



**NOTICE OF MEETING OF THE
BARTON SPRINGS EDWARDS AQUIFER CONSERVATION DISTRICT
BOARD OF DIRECTORS**

Thursday, October 14, 2021

4:00 PM

VIDEO CONFERENCE AND IN-PERSON

NOTICE OF OPEN MEETING

Notice is given that a **Regular Meeting** of the Board of Directors (Board) of the Barton Springs/Edwards Aquifer Conservation District will be held on **Thursday, October 14, 2021**, commencing at **4:00 p.m.** The meeting will be conducted pursuant to Texas Government Code, Section 551.127. A member of the Board will be physically present and preside over the meeting at **the District office, located at 1124 Regal Row, Austin, Texas** as authorized under Texas Government Code Sections 551.127(c) and (e). The meeting is open to the public to attend in person **at the District Office**. Members of the Board (other than the Board member presiding over the meeting), employees of the District and members of the public may also participate from **a remote location by video conference call** as authorized under Texas Government Code Sections 551.127(a-1), (c) and (k).

This meeting will be audio/video recorded and the recording will be available on the District's website after the meeting. A copy of the agenda packet for this meeting will be available on the District's website at the time of the meeting.

Those participating via videoconference call should follow the instructions provided below. **Please note that telephone conference participation is unavailable.**

INSTRUCTIONS FOR JOINING MEETING

Join the Meeting using the Zoom link– use your computer audio/video features

<https://us02web.zoom.us/j/83815354713?pwd=VIE5MjhLTUQ2QVFCWThaRmhSNGhOdz09>

Meeting ID: 838 1535 4713

Passcode: 821328

Helpful Tips – For tips on how to set up Zoom on your device prior to the Board Meeting, visit the District's Board Meeting webpage: <https://bseacd.org/transparency/agendas-backup/>

INSTRUCTIONS FOR PUBLIC COMMENTS

1. Register for Public Comment prior to Board Meeting Day - Persons wishing to provide public comment either in person or virtually must register by calling (512-282-8441) or emailing tammy@bseacd.org by **5:00 p.m. on Wednesday, October 13, 2021**. Please include the following information in the registration:

- a. first and last name
 - b. email address
 - c. phone number
 - d. the agenda item on which you wish to comment
 - e. indicate whether you would like to comment the day of or have your written comments submitted read into the record, and
 - f. include written comments, if any.
2. Public Comments at the Board Meeting – Each registered person will be recognized and identified by the Presiding Officer or staff moderating the communications when it is their turn to speak. **Public comment is limited to 3 minutes per person.** Only persons who have registered in advance to give public comment during the meeting will be allowed to provide comment.

DOCUMENTATION FOR AGENDA ITEMS

Please note: This agenda and available related documentation, if any, have been posted on the District website, 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.

AGENDA

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 4:00 p.m.**
2. **Citizen Communications (Public Comments of a General Nature).**
3. **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.)*
 - a. Approval of Financial Reports under the Public Funds Investment Act, Directors' Compensation Claims, and Specified Expenditures greater than \$5,000. **Not for public review**
 - b. Approval of minutes of the Board's September 9, 2021 Special Meeting. **Not for public review at this time**
 - c. Approval of an FY 2022 budget amendment. **Pg. 9**
 - d. Approval of engagement letter from Montemayor Britton Bender PC regarding the FY 2021 Audit. **Pg.14**
4. **Discussion and Possible Action.**
 - a. Discussion and possible action related to enforcement against Aqua Texas - Bliss Spillar for noncompliance with district drought rules and permit requirements. **NBU**
 - b. Discussion and possible action on scheduling the November Board meeting to November 18, 2021 due to the 2nd Thursday of the month falling on a District holiday. **NBU**
 - c. Discussion and possible action on establishing a process and schedule for selecting a replacement director for Precinct No. 3 of the Barton Springs Edwards Aquifer Conservation District. **NBU**
5. **General Manager's Report. Discussion and possible action.**

Topics

- a. Updates on the hiring committee activities for General Manager.
- b. Review of Status Report and update on team activities/projects. **Pg. 22**
- c. Aquifer status update.
- d. Upcoming events of possible interest.

6. Director 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.

Item 1

Call to Order

Item 2

Citizen Communications

Item 3

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.)

- a. Approval of Financial Reports under the Public Funds Investment Act, Directors' Compensation Claims, and Specified Expenditures greater than \$5,000.**
- b. Approval of minutes of the Board's September 9, 2021 regular Meeting.**
- c. Approval of an FY 2022 budget amendment.**
- d. Approval of engagement letter from Montemayor Britton Bender PC regarding the FY 2021 Audit.**



**Barton Springs
Edwards Aquifer**
CONSERVATION DISTRICT

MEMORANDUM

Date: October 13, 2021
To: Board of Directors
From: Dana
Re: FY 2022 Budget Revision

INCOME

A FY 2022 Budget Revision is necessary to move the previously received funds from Hays County and HTGCD into our General Funds so that it can be spent on the Jacob's Well/Trinity Modeling project that is currently in process. That amount totals \$83,000 (58,000 from Hays Co and 25,000 from HTGCD).

There is a \$507 correction in the pending permit amount in Income.

Last, in the Transfers, we would like to change the \$50,000 needed to balance the budget to come from the General fund rather than the Contingency, since there will be enough in General to cover this.

EXPENSE

Additionally, a couple increases are necessary for (1) the \$1000 increase to our internet service annual fee due to the upgrade required for our virtual board meetings, and (2) our annual insurance rates were just received for the District (auto liability and damage, real and personal property, general liability, and E&O) that increased by \$977.

The money needed to cover the two increased expense accounts was taken from the GM Team administrative expenses line item, so we are moving money around to cover this and do not need to take it out of reserves.

Thank you.



