

Clearwater Underground Water Conservation District Meeting
700 Kennedy Court
Belton, TX
Wednesday, July 20, 2016
Minutes

The Clearwater Underground Water Conservation District (CUWCD) held a board meeting on Wednesday July 20, 2016 at 1:30 p.m. at the Clearwater UWCD Building, located at 700 Kennedy Court, Belton, Texas.

Board Members Present:

Leland Gersbach, President
Wallace Biskup, Vice President
David Cole, Director
Gary Young, Director

Public Advisory Committee:

Henry Bunke
Bill Schumann
Bradley Ware

Staff:

Dirk Aaron
Shelly Chapman

(Judy Parker, Secretary – Absent)

Guests:

Lou Fleischhauer – Collier Consulting
Dr. Austin Ruiz

Jim Conkwright – Prairieland GCD
Charles Beseda – Prairieland GCD

Jillian North – UTGCD
Lisa Ware

Workshop convened with President, Leland Gersbach, at 1:30 p.m.

Workshop Item #1: Receive information related to the draft budget for FY17.

The Board was given a budget development worksheet to review. He explained that the worksheet is based on the FY16 budget, budget amendments, FY16 projections, and FY17 recommendations. The estimated tax income from the Tax Appraisal District is \$650,374. The tax income will change when the District receives the certified numbers for the Tax Appraisal District.

Dirk Aaron presented an updated budget worksheet along with recommendations for the Board to consider. Items for consideration are:

- Discontinuing the Bell County Adaptive Mgmt. Coalition. Dirk and Commissioner Brown will be meeting with the Mayor of Salado to discuss this issue.
- USFWS Water Science and Species Assessment with Pete Diaz
- Keep the USGS gage system in place.
- USGS will present ideas for FY17 studies at the next meeting. They would like to continue the Water Quality Assessments with the Coalition. Dirk thinks the District has the capabilities of doing this work in-house and then possibly contracting with USGS again in 4 years.
- Mobile classroom (general estimate of \$60,000 prior to RFQ). Already have a line item budget set up for supplies and equipment that will cover maintenance and supplies for the trailer.
- Professional Services and Consulting. LBG-Guyton will give presentation at next meeting.
- Shelving and set-up for on-site storage will be determined after completion on the building.

Dirk Aaron will have formal documents describing scientific studies, scope of work, schedule, cost analysis, and deliverables described by each of the invited consultants for the Board and the workshop in August.

Dirk referred back to the budget development worksheet and discussed each line item and the changes/no changes that would be made.

Director, David Cole, questioned line item 53620 under Educational Outreach for supplies and equipment. It is noted that this is for the "Mobile Classroom". Dirk explained that the notation is there to point out there

is already a line item in place for supplies and equipment. This is where the purchase, maintenance and supplies for the trailer will come from if the trailer is approved by the Board. David also inquired if the trailer would fit inside the storage building for safety. Dirk explained that it would.

President, Leland Gersbach, questioned line item 53706 under Legal Fees for GMA/DFC/MAG support. He asked if the District would be spending as much money in this category in FY17. Dirk explained that this is really an unknown at this time and felt like we needed to keep it there in case there is an appeal once the final decision is made on the DFC/MAG.

David Cole asked Dirk to discuss line item 53705 under Legal Fees for Legislative Services. Dirk explained that is where we receive advice from the District attorneys during the interim. The Senate Ag and Water Rules committee and the House of Natural Resource committees are meeting and reaching out to Districts and their attorneys. Dirk has testified at several of these hearings. Dirk explained that he will cover this in more detail in Workshop item 4. David Cole commented that in the past there have been some billing issues and wants to make sure they have been corrected. Dirk explained that the District has a professional service agreement with the attorneys but not an agreement to "not exceed" a certain amount. Last year, Dirk did negotiate a fee for legislative services not to exceed \$25,000. This is the District's portion of a shared cost with other Districts.

David Cole inquired as to who developed the proposed FY17 budget. Dirk explained that he did. David commented that he is currently working with the City of Killeen and their budget problems. He likes the format that the District uses and is working with the City of Killeen to get to this point. He asked if Dirk's mindset when creating a budget like this is to "balance". Dirk agreed. Dirk explained that the goal is never to spend more than the anticipated income.

Dirk encouraged the Board to review this worksheet further and communicate with him on any changes or suggestions. He reminded the Board not to discuss or e-mail questions among themselves.

Bill Schumann commented that the budgeting process works better when only one person puts together a budget than when you have to get input for 40 department heads that all budget differently. David Cole commented that he looks at budgets from the bottom up. He likes to have the person who is creating the expense determine how much they need to operate. David Cole explained that through the municipality he is working with there is one person responsible for that area that he can go to every time and have them justify their expenses. David Cole commented that the itemized budget format that Dirk presented is ideal and he would like to see the municipality that he is consulting for use this format.

