



LOWER BRUSHY CREEK WCID
Regular Called Meeting of the Board of Directors
On Monday January 16, 2023 at 7:30am

Edmond S Komandosky, President
Scott Ging, Vice President **Monica Masters, Secretary/Treasurer**
Mike Schneider, Director **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 January 16, 2023 at 7:30 am** at the Taylor Public Library , 801 Vance 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 /any agenda items.

BOARD PACKET

- Agenda 1 page
- Consider approval of meeting minutes
Regular called meeting minutes of December 19, 2022 1 page
- Consider approval of financial reports:
Account Register for December 2022 1 page
First Quarter FY 23 Financial Report 1 page
First Quarter Investment Report 2 pages
- General Manger's Report 1 page



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

Edmond S Komandosky, President
Scott Ging, Vice President
Monica P Masters, Secretary/Treasurer
Mike Schneider, Director
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, January 16, 2023, at 7:30 am** at the **Taylor Public Library, 801 Vance 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.

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 Minutes for the:
 - a. *Regular Called Meeting held on December 19, 2022;*
4. Consider approval of Financial Reports:
 - a. *Account Register for December 2022,*
 - b. *First Quarter Financial Report and*
 - c. *First Quarter Investment Report;*
5. Presentation by Maxwell, Locke and Ritter LLP, discussion, and approval of FY 22 Audit;
6. Consideration of accepting Michael Schneider's resignation from the Board of Directors;
7. Agency Reports;
8. Consideration and discussion of the General Manager's report and update;
9. Executive Session as authorized by Section 551.074 (Deliberations regarding Personal Matters) of Chapter 551, Title 5 of the Texas Local Government Code: Director, General Manager and Board Attorney;
10. Reconvene to open session to take action, if any, on matters discussed in the Executive Session;
11. Directors Comments, and
12. Adjournment.

FILED FOR RECORD

JAN 09 2023

Nancy E. Ritter
County Clerk, Williamson Co. TX

JAO
11:15

"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 the above Notice of Regular Called Meeting and Public Hearing to be considered by the Board of Directors of the Lower Brushy Creek WCID was posted on January 10, 2023.

Sue Lilly

Sue Lilly
District Clerk

Minutes of the December 19, 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 7:36am on Monday December 19, 2022 and announced that a quorum was present. Board members present included Vice President Scott Ging and Secretary/Treasurer Monica Masters. Others present included, General Manager Jim Clarno, Communications Consultant Richard Stone, District Clerk Sue Lilly, Board Attorney Ted Hejl, Freese and Nichols Engineer Tina McMasters and District Conservationist Jess Anderson.

There were no citizens communications.

General Manager, Jim Clarno, presented for consideration and approval the October 17, 2022 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 Secretary/Treasurer Monica Masters and approved by a vote of 3-0.

Clarno presented for consideration and approval of the following Financial Reports: Checking Account Register for October 2022 and Checking Account Register for November 2022. A motion was made by Secretary/Treasurer Masters to approve the financial reports as presented. The motion was seconded by Vice President Ging and approved by a vote of 3-0.

Clarno presented for consideration and approval of the General Manager to execute a letter of agreement with Kokel-Oberrender-Wood Appraisal, LTD to appraise nine (9) properties related to the modifications to Lower Brushy Creek Site 18 in the not-to-exceed amount of \$34,000. A motion was made by Secretary/Treasurer Masters to approve the GM to execute a letter of agreement with Kokel-Oberrender-Wood Appraisal, LTD as presented. The motion was seconded by Vice President Ging and approved by a vote of 3-0.

Clarno presented for consideration and approval of the General manager to execute Task Order 7 - Amendment 1 to Freese & Nichol to provide design, survey, bid and construction phase services for Sites 3, 30 and 31 in the not-to-exceed amount of \$45,800. A motion was made by Secretary/Treasurer Masters to approve the GM to execute Task Order 7- Amendment 1 to Freese & Nichols with an agreement that the GM would re-look at the schedule prior to implementation. The motion was seconded by Vice President Ging and approved by a vote of 3-0.

There were no Agency Reports

Director Allen David joined the Regular Called Meeting of the Board of Directors at 8:14am.

Clarno presented the General Manager's Report and update. There were no actions taken.

There were no other director's comments

There being no further business, the meeting was adjourned without objection at 8:29am.

