

Bandera County River Authority & Groundwater District



Quarterly Meeting: October 14, 2021

Dave Mauk



Bandera County 
River Authority & Groundwater District
Protecting & Preserving our Natural Resources

The principal mission of the Bandera County River Authority & Groundwater District is to protect and preserve the County's water and natural resources for the citizens of Bandera County. The District is also tasked with maintaining local control of the County's water resources to help safeguard the property rights of the citizens of Bandera County.



Bandera County

River Authority and Groundwater District

Protecting & Preserving our Natural Resources

Board of Directors

Don Sloan
President

Bob Williams
Vice-President

Neil Boultinghouse
Secretary-Treasurer

Ernest DeWinne
Director

Conrad Striegl
Director

Bruce Hayes
Director

Rebeca Gibson
Director

Rachel Mulherin
Director

General Manager
Dave Mauk

P.O. Box 177
440 FM3240
Bandera, Texas
78003

Phone: (830)796-7260 **NOTICE** www.bcragd.org
BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT
QUARTERLY MEETING
October 14, 2021

Notice is hereby given that a Quarterly Meeting of the Board of Directors for Bandera County River Authority and Groundwater District will be held on Thursday, October 14, 2021 at 10:00 am at 440 FM 3240, Bandera County, Texas, at which time the following items will be discussed and possible action taken, to wit:

AGENDA

- I. Call to Order, Roll Call, Pledge of Allegiance, Certification of Quorum, and Compliance with the Texas Open Meetings Law.
- II. Public Comment.
- III. Discuss and Consider for Action: Approval of September 9, 2021 Public Hearing on Budget Minutes, Public Hearing on Tax Rate Minutes, and Called Meeting Minutes.
- IV. Discuss and Consider for Action: Approval of Permit Amendment for Farm Country Club/ RV Park for an Instantaneous Rate of 23 GPM and Annual Production Limit of 2 Acre-Feet.
- V. Discuss and Consider for Action: Approval of Permit for Bandera River Ranch for an Instantaneous Rate of 70 GPM and Annual Production Limit of 40 Acre-Feet.
- VI. Discuss and Consider for Action: Approval of Property Bids ID No.: 148931, 160390, 168753, 155363, 167141, 162788, 153666.
- VII. Discuss and Consider for Action: Approval of Payment for Monitor Well.
- VIII. Discuss and Consider for Action: BCragd Fee/Penalty Schedule for FY 2022 and Review of Professional Services Policy and Approval of Professional Services Agreements for FY 2022.
- IX. Discuss and Consider for Action: Review of Financial Management Policy, Public Funds Investment Policy, Director Code of Ethics, Director Travel, Employee Manual/Travel, and Public Comment Policy.
- X. Discuss and Consider for Action: BCragd Quarterly Budget Report / Public Funds Report.
- XI. General Manager Report: Activities of the District – 4th Quarter FY 2021.
- XII. Informational Item – Drought Stage, Water Conservation Handouts, Rainwater Harvesting Materials, Future Meeting Date.
- XIII. Adjournment.

This notice is published pursuant to the Texas Open Meetings Act, Texas Government Code Chapter 551. Dated this 7th day of October 2021.

David Mauk, General Manager

The Board of Directors of Bandera County River Authority and Groundwater District reserves the right to adjourn into Executive Session at any time in the course of this meeting as authorized by the Open Meetings Act, Texas Government Code Chapter Session under Texas Government Code § 551.071, "Consultation with Attorney".

I hereby certify that the above Notice of Meeting of the Board of Directors for Bandera County River Authority and Groundwater District is a true and correct copy of said Notice; that a true and correct copy of said Notice was posted on October 7, 2021 before 4:30 p.m., in its administrative office in Bandera, Bandera County, Texas at a place convenient and readily accessible to the general public at all times; that a true and correct copy of said Notice was furnished to the County Clerk of Bandera County; and that a copy of said Notice was furnished to each director.

FILED
 AT 11:18 O'CLOCK A.M. ON
OCT 07 2021

David Mauk, General Manager

TANDIE MANSFIELD, COUNTY CLERK
 BANDERA COUNTY, TEXAS
 BY DEPUTY

The principle mission of the Bandera County River Authority & Groundwater District is to protect and preserve the County's water and natural resources for the State of Texas. The District is also tasked with maintaining local accountability of the County's resources to help safeguard the property rights of the citizens of Bandera County.

Our Mission

Bandera County River Authority and Groundwater District
Public Hearing on FY22 Budget
September 9th, 2021
MINUTES

START TIME: 10:01 A.M.

PRESENT: D. Sloan, B. Williams, E. DeWinne, N. Boultinghouse, R. Gibson, C. Striegl,
B. Hayes

General Manager: D. Mauk
BCRAGD Staff: H. Phillips

ABSENT: Rachel Mulherin

I. Call to Order, Roll Call, Pledge of Allegiance, Certification of Quorum, and Compliance with the Texas Open Meetings Law.

D. Sloan called the Called Meeting to order at 10:01 a.m.. N. Boultinghouse, Secretary-Treasurer, announced that a quorum was present, and the meeting complied with the Texas Open Meetings Act.

II. Public Comment.

None.

III. Adjournment.

Motion to adjourn the meeting at 10:03 am made by E. DeWinne and seconded by B. Williams. Motion passed 7-0.

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date

Bandera County River Authority and Groundwater District
Public Hearing on FY22 Tax Rate
September 9th, 2021
MINUTES

START TIME: 10:03 A.M.

PRESENT: D. Sloan, B. Williams, E. DeWinne, N. Boultinghouse, R. Gibson, C. Striegl,
B. Hayes

General Manager: D. Mauk
BCRAGD Staff: H. Phillips

ABSENT: Rachel Mulherin

I. Call to Order, Roll Call, Pledge of Allegiance, Certification of Quorum, and Compliance with the Texas Open Meetings Law.

