



WEST CENTRAL TEXAS MUNICIPAL WATER DISTRICT
 410 Hickory Street, Abilene, TX 79601 · Phone 325-673-8254 · Fax 325-673-8272 · www.wctmwd.org

413th Meeting of the Board of Directors

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| STATE OF TEXAS COUNTIES OF: JONES, SHACKELFORD, STEPHENS, TAYLOR, EASTLAND, AND PALO PINTO | REGULAR MEETING May 10, 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>Joe Canon Bob Benham Sam Chase 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 style="text-align: center;"><u>BRECKENRIDGE</u></p> <p>Will Thompson Scott Harris (by Zoom)</p> | <p style="text-align: center;"><u>DIRECTORS ABSENT</u></p> <p style="text-align: center;"><u>ABILENE</u></p> <p>Norm Archibald Russell Berry</p> <p style="text-align: center;"><u>ALBANY</u></p> <p style="text-align: center;"><u>ANSON</u></p> <p>Keith Gilbert Rowland Foster</p> <p style="text-align: center;"><u>BRECKENRIDGE</u></p> |
| <u>STAFF AND OTHER GUESTS PRESENT</u> | |
| Chris Wingert, General Manager Christy Ferguson, Admin. Services Manager Ronnie Tilly, Assistant GM/Operations Mgr. | Mark Zachary, Attorney Lisa Hodges, Guest |

Call to Order

Vice President Scott Harris called the 413th meeting of the West Central Texas Municipal Water District Board of Directors to order at 9:33 a.m. on Wednesday May 10, 2023, in accordance with the statutes of the State of Texas. A quorum was present. Mr. Harris verified that Mr. Thompson could see and hear clearly since he was attending via Zoom and Mr. Thompson confirmed yes. Mr. Harris also recognized a guest, Lisa Hodges, who is present today to speak on behalf of Agenda Item 5d-Sale of Real Property.

Public Comment

Mr. Harris opened up the Public Comment period at 9:34 am and asked for any comments. He asked Mrs. Hodges if she would like to speak now or when the Board addresses Agenda item 5d and she chose to wait until that item is discussed by the Board. Since there were no comments, Mr. Harris closed the Public Comment period at 9:35 am.

President's & Officer's Report

Appointment of Board Members, Bonds, Oaths of Office

Mark Zachary administered the Oath of Office to Mr. Benham, Mr. Cleveland, and Mr. Thompson. Mr. Zachary noted and the Board verified that Mr. Thompson did stand and take the Oath via Zoom. Mr. Wingert stated that Staff will administer the Oath of Office to Mr. Archibald, Mr. Berry, and Mr. Gilbert at another time and will have them sign their Bonds and Statements of Officer.

Nominating Committee Report and Election of Officers

Mr. Harris asked Mr. Palmore to please provide the report of the Nominating Committee since he served as Chairman. Mr. Palmore told the Board that he, Mrs. Ramsay, and Mr. Thompson served on this Committee and recommend that the current slate of officers remain to serve June 1, 2023 to May 31, 2024. The current slate of officers include:

Norm Archibald-President
Keith Gilbert-Treasurer
Sam Chase-Secretary

Scott Harris-Vice President
Dani Ramsay-Assistant Treasurer
Randall Palmore-Assistant Secretary

The Committee's motion to approve the above slate of officers to serve June 1, 2023 to May 31, 2024 was followed by a second offered by David Cleveland. The Officers listed above were approved unanimously by the Board.

Approve Check Signatories: First Financial Bank

Mr. Wingert stated that this agenda item was included in case a Director was not reappointed or if the current slate of Officers were to change. He told the Board that since the Board Officers would not be changing for the next year, then this resolution would not need to be adopted as the Officers are currently approved as signers on the accounts with First Financial Bank.

Approve Check Signatories: First National Bank Albany/Breckenridge

Mr. Wingert directed the Board to the memo included in the book requesting that the Board add two signers on the accounts with First National Bank Albany/Breckenridge (FNB). He stated that Staff is requesting to add Seabron (Ronnie) Tilly and Christy Ferguson as

authorized signers on the account with FNB. He said that Staff is asking the Board to approve the Resolution included in the book to authorize the following Staff to conduct transactions with FNB: Chris Wingert, Seabron Tilly, and Christy Ferguson.

Mr. Chase made a motion to approve the Resolution authorizing Chris Wingert, Seabron Tilly, and Christy Ferguson to conduct transactions on the accounts with First National Bank Albany/Breckenridge. Mr. Canon offered a second and the motion carried unanimously.

