

**Clearwater Underground Water Conservation District Meeting**  
**700 Kennedy Court**  
**Belton, TX**  
**Wednesday, August 11, 2021**  
**Minutes**

In accordance with Governor Abbott's declaration of the COVID-19 public health threat, action to temporarily suspend certain provisions of the Texas Open Meetings Act, and Executive Order, a quorum of CUWCD's Board of Directors held a regular Board meeting by telephonic conference call and, for redundancy, video conference on Wednesday, August 11, 2021 at 1:30 p.m. The meeting originated from the Clearwater UWCD Building, located at 700 Kennedy Court, Belton, Texas.

**Board Members Present:**

Leland Gersbach, President, Pct 1  
David Cole, Vice President, At Large  
Gary Young, Secretary, Pct 2  
Jody Williams, Director, Pct 3  
Scott Brooks, Director, Pct 4

**Absent:**

**Staff:**

Dirk Aaron, General Manager  
Shelly Chapman, Admin Manager

**Guest: (remote & in-person)**

Mike Keester – LRE Water  
Sandra Blankenship – WCID #1  
Kelly Close – LRE Water

Micaela Pedrazas – LRE Water  
Bill Schumann – Commissioner

David Coyer – Half, Assoc.  
Erin Atkinson – Half, Assoc.

**Workshop convened with President, Leland Gersbach at 1:32 p.m.**

**Workshop Item #1: Receive presentation from USGS on proposed scientific efforts in FY22.**

Workshop Item #1 postponed until August 25<sup>th</sup> for Dirk Aaron.

**Workshop Item #2: Receive presentation from Sarah Woods related to the Texas 4-H Water Ambassador Program.**

Sarah Woods was unable to attend the meeting. Presentation will be rescheduled for August 25<sup>th</sup> per Dirk Aaron.

**Workshop Item #3: Receive update on the 2021 Texas Alliance of Groundwater Districts Texas Groundwater Summit August 31<sup>st</sup> – September 2<sup>nd</sup>.**

Shelly Chapman gave the Board member a packet with information regarding the Texas Groundwater Summit to include hotel reservation, confirmations, and an agenda for the Summit. Dirk discussed other information pertaining to the event.

**Workshop Item #4: Receive information related to Groundwater Management Area 8, per the Joint Planning and Development of the Round 3 Desired Future Conditions.**

Dirk noted that the GMA 8 meeting for August had been cancelled and has not been rescheduled at this time. He had nothing else to report.

**Workshop Item #5: Review items of interest concerning the FY2022 budget development process.**

Dirk presented items of interest related to the FY2022 budget development process. He highlighted information from Tammy Hubnik related to the certified values for the 2021 tax year. The Board discussed their thoughts on the preliminary tax rate and proposed budget.

**Workshop closed and regular Board meeting convened with President, Leland Gersbach, at 2:08 p.m.**

**1. Invocation and Pledge of Allegiance.**

Vice President, David Cole, gave the invocation.  
Secretary, Gary Young, led the Pledge of Allegiance.

**2. Public Comment.**

None.

3. ***Approve minutes of the July 14, 2021 Board meeting.***

Board members received the minutes of the July 14, 2021 Board meeting and workshop in their Board packet to review prior to the meeting.

Secretary, Gary Young, moved to approve the minutes of the July 14, 2021 Board meeting and Workshop. Vice President, David Cole, seconded the motion.

**Motion carried 5-0.**

4. ***Discuss, consider, and take appropriate action if necessary, to accept the monthly financial report for July 2021 (FY21) as presented.***

Board members received the monthly financial report for July 2021 in their Board packet to review prior to the meeting.

Vice President, David Cole, moved to accept the monthly financial report for July 2021 as presented. Director, Jody Williams, seconded the motion.

**Motion carried 5-0.**

5. ***Discuss, consider, and take appropriate action if necessary, to accept the monthly Investment Fund Account report for July 2021 (FY21) as presented.***

Board members received the monthly investment fund account report for July 2021 in their Board packet to review prior to the meeting.