D. Sloan called the Called Meeting to order at 10:03 a.m.. N. Boultinghouse, Secretary-Treasurer, announced that a quorum was present, and the meeting complied with the Texas Open Meetings Act.

II. Public Comment.

None.

III. Adjournment.

Motion to adjourn the meeting at 10:03 am made by B. Williams and seconded by E. DeWinne. Motion passed 7-0

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date

Bandera County River Authority and Groundwater District
Called Meeting
September 9, 2021

START TIME: 10:04 A.M.

PRESENT: D. Sloan, B. Williams, N. Boultinghouse, C. Striegl, R. Gibson, E. DeWinne, B. Hayes

ABSENT: R. Mulherin
General Manager: D. Mauk
BCRAGD Staff: H. Phillips

I. Call to Order, Roll Call, Pledge of Allegiance, Certification of Quorum, and Compliance with the Texas Open Meetings Law.

D. Sloan called the meeting to order at 10:04am and N. Boultinghouse, Treasurer, announced that a quorum was present.

II. Public Comment.

No public comment.

III. Discuss and Consider for Action: Approval of August 19th, 2021 Called Meeting Minutes.

D. Mauk stated that there was a correction on the minutes and the correct draft could be found in the blue folder.

E. DeWinne motioned to approve the minutes as corrected and B. Hayes seconded the motion. Motion passed 7-0.

IV. Discuss and Consider for Action: BCRAGD Proposed Budget for FY 2022.

D. Mauk stated that the tax rate is the same as the previous meeting and will allow for operations to continue.

E. DeWinne motioned to approve BCRAGD Proposed Budget for FY 2022 and R. Gibson seconded the motion. Motion passed 7-0.

V. Discuss and Consider for Action: BCragd Proposed Tax Rate for FY 2022.

D. Mauk stated that the tax rate approved at the last meeting was 0.045016/\$100 however, with the CAD's certified rolls the Tax Assessor sent over a higher adoptable rate of 0.045035/\$100. D. Mauk recommended that the Board approve the lower rate from the last meeting.

B. Williams motioned to approve Proposed Tax Rate for FY2022 at 0.045016/\$100 and B. Hayes seconded the motion. Motion passed 7-0.

VI. Discuss and Consider for Action: Amending Current Fiscal Budget to Reflect Actual Costs to Date and Projected Future Costs.

D. Mauk stated that the following changes should be made: \$30,000 from the EAA should be added to the Flood Project and \$91,750 should be moved out of reserves and into the following: \$26,150 into Staff Payroll, \$5,000 into Employee Healthcare, \$10,000 into Payroll Tax, \$3,500 into Book Keeper, \$3,000 into Lake Office, \$1,500 into Computers, \$500 into Google, \$26,000 into Vehicle Purchase, \$100 into Auditor, \$12,000 into Building Improvement and Maintenance, \$2,000 into Vehicle Repair, \$1,200 into ARC-GIS, and \$800 into Well Logging.

VII. Discuss and Consider for Action: BCragd Board Policy on Contacting Attorneys and Alternative Dispute Resolution.

D. Mauk stated that this policy was approved to be written 11 years ago, but was not completed. E. DeWinne suggested that the contacting person should solely be the President rather than the Executive Officers and B. Williams agreed.

E. DeWinne motioned to approve the BCragd Board Policy on Contacting Attorneys and Alternative Dispute Resolution with the suggested changes and B. Williams seconded the motion. Motion passed 7-0.

VIII. General Managers Report.

D. Mauk stated that the Sunset Commission has contacted the District to let us know that they will not be reviewing the District until May of 2022 and that the estimated cost is \$52,000. D. Mauk stated that the District will be amending their rules soon and that he would bring a timeline for that process to the next meeting. Currently there are over 170 well registrations and potentially 24 new applications will be coming before the end of the fiscal year. R. Gibson recommended that the District look into what Hayes County did to incentivise low impact development.

IX. Informational Item – Drought Stage, Water Conservation Handouts, Rainwater Harvesting Materials, Future Meeting Dates.

D. Mauk stated that the next meeting will be the October quarterly meeting on October 14th at 10:00am.

X. Adjournment.

E. DeWinne motioned to adjourn the meeting and R. Gibson seconded the motion. Motion passed 7-0. Meeting adjourned at 10:28am.

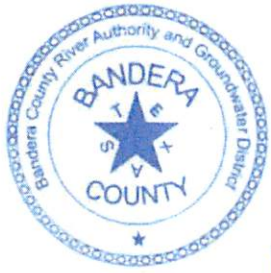
Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date



Bandera County

River Authority and Groundwater District

Protecting & Preserving our Natural Resources

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General Manager
Dave Mauk

P.O. Box 177
440 FM3240
Bandera, Texas
78003

Phone: (830)796-7260

www.bcragd.org

WELL PERMIT HEARING

Name: Farm Country Club/ RV Park (P-1175)

Location: 475 Pue Rd., Bandera, Texas 78003

Requested Production Limit: Instantaneous Rate of **23 GPM**
with an Annual Production Limit of **2.0 Acre-Feet.**

Purpose: Public Water Supply

Date: Meeting to be held at 10:00am on October 14, 2021 at 440
FM 3240, Bandera, Texas 78003.

David Mauk, General Manager

9/30/21

Date

FILED
AT 3 29 O'CLOCK P M. ON

SEP 30 2021

TANDIE MANSFIELD, COUNTY CLERK
BANDERA COUNTY, TEXAS
BY [Signature] DEPUTY

The principle mission of the Bandera County River Authority & Groundwater District is to protect and preserve the County's water and natural resources for the State of Texas. The District is also tasked with maintaining local accountability of the County's resources to help safeguard the property rights of the citizens of Bandera County.

