

## NOTICE OF OPEN MEETING

Notice is given that a **Regular Meeting** before the Board of Directors of the Barton Springs/Edwards Aquifer Conservation District will be held at 1124 Regal Row, Austin Texas 78748, on **Thursday, March 12, 2020**, commencing at **4:00 p.m.** for the following purposes, which may be taken in any order at the discretion of the Board.

Note: The Board of Directors of the Barton Springs/Edwards Aquifer Conservation District reserves the right to meet in Executive Session at any time during the course of this meeting to discuss any of the matters listed on this agenda, as authorized by the Texas Government Code Sections §551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.183 (Homeland Security). No final action or decision will be made in Executive Session.

1. **Call to Order.**
2. **Citizen Communications (Public Comments of a General Nature).**
3. **Routine Business**
  - a. **Consent Agenda.** *(Note: These items may be considered and approved as one motion. Directors or citizens may request any consent item be removed from the consent agenda, for consideration and possible approval as a separate item of Regular Business on this agenda.)*
    1. Approval of Financial Reports under the Public Funds Investment Act, Directors' Compensation Claims, and Specified Expenditures greater than \$5,000. **Pg. 4**
    2. Approval of minutes of the Board's February 13, 2020, Regular Meeting. **Not for public review at this time**
    3. Approval of adding Vanessa Escobar as a signature on the District bank accounts and removing the past General Manager. **NBU**
    4. Approval to seek GMA 9 and GMA 10 approvals that request TWDB to authorize moving the boundary between GMA 9 and GMA 10 to coincide with the District's Current western edge boundary. **Pg. 22**
    5. Approval of an Interlocal Agreement between the Barton Springs/Edwards Aquifer Conservation District and the Hays Trinity Groundwater Conservation District related to the construction of a monitor well in the Trinity Aquifer. **Pg. 24**
    6. Approval of purchase order for \$8,500.00 for Westbay equipment for multipoint monitor well to be installed near Jacob's Well as part of ILAs with Hays Trinity Groundwater Conservation District (HTGCD) and Hays County. Purchasing of equipment will only be done following approval of ILA (Consent Agenda Item #5 above) by HTGCD. **NBU**

- b. General Manager's Report.** *(Note: Topics discussed in the General Manager's Report are intended for general administrative and operational information-transfer purposes. The Directors will not take any action unless the topic is specifically listed elsewhere in this agenda for consideration. A Director may request an individual topic that is presented only under this agenda item be placed on the posted agenda of some future meeting for Board discussion and possible action.)*

### **Topics**

1. Personnel matters.
2. Aquifer conditions and status of drought indicators.
3. Update on TCEQ's rulemaking for beneficial wastewater reuse.
4. Budget Planning.
5. Scholarship Planning.
6. Upcoming public events of possible interest.
7. Update on Permian Highway Pipeline.
8. Review of Status Report Update – at directors' discretion. **Pg. 32**

### **4. Presentations.**

- a. Presentation by Regulatory Compliance and Education teams on Strategic Planning.

### **5. Discussion and Possible Action.**

- a. Discussion and Possible Action related to Drought status and possibly authorizing the General Manager to declare drought when thresholds are crossed and to notify permittees to initiate the appropriate actions under their User Drought Contingency Plan. **NBU**
- b. Discussion and possible action on Strategic/Budget Planning. **NBU**

### **6. Directors' Reports.**

Directors may report on their involvement in activities and dialogue that are of likely interest to the Board, in one or more of the following topical areas:

- Meetings and conferences attended or that will be attended;
- Board committee updates;
- Conversations with public officials, permittees, stakeholders, and other constituents;
- Commendations; and
- Issues or problems of concern.

### **7. Adjournment.**

**Please note:** This agenda and available related documentation, if any, have been posted on the District website, [www.bseacd.org](http://www.bseacd.org). If you have a special interest in a particular item on this agenda and would like any additional documentation that may be developed for Board consideration, please let staff know at least 24 hours in advance of the Board Meeting so that we can have those copies made for you.

The Barton Springs/Edwards Aquifer Conservation District is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact the District office at 512-282-8441 at least 24 hours in advance if accommodation is needed.

## **Item 1**

### **Call to Order**

## **Item 2**

### **Citizen Communications**

## Item 3

### Routine Business

#### a. Consent Agenda

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# **Financial Reports**

## **March 12, 2020 Board Meeting**

### **1. Profit and Loss Budget vs Actual**

Fiscal year-to-date: September 1, 2019 through February 29, 2020

### **2. Profit and Loss Previous Year Comparison**

Fiscal year-to-date: September 1, 2019 through February 29, 2020

### **3. Balance Sheet Previous Year Comparison**

February 2020 (compared to February 2019)

### **4. Check Register – TRUIST Operating Account**

February 1, 2020 through February 29, 2020

**1. Profit and Loss Budget vs Actual**

Fiscal year-to-date:

September 1, 2019 - February 29, 2020



**BSEACD**  
**Profit & Loss Budget vs. Actual**  
**September 2019 through February 2020**

	<u>Sept 1 2019 - Feb 29, 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Notes to Report</u>
<b>Income</b>				
4300.0 · PROJECT INCOME				
4301.0 · Trinity Modeling-Travis County	50,000.00	75,000.00	66.67%	Additional \$25,000 invoiced 2.24
4303.0 · Trinity Aquifer Studies-Hays County	58,000.00			Additional \$25,000 HTGCD TBD
<b>Total 4300.0 · PROJECT INCOME</b>	<b>108,000.00</b>	<b>75,000.00</b>	<b>144.0%</b>	
4400.0 · Interest Income	9,024.74	12,000.00	75.21%	
4625.0 · MISCELLANEOUS INCOME	7,537.16			
<b>4800.0 · USAGE AND PRODUCTION FEES</b>				
4801.0 · Permittees Water Production Fee	390,326.08	588,240.00	66.36%	
4803.0 · CoA Water Use Fee Assessment	743,893.52	982,284.00	75.73%	3 out of 4 quarters received
4805.0 · Permittees Annual Permit Fee	5,550.00	5,500.00	100.91%	
4807.0 · Permittees Water Transport Fees	124,000.00	124,000.00	100.0%	
4800.0 · Conservation Credits	-19,148.06			
<b>Total 4800.0 · USAGE AND PRODUCTION FEES</b>	<b>1,244,621.54</b>	<b>1,700,024.00</b>	<b>73.21%</b>	
4810.0 · OTHER FEES	8,874.57	9,800.00	90.6%	
<b>Total Income</b>	<b>1,378,058.01</b>	<b>1,796,824.00</b>	<b>76.69%</b>	
<b>Expense</b>				
6000.0 · UTILITIES				
6001.0 · Electricity & Water Service	2,120.67	6,000.00	35.35%	
6002.0 · Phone, Internet, Telemetry	8,793.99	17,000.00	51.73%	
<b>Total 6000.0 · UTILITIES</b>	<b>10,914.66</b>	<b>23,000.00</b>	<b>47.46%</b>	