FY 2022 DRAFT BUDGET REVISION 1

		Budgeted Permitted Pumpage 3,437,838,661 Gallons	
L. INCOME		Board-approved 7.8.2021	Draft Revision
A. Production Fees, and Water Use Fee:	GALLONS		
Actual Authorized Pumpage Revenue (17¢ per 1,000 gallons)	2,628,265,913	\$446,805	
Actual Authorized Pumpage Revenue (44¢ per 1,000 gallons)	327,912,748	\$144,282	
Actual Authorized Agriculture Pumpage Revenue (\$1.00/acre-foot)	289,180,000	\$887	
Total Actual Authorized Pumpage/Production Fees	3,245,358,661	\$591,974	
Pending Permit Increases (@ 17¢ per 1,000 gallons)	192,480,000	\$32,722	see below
Total Projected Permitting Revenue less Agriculture	3,148,658,661	\$624,696	
Total Budgeted Permitted Pumpage with Agriculture	3,437,838,661		
Water Use Fee - City of Austin Assessment		802,908	
		\$1,427,604	
Pending Permit Increases (@ 17¢ per 1,000 gallons)		-\$32,215	corrected this number
Water Transport Fees (\$0.31/1,000 gallons)	400,000,000 gallons	\$124,000	
Total Production Fees, and Water Use Fee		\$1,519,389	
B. Other Fees:			
Annual Permit Fees	\$50/permit	\$8,700	
Shared Territory Monitoring (Special Provisions)		\$2,500	
Administrative Fees - Permit Application and Development		\$9,800	
Total Other Fees		\$21,000	
C. Other Income:			
Interest Income		\$1,000	
Total Other Income	TexPool General only	\$1,000	
D. Transfers			
Transfer In (from Cash Flow Reserve General)		\$175,000	
Transfer In (from General Fund for previous Scholarship Donations)		\$3,361	
Transfer in from General for Hays Co/HITGCD/Jacobs Well Project		\$0	
Transfer In (from Contingency-Fund-in-to General Fund)		\$50,000	\$83,000 This is previous Project Income received that was saved.
Total Transfers		\$228,361	\$50,507 No need to use Contingency money.
TOTAL PROJECTED INCOME		\$1,769,750	\$1,852,750

III. EXPENDITURES							
A. Operational Expenses							
Electricity & Water			\$6,000			\$6,000	
Telecommunications Services		Phone/Internet	\$15,000	\$1,000		\$16,000	We budgeted \$145.74 a month : required upgrade for board meetings, new fee is 245 (900 more per year)
Printing/Copying/Photo Processing			\$2,000			\$2,000	
Postage/Freight /Shipping			\$2,500			\$2,500	
Office Supplies/Canteen			\$6,000			\$6,000	
Furniture			\$1,500			\$1,500	
Computer Hardware/Supplies /AV Equipment		Non-Capital	\$6,000			\$6,000	
Computer Software Maintenance/Upgrades/Acquisitions			\$6,000			\$6,000	
Information Technology Monthly Maintenance		IntegriTek	\$19,140			\$19,140	
Board Meetings and Staff Meetings			\$2,000			\$2,000	
Subscriptions / Publications			\$4,200			\$4,200	
Advertising and Public Notices			\$4,000			\$4,000	
Accounting System Operation and Maintenance		QB/Journyx	\$6,600			\$6,600	
Upgrades, and Repair and Maintenance:							
Fleet Maintenance / Repair			\$6,500			\$6,500	
Office Complex Maintenance/ Offices/Lawn			\$11,400			\$11,400	
Facilities General Repair & Maintenance			\$5,000			\$5,000	
Antioch Repair and Maintenance			\$2,500			\$2,500	
Leases:							
Postage Meter Lease			\$1,150			\$1,150	
Copier Lease and Maintenance			\$9,500			\$9,500	
Directors Conferences / Travel			\$2,500			\$2,500	
Dues and Memberships (Organizational/Staff Professional)			\$6,100			\$6,100	
Insurance (Auto, Liability, Property, E&O, Public Bonds)			\$6,070	\$977		\$7,047	Rates received in October. 6547 insurance + 500 bonds
Professional Development			\$19,000			\$19,000	
Conservation Credits			\$20,184			\$20,184	
Total Operational Expenses						\$170,844	
B. Salaries and Wages							
Staff Salaries and Wages			\$951,668			\$951,668	
Interns			\$0			\$0	
Directors' Fees of Office		9000 Legislative Cap	\$25,000			\$25,000	
Total Salaries and Wages						\$976,668	
C. Employment Taxes and Benefits, and Group Insurance							
Employment Taxes and Benefits							

Payroll Taxes	7.65%	\$74,715			\$74,715
Texas Workforce Commission Unemployment Taxes	1.6% in 2020	\$5,000			\$5,000
Workers Compensation Insurance	TML	\$3,812			\$3,812
Employee Pension Plan Contribution	7.50%	\$50,000			\$50,000
Total Employment Taxes and Benefits		\$133,527			\$133,527
Group Insurance					
Group Health Insurance (Employee only)	United and SISlink	\$121,500			\$121,500
Group Health Insurance (Dependent Coverage)	25%	\$19,000			\$19,000
Dental Insurance (Employee only)	SunLife	\$6,100			\$6,100
Life Insurance (Employee only)	SunLife	\$10,000			\$10,000
Vision Insurance (Employee only)	SunLife	\$1,300			\$1,300
Estimated Healthcare Cost Increase	SunLife	\$16,000			\$16,000
Total Group Insurance		\$173,900			\$173,900
Total Employment Taxes and Benefits, and Group Insurance		307,427			307,427
D. Professional Services					
Auditor (Annual)	Montemayor	13,650			13,650
Retirement Plan (Third Party Administration)	The Standard	30,000			30,000
Website and Database		5,000			5,000
Legal - General Services, and Special Services		85,000			85,000
Legislative Support	Sledgel,law	12,000			12,000
BRAT Modeling		5,000			5,000
Shared Territory (Special Provisions)		2,500			2,500
Board Development		3,000			3,000
Required Policy Training		2,000			2,000
Antitoch Easement		5,000			5,000
County Coding Review		5,000			5,000
Redistricting		35,000			35,000
Total Professional Services		\$203,150			\$203,150
F. Team Expenditures					
Aquifer Science Team:					
Hydrogeologic Characterization		\$4,000			\$4,000
Water Chemistry Studies		\$3,800			\$3,800
Monitor Well, Equipment and Supplies		\$7,000			\$7,000
Contracted Support		\$20,000			\$20,000
Total Aquifer Science Team		\$34,800			\$34,800