Our Mission



Bandera County

River Authority and Groundwater District

Protecting & Preserving our Natural Resources

Phone: (830)796-7260

www.bcragd.org

Board of Directors

Don Sloan
President

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Neil Boultinghouse
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Rebeca Gibson
Director

Rachel Mulherin
Director

General Manager
Dave Mauk

P.O. Box 177
440 FM3240

Bandera, Texas
78003

WELL PERMIT HEARING

Name: Bandera River Ranch Water Supply Corporation Well #7

Location: 203 Oak Bridge Dr., Bandera, Texas 78003

Requested Production Limit: Instantaneous Rate of **70 GPM**
with an Annual Production Limit of **40 Acre-Feet**.

Purpose: Public Water Supply

Date: Meeting to be held at 10:00am on October 14, 2021 at 440
FM 3240, Bandera, Texas 78003.

David Mauk, General Manager

9/30/21

Date

FILED
AT 3:10 O'CLOCK P M. ON

SEP 30 2021

TANDIE MANSFIELD, COUNTY CLERK
BANDERA COUNTY, TEXAS
BY [Signature] DEPUTY

The principle mission of the Bandera County River Authority & Groundwater District is to protect and preserve the County's water and natural resources for the State of Texas. The District is also tasked with maintaining local accountability of the County's resources to help safeguard the property rights of the citizens of Bandera County.

Our Mission



Honorable Rebekah Dolphus
Bandera County
Tax Assessor-Collector
Election Official

403 12th Street
P.O. Box 368
Bandera, TX
78003-0368
Phone: (830) 796-3731
Metro: (830) 460-7570
Fax: (830) 796-8140

email: rdouglas@banderacounty.org

To: Commissioners Court

From: Rebekah "Reba" Dolphus

RE: Bids on Properties

Date: August 26, 2021

| Name | Property ID | Legal | Court Cost | Total Tax | BID (% of value) | Current Value |
|------------------|-------------|---|----------------------|------------|------------------|---------------|
| Tuesday Whitt | 148931 | Lake Medina Shores G Lt 121 0.241 Acres | 07-122 \$863 | \$4,537.48 | \$3,030 (27%) | \$11,240 |
| | 160390 | Lake Medina Shores G Lt 179 0.149 Acres | 10-408 \$766 | \$3,816.11 | \$2,460 (34%) | \$7,150 |
| | 168753 | Lake Medina Shores G Lt 196 0.188 Acres | 08-058 \$1,385 | \$3,767.41 | \$3,060 (34%) | \$8,940 |
| | 155363 | Lake Medina Shores G Lt 359 0.138 Acres | 13-017 \$688 | \$2,504.20 | \$1,840 (27%) | \$6,720 |
| | 167141 | Medina Hills Harbor Blk 2 Lt 8-9 0.235 Acres | 09-101 \$0 | \$7,010.22 | \$4,880 (44%) | \$10,980 |
| Sunshine Woodard | 162788 | Flying L Ranch 16 Lt 38 0.139 Acres | 14-331 \$1,926.44 | \$5,348.91 | \$4,000 (72%) | \$5,580 |
| James R Condray | 153666 | Medina Hills Harbor Blk 1 Lt 436 0.115 Acres | 08-347 \$661 | \$2,935.45 | \$1,850 (25%) | \$3,200 |

Respectfully Submitted:
Rebekah "Reba" Dolphus, TAC



Bandera County

River Authority & Groundwater District

Protecting & Preserving our Natural Resources

FY 2022 Fee Schedule

1. Registered Well - **\$500.00**
2. Permitted Well - **\$1500.00**
3. Water Analysis Fees - ***SEE ATTACHED LABORATORY ANALYSIS FEES***

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT

Financial Management Policy

(Adopted October 11, 2007; Reviewed July 5, 2012; Reviewed July 18, 2013; Reviewed & Amended January 9, 2014; Reviewed & Amended January 15, 2015; Reviewed October 8, 2015; Amended April 14, 2016; Reviewed October 13, 2016, Reviewed & Amended October 12, 2017; Reviewed & Amended October 11, 2018; Reviewed & Amended October 10, 2019; Reviewed and Amended October 8, 2020; Reviewed October 14, 2021)

Section 1. Purpose

As requested by the Texas Water Code section 36.061, the Board desires to adopt a policy to ensure better use of management information, including the use of budgets in planning and controlling costs, the establishment of a functioning finance/audit committee, and the use of uniform reporting requirements.

Section 2. Fiscal Year

The District's fiscal year shall begin on October 1 and end on September 30.

Section 3. Accounting Records

District accounting records shall be prepared on a timely basis and maintained in an orderly manner, in conformity with generally accepted accounting principles and the requirements of the Texas Commission on Environmental Quality. Such records shall be available for public inspection during regular business hours at the District's office.

Section 4. Audit Requirements

A. Unless otherwise exempted by the rules as described in Section 36.153(c), the District's fiscal accounts and records shall be audited annually in accordance with State law governing the audits of water districts, at the expense of the District, by a certified public accountant. As of the date of adoption of these policies, Sections 36.153 of the Texas Water Code and Title Texas Admin. Code Section 293.94 govern the audits of water districts (the "Audit Laws").

B. The Audit, or other required affidavit, shall be completed and filed within 135 days after the end of the fiscal year per Texas Admin. Code section 293.94. Copies shall be filed with the Texas Commission on Environmental Quality together with an annual filing affidavit in the form prescribed by the Audit Laws. In the event the Board refuses to approve the annual audited report, the district shall file a statement with the

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT

audit which explains the reasons for disapproval of the audit.

C. If the District violates the Audit Laws, it may be subject to a civil penalty of up to \$100 per day.

D. Auditors shall have no personal interest directly or indirectly in the fiscal affairs of the District and shall be experienced and qualified in the accounting and auditing of public bodies. The District's auditors may, however, undertake consulting services for the District in addition to their duties in connection with the annual audit.

Section 5. Audit Committee

The Board shall establish an Audit Committee comprised of the Finance Committee and such persons as the chairman of the Finance Committee may deem appropriate. The persons selected should not be directly responsible for work subject to the audit. The committee shall also review the annual district audit, and shall make recommendations thereon to the Board.