**BSEACD**

**Profit & Loss Budget vs. Actual  
September 2019 through February 2020**

	<b>Sept 1 2019 - Feb 28, 2020</b>	<b>Budget</b>	<b>% of Budget</b>	<b>Notes to Report</b>
6005.0 · Print/Copy/Photo Services	973.31	2,000.00	48.67%	
6007.0 · Postage Freight Shipping	853.87	2,500.00	34.16%	
6010.0 · Office Supplies	3,396.85	9,000.00	37.74%	
6011.0 · Comp Hardware-Plotter Supplies	62.44	5,000.00	1.25%	
6014.0 · Software Acquisition & Upgrades	1,617.76	6,000.00	26.96%	
6015.0 · IT Monthly Maintenance	6,000.00	12,000.00	50.0%	
6016.0 · Meeting Expense	634.56	1,000.00	63.46%	
6019.0 · Subscriptions/Publications	558.88	4,200.00	13.31%	
6020.0 · Advertising	630.04	4,000.00	15.75%	
6021.0 · MISCELLANEOUS EXPENSES	416.62	1,000.00	41.66%	
6022.0 · Accounting System Operation	2,546.17	6,000.00	42.44%	
6023.0 · MAINTENANCE				
6024.0 · Auto Maintenance	2,157.43	6,500.00	33.19%	
6025.0 · Office Complex Maintenance	4,918.56	11,400.00	43.15%	
<b>Total 6023.0 · MAINTENANCE</b>	<b>7,075.99</b>	<b>17,900.00</b>	<b>39.53%</b>	
6025.4 · Facilities Repairs	929.39	5,000.00	18.59%	
6040.0 · LEASES	4,618.14	10,650.00	43.36%	Copier, and postal meter
6065.0 · DIRECTOR EXPENSES	130.92	2,500.00	5.24%	
6066.0 · Directors Compensation	14,550.00	40,000.00	36.38%	
6075.0 · DUES & MEMBERSHIPS	3,304.92	6,100.00	54.18%	
6080.0 · EDUCATION AND OUTREACH	4,322.51	13,950.00	30.99%	
6081.0 · REGULATORY COMPLIANCE	2,025.00	17,500.00	11.57%	
6084.92 · GENERAL MANAGEMENT	680.00	19,000.00	3.58%	

**BSEACD**

**Profit & Loss Budget vs. Actual  
September 2019 through February 2020**

	<u>Sept 1 2019 - Feb 29, 2020</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Notes to Report</u>
6089.0 · AQUIFER SCIENCE	24,713.66	56,300.00	43.9%	
6090.0 · Conservation Credits	0.00	23,297.00	0.0%	
6100.0 · INSURANCE - DISTRICT	3,913.46	5,700.00	68.66%	
6150.0 · INSURANCE - GROUP	75,925.42	156,114.00	48.64%	
6160.0 · LEGAL SERVICES	60,876.39	150,000.00	40.58%	
6168.11 · SOAH - EP	4,453.13			
6170.0 · PROFESSIONAL SERVICES	27,232.82	51,000.00	53.4%	
6179.0 · LEGISLATION	4,000.00	12,000.00	33.33%	
6180.0 · PROF DEVELOPMENT & SUPPORT	5,062.67	13,500.00	37.5%	
6199.0 · SALARIES AND WAGES	479,575.99	968,313.00	49.53%	
6203.0 · TAXES & BENEFITS	63,432.61	152,226.00	41.67%	
<b>Total Expense</b>	<b>815,428.11</b>	<b>1,796,750.00</b>	<b>45.38%</b>	
<b>Net Income</b>	<b>562,629.90</b>	<b>74.00</b>		

THIS REPORT IS EXACTLY HALFWAY THROUGH THE FISCAL YEAR SO IN SOME ACCOUNTS, 50% IS A VERY RELATIVE PERCENTAGE. OTHER ACCOUNTS MAY BE PAID ONLY ONCE A YEAR, OR RANDOMLY, THEREFORE 50% IS NOT A HELPFUL PERCENTAGE TO GAGE.

**2. Profit and Loss - Previous Year Comparison**

Fiscal year-to-date:

September 1, 2019 – February 29, 2020

**BSEACD**  
**Profit & Loss Prev Year Comparison**  
September 2019 through February 2020

	Sept 1, 2019 - Feb 29, 2020	Sept 1, 2018 - Feb 28, 2019	\$ Change	% Change
<b>Income</b>				
4300.0 · PROJECT INCOME	108,000.00	100,000.00	8,000.00	8.0%
4400.0 · Interest Income	9,024.74	14,612.67	-5,587.93	-38.24%
4625.0 · MISCELLANEOUS INCOME	7,537.16	11,597.46	-4,060.30	-35.01%
4800.0 · USAGE AND PRODUCTION FEES	1,244,621.54	1,148,718.15	95,903.39	8.35%
4810.0 · OTHER FEES	8,874.57	6,562.25	2,312.32	35.24%
<b>Total Income</b>	<b>1,378,058.01</b>	<b>1,281,490.53</b>	<b>96,567.48</b>	<b>7.54%</b>
<b>Expense</b>				
6000.0 · UTILITIES	10,914.66	10,507.14	407.52	3.88%
6005.0 · Print/Copy/Photo Services	973.31	933.15	40.16	4.3%
6007.0 · Postage Freight Shipping	853.87	1,145.90	-292.03	-25.49%
6010.0 · Office Supplies	3,396.85	4,385.91	-989.06	-22.55%
6010.2 · Office Furniture	0.00	758.14	-758.14	-100.0%
6011.0 · Comp Hardware-Plotter Supplies	62.44	5,507.80	-5,445.36	-98.87%
6014.0 · Software Acquisition & Upgrades	1,617.76	1,802.48	-184.72	-10.25%
6015.0 · IT Monthly Maintenance	6,000.00	6,000.00	0.00	0.0%
6016.0 · Meeting Expense	634.56	3,544.67	-2,910.11	-82.1%
6017.0 · EXTERNAL MTGS & SPONSORSHIPS	0.00	1,000.00	-1,000.00	-100.0%
6019.0 · Subscriptions/Publications	558.88	550.88	8.00	1.45%
6020.0 · Advertising	630.04	706.34	-76.30	-10.8%
6021.0 · MISCELLANEOUS EXPENSES	416.62	392.66	23.96	6.1%
6022.0 · Accounting System Operation	2,546.17	1,436.50	1,109.67	77.25%
6023.0 · MAINTENANCE	7,075.99	7,796.35	-720.36	-9.24%
6025.4 · Facilities Repairs	929.39	0.00	929.39	100.0%

**BSEACD**  
**Profit & Loss Prev Year Comparison**  
September 2019 through February 2020

	Sept 1, 2019 - Feb 29, 2020	Sept 1, 2018 - Feb 28, 2019	\$ Change	% Change
6040.0 · LEASES	4,618.14	5,568.79	-950.65	-17.07%
6065.0 · DIRECTOR EXPENSES	130.92	1,781.35	-1,650.43	-92.65%
6066.0 · Directors Compensation	14,550.00	14,750.00	-200.00	-1.36%
6075.0 · DUES & MEMBERSHIPS	3,304.92	3,436.75	-131.83	-3.84%
6080.0 · EDUCATION AND OUTREACH	4,322.51	10,388.15	-6,065.64	-58.39%
6081.0 · REGULATORY COMPLIANCE	2,025.00	10,512.95	-8,487.95	-80.74%
6084.92 · GENERAL MANAGEMENT	680.00	10,990.00	-10,310.00	-93.81%
6089.0 · AQUIFER SCIENCE	24,713.66	13,616.71	11,096.95	81.5%
6100.0 · INSURANCE - DISTRICT	3,913.46	2,770.38	1,143.08	41.26%
6150.0 · INSURANCE - GROUP	75,925.42	75,263.94	661.48	0.88%
6160.0 · LEGAL SERVICES	60,876.39	72,554.89	-11,678.50	-16.1%
6168.11 · SOAH - EP	4,453.13	4,880.00	-426.87	-8.75%
6168.2 · SOAH - Needmore	0.00	1,520.00	-1,520.00	-100.0%
6170.0 · PROFESSIONAL SERVICES	27,232.82	26,014.00	1,218.82	4.69%
6179.0 · LEGISLATION	4,000.00	14,000.00	-10,000.00	-71.43%
6180.0 · PROF DEVELOPMENT & SUPPORT	5,062.67	0.00	5,062.67	100.0%
6184.0 · DISCRETIONARY FUNDS	0.00	1,500.00	-1,500.00	-100.0%
6199.0 · SALARIES AND WAGES	479,575.99	486,468.70	-6,892.71	-1.42%
6203.0 · TAXES & BENEFITS	63,432.61	72,779.14	-9,346.53	-12.84%
6690.0 · Reconciliation Discrepancies	-0.07	213.65	-213.72	-100.03%
6800.0 · PROJECTS	0.00	7,223.24	-7,223.24	-100.0%
<b>Total Expense</b>	<b>815,428.11</b>	<b>882,700.56</b>	<b>-67,272.45</b>	<b>-7.62%</b>
<b>Net Income</b>	<b>562,629.90</b>	<b>398,789.97</b>	<b>163,839.93</b>	<b>41.08%</b>

