

**MINUTES**  
OF THE  
**SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT**

At the  
**Bee Cave School House**  
**13333-A Highway 71 West**  
**Bee Cave, Texas 78738**  
(the Bee Cave Schoolhouse is located adjacent to Lake Travis Fire and Rescue Station 603)

**Wednesday, October 10, 2018 at 10:00 am**

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

Director Davis called the meeting of the Southwestern Travis County Groundwater Conservation District (SWTCGCD or District) Board of Directors to order at 10:02 AM on October 10, 2018. Six District Directors were present, including Directors Buddin, Davis, Dower, Hennings, O'Malia, and Urie. Director Scadden was absent. Also present were visitors Vince Clause from Allan R. Standen, LLC, Charlie Flatten from Hill Country Alliance, Vicky Kennedy from Travis County, Jackie Vay from BSEACD, John Hatchett, Gene Lowenthal 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**

Approval of the September 12, 2018 minutes was tabled to allow Director O'Malia additional time to comment. Discussion and requested changes are detailed in Item 14.

*Upon motion by Director Hennings, seconded by Director Buddin, the Board approved the minutes of the September 12, 2018 Board meeting with changes - 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 \$851.29.

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

- b. Legislative – Director Davis advised that Representative Workman will pursue legislation to change the date for confirmation and director elections from May 2018 to November 2019. Mr. Lowenthal asked when the deadline is for filing bills in the upcoming session. Director Davis responded that the deadline is March 8<sup>th</sup>. Mr. Lowenthal went on to discuss a meeting he had with Representative Workman at which Mr. Lowenthal proposed that the

confirmation election should be eliminated all together and Representative Workman responded with a number of points. Mr. Lowenthal then outlined the logic for not having an election including the State mandate that a GCD be formed or the TCEQ will do it, that the only citizens who will pay fees are well owners, and that the 27 years we have waited for a GCD is long enough. Director Davis said that the committee will continue working on strategy.

- c. Science-Outreach – Director Hennings discussed the Bureau of Economic Geology Geo-Sign program support to erect area geology signs and their interest in doing one for the Trinity Aquifer. The sign could be displayed at West Cave Preserve, Hamilton Pool, or the Bee Cave Sculpture Garden, or in multiple places. Director Hennings said that she has examples of Geo-Signs and will bring them to next month’s meeting. Director Davis asked if a Trinity Aquifer Geo-Sign could be displayed on the SWTCGCD website to which Director Hennings replied, yes. Director Hennings said that the BEG is printing posters and a poster wall for the Dripping Springs Rainwater Revival Festival and discussed manning of the SWTCGCD booth at the Festival on October 20<sup>th</sup> with setup being from 6:00 to 8:30 AM. She added that a couple of thousand attendees are expected and she showed several of the display items for the booth including maps and graphs showing relationship between surface water (lake levels) and groundwater levels, population projections, etc. Director Hennings attended the Hill Country Alliance Leadership Summit including a discussion of New Braunfels Utility District success in managing the aquifer, a panel of several generations of landowners, and a Dark-Sky discussion. She added that Camp Lucy is a great venue.

**5. Discuss, consider, and act on Opinion Letter for Texas Attorney General’s Office.**

Director Davis initiated discussion by stating that she wished the AG Opinion could have been known at the time of the Board’s vote to cancel the election but that the Board had no idea what the terms of the proposed Travis County loan would be or how long it would take to pay it back. The estimated cost was \$400 thousand or more, later determined to be \$180 to \$200 thousand and there was zero time to make a decision. Director Hennings added that the Board knew that the cost of a November election would be in the vicinity of \$35,000. Director Davis said that the Board needs to tell constituents why the proposed fees are needed and in that regard the election cost would have been a problem. She asked if the Board felt that there was a need for any response to the AG Opinion, perhaps just a thank you. Director O’Malia added that there was a refusal by Travis County to put anything in writing regarding the loan terms. The Board agreed that just a thank you was the best response. Director Davis stated that it was a good thing to have this opinion from the AG. Director Hennings suggested that maybe there is a need to clarify with the Legislators about authorized authorities and actions in light of the AG opinion and perhaps compare the legislator’s (Rep. Workman and Sen. Buckingham) opinion v. the AG’s opinion. Director Davis asked if the Board should ask for an AG Opinion on how to proceed. Director Dower stated his opinion that the Board had received direction from the legislators and had agreed to follow that direction. Director Davis tabled the discussion for further discussion at the November meeting.