Section 6. Budget

A. Prior to the commencement of a fiscal year, the Budget Committee shall present a draft annual budget.

B. The budget shall contain a complete financial statement, including a statement, or estimate, if appropriate, of:

- (1) the outstanding obligations of the district;
- (2) the amount of cash on hand to the credit of each fund of the district;
- (3) the amount of money received by the district from all sources during the previous year;
- (4) the amount of money available to the district from all sources during the ensuing year;
- (5) the amounts of the balances expected at the end of the year in which the budget is being prepared;

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT

- (6) The estimated amount of revenues and balances available to cover the proposed budget.
- (7) The estimated tax rate or fee revenues that will be required.

C. Before the Board adopts its annual operating budget, it shall conduct a Public Hearing and shall make the Proposed Budget available to the public at least ten days prior to the Hearing. Any resident of the District shall be allowed to address the Board at the Public Hearing, subject to reasonable time limitations.

D. The District may not make expenditures for an expense not included in the Annual Budget or an amendment to it unless an emergency or urgency exists. The Budget may be amended at any time but such amendment shall be approved in advance by the Board, unless the amendment is addressing an emergency or an urgency expenditure.

E. The vote adopting the Budget must be separate from the vote, if any, adopting the tax rate.

Section 7. Purchasing

A. No purchase may be made that is not authorized by the Budget. This requirement shall not, however, prevent the Board from amending the Budget at the same time that it authorizes a purchase, provided that funds are available in other budget categories or that reserve funds are available.

B. Expenditures to acquire goods or services valued at greater than \$5,000 require approval by the Board in advance, unless the expenditure is authorized by the Budget, or an emergency or urgency exists. Emergency acquisitions requiring an expenditure greater than \$5,000 shall be presented to the Board for approval and validation at its next meeting. Acquisitions valued at less than \$5,000 may be made by the General Manager without prior Board approval.

C. Travel and meeting expenses are subject to the District's Travel and Expense Policy.

D. The Board may solicit proposals for professional services according to the Professional Services Procurement Act.

E. Construction contracts and contracts for the acquisition of materials and

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT

machinery requiring the expenditure of \$25,000 or more shall be competitively bid pursuant to the provisions of Texas Water Code § 49.271 and Local Gov't. Code 271.021.

F. If the District can obtain its goods or services from a vendor with taxable property in Bandera County, it should do so, but the District should not pay more for the goods or services in order to use a local vendor.

Section 8. Depositories

A. The BCragd Board shall name one or more banks to serve as depository for BCragd funds.

B. To the extent that funds in the depository bank or banks are not insured by the Federal Deposit Insurance Corporation, they shall be secured as provided by the Texas Water Code and BCragd's Investment Policy.

C. The depository shall be located within the boundaries of BCragd unless the BCragd Board determines that a suitable depository cannot be found within the County.

Section 9. Required Funds Groups

The District shall have the following funds: (1) General Funds, (2) Designated Fund, (3) Restricted Fund, (4) Debt Service Fund, (5) Construction Fund and (6) Plant Fund. Depending on the circumstances, when not all of the money in the funds are not required at any one time, then the money in any of these funds may be deposited in demand deposit or time deposit accounts of the District's depository bank(s), consistent with the District's investment policy.

Section 10. Opening Accounts

The Investment Officer is authorized to open a demand deposit account and a time deposit account for each of the District's funds, as necessary. In the event that an additional demand deposit account or a time deposit account is required for a fund, the Board of Directors of the District must first take official action authorizing the opening of such account.

Section 11. Deposits

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT

A. Deposits may be made by any employee or agent of the District into any of the demand deposit accounts of the District.

B. The Board shall require an officer, employee, or consultant who collects, pays, or handles any funds of the District to furnish good and sufficient bond, payable to the District. The bond shall be conditioned on the faithful performance of that person's duties and on accounting.

C. The Board may pay the premium on surety bonds required of officials, employees, or consultants of the District out of any available funds of the District, including proceeds from the sale of bonds.

D. Deposits shall not be made directly from funds not on deposit with the District into time deposits accounts of the District. The only means of placing money into time deposit accounts of the District shall be through transfers from other time deposits, whether just having matured or not, or from demand deposit accounts.

E. Any person authorized to sign checks or drafts on any of the District's accounts is authorized to endorse instruments for deposit in any of the District's accounts.

Section 12. Transfers

A. No funds will be transferred from any fund to another fund except as authorized by official action of the Board of Directors. In the event of an urgent need, defined as a case in which the transfer of monies are required to either safeguard District funds or continue regular budgeted District activities, funds may be authorized to be transferred by the investment officer after consultation with the Finance Committee. All signature requirements will be adhered to. Any transfer based on urgent need must be submitted to the entire Board for validation at the next scheduled Board Meeting.

B. The Investment Officer is authorized to instruct the bank regarding transfers of funds within or between any of the accounts within a fund. These transfers may be between two demand deposit accounts, a demand deposit account and a time deposit account, or two time deposit accounts. If the transfer is from any demand deposit checking account where the District has printed checks normally used for the account to any other account, the transfer will be accomplished with a duly signed check or draft drawn on the account transferred from. If the transfer is from any account where the District does not have printed checks or drafts normally used for the account, the

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT

Investment Officer is authorized to instruct the bank regarding such transfer.

Section 13. Withdrawals

A. All checks, drafts, and other orders for the disbursement of funds from the BCragd accounts shall be signed and countersigned by the authorized signatories as follows:

(1) The President or, in his absence, the Vice President, and

(2) The Secretary/Treasurer or, in his absence, the Vice President.

B. Checks or drafts drawn on the Debt Service Fund or Construction Fund shall be duly executed when signed by three (3) members of the Board of Directors of the District.

C. Only the General Manager and President shall be authorized to obtain signature cards from the bank in order to complete the block of authorized signatures.

