



**Regular Called Meeting of the Board of  
Directors**

**Edmond S Komandosky, President**  
**Scott Ging, Vice President**  
**Monica P Masters, Secretary/Treasurer**  
**Allen R David, Director**  
**Laine Holman, Director**

**LOWER BRUSHY CREEK WCID**

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 19, 2024 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.

**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 *Regular Called Meeting Minutes of January 22, 2024*
- 4) Consider approval of the following Financial Report: *Account Register for January 2024*
- 5) Consideration and possible action regarding the May 4, 2024 General Election for two members of the Board of Directors for the District:
  - a) Accept a "Certification of Unopposed Candidates" and 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. approval of "Certification of Unopposed Candidates"
- 6) Consideration and approval of the Financial Statement, Supplemental Information and Audit for the Fiscal Year ending September 30, 2023 by Maxwell Locke & Ritter LP;
- 7) Consideration and approval of the "Manual for Encroachments" prepared by K Friese & Associates;

- 8) Consideration and discussion of the "Manual for Operation and Maintenance of Dams" prepared by K Friese & Associates.;
- 9) Agency Reports;
- 10) Consideration and Discussion of the General Manager's Report and update;
- 11) Executive Session 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 associated with LBC Site 18 Upgrade Project;
- 12) Reconvene to open session to take action, if any, on matters discussed in the Executive Session;
- 13) Director's comments; and
- 14) 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 19, 2024 agenda of items to be considered by the Board of Directors of the Lower Brushy Creek WCID was posted on or before February 13, 2024.

*Sue Lilly*

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Sue Lilly, District Clerk LBCWCID

Minutes of the January 22, 2024  
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 22, 2024 and announced that a Quorum was present. Board members present included Vice President Scott Ging and Director Laine Holman. Others present included, General Manager Jim Clarno, Communications Consultant Richard Stone, District Clerk Sue Lilly, Board Attorney Mark Schroeder and Carolina Lara, District Consultant with K Friese and Associates.

There were no citizens communications.

General Manager, Jim Clarno, presented for consideration and approval the November 20, 2023 Regular Called Meeting Minutes. A motion was made by Director Holman to approve the meeting minutes as presented. The motion was seconded by Vice President Ging and approved by a vote of 3-0.

Director Allen David and Secretary/Treasurer Monica Masters joined the meeting.

Clarno presented for consideration and approval of the following Financial Reports: Account Register for November 2023, Account Register for December 2023, Quarterly Report for the 1<sup>st</sup> quarter of FY 24, and the Investment Report for the 1<sup>st</sup> quarter of FY 24. A motion was made by Vice President Ging to approve the financial reports as presented. The motion was seconded by Director David and approved by a vote of 5-0.

Clarno presented for consideration and approval of the "Order of General Election 2024". A motion was made by Vice President Ging to approve the Order of General Election 2024 as presented. The motion was seconded by Director David and approved by a vote of 5-0.

Clarno presented for consideration and discussion the draft of "Manual for Encroachments". Carolina Lara shared detailed information regarding the manual. No action was taken.

Clarno presented for consideration and approval for the General Manager to ratify a letter of endorsement for the Foreign Trade Zone of Texas. A motion was made by Secretary/Treasurer Masters to approve the letter as presented. The motion was seconded by Vice President Ging and approved by a vote of 5-0.

Clarno presented for consideration and approval for the General Manager to execute Task Order #10 for Principal Spillway Conduit Repairs with Freese & Nichols, Inc to design principal spillway outlet and plunge pool repairs to Site 3, 10 and 30 for a not-to-exceed amount of \$86,622. A motion was made by Secretary/Treasurer Masters to approve Task Order #10 as presented. The motion was seconded by Vice President Ging and approved by a vote of 5-0.

Clarno presented for consideration and approval for the General Manager to (1) Execute an agreement with Bott and Douthitt, PLLC as the Bookkeeping Services Contractor for LBCWCID, effective February 1, 2024, (2) Retain the services of Paula Marak and (3) Perform other duties to assist in transition. A motion was made by Vice President Ging to approve the agreement with Bott and Douthitt, PLLC, retain the services of Paula Marak and to (3) Perform other duties to assist in transition as presented. The motion was seconded by Director David and approved by a vote of 5-0.

There were no Agency Reports

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

President Komandosky opened an Executive Session at 8:46am, as authorized by Section 551.072 (Deliberations regarding Real Property) and Section 551.074 (Deliberations regarding Personal Matters) of Chapter 551, Title 5 of the Texas Local Government Code: easements and land values associated with the LBC Site 18 Upgrade Project and vacant Director Position. No action was taken. The Executive Session was closed at 8:56am.

