

**Barton Springs/Edwards Aquifer Conservation District  
Board of Directors Meeting Minutes  
Regular Meeting  
December 13, 2018**

Board members present at commencement: Blayne Stansberry, Bob Larsen and Blake Dorsett. Craig Smith arrived at 6:13 p.m. Mary Stone was absent. Staff present: Alicia Reinmund-Martinez, Brian Smith, Vanessa Escobar, Kendall Bell-Enders, Dana Wilson, Justin Camp, Jackie Vay and Tammy Raymond. Also present were those on the attached sign-in sheet. These minutes represent a summarized version of the meeting; the complete discussion of the following items is recorded digitally.

**Note:** The Board of Directors of the Barton Springs/Edwards Aquifer Conservation District reserves the right to adjourn into 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.**

President Stansberry called the meeting to order at 6:07 p.m., noting that a quorum of the Board was present.

**2. Citizen Communications (Public Comments of a General Nature).**

There were no public comments of a general nature.

**4. Presentation.**

**Presentation by the District's financial auditor on the FY 2018 Annual Financial Audit Report.**

Mr. Archie Montemayor presented the FY 2018 financial audit report. He reported that it was a clean audit with no deficiencies or weaknesses. He also commented that in most cases when there is a change in a General Managers position there is risk involved, and that they found no drop off in the transition.

Director Larsen thanked Mr. Montemayor and stated that he is pleased with the auditor's findings. He went on to say that it shows that the staff and leadership is solvent and is keeping us online with our mission and fiscal responsibilities.

President Stansberry commented that this was the first time that she was on the audit committee, and that she was also pleased with the ease of the process.

Director Smith thanked Ms. Wilson for a long stretch of clean audits.

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

#### **5b. Discussion and possible action related to the receipt and approval of the FY 2018 Annual Financial Audit report provided by the District's financial auditor.**

Director Smith moved approval of the FY 2018 Annual Financial Audit report as provided.

Director Dorsett seconded the motion and it passed unanimously with a vote of 4 to 0.

#### **5a. Discussion and possible action for finalizing November 6, 2018 general elections including presentation of Certificate of Election to newly-elected directors; completion of statement of officer; administering oath of office to directors; and approval of bond.**

Newly elected Directors Blayne Stansberry and Craig Smith completed the statement of officer and took the oath of office for their Board positions.

Director Dorsett moved approval of the bonds for the two Directors.

Director Larsen seconded the motion and it passed unanimously with a vote of 4 to 0.

### **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.**
2. **Approval of minutes of the Board's November 8, 2018, Regular Meeting.**
3. **Approval of the Interlocal Agreement with the Hays Trinity Groundwater Conservation District related to construction of a monitor well in the Trinity Aquifer.**
4. **Approval of the First Amendment to the Master Technical Services Agreement with INTERA Incorporated.**
5. **Approval of Master Technical Services Agreement Work Order Number 1, Revision 1 with INTERA Incorporated related to the groundwater and water well management system – the database.**
6. **Approval of Master Technical Services Agreement Work Order Number 4 with INTERA Incorporated related to the litigation support and expert witness testimony.**

Director Smith moved approval of Consent Agenda items 1 through 6, noting invoices from Bickerstaff Heath in the amount of \$8898.41, SledgeLaw Group in the amounts of \$8960.00 and \$11060.00, and Montemayor in the amount of \$7750.00.

Director Dorsett seconded the motion and it passed unanimously with a vote of 4 to 0.

**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.)*

**1. Standing Topics.**

- i. Personnel matters and utilization**
- ii. Upcoming public events of possible interest**
- iii. Aquifer conditions and status of drought indicators**

**2. Special Topics.** *(Note: Individual topics listed below may be discussed by the Board in this meeting, but no action will be taken unless a topic is specifically posted elsewhere in this agenda as an item for possible action. 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.)*

- i. Review of Status Report Update – at directors' discretion.**
- ii. Update on certain projects and activities of individual teams.**
- iii. Update on activities related to the Travis County ILA.**
- iv. Update on Board committee activity.**
- v. Update on various development activity over aquifer recharge and contributing zones.**
- vi. Update on activities related to area roadway projects.**
- vii. Update on the State Office of Administrative Hearings Proposal for Decision on the City of Dripping Springs TPDES permit application.**
- viii. Update on the State Office of Administrative Hearings proceedings for the Needmore Water LLC permit application.**

Updates were given by Ms. Reinmund-Martinez, Mr. Bill Dugat, and staff.

**5c. Discussion and possible action on an update from Sledge Law Group on the 86<sup>th</sup> Legislative Session.**

This item was postponed until the January 10<sup>th</sup> meeting.

**5d. Discussion and possible action related to approving the District's FY 2018 Annual Report, including Appendix B, and submitting it to the TCEQ.**

Ms. Reinmund-Martinez stated every December the District completes an annual report, which summarizes the Districts work for the previous fiscal year with respect to our Management Plan

and objectives within the plan. She said that last year at this time the Board approved our Management Plan including eight goals that were established by the Water Development Board. The Board then adopted thirty-three objectives to meet those goals. She then gave a high-level presentation of the goals to the Board.

Director Smith moved that the District has met the performance standards and goals as set out in the FY 2018 Annual Report.

Director Larsen seconded the motion and it passed unanimously with a vote of 4 to 0.

**5e. Discussion and possible action on the six-month review and employment of the General Manager.**

President Stansberry stated that the Board would meet in Executive Session as authorized by the Texas Government Code Section 551.074 (Personnel Matters) and 551.071 (Consultation with Attorney) at 7:25 p.m. President Stansberry stated that no final actions or decisions would be made while in Executive Session.

The Board reconvened into open session at 8:15 p.m. President Stansberry stated that no final actions or decisions were made while in Executive Session.

Director Smith moved that the Board finds the General Manager has met the expectations of her first six months of employment, and that the Board adopt those objectives for the remainder of FY2019 with the spelling correction in item 1c.

Director Dorsett seconded the motion and it passed unanimously with a vote of 4 to 0.

**5f. Discussion and possible action related to the annual election of the officers of the Board of Directors.**

Director Smith moved to continue the current officers:

President – Blayne Stansberry  
Vice-President – Craig Smith  
Secretary – Blake Dorsett

Director Dorsett seconded the motion and it passed with a vote of 3 to 1. Director Larsen voted nay.

**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.

The Directors gave reports on their activities for the month.

**7. Adjournment.**

Without objection, President Stansberry adjourned the meeting at 8:22 p.m.

Approved by the Board on January 10, 2019

By: Blayne Stansberry  
Blayne Stansberry, President

Attest: Blake Dorsett  
Blake Dorsett, Board Secretary