\$21,398.60	\$370,000.00	5.78%
Dam Repairs	\$637,227.55	\$0.00	\$637,227.55	\$214,000.00	297.77%
Dam Rehabilitation	\$1,724,795.72	\$1,296,039.63	\$3,020,835.35	\$3,790,000.00	79.71%
Total Project Expenses	\$2,381,546.87	\$1,297,914.63	\$3,679,461.50	\$4,374,000.00	84.12%
TOTAL EXPENSES	\$2,479,132.14	\$1,347,148.19	\$3,826,280.33	\$4,817,900.00	79.42%



LOWER BRUSHY CREEK WCID

PO Box 467, Georgetown, Texas 78627
601 Quail Valley Drive, Georgetown, Texas 78626
LowerBrushyCreekWCID@gmail.com

TO: President and Members of the Board
FROM: Jim Clarno, General Manager *JCC*
DATE: May 10, 2022
SUBJECT: General Manager's Report

Administration

- Continued working with Maxwell Locke and Ritter on FY 22 audit.
- ORR – responded to request for information from Jim Smith (Site 24).
- Attended ½ day workshop on Pond Management sponsored by the Texas Extension Service.

Engineering

- Met with TCEQ and Freese & Nichols to discuss completion of the Breach Analysis and Maps to move forward with Emergency Action Plan.

Dam Operation and Maintenance

- TerraSol has completed spring fertilizer and herbicide applications
- Site 7 – approved removal and replacement of the remaining fencing at the site.
- Site 10 – second syphon installed by TerraSol - water level lowered significantly – hope to get principal spillway cleared in near future.
- Met with Ken Hall of TerraSol to develop scope of work for Spring Maintenance.

Capital Improvements

- Sites 9 and 30 Breach Analysis (NRCS funded) by HDR.
 - Site visits, provide plans and general history.
- Site 18 Upgrade
 - Contractor completing final cleanup, fencing and seeding.
 - Meetings with Board Attorney regarding land rights.

Other

- Provided “as-builts” of WCID dams to AECOM who is preparing the Atlas 14 report for the County
- Reviewed Sunset Commission Report and agency response regarding Tx State Soil and Water Conservation Board 10-year review and worked on TAWS response to those documents.