President Komandoksy announced a reconvening to open session at 8:56am. No action was taken.

There were no other director's comments.

There being no further business, the meeting was adjourned without objection at 8:57am.

Respectfully submitted:

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Monica P Masters/ Secretary

<b>Balance as of 01/01/24</b>						
	TexPool Acct (General Fund)					\$692,463.21
	TexPool Acct (Rainy Day Fund)					\$213,601.43
	City National Bank					\$21,507.91
					<b>Total Funds Available</b>	<b>\$927,572.55</b>
<b>Income</b>						
	01/25/24		Transfer TexPool to checking			\$40,000.00
	various		TexPool (General Fund)		Tax Revenue- January	\$198,115.01
	12/31/23		TexPool (General Fund)		Interest Posted	\$3,543.46
	12/31/23		TexPool (Rainy Day Fund)		Interest Posted	\$969.73
					<b>Total Income</b>	<b>\$242,628.20</b>
<b>Expenses</b>						
	1/9/2024	2154	Heritage Office Suites		Office Rental	\$1,028.00
	1/9/2024	2156	Clarno Consulting		General Manager's Fees & Mileage	\$6,500.00
	1/11/2024	2163	Ed Komandosky		Mileage	\$83.19
	1/12/2024	2151	Monica Masters		Directors Fees	\$100.00
	1/12/2024	2155	Clark L Jackson		Accounting Services	\$400.00
	1/12/2024	2159	Taylor Press		Election Notification	\$1,530.00
	1/12/2024	2160	K Friese & Assoc LLC		Engineering Consulting	\$2,150.88
	1/12/2024	2161	Ross Molina Oliveros PC		Legal Services	\$2,258.03
	1/16/2024	2158	RTS Connect		Communications Consulting	\$1,200.00
	1/16/2024	2164	Williamson County Appraisal Dist.		Annual Fees	\$1,257.25
	1/25/2024		Transfer TexPool to Checking			\$40,000.00
	1/30/2024	2167	Hejl & Schroeder PC		Attorney Fees	\$620.00
	1/31/2024	2157	Ancira Strategic Planning		Communications Consulting	\$1,000.00
	1/31/2024	2166	K Friese & Assoc LLC		Engineering Consulting	\$2,127.90
					<b>Total Expenses</b>	<b>\$60,255.25</b>
<b>Balance as of 01/31/24</b>						
	TexPool Acct (General Fund)					\$854,121.68
	TexPool Acct (Rainy Day Fund)					\$214,571.16
	City National Bank Acct					\$41,252.66
					<b>Total Funds Available</b>	<b>\$1,109,945.50</b>
<b>Prepared 02/12/2024</b>						

**CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER POLITICAL  
SUBDIVISIONS (NOT COUNTY)  
CERTIFICACIÓN DE CANDIDATOS ÚNICOS  
PARA OTRAS SUBDIVISIONES POLITICAS (NO EL CONDADO)**

*To: Presiding Officer of Governing Body  
Al: Presidente de la entidad gobernante*

*As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 4, 2024.*

*Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 4 May 2024.*

*List offices and names of candidates:  
Lista de cargos y nombres de los candidatos:*

**Candidates (Candidatos)**

*Edmond Komandosky  
Monica Masters*

**Office (Cargo)**

*Director  
Director*

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*Monica P. Masters  
Secretary (Secretario)*

**February 19, 2024**  
*Date of signing (Fecha de firma)*

**ORDER OF CANCELLATION  
EJEMPLO DE ORDEN DE CANCELACIÓN**

*The Lower Brushy Creek WCID hereby cancels the general election scheduled to be held on May 4, 2024 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:*

*El Lower Brushy Creek WCID por la presente cancela la elección que, de lo contrario, se hubiera celebrado el 4 May 2024 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:*

<u><i>Candidates (Candidatos)</i></u>	<u><i>Office Sought (Cargo al que presenta candidatura)</i></u>
<i>Edmond Komandosky</i>	<i>Director</i>
<i>Monica Masters</i>	<i>Director</i>

*A copy of this order will be posted on Election Day at each polling place that would have been used in the election.*

*El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.*

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*Edmond S. Komandosky*  
*President (Presidente)*

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*Monica P. Masters*  
*Secretary (Secretario)*

*February 19, 2024*  
*Date of adoption (Fecha de adopción)*