



BOARD MEETING MINUTES

SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT

Wednesday, September 8, 2021 at 10:00 a.m.

A quorum of the Southwestern Travis County Groundwater Conservation District Board of Directors held a regular Board meeting on Wednesday, September 8, 2021 at 10:00 a.m. at the District's office at 8656A W. Highway 71, Suite 224, Austin, Texas 78735. The meeting was open to the public and a videoconference remote participation option was provided, instructions for accessing the remote videoconference were provided with the Public Notice of Meeting.

1. **Call to order, declare meeting open to the public, take roll and declare quorum status** – President Scadden called the public meeting to order at 10:02 am on Wednesday, September 8, 2021. Six Directors were present at the meeting constituting a quorum, including Director Davis, Director Van Ackeren, Director Dower, Director Scadden, Director Hunt, and Director Urie. Also present were General Manager Lane Cockrell, Pete Golde, and Cole Ruiz, Ty Embrey, and Audrey Cooper with Lloyd Gosselink. The following individuals participated remotely by videoconference call: Virginia Smith, Kristie Laughlin, Charlie Flatten, and Director Juli Hennings participated as a member of the public.
2. **Public comments** – No public comments were presented.
11. **Executive Session to consult with Counsel and discuss matters related to District staffing and management and personnel policy** – President Scadden asked that the Board consider agenda items related to budgetary, personnel, and election issues out of number order due to time constraints. President Scadden called an executive session under §551.074 of the Texas Open Meetings Act to discuss personnel matters. The Board went into executive session at 10:07 a.m. The Board came out of executive session at 10:23 a.m.
12. **Discuss and possibly act on matters related to staffing and management for the District** – Director Dower presented two employment offer letters for the Board to consider: one offer letter for the position of District General Manager with an annual salary of \$80,000.00 to Lane Cockrell, and another offer letter for the position of Regulatory Compliance Specialist with an hourly pay rate of \$25.00 to Virginia Smith. A motion was made by Director Dower to approve extending the above-mentioned offer letters as presented. Motion seconded by Director Hunt. Motion carried 6 Ayes – 0 Nays – 1 Absent.
13. **Discuss and possibly act on matters related to personnel policy for the District** – President Scadden presented that the Personnel Committee prepared a draft personnel policy and is working with the District's legal counsel to develop a final policy for the Board's consideration in October. No action taken.



14. **Discuss and possibly act on matters related to the FY 2022 District Budget** – Director Dower presented that the Budget Committee has prepared a draft budget for fiscal year 2022, and provided a summary of the line items included in the draft budget. Director Dower presented that the draft budget is based on estimated total revenue in the amount of \$317,260.00 for fiscal year 2022. Director Dower presented that additional line items have been added to the draft budget to include expenses associated with FICA payroll taxes and workers compensation for District personnel. Director Dower presented that the draft budget includes \$59,900.00 budgeted for contract and professional services. Ty Embrey presented that the District can expect a reduction in legal fees for the upcoming fiscal year now that the District has established rules and implemented the policies required by Chapter 36 of the Texas Water Code. General Manager Lane Cockrell provided an explanation of the need for the budgetary line items related to technical operations and groundwater monitoring. General Manager Cockrell presented that the draft fiscal year 2022 budget includes \$24,000.00 budgeted for the District’s groundwater monitoring program, which will be used to purchase groundwater monitoring equipment and to cover water quality testing costs, and that the District may contract with a groundwater technician in the future.

A motion was made by Director Van Ackeren to adopt the fiscal year 2022 budget as amended (**Appendix A**). Motion seconded by Director Urie. Motion carried 6 Ayes – 0 Nays – 1 Absent.

