



meeting by videoconferencing (Zoom). Mr. Archibald then verified that President Foster, Will Thompson, and Scott Harris all could see and been seen, hear and be heard, and able to participate in the meeting. Mr. Archibald then called the 405<sup>th</sup> meeting of the West Central Texas Municipal Water District Board of Directors to order at 9:30 a.m. on Wednesday February 10, 2021, in accordance with the statutes of the State of Texas. A quorum was physically present with eight members attending in person and three via Zoom.

### **Public Comment**

Mr. Archibald opened the public comment period up at 9:34 a.m. and asked if anyone completed a request to speak form and no one responded. Mr. Archibald closed the comment period at 9:34 a.m. since there were not comments offered.

### **Recognition of Employees of the Year for 2020**

Mr. Archibald asked Mr. Wingert to please introduce the District's 2020 Employees of the Year. Mr. Wingert asked that Blake Bodine and Jacob Neely please stand and be recognized by the Board and visitors. He gave a summary of each employee's contributions to the District and their years of service. He stated that comments made about Blake and Jacob included dependable, trustworthy, and hard worker. The Board joined Staff in recognizing Blake Bodine and Jacob Neely. Mr. Archibald then offered his thanks on behalf of the Board to Staff and a congratulations to both employees on their award.

### **Minutes**

Mr. Archibald stated that the Minutes from the prior meeting held November 11, 2020 (#404) need to be approved. Mr. Wingert and Mr. Buhrmann offered a few changes to the minutes as presented. Mr. Wingert asked that the Deed name in regards to the Hatchett proposal discussion on page 3.04 be changed from Lester Clark to George Edward Clark, Trustee of the George Edward Clark Exempt Investment Trust. Mr. Buhrmann then asked that Staff clarify the verification on Zoom attendees to add language to include "See and be seen, hear and be heard, and able to participate in the meeting". Mr. Gilbert made a motion to approve the minutes with the above recommended changes, Mr. Canon offered a second and the motion carried unanimously.

### **Consent Agenda**

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

- Financial Statements for September and October 2020.
- District's Contingency Fund Balance Sheet for the period ending Sept 30, 2020
- District's Contingency Fund Balance Sheet for the period ending Dec 31, 2020
- Quarterly Investment Report for the first quarter of Fiscal Year 2021 (three months ending December 31, 2020).



- Expense Vouchers for October, November, and December 2020.

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

Mr. Archibald then asked the Board to consider moving to the Finance Committee Report which includes Agenda Item 7a – FY2020 Audit Report, Item 7b – Financial Consultant Report, and Item 7c – Requests for Proposals for Financial Auditors in order to accommodate Jeromy Stephens and Becky Roberts. The Board agreed.

### **Finance, Personnel and Customer Service Committee Report**

#### ***Independent Audit Report for FY2020 (Eide Bailly, LLP)***

Mr. Archibald asked Mr. Wingert to please introduce Jeromy Stephens, C.P.A with Eide Bailly who was in attendance to present the FY2020 Audit Report. Mr. Wingert welcomed Mr. Stephens and Mr. Stephens then offered the report on the FY2020 Financial Audit. Mr. Stephens highlighted assets, liabilities, revenues, and expenses and the net change from 2019 to 2020. He also stated that there were no audit adjustments recommended and thanked Christy Ferguson and her staff for their hard work on keeping the District financials on track.

Mr. Cleveland made a motion to approve the FY2020 Financial Audit as presented, Mr. Gilbert offered a second and the audit was approved unanimously. Mr. Wingert gave thanks to the Financial Staff of the District for a job well done.

#### ***District Financial Consultant Report (Becky Roberts)***

Mr. Wingert told the Board that Becky Roberts, C.P.A. has been the District's Financial Consultant for many years and assists Christy and her staff with review of financials throughout the year. Ms. Roberts gave the Board her report on items she assisted Staff with during 2020 which included journal entry review, financial statement review, investment report review, audit review, and any other items that come up during the year.

Mr. Palmore made a motion to approve the District's Financial Consultant Report for 2020, Mr. Berry offered a second and the Report was approved unanimously.

#### ***Independent Financial Auditor Request for Proposals***

Mr. Wingert informed the Board it is time to solicit proposals for Financial Auditors to perform the financial audits for Fiscal Years ending 2021, 2022, and 2023. He highlighted the terms of the Request for Proposals (RFPs) in the Board book. He stated that three firms submitted bids in 2018 – two from Abilene and one from Midland.

Mr. Gilbert made a motion to authorize the General Manager to solicit and receive qualifications from Independent Auditing firms for the District's FY2021, FY2022, and

FY2023 Financial Audits. Mrs. Ramsay offered and second and the motion carried unanimously.

Mr. Archibald then stated that the Board will return to the Operations Committee Report items under Agenda Item 5.

## **Development, Operations and Water Policy Committee Report**

### ***Quarterly Update of Outstanding CIP/MIP Projects***

Mr. Wingert gave a report on the current outstanding CIP/MIP projects. He presented the update and stated that several of the projects have either been closed, completed, or are nearing completion. He highlighted that 2019 projects are almost complete.

No Board action was needed.