Director, Jody Williams, moved to accept the monthly investment fund account report for July 2021 as presented. Secretary, Gary Young, seconded the motion.

**Motion carried 5-0.**

6. ***Discuss, consider, and take appropriate action if necessary, to approve staff recommendation per the approved RFQ for DMS and negotiated price.***

Dirk presented his recommendation per the approved RFQ for DMS. He provided a scoring sheet to the Board and explained the criteria used for consideration. Dirk recommended the Board approve LRE Water for the new DMS platform.

Mike Keester, Micaela Pedrazas, and Kelly Close, gave their presentation to the Board and answered any questions the Board had.

Director, Scott Brooks, moved to approve the RFQ as presented for LRE Water and direct General Manager to finalize the contract. Vice President, David Cole, seconded the motion.

**Motion carried 5-0.**

7. ***Discuss, consider, and take appropriate action if necessary, to approve the FY21 line-item budget amendments as requested.***

Shelly presented the request for line-item budget amendments for the purpose of adjusting line item #54200 (Building Repairs/Maintenance) to cover the cost for repair and inspection of irrigation system and bi-monthly pest control and adjusting line-item 53721 (Permit Review – Geoscience) to cover consulting fees for review of the McNeal permit application.

Vendor	Line Item	Invoice Amount	Available Funds	Amount Requested	New Balance	From	Available Funds	New Balance
Heart Of Texas Landscape & Irr.	54200-Bldg Repair/Maint	\$265.00	\$0.00	\$265.00	\$265.00	53785-Mobile Classroom	\$2,000.00	\$1,735.00
Hartman Pest Cr	54200-Bldg Repair/Maint	\$100.00	\$0.00	\$100.00	\$365.00	53785-Mobile Classroom	\$1,735.00	\$1,635.00
LRE	53721-Permit Review - C	\$135.00	\$0.00	\$135.00	\$135.00	53130.4-General Consult - Investig	\$3,214.00	\$3,079.00

Scott Brooks commented that there was a budget amendment last month for building repairs and maintenance (54200). He questioned if they should move additional funds to that line-item to cover expenses that might occur over the remainder of the fiscal year. Shelly indicated that an additional \$500 should cover anticipated expenses.

Director, Jody Williams, moved to approve the request for a budget amendment for line-item 54200 (Building Repair/Maintenance) of \$365.00 plus an additional \$500.00 to cover anticipated expenses. Director, Scott Brooks, seconded the motion.

**Motion carried 5-0.**

Secretary, Gary Young, moved to also approve the request for a budget amendment for line-item 53731 (Permit Review – Geoscience) to cover consulting fees for review of the McNeal permit application. Director, Scott Brooks, seconded the motion.

**Motion carried 5-0.**

**8. Discuss, consider, and take appropriate action if necessary, to change the date of the September 15, 2021 Board meeting and Workshop to September 8, 2021.**

Leland explained that the original date for the September Board meeting was set for September 15<sup>th</sup> due to the date of the Water Summit. Staff was concerned about the short time they would have to prepare for the meeting. Leland commented that he will be in Colorado on the 15<sup>th</sup> and Dirk thinks Leland needs to be a part of the September Board meeting.

Vice President, David Cole, moved to change the September 15<sup>th</sup> Board meeting to September 8<sup>th</sup>. Secretary, Gary Young, seconded the motion.

**Motion carried 5-0.**

**9. Discuss, consider, and take appropriate action if necessary, to set the date and location for the 20<sup>th</sup> Annual Bell County Water Symposium.**

Shelly informed the Board that a location and date for the Symposium had finally been figured out. Texas A&M – Central Texas campus has finally opened for outside use of their meeting rooms. The first 2 weeks of November were not available. The date that worked for them as well as the District is Tuesday, November 16<sup>th</sup>.

Secretary, Gary Young, moved to set the date of November 16<sup>th</sup> for the 20<sup>th</sup> Annual Bell County Water Symposium to be held at the Texas A&M – Central Texas campus. Director, Jody Williams, seconded the motion.