6. **Discuss and possibly act on matters related to Certification of Unopposed Candidates for November 2, 2021 election** – Director Van Ackeren presented a Certification of Unopposed Candidates for the November 2, 2021 election to the Board. Director Van Ackeren presented that all candidates in the November 2, 2021 election, Director Urie, Director Van Ackeren, and Director Hunt, were unopposed and the deadline to apply for a place on the ballot and the deadline for write-in candidacy have passed. A motion was made by Director Van Ackeren to approve the Certification of Unopposed Candidates. Motion seconded by Director Davis. Motion carried 6 Ayes – 0 Nays – 1 Absent.
7. **Discuss and possibly act on matters related to Order of Cancellation for the November 2, 2021 election** – General Manager Cockrell presented that the Board may consider an Order of Cancellation for the November 2, 2021 director election in accordance with Section 2.053(a) of the Texas Election Code as all the candidates for office have been certified as unopposed. General Manager Cockrell reported that the Travis County Elections Division will post an executed copy of the Order at each polling place that would have been used during the election if the Board votes to adopt the Order. A motion was made by Director Davis to adopt the Order of Cancellation for the November 2, 2021 director election. Motion seconded by Director Dower. Motion carried 6 Ayes – 0 Nays – 1 Absent.
8. **Discuss and possibly act on other matters related to Director Elections on November 2, 2021** – General Manager Cockrell reported that the District’s legal counsel has informed him of some election paperwork and action items that must be taken care of after Election Day, and that the District is still waiting to receive an invoice from Travis County for the Joint Election Agreement the District entered into with Travis County for the administration of the District’s November 2, 2021 election. No action taken.



Director Brian Hunt left the open meeting at 10:49 am. President Scadden reported that a quorum of five directors remained.

15. **Discuss and possibly act on matters related to 2022 ILA with Travis County** – President Scadden requested that the Board move to agenda item 15 next due to time constraints. General Manager Cockrell reported that he has coordinated with Vicky Kennedy at Travis County regarding the District’s 2022 ILA with Travis County, and that Vicky Kennedy has prepared and submitted language to Travis County’s legal counsel for approval. General Manager Cockrell reported that the remaining balances of unused funds from fiscal year 2021 may be rolled over to the District’s 2022 funding by Travis County, but that will not be determined until the District submits its last invoice for fiscal year 2021. President Scadden reported that the 2022 ILA will have to go to the Travis County Commissioners Court for approval, and that process may take some time. General Manager Cockrell reported that the District may have some remaining funds under the line item for personnel costs, but that the line items for groundwater monitoring and equipment will likely all be spent for fiscal year 2021. Pete Golde commented that expenses incurred by the District after the 2021 ILA expires and before the 2022 ILA with Travis County is approved will not be eligible for reimbursement by the County. No action taken.
10. **Discuss and Possibly act on matters related to drilling a new District monitor well** – General Manager Cockrell reported that he and Director Hunt and Director Dower have worked to select a potential site for the District’s new monitor well inside an HOA park located along Bee Creek Road. General Manager Cockrell reported that this potential location would provide the District with vital groundwater data along the Bee Creek Fault Zone with close proximity to Lake Travis. General Manager Cockrell reported that the Board will need to consider how to dispose of the cuttings left over after the drilling of the new monitor well in an appropriate way. General Manager Cockrell reported that he has submitted a special funding request to Travis County for the costs associated with the drilling of this new monitor well, and that Travis County has indicated their support for the project. Director Urie asked how deep the monitor well would need to be drilled, and General Manager Cockrell reported that the well would be drilled 300 feet deep to access the Lower Trinity Aquifer. Director Davis and General Manager Cockrell raised the possibility of providing the general public with the monitoring well data from this well on the District’s website. Pete Golde volunteered to assist the District with removing the leftover cuttings after the drilling of the new monitor well. No action taken.
5. **Receive, discuss, and take action as necessary on Board Committee Reports:**
 - a. **Finance** – Pete Golde and Director Urie provided a report to the Board regarding the financial reports dated September 3, 2021 (**Appendix B**). The balance sheet indicated assets totaling \$92,954.12 and liabilities totaling \$0.00. The profit and loss report indicated expenses totaling \$210,763.56, and net income totaling \$91,092.07 from October 1, 2020 to September 3, 2021. Pete Golde provided a summary of the checks issues by the District since the last Board Meeting, and a fiscal year to date summary of expenses by vendor. Pete Golde reported that he had received checks totaling roughly



\$13,000.00 for new water service connections in the District to be deposited. President Scadden thanked Pete Golde for his continued efforts on this matter. No action taken.

- b. **Legislative** – Director Davis reported that she attended the 2021 Texas Groundwater Summit hosted by the Texas Alliance of Groundwater Districts in San Antonio, and provided a report to the Board on activities there and on Chairman Perry’s speech at the Summit. Ty Embrey reported that there may be some changes in chairmanships in the Texas House of Representatives going into the next legislative session. Ty Embrey reported that the Texas Legislature’s third special session does not include a call for any legislation involving groundwater. Director Davis reported that many groundwater districts at the 2021 Texas Groundwater Summit discussed establishing internship programs to invest in staff and develop future resources. No action taken.

