

Clearwater Underground Water Conservation District Meeting
700 Kennedy Court
Belton, Texas
Thursday, November 20, 2014
Minutes

The Clearwater Underground Water Conservation District (CUWCD) held a board meeting on Thursday, November 20, 2014 at 1:30 p.m. at the Clearwater UWCD Building, located at 700 Kennedy Court, Belton, Texas.

Board Members Present:

Leland Gersbach, President
Wallace Biskup, Vice President
Judy Parker, Secretary
David Cole, Director
Bill Bartlett, Director

Public Advisory Committee:

Bill Schumann
Henry Bunke

Staff:

Dirk Aaron
Shelly Chapman

Guests:

Mike Keester – LBG-Guyton
Gary Young – Newly Elected Director - Pct. 2

Workshop convened with President, Leland Gersbach, at 1:34 p.m.

President, Leland Gersbach began the Workshop with workshop item #2.

Workshop #2. Discuss the 14th Annual Water Symposium held on November 18th.

General Manager, Dirk Aaron, gave a re-cap of the 14th Annual Water Symposium. The event ran smoothly. There were several other events schedule that may have affected the turn out. Dirk suggested that the District may want to reconsider the week and venue for the event. Judy Parker commented about the lack of seating in the main room during the lunch time speaker. Feedback was good for the event. People were pleased with the meal provided for lunch. Dirk informed the Board that the presentation will be posted on the website. Leland thought maybe we should consider videoing the event.

Workshop #3. Discuss proposed dates for the Christmas Open House.

Dirk reminded the Board that last December the District hosted a Christmas Open House. He presented several dates to the Board for the Open House for this year. The Board Members would be available for the Open House on Wednesday, December 10th from 11:00-1:00. The regular scheduled Board Meeting will be held after the Open House at 1:30.

Workshop #1. Discuss drawdown analysis of the Middle Trinity conducted by LBG-Guyton.

Dirk introduced Mike Keester (LBG-Guyton). Mike presented his final presentation on the drawdown of the Middle Trinity aquifer. Dirk will receive a stamped copy of the final report from Mike. A copy was given to the Board after the presentation.

Workshop closed and Board Meeting convened with President, Leland Gersbach at 3:17 p.m.

1. Invocation and Pledge of Allegiance:

Vice President, Wallace Biskup, gave the invocation.
Director, Bill Bartlett, lead the Pledge of Allegiance.

2. Public Comments:

None

3. Approve minutes of the October 14, 2014 Board Meeting and Workshop.

Secretary, Judy Parker, moved to approve the Minutes of the Oct 14, 2014. Director, David Cole, seconded the motion. **Motion carried 5-0.**

4. Approve minutes of the November 18, 2014 Board Meeting to Canvas the General Election Director Results.

Vice President, Wallace Biskup, moved to approve the Minutes of the Nov 18, 2014 to canvas the General Election Director results. Secretary, Judy Parker, seconded the motion. **Motion carried 5-0.**

Public Advisory Committee member and County Commissioner, Bill Schumann, pointed out an error in the minutes for Nov 18th. The minutes stated the Bell County Elections Administrator's name is Shawn Burrows. His name is Shawn Snyder.

Director, David Cole, moved to approve the minutes with correction noted. Secretary, Judy Parker, seconded the motion. **Motion carried 5-0.**

Secretary, Judy Parker, wanted to publicly commended Shawn Snyder for the great job he did on the election.

5. *Discuss, consider and take action if necessary to accept the 2014 General Election Canvas Results.*

Dirk Aaron reviewed the 2014 General Election Canvas Results with the Board based on the Board's canvassing of the Election Results on November 18, 2014.

Director, David Cole, moved to accept the 2014 General Election Canvas Results. Vice President, Wallace Biskup, seconded the motion. **Motion carried 5-0.**

6. *Swear in Board Members for Precincts 2, 4, and At-Large and administer Oaths of Office.*

President, Leland Gersbach, informed the Board that Notary Public, Shelly Chapman, would administer the Oaths of Office to the elected Board Members.

Shelly Chapman administered the "Statement of Officer" and the "Oath of Office" to Gary Young, Judy Parker, and David Cole.

Leland Gersbach presented the out-going Director, Bill Bartlett, with a plaque of appreciation and thanked him for his time and service to the Board.

Dirk Aaron pointed out that he put together a Reference Manual for Gary Young. Dirk also noted that he and Gary attended an Underground Water Conservation District Orientation for new members, general managers, and staff in Lubbock. Dirk highly recommends this orientation. Gary has 90 days to complete training on the Public Information Act and the Open Meetings Act. This training will be done on-line.

Leland asked Gary to give the Board a brief summary of his background.

7. *Discuss, consider and take action if necessary to elect Board Officers for Calendar year 2015.*

Dirk reminded the Board that the Board Officers to be elected are: President (currently held by Leland Gersbach), Vice President (currently held by Wallace Biskup), Secretary (currently held by Judy Parker), and Assistant Secretary (currently held by General Manager, Dirk Aaron). Dirk commented that the Assistant Secretary does not have voting rights. That position was created according to the By Laws as a proxy to the President allowing the Assistant Secretary to sign and post agendas on behalf of the President.