**3. Balance Sheet - Previous Year Comparison**

February 2020 (compared to February 2019)

**BSEACD**  
**Balance Sheet Previous Year Comparison**  
**As of February 29, 2020**

	February 29, 2020	February 28, 2019	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1000.0 · Cash in Bank-Checking BB&T	39,884.71	94,150.16	-54,265.45	-57.64%
1010.0 · Cash in Bank - Payroll BB&T	10,327.51	7,098.13	3,229.38	45.5%
1030.0 · TexPool Funds - General	535,611.11	349,270.44	186,340.67	53.35%
1040.0 · TexPool Funds - Contingency	596,168.52	817,166.78	-220,998.26	-27.04%
1045.0 · TexPool Funds - Reserve	60,827.47	59,657.94	1,169.53	1.96%
<b>Total Checking/Savings</b>	<b>1,242,819.32</b>	<b>1,327,343.45</b>	<b>-84,524.13</b>	<b>-6.37%</b>
<b>Total Accounts Receivable</b>	<b>307,496.00</b>	<b>264,000.65</b>	<b>43,495.35</b>	<b>16.48%</b>
<b>Other Current Assets</b>				
1100.0 · Petty Cash	300.00	300.00	0.00	0.0%
1300.0 · Pre-paid Expenses	7,913.71	7,857.52	56.19	0.72%
<b>Total Other Current Assets</b>	<b>8,213.71</b>	<b>8,157.52</b>	<b>56.19</b>	<b>0.69%</b>
<b>Total Current Assets</b>	<b>1,558,529.03</b>	<b>1,599,501.62</b>	<b>-40,972.59</b>	<b>-2.56%</b>
<b>Fixed Assets</b>				
1400.0 · Field Equipment	376,487.89	376,487.89	0.00	0.0%
1410.0 · Office Equipment & Furniture	19,722.90	19,722.90	0.00	0.0%
1410.1 · Computer Hardware & Software	13,529.69	13,529.69	0.00	0.0%
1420.0 · Vehicles	78,339.03	78,339.03	0.00	0.0%
1430.0 · Accumulated Depreciation	-583,153.24	-583,153.24	0.00	0.0%
1440.0 · Land (Antioch Cave)	165,415.00	165,415.00	0.00	0.0%
1445.0 · Office Building	268,588.04	268,588.04	0.00	0.0%
<b>Total Fixed Assets</b>	<b>338,929.31</b>	<b>338,929.31</b>	<b>0.00</b>	<b>0.0%</b>



**BSEACD**  
**Balance Sheet Previous Year Comparison**  
**As of February 29, 2020**

	February 29, 2020	February 28, 2019	\$ Change	% Change
<b>Other Assets</b>				
1500.0 · Organizational Costs	300,783.26	300,783.26	0.00	0.0%
1510.0 · Accumulated Amortization	-300,783.26	-300,783.26	0.00	0.0%
1600.0 · Deposits Paid (Utilities)	71.00	71.00	0.00	0.0%
Total Other Assets	71.00	71.00	0.00	0.0%
<b>TOTAL ASSETS</b>	<b>1,897,529.34</b>	<b>1,938,501.93</b>	<b>-40,972.59</b>	<b>-2.11%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
2010.0 · Rebates Payable - Cons Credits	19,148.06	21,502.02	-2,353.96	-10.95%
2110.0 · Direct Deposit Liabilities	1,035.00	1,035.00	0.00	0.0%
2220.0 · Federal Income Tax Withheld	-1,035.01	-1,035.00	-0.01	-0.0%
2230.0 · Employer Fica & Med Payable	-139.25	0.00	-139.25	-100.0%
2250.0 · TWC Payable	107.63	115.72	-8.09	-6.99%
2270.0 · Payroll Liabilities	0.10	0.00	0.10	100.0%
2300.0 · Accrued Vacation Payable	48,046.65	52,820.07	-4,773.42	-9.04%
<b>TOTAL LIABILITIES</b>	<b>67,163.18</b>	<b>74,437.81</b>	<b>-7,274.63</b>	<b>-9.77%</b>
<b>Equity</b>				
3000.0 · Fund Balance	902,309.60	1,099,846.89	-197,537.29	-17.96%
3000.3 · Invested in Capital Assets	365,127.26	365,127.26	0.00	0.0%
3110.0 · Reserve for Petty Cash	300.00	300.00	0.00	0.0%
Net Income	562,629.90	398,789.97	163,839.93	41.08%
Total Equity	1,830,366.76	1,864,064.12	-33,697.36	-1.81%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,897,529.94</b>	<b>1,938,501.93</b>	<b>-40,971.99</b>	<b>-2.11%</b>

**4. Check Register**

BB&T now TRUIST  
Operating Account

February 1 – February 29, 2020

**BSEACD**  
**Operating Register - Checking Account**  
**As of February 29, 2020**

Type	Date	Num	Name	Memo	Amount	Balance
Liability Check	02/03/2020	1312020	United States Treasury	74-2488641 Directors (payroll taxes)	-693.32	58,931.55
Check	02/05/2020	25339	Wellintel Inc	Analytics Dashboard Subscriptions	-560.00	58,238.23
Check	02/05/2020	25340	Integrilek	IT, Phone, Anti-virus, Office 365	-1,756.74	57,678.23
Check	02/05/2020	25341	Jan-Pro of Austin	February Office Cleaning	-260.00	55,921.49
Check	02/05/2020	25342	Orsak Landscape Services	Lawn Maintenance	-65.00	55,661.49
Check	02/05/2020	25343	Home Depot	Aquifer Science Supplies	-49.78	55,596.49
Check	02/05/2020	25344	Unum Life Insurance Co.	Life Insurance Premium - February	-1,006.49	55,546.71
Transfer	02/06/2020			Funds Transfer Payroll	-30,000.00	24,540.22
Liability Check	02/10/2020	2102020EFT	Reliance Trust Company	Retirement - DCW Interim GM Salary	-275.10	24,265.12
Liability Check	02/10/2020	EFT	United States Treasury	74-2488641 (payroll taxes)	-439.60	23,825.52
Transfer	02/10/2020			Funds Transfer (due to low checking balance)	50,000.00	73,825.52
Check	02/11/2020	25345	SledgeLaw Group	Needmore Legal, and Legislation - December 2019	-3,915.00	69,910.52
Check	02/11/2020	25346	Time Warner Cable	Internet	-145.11	69,765.41
Check	02/11/2020	25347	Ameritas Life Insurance Corp.	Vision Insurance Premium -March	-119.28	69,646.13
Check	02/11/2020	25348	Lane Cockrell	Per diem for GSA in Ft. Worth 3/8-3/10/20	-167.75	69,478.38
Check	02/11/2020	25349	BB&T	Various Charges	-118.58	69,359.80
Check	02/11/2020	25350	Texas Water Foundation	Reg Fee for V Escobar - Texas Water Leaders	-1,500.00	67,859.80
Check	02/12/2020	25351	TML Intergovernmental Risk Pool	Workers Compensation 2019 Audit	-124.00	67,735.80
Check	02/12/2020	25352	Ready Refresh by Nestle	Water	-74.89	67,660.91
Check	02/12/2020	25353	Edwards Aquifer Research & Data Center	VOID: Well Sampling	0.00	67,660.91
Check	02/12/2020	25354	State Office of Administrative Hearings	January 2020 SOAH EP Fees and Fringe	-93.75	67,567.16
Check	02/12/2020	25355	Texas State University	Well Sampling	-2,025.00	65,542.16
Liability Check	02/13/2020	2132020EFT	Reliance Trust Company	Bi-weekly retirement and loan prmt	-5,359.87	60,182.29
Liability Check	02/13/2020	EFT	United States Treasury	74-2488641 (payroll taxes)	-7,795.87	52,386.42
Deposit	02/13/2020			Deposit (new well application, and permittee fees)	6,382.68	58,769.10
Check	02/18/2020	25356	Steve Amos	Monitor Well Supplies	-78.95	58,690.15
Check	02/19/2020	25357	City of Austin	Water	-21.47	58,668.68
Check	02/19/2020	25358	CIT Technology Fin Serv, Inc	Copier Lease	-680.50	57,988.18