Director Davis left the open meeting at 11:39 am. President Scadden reported that a quorum of four directors remained.

- c. **Science & Outreach** – Director Hennings provided public comment on the District’s participation at the City of Westlake Night Out. Director Hennings reported that the District could have a booth set up at the event, and asked whether General Manager Cockrell is comfortable with attending the event in person due to COVID-19. Director Hennings reported that many of the individuals attending the City of Westlake Night Out are not groundwater well owners. Director Hennings reported that the District has another outreach opportunity on January 11, 2022 with the Lost Creek Garden Club, and that the Club has invited her to give a presentation on groundwater. Director Dower provided an overview of the activity on the District’s webpage, the District’s webpage has received 158 visits over the last month. General Manager Cockrell reported that a realty company reached out to him about possibly putting on a presentation for the staff regarding the District’s permitting requirements. No action taken.

4. **General Manager’s Report:**

- a. **Summary of permitting, application, and registration inquiries and submissions** – General Manager Cockrell provided an update on the applications submitted to the District (**Appendix C**). As of September 6, 2021, the District has received one (1) additional well registration, five (5) well drilling applications, one (1) operating permit application, no additional production authorization applications, six (6) new water service connections, and five (5) monthly meter reading reports. General Manager Cockrell reported that the District has a backlog of twenty-eight (28) operating permit applications that have not yet submitted the information required to be declared administratively complete, however District staff have suspended processing for twenty (20) of those applications due to pending possible Rules amendments that may affect small and intermittent users. No action taken.
- b. **Drought stage status and outlook** – General Manager Cockrell reported that as of August 31, 2021, Travis County is not in drought. No action taken.



- c. **Regulatory items and updates related to TWDB, TCEQ, GMAs, and other organizations** – No action taken under this agenda item.
- d. **Other items of interest not requiring Board action** – General Manager Cockrell thanked the Board for allowing him to attend and participate in the 2021 Texas Groundwater Summit virtually. General Manager Cockrell reported that he will distribute some of the resources from the conference to the Board. General Manager Cockrell reported that Mr. Brian Smith has been announced as the interim general manager for Barton Springs Edwards Aquifer Conservation District. No action taken.

President Scadden adjourned the open meeting at 12:02 pm for a temporary break. President Scadden reconvened the open meeting at 12:08 pm.

- 3. **Discuss and possibly act on approving previous meeting minutes** – President Scadden presented minutes for the Board’s June 9, 2021 and July 21, 2021 Board Meetings prepared by Lloyd Gosselink for the Board’s consideration. A motion was made by President Scadden to approve the minutes of the June 9, 2021 regular Board Meeting with edits. Motion seconded by Director Van Ackeren. Motion carried 4 Ayes – 0 Nays – 3 Absent. A motion was made by President Scadden to approve the minutes of the July 21, 2021 regular Board meeting with edits subject to additions from General Manager Cockrell. Motion seconded by Director Van Ackeren. Motion carried 4 Ayes – 0 Nays – 3 Absent.
- 9. **Discuss and possibly act on matters related to implementing District Rules, including but not limited to the upcoming deadline for registering existing wells, permitting requirements for existing non-exempt wells, and possibly post-completion inspection of new wells in the District** – President Scadden raised the possibility of amending the District Rules to address small non-exempt users under one million gallons, and the possibility of reconvening the Board Rules Committee. President Scadden reported that he will work with General Manager Cockrell to reconvene the Rules Committee and establish a meeting schedule. Director Dower raised the question of whether the District should create a new permit subcategory for small non-exempt intermittent users. General Manager Cockrell reported that his proposal is to create a subcategory of operating permits for small users of less than one million gallons and require annual reporting and payment of fees from those intermittent users. President Scadden raised the possibility of the District purchasing water well meters in bulk to offer to applicants to help make the process easier and more cost effective for applicants. General Manager Cockrell also presented the possibility of District staff conducting post-completion inspections of new wells drilled within the District to confirm compliance with the District Rules and possibly obtain water samples. No action taken.
- 16. **Discuss and establish possible agenda items for future Board Meetings** – President Scadden requested that an item be added to the next agenda to discuss and possibly take action on the District’s financial audit. No action taken.



17. **Discuss and possibly act on setting the date, time, and location for the next Board Meeting** – President Scadden reported that the next regularly scheduled Board meeting would be held on October 13, 2021 at 10:00 am in person at the District’s office. President Scadden informed the Board that he will not be available to attend that date.

