

**GUADALUPE-BLANCO RIVER AUTHORITY**  
**Minutes of the Board of Directors**  
**December 13, 2023**

The Board of Directors of the Guadalupe-Blanco River Authority met in a regular meeting on December 13, 2023, at the GBRA Annex Building Board Room, 905 Nolan, Seguin, Guadalupe County, Texas. Directors present were Dennis Patillo, Sheila Old, Stephen B. Ehrig, Don B. Meador, William Carbonara, Emanuel Valdez, Patrick Cohoon, John Cyrier, and Robert Blaschke. Present in the Annex Building in Seguin, Texas were Darrell Nichols, General Manager/CEO; Jonathan Stinson, Deputy General Manager; Vanessa Guerrero, Executive Manager of Administration; Randy Staats, Executive Manager of Finance/CFO; Charles Hickman, Executive Manager of Engineering; Nathan Pence, Executive Manager of Environmental Science; David Harris, Executive Manager of Operations; Adeline Fox, Executive Manager of Communications and Outreach; and Joseph Cole, General Counsel.

Chairman Patillo called the meeting to order at 10:00 a.m. and took note of the certifications presented that notice of the meeting had been properly posted in the office of the Secretary of State and at the GBRA office in New Braunfels, Texas, pursuant to Title 5, Chapter 551 of the Texas Government Code. A quorum being present, the following proceedings were had:

Director Cyrier led the Pledges of Allegiance to the United States flag and the Texas flag.

The Chairman called for **Chairman Item 1 – Consideration of and possible action approving changing the date of the June 19, 2024 Board of Directors meeting.** Chairman Patillo called for approval to change the date of the June 19, 2024 Board of Directors meeting due to the federal holiday. Upon Motion for Chairman Patillo, seconded by Director Old, the Board

unanimously approved changing the date of the June 19, 2024, Board of Directors meeting. Chairman Patillo then called for an amended vote adding June 20, 2024 as the new date of the meeting. Upon Motion by Chairman Patillo, seconded by Director Old, the Board unanimously approved changing the date of the June 19, 2024 Board of Directors meeting to June 20, 2024.

The Chairman then called for **Chairman Item 2 – Appointment of a Nominating Committee for Officers of the Board of Directors for calendar year 2024**. Chairman Patillo discussed that GBRA By-Laws provide for the appointment of a Vice Chair and a Secretary/Treasurer annually and that those officers typically serve two one-year terms. Upon Motion by Chairman Patillo, seconded by Director Cohoon, the Board unanimously approved the reappointment of Director Old to serve as Vice Chairman and Director Ehrig to serve as Secretary-Treasurer for calendar year 2024.

The Chairman then called for **Public Comments from the public**. There were no comments from the public.

The Chairman called for **Consent Item 4 – Consideration of and possible action approving the minutes of the November 15, 2023 Board Meeting; Consent Item 5 – Consideration of and possible action approving the monthly financial report for November 2023; Consent Item 6 – Consideration of and possible action approving the monthly operations report for November 2023; Consent Item 7 – Consideration of and possible action approving Directors’ expense vouchers for November 2023**. Upon Motion by Director Meador, seconded by Director Ehrig, the Board unanimously approved Consent Items 4, 5, 6, and 7.

The Chairman then called for **General Manager/CEO Item 8 – The General Manager/CEO and staff may report on, and the Board may discuss, executive reports and/or issues relating to GBRA activities including without limitation, the following: GBRA water and sewer utility operations, hydroelectric operations, GBRA facilities management including plants and dams, safety, water resources planning and operation, construction management, economic and community development, project development, accounting and finance, records management, grants and financial assistance, human resources, information technology, communications, social media, education programs, resource protection, weather and climate, river flows and other scientific issues, public and private entities partnering with GBRA, water quality services, community affairs, environmental programs, stewardship, and update on GBRA Safety Work Plan.** Vanessa Guerrero, Executive Manager of Administration, introduced and welcomed new employees Stephanie Regets, Education Program Director, and Steven Goodall, IT Operations Manager. Next, Charlie Hickman, Executive Manager of Engineering, briefed the Board on the ongoing GBRA engineering projects in the basin. Engineering has implemented a new Project Management Information System (PMIS) and is currently managing 37 projects in the system. The PMIS provides tools for more efficiency in project coordination and allow external stakeholders access to key project information. GBRA has issued a Request for Qualification (RFQ) for design services for the expansion of Carrizo Groundwater Supply Project raw water infrastructure for the SH 130 extension. Responses to the RFQ are due in January 2024. Progress at the McQueeney Spillgate Replacement and Dam Armoring project consists of a new access road and completion of a temporary work bridge. Sundt Construction is currently installing the temporary cofferdam on gate number one and is working

