



WEST-CENTRAL-TEXAS-MUNICIPAL-WATER-DISTRICT

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412th Meeting of the Board of Directors

STATE OF TEXAS COUNTIES OF: JONES, SHACKELFORD, STEPHENS, TAYLOR, EASTLAND, AND PALO PINTO	REGULAR MEETING February 8, 2023 9:30 AM ABILENE, TEXAS
<p style="text-align: center;"><u>DIRECTORS PRESENT</u></p> <p style="text-align: center;"><u>ABILENE</u></p> <p>Norm Archibald Joe Canon Sam Chase Russell Berry Dani Ramsay</p> <p style="text-align: center;"><u>ALBANY</u></p> <p>Randall Palmore David Cleveland</p> <p style="text-align: center;"><u>ANSON</u></p> <p>Rowland Foster</p> <p style="text-align: center;"><u>BRECKENRIDGE</u></p> <p>Scott Harris</p>	<p style="text-align: center;"><u>DIRECTORS ABSENT</u></p> <p style="text-align: center;"><u>ABILENE</u></p> <p>Bob Benham</p> <p style="text-align: center;"><u>ALBANY</u></p> <p style="text-align: center;"><u>ANSON</u></p> <p>Keith Gilbert</p> <p style="text-align: center;"><u>BRECKENRIDGE</u></p> <p>Will Thompson</p>
<u>STAFF AND OTHER GUESTS PRESENT</u>	
<p>Chris Wingert, General Manager Christy Ferguson, Admin. Services Manager Ronnie Tilly, Assistant GM/Operations Mgr. Mark Zachary, Attorney Blake Woodall, Planning & Dev Manager</p>	<p>Jeromy Stephens, C.P.A. (Eide Bailly, LLP) Becky Roberts, C.P.A. (Roberts/McGee CPAs)</p>

Call to Order

President Norm Archibald called the 412th meeting of the West Central Texas Municipal Water District Board of Directors to order at 9:32 a.m. on Wednesday February 8, 2023, in accordance with the statutes of the State of Texas. A quorum was present.

Public Comment

President Archibald opened up the Public Comment period at 9:32 am and asked for any comments. He stated that the guests present are included with the agenda items to be addressed. Since there were no comments, he closed the Public Comment period at 9:33 am.

Minutes

President Archibald stated that the minutes from the prior meeting held November 9, 2022 (#411) were ready to be approved. The Board offered suggested changes that included:

Page 2.03: Remove a duplicate “the” in the first paragraph

Page 2.03: Remove the word “be” in the fourth paragraph (“...the extension should be at least ~~be~~ one year...”)

Page 2.06: In the language for the Enabling Legislation discussion paragraph, the word “resided” should be “resides”

Mr. Harris made a motion that the minutes be approved with the corrections as recommended by the Board. Mr. Berry offered a second and the motion carried unanimously.

Consent Agenda

President Archibald asked for comments or concerns with the Consent Agenda items, which include:

- Financial Statements for September and October 2022.
- District’s Contingency Fund Balance Sheet for the period ending December 31, 2022.
- Quarterly Investment Report for the three-month period ending December 31, 2022.
- Expense Vouchers for October, November, and December 2022.

Mr. Chase made a motion to approve the consent agenda as a whole. Mrs. Ramsay offered a second and the motion carried unanimously.

President Archibald stated that he would like to address the Finance Committee Report at this time in order to accommodate guests present. The Board agreed.

Finance, Personnel & Customer Service Committee

Independent Audit Report for FY2022 (Eide Bailly, LLP)

Mr. Wingert told the Board that Eide Bailly, LLP has completed its audit of the District’s FY2022 financial statements. He highlighted a few items in the audit and then introduced Jeromy Stephens, C.P.A. with Eide Bailly, LLP who is present today to give a presentation on their audit findings. Mr. Stephens thanked the Board for allowing him to speak today and he began his presentation. Mr. Stephens reviewed the opinions that they offer as auditors, the financial statements within the audit as well as the District’s assets and retirement plan. He

reminded the Board that TCDRS has their financials audited on a calendar year basis and that the items disclosed in the audit in regards to the retirement plan are based on the reports provided by the TCDRS auditors. He then held a question and answer session with the Board and one note was made by Mr. Canon in that page 8 of the audit should state an “increase” of \$788,299 instead of a “decrease”.

Mrs. Ramsay made a motion to approve the District’s FY2022 Financial Audit as prepared by Eide Bailly, LLP, and Mr. Cleveland offered a second and the audit was approved unanimously.

District Financial Consultant Report

Mr. Wingert summarized the District’s relationship with Becky Roberts, C.P.A. and how she has provided financial assistance and consultation for Staff for many years. He then introduced Ms. Roberts and she gave her presentation of items she has assisted Staff with this past year. After a question and answer session with the Board, Mr. Palmore made a motion to approve the Financial Consultant Report, Mr. Chase offered a second and the motion was approved unanimously.

