

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		
Sue Lilly District Clerk LRCWCID	-	

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 1st quarter of FY 24, and the Investment Report for the 1st 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 Presdient 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:

Monica P Masters/ Secretary

Lower Brushy Creek WCID Account Register for the period ending January 2024

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4 2160 K Friese & Assoc LLC Engineering Consulting 4 2161 Ross Molina Oliveros PC Legal Services 4 2158 RTS Connect Communications Consulting 4 2164 Williamson County Appraisal Dist. Annual Fees 4 2167 Hejl & Schroeder PC Attorney Fees 4 2167 Hejl & Schroeder PC Attorney Fees 4 2166 K Friese & Assoc LLC Engineering Consulting 5 Total Expenses Stat (General Fund) Stat (General Fund) 6 Att (Rainy Day Fund) Stat (General Fund) Stat (General Funds Available		1/12/2024	2159	Taylor Press	Election Notification	\$1,530.00
4 2161 Ross Molina Oliveros PC Legal Services 4 2158 RTS Connect Communications Consulting 4 2164 Williamson County Appraisal Dist. Annual Fees 4 2167 Hejl & Schroeder PC Attorney Fees 4 2157 Ancira Strategic Planning Communications Consulting 4 2156 K Friese & Assoc LLC Engineering Consulting Strategic Planning 5 Communications Consulting Strategic Planning Total Expenses Strategic Planning 6 Annual Expenses Strategic Planning Total Expenses Strategic Planning		1/12/2024	2160	K Friese & Assoc LLC	Engineering Consulting	\$2,150.88
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		City National	Bank Acct			\$41,252.66
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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:

> <u>Candidates (Candidatos)</u> <u>Edmond Komandosky</u> <u>Monica Masters</u>

Office (Cargo)
Director
Director

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 ntrario, se hubiera co celebrado e 4 May 2024 deconformidad, con la Sección 2.053(a) del Códig 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:

Candidates (Candidatos)
Edmond Komandosky
Monica Masters

Office Sought (Cargo al que presenta candidatura)

Director Director

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.

Edmond S. Komandosky
President (Presidente)

Monica P. Masters
Secretary (Secretario)

February 19, 2024

Date of adoption (Fecha de adopción)