Communications Team:				
Communications and Outreach	\$2,750			\$2,750
Programs/Events	\$5,200			\$5,200
Scholarship Programs/Awards (General Support)	\$5,861			\$5,861
Equipment and Supplies	\$1,000			\$1,000
Contracted Support	\$4,200			\$4,200
Total Communications Team	\$19,011			\$19,011
Regulatory Compliance Team:				
Projects and Services	\$5,000			\$5,000
Equipment and Supplies	\$2,500			\$2,500
Contracted Support	\$13,500			\$13,500
Total Regulatory Compliance Team	\$21,000			\$21,000
General Management & Administrative Team:				
Contracted Support	\$21,500			\$21,500
Additional Administrative Expenses	\$15,000	-\$1,977		\$13,023
Total General Management & Administrative Team	\$36,500			\$34,523
Total Team Expenditures	\$111,311			\$109,334
F. Project Expense				
Hays Co/HTGCD/Jacobs Wcl Project	\$0	\$83,000		\$83,000
Total Project Expense	\$0			\$83,000
TOTAL PROJECTED EXPENSES				
	\$1,769,400	\$83,000		\$1,852,400
III. NON-CASH DISBURSEMENTS				
Depreciation Expense	\$50,000			\$50,000
Accrued Benefits Payable (Earned Vacation and Nonexempt Comp)	\$50,000			\$50,000
Total Non-Cash Disbursements	\$100,000			\$100,000
IV. PROJECTED POSITION				
Total District Expenditures	\$1,769,400	\$83,000		\$1,852,400
Total District Revenue	\$1,769,750			\$1,852,750
Current Net Gain / (Loss)	\$350			\$350
Contingency Fund	\$504,738			\$504,738



Montemayor Britton Bender PC
CERTIFIED PUBLIC ACCOUNTANTS

2 September 2021

District Board and Management
Barton Springs/Edwards Aquifer Conservation District
1124 Regal Row
Austin, Texas 78748

We are pleased to confirm our understanding of the services we are to provide Barton Springs/Edwards Aquifer Conservation District (District). We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, (as applicable) including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended 31 August 2021.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's MD&A in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient to express an opinion or provide any assurance.

Audit Objective

The objective of our audit to the expression on opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the District Board and Management of the District. We cannot provide assurance that unmodified opinions will be expressed.

Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or unable to form or have not formed

2110 BOCA RATON DRIVE
BUILDING B, SUITE 102
AUSTIN, TEXAS 78747
PHONE: 512.442.0380
FAX: 512.442.0817
www.montemayor.team



opinions, we may decline to express opinions or may withdraw from this engagement. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgement prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Audit Procedures

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

The audit documentation for this engagement is the property of Montemayor Britton Bender PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to oversight agencies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of Montemayor Britton Bender PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to oversight agencies. The oversight agencies may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.



Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare or assist in preparing the financial statements of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the organization from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Organization involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring the Organization complies with applicable laws and regulations.

You agree to assume all management responsibilities for financial statement preparation and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.



2 September 2021
 District Board and Management
 Barton Springs/Edwards Aquifer Conservation District
 Page 4

You are required to disclose in the financial statements the date through which subsequent events have been evaluated and whether that date is the date the financial statements were issued or were available to be issued. You agree that you will not date the subsequent event note earlier than the date of the management representation letter.

Administration

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

Arturo Montemayor III is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on 27 September 2021 and to complete and issue our report no later than 31 December 2021.

We estimate that our fees for these services will be \$13,650. You will also be billed out-of-pocket expenses for bank confirmations (estimated at \$27 per bank). The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. We will require a 25% retainer prior to the start of our work. Additional invoices for these fees will be rendered semimonthly as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Respectfully,

Montemayor Britton Bender PC

RESPONSE:

This letter correctly sets forth the understanding of Barton Springs/Edwards Aquifer Conservation District.

Officer signature: _____ Title: _____ Date: _____

Item 4

Board Discussions and Possible Action

- a. Discussion and possible action related to enforcement against Aqua Texas - Bliss Spillar for noncompliance with district drought rules and permit requirements.**

Item 4

Board Discussions and Possible Actions

- b. Discussion and possible action on scheduling the November Board meeting to November 18, 2021 due to the 2nd Thursday of the month falling on a District holiday.**

Item 4

Board Discussions and Possible Actions

c. Discussion and possible action on establishing a process and schedule for selecting a replacement director for Precinct No. 3 of the Barton Springs Edwards Aquifer Conservation District.

Item 5

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

- a. Updates on the hiring committee activities for General**
- b. Review of Status Report and update on team**
- c. Aquifer status update.**
- d. Upcoming events of possible interest.**

Summary of September Team Activities and Team Activities for October

Aquifer Science Team

September Activities:

- Collecting and evaluating data for aquifer status
- Reviewing plans for Buda ASR pilot test
- AS and Reg/Comp are working on pumping data sets for the transient in-house model
- Working with modeling consultants (GSI) on converting steady-state model to transient

On Deck:

- Will continue to follow aquifer conditions and impact from recent and predicted rain
- Continue working with modeling consultants
- Continue working on monitor wells at Jacob's Well that will likely be installed in November

Administration Team

September Activities:

- Audit in progress through December 2021 (closing/opening books and files, AJEs).
- A/P and payroll learning curve time. TML PR DeLong audit
- New health insurance plan - Open enrollment. Budget revision FY 2022

On Deck:

- Annual report and App B. Create MD&A. PRB annual report / Annual Trust Accounting
- Records mgmt/disposition. Quarterly tax reporting, & end-of-year include W-2s and 1099s.
- HCP annual report (for all teams). Conservation credits.