18. **Adjourn** – A motion was made by Director Dower to adjourn the meeting at 12:54 pm. Motion seconded by Director Van Ackeren. Motion carried 4 Ayes – 0 Nays – 3 Absent.

PASSED, APPROVED, AND ADOPTED THIS THE 14th day of October 2021.

Tim Van Ackeren, Secretary



APPENDIX A:

Approved FY 2022 Budget

Southwestern Travis County Groundwater Conservation District
Fiscal Year 2022 Budget

October 1, 2021 to September 30, 2022

Approved by SWTCGCD Board on September 8, 2021

Revenues

Category/Description	FY 2022 Budget
Well Drilling Authorization Application Fee	\$42,000
Non Exempt Operating Permit Well Construction Fee	\$6,000
Non Exempt General Permit Well Construction Fee	\$3,000
Permit Renewal Application Fees	\$0
Water Utility Service Connection Fee	\$60,000
Production Fee	\$25,000
Production Authorization Application Fee (existing wells)	\$20,400
Production Authorization Application Fee (new wells)	\$9,300
Well Capping/Plugging Fee	\$1,000
Interest Income	\$10
Misc. Income (Administrative Fees)	\$50
Enforcement Penalty Income	\$500
Funding from Travis County - FY 2022	\$150,000
<i>Total Projected Revenues</i>	<i>\$317,260</i>

Expenses

Category/Description	FY 2022 Budget
Personnel Expenses	\$192,743
Vehicle Expenses	\$2,500
Contract/Professional Services	\$59,900
Office and Administrative Expenses	\$23,017
Technical Operations Expenses	\$33,000
Reserve Funds	\$6,100
<i>Total Projected Expenses</i>	<i>\$317,260</i>

Fund Balance ***(\$0)***



APPENDIX B:
Financial Report

Southwestern Travis County Groundwater Conservation District

Balance Sheet

As of September 3, 2021

	GENERAL FUND	T.C. ESCROW FUND	TOTAL
ASSETS			
Current Assets			
Bank Accounts			
General Fund Checking (3546)	67,556.16		\$67,556.16
T.C. Escrow Fund Checking (4755)		25,397.96	\$25,397.96
Total Bank Accounts	\$67,556.16	\$25,397.96	\$92,954.12
Total Current Assets	\$67,556.16	\$25,397.96	\$92,954.12
TOTAL ASSETS	\$67,556.16	\$25,397.96	\$92,954.12
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Dower Loan	0.00		\$0.00
Scadden Loan	0.00		\$0.00
Van Ackeren Loan	0.00		\$0.00
Total Other Current Liabilities	\$0.00	\$0.00	\$0.00
Total Current Liabilities	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$0.00
Equity			
Retained Earnings	1,862.05		\$1,862.05
Net Income	65,694.11	25,397.96	\$91,092.07
Total Equity	\$67,556.16	\$25,397.96	\$92,954.12
TOTAL LIABILITIES AND EQUITY	\$67,556.16	\$25,397.96	\$92,954.12