Section 14. Disbursement Report

Disbursements shall be signed by two directors including either the President, Vice President, or Secretary Treasurer. The Board authorizes payroll disbursements by electronic direct deposit. Disbursements, when required, can be transferred by federal reserve wire system, or by electronic means, to accounts in the name of the District or accounts not in the name of the District.

The General Manager shall prepare for each regular meeting a statement of the amount of money that belongs to the District and an account of the disbursements of that money.

Section 15. Financial Statements

The General Manager shall prepare and publish the District's Annual Financial Statements in the manner required by TEX. REV. CIV. STAT. ANN. art. 29b, as amended.

**Bandera County River Authority and
Groundwater District**
Employee Manual and Code of Ethics
(Adopted September 11, 1998)
(Last Reviewed and Amended ~~October 8, 2020~~ **October 14,
2021**)

Adopted September 11, 1998; Reviewed and Amended January 4, 2001; Reviewed and Amended October 7, 2010; Reviewed and Amended January 15, 2015; Reviewed and Amended October 8, 2015; Reviewed October 13, 2016; Reviewed and Amended October 12, 2017; Reviewed October 11, 2018; Reviewed and Amended November 15, 2018; Reviewed October 10, 2019; Reviewed and Amended October 8, 2020; **Reviewed October 14, 2021.**

Employee Initials _____

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Employee Initials_____

Foreword

This Employee Policy Manual contains important information required by law and should therefore be read in its entirety upon receipt. This manual covers a great deal of information but it cannot cover all subjects completely. If any questions should arise about the policies of Bandera County River Authority & Groundwater District ("District"), inquiries should be directed to the General Manager.

Employment with Bandera County River Authority and Groundwater District is at will. This means your employment is for an indefinite period of time and it is subject to termination by you or BCRA GD, with or without notice, and at any time. At-will means that BCRA GD can terminate an employee at any time for any reason, except an illegal one, or for no reason without incurring legal liability. Likewise, an employee is free to leave a job at any time for any or no reason with no adverse legal consequences.

Employment with the District is on a voluntary basis. The employment relationship is not an entitlement and may be terminated at any time by either the employee or the District for any reason not expressly prohibited by law. THE CONTENTS OF THIS MANUAL DO NOT CONSTITUTE A CONTRACT OF EMPLOYMENT and nothing contained herein should be construed as a guarantee of continued employment, or of any particular policy or benefit. The policies, programs, benefits, etc. described in this manual may be added to, subtracted from, or otherwise amended at any time without advance notice or cause. Interpretations are reserved to the General Manager or his designee. Any agreement with regard to this or any other policy is invalid unless in writing and signed by the General Manager.

Equal Employment Opportunity

The District is committed to fair and equal treatment of all employees, and fair and equal consideration of all prospective employees, without regard to race, color, age, religion, gender, ancestry, national origin, or disability, which does not interfere with job performance with reasonable accommodation.

The District complies with the equal employment regulations of various governmental entities. The District commits to administering all personnel actions in compliance with such regulations, including such matters as employment, promotions, demotions, transfers, compensation, benefits, training, educational, social and recreational programs.

The District is committed to providing a working environment free from racial, religious, sexual, or other forms of discrimination or harassment. Such conduct will not be tolerated, and constitutes grounds for dismissal. The federal law prohibiting sexual harassment in the workplace is Title VII of the Civil Rights Act of 1964. If you are subjected to harassment, you are urged to bring the

Employee Initials _____

situation to the attention of your supervisor, the HR Representative, or the General Manager. ~~or the President of the Board of Directors~~. All complaints will be treated in strictest confidence and will be promptly investigated and resolved.

Sexual harassment can take many forms including, but not limited to, unwelcome physical contact, verbal abuse, leering, gestures, and more subtle advances or pressure inviting sexual activity. Such conduct is unlawful where:

- Submission to the advance is made a term or condition for obtaining employment opportunities or avoiding adverse employment action;
- Submission to or rejection of the advance is used as the basis for making employment decisions; or,
- Such sexual conduct interferes with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

An employee who feels that he or she is being sexually harassed should complete the following Complaint Procedures: Tell the harasser that he or she finds the conduct offensive, and insist that it stop. Next, start writing down all details concerning the harassment. This includes co-worker witnesses, times, and dates. If the conduct does not stop immediately, the employee should report the matter to his/her supervisor, to the General Manager, or the HR Representative, ~~or the President of the Board of Directors~~. An employee witnessing sexual harassment should inform his/her supervisor, the General Manager, or the HR Representative, ~~or the President of the Board of Directors~~. The occurrence will be documented and further action may be required if the harassment does not cease.

Retaliation or reprisal against any employee for complaining of harassment or discrimination of any kind is illegal, and will not be tolerated.

Workplace Violence includes any act of physical, verbal, or psychological, threat or abuse, assault, or trauma on an individual that results in physical or psychological harm. This term also includes intentional damage to property. Prohibited conduct in the District workplace includes workplace violence as defined above. Prohibited conduct does not encompass lawful acts of self-defense or the defense of others. District staff should be aware of this policy and be alert to behaviors or attitudes that may be indicators of disruptive, threatening, or violent behaviors such as: recent changes in behavior, appearance, or demeanor; work or personal crisis; withdrawal from normal activities or contacts; substance abuse; threats or references to violence or self-harm; and expressions of being wronged, humiliated, or degraded;

Any such behaviors or attitudes observed should be reported immediately to the General Manager. All employees should participate in planning and response efforts to mitigate the risk of workplace violence, develop safety plans, and encourage a safe and secure workplace.

Employee Initials _____

Procedures for Reporting Workplace Violence and the Complaint Process includes: Documenting the occurrence for a paper trail. Then, informing his/her supervisor, the HR Representative, and the General Manager, ~~or President of the Board of Directors~~. Afterward, an investigation will take place. Complaints can also be made to the Texas Workforce Commission.