Workshop Item #2: Receive reports relating to the scientific studies conducted in FY16 and proposed studies for FY17.

Dirk Aaron had the staff put together and package the FY16 Studies in binders for each Board member to have. Dirk summarized each of the studies included in the binder.

Workshop Item #3: Discuss information related to the Mobile Classroom Concept for GCDs.

Dirk Aaron invited Prairieland GCD and Upper Trinity GCD to demonstrate their District's Mobile Classrooms. The demonstration was held prior to the Board meeting and all Board members were encouraged to attend. President, Leland Gersbach, and Director, David Cole, attended the presentation. (For the Board members that were not able to attend, Dirk had a handout that outlined the different trailers and cost breakdown).

Dirk explained that in the past the District supplied book covers and other free curriculum for teachers to use in the classroom. Todd Strait has provided free training for teachers interested in using the Major Rivers curriculum. Todd has been invited to conduct one day events on local campuses. Teachers have been given a predetermined curriculum and it is becoming more difficult for the teachers to find the time to work in the Major River Curriculum provided by the district. Dirk explained that a Mobile Classroom would give the District the ability to deploy to schools, events, camps and conferences all around the county. Schools prefer the one day interactive events. During the summer, the Mobile Classroom could be taken to the YMCA, Boys & Girls Club, Boy Scout/Girl Scout camps, 4-H club meeting, and FFA events.

If the Board chooses to pursue a Mobile Classroom, Dirk will prepare and RFQ with a maximum established amount set for the design, installation and graphics.

Dirk estimates the trailer itself to be between \$15,000-\$18,000. The District has already purchased a generator and will have portable power to run the classroom.

Director, David Cole, commented that we need to be sure we can support the amperage to run the trailers. Dirk assured him that the generator the District has will support and run the trailer.

Bill Schumann questioned how the District plans to pull the trailer. Dirk commented that he and Todd drive pickups and they would be compensated for mileage whenever they use the truck for CUWCD purposes. Bill Schumann asked what would happen if Todd left and his replacement didn't drive a truck. Dirk explained that he would address that issue when it arises.

President, Leland Gersbach, commented that Dirk's truck might not be equipped to pull that trailer and modifications might be needed to personal vehicles.

Bill Schumann commented that his concern was Dirk's truck may not be adequate to pull that heavy of a trailer.

Dirk will pursue information on a panel trailer instead of the heavy duty trailer before the next meeting. He will look at the total weight of the equipment and supplies that will go into the trailer and go from there.

Director, Gary Young, commented that he liked the idea of the Mobile Classroom and thought it would add a great deal to this area.

Director, David Cole, commented that he like the mobility of the trailer and the District does have a requirement for educational outreach.

Public Advisory Committee Member, Henry Bunke, commented that it's not only a good tool for kids in schools, but for adults and could be used at Rotary meetings or HOA meetings.

Workshop Item #4: Discuss information related to the interim charges by the Texas Legislature related to groundwater.

Dirk Aaron presented a Legislative update and current GCD accountability metrics.

Workshop Item #5: Discuss and review items of interest concerning the November 8th General Election.

Dirk Aaron reviewed the timeline for the November 8th General Election. Shelly Chapman is a notary and can notarize documents. She will be out of the office on Friday, July 22nd but will be in the office on Monday, July 25th.

The last day to file is Monday, August 22, 2016. The last day to file a declaration of write-in candidacy is Friday, August 26th.

Board positions up for election are Precinct 1 & 3.

Workshop Item #6: Discuss and review the GMA8 DFC/MAG ongoing process, current comment period on the proposed DFCs for GMA8 and the status of the upcoming summary report.

Dirk explained the comment period of the proposed DFC ended July 12th. The District did not receive any written comments. All of the Districts are preparing their summary reports for the proposed DFC. He has until the end of the month to get it ready. Dirk will have it before the Board on August 10th to accept as presented. Because there are no written comments to submit, Dirk will transcribe Dr. Yelder's comments to the Board. Once it is accepted by GMA8 it starts the 160 day appeal process.

Board meeting convened with President, Leland Gersbach, at 3:20 p.m.

1. Invocation and Pledge of Allegiance:

Vice President, Wallace Biskup, gave the invocation.
Director, David Cole, led the Pledge of Allegiance.

2. Public comment.

None.

