

**MINUTES**  
OF THE  
**SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT**  
**BOARD MEETING Held Wednesday, September 12, 2018 at 10:00 am**  
At the  
**Bee Cave Schoolhouse**  
**13333-A Highway 71 West**  
**Bee Cave, Texas 78738**

**1. Call to order, declare meeting open to the public, and take roll.**

Director Scadden called the meeting of the Southwestern Travis County Groundwater Conservation District (SWTCGCD or District) Board of Directors to order at 10:00 AM on September 12, 2018. Six District Directors were present, including Directors Buddin, Hennings, O'Malia, Scadden, and Urie. Director Davis arrived at 10:04 AM and Director Buddin left the meeting at 11:55 AM. Director Dower was absent. Also present were visitors John Hatchett, Jean Bessent, Jackie Vay from BSEACD, and Pete Golde.

*The meeting sign-in sheet is attached as Exhibit A*

**2. Public comments.**

There were no public comments.

**3. Discuss, consider and take action on previous meeting minutes**

August 8, 2018

*Upon motion by Director Buddin, seconded by Director O'Malia, the Board approved the minutes of the August 8, 2018 Board meeting - 6 ayes to 0 nays.*

*The approved meeting minutes are attached as Exhibit B for reference.*

**4. Committee Reports**

- a. Finance – Director Buddin provided a financial summary report. Checking account balance is currently \$851.26.

*The SWTCGCD Financial Summary report is attached as Exhibit C*

- b. Legislative – Director Davis provided an update regarding the proposed legislation to change the election date in the enabling act. The goal is to keep it simple. Representative Workman has proposed bill language and it is under discussion. Director Scadden said he talked with Representative Workman at the Groundwater Summit conference and he seemed optimistic.
- c. Science-Outreach – Director Hennings discussed the Rainwater Revival Festival scheduled for October 20<sup>th</sup> at the Dripping Springs Ranch Park. She said the SWTCGCD has been given a free booth at the festival next to the BSEACD booth. A discussion of areas to be covered ensued with suggestions and examples of educational material such as leaflets and coloring books.

Director Hennings said that the hours of the conference are from 10AM to 5PM and she was looking for volunteers to help man the booth. Director Scadden will be out of town and Director O'Malia volunteered. Director Davis asked what the message would be. A discussion ensued with agreement that the message should be just factual – What is a GCD? What is a PGMA? How do Hill Country aquifers work?, Clarify areas covered by SWTCGCD and BSEACD, How many handouts. It was agreed that further discussion is required regarding the need to avoid the appearance of advocacy regarding the election. Director Hennings advised that any written material need to be prepared in advance. It was agreed that the needs to be a standing agenda item for "Outreach Message". Director Hennings suggested that with Director Dower out of state until October perhaps another Science and Outreach committed member should be appointed. It was agreed to keep Director Dower in the loop and not appoint a new committee member at this time.

Jacki Vay from BSEACD briefed the Board on neighborhood site visits planned as part of the ILA Hydrological Study. She presented a map with areas and dates for site visits and said that the goal was to identify 12 sampling sites for each area. She asked for help to get the word out to identify well owners for well monitoring. The monitoring will be free to the well owner and the owner will receive a report with both water quality and water level data. Sites will be selected on a first come-first-served basis with no preference for age or upper v. lower aquifer. BSEACD will be discussing this program at the Rainwater Revival Festival.

**5. Discuss the recent Texas Groundwater Summit in San Antonio organized by the Texas Alliance of Groundwater Districts**

Director Scadden attended the Texas Groundwater Summit when he got a free registration due to a cancellation. He shared the agenda which shows a good mix of science and legislative material and said that the conference is mature in terms of quality of presentations. Director Scadden relayed comments from Representative Workman that he is satisfied with the activities of the SWTCGCD. He also talked with Ty Embry from Lloyd Gosslink and numerous representatives from other GCDs. Director Scadden expressed the desire that the SWTCGCD should have a goal to be more financially sound so that Directors can participate in the GCD associations. Director Hennings added that presentations from the conference will be available on the conference website at; <https://texasgroundwater.org/draft-texas-groundwater-summit/>