Minutes

Mr. Harris stated that the minutes from the prior meeting held February 8, 2023 (#412) were ready to be approved.

Mr. Cleveland made a motion that the minutes be approved as presented. Mr. Benham offered a second and the motion carried unanimously. Mr. Zachary verified that Mr. Thompson could still see and hear and voted to approve the minutes and Mr. Thompson confirmed yes.

Consent Agenda

Mr. Harris asked for comments or concerns with the Consent Agenda items, which include:

- Financial Statements for November and December 2022
- District's Contingency Fund Balance Sheet for the period ending March 31, 2023.
- Quarterly Investment Report for the period ending March 31, 2023.
- Expense Vouchers for January, February and March of 2023.

Mr. Benham made a motion to approve the consent agenda as a whole. Mr. Palmore offered a second and the motion carried unanimously.

Mr. Harris verified Mr. Thompson's vote via Zoom as yes.

Mr. Harris asked the Board to consider moving one agenda item up in the meeting to accommodate Mrs. Hodges who is present to hear the Board's discussion on Agenda Item 5d-Sale of Real Property. The Board agreed.

Development, Operations & Water Policy Committee Report

Agenda Item 5d-Sale of Real Property

Mr. Wingert highlighted the request that Mrs. Hodges and her husband have made in writing to purchase a portion of the District property near their land. He stated that the Hodges are requesting to purchase about 6.35 acres of District property (District's approximation). Mr. Wingert reviewed past property sales that the Board has authorized which included terms such

as the buyer conducts and pays for a survey, buyer pays closing costs, and the buyer will not develop on the property. Mr. Wingert asked Mrs. Hodges if she would like to address the Board and she offered a summary of their request and why they would like to buy the property. After a question and answer session between the Board and Mrs. Hodges, the Board chose to table this issue and directed Staff to meet with the Hodges and come to a conclusion that would be beneficial for both parties and then bring that resolution to the Board possibly in August.

Mrs. Ramsay joined the meeting at 10:00 am.

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 is still waiting for final work to be done on the Booster 2 Motor Control Center project. Mr. Wingert also told the Board that the carpet will be ordered soon and the new carpet should be installed over the summer months before the August meetings.

Mr. Wingert praised Staff for a job well done on the road repairs and Mr. Chase offered his thanks to Staff for their hard work and recognized the talented crew the District has.

No Board action was needed.

Close Out Completed CIP/MIP Board Resolutions

Mr. Wingert stated that Staff has completed work on the nine CIP/MIP projects listed below:

- 2020-07 Booster 2 Road Improvements
- 2022-01 Purchase ¾ Ton Truck
- 2022-02 Purchase ¾ Ton Truck
- 2022-03 Purchase ¾ Ton Truck
- 2022-07 Clean Booster 2 Small Tank
- 2022-16 Abilene Office Copier
- 2023-07 Booster 2 Road Culverts
- 2023-10 Clean Booster 2 Large Tank
- 2023-12 Tractor

Mr. Chase made a motion that the Board close the nine (9) CIP/MIP Board Resolutions listed above. Mrs. Ramsay offered a second and the motion carried unanimously.

Roy Weinberg Dock Extension Request

Mr. Wingert told the Board that Mr. Weinberg would like to extend his dock beyond 100 feet. He gave the Board a review of the construction and stated that the Operations Committee

recommended approval. Mr. Benham made a motion to authorize an over length permit for the dock attached to Block B, Lots 182 and 183, Tanglewood Island Subdivision (10080 CR 198) Breckenridge, TX. Mrs. Ramsay offered a second and the motion was approved unanimously. Staff will contact Mr. Weinberg.

Mr. Thompson had to step away from video at 10:25 am.

Declare Surplus Property and Authorize Its Sale or Disposal

Mr. Wingert directed the Board to the list in the Board book that the Operations Committee recommended to declare as surplus. Mr. Wingert said that the list includes four (4) Trucks, three (3) Computer Servers, three (3) Computer Monitors, two (2) Computer Workstations, thirteen (13) Solar Panels, six (6) Battery Backups, one (1) TV Stand, and one (1) VCR.

Mr. Palmore made a motion that the Board declare the 33 items listed on page 5.18 in the Board book as surplus and authorize their sale or disposal. Mrs. Ramsay offered a second and the motion carried unanimously.