**BSEACD**  
**Operating Register - Checking Account**  
**As of February 29, 2020**

Check	02/19/2020	25359	Premiere Global Services	Conference Calls	-21.98	57,966.20
Check	02/19/2020	25360	Pinney Bows Global Financial Svcs, LLC	Postage Lease for 3/10/2020 - 6/09/2020	-267.57	57,698.63
Check	02/19/2020	25361	Business Management Daily	HR Specialist Renewal Code LT0197 Acct 43725940	-199.00	57,499.63
Check	02/19/2020	25362	Wellintel Inc	Monitor Well Supplies	-68.00	57,431.63
Transfer	02/20/2020			Funds Transfer Payroll	-24,000.00	33,431.63
Check	02/20/2020	25363	Paragon Printing and Mailing	Envelopes	-767.07	32,664.56
Check	02/24/2020	25364	Braun and Gresham	Fee-share Agreement January 2020	-1,183.66	31,480.90
Check	02/25/2020	25365	Fidelity Security Life Insurance Company	Gap Insurance Premium - March	-964.29	30,516.61
Liability Check	02/25/2020	2252020EFT	United States Treasury	74-2488641 Directors (payroll taxes)	-145.70	30,370.91
Check	02/25/2020	25369	Bob Larsen	Director Expense Reimbursement	-15.97	30,354.94
Deposit	02/25/2020			Deposit (permittee production fee payments)	43,626.10	73,981.04
Check	02/26/2020	25370	Dana Wilson	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	73,831.04
Check	02/26/2020	25371	Shannon DeLong	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-120.00	73,711.04
Check	02/26/2020	25372	Erin Swanson	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	73,561.04
Check	02/26/2020	25373	Robin Gary	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	73,411.04
Check	02/26/2020	25374	Tammy Raymond	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	73,261.04
Check	02/26/2020	25375	Vanessa Escobar	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	73,111.04
Check	02/26/2020	25376	Brian Smith	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	72,961.04
Check	02/26/2020	25377	Justin Camp	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	72,811.04
Check	02/26/2020	25378	Jaclyn Vay	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	72,661.04
Check	02/26/2020	25379	Bell-Enders, Kendall	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-120.00	72,541.04
Check	02/26/2020	25380	Brian Hunt	Smartphone Reimb 2nd Qtr (Dec/Jan/Feb)	-150.00	72,391.04
Liability Check	02/27/2020	EFT	Reliance Trust Company	Bi-weekly Retirement and Loan Pmt	-5,359.87	67,031.17
Liability Check	02/27/2020	EFT	United States Treasury	74-2488641 (payroll taxes)	-8,087.15	58,944.02
Liability Check	02/27/2020	25366	MeLife	Dental Insurance Premium - March	-863.53	58,080.49
Liability Check	02/27/2020	25367	AFLAC	Employee-paid Supplemental Coverage	-186.08	57,894.41
Liability Check	02/27/2020	25368	United Healthcare	Health Insurance Premiums - March	-13,582.45	44,311.96
Check	02/27/2020	25381	Bickerstaff	Legal - General, Personnel, Needmore, Permian Hwy Pipelin	-4,427.25	39,884.71

**TOTAL**

-19,046.84

39,884.71

**RESOLUTION NO. xxxxx**

**OF THE JOINT COORDINATING COMMITTEE OF GROUNDWATER MANAGEMENT AREA 9 REGARDING CHANGES IN THE BOUNDARY BETWEEN GMA 9 AND GMA 10**

**WHEREAS**, groundwater conservation districts are charged by the Texas Legislature with providing for the conservation, preservation, protection, and prevention of waste of groundwater and of groundwater resources under Texas Water Code, Section 36.0015;

**WHEREAS**, groundwater conservation districts are required by TWC Section 36.108 to meet with the other groundwater districts for joint planning within their Groundwater Management Area (GMA), to collectively establish desired future conditions for the relevant aquifers within that GMA;

**WHEREAS**, the boundaries of GMAs are intended to coincide, to the greatest extent feasible, with the actual boundaries of major and minor aquifer systems of Texas, as defined by the Texas Water Development Board (TWDB) under TWC Section 35.004;

**WHEREAS**, the boundary between GMA 9 and GMA 10 is intended to reflect the actual boundary formed by the outcrop of the Trinity Aquifer to the northwest in GMA 9 and the outcrop of the Edwards (Balcones Fault Zone) Aquifer to the southeast in GMA 10;

**WHEREAS**, the jurisdictional boundaries between the Southwestern Travis County GCD and the Barton Springs/Edwards Aquifer Conservation District in Travis County, and between the Hays Trinity GCD and the Barton Springs/Edwards Aquifer Conservation District in Hays County, are designed to be a close approximation of the Edwards Aquifer's western outcrop boundary formed with the outcrop of the Trinity Aquifer;

**WHEREAS**, the boundary between GMA 9 and GMA 10 as currently established by TWDB deviates substantially from these GCD jurisdictional boundaries and therefore from the actual boundary between the two major aquifers managed by the two GMAs;

**WHEREAS**, the Southwestern Travis County GCD and Hays Trinity GCD consider the Edwards (Balcones Fault Zone) Aquifer that is down-dip of the Trinity outcrop as non-relevant for joint planning purposes within GMA 9 and do not manage that Aquifer within GMA 9;

**WHEREAS**, the Barton Springs/Edwards Aquifer Conservation District considers the unconfined Trinity Aquifer that is up-dip of the Edwards outcrop as non-relevant for joint planning purposes within GMA 10 and does not manage that Aquifer within GMA 10;

**NOW, THEREFORE, BE IT RESOLVED BY THE JOINT PLANNING COMMITTEE OF GROUNDWATER MANAGEMENT AREA 9 THAT:**

Groundwater Management Area 9 hereby petitions the Texas Water Development Board to change the boundary between GMA 9 and GMA 10 in Hays and Travis Counties such that it is as shown on the attached exhibit.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

**GROUNDWATER MANAGEMENT AREA 9'S DISTRICT REPRESENTATIVES:**

Bandera County River Authority and Groundwater District

Barton Springs/Edwards Aquifer Conservation District

Blanco-Pedernales Groundwater Conservation District

Comal Trinity Groundwater Conservation District

Cow Creek Groundwater Conservation District

Hays Trinity Groundwater Conservation District

Headwaters Groundwater Conservation District

Medina County Groundwater Conservation District

Southwestern Travis County Groundwater Conservation District

Trinity-Glen Rose Groundwater Conservation District

**GROUNDWATER MANAGEMENT AREA 10'S DISTRICT REPRESENTATIVES:**

Barton Springs/Edwards Aquifer Conservation District

Comal Trinity Groundwater Conservation District

Kinney County Groundwater Conservation District

Medina County Groundwater Conservation District

Plum Creek Conservation District

Southwestern Travis County Groundwater Conservation District

Uvalde County Groundwater Conservation District

**INTERLOCAL AGREEMENT RELATED TO  
CONSTRUCTION OF A MONITOR WELL IN THE TRINITY AQUIFER**

This Interlocal Agreement is entered into by and between the Barton Springs/Edwards Aquifer Conservation District (BSEACD), and the Hays Trinity Groundwater Conservation District (HTGCD) (collectively the Districts). In this Agreement, the Districts are sometimes individually referred to as District or Party.

