

**Clearwater Underground Water Conservation District Meeting**  
**700 Kennedy Court**  
**Belton, TX**  
**Wednesday, June 7, 2017**  
**Minutes**

The Clearwater Underground Water Conservation District (CUWCD) held a board meeting on Wednesday, June 7, 2017 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  
Gary Young, Director

**Public Advisory Committee:**

Angelica Points – City of Belton  
Kendra Coufal - CTCOG

**Staff:**

Dirk Aaron  
Shelly Chapman

**Guests:**

Ty Embrey – Lloyd Gosselink  
Cheryl Maxwell – CTCOG

**Workshop convened with President, Leland Gersbach, at 1:30 p.m.**

**Workshop Item #1. Receive report concerning the 85<sup>th</sup> Legislative Session.**

Dirk asked Ty Embrey to give a report on the 85<sup>th</sup> Legislative Session. Ty gave the Board a copy of his Bill report to follow along with as he presented his update. He briefed the Board on Bills that did and did not pass and highlighted Bills important to GCDs.

**Workshop Item #2. Receive report concerning potential research projects in FY18.**

This will be part of the discussion in workshop item #3. Dirk has spoken with the District's Consultants and they will be at the meeting next month to make formal presentations.

**Workshop Item #3. Discuss and review items of interest concerning the FY2018 budget development process.**

The anticipated budget being proposed by staff will be based on current costs of administration, current salaries and benefits, operating expenses, proposed research, proposed feasibility studies and facility costs. Dirk highlighted areas of interest for the Board to consider during the budget development process based on preliminary numbers submitted by Bell CAD. Dirk presented a breakdown on each area of the budget.

**Workshop Item #4. Discuss the status and timeline for final determination of Desired Future Conditions and Explanatory Report to occur for the DFC determination by GMA8 per TWC section 36.108.**

Dirk explained that he and Judy are still waiting for notification that the Explanatory Report is administratively complete. Dirk and Judy will update the Board when they have more information.

**Workshop closed and Board Meeting convened with President, Leland Gersbach, at 4:35 p.m.**

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

Vice President, Wallace Biskup, gave the invocation.  
Secretary, Judy Parker, led the Pledge of Allegiance.

**2. Public comment.**

None.

**3. Approve minutes of the May 10, 2017 Board meeting.**

Director, Gary Young, moved to approve the minutes of the May 10, 2017 Board meeting. Director, 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 May 2017 (FY17) as presented.**

Secretary, Judy Parker, moved to accept the Monthly Financial Report for May 2017 as presented.

Vice President, Wallace Biskup, seconded the motion. **Motion carried 5-0.**

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

Secretary, Judy Parker, moved to accept the monthly Investment Fund account report as presented. Director, David Cole, seconded the motion. **Motion carried 5-0.**

**6. Discuss, consider, and take appropriate action if necessary approve the vehicle transfer from Bell County to Clearwater CUWCD.**

Director, David Cole, moved to approve the vehicle transfer from Bell County to CUWCD. Director, Gary Young, seconded the motion. **Motion carried 5-0.**

**7. Discuss, consider, and take appropriate action if necessary to approve the FY17 line item budget amendments as requested.**

Dirk presented the request for a line item budget amendment for the purposed of amending Educational Outreach Event Costs, Insurance for District vehicle and mobile classroom, service, maintenance, and fuel for District vehicle.

Staff recommends making the line item budget amendments as follows:

Transfer Amount	TO	FROM
<b><u>\$1,119.20</u></b>	<b><u>53605-Ed. Outreach/Event Cost</u></b>	<b><u>53615 -Ed. Outreach/Promotional Items</u></b>
	\$750 Environmental Safety Day	
	\$225 Health Streams Workshop (Bell & Milam Counties)	
	\$144.02 SARE/NACAA Fellows Tour	
<b><u>\$294.00</u></b>	<b><u>54101-Insurance/Liability</u></b>	<b><u>55200-Utilities/Electricity</u></b>
	\$16 Trailer Insurance	
	\$278 Vehicle Insurance	
<b><u>\$1,751.58</u></b>	<b><u>54200-Bldg Repair/Maint</u></b>	<b><u>Utilities</u></b>
	\$906 Vehicle Service/Repair	55200-Utilities/Electricity
	\$700 Vehicle Service/Repair	55300-Utilities/Internet
	\$145.58 Vehicle Service/Repair	55400-Utilities/Phone
<b><u>\$600</u></b>	<b><u>54200-Bldg Repair/Maint</u></b>	<b><u>55500-Utilities/Water; Trash</u></b>
	Fuel for District vehicle	

Director, David Cole, move to approve the FY17 line item budget amendment as requested. Vice President, Wallace Biskup, seconded the motion. **Motion carried 5-0.**

**8. Discuss, consider, and take appropriate action if necessary to adopt the proposed District Vehicle Policy by resolution.**

Dirk mentioned that this policy points out the responsibilities of the staff member driving the vehicle. This includes keeping it clean, presentable, and maintaining the vehicle. Any moving violations will be on the staff member, not the District. No cell phone use will be allowed while operating the vehicle.

Secretary, Judy Parker, moved to adopt the proposed District Vehicle Policy by resolution. Director, Gary Young, seconded the motion. **Motion carried 5-0.**

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

- Upcoming calendar of events.
- Groundwater Summit end of August. Registration complete and rooms reserved.
- CTWSC application not administratively complete at this time. Working to get that resolved.
- TWCA next week.
- TAGD annual meeting in August prior to the Groundwater summit.
- 2 kids from Bell County selected for the Texas 4H2O.
- Celebration of Life honoring Henry Bunke will be July 8<sup>th</sup>.
- Condolences to David in the loss of his son.
- Dirk, Tristin, and Corey attended Post Oak Savannah Open House.
- Dirk and Leland attended the PFIA training last month.

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

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

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

**11. Public Advisory Committee Comments.**

None

**12. Director comments and reports.**

**Judy Parker:** Attended TAGD meeting held in a new venue. Very informative meeting.

**Wallace Biskup:** None

**Leland Gersbach:** None

**David Cole:** Suggested the Board think about revisiting the PAC.

**Gary Young:** None

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


- Performance appraisal
- Consultants presentations

**14. Set time and place for next meeting.**

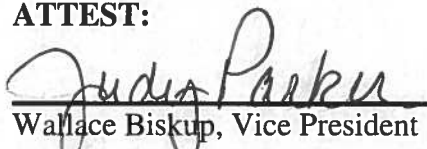
July 12, 2017 1:30 p.m. CUWCD, 700 Kennedy Court.

**15. Adjourn.**

**Board meeting adjourned with President, Leland Gersbach, at 5:03 p.m.**

  
Leland Gersbach, President

**ATTEST:**

  
\_\_\_\_\_  
Wallace Biskup, Vice President  
or  
Judy Parker, Secretary