Regulatory Compliance Team

September Activities:

- Database completion
- Buda ASR pilot project and permitting
- GMA 10 Explanatory Reports
- Annual Report
- Aqua Texas NOAV & Investigation Report
- Aqua Texas LT well permit completion
- New wells

On Deck:

- Management Plan renewal
- Habitat Conservation Plan
- Sustainable Yield Study
- Potentially entering back into drought

Communications and Outreach Team

September Activities:

- General Manager Hiring Committee- reviewing incoming resumes
- Prepared an Instagram channel of pictures and video
- Provided video to MyPoint.TV, a local news outlet
- Preparing next newsletter
- Attended TAGD conference and Region K meeting
- Other activities- Protect Your Groundwater Day and Collect Rocks Day

On Deck:

- Finalize newsletter for release in mid-October
- Will prepare videos about drought and use of downhole cameras
- Prepare educational material for "Imagine a Day Without Water"

**STATUS REPORT UPDATE
FOR THE OCTOBER 14, 2021 BOARD MEETING**

Summary of Significant Activities – Prepared by Staff Leads

Upcoming Dates of Interest

- Texas Water Conservation Association Fall Conference – October 20-22 (San Antonio)
- Geogulf 2021 – October 27-29 (Austin)
- National Cave and Karst Management Symposium – November 1-5 (San Marcos)
- GMDA Annual Conference – January 18-20 (San Antonio)
- Texas Ground Water Association Annual Convention – January 25-28 (Frisco)

DROUGHT MANAGEMENT

Drought Status and Water-Level Monitoring (Justin)

No Drought was officially declared at the July 8, 2021 Board meeting after 8 to 11 inches of rain between May 1 and July 1 had reversed the downward trend of aquifer levels and spring flow. Since then, Lovelady water level and Barton Springs flow continued to rise until 8/21/21 when Lovelady level turned the corner downward. Barton Springs flow ceased to rise and began to drop on 8/9/21.

On October 7, 2021, the Lovelady well had a level of 483.4 ft msl, 5 ft above the drought trigger level. On October 7, 2021, Barton Springs was flowing at 60 cfs (10-day average), well above the drought trigger point of 38 cfs. Between 1-6 inches of rain fell in the Austin/Hill Country region on September 30th producing some recharge but was primarily soaked up by the dry soils. Barton Springs saw a 16 cfs rise from this rain while Lovelady temporarily leveled off from its downward trend.

Drought Communication (David, Michael)

Staff has updated District resources and the website to reflect the current Stage 1 drought stage. Written permittee notifications and public notice of non-drought conditions were mailed and emailed out. Educational resources have been prepared and are available upon request for permittees. Digital educational downloads are available on the website with the Drought Media Tool-Kit located on the Drought Education Page and includes links to other helpful resources. <https://bseacd.org/drought-edu/>

DISTRICT PROJECTS

GMA Joint Planning

➤ ***GMA 10 Coordination (Michael)***

The next GMA 10 meeting will be held on October 26, 2021, at the Edwards Aquifer Authority, 900 E. Quincy, San Antonio, Texas 78215 location. More information can be found at www.gma10.org. GMA 10 is currently reviewing recommendations and comments on draft reports from the TWDB.

Since BSEACD serves as the GMA 10 chair, will guide the discussions and planning activities at the GMA 10. The primary activities of focus for the 2021 year are the adoption of DFCS and the development of the explanatory report. We continue to coordinate internally on long-term goals related to DFC revisions and DFC monitoring compliance. Staff is actively collaborating in planning discussions internally, and with neighboring GCD representatives and TWDB staff.

➤ ***Explanatory Report Development (Michael, Jeff)***

GM and staff are coordinating a significant planning effort to review technical reports and to update content for the explanatory report that is scheduled to be completed by Summer 2021. Staff is coordinating with the team from Plum Creek GCD to review the previous explanatory report and identify areas of revision. The Explanatory Reports were submitted to TWDB for a prereview before final submission, staff is currently making changes to reports based on TWDB comments and recommendations

Trinity Aquifer Sustainable Yield Study & Planning

➤ ***Advisory Workgroup Planning (Kendall)***

GM and staff are continuing to review research on sustainability goals, metrics and thresholds. Staff has met with our facilitator four times to discuss the project timeline, communication, and certain components of an Advisory Work Group. Staff has begun discussions to evaluate the level of public participation, the fundamental objectives of the Advisory Work Group, the scope, and process and workflow to engage the participants, all of which will be incorporated into the Advisory Work Group Plan. Staff recently met with the facilitator to discuss the process overview and is working to finalize the level of participant engagement. Staff is meeting internally to discuss how to work through the unreasonable impact factors and what data and information is needed to assess. This project effort has overall been put on pause while staff works through the transition period. Staff did meet with our facilitator in September and will meet in October to settle on a good place to pause the efforts where they can be picked back up when a new GM is on board. Staff is going to try to meet internal before mid November.

➤ ***Technical Evaluations (Brian, Jeff)***

Aquifer Science staff continue to collect data on the geology and hydrogeology related to the Trinity Aquifers. We are evaluating water-level data for a number of Trinity wells to look for long-term trends. We are working with Hays County to install Trinity monitor wells in the

Jacob's Well area. We are working with Hays County on an access agreement for the well that will be installed at Jacob's Well Natural Area. Work on the first phase of the District's own numerical modeling has been completed. This phase involved the development of a steady-state model. We are currently converting the steady-state model into a transient model which will allow simulation of different pumping and drought scenarios over time. We have hired a consulting firm called GSI to assist us with progressing the model to transient, and had our project kick-off meeting with GSI staff on July 31. We are continuing to meet biweekly with GSI. We are members of a technical committee to guide the development of a numerical groundwater model of the aquifers influenced by the Blanco River. Southwest Research Institute started work on the model in September.

Habitat Conservation Plan (Brian, Erin)

- **COA/BSEACD Technical Meeting:** In December 2021, Aquifer Science will host a meeting with staff from the City of Austin Watershed Protection Department to discuss activities related to the HCPs of each entity and to share data and reports about these activities.
- **MAC Meeting & Annual Report:** Staff prepared the annual report for review by the Management Advisory Committee (MAC). The MAC met on 1/26/2021 for its annual meeting and provided minimal edits and comments. The comments were incorporated into the final report and the report was submitted to USFWS on 2/25/21.
- **Implementation Schedule:** Staff is reviewing previous planning documents and will develop a new implementation timeline and schedule to guide project tasks and activities for the 1-3 year timeframe.
- **Planning for Technical Tasks:** Aquifer Science staff are coordinating studies at Barton Springs with COA staff. These studies include measurement of dissolved oxygen in the Barton Springs pool and the installation of a monitor well within Zilker Park and south of the pool. The Watershed Protection Department has offered to install monitoring equipment in Barton Springs Pool to measure dissolved oxygen as the springs experience wet to drought conditions. Those instruments will likely be deployed in fall or winter 2021.