**WHEREAS**, each District is a political subdivision of the State of Texas created under Article XVI, Section 59 of the Texas Constitution, and operates pursuant to the provisions of the Texas Water Code and each District's respective enabling act; and

**WHEREAS**, the Districts desire to and are authorized to enter into this Agreement pursuant to Texas Interlocal Cooperation Act, § 791.001, *et. seq.* of the Texas Government Code; and

**WHEREAS**, each District has authority under the Texas Interlocal Cooperation Act, its respective enabling act, and Chapter 36 of the Texas Water Code, including, but not limited to §§ 36.106, 36.107, 36.109, and 36.158 to enter into and perform the function under this Agreement; and

**WHEREAS**, each District manages a portion of the Trinity Aquifer in Hays County; and

**WHEREAS**, there is an increasing demand in developing the Cow Creek formation of the Trinity Aquifer; and

**WHEREAS**, each District recognizes the need and benefit of a monitor well for use in groundwater investigations and data collection in the Trinity Aquifer in Hays County.

**WHEREAS**, groundwater flow from Jacob's Well ceases during periods of moderate to severe drought; and

**WHEREAS**, there is a need for monitoring the aquifer close to Jacob's Well; and

**WHEREAS**, the functioning of the system that contributes groundwater to Jacob's Well is not sufficiently understood to be able to develop reasonable groundwater models and for groundwater management; and

**WHEREAS**, Hays County has contributed fifty-eight thousand dollars (\$58,000) (Hays County Contribution) toward installation of this multipoint well and a standard monitor well near Jacob's Well as part of this project.

**NOW, THEREFORE**, in consideration of the foregoing and the mutually acceptable terms and conditions of the Parties in this Agreement, the Districts agree as follows:

**ARTICLE 1  
PURPOSE**

The purpose of this Agreement is to fund a portion of the construction of a monitor well in the Trinity Aquifer upgradient of Jacob's Well. The well will be used to collect hydrogeologic information from the Middle and Lower Trinity Aquifers.

This well will be a multiport monitor well similar to other multiport monitor wells installed in Hays and Travis Counties by BSEACD. The well will be installed into the Low Trinity Aquifer to a depth of about 475 ft below land surface. The well will be completed with seven unique zones from which water samples can be collected and water pressure and hydraulic conductivity can be measured.

**ARTICLE 2  
OBLIGATIONS AND RIGHTS OF BSEACD**

2.1 Using the funds contributed by Hays County and HTGCD, BSEACD will construct a well to monitor the Middle and Lower Trinity Aquifers. The well will generally be located within HTGCD upgradient of Jacob's Well. The well will be located either about 1,600 feet north of Jacob's Well or about 4,500 ft north-northwest of Jacob's Well.

2.2 BSEACD will acquire the necessary ownership interest in property or an agreement with property owners to construct the monitor well.

2.3 BSEACD will contribute Westbay multiport well equipment for installation in the well; this is a value of approximately fifteen thousand dollars (\$15,000).

2.4 BSEACD will monitor and collect data from the monitoring well. Specifically, BSEACD will monitor water levels on a continual basis if pressure transducers have been installed in the well. Otherwise, manual measurements will be made on at least a quarterly basis.

2.5 BSEACD will share monitor well data with HTGCD quarterly unless HTGCD has declared drought conditions. During periods of HTGCD-declared drought, BSEACD will share data with HTGCD monthly, or at the request of HTGCD.

2.6 Unless otherwise agreed to by the parties, if BSEACD is unable to or does not otherwise complete the construction and initiate data collection of the monitor well by December 31, 2020, BSEACD shall return the monies paid by HTGCD within thirty (30) days of the construction and monitoring deadline.

**ARTICLE 3  
OBLIGATIONS OF HTGCD**

3.1 Within thirty (30) days of the Effective Date, HTGCD shall pay BSEACD twenty-five thousand dollars (\$25,000), which BSEACD will combine with the Hays County contribution for construction of the monitor well.



**ARTICLE 4  
TERM AND TIME OF PERFORMANCE**

**4.1** The Effective Date of this Agreement shall be the date last executed by the Districts below. The term of the Agreement shall continue from the Effective Date until the Districts determine a mutually agreed upon end date.

**ARTICLE 5  
NOTICE**

**5.1** Except as may be otherwise specifically provided in this Agreement, all notices, demands, requests, or communications related to non-compliance issues required or permitted hereunder shall be in writing and shall either be (i) personally delivered against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the Districts at the addresses set forth below, or at such other addresses as may have been theretofore specified by written notice delivered in accordance herewith:

**BSEACD:** Barton Springs Edwards Aquifer Conservation District  
Attn: Dana Christine Wilson, Administrative Manager  
1124 Regal Row  
Austin, TX 78748  
(512) 282-8441  
(512) 282-7016 (fax)  
Email: [dana@bseacd.org](mailto:dana@bseacd.org)

**WITH COPY TO:** Bill Dugat  
Bickerstaff, Heath, Delgado, Acosta  
3711 South MoPac Expwy, Bldg. 1, Suite 300  
Austin, TX 78746  
(512) 472-8021  
[bdugat@bickerstaff.com](mailto:bdugat@bickerstaff.com)

**HTGCD:** Linda Kaye Rogers, HTGCD Board President  
PO Box 1648  
Dripping Springs, TX 78620

**WITH COPY TO:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ARTICLE 6 DISPUTE RESOLUTION

**6.1 Negotiation.** The Districts will attempt in good faith to resolve promptly through negotiation any claim or controversy arising out of or relating to this Agreement. If a controversy or claim should arise, the Districts agree to each select a Representative and to have those Representatives meet at least once to attempt in good faith to resolve the dispute. For such purpose, any District may request the others to meet within ten (10) days, at a mutually-agreed-upon time and place. The Districts shall, within ten (10) days after the Effective Date of this Agreement, each designate to the other their respective Representatives, who shall be an executive-level individual with authority to settle disputes subject to approval of the District's governing body. Each of the Districts may change the designation of its Representative, but shall maintain at all times during the term of this Agreement a designated Representative and shall ensure that the other Districts are notified of any change in the designation of its Representative.

**6.2 Mediation.** If the dispute has not been resolved within sixty (60) days after the first meeting of the designated Representatives (or such longer period of time as may be mutually agreed upon), any of the Districts may refer the claim or controversy to non-binding mediation conducted by a mutually-agreed-upon party qualified to perform mediation of disputes related to the subject matter of this Agreement (herein referred to as the "Mediator") by sending a written mediation request to the other District. In the event that such a request is made, the Districts agree to participate in the mediation process. The Districts and the Mediator may join in the mediation any other party necessary for a mutually acceptable resolution of the dispute. Should the Mediator ever be unable or unwilling to continue to serve, the Districts shall select a successor Mediator. The mediation procedure shall be determined by the Mediator in consultation with the Districts. The fees and expenses of the Mediator shall be borne equally by the Districts.

**6.3 Litigation.** If the dispute is not resolved within thirty (30) days after the commencement of mediation, or if no mediation has been commenced within ninety (90) days after the first meeting between Representatives (or such longer period of time as may be mutually agreed upon), any of the Districts may commence litigation to resolve the dispute in any Texas state court of competent jurisdiction, or in the United States District Court for the Western District of Texas, Austin Division, to the extent said Court shall have jurisdiction over the matter.

