

Clearwater Underground Water Conservation District Meeting
640 Kennedy Court
Belton, TX
Wednesday, August 27, 2025
Minutes

The Clearwater Underground Water Conservation District (CUWCD) held a Workshop and Board meeting at 1:30 p.m. on Wednesday, August 27, 2025, in the Clearwater UWCD Board Room located at 640 Kennedy Court, Belton, Texas.

Board Members Present:

Jody Williams, President, Pct 3
Leland Gersbach, Vice Pres, Pct 1
Gary Young, Secretary, Pct 2
Scott Brooks, Director, Pct 4
Jim Brown, Director, At-Large

Absent:

Staff:

Dirk Aaron, General Manager
Whitney Ingram, Asst. General Manager
Shelly Chapman, Admin. Manager

Guests:

Cole Ruiz – Lloyd Gosselink	Peter DiLillo
Charles Brashear	Joyce Jones

Board meeting convened with President, Jody Williams, at 1:29 p.m.

1. Invocation and Pledge of Allegiance.

Director, Jim Brow, lead the invocation.
Secretary, Gary Young, led the Pledge of Allegiance.

2. Public Comment.

No public comments.

3. Approve minutes of August 13, 2025, Board meeting and workshop.

Board members received the minutes of August 13, 2025, Board meeting and workshop in their Board packet to review prior to the meeting.

Vice President, Leland Gersbach, moved to approve the minutes of August 13, 2025, Board meeting and Workshop as presented. Director, Scott Brooks, seconded the motion.

Motion carried 5-0.

4. Hold Public Hearing on the proposed changes to District Rules.

Jody Williams called to order the Public Hearing to receive public comments on the proposed changes to District Rules 3, 12, and 13 at 1:33 p.m. He stated that a 20-day notice of the hearing was posted at the District Office and at the District Courthouse on Thursday, August 7th. and was also published in the Temple Daily Telegram and Killeen Daily Herald. A red-line draft of the proposed amendments was also provided with the notice on the District's website.

Jody inquired if there was anyone interested in making a public comment regarding the proposed amendments to the District's rules. There were none.

Public Hearing concluded at 1:34 p.m.

5. Discuss, consider, and take appropriate action, if necessary, to adopt changes to the District Rule by resolution.

Whitney presented the proposed revisions and amendments to the District Rules to incorporate changes made to Chapter 36, Texas Water Code, by the 89th Legislature and include changes to Rule 13.2 regarding export of groundwater out of Bell County. She also presented amendments to Rules 3, 12, and 13. Cole Ruiz (Attorney) confirmed the appropriate language for the rule changes.

Director, Jim Brown, moved to approve changes and amendments to the District Rules as discussed. Director, Scott Brooks, seconded the motion.

Motion carried 5-0.

6. Hold Public Hearing on the proposed changes to the Administrative Fee Schedule.

Jody Williams called to order the Public Hearing to receive public comments on the proposed amendments to the District Administrative Fee Schedule at 1:45 p.m. He stated that a 10-day notice of the hearing was posted at the District Office and at the District Courthouse on Friday, August 15th.

Jody inquired if there was anyone interested in making a public comment regarding the proposed amendments to the Administrative Fee Schedule. There were none.

Public Hearing concluded at 1:46 p.m.

7. Discuss, consider, and take appropriate action, if necessary, to adopt changes to the Administrative Fee Schedule, by resolution.

Whitney presented the proposed amendments to the Administrative Fee Schedule. She stated in January 2025, the Board discussed establishing an annual review of the Administrative Fee Schedule and transport fee to take place prior to the adoption of the District budget. She reminded the Board that the red-line changes were presented in Workshop at the August 13th meeting. Proposed changes to Non-Exempt, Level II Fees, and Export fees included:

1. Split the previously listed Combination Drilling and Operating Permit Fee for Level II Drilling and Operating permits, based on District Rule 6.6.4 and definitions
2. Increase all Level II permit fees (any withdrawal request over 1 acre-foot and less than 5 acre-feet) to a \$400.00, non-progressive Drilling Permit Fee and \$600.00, non-progressive Operating Permit Fee
3. Increase Export fee to reflect the maximum allowable rate of \$0.206 per thousand gallons, per proposed District Rule changes.

Scott disagreed with the changes to Level II permit fees. His thoughts are a progressive fee might encourage the applicant to be more conservative.