Orientation/Review Period

The first 6 calendar months of employment with the District are considered a probationary period. During this time, you and the District will evaluate job requirements and performance, District policies, and attitudes. You and your immediate supervisor will make reviews of this period. Where the working arrangement is not satisfactory to one or both of the parties, the employment relationship can be severed at any time. SUCCESSFUL COMPLETION OF THE PROBATIONARY PERIOD DOES NOT GUARANTEE CONTINUED EMPLOYMENT NOR DOES IT ALTER THE VOLUNTARY NATURE OF THE EMPLOYMENT RELATIONSHIP BETWEEN THE EMPLOYEE AND THE DISTRICT.

Business Ethics

The District strives to maintain the highest standards of business conduct and ethics. Your adherence to these standards while carrying out your job is vital. The list below is not all-inclusive and violation of public trust in any way is a violation of the District's Ethics Policy and may result in disciplinary action(s) or termination.

- The District respects your rights to activities outside your employment, which are private in nature and which in no way conflict with or reflect upon the integrity or good name of you or the District. To avoid potential conflicts of interest, liability issues, and ethical considerations, you must obtain prior approval from the General Manager before acceptance of any outside employment or engaging in any activities which may result in conflicts of interest or possibly compromise the District's ethical or professional standards.
- District employees may not use their official position to secure special privileges or exemptions for themselves or others.
- Employees may not grant any special consideration, treatment, or advantage to any citizen, individual, or group beyond those that are available to every other citizen, individual, or group.
- Employees may not disclose, without proper authorization, confidential information that could adversely affect the property, management or affairs of the District, nor directly or indirectly use any information for their own personal gain or benefit, or for the private interest of others.
- District employees should not represent, directly or indirectly, or appear on behalf of private interests before the District Board of Directors, nor shall they represent any private interest in any action or proceeding involving the District, nor shall they accept a retainer or compensation that is contingent upon a specific action taken by the District.

Employee Initials _____

The Board of Directors has established an ethics policy for all elected or appointed officials, agents, and employees of the District, which is incorporated herein by reference and made a part hereof.

Personnel Records

The District maintains a confidential file (to the extent allowed by law) for each employee which file includes employment application and/or resume, educational information or experience and other pertinent information which are used for complying with government regulations, providing payroll information, and determining eligibility for insurance and other personnel related matters. Only authorized personnel as designated by the General Manager may have access to personnel files. You may review your individual records at any time upon request to the General Manager.

Personnel data must be kept current in order for the District to comply with application payroll and related laws. Accordingly, changes in name, address, telephone number, marital status, persons to be notified in the event of emergency, etc. should be provided promptly in writing to the General Manager or the HR Representative, and will be maintained as part of your personnel records. Additionally, in order to receive proper consideration for job employment opportunities within the District, you should notify the General Manager or your immediate supervisor of any professional registrations or memberships or organization, completion of training courses, or degrees or other items, which may be of interest to the District.

IMPORTANT: The District must comply with the Open Records Act which allows for public access to most information maintained by the District. Under Section 3A of this Act, you may request that your home address and telephone number be kept confidential. This request must be in writing and directed to the personnel officer designated by the General Manager.

Employment, Overtime, and Eligibility for Benefits

All executive employees are “exempt employees” and are exempt from the overtime provisions of the Fair Labor Standards Act. “Nonexempt employees” will be compensated at a rate of time and one-half time for time worked in a one-week period in excess of 40 hours.

District operating hours have been established as Monday through Thursday from 7:30 am until 5:30 pm, Friday 7:30 am until 4:30 pm. When warranted, the General Manager can adjust these hours on a temporary basis.

From time to time, it may be necessary for District employees to work beyond the normal established hours (“Overtime”). All overtime must be approved by the General Manager. All efforts will be made by management to give as much advance notice as possible. Overtime Requests for nonexempt employees must be requested at least 24 hours in advance if possible.

Employee Initials _____

Nonexempt employees will be compensated for overtime in accordance with all applicable laws and regulations. Overtime compensation can either be paid or awarded as comp-time. Overtime is calculated based on actual hours worked during a workweek, not after 8 hours worked in a day. Sick and/or personal leave will not be counted when computing overtime pay. Only holiday and vacation time will be counted when computing overtime.

The Board of Directors may enter into employment contracts with professionals, which contract(s) may differ from the terms and conditions, described herein. Contracted agreements supersede this manual.

Vacations

The District recognizes the importance of vacation time for your rest, relaxation, and recreation. Eligibility for vacation is based on the length of your employment with the District. All full-time employees who work at the District between 1-5 years are eligible for 10 business days of vacation; 5-10 years of employment allows an employee 12 business days of vacation; and 10+ years of employment allows an employee 15 business days of vacation. Every effort will be made to schedule your vacation at the time you request; however, operating conditions will determine whether your vacation can be scheduled at the exact time you request.

Your vacation should be taken each year. In the event your work schedule does not permit you to take all of your vacation, you may, with prior approval of the General Manager, carry over up to 15 business days of vacation to the next year, or be paid for vacation time earned and not taken.

After having completed one year of service with the District, in the event you voluntarily leave the employ of the District, with proper notice given (two week notice), or you are discharged; you will be paid for any unused vacation to which you are entitled at the time of your separation. At the option of the District, you may be required to take unused vacation during your termination notice period.

Holidays

The District recognizes the following holidays: New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving and the day after, Christmas, and either Christmas Eve or the day after Christmas. Holidays, which fall on a Saturday, will be observed on Friday; those, which fall on Sunday, will be observed on Monday. If a holiday occurs during your vacation, you will be paid for the holiday and will not be charged with a vacation day for the day on which the holiday is observed. In the event you work on a holiday, Exempt employees will receive compensatory time as established above. Non-exempt employees will be paid at a rate two times the hourly rate for each hour worked pursuant to the terms established above.