Fireworks Display Agreement

Mr. Wingert told the Board that the Stowe's are requesting to host a fireworks display for July 4th weekend in Breckenridge. He stated that this is an annual request and that the Agreement is the same as in prior years with only the dates being changed. Mr. Wingert highlighted that the Agreement requires the Stowe's to carry insurance, clean up the property, provide restrooms and security, and a \$500 deposit that will be returned if all items are met to the District's satisfaction.

Mr. Thompson rejoined the meeting via video at 10:30 am.

Mr. Wingert stated that Staff recommends that the Board authorize the General Manager to execute a License Agreement with Stowe's Independent Services to lease the District's North Park to conduct a fireworks display for a 4th of July celebration.

Mr. Chase offered that motion, Mrs. Ramsay offered a second and the motion was approved unanimously.

Band Booster Poker Run

Mr. Wingert said that the Breckenridge Band Boosters are hosting another Poker Run at the lake and there will be several folks that will participate. He stated that this is for the Board's information only and that he just wanted to make the Board aware of the fundraiser.

No Board action is needed.

Hatchett Landowner Development Update

Mr. Wingert brought the Board up to date on Brooke Hatchett's developments with the Peninsula RV Resort at Hubbard Creek Reservoir. He stated that the TCEQ has issued a draft stage permit and Luci Dunn at eHT told him that they have offered comments and are waiting to hear back from TCEQ. Mr. Wingert also said that a public hearing will be held at a later date but not sure when it will take place.

No Board action is needed.

FY2024 CIP/MIP Project Discussion

Mr. Wingert told the Board that he reviewed a proposed budget list with the Operations Committee at their April meeting. He highlighted requests so far which include a pump replacement, track loader, small tap meters, gate refurbishing, as well as several other projects. He reminded the Board that this is for discussion only and that Staff will bring a final recommendation for the FY2024 Capital Project budget to the Committee and Board in August.

No Action is needed.

Finance, Personnel & Customer Service Committee Report

FY2024 General Fund Budget Discussion

Mr. Wingert reviewed the draft General Fund Budget for FY2024 which is included in the Board book. He reminded the Board that this is for discussion only and that Staff will bring back a final draft to the Committee and Board in August for this budget as well. He stated that highlights of the General Fund budget include salary increases, electric costs, transfers, and then stated that the WCBWDS repayment will be complete January 2024.

No Board action is needed.

Mr. Harris called for a short break at 11:05 a.m.

Mr. Harris opened the meeting back up at 11:12 a.m. Mr. Canon excused himself from the meeting prior to Executive Session.

Executive Session

Mr. Harris stated that the Board of Directors of the West Central Texas Municipal Water District will now convene in a closed, Executive Session beginning at 11:13 am in accordance with the Texas Open Meetings Act for the following:

Sections 551.071 and 551.072: Consultation with Attorney
(Real Property Lease in Eastland County, Texas)

Section 551.071: Consultation with Attorney
(ROW Easements and Agreements on the West Central Brazos Distribution System)

Section 551.074: Personnel Matters
(General Manager Evaluation)

The Board reconvened in an Open Session at 12:20 p.m.

Mr. Harris stated that no action was taken in Executive Session.

Formal Action on Items Discussed in Executive Session

Mr. Cleveland made a motion for the Presiding Officer (Scott Harris) to meet with the General Manager to discuss the salary recommendation for the General Manager as discussed by the Board in Executive Session.

Mr. Benham offered a second and the motion in Open Session was approved.

Manager's/Staff Report

Water Supplies & Projections

Mr. Wingert addressed the Board and told them as of May 1, 2023 Hubbard Creek Reservoir was at an elevation of 1174.97 as well as reviewing drought projections.

Legislative Update

Mr. Wingert told the Board that the bill to update the District's Enabling Legislation has passed and will go to the Governor for signature. He expects the bill to be effective June 18, 2023. Mr. Wingert also discussed other bills of interest with the Board.

WCBWDS Issues

Mr. Wingert updated the Board on ongoing issues and work that is being done on the WCBWDS line. He mentioned that Staff is replacing several meters and updating SCADA equipment.

Maintenance Activities

Mr. Wingert told the Board that he and Ronnie performed an inspection of the spillway and reported that it is in good shape and needs some minor repairs.

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 currently the District is fully staffed.

Other Significant Issues

Mr. Wingert stated that there are no other significant issues to discuss.

There being no further business before the Board, the 413th meeting adjourned at 12:30 pm.

Approved this 23 day of August, 2023.



Scott Harris, Vice President



Sam Chase, Board Secretary