Respectfully submitted:

Monica P Masters
Secretary

Balance as of 12/01/22			
TexPool Acct (General Fund)		\$367,605.66	
TexPool Acct (Rainy Day Fund)		\$202,504.96	
City National Bank		\$73,544.48	
		<u> </u>	\$643,655.10
	Total Funds Available		

Income			
various	TexPool (General Fund)	\$397,004.93	
12/31/22	TexPool (General Fund)	\$1,510.26	
12/31/22	TexPool (Rainy Day Fund)	\$684.50	
		<u> </u>	\$399,199.69
	Total Income		

Expense			
12/01/22	EL Corraill Lozano Taylor	\$26.64	
12/02/22	TerraSol	\$18,611.04	
12/05/22	TerraSol	\$23,447.00	
12/06/22	Sue Lilly	\$280.00	
12/06/22	Sue Lilly	\$260.00	
12/06/22	Hejl & Schroeder PC	\$900.00	
12/12/22	Clark L Jackson	\$400.00	
12/12/22	Heritage Office Suites	\$979.00	
12/13/22	RTS Connect	\$1,200.00	
12/15/22	Ancira Strategic Partners	\$2,000.00	
12/19/22	Sue Lilly	\$200.00	
12/19/22	Freese & Nichols	\$8,976.50	
12/20/22	UNT Commerce Man	\$120.00	
12/27/22	Clarno Consulting	\$6,500.00	
12/30/22	Office Depot	\$60.00	
		<u> </u>	\$63,960.18
	Total Expenses		

Balance			
TexPool Acct (General Fund)		\$766,120.85	
TexPool Acct (Rainy Day Fund)		\$203,189.46	
City National Bank Acct		\$9,584.30	
		<u> </u>	\$978,894.61
	Total Funds Available		

