



BOARD MEETING MINUTES

SOUTHWESTERN TRAVIS COUNTY GROUNDWATER CONSERVATION DISTRICT

Wednesday, April 13, 2022, at 9:00 a.m.

A quorum of the Southwestern Travis County Groundwater Conservation District Board of Directors held a regular board meeting on Wednesday, April 13, 2022, at 9:00 a.m. at the District's office at 8656 W. Highway 71, Building A, 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 9:01 a.m. on Wednesday, April 13, 2022. Six directors were present at the meeting constituting a quorum, including Director Dower, Director Hennings, Director Van Ackeren, Director Urie, Director Hunt, and President Scadden. Also present were General Manager Lane Cockrell, Pete Golde, Virginia Smith, and John Worrall, Secretary Treasurer of the Hays Trinity Groundwater Conservation District ("HTGCD") Board of Directors. The following individuals participated remotely by videoconference call: Audrey Cooper and Ty Embrey with Lloyd Gosselink, Ian Norton, Wade Oliver and Barbara Rigney with INTERA, and Nick Soto-Kerans, District Hydrogeologic Technician.
2. **Public Comments** – No public comments were presented.
3. **Discuss and possibly act on approving previous meeting minutes** – General Manager Cockrell presented the minutes for the March 9, 2022 regular board meeting for the Board's consideration with revisions. A motion was made by Director Van Ackeren to approve the minutes of the March 9, 2022 regular board meeting as amended. Motion seconded by Director Hunt. Motion carried 6 Ayes – 0 Nays – 1 Absent.

Director Davis joined the open meeting at 9:06 AM. President Scadden reported a quorum of seven directors remained present.

4. **General Manager's Report:**
 - a. **Summary of permitting, application, and registration inquiries and submissions** – General Manager Cockrell provided an update on the permit applications and well registrations submitted to the District. General Manager Cockrell reported that the District received five (5) new well registrations during the month of March, four (4) of which were submitted using the District's new online well registration form. General Manager Cockrell reported that the District has received thirty (30) total well registrations during fiscal year 2022 to date. General Manager Cockrell reported that the District received six (6) new well drilling authorization applications during the month of March. General Manager Cockrell reported that the District did not receive any new operating permit applications, general permit applications, or new reported water utility service connections during the month of March. General Manager Cockrell reported that meter



readings during the month of March show that a total of 19.6 acre-feet of groundwater was produced by reporting permittees during the month of March.

- b. **Drought stage status and outlook** – General Manager Cockrell reported that drought conditions in Travis County have persisted over the last month. General Manager Cockrell reported that nearly 40% of the District is under D1 drought conditions as of April 5, 2022.
- 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 reported that he and President Scadden submitted the District’s funding request to Travis County for fiscal year (FY) 2023. General Manager Cockrell reported that the funding request for FY 2023 includes \$150,000 in funding for District regulatory and science programs, and an additional \$100,000 for a potential regional collaborative hydrogeologic study (detailed below). General Manager Cockrell reported that the funding request also included a request for a five-year agreement term through fiscal year 2027. General Manager Cockrell reported that the District may have the opportunity to participate in a regional collaborative study with Clearwater Underground Water Conservation District (“Clearwater UWCD”), Travis County, the University of Texas at Austin Bureau of Economic Geology, and possible other stakeholders to develop a 3D geologic model and water-level maps for aquifers in portions of Bell, Williamson, and Travis counties. General Manager Cockrell reported that this effort would improve understanding of the hydrogeologic conditions in the District and explore potential connections to regional drawdown of the Trinity Aquifer. Director Hunt reported that the \$100,000 in requested funding for this regional collaborative study would include funding to establish another monitoring well. General Manager Cockrell reported that Allan Standen, lead consultant on the proposed project, will provide a presentation to the Board regarding the proposed collaborative study at a future board meeting. General Manager Cockrell reported that the Texas Alliance of Groundwater Districts (“TAGD”) will hold a virtual GCD Boot Camp Module 2 for District board members and staff on April 25, 2022 from 1:00 PM to 3:30 PM, and provided the Board with information on how to register. General Manager Cockrell provided an update to the Board regarding recent monitoring well data obtained from the District’s Lakeside Park Monitoring Well, which includes water-level data for the Lower Trinity and Middle Trinity Aquifers.