Employee Initials_____

Sick Leave

Your value to the District depends upon your presence at work during established business hours and may have an impact upon obtaining merit increases and promotional opportunities. The District recognizes that there will be times when you will be unable to report to work because of personal illness or injury, regular medical or dental appointments, or because of an emergency or illness involving your immediate family. Accordingly, you will receive sick leave credit of 1 day for each month worked beginning the first day of full time employment. The District, as a benefit, grants sick leave credits for the sole purpose of giving you income protection when you are absent from work for the above reasons. **These credits do not entitle you to additional vacation days, nor do they entitle you to be paid for the time you are absent from work for any other reasons.** After three (3) continuous days of sick leave, employees must have a doctor's excuse upon returning to work. This requirement can be waived by the General Manager during periods of influenza outbreaks.

Employees who have flu-like symptoms (distinguished by a fever of 100 degrees F or higher, and may also include cough, sore throat, runny or stuffy nose, body aches, headache, chills, unusual fatigue, diarrhea, or vomiting) must stay home during the period in which they are contagious and should seek medical care as needed from their primary care physician or an urgent care clinic as necessary.

Any employee who has flu-like symptoms must be free of fever for at least ~~24~~ 72 hours before returning to work

Doctor/Dental. Doctor or dental appointments during regular working hours may be considered as sick leave, vacation, charged to accumulated compensatory time, or taken as leave without pay.

Remaining unused sick leave will be banked in your name to be drawn upon by you for extended periods of illness or injury. Upon resignation or termination, sick leave earned but unused will not be paid for by the District.

Leave of Absence or Emergency Leave

Leave Without Pay: With the prior approval of the General Manager, you may take time off without pay for personal business or use accumulated compensatory time if eligible. With prior approval of the General Manager, you may also make up the time away as long as it is made in the same week in which the time off was taken.

Employee Initials _____

Leave of Absence: Long-term leaves of absence with or without pay may be granted in certain cases upon prior approval of the Board of Directors.

Military Duty: Employees who enter the Armed Forces of the United States will be granted a leave of absence without pay in accordance with federal and state laws and regulations. Additionally, the District will pay full-time employees for a period not to exceed two weeks, the difference in base salary and military pay (if military pay is less than District pay) for annual service in a recognized military service organization such as the National Guard, Naval Reserve, or Air Force Reserve.

Maternity Leave: The Family and Medical Leave Act (FMLA) is a benefit that allows qualified employees to have up to 12 weeks of leave per fiscal year. The law allows eligible employees to take job-protected leave for the birth or adoption of a child, for the care of a child, spouse or parent with a serious health condition, for the employee's own serious health condition, or for the care of a covered military service member.

Eligible employees are entitled to utilize a full allotment of 12 weeks of FMLA benefits for any FMLA-related condition.

The U.S. Department of Labor has issued a summary entitled "Need Time? The Employee's Guide to the Family and Medical Leave Act." This summary is directed primarily to employees in a reader-friendly format.

Government agencies (including local, state, and federal employers) and elementary and secondary schools are covered by the FMLA, regardless of the number of employees.

FMLA Eligibility and Qualification Requirements: Employees must qualify for leave under the FMLA before such leave can be granted; two criteria must be met:

- 1) Must have a total of at least 12 months of state service (employment periods preceding a break in service of more than seven [7] years are not required to be counted); and
- 2) Must have physically worked 1,250 hours with the state within the 12 months prior to the need for FMLA leave.

Absence

Jury Duty: The District recognizes all employees' civic responsibility to participate in our judicial system as a juror. When you receive a summons for jury duty, immediately notify the General Manager. You will receive your regular pay, provided you furnish adequate proof of jury duty. Up to 30 calendar days per calendar year will be paid, after which time the Board of Directors may approve additional time.

Employee Initials _____

Death in the Family. Paid time off, up to three days, is available for you to attend the funeral of a member of your immediate family. Immediate family is defined as spouse, children, parents, brother, sister, father-in-law, mother-in-law, grandparents, and grandchildren or other close relative as approved by the General Manager. The General Manager may approve additional time off for out of town travel.

Insurance

BCRAGD provides a well rounded employee benefit program. Employees are eligible for benefits on their first day of employment.

The District maintains workers' compensation insurance coverage from the Texas Municipal League to protect employees. You can obtain additional information about workers' compensation rights from any office of the Texas Workers' Compensation Commission, or by calling 1-800-252-7031.

Salary Administration

Pay Periods: Paydays will be on the 15th of every month and on the last day of every month. In the event either payday falls on a weekend, you will receive your pay on the Friday before that day; if on a holiday, you will be paid prior to the holiday.

Deductions are made from your gross earnings and are of two types: those required by law (federal income tax, Social Security and Medicare deductions) and those authorized by you. In addition, the District is required by law to make contributions as an employer for Social Security and Medicare.

Merit Salary Program: Your starting salary is based on the requirements of the position for which you have been hired and the District's evaluation of your qualifications. Six months after you start, your salary may be reviewed. Thereafter, your salary will be subject to adjustments based on your work performance, business conditions, and changes in your responsibilities; however, no assurances can be made that your salary will be adjusted at any regular interval. A performance appraisal must be completed prior to any adjustment to your salary. Our salary administration policy is based on merit, and adjustments are not granted solely because of length of service.

Promotion: It is the District's policy to make every reasonable effort to promote from within based on an employee's contributions towards achieving the District's objectives, achievements of personal objectives established in performance appraisals, work performance, education, and other pertinent factors. Promotions may occur as a result of acquiring additional education, professional skills, technical certification and professional registration.

Retirement. As of January 1, 2019, the District will start a Retirement Program.

Employee Initials_____

Performance Appraisal

~~An evaluation of your job performance will be conducted at the completion of your first six months of employment.~~ Annual performance appraisals will be scheduled ~~thereafter~~, to be accomplished during the annual budget review period or prior to any salary adjustment or promotion. The appraisal process is designed to give you and the District an opportunity to discuss both your job performance and professional goals and achievements, and allow the District the opportunity to discuss any problems and take steps to remedy them.