LOWER BRUSHY CREEK WCID
Financial Statement
First Quarter of FY 23

Description	Oct	Nov	Dec	1st Quarter	Total to Date	FY 23 Budget (Approved)	% of budget
<u>INCOME</u>							
Tax Income	\$12,244.04	\$37,273.91	\$397,004.93	\$446,522.88	\$446,522.88	\$730,000.00	61.17%
TSSWCB Grants							
Maintenance Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220,105.00	0.00%
Repair Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Rehabilitation Grants	\$21,458.12	\$0.00	\$0.00	\$21,458.12	\$21,458.12	\$0.00	0.00%
Total TSSWCB Grant Income	\$21,458.12	\$0.00	\$0.00	\$21,458.12	\$21,458.12	\$220,105.00	9.75%
Other Income							
Transfer from General Fund Surplus	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%
Permits, fees and interest	\$1,519.66	\$1,781.09	\$2,194.76	\$5,495.51	\$5,495.51	\$6,000.00	91.59%
Total Other Income	\$1,519.66	\$1,781.09	\$2,194.76	\$5,495.51	\$5,495.51	\$156,000.00	3.52%
TOTAL INCOME	\$35,221.82	\$39,055.00	\$399,199.69	\$473,476.51	\$473,476.51	\$1,106,105.00	42.81%
<u>EXPENSES</u>							
Administrative Expenses							
General Manager	\$6,500.00	\$13,000.00	\$6,500.00	\$26,000.00	\$26,000.00	\$72,000.00	36.11%
District Clerk	\$0.00	\$0.00	\$740.00	\$740.00	\$740.00	\$15,000.00	4.93%
Directors Fees	\$100.00	\$0.00	\$0.00	\$100.00	\$100.00	\$7,500.00	1.33%
Professional Services - Accounting	\$350.00	\$400.00	\$400.00	\$1,150.00	\$1,150.00	\$4,800.00	23.96%
Professional Services - Auditing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,000.00	0.00%
Professional Services - Communciations/Consu	\$0.00	\$2,400.00	\$1,200.00	\$3,600.00	\$3,600.00	\$25,000.00	14.40%
Professional Services - Communciations/Other	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
Professional Services - Engineering/Surveying							
General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
Inspection of all dams	\$0.00	\$1,390.00	\$0.00	\$1,390.00	\$1,390.00	\$25,000.00	5.56%
Breach maps for Emergency Action Plans	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,214.00	0.00%
Emergency Action Plans	\$0.00	\$2,512.75	\$4,475.00	\$6,987.75	\$6,987.75	\$46,600.00	15.00%
Other	\$5,001.75	\$13,405.72	\$4,501.50	\$22,908.97	\$22,908.97	\$40,000.00	57.27%
Total Engineering/Surveying	\$5,001.75	\$17,308.47	\$8,976.50	\$31,286.72	\$31,286.72	\$161,814.00	19.33%
Professional Services - USGS							
Gauge Installation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$140,500.00	0.00%
Gauge Maintenance	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,250.00	0.00%
Total USGS	\$7,500.00	\$0.00	\$0.00	\$7,500.00	\$7,500.00	\$148,750.00	0.00%
Professional Services - Legal	\$450.00	\$300.00	\$900.00	\$1,650.00	\$1,650.00	\$15,000.00	11.00%
Advertising/Legal Notices	\$356.50	\$2,700.00	\$0.00	\$3,056.50	\$3,056.50	\$10,000.00	30.57%
Bonds/Insurance	\$0.00	\$1,330.84	\$0.00	\$1,330.84	\$1,330.84	\$2,200.00	60.49%
Dues/Subscriptions/Prof Development	\$0.00	\$200.00	\$120.00	\$320.00	\$320.00	\$3,000.00	10.67%
Meals/Entertainment	\$125.38	\$33.95	\$26.64	\$185.97	\$185.97	\$750.00	24.80%
Office - rental/deposit	\$979.00	\$979.00	\$979.00	\$0.00	\$0.00	\$14,000.00	0.00%
Office - furniture/equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Office - Supplies	\$0.00	\$0.00	\$60.00	\$60.00	\$60.00	\$2,500.00	2.40%
Postage/Delivery Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
Travel/Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00	0.00%
Website	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
Williamson Central Appraisal District	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00%
Williamson County - Election Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Williamson County - Tax Collector/Assessor	\$0.00	\$5,525.37	\$0.00	\$5,525.37	\$5,525.37	\$5,400.00	102.32%
Misc. (5% contingency)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,750.00	0.00%
Total Administrative Expenses	\$21,362.63	\$44,177.63	\$21,902.14	\$87,442.40	\$87,442.40	\$225,200.00	38.83%
Project Expenses							
Dam Maintenance	\$0.00	\$0.00	\$42,058.04	\$42,058.04	\$42,058.04	\$515,900.00	8.15%
Dam Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
Dam Rehabilitation/Upgrade	\$21,204.20	\$0.00	\$0.00	\$21,204.20	\$21,204.20	\$0.00	0.00%
Other Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Project Expenses	\$21,204.20	\$0.00	\$42,058.04	\$63,262.24	\$63,262.24	\$565,900.00	11.18%
TOTAL EXPENSES	\$42,566.83	\$44,177.63	\$63,960.18	\$150,704.64	\$150,704.64	\$1,101,664.00	13.68%



LOWER BRUSHY CREEK WCID

PO Box 267, Georgetown, Texas 78627
612 Quail Valley Drive, Georgetown, Texas 78626
LowerBrushyCreekWCID@gmail.com

Board of Directors

Edmond Komandosky
President

Scott Ging
Vice President

Monica P. Masters
Secretary/Treasurer

Mike Schneider
Director

Allen R. David
Director

TO: President and Member of the Board of Directors

FROM: Jim Clarno, General Manager/Investment Officer

DATE: January 10, 2023

SUBJECT: Investment Report
First Quarter of FY 23

Following please find the First Quarter Investment Report for FY 23 as required by the *Public Fund Investment Act* (Chapter 2459 of the Texas Government Code, as amended by Chapter 2256) and the *Investment Policy* adopted by the Board of Directors of the Lower Brushy Creek WCID on June 10, 2019:

	Fund	General	Rainy Day
General Manager	Starting Book/Market Value	\$440,887.97	\$201,403.95
	Total Deposits	\$446,522.88	\$0.00
	Total Withdrawn	\$125,000.00	\$0.00
	Interest Earned	\$3,710.00	\$1,785.51
	Ending Book/Market Value	\$766,120.00	\$203,189.46
	Trade Date	n/a	n/a
Board Attorney	Maturity Date	n/a	n/a

James R. Clarno, P.E.
108 Trinity Lane
Georgetown, TX 78633
Cell: 512.517.7596
Email: jclarno.pe@att.net

Ted W. Hejl
Hejl & Schroeder, PC
P.O. Box 192
311 Talbot Street
Taylor, Texas 76574
Office: 512.365.6348
FAX: 512.365.2226

If you have any questions, please contact me.