## ARTICLE 7 MISCELLANEOUS

**7.1 Not-to-Exceed; Budget Amount.** Under no circumstances shall BSEACD's financial obligation from funds other than funds contributed by Hays County and HTGCD exceed the amount cited in Section 2.3, above, nor shall HTGCD's obligation exceed the amount cited in Section 3.1, above, unless otherwise agreed in writing by the Districts. Notwithstanding any other provision of this Agreement, if the BSEACD or HTGCD Board of Directors fails to appropriate or budget funds to meet the terms and conditions cited herein, then the non-appropriating entity shall not be obligated to fulfill its obligations under this Agreement.

**7.2** Entire Agreement. This Agreement represents the entire and integrated agreement between HTGCD and BSEACD and supersedes all prior negotiations, representations or arguments either written or oral. No official, representative, agent, or employee of the Districts has any authority to modify this Agreement, except pursuant to such express authority as may be granted by the respective Board of Directors. The recitals set forth above are incorporated herein.

**7.3** Lawful Authority. The execution and performance of this Agreement by HTGCD and BSEACD have been duly authorized by all necessary laws, resolutions or corporate action, and this Agreement constitutes the valid and enforceable obligations of HTGCD and BSEACD in accordance with its terms.

**7.4** Amendments. No amendment, modification or alteration of the terms hereof shall be binding unless the same shall be in writing and dated subsequent to the date hereof and duly executed by the Districts hereto.

**7.5** Independent Parties. It is understood and agreed between the Districts that HTGCD and BSEACD, in executing this Agreement, and in performing their respective obligations, are acting independently, and not in any form of partnership or joint venture.

**7.6** Construction. The captions and headings contained in this Agreement are solely for convenient reference and will not be deemed to affect the meaning or interpretation of any provision or paragraph hereof. All references in this Agreement to any particular gender are for convenience only and will be construed and interpreted to be of the appropriate gender. For the purposes of this Agreement, the term "will" is mandatory. Should any provision in this Agreement be found or deemed to be invalid, this Agreement will be construed as not containing such provision, and all other provisions which are otherwise lawful will remain in full force and effect, and to this end the provisions of this Agreement are declared to be severable.

**7.7** Conflict with Applicable Law. Nothing in this Agreement shall be construed so as to require the commission of any act contrary to law, ordinance or administrative executive or judicial regulation, order or decree, or amendment thereof, contrary to which the Districts have not legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Agreement shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

**7.8** No Waiver. No waiver by a Party of any breach of any provision of this Agreement shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

**7.9** Public Information Act. BSEACD and HTGCD are governed by the Texas Public Information Act (the "Act"), Chapter 552 of the Texas Government Code. This Agreement and all written information generated under this Agreement may be subject to release under the Act.

**7.10** Additional Documents. The BSEACD and HTGCD covenant and agree that they will execute such other and further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Agreement.

7.11 Compliance with Laws. In performing this Agreement, the Districts will comply with all local, state and federal laws.

7.12 Counterparts. This Agreement has been executed by the Districts in multiple originals or counterparts each having full force and effect.

**ARTICLE 8  
LIABILITY**

8.1 To the extent allowed by Texas law, BSEACD and HTGCD agree that each entity is responsible for its own proportionate share of any liability for its negligent acts or omissions.

**Hays Trinity Groundwater Conservation District:**

By: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

**Barton Springs Edwards Aquifer Conservation District:**

By: \_\_\_\_\_  
Blayne Stansberry  
Board President

Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Blake Dorsett  
Board Secretary

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
William D. Dugat III  
Attorney for BSEACD

Date: \_\_\_\_\_

## Item 3

### Routine Business

- b. General Manager's Report.** *(Note: Topics discussed in the General Manager's Report are intended for general administrative and operational information-transfer purposes. The Directors will not take any action unless the topic is specifically listed elsewhere in this agenda.)*

#### Topics

1. Personnel matters.
2. Aquifer conditions and status of drought indicators.
3. Update on TCEQ's rulemaking for beneficial wastewater reuse.
4. Budget Planning.
5. Scholarship Planning.
6. Upcoming public events of possible interest.
7. Update on Permian Highway Pipeline
8. Review of Status Report Update – at directors' discretion.

**STATUS REPORT UPDATE  
FOR THE MARCH 12, 2020 BOARD MEETING**

**Summary of Significant Activities - Prepared by District Team Leaders**

**UPCOMING DATES OF INTEREST**

- District Board Meetings: March 12, April 9
  - Region K Meeting: April 22, 2020 Public Hearing on Initially Prepared Plan (Austin)
  - GMA 9 Meeting: May 3, 2020 (Kerrville)
  - GMA 10 Meeting: Mar. 23, 2020 (San Antonio)
- 

- TWCA Annual Convention: Mar. 4-6, 2020 (Fort Worth)
- LCRA/TCEQ Water Quality Advisory Committee Meeting: March 24, 2020 (LCRA Redbud)
- District scholarship applications due: Mar. 25, 2020
- Preserving Hill Country Open Spaces: March 27, 2020 (Wimberley)
- Hill Country Living Festival +Rainwater Revival: April 4 (Dripping Springs)
- District Well Water Checkup: Apr. 22, 2020
- Texas Water 2020: Mar. 31-April 3, 2020 (Fort Worth)
- TAGD Regular Business Meeting: May 27-28, 2020 (Austin)
- Texas Groundwater Summit: Sep. 1-3, 2020 (San Antonio)
- RWQPP Meeting: TBD (Hyde Park Grill)

## GENERAL MANAGEMENT TEAM

Staff: VE  
March 6, 2020

### Litigation and SOAH Activities

- **Electro Purification Production Permit:** Abatement ends April 3, 2020. District pre-filed testimony is due July 31, 2020.
- **Needmore Water LLC:** Protestants field appeal of permit. District counsel is developing a response
- **Permian Hwy Pipeline:** Preliminary Injunction hearing took place 3/4/20 in Austin. The parties presented their arguments before Judge Pittman. The judge's decision is expected within the week. Clearing had to stop March 1<sup>st</sup> in Golden Cheek Warbler habitat, but clearing can continue outside those habitats. Kinder Morgan has agreed to give a 48 hr minimum notice if they get approval from the USFWS and US Corp to proceed with clearing activities.

**Interim Charges/Legislative Initiatives:** GM and staff are tracking Interim charges and discussions in the House and Senate committees. Additional we are participating in TAGD committee discussions.

- **TAGD Committee on Produced Waters** – Committee is tracking the implementation of HB 2771 that requires TCEQ to assume the responsibility to approve permits to discharge wastewater from the oil and gas industry into our rivers, lakes and streams. Delegation of Authority would shift from Railroad Commission to TCEQ by September of 2020
- **TAGD Committee on Joint Planning** – Committee is tracking discussions and developing a white paper statement to provide recommendation on areas of joint planning that can be improved. Committee is also assessing the GMA's activities on monitoring compliance with the DFCs.

**GMA DFC Planning** - GM and staff are still coordinating the GMA 10 DFC expression revision. Coordination with SWTGCD, HTGCD, TWDB & GMA 9 on boundary adjustments continues. GM and staff are planning for Explanatory Report development. There will be future internal discussions to identify objectives and goals of DFC monitoring methodologies.

**Sustainable Yield Planning:** Ongoing modeling discussions, future stakeholder discussions, potential rule-making objectives and timelines, Board Presentations.

**Database Management System** – Internal functional testing and review of database, project status tracking, and strategy meeting with Intera.

**Implementation of Habitat Conservation Plan** – The first annual report was timely submitted to USFWS for their review.

**Region K Planning:** April 22, 2020 Public Hearing on Initially Prepared Plan (Austin)

- Region K began the fifth round of regional water planning (2017-2021) in 2016 and has received funding from TWDB for the completion of the 2021 water plan. The water demand projection revision requests Region K submitted to TWDB were approved in February 2018. The draft Initially Prepared Plans are available on the TWDB website: [IPP Volume 1](#); [IPP Volume 2](#)

**Kent Butler Summit Planning:** GM and staff are participating in the planning and coordination of the May2020 Kent Butler Summit. Event will be invitation only for local officials and their staff. The focus



will be land and water resource management and how partnerships with counties, municipalities, GCDs and NGOs can be leveraged.