### ***Close Out Completed CIP/MIP Board Resolutions***

Mr. Wingert stated that Staff has completed work on one CIP/MIP project listed below:

- 2021-05      Gravely Mower

Mr. Chase motioned that the Board close Project 2021-05 Gravely Mower Purchase. Mr. Cleveland offered a second and the motion carried unanimously.

### ***Landowner Development Request (Hatchett)***

Mr. Wingert gave the Board a summary of the proposal that has been submitted to the Board for consideration from the Hatchetts. Mr. Wingert stated that the Operations Committee met in Breckenridge at the site with Mrs. Hatchett to get a better understanding of the project and the area she is wanting to develop. Mr. Archibald told the Board that the Committee made it clear to Mrs. Hatchett that the Board would not be able to consider acting on the proposal until all of the details have been submitted (such as the levee work and waste water issues). He also said that TCEQ will have the final authority as to the septic system permitting. Mr. Archibald said that the Board will more than likely call a special meeting in the future to discuss and possibly act on the proposal once all issues have been addressed and once the Hatchetts have a final proposal ready for the Board to consider. No Board Action was needed.

Mr. Archibald encouraged members of the Finance Committee to make a site visit themselves and they could work with Mr. Wingert on that. He said that the site visit helps to understand what the Hatchetts are trying to accomplish.



Mr. Harris had to leave the meeting (he was attending by Zoom) at 10:55 am. A quorum was still present with 8 physically present and 2 present by Zoom. Mr. Archibald verified that the Zoom participants could still see and be seen and hear and be heard and were able to participate in the meeting.

**Executive Session: 551.071 and 551.072 of the TX Open Meetings Act**

***Lease and Easements on District Property***

Mr. Archibald stated that the Board will now convene in a closed, Executive Session under Sections 551.071 and 551.072 of the Texas Open Meetings Act at 10:58 am.

The Board reconvened in open session at 11: 25 am and Mr. Archibald stated that no action was taken during the Executive Session.

**President's/Officer's Report**

***Assign Nominating Committee to seek Board Officers for 2021-2022***

Mr. Foster stated that he is ready to make his assignments for the Nominating Committee. He asked that Mr. Berry serve as Chair and for Mr. Gilbert and Mr. Harris to serve on the Committee and to bring back a recommendation for Board Officers to serve from June 1, 2021 to May 31, 2022.

Mr. Berry had to leave the meeting at 11:30 am. A quorum was still present with 7 physically present and 2 present by Zoom. Mr. Archibald verified that the Zoom participants were able to see and be seen, hear and be heard and were able to participate in the meeting.

***Resolution Honoring David Buhrmann for his service to the District***

Mr. Wingert recognized David Buhrmann who has been the District's Legal Counsel for 39 years. He referenced the Handout provided on the table which is a Draft Resolution of Appreciation for Mr. Buhrmann. He thanked Mr. Buhrmann for his service and Mr. Buhrmann then offered comments on his tenure with the Board and how it has been his honor to serve this Board for so many years. Mrs. Ramsay made a motion to authorize Staff to draft a resolution to honor Mr. Buhrmann's service for the District over the past 39 years with review and final approval by the Board President, Mr. Cleveland offered a second and the motion carried unanimously.

Mr. Archibald had to leave at 11:36 am and asked Mr. Cleveland to please reside and finish the meeting. A quorum of 6 physically present and 2 present by Zoom was still in place. Mr. Cleveland verified that the Zoom participants were able to see and be seen, hear and be heard, and they were able to participate in the meeting.

## Manager's/Staff Report

### *Water Supplies & Projections*

Mr. Cleveland asked Mr. Wingert to offer his report. Mr. Wingert reviewed current water supplies and projections and stated that Hubbard Creek Reservoir is currently in good shape. His concern is that a drought is present in the western part of the state.

No Board action needed.

### *WCBWDS Issues*

Mr. Wingert brought the Board up to date on the clearing along the WCBWDS line and stated that the MT7 ranch area will need to be done.

No Board action needed.

### *Maintenance Activities*

Mr. Wingert said that Staff ran into some issues with re-routing water in order to clean the Breckenridge tank but such issues have been resolved.

No Board action needed.

### *Travel and Training Report*

Mr. Wingert referenced the report in the book showing training opportunities and conferences that Staff has taken part in this quarter. He said trainings have been done virtually since the District has put a hold on travel.

### *Staff Vacancies*

Mr. Wingert referenced the organization chart in the Board book and noted that the District has one vacancy at this time and that Bonnie Ayers-Robbind (Field Office Coordinator) will be retiring March 4, 2021. He told the Board that Eva McDuff of Breckenridge will be replacing Bonnie and her start date will be February 26, 2021.


### *Other Significant Issues*

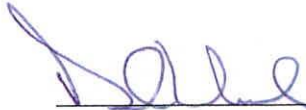
Mr. Wingert highlighted items to monitor during the upcoming legislative session.

Will Thompson left the meeting (via Zoom) at 11:45 am.

There being no further business before the Board, the 405<sup>th</sup> meeting adjourned at 11:50 am.

Approved this 12<sup>th</sup> day of May, 2021.

  
Rowland Foster, Board President

  
David Cleveland, Board Secretary