5. **Receive, discuss, and take action as necessary on Board Committee Reports:**

- a. **Finance** – Pete Golde provided a report to the Board regarding the financial reports dated March 31, 2022. The balance sheet indicated assets totaling \$65,332.36 and liabilities totaling \$3,380.77. The fiscal year to date profit and loss report indicated expenses totaling \$119,095.76, income totaling \$97,414.11, and net income totaling \$-21,881.65 through March 2022. Pete Golde provided a summary of the checks issued by the District since the last board meeting, a summary of expenses by vendor, and a fiscal year to date summary of expenses by budgetary line item. Pete Golde reported that the water utility



may impact groundwater resources in both Districts – President Scadden reported that he spoke with Charlie Flatten, HTGCD General Manager, and with John Worrall, Secretary Treasurer of the HTGCD Board of Directors regarding entering into an interlocal agreement to collaboratively engage a hydrogeologic consultant. President Scadden reported that both the District and HTGCD have received large permit applications that would benefit from shared scientific evaluation by a third party hydrogeologic consultant. President Scadden reported that under such an agreement the District and HTGCD would share the cost of engaging a hydrogeologic consultant. Mr. John Worrall reported that the HTGCD Board of Directors passed a resolution to authorize HTGCD staff to work with the District to draft an interlocal agreement for consideration at a future HTGCD Board meeting, and that the two districts would benefit from working together on this matter. President Scadden reported that both HTGCD and the District have received permit applications from Clancy Utility Holdings, LLC, (a.k.a. Mirasol Springs Project) that would benefit from shared review by a hydrogeologic consultant. A motion was made by Director Dower to authorize President Scadden and General Manager Lane Cockrell to work with HTGCD to develop a draft interlocal agreement for the Board’s consideration. Motion seconded by Director Urie. Motion carried 7 Ayes – 0 Nays.

8. **Discuss and possibly act on matters related to District financial audits** – General Manager Cockrell reported that the District’s auditor, Spencer Neffendorf at Neffendorf & Blocker, P.C., has not provided an update regarding the status of the audits for fiscal years 2018, 2019, and 2020, and was not available to present an audit summary at today’s meeting as planned. General Manager Cockrell reported that he will coordinate with the auditor to reschedule the audit summary presentation for the May meeting. No action taken.

President Scadden adjourned the open meeting at 10:31 AM for a temporary break. President Scadden reconvened the open meeting at 10:39 AM. A quorum of seven directors remained present.

9. **Discuss and possibly act on matters related to drought status and related District actions and communications** – General Manager Cockrell reported that District Rule 5.2 B. instructs the Board to consider declaring a drought stage for the District based on the highest level of drought intensity experienced over 25% of the land area in Travis County as reported by the United States Drought Monitor if those drought conditions persist for two weeks or longer. General Manager Cockrell reported that over 25% of Travis County has been at or above the D1 Moderate Drought Stage for the past four weeks, which exceeds the Drought Monitor threshold defined by the District Rules. General Manager Cockrell reported that the management targets in the District Rules for the D1 Stage of drought is a 5-10% voluntary reduction in groundwater use for exempt and general permits by rule and a 10% voluntary reduction in groundwater use for operating permits. General Manager Cockrell noted that the District Rules also include a Water Conservation Period from May 1 to September 30 each calendar year that encourages voluntary reductions in water use when not in a declared drought stage. General Manager Cockrell reported that the drought management guidelines under the District Rules do not include any mandatory reductions in groundwater usage for D1 Moderate Drought Stage. A motion was made by Director Hunt to declare D1 Drought Stage for the District. Motion seconded by Director Davis. Motion carried 7 Ayes – 0 Nays.