to complete installation of the sheet pile cofferdam around the work area for the first spillgate at Lake Placid Dam. The Lake Dunlap Spillgate Replacement and Dam Armoring project is now complete with the maintenance system and gantry crane in place. The lake has been refilled, and water supply and hydroelectric operations have resumed pre-failure operations. GBRA awarded a contract to Black & Veatch for engineering services associated with the WaterSECURE program. A detailed scope of work is being prepared with activities to begin next month. Mr. Hickman also briefed the board on the Sunfield wastewater treatment plant MGD Expansion and progress on the Regional Raw Water Delivery System. Next, Darrell Nichols, General Manager/CEO, briefed the Board on current discussions regarding future water supplies, growth, and water rights in the basin. Next, Amanda Buchanan, Safety and Risk Manager, stated there were three incidents reported this period. During December, training focused on winter safety and cold stress awareness. The Risk and Vulnerability Assessment meeting for the Hazard Mitigation Plan was held in late November, and the Mitigation Strategy Workshop is scheduled for late January. Site visits this month focused on confined space walk-throughs and classification of space. CPR/First Aid Training classes were conducted in various locations. Next, Darrell Nichols, General Manager/CEO, recognized Jesi Mann, Hays Wastewater Manager, as the Employee of the Year. Upon Motion by Director Cyrier, seconded by Director Carbonara, the Board unanimously recognized Jesi Mann as GBRA's Employee of the Year.

Next, the Chairman called for **Action Item 9 – Consideration of and possible action approving the Fiscal Year 2023 annual financial audit and distribution of the Annual Comprehensive Financial Report.** Randy Staats, Executive Manager of Finance/CFO, is seeking approval of the Fiscal Year 2023 annual financial audit and distribution of the Annual

Comprehensive Financial Report. Mr. Staats introduced Mike Del Toro, Partner with ABIP, to present audit results to the Board. Mr. Del Toro reported that ABIP did not locate any material weaknesses or significant deficiencies in the annual financial audit and has issued a letter on the Conduct of the Audit related to GBRA's financial position. Next, Randy Staats briefed the board on some highlights of the financial statements, statements of revenues and expenses, statements of net position, five-year comparison, and net position comparison. Upon Motion by Director Carbonara, seconded by Director Old, the Board unanimously approved Action Item 9 approving the Fiscal Year 2023 annual financial audit and distribution of the Annual Comprehensive Financial Report.

The Chairman called for **Action Item 10 – Consideration of and possible action authorizing the General Manager/CEO to negotiate and execute the Interlocal Cooperation Contract for Nuisance Aquatic Vegetation Projects: CFDA Number 15.605 between Texas Parks and Wildlife Department (TPWD) and Guadalupe-Blanco River Authority (GBRA).**

Lee Gudgell, Aquatic Biologist, is seeking authorization to execute the Interlocal Cooperation Contract for Nuisance Aquatic Vegetation Projects with TPWD to provide two years of TPWD funding to GBRA to reduce populations of invasive aquatic plants in the Lower Guadalupe River and its tributaries. Nuisance plants can spread quickly and interfere with water passage and recreational boating access. No matching GBRA funding is required for this project. The total authorized reimbursed amount TPWD will provide is \$40,000.00, with no more than \$20,000.00 reimbursed in the 2024 fiscal year. Upon Motion by Director Cyrier, seconded by Director Ehrig, the Board unanimously approved Action Item 10 authorizing the General Manager/CEO to negotiate and execute the Interlocal Cooperation Contract for Nuisance Aquatic Vegetation

Projects: CFDA Number 15.605 between Texas Parks and Wildlife Department (TPWD) and Guadalupe-Blanco River Authority (GBRA).

The Chairman called for **Action Item 11 – Consideration of and possible action authorizing the General Manager/CEO to execute one or more multi-year contracts with the lowest responsible bidders for the acquisition of chemicals for the Alliance Water Treatment Plant.** David Harris, Executive Manager of Operations, is seeking authorization to execute one or more multi-year contracts for the acquisition of chemicals for the Alliance Water Treatment Plant. Multiple contracts may be needed due to the various types of chemicals needed for this treatment plant. GBRA is contracted to operate the Alliance Water Treatment Plant with an anticipated startup date of March 2024. Upon Motion by Director Meador, seconded by Director Valdez, the Board unanimously approved Action Item 11 authorizing the General Manager/CEO to execute one or more multi-year contracts with the lowest responsible bidders for the acquisition of chemicals for the Alliance Water Treatment Plant.