Whitney recommended the Board adopt proposed amendments by resolution.

Vice President, Leland Gersbach, moved to approve amendments as presented. Secretary, Gary Young, seconded the motion.

Motion carried 4-1.

8. Hold Public Hearing on the proposed tax rate for tax year 2025.

Jody Williams called to order the Public Hearing to receive public comments on the proposed tax rate for 2025 at 1:55 p.m. He stated that a 10-day notice of the hearing was posted at the District Office and at the District Courthouse on Friday, August 15th.

Jody inquired if there was anyone interested in making a public comment regarding the proposed tax rate for 2025. There were none.

Public Hearing concluded at 1:56 p.m.

9. Discuss, consider, and take appropriate action, if necessary, to adopt the District Budget for FY2026.

Leland stated that he could not vote for the proposed budget presented. His concern is with the line-item for an Assistant General Manager. Including that in this budget is authorizing hiring another person. Leland does not think hiring an Assistant General Manager is necessary at this time. He would like to see that money moved to contingency to be used for science endeavors. Jody disagreed with Leland. He feels this position should be continued. Leland isn't sure the workload warrants another employee at this time. Scott agreed with Leland. Scott stated that he doesn't think the district needs to hire someone right away. He would like to let Whitney get her feet under her and work through things. If Whitney decides she needs an assistant, then we can pull from other funds or address in the next budget year. Gary commented that he doesn't know if the District will need an Assistant GM now, next week, or in 5 years. He stated that he is opposed to moving it over to contingency. He doesn't want to see it just removed.

The Board members continued to discuss their thoughts related to the line item for an Assistant General Manager.

Jody asked Whitney for her thoughts on the subject. She stated that she hears both sides of the discussion. She made note of 3 scientific efforts that the District declined. She stated that she has no plans to hire anyone for at least another 6 months. She understands the discussion of not including the full \$72,000 in the budget. She is an advocate of funding people and appreciates the Board's support. She suggested that a possible solution might be to split the difference and allocate a portion of those funds to other scientific endeavors. Gary suggested reducing the line-item by half (6 months of salary). Jody agreed. Leland said he could agree to that and re-visit the position next year.

Discussions continued regarding the FY26 Budget and the Assistant General Manager line-item.

Vice President, Leland Gersbach, moved to reduce expenses to \$936,943, reduce revenue to \$942,453 and add the difference of \$5,510 to contingency. Director, Scott Brooks, seconded the motion.

Motion NOT carried 2-3. (For: Leland, Scott; opposed: Gary, Jim, Jody)

President, Jody Williams, moved to accept the proposed budget and reallocate funds as follows:

- \$36,000 from line-item 52016-Asst GM to 50250-Contingency
- \$5,931 from line-item 52040-Health Insurance to 50250-Contingency
- \$3,100 from line-item 52045-Payroll taxes to 50250-Contingency
- \$1,620 from line-item 52050-Retirement to 50250-Contingency

Director, Jim Brown, seconded the motion.

Discussion continued.

Motion carried 3-2. (For: Jody, Jim, Gary; Opposed: Leland, Scott)

10. Discuss, consider, and take appropriate action, if necessary, to adopt the District tax rate for tax year 2025, by resolution.

Whitney presented information she received from the Appraisal District. She noted that the District has historically continued to lower its tax rate to the No New Revenue Rater year after year and it continues to put the District at a lower income rate. Tammy Hubnik did comment that the District did receive quite a bit of new value this year but they expect it to level off and the District may not see the same return on value in the future should consider how low they set the new rate.

Whitney presented additional information for the Board to consider.

Vice President, Leland Gersbach, move to adopt the No New Revenue rate of .002130. Director, Scott Brook, seconded the motion.

Motion NOT carried 2-3. (For: Leland, Scott; opposed: Jody, Gary, Jim)

Director, Jim Brown, moved to set the tax rate at the proposed rate of .002230. Secretary, Gary Young, seconded the motion.

Scott commented that the Board was about to vote to raise taxes on their constituents. Leland said for the first time the District is raising taxes. Historically the District always votes at the No New Revenue Rate. He does not want to be the one to explain that to the public.

Dirk suggested that they set the No New Revenue Rate and balance the budget from reserves.

Discussion continued.

Motion carried 3-2. (For: Jody, Jim, Gary; Opposed: Scott, Leland).