**6. Discuss, consider, and act on scientific data collection, outreach and education.**

- a. Workshops with other GCDs – Director Scadden has talked to other GCDs about a workshop and the Board needs to set a date possibly in early November. Director Hennings suggested that January is often a good time for a meeting like this. November is when the BSEACD will be sampling wells and may be too short notice. Director Scadden will work on identifying a date in January. Director Davis suggested that maybe the SWTCGCD directors should attend other GCD meetings. Most GCDs meet once a month or twice a month. Director Hennings pointed out that the BSEACD meets twice a month and BSEACD staff member Jackie Vay confirmed this. Director Hennings said she has a spiral-bound booklet for public outreach created by the Cow Creek GCD. Pete Golde volunteered to send out an email with meeting dates for other GCDs. Director Scadden said that many other GCD officials he spoke to encouraged the SWTCGCD to compile history as we go along and Director Buddin was appointed to be official archiver. Director Scadden also advised that GMA #9 wants SWTCGCD involved in GMA #9 activities even if not voting.

- b. Community Outreach – Director O’Malia shared that he lives in a subdivision that is one third in Travis County and two thirds in Hays County. There is a lot of drilling activity in the subdivision due to wells going dry. The HOA for his subdivision has requested a presentation about water resources. John said he volunteered to “do something”. He is concerned about being careful about not “advocating” regarding the election and asked for help from the Board (brochures, ideas, Etc.) Director Hennings said that the Hays County GCD has an employee and will have a booth across from SWTCGCD at the Dripping Springs Rainwater Revival event. She also said that Charlie Flatten provided a list of GCDs which she will share. Director Hennings also noted that there is a Hill Country Alliance Leadership Summit September 27<sup>th</sup> at Camp Lucy (the cost is \$85 and this is the last week to register) and the Texas Alliance of Groundwater Districts Leadership Training workshop on October 24<sup>th</sup> for \$180 if any directors are interested.

**13. Discuss, consider and take action on a SWTCGCD Travel Policy (taken out of order)**

Director O’Malia said that he had talked to Director Scadden at the last meeting about travel reimbursements. He said that it should not cost board members to go to conferences, meetings, etc. The legislature allows up to a \$150 per diem. Director Hennings suggested asking other GCDs what their policies are on travel expenses. She said that Board pre-approval should be required for any reimbursable travel. Director Davis suggested keeping a log of time and expenses even if it is not reimbursed. Director O’Malia suggested asking for donations for travel and educations at the Rainwater Revival booth and stated that EPA funding is not available until after confirmation election. Director Hennings expressed the need to understand how other GCDs travel policies differentiate between employees and board members and she suggested talking to John White at Travis County about the ILA funds.

**7. Discuss, consider and act on information from Travis County staff on their funding support, staff support, and county budget requests.**

Director Scadden provided the signed original Travis County Interlocal Agreement document to Director Buddin for archiving. He also advised that he had sent the funding request to John White at Travis County and Mr. White had acknowledged receipt.

**8. Discuss, consider, and act on requests for additional funding or donations.**

Director Scadden suggested contacting EPA Region 6, The City of West Lake Hills, The City Bee Cave and The City of Lakeway. Director O’Malia suggested “trial balloons” with City Council members. Director Davis suggested presentations or conversations at city council meetings and Director Scadden agreed with getting on city council meeting agendas. Director Hennings discussed the need to be sensitive to concerns about taxing authority and uses of funds. A discussion took place regarding in-kind donations and the need for help prior to a successful confirmation election. Director Davis said that there is a need for a well-defined mission statement. Director Scadden will pursue with Bee Cave and Director Hennings will pursue with West Lake Hills. Need to consider HOAs and MUDs as well.

**9. Discuss, consider, and act on obtaining bonding and insurance for SWTCGCD Directors.**

Director O'Malia provided a status update regarding insurance procurement. He has a binder with all information. The only loose end is completion of the back of the applications need to be signed by each board member.

**10. Discuss, consider and act on obtaining a sales tax exemption.**

Jean Bessent is working on this.

**11. Discuss, consider and act on the SWTCGCD website and email addresses.**

No action until Director Dower gets back from reserve duty. A discussion ensued and Pete Golde agreed to look into setting up the emails.