Southwestern Travis County Groundwater Conservation District

Profit and Loss by Division
October 1, 2020 - September 3, 2021

	GENERAL FUND	T.C. ESCROW FUND	TOTAL
Income			
Income from Travis County ILA 2 (OPS)		153,456.34	\$153,456.34
Income from Travis County ILA1	34,631.60		\$34,631.60
Interest Income	8.47	5.05	\$13.52
Misc. Income	14.84	1.00	\$15.84
Non-Exempt General Permit Well Construction Fee	2,000.00		\$2,000.00
Non-Exempt Operating Permit Well Construction Fee	4,500.00		\$4,500.00
Production Authorization Application Fee (new wells)	3,950.00		\$3,950.00
Production Authorization Application Fee (existing Wells)	16,150.00		\$16,150.00
Production Fee	3,738.33		\$3,738.33
Unapplied Cash Payment Income		0.00	\$0.00
Water Utility Service Connection Fee	44,000.00		\$44,000.00
WDA Application Fee	38,600.00		\$38,600.00
Well Capping/Plugging Fee	800.00		\$800.00
Total Income	\$148,393.24	\$153,462.39	\$301,855.63
GROSS PROFIT	\$148,393.24	\$153,462.39	\$301,855.63
Expenses			
Contract and Professional Services			\$0.00
Legal Services	24,534.00	34,295.00	\$58,829.00
Professional Services	8,325.00		\$8,325.00
Total Contract and Professional Services	32,859.00	34,295.00	\$67,154.00
Office and Administrative Expenses	194.72		\$194.72
Computer Equipment, Software, and Web Services	1,675.87		\$1,675.87
Office Rent	1.00		\$1.00
Office Supplies	380.46		\$380.46
PO Box	188.00		\$188.00
Public Relations/Advertising/Public Notices/Signs	2,883.65		\$2,883.65
Telephone/Internet	1,004.10	216.44	\$1,220.54
Total Office and Administrative Expenses	6,327.80	216.44	\$6,544.24
Personnel Expenses			\$0.00
Errors and Omissions Insurance	838.70		\$838.70
General Manager	30,721.00	46,475.72	\$77,196.72
Groundwater Technician	7,061.28		\$7,061.28
General Tech Support		2,065.87	\$2,065.87
Groundwater Monitoring		3,631.95	\$3,631.95
Permit Processing		31,766.56	\$31,766.56
Total Groundwater Technician	7,061.28	37,464.38	\$44,525.66
Professional Development/Licensing/Cont. Edu.	1,740.00		\$1,740.00
Public Officials and Staff Bonding	1,008.00		\$1,008.00
Total Personnel Expenses	41,368.98	83,940.10	\$125,309.08
Technical Operations Expenses			\$0.00
Groundwater Research Studies/Projects			\$0.00
GMA 9 Studies/Report Preparation	2,143.35		\$2,143.35

Southwestern Travis County Groundwater Conservation District

Profit and Loss by Division

October 1, 2020 - September 3, 2021

	GENERAL FUND	T.C. ESCROW FUND	TOTAL
Water Level Monitoring Equipment		9,612.89	\$9,612.89
Total Groundwater Research Studies/Projects	2,143.35	9,612.89	\$11,756.24
Total Technical Operations Expenses	2,143.35	9,612.89	\$11,756.24
Unapplied Cash Bill Payment Expense		0.00	\$0.00
Total Expenses	\$82,699.13	\$128,064.43	\$210,763.56
NET OPERATING INCOME	\$65,694.11	\$25,397.96	\$91,092.07
NET INCOME	\$65,694.11	\$25,397.96	\$91,092.07

Southwestern Travis County Groundwater Conservation District

Check Detail

August 12 - September 3, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
General Fund Checking (3546)						
08/12/2021	Bill Payment (Check)	1013	Victor Insurance Managers Inc.	Director & Staff Bonding	C	-728.00
						-728.00
08/12/2021	Check	1014	Lane Cockrell	G.M. Signing Bonus	C	-
				G.M Signing Bonus		1,500.00
						1,500.00
08/16/2021	Check	1015	Lane Cockrell	TWDB 2021 Water for Texas Conference	C	-350.00
				Reimbursement for Registration fee for TWDB 2021 Water for Texas Conference		350.00
08/19/2021	Expense		Spectrum (Internet)	DEBIT CARD	C	-128.01
				POS Recurring Debit - DDA DBT CR POS Recurring Debit - DDA DBT CRD 0752		128.01
				08/19/21 21 SPE		
08/19/2021	Expense		TWDB Water for Texas Conference	2021 TWDB Water for Texas Conference	C	-310.00
				2021 TWDB Water for Texas Conference		310.00
T.C. Escrow Fund Checking (4755)						
08/12/2021	Bill Payment (Check)	1031	Virginia Smith			-
						1,245.16
						-
						1,245.16
08/12/2021	Bill Payment (Check)	1032	Lane Cockrell		C	-
						3,707.24
						-
						3,707.24
08/16/2021	Bill Payment (Check)	1033	Lane Cockrell		C	-
						3,735.08
						-
						3,735.08
08/19/2021	Expense		Lowe's	DEBIT CARD	C	-4.98
				DEBIT CARD		4.98
08/19/2021	Expense		Lowe's	DEBIT CARD	C	-112.96
				DEBIT CARD		112.96
08/19/2021	Expense		Amazon	Order Cancelled and Refunded, Sales Tax Charged in Error	C	-166.53
				DEBIT CARD		166.53
08/19/2021	Expense		Lowe's	DEBIT CARD	C	-216.44
				DEBIT CARD		216.44
08/23/2021	Expense		Lowe's	DEBIT CARD	C	-53.96
				DEBIT CARD		53.96
08/23/2021	Expense		Amazon	DEBIT CARD	C	-147.90
				DEBIT CARD		147.90
08/24/2021	Expense		Lowe's	DEBIT CARD	C	-120.98
				POS ATM DEBIT DBT CRD 2149 08/23 POS ATM DEBIT DBT CRD 2149 08/23/21 15		120.98
				LOWES #00907* 8		