11. Discuss, consider, and take appropriate action, if necessary, to approve surety bond for CTWA representative.

Dirk was appointed by the Board to represent CUWCD on the inaugural Board for CTWA. As a representative for the District he should be bonded. Whitney presented the cost for a Bond for Dirk.

Vice President, Leland Gersbach, moved to approve a surety bond for Dirk of \$50,000. Director, Scott Brooks, seconded the motion.

Motion carried 5-0.

12. Discuss, consider, and take appropriate action, if necessary, to approve the FY25 line-item budget amendments as requested.

Shelly presented the request for line-item budget amendments as follows:

1. Line-item 50800 – Mileage Reimbursement:
Staff is requesting a line-item budget amendment of \$813.32 to be moved from 50200-Conference and Professional Development to cover expenses for staff traveling to and from District-related events.
2. Freepoint Energy – line-item 55200-Electricity:
Staff is requesting a line-item budget amendment of \$412.81 to be moved from 54200-Building repair/maintenance to cover expenses for the current electric bill and bill for September due to higher electric usage.
3. City of Belton – line-item 55500-Water:
Staff is requesting a line-item budget amendment of \$254.82 to be moved from 54200-Building repair/maintenance to cover expenses for the current water bill and bill for September due to a water leak and high bill in May 2025.
4. Renaissance Systems Inc. – line-item 55400-Phone:
Staff is requesting a line-item budget amendment of \$253.24 to be moved from 54200-Building repair/maintenance to cover a deficit of \$16.23 from the August bill and to cover bill for September of \$237.01. Overage is due to a repair/replacement of an existing phone.

	Line Item	Invoice \$	Available Funds	Amount Requested	From	Available Funds	Remaining Funds
	50800 - Mileage Reimb (Dirk Whitney/ Shelly)	\$1,073.66	\$260.34	\$813.32	50200-Conference Prof. Dev.	\$4,066.63	\$3,253.31
Freepoint	55200-Electricity (Sept Bill approx.)	\$319.79	\$256.98	\$62.81 \$350.00 \$412.81	54200-Bldg Repair Maintenance	\$4,565.32	\$4,152.51
City of Belton	55500-Water (high bill in May - water leak)	\$168.45	\$88.63	\$79.82 \$175.00 \$254.82	54200-Bldg Repair Maintenance	\$4,152.51	\$3,897.69
RSI	55400-Phone (phone repair)		-\$16.23	\$16.23 \$237.01 \$253.24	54200-Bldg Repair Maintenance	\$3,897.69	\$3,644.45

Director, Jim Brown, moved to approve the line-item budget amendments as requested. Director, Scott Brook, seconded the motion.

Motion carried 5-0.

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

Whitney Ingram presented the General Manager's report.

- Bell County Master Gardeners Association has submitted their annual request for sponsorship funds to support their Rainwater Harvesting Program. That is in the budget for FY26

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	(phone repair)			(Sept Bill approx.) \$237.01			
				\$253.24			

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- Bell County Master Gardeners Association has submitted their annual request for sponsorship funds to support their Rainwater Harvesting Program. That is in the budget for FY26

- Groundwater Management Plan is still being reviewed by TWDB. Not sure when it will be approved.
- GMA8 has a meeting on Friday. Whitney, Gary, and Dirk will attend.

14. Director's comments and reports.

- **Gary Young:** Gary commented that he will miss Dirk. He also commented that he appreciates all the comments and discussions the Board has, even though they don't always agree. He appreciates all the hard work Whitney and Dirk have been doing.
- **Scott Brooks:** He is perfectly comfortable with what was decided today.
- **James Brown:** Jim commented that he heard the ASR presentation by Neil Deed with Intera and thinks it might be a good presentation for the Water Symposium.
- **Jody Williams:** None
- **Leland Gersbach:** Appreciate Dirk and his many years with the District. He looks forward to working with Whitney.

15. Discuss agenda items for the next meeting.


- Appoint Assistant Secretary for the Board of Directors
- Update from KT Groundwater
- GMA8 update
- Water Symposium update
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16. Set the time and place of the next meeting.

Wednesday, September 10, 2025, 1:30 – CUWCD Board Room – 640 Kennedy Court, Belton

17. Adjourn.

Board meeting adjourned with President, Jody Williams, at 3:45 p.m.



Jody Williams, President or
Leland Gersbach, Vice President

ATTEST:

Gary Young, Secretary or
Dirk Aaron, Assistant Secretary