Director, Gary Young, moved to keep the current Board Officers in place if no one wanted to step down. Vice President, Wallace Biskup, seconded the motion. **Motion carried 5-0.**

8. *Discuss, consider and take action if necessary to accept the monthly financial report for October 2014 as presented.*

Director, David Cole, moved to accept the monthly financial report for October 2014 as presented. Vice President, Wallace Biskup, seconded the motion. **Motion carried 5-0.**

9. *Discuss, consider and take action if necessary to accept the monthly Investment Fund account report as presented.*

Director, Gary Young, moved to accept the monthly investment fund account as presented. Secretary, Judy Parker, seconded the motion. **Motion carried 5-0.**

10. Discuss, consider and take action if necessary to approve the FY15 line item budget amendments as requested.

No line item budget amendments requested at this time.

11. Discuss, consider and take action if necessary on proposed line item transfer to the FY14 Budget.

Dirk Aaron explained that invoices for FY14 continued coming in through October. The District is currently showing over-expenditure in one area. He requested that the Board approve a line item transfer of \$2,982.50 from line item 53706(Legal – GMA/DFC/MAG support) to 53704(Legal-Legislative Res/Anal.) to cover the overage. He reminded the Board that this is a transfer between line items and will not cause the District to exceed the Operational Budget set for 2014.

Vice President, Wallace Biskup, moved to approve the line item transfer as requested. Director, Gary Young, seconded the motion. **Motion carried 5-0.**

12. Discuss, consider and take action if necessary to close out FY14 Budget year as presented.

Dirk Aaron presented the close out for budget year FY14 as follows:

| | |
|-----------------------------------|---|
| The Original Budget set for FY14: | \$621,939.00 (projected income and expenses) |
| The Board amended the FY14: | <u>\$115,100.00</u> (from Reserve Funds for special projects) |
| Total Amended Budget: | \$737,039.00 (total projected expenses and income) |

The following describes the year end closeout for FY14:

| | |
|------------------|--|
| Actual income: | \$ 614,888.51 (Tax Revenue, Permit Fees, and Delinquent Taxes Collected) |
| Reserve Funds: | <u>\$ 115,100.00</u> |
| Adjusted Income: | <u>\$ 729,988.51</u> |

Total Expenses: \$ 596,393.03

Return to Fund Balance: \$ 133,595.48

Dirk recommended the Board approve budget close out as presented closing the year with \$133,595.48 returned to Reserve Fund Balance as presented.

Secretary, Judy Parker, moved to approve the budget close out as presented closing the year with \$133,595.48 return to Reserve Fund Balance as presented. Vice President, Wallace Biskup, seconded the motion. **Motion carried 5-0.**

13. Discuss, consider and take action if necessary to approve the Holiday Schedule for Calendar Year 2015.

Dirk Aaron presented the Proposed Holiday Schedule for calendar year 2015. He explained to the Board that he would like to include Veterans Day in the Holiday Schedule for calendar year 2015. He explained to the Board that one of the District employees is a Veteran. Leland Gersbach commented that when the District separated from the CTCOG a Holiday Schedule was established that consisted of 6 Holidays and 2 Floating Holidays to be used however the General Manager chose to use them. It was determined that the day after Thanksgiving and the day after Christmas would be used for the floating holidays.

Vice President, Wallace Biskup, moved to approve the Holiday Schedule for 2015 as presented to include Veteran's Day. Director, David Cole, seconded the motion. **Motion carried 4-1** (Leland Gersbach opposed).

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

- * Dirk informed the Board that he hired Tristin Smith to fill the part-time position created.
- * Dirk and Ty Embry will present a Legislative update at the next Board meeting.
- * Dirk gave an update on the Bell County Adaptive Management Coalition.
- * Dirk informed the Board that grant application had been denied.

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

- a. Salado Creek stream flow gauges**
- b. Education Outreach Update**
- c. Monitoring wells**
- d. Rainfall/Drought Conditions**
- e. Well registration**
- f. Non-exempt Monthly well production**

Dirk presented the information to the Board. Shelly Chapman presented the monthly well registration totals.

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

16. Public Advisory Committee comments.³

None

17. Director comments³

Henry Bunke was impressed with the 3-D Model. It will be a good tool for the District.

18. Discuss agenda items for next meeting.

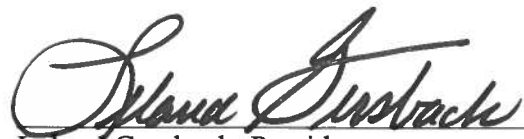
Nothing mentioned at this time.

19. Set time and place of next meeting.

Wednesday Dec 10, 2014

20. Adjourn.

Meeting adjourned by President, Leland Gersbach at 4:38 p.m. and convened to Workshop.


Leland Gersbach, President

ATTEST:


JUDY PARKER, Secretary

(A compact disc of this meeting is available upon request.)