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

- a. Southwest Travis County Hydrogeologic Study by Travis County and BSEACD

Jackie Vay from BSEACD provided an update on neighborhood site visits and a weather station installed at Shield Ranch. She shared a post card that was sent out to tell well owners how to sign up for monitoring (there are 12 slots per area for 5 areas) and she

said that they have had a really positive response. Director Davis asked if the post card could be added to the SWTCGCD website and the Board agreed that it should be added. There was then a discussion of well owner data sources.

- b. Workshops with other GCDs and related entities (e.g., Hayes Trinity GCD, Barton Springs Edwards Aquifer Conservation District)

Director Hennings shared that she and Director Scadden are working on a January 2019 workshop with other GCDs and that Emily Green from Trinity Glen Rose and Comal Trinity GCDs is available in January. The Board needs to pick a date at the November meeting.

- c. Consistent Outreach message for public events, HOA meetings, City Council Meetings, Etc.

Director Davis shared that she and Director Scadden attended the Hamilton Pool Maters (HPRM) Town Hall meeting in Belvedere and that she was impressed by the Hamilton Pool Road (HPR) safety survey performed cooperatively by several HPR communities. Mr. Lowenthal discussed the HPR safety document that was developed with modest compromises to reach a consensus. Director Davis advised the Board – When you can its good to go to HOA meetings. She added that HPRM will underwrite two Board Directors attendance at the upcoming TAGD Leadership Training for Emerging GCDs Small Group Meeting. She said she will be attending and the \$180 registration fee would be covered for a second Director to attend as well.

Charlie Flatten from the Hill Country Alliance (HCA) shared events in the next few months including the Texas State Water Symposium, Dripping Springs Rainwater Revival, House Natural Resources Committee Meeting in Waco, Bell County Water Symposium, Regional Water Planning meeting. Director Davis asked if there was a calendar on the HCA website to which Mr. Flatten responded – Yes, and she asked if it should be on the SWTCGCD website as well and Mr. Flatten responded that it is very difficult to maintain.

Director Davis suggested that it might be a good idea to do something with schools such as a drawing contest for water conservation to be publically displayed to encourage GCD community involvement. Director Hennings said that she has a coloring book from the Water Development Board that might be helpful.

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

Director Buddin said that Travis County needs a W9 for the SWTCGCD. He presented the completed form and Director Davis signed it. Director Buddin said he would email the signed form to John White at Travis County.

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

Jean Bessent will discuss at November meeting.

**9. Discuss, consider, and act on a SWTCGCD Travel Policy.**

Director Hennings said that she and Director Scadden are collecting other GCD's travel policies and that they have several and would like to get them from Hays Trinity and Comal Trinity. Director Davis said travel policies will be a topic at the October 24<sup>th</sup> TAGD Leadership Training conference and she would like to see other non-taxing GCDs' policies. She will bring back materiel from the training conference. Director Davis also reiterated her recommendation that all directors keep track of expenses and mileage, and that donors often want to see how much personal expense is incurred.

**10. Discuss, consider, and act on a SWTCGCD Board Training – Texas Alliance of Groundwater Districts Leadership Training, October 24<sup>th</sup> in Austin**

Topic covered in earlier items.

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

Completed.

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

This topic will be addresses at the November meeting.

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

Director Dower stated that a payment method is still needed and that he would setup email addresses as soon as he had that in hand.

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

Director Davis said that she has additional logo samples and she will discuss then at the November meeting when Director Scadden is back.

The discussion of the minutes was resumed and Director O'Malia commented that the minutes did not indicate in Item 12. that he also presented two logo samples and that Item 14. The budget was not included as a future topic. It was agreed that these changes would be made and the minutes were approved with changes as indicated in Item 3. above.

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

After discussion it was agreed that setting date for workshop with other GCDs, fund raising, sales tax exemption, budget, report on the Oct. 24<sup>th</sup> TAGD Leadership conference, and report on the Dripping Springs Rainwater Revival.

**16. 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 Wednesday November 14, 2018.

17. Adjourn.

*On a motion by Director O'Malia and a second by Director Urie the Board voted to adjourn the meeting – 6 ayes to 0 nays. The meeting was adjourned at 12:11 pm*

PASSED, APPROVED AND ADOPTED THIS 14 day of November, 2018

Handwritten signature in blue ink that reads "Richard A Scadden for". The signature is written in a cursive style and is positioned above the printed name.

Jason Buddin, Secretary

**Exhibit A**

Attendee Sign-in Sheet



**Exhibit B**

Approved Minutes for September 12, 2018 Meeting

**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 \_\_\_\_\_ day of October, 2018

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Jason Buddin, Secretary

## **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

Interest              .13

September 28, 2018

Previous Balance      \$851.26

Interest earned              .03

Closing Balance      \$851.29