Database Management System - Intera Inc (Michael, Kendall)

Staff met with Intera in mid August to prioritize work that needs to be done to finalize the database workflows and mockups. Staff is prioritizing the finalization of database mockups and is scheduled to have a meeting in early Nov. to hand off to Intera.

ILA Commitments (Brian)

The District has ILA commitments with Hays County and HTGCD to install two monitor wells in the Jacob's Well Area. Information from these wells will be used to better understand the flow system that delivers Middle Trinity groundwater to Jacob's Well, and to develop our numerical groundwater models. Installation of these monitor wells should be completed by late fall 2021. These two ILAs are being extended until August 31, 2022. We are discussing with Hays County staff the location of one of the wells on Hays County park property.

The ILA with COA is intended to coordinate studies for the respective HCPs such as scientific feasibility studies and monitoring evaluations; to collaborate on the planning of future Kent Butler Summits; and to exchange technical information regularly on an annual basis.

Status update – An annual technical meeting was held in December 2020. In January 2021, the annual MAC meeting was held. Kent Butler Summit small group discussions took place in Jan- Feb 2021. COA/BSEACD plan to have additional discussions and planning efforts to coordinate the details of the DO studies and the monitor well installation.

Region K Planning Activities (Michael)

Region K meet on September 15, 2021, to discuss picking candidates for the empty representatives. The group has also tasked the Bylaws committee with looking at the feasibility of changing the number of members on Region K. The Region K consultants gave a presentation on the upcoming regional planning process and timelines. There was also discussion regarding members acting as liaisons to nearby regional planning groups. The Next meeting will be held on Wednesday, January 26, 2022 at LCRA.

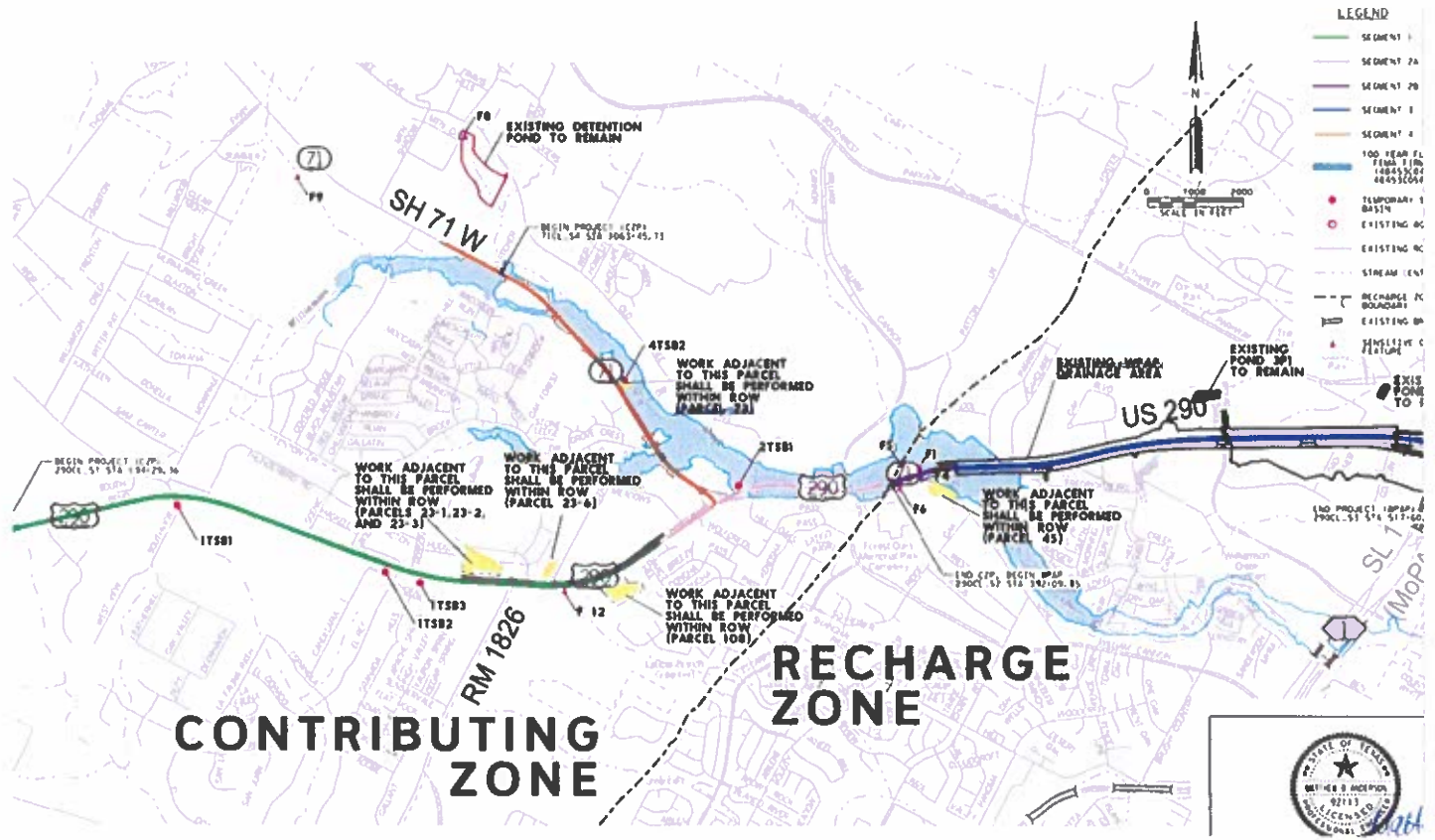
Strategic Planning Implementation (GM):

Vanessa developed a summary and provided the notes to the Board committee. Vanessa and David started a draft strategic plan and a draft implementation plan. These drafts have been provided to the committee for use in the future with the new General Manager.