The Chairman called for **Action Item 12 – Consideration and possible action authorizing the General Manager/CEO to negotiate and execute a Texas Water Code Section 13.248 Agreement between GBRA and New Braunfels Utilities (NBU), pursuant to which NBU will provide wastewater service in a small section of GBRA’s sewer Certificate of Convenience and Necessity.** Justin Adkins, Assistant General Counsel, is seeking authorization to negotiate an agreement between GBRA and NBU to authorize NBU to provide retail wastewater service in a small section of GBRA’s sewer Certificate of Convenience and Necessity (CCN), number 20892. NBU’s CCN surrounds a small island-shaped portion of the service area of GBRA’s sewer CCN. A landowner in this portion has requested retail wastewater service, and

NBU is capable of providing such service. GBRA and NBU have determined this is in the best interests of the two entities, as well as the landowner, for NBU to provide this service. Upon Motion by Director Ehrig, seconded by Director Old, the Board unanimously approved Action Item 12 authorizing the General Manager/CEO to negotiate and execute a Texas Water Code Section 13.248 Agreement between GBRA and New Braunfels Utilities (NBU), pursuant to which NBU will provide wastewater service in a small section of GBRA's sewer Certificate of Convenience and Necessity.

The Chairman then called for **Discussion Item 13 – Discussion regarding the required 2024 updates to the Water Conservation Plan and the Drought Contingency Plan for Guadalupe-Blanco River Authority's wholesale water supply operations.** Charlie Hickman, Executive Manager of Engineering, briefed the Board on required updates to the Water Conservation Plan and the Drought Contingency Plan for Guadalupe-Blanco River Authority's wholesale water supply operations. Texas law requires both of these documents to be updated every five years. Updates to both documents will be due in 2024 and submitted to the Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board (TWDB). The basic requirements of the Wholesale Water Conservation Plan include encouraging and supporting the implementation of conservation initiatives on a local level, including target goals for reduction in municipal use, requirements for each customer to adopt their own conservation plan, monitoring and a record management program, and methods for metering. The basic requirements of the Drought Contingency Plan include criteria for initiating and terminating drought stages, provisions for pro rata curtailment during severe droughts (Texas Water Code (TWC) § 11.039), and a provision in every contract requiring water to be divided pursuant to

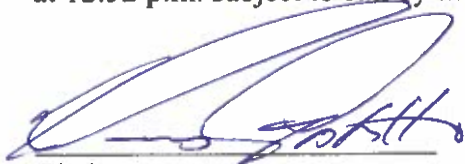
TWC § 11.039. The current plan covers Canyon Reservoir, GBRA's hydroelectric lakes, and Luling and Lower Basin water rights. The 2024 Drought Contingency Plan will not include the hydroelectric lakes because there are not any current wholesale customer contracts or any available water supply in those lakes necessitating enforcement of any applicable provisions. The revisions to the 2024 Drought Contingency Plan will be evaluated consistent with TCEQ rules and any feedback from customers.

The Chairman then called for **Discussion Item 14 – Discussion regarding Base Flow Report, Water Quality Index, long-term weather pattern, and condition of the Guadalupe Basin.** Charles Hickman, Executive Manager of Engineering, briefed the Board on the Guadalupe River basin hydrologic conditions, including rainfall percentages, events, and totals; the Base Flow Report; the U.S. Drought Monitor Seasonal Outlook; Edwards Aquifer level; Comal Springs level; Guadalupe River stream flows; El Niño modeled forecast; and elevation of Canyon Reservoir. Canyon Reservoir elevation is currently at 888.13 feet as of December 12, 2023. Comal Springs was flowing around 131 cfs, as of December 11, 2023.

There being no further business to be brought before the Board, the open meeting was recessed at 11:36 a.m. subject to call by the Chairman and convened the meeting in executive session at 11:49 a.m. pursuant to Chapter 551, Texas Government Code.

The open meeting reconvened at 12:52 p.m.

There being no further business to be brought before the Board, the meeting was adjourned at 12:52 p.m. subject to call by the Chairman.



Chairman



Secretary/Treasurer