#### **GM/Staff Teams Planning Efforts**

- **Education Team** - strategic planning, transition hand-off with Robin, staffing solutions, events priorities, communications planning goals, social media strategies.
- **Aquifer Science Team** – strategic planning, modeling efforts, monitor well installation, ILA development.
- **Regulatory Team** - strategic planning, intern interviews, permitting reviews, ASR projects, Intra strategy meeting for database project.
- **Administrative Team** – strategic planning, coordination of Integritek plan changes, preparations for budget planning

**Meetings with Officials:** Vanessa Escobar, Brian Smith, Charlie Flatten met with Hays County Commissioner Lon Shell and his staff to discuss cooperative efforts on the BRAT model, future coordination on aquifer science and monitoring, stakeholder efforts and long-term goals for water resource management.

**Meetings with Permittees:** GM and staff will be coordinating a meeting with Ruby Ranch to discuss their near final permit application and logistics of their ASR operations and response plans.

**Drought Planning:** All teams making preparations for permittee notifications as water levels get closer to drought trigger thresholds.

**Budget Planning:** Budget Committee meeting to be planned for late March 2020. Additional committee meetings to be scheduled as needed in April- June.

**Cyber security Policy:** GM and Admin Team will research cyber security training programs and will plan for the development of District policy guidance to meet this requirement.

- **Background:** Last session HB 3834 passed amending the Government Code to require the establishment of state verified cybersecurity training programs. A local government must identify employees who have access to a local government computer system or database and require those employees and elected officials of the local government to complete a cybersecurity training program. A local government that employs a dedicated information resources cybersecurity officer may offer its employees a training program that satisfies the requirements under the bill. The local government governing body must verify and report the employee completion of the training and periodically audit to ensure compliance.

#### **Training, Presentations, and Conferences:**

Texas Water Foundation Leadership Institute Training (VE)

#### **Routine Activities and Day-to-Day Operations**

- Reviewed resumes for Assistant GM position; held intern interviews; conference call with PHP Litigation Team; meeting with TWCA staff; meeting with HTGCD GM on Rulemaking & JWS management zone; scheduling meeting for elections coding update; conference calls on Kent Butler planning.
- Provided general oversight of day-to-day operations; approved purchase orders and expenditures; approved timesheets; prepared agendas and backup for and attended Board meetings; prepared GM report and assigned tasks in response to Board commitments; held regular one-on-one

meetings with Team Leaders; presided over Planning Team meetings; serve as liaison between Board and staff; support Board subcommittees;

**Other Regional/Local News:**

- City Halts Plan to Open Barton Springs pool Dam - <https://www.statesman.com/news/20200217/city-halts-plan-to-open-barton-springs-pool-dam>
- HTGCD Board Adopts Rules to Designate a Jacobs Well Management Zone (3/5/2020)
- CAMPO Transportation Plan available for Public Comment - <https://www.campo2045.org/>  
Staff will track roadway project development within jurisdiction.
- Changes in Water Professional Network: David Johns retirement March 2020; Mike Personett retirement (January 2020); Christy Muse moving on from Shield Ranch, Hill Country Alliance seeking Water Resource Manager.

## **REGULATORY COMPLIANCE TEAM**

Staff: KBE and ES

March 5, 2020

### **Sustainable Yield**

The RC team and Aquifer Science Team developed a process overview that outlines the timeline, milestones, and steps involved with completing the policy discussions, stakeholder aspects, and technical aspects the sustainable yield effort. Staff is discussing modeling and policy internally

### **DFC Planning**

The RC team is actively collaborating in planning discussions with the Aquifer Science Team, neighboring GCDs, GMA 10 representatives, and TWDB staff. We are working on preparing a timeline and planning strategy for our immediate and long-term goals related to DFC revisions and DFC monitoring compliance. Discussions will continue as we continue to attend GMA meetings and prepare to develop presentations, bring information to the Board and engage additional stakeholders. On January 16<sup>th</sup>, staff made a presentation to the Board on DFC process and proposed revisions.

### **State Office Administrative Hearing (SOAH) Matters**

Electro Purification Production Permit:

- The SOAH hearing on the merits currently set to convene April 2020.
- Motion for Summary Disposition – On 1/6/2020 the ALJs issued an order denying the Protestant's Motion for Summary Disposition.

### **SH 45 SW/ Mopac Intersections Roadway Projects**

Staff held a SH 45 wrap up discussion meeting with CTRMA in mid-November. Staff is working on an article write up of the project success to be completed in January 2020. Mopac project is still under construction and quarterly environmental storm water inspections are performed by District staff and Dave Fowler. Aquifer Science is still involved in regular site visits to review karst features and advise on mitigation of those features. Dave Fowler conducted a brief SH 45 inspection on January 27<sup>th</sup> and staff anticipates conducting one final inspection in the spring.

### **Database Development Intera Contract**

Intera continues to work on modules for completion and deployment. Staff has scheduled another strategy meeting with Intera on March 25<sup>th</sup> to discuss efficiency and deadlines. Staff will likely need to spend more time on this project to get it finalized. Testing of modules that are completed and deployed will begin in Spring 2020.

### **Strategic Planning Discussions**

RC team staff are preparing team priorities to identify core functions, management goals, and long-term project efforts. This will help inform upcoming work session discussions with the full Board.

### **Permitting: In Review Applications:**

- City of Hays Well rehab/ Well Plugging

- Exempt/ LPP domestic wells
- Ruby Ranch ASR Operational Permit
- Sage Hill Inn Above Onion Creek Amendment
- Travis County Fire Station
- Gragg Tract #4

**Permitting: Pre Application Meetings (Soon to be Filed):**

Application Type	Entity
Combo Drilling/Production Permit	HEB (new irrigation for pond)
Combo Drilling/Production Permit	Mad Rooster/ Greg Schwartz (Commercial)
Test Well	Creedmoor Trinity Test Well (PWS 2020)
Test Well	Maxwell WSC (PWS 2020)

**Other Project Efforts/ Planning Discussions**

- Internal coordination on preparation and planning for Annual Reports including Management Plan Annual Report & USFWS HCP Annual Report. Staff held the first MAC meeting since the issuance of the HCP on January 28<sup>th</sup> to provide an overview of the annual report and to solicit feedback. Staff has compiled the feedback and has made warranted changes to the annual report. (All Teams)
- Tracking progress on House and Senate Interim Charges
- TAGD legislative subcommittees

**Drought Compliance – No Drought**

## **AQUIFER SCIENCE TEAM**

Staff: BAS, BH, and JC (LC for ILA)

March 7, 2020

### **Sustainable Yield Evaluation of the Trinity Aquifers**

Aquifer Science staff continue to collect data on the geology and hydrogeology related to the Trinity Aquifers. Aquifer Science staff are continuing to work on enhancing the monitor well networks in the EP and Needmore areas and are continuing to collect water-level and water-quality data from wells in these areas. We are working with Hays County to install Trinity monitor wells in the Jacob's Well area. Work on the District's own numerical modeling is ongoing. We are members of a technical committee to guide the development of a numerical groundwater model of the aquifers influenced by the Blanco River. Planning and funding of the Blanco River/Trinity model are close to being finalized with ongoing discussions between Hays County, Meadows Center, and Southwest Research Institute. It is expected that Southwest Research Institute will do most of the modeling work.

### **Alternative Water Supplies (ASR and Desalination)**

Ruby Ranch has completed testing of injection of Edwards water into their Trinity well. Ruby Ranch submitted a final report on the ASR pilot testing to the TCEQ and the District on October 9, 2019. The District has received a permit application from Ruby Ranch for operation of their ASR system. Buda is expected to start drilling a Trinity well in mid-March for their ASR project.