WPAPs

Staff recently received the Oak Hill Parkway Project WPAP and CZP for Clearing and Grading Phase

Oak Hill Parkway project traverses both the Edwards Aquifer Recharge Zone and Contributing Zone. The project will be divided into 4 segments and an offsite detention pond.



Phasing structure

Work Type	Work Elements	EAPP Permit to include
Grading	<ul style="list-style-type: none"> • Clearing and grubbing • Grading/Excavation • Retaining Walls, Sound Walls • City of Austin Water and Wastewater Lines <p>Note: Wastewater line within Recharge Zone will go thru EAPP SCS application approval process.</p>	<ul style="list-style-type: none"> • WPAP & CZP plans • Right to possess and use of ROW • TCEQ Site Plan <p>Note: Plan sheets related to Impervious Cover will not be provided.</p>
Offsite Detention Pond	<ul style="list-style-type: none"> • Clearing and grubbing • Construction of earthen dam/berm up to 20 ft high, 700 ft long with concrete spillway • Site access and maintenance pad 	<ul style="list-style-type: none"> • CZP Exception plan • Right to possess and use of ROW • Signed and sealed plans for full construction • Plan sheets related to Impervious cover and Permanent BMPs
Wastewater Line in Recharge Zone	<ul style="list-style-type: none"> • City of Austin wastewater line within Recharge Zone • Wastewater line that is extended from Recharge Zone to the next manhole in Contributing Zone 	<ul style="list-style-type: none"> • SCS plan • Right to possess and use of ROW • Signed and sealed plans for full construction • Plan sheets for temporary BMPs
Full Construction (Final Design)	<ul style="list-style-type: none"> • Final Pavement, Bridges, Drainage Structures • Permanent BMPs 	<ul style="list-style-type: none"> • WPAP and CZP plans • Right to possess and use of ROW • TCEQ Site Plan

WPAP – RZ

This phase of construction will include clearing, grubbing, grading, and water lines. Temporary BMPs include rock filter dams, silt fences soil retention blankets and inlet protection. Permanent BMPs and water quality basins will not be constructed during this phase are not included in this WPAP. Water quality basins will be roughly graded and serve as temporary sediment and hazardous material traps during construction. A final permit phase will be provided at a later date when impervious cover and permanent water quality ponds and BMPs will be permitted. The GA identified 13 features and 4 were identified as sensitive (F-1, F-4, F-5, F-6). All sensitive features seem to have a 50 ft no-construction buffer as protection.

CPZ – CZ

This phase of construction will include clearing, grubbing, grading, and permanent wall construction and water and wastewater lines. Temporary BMPs will be same as in WPAP. F-12 has been identified and will have 50 ft no-construction buffer and 200 ft watershed catchment.

Training, Presentations, and Conferences (All Teams):

- *Aquifer Science: GeoGulf Oct. 27-29; National Cave and Karst Management Symposium November 1-5.*
- *Regulatory Compliance:*
- *Administration: NA*
- *Communications and Outreach:*
- *General Manager: NA*
- *All Staff: NA*

New Maps, Publications, or Reports:

A list of recent publications can be found at: <https://bseacd.org/scientific-reports/>

The latest eNewsletter published in April 2021 can be found at:

<https://bseacd.org/publications/newsletters/>

LITIGATION AND LEGISLATION

Litigation and SOAH Activities (Kendall)

- **Electro Purification Production Permit:**

Current Activity: No further actions have been taken and no new updates are available as of August 6, 2021.

Recent Background: On April 14th the GM and counsel met with EP to discuss their desired requests relating to amending their permit application request. We discussed administrative processes and options relating to their permit request as well as the GM's current position statement.

On March 9th the GM issued a letter to EP returning the July 17, 2017 application of Electro Purification LLC and explaining that there is no further action that the GM intends to take in connection with the remand. On March 11th the applicant, EP, responded to the GM's 3/9 letter, stating that they interpret the EP application to still be active and necessitating Board Action.

The district submitted pre-filed testimony and a revised GM Position Statement in December 2020. Depositions were scheduled for Jan-Feb 2021. On Jan 11, 2021 EP filed a Notice of Nonsuit and request to remand the application back to the District. On Jan 15, 2021, the District filed a response to the applicant's Notice of Nonsuit and requested that the ALJs find that with a nonsuit, that EP has withdrawn the application. On Jan 25, 2021 EP filed a response disagreeing with the District's request that the ALJs find the application withdrawn. On Feb 4, 2021, the ALJs dismissed the EP matter and remanded the matter back to the District. The original hearing on the merits will no longer be set for the dates of April 12-16 & 19-20, 2021.

RULEMAKING, PERMITTING, AND ENFORCEMENT

Rulemaking (Michael, Kendall)

There are no immediately plans for additional rule making at this time.

Enforcement and Compliance Matters (Michael, Erin)

<i>Compliance/Enforcement</i>			
<i>Permittee or Entity Name</i>	<i>Aquifer</i>	<i>Use Type</i>	<i>Notes</i>
Aqua Texas – Bliss Spillar	Edwards	PWS	Board will be discussion further action at the September Board meeting. Staff held a meeting with Aqua Texas on October 1, 2021 to discuss actions moving forward and the new UDCP for the Bliss Spillar system.

Permitting Activity (Michael, Erin)

<i>In Review</i>				
<i>Application Type</i>	<i>Aquifer</i>	<i>Applicant Name</i>	<i>Use Type</i>	<i>Volume Request</i>
IPP	Lower Trinity	Aqua Texas – Bliss Spillar	PWS	6,000,000
IPP	Edwards	Goebler, Matthew	Commercial	TBD
Exempt	Middle Trinity	Shonefeld, Joey	Domestic	0 - Exempt
LPP	Lower Glen Rose	Patton, Brian	Domestic	500,000
LPP	Edwards	Bartling, Chad	Domestic	500,000
Exempt	Edwards	Michaelis, Sharon	Domestic – Livestock	0 - Exempt
Exempt	Edwards	Michaelis, Carl	Domestic – Livestock	0 - Exempt
ASR Pilot Project	Edwards/Middle Trinity	City of Buda	Testing	NA
LPP	Waiting on Paperwork	Mary Burton	Domestic	500,000
Change of Ownership	Edwards	James Stinson	Agricultural/Livestock	430,000
Change of Ownership	Edwards	Ford Restaurant Group	Commercial	1,875,000
<i>Recently Approved</i>				
<i>Application Type</i>	<i>Aquifer</i>	<i>Applicant Name</i>	<i>Use Type</i>	<i>Volume Request</i>
Exempt	Edwards	Texas Lehigh Cement	Monitoring	0 - Exempt
LPP	Edwards	Pan, Sidney	Domestic	500,000
LPP	Upper Glen Rose	Larrey, Camille	Domestic	500,000
LPP	Edwards	Cerda, Jose	Domestic	500,000