**12. Discuss, consider and act on public outreach, branding the SWTCGCD, preparing a logo and related matters.**

Jean Bessent suggested a logo contest for school kids. Director Davis presented logo concepts from a logo designer she knows and said she would continue to work on them with the designer in light of the suggestions made by the board. Director O'Malia presented two suggested logo concepts, one based on a water drop and the second based on the Texas state outline and he expressed concern about avoiding copyright infringement.

**14. Discuss and establish agenda items for next meeting agenda**

After some discussion it was agreed to add Budget, Mission Message, and Attendance at Other GCD Meetings as agenda items for next month.

**15. Discuss, consider, and act on setting the date, time and location for the next Board meeting.**

The Board agreed that the next meeting would be held on the regular date October 10, 2018 even though Director Scadden will be out of town on that date. Director Davis will conduct the meeting.

**16. Adjourn.**

*On a motion by Director O'Malia and a second by Director Davis the Board voted to adjourn the meeting – 5 ayes to 0 nays. The meeting was adjourned at 12:11 pm.*

PASSED, APPROVED AND ADOPTED THIS 10 day of October, 2018

  
Jason Buddin, Secretary

## **Exhibit A**

### Attendee Sign-in Sheet



**Exhibit B**

Approved Minutes for August 8, 2018 Meeting

**MINUTES**  
OF THE  
**SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT**  
**BOARD MEETING Held Wednesday, August 8, 2018 at 9:30 am**  
At the  
**Bee Cave Schoolhouse**  
**13333-A Highway 71 West**  
**Bee Cave, Texas 78738**

**1. Call to order, declare meeting open to the public, and take roll.**

Director Scadden called the meeting of the Southwestern Travis County Groundwater Conservation District (SWTCGCD or District) Board of Directors to order at 9:31 AM on August 8th, 2018. Six District Directors were present, including Directors Buddin, Davis, Hennings, O'Malia, Scadden, and Urie (part-time Groundwater 101 presentation, Agenda Item 2.only). Director Dower was absent. Also present were Jean Bessent & Floyd Davis (visitors), Robert Mace (Meadows Center), Jon White & Vicky Kennedy (Travis County), Sarah Zappidello (City of Austin), Robert Wood (City of West Lake Hills), Charlie Flatten (Hill Country Alliance), Lane Cockrell, Brian Smith, Jackie Vay, Alicia Rienmund Martinez, Robin Gary and Brian Hunt (BSEACD), Vicki Goodwin (Candidate for Texas House of Representatives) and Gene Lowenthal (HPRM).

*The meeting sign-in sheet is attached as Exhibit A*

**2. Groundwater 101 Presentation by Dr. Robert Mace**

Dr. Robert Mace of the Meadows Center at Texas State University presented Ground Water 101 for Southwest Travis County. The presentation is available at <https://bseacd.org/uploads/2018-0808-mace-swtcgcd.pdf>

*Director Urie had to leave the meeting after the Groundwater 101 presentation was completed*

**3. Public comments.**

Vicki Goodwin introduced herself and indicated that she is running for the Texas House of Representatives.

**4. Discuss, consider and take action on previous meeting minutes**

July 11, 2018

*Upon motion by Director Buddin, seconded by Director Hennings, the Board approved the minutes of the June 13, 2018 Board meeting with additions by Director Hennings - 5 ayes to 0 nays.*

*The approved meeting minutes are attached as Exhibit B for reference.*

**5. Committee Reports**

- a. Finance – Two deposits were made to the checking account, \$3,000.00 to open the account in April and \$1,000.00 on July 16 both deposits being contributions from HPRM. Check 101 was written on April 23 for \$2,000.00 to Lloyd Gosselink for legal services and check 102 was written on June 13 for \$191.98 to Jim Dower to reimburse him for website development expenses. A total of \$0.11 in interest has been paid to date with a balance of \$808.13 remaining in the checking account as of June 30.
- b. Legislative – Director Davis has changed only the date of the election (from May 2018 to Nov 2019) on the legislative paperwork. She stated that it might get some legislative attention Late Oct-Early November and that a hearing might occur around early April.
- c. Science-Outreach - Groundwater 101 presentation by Robert Mace can be found at his blog [sosecretoccultandconcealed.com](http://sosecretoccultandconcealed.com) which was named after words actually used in the 1904 Texas Water Legislation. Directors Scadden and Hennings provided comments to BSEACD regarding the Scope of Work for the Travis County Hydrogeologic Study. Director Scadden will distribute a copy of the comments to the board.