General Manager Cockrell raised the possibility of posting the drought stage and related curtailments on the District webpage, as well as general water conservation resources. General Manager Cockrell also raised the possibility of sending out a notification email to each registered well owner within the District regarding the current drought stage. General Manager Cockrell reported that the Barton Springs Edwards Aquifer Conservation District distributes yard signs with the current drought stage across their district to help raise public awareness. Director Hennings raised the possibility of the District posting yard signs with the current drought stage at each fire station within the District.

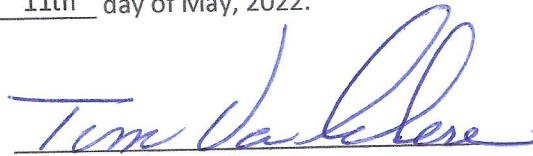
10. **Discuss and possibly act on matters related to engaging a CPA** – Director Van Ackeren reported that the Board Committee, including himself, Director Dower, and Director Urie, has reviewed information from several local CPA firms. Director Van Ackeren reported that the Board Committee has struggled to find a CPA that has experience working with groundwater conservation districts or with addressing misclassification problems at the IRS. Director Van Ackeren reported that Pete Golde recommended a CPA who works with Belvedere MUD who may be able to address the District’s bookkeeping needs. Director Davis reported that she spoke with one CPA in Drippings Springs who did not know of any other CPAs with experience handling the work the District needs. Director Van Ackeren reported that he will reach out to the CPA recommended by Pete Golde. No action taken.
11. **Discuss and possibly act on matters related to District staffing and contractors** – General Manager Cockrell introduced Mr. Nick Soto-Kerans, the new hydrogeologic technician for the District. General Manager Cockrell reported that he plans to meet with Nick to complete a tour of the District’s existing monitoring sites, and that he will work with Pete Golde to setup payroll. General Manager Cockrell also reported that he will setup up a District email account for Nick. President Scadden raised concerns about safety of District staff conducting fieldwork, and suggested the District develop a policy to ensure staff safety while conducting fieldwork, especially if alone. Director Hunt reported that he uses a Garmin emergency satellite communicator while conducting field work alone to notify family and emergency personnel in the event of emergency. General Manager Cockrell agreed to further evaluate this issue. No Board action taken.
12. **Discuss and possibly act on matters related to implementing District Rules** – General Manager Cockrell reported that he has developed a template enforcement letter with the District’s legal counsel to send to non-compliant permittees within the District. General Manger Cockrell reported that he will begin sending out enforcement letters by certified mail to non-compliant entities today, and will provide updates to the Board going forward. General Manager Cockrell reported that the enforcement letter establishes a thirty-day deadline for non-compliant entities to contact the District and come into compliance with District Rules. General Manager Cockrell reported that he finalized the well-owner outreach letter to distribute to owners of un-registered wells within the District, and that some of those letters have already been distributed. No action taken.
13. **Discuss and possibly act on matters related to FY2022 Interlocal Agreement with Travis County** – President Scadden reported that the District received its first payment from Travis County under the fiscal year 2022 Interlocal Agreement on March 23 for the District’s initial two-month estimate of operating expenses. General Manager Cockrell reported that he submitted an invoice to Travis



County on March 28 for actual expenses incurred by the District in October, November, and December 2021. No action taken.

14. **Discuss and establish possible agenda items for future Board Meetings** – President Scadden reported that the next agenda will include an agenda item to recognize Director Dower's resignation from the Board of Directors as he is moving outside the District.
15. **Discuss and possibly act on setting the date, time, and location for the next Board Meeting** – President Scadden reported that the next board meeting will be held on May 11, 2022 at the District office.
16. **Adjourn** – A motion was made by Director Dower to adjourn the open meeting at 11:23 AM. Motion seconded by Director Hunt. Motion carried 7 Ayes – 0 Nays.

PASSED, APPROVED, AND ADOPTED THIS THE 11th day of May, 2022.


Tim Van Ackeren, Secretary