

# **MEETING MINUTES**

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

At the  
Bee Cave School House  
13333-A Highway 71 West  
Bee Cave, Texas 78738

Friday, February 16, 2018 at 10:00 am

## **Public Meeting**

1. The meeting was called to order at 10:02 am. Temporary Directors Davis, Dower, O'Malia, Ross, Scadden, and Urie were in attendance. A quorum was present. Additional attendees are indicated on the attached sign-in sheet. The meeting attendees present at the start of the meeting each introduced themselves.
2. Public comments. There were no formal public comments.
3. No meeting minutes from previous meetings were discussed.
4. The Board discussed an employment agreement with legal counsel, Lloyd Gosselink, to provide legal services to the District through the election period and until the end of May 2018.
  - A motion was made by Jim Dower to approve the agreement with Lloyd Gosselink and authorize Tricia Davis, Board Vice President, to sign on behalf of the Board Secretary along with the Board President
  - The motion was seconded by John O'Malia
  - The motion passed 5-1 with Directors Dower, Urie, Davis, O'Malia and Scadden voting in favor, and Director Ross voting against
5. The Board discussed an Order Calling Election to Confirm Creation of Southwestern Travis County Groundwater Conservation District and Election of Initial Directors' Election
  - A motion was made by Director O'Malia to approve the Order calling the election as presented by legal counsel.
  - The motion was seconded by Director Urie
  - The motion passed 6-0.
6. The Board deferred the agenda item to Discuss, consider and act on Resolutions Adopting Voting Systems for Election to Confirm Creation of Southwestern Travis County Groundwater Conservation District and Election of Initial Directors (Discutir, considerar, y tome medidas en Resoluciones que Adoptan Sistemas de Votación para Elección para Confirmar Creación de Distrito de Conservación de Agua subterránea del Southwestern Travis County e Eleccion para Directores Iniciales).

7. The Board deferred the agenda item to Discuss, consider, and act on Election Services Agreements between the District and Travis County (Discutir, Considerar, y tome medidas en Acuerdos de Servicio de Elección entre el Distrito y los Condados de Travis).
8. The Board discussed a Resolution Authorizing President and Secretary to Execute Election Documents (Discutir, Considerar, y tome medidas en una Resolución que Autoriza al Presidente y Secretario para Ejecutar Documentos de Elección).
  - Director O'Malia made a motion to approve the resolution presented by legal counsel.
  - Director Ross seconded the motion.
  - The motion passed 6-0.
9. The Board deferred the agenda item to Discuss, consider, and act on public education efforts regarding Election to Confirm Creation of Southwestern Travis County Groundwater Conservation District and Election of Initial Directors (Discutir, Considerar, y tome medidas en esfuerzos de educación públicos en cuanto a la Elección para Confirmar la Creación de Distrito de Conservación de Agua subterránea del Southwestern Travis County e Eleccion para Directores Iniciales).
10. The Board discussed items related to Election to Confirm Creation of Southwestern Travis County Groundwater Conservation District and Election of Initial Directors (Discisión / acción Posible en cualquier artículo necesario relacionado con Elección para Confirmar Creación de Distrito de Conservación de Agua subterránea del Southwestern Travis County e Eleccion para Directores Iniciales).
  - The Board discussed the Travis County Commissioners Court agenda item to consider the District request for financial support. This item is to be considered at or about 10:00 am on Tuesday, February 20, 2018. Board President Scadden will attend the Commissioner Court meeting to represent the District Board.
  - The Board discussed ballot applications for the District Board election and the submission deadline of February 16, 2018 (the meeting date). Applications were collected by Director Scadden for consideration by the Election Subcommittee (Directors Buddin, Urie and Scadden)
  - Director O'Malia addressed a question from the public regarding the eligibility requirements for Directors who live outside the municipalities. He explained that the enabling legislation never mentioned "wells". The legislation says that the Director must use groundwater as a source of water supply for a beneficial use at their residence and that the requirement is met if the groundwater is delivered to the property from another location.
  - The Board agreed that an item needed to be added to the February 20, 2018 Board Meeting agenda to discuss and take action as necessary regarding Election related activities and funding. The revised meeting agenda will need to be reposted for Public Notice.
11. The Board discussed applying for a Federal Employer Identification Number (EIN). The EIN is needed to open a bank account and conduct District business.
  - Director O'Malia moved to authorize obtaining an EIN.
  - Director Davis seconded the motion.
  - The motion passed 6-0.
  - Director Ross volunteered to go online and obtain the EIN for the District.
12. The Board discussed appointing a public information officer (PIO) to serve as the main point of contact for information or document requests to the District.

- Director Dower moved to appoint the Board Secretary, Jason Buddin, as the PIO since the Board Secretary is the official keeper of District records and documents. This is subject to acceptance by Director Buddin since he is not present at the meeting.
- The motion was seconded by Director O'Malia
- The motion passed 6-0.

13. The next meeting of Board of Directors is Tuesday, February 20<sup>th</sup> at 1:30 pm. The meeting location is planned for the Bee Cave School House, 13333-A Highway 71 West, Bee Cave, Texas 78738

14. The Board discussed items for future meeting agendas. Potential items include:

- Operation and maintenance of the District website
- District specific email addresses for Directors such as [lastname.swtcgcd@gmail.com](mailto:lastname.swtcgcd@gmail.com)

15. The meeting was adjourned at 11:19 am on a motion by Director O'Malia and seconded by Director Dower. The motion passed 6-0.

DRAFT