### **Drought and Water-Level Monitoring**

Moderate amounts of rain since January has slowed the recession of spring flow and water levels. On March 6, the Lovelady well had a level of 482.2 ft msl, which is about 5 ft lower than one month ago. Barton Springs is flowing at 4 cfs, down about the same as a month ago. Without significant rain in the next few weeks, it is likely that drought conditions will be reached at Barton Springs by late March or early April.

### **Presentations, Conferences, Reports, and Publications**

An abstract and manuscript have been submitted for the 16<sup>th</sup> Sinkhole Conference that will be held in San Juan, PR in April 2020. A presentation about our ASR projects was given to the Groundwater Protection Committee annual conference on February 18 in San Antonio.

### **Travis County ILA - Hydrogeologic Atlas of Western Travis County**

A final draft of atlas project is being edited based on a first round of technical peer review. We anticipate publication in late March 2020. A second phase of work complimenting Phase 1 has begun.

## EDUCATION TEAM

Staff: JV  
March 3, 2020

### **Austin Cave Festival, Feb 22**

The 2020 Austin Cave Festival was held at the Wildflower Center on Saturday, Feb. 22. Over 2,000 people attended the free event. Attendees consisted of more adults than youth, and more non-members than members. This year staff led sinkhole hikes highlighting surface water/groundwater interaction, recharge, and water quality protection which hosted about 100 participants. Cave adventure tour sign-ups filled quickly and hosted around 440 participants in Wildflower and LaCrosse caves combined. The District works to put on this event in collaboration with the Lady Bird Johnson Wildflower Center, Texas Speleological Society, Austin Parks & Rec, Watershed, and Wildlands Departments.

### **Scholarship Programs**

Scholarship application packets are updated and available online. Promotion has begun, and targeted outreach to District schools, community groups, and libraries is underway. Deadline to submit applications is March 25. Winners to be nominated at the April Board Meeting. This year's scholarship programs are funded by the District and through conservation credit donations from City of Austin, Creedmoor Maha, Goforth, and Cook-Walden: Forest Oaks.

### **Austin Water Conservation Symposium, Feb 13**

The District is a co-sponsor of the 10th Annual Central Texas Water Conservation Symposium 'Collaborating for Success: Planning & Programs that get Results' held at the Austin Board of Realtors facility on Feb. 13. This symposium aims to provide water utilities with the information needed to implement successful water conservation programs, effectively engage customers, and plan for the future. Speakers included state and national experts that discussed the latest approaches, what is coming next and best practices for maximum efficiency gains.

### **One Water: Cutting Costs and Protecting Our Aquifers, Feb. 14**

The Friends of Blue Hole Learning Series hosted an all-day symposium highlighting One-Water elements being incorporated in construction of the WISD Blue Hole Primary School (alternate water supplies, conservation strategies, water reuse, beneficial stormwater capture, etc.). Robin moderated a panel on planning, community support, design theory, and design practice for the One-Water school project. Approximately 120 people attended.

### Other meetings and activities:

- **Edu Transition Meetings:** Staff met together to discuss necessary team duties and programs, how to utilize cross-team support, and options for streamlining in the coming months.
- **Kid-friendly Karst Education Library Event:** In collaboration with Austin Water Wildland Conservation Division, CaveSim, and the Kyle Library, the District co-hosted activities at the library for about 50 children and adults learning about our local aquifers, wildlands, caves, critters, and how to conservation practices at home.
- **Explorer's Guide to the Hill Country:** The SBCA has launched the web version at [www.explorersguide.org](http://www.explorersguide.org). In the coming months there are a number of planned outreach

events where SBCA staff will be promoting the guide and Explorer's Challenge to visit sites and complete activities within the guide. The District is a main sponsor of the project and will also be sharing this resource for applicable events and programs.

- **Kent Butler Summit planning:** Planning discussions continue with Austin Water, Austin Watershed, and Hill Country Alliance staff. Format this year will likely be an invitation-only workshop focused on need/strategies/successes for 'Investing in the Natural Infrastructure of the Hill Country' and will take place in Spring 2020 and will be hosted at the Onion Creek Management Unit of the Water Quality Protection Lands.

#### **Internet Traffic Report - Page views and visits to the District Website**

From February-March, the District website had 5,848 total page views by 4,523 unique sessions. Top sites in order of number of views were Austin Cave Festival (2,400), Home Page (655), Scholarships (221), Staff (175), Maps (124), and Kinder Morgan Pipeline (104). *The District Facebook page now has 918 likes and 1,046 followers. The most popular FB posts were the Camp Scholarship contest (1.2K), AGM job posting (692), College Scholarship Essay Contest (513) and Press Release announcing Vanessa as GM (309). The Cave Festival Facebook event reached 90.5K people.*

## **ADMINISTRATION TEAM**

Staff: SD, TR, and DW  
February 7, 2020 – March 6, 2020

### **Accounts Receivable/Permittee Cycle Billings**

March permittee monthly billing, and 3<sup>rd</sup> Quarter cycle billing were to be mailed out on February 14<sup>th</sup> (due on April 5 and late on April 16) for \$ 329,920 (CoA-AWU accounts for \$245,571 of this amount).

April permittee monthly billing to be mailed out on March 16, 2020 (\$29,147).

### **Banking**

Updating new bank signature cards with Truist (previously BB&T that has now merged with Suntrust).

### **Budgets**

FY 2020 Revision 1 to be presented for approval in April board meeting. FY 2021 Draft Initial Discussions with Pumpage Analysis, and Budget Analysis has begun. Budget timeline has been created for May through July.

### **Election – November 2020**

No current update. There are three director precincts that may be involved this year:

Precinct 1 - Mary Stone, Precinct 3 - Blake Dorsett, Precinct 4 - Robert D Larsen, Ph.D.

### **Financial Reporting – Website**

Transparency Star-related. Most current, available financial reports are to be posted. Balance Sheet, Profit and Loss Statements, and Check Registers (Operating and Payroll) through January 2020 have been posted on the District website.

### **Retirement Plan Research**

Looking into alternatives – perhaps a new type of Plan with discretionary options for Board, and for staff.

### **Southwest Travis County ILA Phase II – FY 2020**

**UPDATE:** The second installment of \$25,000 has been invoiced this month (February). The ILA states “no sooner than 60 days after the initial payment.” (Initial invoice of \$50,000 was



submitted to Travis County (10.14.19) within 30 days of contract execution, as stipulated in the agreement, and payment was received on 12.5.2019.)

### **Strategic Planning Process**

Compiling all administrative tasks into an annual spreadsheet, as requested, with prioritizations.

*The Administration Team typically has repetitive monthly tasks e.g. monthly bank reconciliations, daily phone answering, monthly adjusting journal entries, contract/grant/and project tracking, monthly meter reading reporting, etc. These types of tasks are not listed here because they are repetitive. Administration status reports are generally shorter than the other teams as we list only our extra-ordinary tasks.*

## **Item 4**

### **Presentations**

- a. Presentations by Regulatory Compliance and Education teams on Strategic Planning.**

## **Item 5**

### **Board Discussions and Possible Actions**

- a. Discussion and possible action related to Drought status and possibly authorizing the General Manager to declare drought when thresholds are crossed and to notify permittees to initiate the appropriate actions under their User Drought Contingency Plan.**

## **Item 5**

### **Board Discussions and Possible Actions**

- b. Discussion and possible action on Strategic/Budget Planning.**

## **Item 6**

### **Director's Reports**

#### **Directors' Reports.**

Directors may report on their involvement in activities and dialogue that are of likely interest to the Board, in one or more of the following topical areas:

- **Meetings and conferences attended or that will be attended;**
- **Committee formation and updates;**
- **Conversations with public officials, permittees, stakeholders, and other constituents;**
- **Commendations; and**
- **Issues or problems of concern.**

**Item 7**

**Adjournment**