Southwestern Travis County Groundwater Conservation District

Check Detail

August 12 - September 3, 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
09/01/2021	Bill Payment (Check)	1034	Lloyd Gosselink		-	-
					2,212.00	2,212.00
					-	-
					2,212.00	2,212.00
09/02/2021	Bill Payment (Check)	1036	Virginia Smith		-	-
					2,002.82	2,002.82
					-	-
					2,002.82	2,002.82
09/02/2021	Bill Payment (Check)	1035	Lane Cockrell		-	-
					3,976.46	3,976.46
					-	-
					3,976.46	3,976.46

Southwestern Travis County Groundwater Conservation District

Expenses by Vendor Summary

August 12 - September 3, 2021

	GENERAL FUND	T.C. ESCROW FUND	TOTAL
Amazon		147.90	\$147.90
Lane Cockrell	1,850.00	11,418.78	\$13,268.78
Lloyd Gosselink		2,212.00	\$2,212.00
Lowe's		509.32	\$509.32
Spectrum (Internet)	128.01		\$128.01
TWDB Water for Texas Conference	310.00		\$310.00
Victor Insurance Managers Inc.	728.00		\$728.00
Virginia Smith		3,247.98	\$3,247.98
TOTAL	\$3,016.01	\$17,535.98	\$20,551.99

Southwestern Travis County Groundwater Conservation District
Fiscal Year 2021
October 1, 2020 - September 3, 2021

Revenues						
				FY 2021 Budget	Actual 9-3-21	84%
	Category/Description					
	WDA Application Fee			\$15,000	\$38,600.00	257.3%
	Non Exempt Operating Permit Well Construction Fee			\$5,000	\$4,500.00	90.0%
	Non Exempt General Permit Well Construction Fee			\$12,500	\$2,000.00	16.0%
	Permit Renewal Application Fees			\$0	\$0.00	N/A
	Water Utility Service Connection Fee			\$90,000	\$44,000.00	48.9%
	Production Fee			\$33,436	\$3,738.33	11.2%
	Production Authorization Application Fee (previously installed)			\$132,450	\$16,150.00	12.2%
	Production Authorization Application Fee (new wells)			\$13,750	\$3,950.00	28.7%
	Well Capping/Plugging Fee			\$1,000	\$800.00	80.0%
	Interest Income			\$100	\$13.52	13.5%
	Misc. Income (Administrative Fees)			\$250	\$15.84	6.3%
	Funding from Travis County (1)			\$0	\$0.00	N/A
	Funding from Travis County (2) ILA			\$8,500	\$34,631.60	407.4%
	Funding from Travis County (3)			\$100,000	\$149,824.39	149.8%
	Funding from Travis County (4)			\$50,000	\$3,631.95	7.3%
	Enforcement Penalty Income			\$0	\$0.00	N/A
	Technical Projects Cost Sharing Reimbursements			\$0	\$0.00	N/A
	Total Projected Revenues			\$461,986	\$301,855.63	65.3%
Expenses						
	Outstanding Obligations			\$0		N/A
	Personnel Expenses			\$173,175	\$121,677.13	70.3%
	Vehicle Expenses			\$4,000	\$0.00	0.0%
	Contract/Professional Services			\$140,700	\$67,154.00	47.7%
	Office and Administrative Expenses			\$62,801	\$6,349.52	10.1%
	Technical Operations Expenses			\$69,025	\$15,388.19	22.3%
	Reserve Funds			\$12,285	\$0.00	0.0%
	Total Projected Expenses			\$461,986	\$210,568.84	45.6%



APPENDIX C:

Summary of Submitted SWTCGCD Applications and Forms



Summary of Submitted SWTCGCD Applications and Forms as of 9/6/2021

Application/Form Type	Submitted Since Last Board Update	Processed Since Last Board Update	Pending
Well Registrations	1	1	N/A
Well Drilling/Modification Authorization	5	7	16
Production Authorization - Operating	1	0	28*
Production Authorization - General	0	1	4
Reported Water Service Connections	6	6	N/A
Monthly Meter Readings	5	5	N/A

*Staff has suspended processing for 20 of these applications pending possible Rules amendments that may affect "small & intermittent" non-exempt users.