**6. Discuss, consider, and act on scientific data collection, outreach and education.**

- a. Interlocal agreement (ILA) between Travis County and BSEACD to perform the Southwestern Travis County Hydrogeologic Study – A presentation was made by Brian Hunt from BSEACD regarding the type of work to be undertaken as part of the ILA. BSEACD staff are looking through the wish list of deliverables provided by Directors Scadden and Hennings for consideration. This list should be provided to Travis County as well as the Board.
- b. Workshops with other GCDs and related entities (e.g., Hayes Trinity GCD, Barton Springs Edwards Aquifer Conservation District) - Texas Alliance of Groundwater Districts (TAG-D) Texas Groundwater Summit in San Antonio on August 28-30 is highly recommended as best water related event of the year. For this who can't make it to the conference, TAG-D is looking into broadcasting the presentations and providing them for viewing after the event.

**7. Discuss, consider and act on information from Travis County staff on their funding support, staff support, and county budget requests.**

Travis County ILA for SWTCGCD support (which includes \$5,000 in funding) was signed 8/7/18 by Travis County.

***Upon a motion by Director Buddin and a second by Director Davis the Board approved the ILA and authorized Director Scadden to sign it - 5 ayes to 0 nays.***

Director Scadden signed the ILA document during the meeting on behalf of SWTCGCD and provided 3 copies to Jon White for further processing.

***A copy of the ILA is attached as Exhibit C***

Director Scadden will follow up with a letter requesting payment by check.

**8. Discuss, consider, and act on requests for additional funding or donations.**

Director Davis has discussed funding support with EPA Regional Administration. It may be possible to get matching funds from EPA for donations.

**9. Discuss, consider, and act on obtaining bonding and insurance for SWTCGCD Directors.**

Bonding will cost \$280 per year for the seven directors and insurance will cost \$677 per year and will be effective from Sep 1, 2018 to Aug 31, 2019.

Director John O'Malia needs a check for \$957 made out to the Texas Municipal League (TML) to get the coverage started.

***Upon a motion to approve payment by Director Davis and second by Director Hennings the Board approved payment of \$957.00 to Texas Municipal League- 5 ayes to 0 nays.***

The Board needs to designate a "SWTCGCD Fund Contact Member" to TML for future correspondence with the insurance company

***A motion was made to authorize Director John O'Malia as the SWTCGCD Fund Contact Manager by Director Scadden, seconded by Director Davis, and approved by the Board - 5 ayes to 0 nays.***

**10. Discuss, consider and act on obtaining a sales tax exemption.**

Jean Bessent volunteered to look into obtaining a sales tax exemption for the District.

**11. Discuss, consider and act on the SWTCGCD website and email addresses.**

No discussion awaiting the return of Director Dower.

**12. Discuss, consider and act on public outreach, branding the SWTCGCD, preparing a logo and related matters.**

Logo to be discussed at next meeting, a couple ideas were described and Directors were asked to bring ideas to the next meeting. Outreach ideas to be discussed with BSEACD Outreach lead Robin Gary.

**13. Discuss and establish agenda items for the next meeting agenda.**

Add agenda items for report back on TX Groundwater Summit and discussion of District Travel Policy

**14. Discuss, consider, and act on setting the date, time and location for the next Board meeting. The 2<sup>nd</sup> Wednesday date would be September 12, 2018.**

*On a motion by Director O'Malia and a second by Director Buddin the Board approved September 12, 2018 at 10:00 AM as the date and time for the next Board meeting – 5 ayes to 0 nays.*

**15. Adjourn.**

*On a motion by Director O'Malia and a second by Director Davis the Board voted to adjourn the meeting – 5 ayes to 0 nays. The meeting was adjourned at 12:07 pm.*

## **Exhibit C**

SWTCGCD Financial Summary report

STCGCD Financial Summary  
September 12, 2018

Previous Balance      \$808.13

Deposit 7-16-18      1,000.00      Hamilton Pool Road Matters Donation

Checks

4-23-18 0101 \$2,000.00      Lloyd Gosselink      Legal Services related to start up

6-13-18 0102 \$191.98      Jim Dower      Reimbursement for website  
development

8-8-18 0103 \$957.00      Texas Municipal League      Board Insurance

Balance      \$851.13