AQUIFER STUDIES **(Brian)**

Permitting Hydrogeologic Studies:

- Aqua Texas Inc- Aquifer Science staff were involved with Aqua Texas as they are tested a Lower Trinity well in Chaparral Park. The District recently issued a production permit for the well.

Groundwater Studies: *Dye Tracing, Water Quality, Aquifer Characterizations*

- Colemans Canyon- As part of the Jacob's Well study, we are collecting data from domestic wells in the area. A dye-trace study will be conducted in 2022 with Hays County, EAA, and HTGCD.
- Planning for installation of two monitor wells near Jacob's Well.

Field Activities:

- Antioch- Continuing to maintain the system and to collect data on flow into the vault.
- Well Monitoring- Continuing to maintain equipment in numerous monitor wells and to download and interpret data.

Trinity Aquifer Modeling Development:

- BRATWURST Modeling- Southwest Research Institute started work on this model in September 2021.
- In-house model- Working with GSI to transition the steady-state model into a transient model.
- DSS Tool -A small project is underway by a consulting company in Nebraska to develop a Groundwater Evaluation Tool (GET) for the Trinity Aquifers using the District's in-house model. This work is being paid for by a grant from the Environmental Defense Fund.

COMMUNICATIONS AND OUTREACH
(David Marino)
August 2021

Website: During the month of September, a number of items were added to the spotlights page including: Labor Day Holiday, Protect Your Groundwater Day – Sept. 7, 2021, Drought Blog: Potential La Nina Return for the 2021/22 Winter Season, Aquifer Status Update – Sept. 9, 2021, General Manager Job Posting, Science in 60 Seconds: Water Conductivity, Barton Springs, Lovelady Check – Sept. 14, 2021, Barton Springs, Lovelady Check – Sept. 21, 2021, Barton Springs, Lovelady Check – Sept. 28, 2021. The *BSEACD Newsroom* page was also updated with latest press releases, upcoming meetings, videos, etc.

<https://bseacd.org/publications/bseacd-newsroom/>

Website Analytics 2021					
Month	Total Page Views	Unique Page Views	July	August	September
June	2,689	2,278	Homepage 1,387 Views	Homepage 675 Views	Homepage 484 Views
July	3,087	2,354	Publications/Maps 165 Views	Career Opportunities 185 Views	Publications/Maps 106 Views
August	3,086	2,598	About Us/Board 126 Views	Vanessa Leaving Press Release 161	About Us/Board 91 Views
September	2,731	2,415	Aquifer Science/Drought Status 119 Views	Aquifer Science/Drought Status 133 Views	About Us/Staff 88 Views
			About Us/Staff 57 Views	Publications/Maps 110 Views	Aquifer Science/Drought Status 77 Views

General Manager Job Posting: The General Manager posting went up Friday, Aug. 13. Here is the link to the posting on our newly created career opportunities page on the district’s website: <https://bseacd.org/careeropportunities/>. The post is also on the website under Spotlights and on the BSEACD Newsroom page. I’ve included a list below of every location where the job is posted. If it appears in bold, these are locations where the job has already been posted.

- **BSEACD Website – Under Spotlights, Career Opportunities Page, and BSEACD Newsroom Page**
- **BSEACD Facebook Page - As job posting and regular post**
- **BSEACD Twitter Page**

- **BSEACD YouTube - Video Posting**
- **BSEACD LinkedIn**
- **Indeed**
- **TAGD – Texas Alliance of Groundwater Districts**
- **TML – Texas Municipal League**
- **Workforce Solutions Rural Capital Area**
- **Save Barton Creek Association**
- **Hill Country Alliance**
- **Texas Water Conservation Association**
- **Texas Water Foundation**
- **Water Environment Association of Texas**
- **The Meadows Center for Water and the Environment**

General Manager Hiring Committee: Craig Smith replaced Blayne Stansberry on the committee. During our most recent meeting on Sept. 17, the committee decided not to conduct interviews until after Oct. 1 at the earliest. It was the sentiment of the committee that we try to get more qualified applicants. Board members will continue to reach out to organizations and individuals in the water world to help spread the word about the General Manager opening. There are two strong candidates that we reached out to saying that we will start conducting interviews in mid to late October. For the month of September, we received five additional applicants. Communications & Outreach has continued updating the one-drive file with the latest applicant packages. These are updated on both one-drive and the server. The hiring committee will meet again in October.

Aquifer Zone Fall Newsletter: Work on the Fall Newsletter has started. The goal is to have it out on October 15. Here are the subjects we will be covering: Drought Latest/Aquifer Conditions, ASR Well – Buda, BSEACD Weather Station, BSEACD Seeking Interim Director For Precinct 3, How BSEACD Protects Groundwater, Science in 60 Seconds – Recent Segments, New Instagram Channel, etc.

MyPoint.TV: MyPoint.TV is a new online news company in Austin that uses the public and eyewitness reporting to give everyone the opportunity to publish stories that matter to them. A former colleague of mine now heads up the Austin office and reached out to me asking if BSEACD would like to start sharing videos and news of importance on their site. This gives us access to a broader audience and allows us to educate more than just our jurisdiction on aquifer/water related issues. The first video we shared was the Science in 60 Seconds segment on water well check-ups. We also shared the “Protect Your Groundwater Day” video on September 7, and the Science in 60 Seconds Water Conductivity video. BSEACD will be sharing content consistently on the site.