3. Approve minutes of the June 8, 2016 Board meeting.

Vice President, Wallace Biskup, moved to approve the minutes of the June 8, 2016 Board meeting and Workshop. Director, Gary Young, seconded the motion. **Motion carried 4-0-1** (Judy Parker – absent).

4. Discuss, consider and take appropriate action if necessary to accept the monthly Financial Report for June 2016 as presented.

Director, David Cole, moved to accept the monthly financial report for June 2016 as presented. Vice President, Wallace Biskup, seconded the motion. **Motion carried 4-0-1** (Judy Parker – absent).

5. Discuss, consider and take appropriate action if necessary to accept the monthly Investment Fund account report as presented.

Director, Gary Young, moved to accept the monthly Investment Fund account report as presented. Director, David Cole, seconded the motion. **Motion carried 4-0-1** (Judy Parker – absent).

6. Discuss, consider and take appropriate action if necessary to accept the Quarterly Deferred Compensation Employer Retirement Program account report as presented.

Director, Gary Young, moved to accept the monthly Investment Fund account report as presented. Director, David Cole, seconded the motion. **Motion carried 4-0-1** (Judy Parker – absent).

7. Discuss, consider and take appropriate action if necessary to approve the FY16 line item budget amendments as requested.

Dirk Aaron presented the request for line item budget amendments, thus amending the FY16 budget for the purpose of building maintenance repairs, Half GIS enhancement, Lower Trinity GAM Run of potential applications, and storage rental fee increase. These amendments will be simple transfers of funds between line items.

Staff recommends making the line item budget amendment as requested below:

\$ 365.15	From: 50250 (Contingency Fund)	To: 54200 (Bldg Maintenance/Repair)
\$ 674.92	From: 50250 (Contingency Fund)	To: 53305 (Half - GIS Enhancements)
\$7,900.00	From: 53130.2 (Eval of Rules)	To: 53105.4 (GAM Runs)
\$ 84.00	From: 53720 (Office Supplies)	To: 53770 (Storage Unit)

Director, David Cole, moved to approve the line item budget amendment as requested by staff. Vice President, Wallace Biskup, seconded the motion. **Motion carried 4-0-1** (Judy Parker absent).

8. Discuss, consider, and take appropriate action if necessary to conduct the annual performance review of the General Manager, in accordance with District Bylaws Article VI, Section 6.

(President, Leland Gersbach requested that agenda item #8 be discussed in Executive Session upon completion of agenda items #9-14. The Board agreed.)

9. General Manager's Report concerning office management and staffing related to District Management Plan.

- Pete Diaz with USFWS will give his mid-year progress report next month on the Salamander status and water quality. Dirk will invite the Coalition members.
- Baylor will give Phase 2 progress report and discuss future potential efforts. Dirk extended deadline to the end of September.
- LBG-Guyton will present the modified GAM.
- Dirk is doing research on ASR. Possible feasibility study may be brought to the Board. Dirk gave the Board a handout with information for the Board to review. Lou Flieshaure with Collier Consulting shared some insight on ASR with the Board.

- Groundwater Summit is August 23-25th. The District will be sending 7 people to the Summit this year.
- There will be 2 Board meetings in August. August 10th will be a regular Board meeting and Workshop. August 19th meeting will be a public hearing on proposed tax rate, Board action on FY17 Budget, and to set final tax rate.
- Formal presentation from USGS on FY16 work and discuss potential work for FY17.
- Gene Doss is working on the contract for the storage building with Larry Neal. Once it is complete, Dirk and Leland will review it and proceed from there.
- Shelly Chapman attended the annual BRA meeting in Georgetown.

10. Receive monthly report and possible consideration and Board action on the following:

- Drought Status Reports***
- Education Outreach Update***
- Monitoring Wells***
- Rainfall Reports***
- Well Registration Update***
- Aquifer status Report & Non-Exempt Monthly Well Production Reports.***

(Copies of the Monthly Staff Reports were given to the Board Members to review. No action required. Informational items only.)

11. Public Advisory Committee Comments.

None

12. Director comments and reports.

Gary Young – Commented that he was glad to have Dr. Ruiz at today's meeting and asked him to introduce himself.

13. Discuss agenda items for the next meeting.

- Possibly 3 N1 permit applications.
- Set the election by resolution and sign contract.

14. Set time and place for next meeting.

Wednesday, August 10, 2016 at 1:30 p.m.


Convened to Executive Session with President, Leland Gersbach, at 4:10 p.m. to address agenda item #8.

15. Adjourn.

Closed Executive Session and adjourned Board meeting with President, Leland Gersbach, at 5:50 p.m.


 Leland Gersbach, President

ATTEST:


 Wallace Biskup, Vice President
 OR
 Judy Parker, Secretary