Development, Operations, and Water Policy Committee

Quarterly Update of Outstanding CIP/MIP Projects

Mr. Wingert gave a report on the current outstanding CIP/MIP (Capital) projects. He presented the update and stated that several of the projects have either been closed, completed, or are nearing completion. He did mention that the District received the trucks ordered in October 2021 and those projects should be recommended for closure in May.

No Board action was needed.

Close Out Completed CIP/MIP Board Resolutions

Mr. Wingert stated that Staff has completed work on four projects as listed below:

- 2023-09 Lake Shop Emergency Exit
- 2023-11 Utility Row Sprayer
- 2023-13 Rhino Shredder
- 2023-19 Office LED Conversion

Mr. Berry made a motion that the Board close the four CIP/MIP Board Resolutions listed above. Mr. Palmore offered a second and the motion carried unanimously.

Hatchett Development Update

Mr. Wingert told the Board that Luci Dunn with eHT is responsible for obtaining a wastewater permit from TCEQ on Mrs. Hatchett's behalf. He said that an administratively complete 100 plus page permit has been submitted to TCEQ by Ms. Dunn. Mr. Wingert then discussed the project highlights such as the wastewater treatment plant, discharge, the public meeting held for nearby landowners, and easements.

No Board action is needed.

Mapp Dock Request

Mr. Wingert told the Board Tammy Mapp is requesting a 40 foot extension to her dock and the total length after the extension will be 135 feet. He stated that Staff does not see any issues with this extension and that the Operations Committee did recommend approval.

Mr. Cleveland stated that he is concerned about the length of some of the docks and how far out they are in the water. Mr. Canon questioned if the District had a limit on the length and Mr. Wingert stated that the only restriction is 100 feet and that extensions have to be approved by the Board.

President Archibald stated that the Operations Committee recommends that the Board approve an over-length permit for the dock attached to Block 1, Lot 30, Breezy Point Subdivision, (3361 C.R. 320), Breckenridge Texas. Mr. Harris offered a second and the motion from the Operations Committee was approved unanimously.

Summers Dock Request

Mr. Wingert told the Board Traci and Gary Summers are requesting a 50 foot extension to their dock and the total length after the extension will be 186 feet. He stated that Staff does not see any issues with this extension and that the Operations Committee did recommend approval.

President Archibald stated that the Operations Committee recommends that the Board approve an over-length permit for the dock attached to Block 1, Lot 7, Breezy Point Subdivision, (3011 C.R. 318), Breckenridge Texas. Mrs. Ramsay offered a second and the motion from the Operations Committee was approved unanimously.

President & Officer's Report

Enabling Legislation Update

President Archibald asked Mr. Wingert to give the Board an update on the progress of the Enabling Legislation Amendment. Mr. Wingert told the Board that legislative council provided draft bill language to Representative Lambert's office and he expects the bill to be

filed mid-February. He stated that notice has been published in the newspaper and that Abilene, Albany, and Breckenridge have signed resolutions of support.

No Board action needed.

Review Management Audit Action Plan Recommendations

Mr. Wingert reviewed items that were provided to Staff after the TCEQ Management Audit was conducted last year. He stated that some items are unnecessary such as a team building event since the District hosts four employee events every year. Mr. Wingert told the Board that Staff is signing off on weekly water reports, trainings are ongoing, and that items such as drafting a Fixed Asset Policy, Water Use Monitoring Policy, and communicating his annual accomplishments and goals memo to Staff will be put into action this spring or summer.

No Board action is needed.

Assign Nominating Committee to seek Board Officers for June 2023 to May 2024

President Archibald reviewed the status of current Board Officers and stated that Officers traditionally serve a two year term. He told the Board that he will be in contact with Mr. Wingert and will assign three Directors to serve on the Nominating Committee to seek Officers for the coming year.

Manager's/Staff Report

Water Supplies & Projections

Mr. Wingert addressed the Board and reviewed drought projections for HCR.

WCBWDS Issues

Mr. Wingert updated the Board on ongoing issues and work that is being done along the WCBWDS line. He mentioned that the Brazos River Authority curtailed Interruptible Water for calendar 2023.

Maintenance Activities

Mr. Wingert told the Board Staff has completed updating the SCADA Control Center at the Abilene office.

Travel & Training Report

Mr. Wingert referenced the report in the book showing training opportunities and conferences that Staff has taken part in during the past quarter.

Staff Vacancies

Mr. Wingert told the Board that the District has filled the vacant pipeline position and the new employee is expected to start next week.

Other Significant Issues

Mr. Wingert told the Board that Clay Wheat reached out to Staff and made Staff aware of a lease that was never communicated to the District from the Brazos River Authority after the purchase of the WCBWDS system in 2016. Mr. Wheat is the new landowner and has requested a reduction in the tract size of the lease area. Mr. Wingert said that he expects to bring a lease to the Board in May for review and possible approval.

No Board action needed.

There being no further business before the Board, the 412th meeting adjourned at 11:02 am.

Approved this 10th day of May, 2023.



Scott Harris, Board Vice President



Sam Chase, Board Secretary