Again, this gives us another opportunity to share our mission and gets us a little more attention. You can check them out here: <https://mypoint.tv/>.

New Social Media Channel: Communications and Outreach created an Instagram channel. This is primarily for pictures and videos. Check it out here: <https://www.instagram.com/bseacd/>

Protect Your Groundwater Day – Sept. 7, 2021: September 7 was Protect Your Groundwater Day. Communications and Outreach did a video with Principal Hydrogeologist Brian Smith regarding how BSEACD protects groundwater. This was shared on social media, the website, and on mypoint.tv.

Collect Rocks Day – Sept. 16, 2021: We used this as a way to share pictures of different rocks and educate the public on Edwards limestone.

Explorers Guide to the Hill County Oasis: BSEACD is once again sponsoring Save Barton Creek Association's Explorers Guide to the Hill County Country Oasis. The district budgeted \$1,000 for the sponsorship.

TAGD Conference/Region K Meeting: Communications and Outreach attended the TAGD Conference in early September. I also attended the Region K meeting on Sept. 15.

Website Redesign: No updates this month. This is on hold until new General Manager comes in.

Videos (Uploaded to YouTube and Twitter/Facebook):

Video From Inside A Well

<https://www.youtube.com/watch?v=QSvfwSnBS0w>

New BSEACD Instagram Channel

https://www.youtube.com/watch?v=wGSF_aGBmfg

Collect Rocks Day – Sept. 16, 2021

<https://www.youtube.com/watch?v=xbDimo1buwM>

Science in 60 Seconds: Water Conductivity

<https://www.youtube.com/watch?v=ul3iPXVpZ2o>

Aquifer Status Update – Sept. 9, 2021

<https://www.youtube.com/watch?v=nHAMyrU7th4&t=224s>

Protect Your Groundwater Day – Sept. 7, 2021

<https://www.youtube.com/watch?v=ojqVHSz5exM>

Social Media (Twitter, Facebook, Instagram): NWS Rain Total Projection – Sept. 29, NWS Rain Forecast – Sept. 28, General Manager Job Posting, Barton Springs and Lovelady Level Check, Downhole Camera Video, Staff Using Downhole Camera, NWS Rain Forecast – Sept. 26, Wildlife in the Field, Save Barton Creek Association Explorers Guide to the Hill Country Oasis, Record Heat Expected, Full Harvest Moon, Barton Springs and Lovelady Level Check, Shared

Austin Watershed post on Underwater Caterpillars, TWDB Water Weekly Report, Happy First Day of Fall, Throwback Thursday: Antioch Cave, Stream Flow Measurement, NWS Rain Forecast, Downhole Camera, Patriot Day – Sept. 11, 2021, Science in 60 Seconds: Water Conductivity, Celebrate Karst Heroes, Barton Springs and Lovelady Level Check, Water Wise Wednesday: Greywater Resources, Windmill Water Level Measurements, Collect Rocks Day – Michael Redman Collection, Collect Rocks Day – Edwards Limestone, General Manager Job Posting, Well Monitoring Techniques, Wildlife in the Field, Happy Labor Day, Protect Your Groundwater Day Video, My Point TV, General Manager Opening, Regular Board Meeting, TWDB Water Weekly Report, Drought Blog, General Manager Last Day, General Manager Speaking at TAGD Conference, 2022 State Water Plan, Karst Walk at Blue Hole Regional Park, Brian Smith Speaking at TAGD Conference, Labor Day Holiday: Offices Closed, Barton Springs and Lovelady Level Check, New Instagram Channel

BSEACD Monthly Social Media Roundup/Groundwater News

Social Media Roundup (September 2021):

<https://bseacd.org/uploads/BSEACD-Social-Media-Roundup-September-2021.pdf>

Monthly Groundwater News (September 2021):

<https://bseacd.org/uploads/BSEACD-Monthly-Groundwater-News-Dates-of-Interest-September-2021.pdf>

The top performing post on Facebook for the month of September was the “Happy First Day of Fall” video. It reached 706 people. The top performing video on Facebook was the Happy First Day of Fall video with 300 views. The top tweet on Twitter for the month of September was the drought map for Sept. 14 posted on Sept. 22. It had 251 impressions. The top performing video on YouTube was tied for the month of September with Science in 60 Seconds: Water Conductivity and Protect Your Groundwater Day, both with 20 views.

GENERAL ADMINISTRATION
(September 4, 2021 – October 8, 2021)

Accounts Receivable/Permittee Cycle Billings

On September 16, October monthly billings were mailed out for a total of \$29,147.05. On October 16, November monthly billings will be mailed out for a total of \$29,147.05.

Annual Report and Appendix B

The Annual Report and Appendix B will be presented at the November and December board meeting for possible Board approval.

Audit

The annual financial audit began on September 27 and will last through the December board meeting where it will be on the agenda for a presentation from Archie Montemayor, and for Board approval.

Drought Management Fees

Total DMFs invoiced = \$4700. Total payments of \$4500 have been received (\$200 remaining owed by Texas Old Town).

DMF invoices for the year were mailed out with the August monthly production fee billings and were due on August 5.

Financial Reporting – Website Transparency Section (Texas Comptroller’s Office)

These are four separate reports and in different format (data over formatting) than the four monthly financial reports that are included in the monthly Board backups.

Transparency Star-related: Most current, available financial reports are to be posted on our website and accessible within three clicks, as required by the Texas Comptroller of Public Accounts Transparency Star Program. Balance Sheets, Profit and Loss Statements, and Check Registers (Operating and Payroll) through August 2021 have been posted on the District website.

Miscellaneous

Records Management and Disposition.
Quarterly Taxes Due in October.

The Administration Team typically has repetitive monthly tasks e.g. monthly bank reconciliations, daily phone answering, monthly adjusting journal entries, accounts payable, contract/grant/project tracking, monthly meter reading reporting, office maintenance and repairs, budget monitoring, payroll, bi-weekly payroll journal updates, directors’ compensation, pre-pays, DMFs, posting public meetings, preparing meeting backups, etc. These types of tasks are not listed in this report because they are repetitive. Administration status reports are generally more summarized than the other teams, as we list our extraordinary tasks outside of our routine tasks, but support all other teams.

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