Sincerely,

James R. Clarno, P.E.
General Manager/Investment Advisor

TexPool Participant Services
 1001 Texas Ave, Ste 1150
 Houston, TX 77002

LOWER BRUSHY CREEK WCID **Statement Period** **10/01/2022 - 12/31/2022**
ATN JAMES R CLARNO **Customer Services** **1-866-TEX-POOL**
PO BOX 467 **Location** **000079681**
GEORGETOWN TX 78627-0467

GENERAL FUND - 07968100001

Pool Name	Beginning Balance	Total Deposit	Total Withdrawal	Total Interest	Current Balance	Average Balance
10/01/2022-10/31/2022						
TexPool	\$440,887.97	\$12,244.04	-\$60,000.00	\$1,017.87	\$394,149.88	\$406,956.18
Total Dollar Value	\$440,887.97	\$12,244.04	-\$60,000.00	\$1,017.87	\$394,149.88	
11/01/2022-11/30/2022						
TexPool	\$394,149.88	\$37,273.91	-\$65,000.00	\$1,181.87	\$367,605.66	\$396,169.25
Total Dollar Value	\$394,149.88	\$37,273.91	-\$65,000.00	\$1,181.87	\$367,605.66	
12/01/2022-12/31/2022						
TexPool	\$367,605.66	\$397,004.93	\$0.00	\$1,510.26	\$766,120.85	\$443,764.59
Total Dollar Value	\$367,605.66	\$397,004.93	\$0.00	\$1,510.26	\$766,120.85	
Account Totals	Beginning Balance	Total Deposit	Total Withdrawal	Total Interest	Current Balance	Average Balance
TexPool	\$440,887.97	\$446,522.88	-\$125,000.00	\$3,710.00	\$766,120.85	
Total Dollar Value	\$440,887.97	\$446,522.88	-\$125,000.00	\$3,710.00	\$766,120.85	

RAINY DAY FUND - 07968100002

Pool Name	Beginning Balance	Total Deposit	Total Withdrawal	Total Interest	Current Balance	Average Balance
10/01/2022-10/31/2022						
TexPool	\$201,403.95	\$0.00	\$0.00	\$501.79	\$201,905.74	\$201,420.14
Total Dollar Value	\$201,403.95	\$0.00	\$0.00	\$501.79	\$201,905.74	
11/01/2022-11/30/2022						
TexPool	\$201,905.74	\$0.00	\$0.00	\$599.22	\$202,504.96	\$201,925.71
Total Dollar Value	\$201,905.74	\$0.00	\$0.00	\$599.22	\$202,504.96	
12/01/2022-12/31/2022						
TexPool	\$202,504.96	\$0.00	\$0.00	\$684.50	\$203,189.46	\$202,549.12
Total Dollar Value	\$202,504.96	\$0.00	\$0.00	\$684.50	\$203,189.46	
Account Totals	Beginning Balance	Total Deposit	Total Withdrawal	Total Interest	Current Balance	Average Balance
TexPool	\$201,403.95	\$0.00	\$0.00	\$1,785.51	\$203,189.46	
Total Dollar Value	\$201,403.95	\$0.00	\$0.00	\$1,785.51	\$203,189.46	

Grand Totals

Pool Name	Beginning Balance	Total Deposit	Total Withdrawal	Total Interest	Current Balance	Average Balance
TexPool	\$642,291.92	\$446,522.88	-\$125,000.00	\$5,495.51	\$969,310.31	
Total Dollar Value	\$642,291.92	\$446,522.88	-\$125,000.00	\$5,495.51	\$969,310.31	



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 *JRC*
DATE: January 10, 2023
SUBJECT: General Manager's Report

Administration

- Weekly meetings with Maxwell, Locke and Ritter regarding FY 22 audit
- Enrolled in investment Officer training scheduled for January 19th

Engineering

- Weekly meetings with Maxwell, Locke and Ritter regarding FY 22 audit
- Completed specifications for fencing
- Meeting with Freese & Nichols and TCEQ about EAP status
- Planning for EAP training and table-top exercise scheduled for February 9th

Dam Operation and Maintenance

- Meeting with landowners for re-fencing Sites 6, 13 and 22