**Motion carried 5-0.**

**10. Discuss, consider, and take appropriate action if necessary, to set the preliminary tax rate for tax year 2021 on proposed budget FY22.**

Based on discussion during Workshop item #5, Dirk recommends setting the preliminary tax rate for tax year 2021 at \$0.003137.

Dirk recapped items of interest related to the budget development process and made suggestions for the budget to justify setting the tax rate at \$0.003137/\$100 valuation. The Board asked questions and had discussion regarding the proposed budget.

Vice President, David Cole, moved to set the preliminary tax rate for tax year 2021 at \$0.003137/\$100 valuation. Secretary, Gary Young, seconded the motion.

**Motion carried 5-0.**

**11. Discuss, consider, and take appropriate action if necessary, to set date for adoption of the FY22 budget.**

Dirk recommended the Board set the date of August 25, 2021 for adoption of the FY22 budget.

Secretary, Gary Young, moved to set the date of August 25, 2021 for adoption of the FY22 budget. Vice President, David Cole, seconded the motion.

**Motion carried 5-0.**

**12. Discuss, consider, and take appropriate action if necessary, to set the date for the public hearing and adoption of the tax rate for tax year 2021.**

Director, Jody Williams, moved to set the date of August 25, 2021 for the public hearing and adoption of the tax rate for tax year 2021. Vice President, David Cole, seconded the motion.

**Motion carried 5-0.**

**13. Discuss, consider, and take appropriate action if necessary, to conduct the annual performance review of the General Manager, in accordance with District Bylaws Article VI, Section 6.**

Leland suggested the Board move to Executive session to discuss the performance review of the General Manager and to discuss other staffing related matters. The Board agreed.

**Board convened to Executive session with President, Leland Gersbach, at 3:53 p.m.**

**Executive session closed and Board meeting reconvened with President, Leland Gersbach, at 5:13 p.m.**

**14. General Manager's report concerning office management and staffing related to District Management Plan.**

- Dirk will be attending the Post Oak Savannah Water Symposium on Thursday, August 12<sup>th</sup>.
- Working with Tammy Hubnik on the Truth & Taxation ads that will need to run in the paper on Monday, August 16<sup>th</sup>.

**15. Review monthly report and possible consideration and Board action on the following:**

- a) **Drought Status Reports**
- b) **Education Outreach Update**
- c) **Monitoring Wells**
- d) **Rainfall Reports**
- e) **Well Registration Update**
- f) **Aquifer Status Report & Non-exempt Monthly Well Production Reports**

(Copiers of the Monthly Staff Reports were given to the Board Members to review. No action required. Information items only.)

**16. Director's comments and reports.**

- **Leland Gersbach:** Commented on the article in the Temple paper related to Post Oak Savannah GCD. Dirk gave additional information related to the article. He commented that the article wasn't fair to POSGCD.
- **Jody Williams:** Thanked Dirk for getting all the payroll information together for the Board to consider and for the detailed info on the tax rates. It was very interesting.
- **Gary Young:** Concurred with Jody's comments. He also commented on an investment group that is purchasing property from Salona Ranch.

- **Scott Brooks:** None
- **David Cole:** None

**17. Discuss agenda items for the next meeting.**

- 2 permit hearings – RV Park and Travel Center
- Sarah Woods – Water Ambassador presentation
- Adopt FY22 Budget
- Public Hearing for adoption of tax rate for tax year 2021

**18. Set time and place of next meeting.**

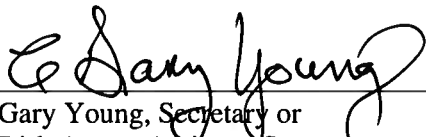
Wednesday, August 25, 2021 at 1:30 p.m.

**19. Adjourn.**

**Board meeting adjourned with President, Leland Gersbach, at 5:22 p.m.**

  
Leland Gersbach, President

**ATTEST:**

  
Gary Young, Secretary or  
Dirk Aaron, Assistant Secretary