Resignation, Disciplinary Action, Termination

Resignation: Employees are requested to give at least two weeks written notice prior to voluntary termination. All District property must be returned before the last working day.

Termination and Disciplinary Action: Matters which may result in disciplinary action include, but are not limited to, the following: unsatisfactory job performance, repeated tardiness or excessive absences, insubordination, illegal acts, dishonesty, falsification of District records, failing to follow health and safety rules, breaches of security, violations of District Code of Ethics or destruction of District property. Counseling for breaches of the aforementioned matters and notations of the counseling session will be added to the personnel file. The District makes every effort in the employee selection process, to hire individuals who will be able to perform to District standards. There are times, however, when an employee does not conform to District standards and is subject to discipline. Violation of District policies may result in, but is not limited to, oral reprimands, written reprimands, suspension with or without pay, and/or employment termination. Generally, discussions and attempts to remedy problems precede termination; however, the District reserves the right to terminate an employee without utilization of such procedures.

Travel Expense

The District pays all actual and necessary expenses for employees who must be away from their regular assigned place of employment. Reimbursement is on the basis of a properly completed and approved expense account form. Receipts are necessary for all expenses turned in on your expense account. Allowances will be made for expenditures of \$25 or less when it is not practical that a receipt be provided. In cases when a receipt may be lost, the employee will be required to complete a form noting where and for what purpose the expense was incurred. The General Manager must approve this documentation prior to approving reimbursement for this expenditure. Additional travel related information is contained in the **Travel Policy and Reimbursable Expenses Manual delivered herewith. (Appendix 1).**

Employee Initials _____

Professional Registration Fees and Education

Professional employees may obtain state professional registrations at District expense. This professional registration is one of the conditions for assuming greater responsibility. Reimbursement will be considered for necessary preparatory study courses and professional examinations. To be eligible for reimbursement, you must have received approval from the General Manager prior to seeking professional certification. If your test(s) fall on a workday, prior approval should be requested for time off with pay. Upon the successful attainment of your initial professional registration, you will be reviewed for a possible promotion or salary adjustment. Additional state registration must have prior approval by the General Manager.

Continuing Education is encouraged for courses, which would be of direct benefit to the District and you in terms of improved performance in your present position, or in preparation for future assignments. Attendance at and reimbursement for courses and seminars must have prior approval by the General Manager.

The District, upon prior approval by the General Manager, may pay for Professional Society/Organization memberships.

Miscellaneous

Civic Organizations: The District encourages your participation in civic, community, and service related organizations.

Personal Appearance: All employees are representatives of the District and should therefore be cleanly and neatly attired so as to reflect a good image of the District and yourself.

Safety: The District makes every effort to keep your work area safe and free from hazard. Any unsafe or hazardous condition should be reported immediately to the General Manager. If in spite of precautions you should be injured on the job, you should immediately notify the General Manager.

Telephone Use: Telephones have been installed for District business use. The District realizes that some personal calls are unavoidable and recommends that they be short in length and limited in number so as to avoid restricting unavailability of an open line for incoming calls. Personal long distance calls should not be made from District telephones. If circumstances occur where such a call is required, the employee should document the number called and notify bookkeeping so that the employee can repay the billed amount of the call.

Employee Initials_____

Breaks: Please refer to the **Breaks Policy Acknowledgement (Appendix 2)** attached to the end of this manual.

Alcohol and Drug Use: The consumption of alcohol during regular work hours and the use or distribution of illegal drugs is prohibited. Please refer to and sign the **District's Policy for a Drug-Free Workplace (Appendix 4)** attached to the end of this manual.

Smoking: The District provides a smoke free work environment. Smoking is only permitted outside of the District office. Please refer to the **Tobacco-free Workplace Policy (Appendix 3)** attached to the end of this manual.

Personnel-Related Problems

You should take any job-related personnel problems to the General Manager, or his/her designee. ~~If you prefer confidentiality, a request to meet with the President of the Board of Directors may be made.~~ For additional resources, visit: EEOC- www.eeoc.gov, TWC- www.twctexas.gov, or Department of Labor, www.dol.gov.

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse (*BCRAGD Secretary/Treasurer*)

Date

Date

Employee Initials _____

Employee Manual Review

I, _____, have been given and have read the Employee Manual and Code of Ethics for Bandera County River Authority and Groundwater District. In addition, I have also been given and have read all Appendices including: Appendix 1: Employee Travel Policy and Reimbursable Expenses Manual, Appendix 2: Breaks Policy Acknowledgment, Appendix 3: Tobacco-free Workplace Policy, and Appendix 4: Policy for a Drug-free Workplace.

Authorization by the General Manager:

David Mauk

Effective Date:

November 15, 2018

Employee's Acknowledgement:

I have read the Employee Manual and the attached Appendices.

Employee Signature

Date Signed

Employee Initials _____

**Bandera County River Authority and Groundwater District
Funds Reort
at September 30, 2021**

| | |
|--|----------------|
| Total Funds - All Bank Accounts | 219,665 |
|--|----------------|

| Cash Accounts | |
|---|----------------|
| BCRAGD Operating Account - Bandera Bank (See Funds Breakdown -Below) | 142,571 |
| Flood Project Checking - Texas Hill Country Bank | 25 |
| Petty Cash | 400 |
| Total - Cash Accounts | 142,996 |

| Certificates of Deposit | |
|---|---------------|
| CD # 51127 Hondo National Bank 6 Month CD Maturity Date - 2/06/22 .10% | 76,669 |
| Total - CD's | 76,669 |

| Funds Breakdown | |
|---|----------------|
| Flood Project Funds In BCRAGD Operating Account | - |
| Flood Project Funds In THCB Flood Project Account | 25 |
| Total - Non-Designated Funds | 148,358 |
| Total - Designated Funds (from list below) | 71,282 |
| Total - All Funds | 219,665 |

| Designated Funds Breakdown | |
|---|---------------|
| 1. State Auditor | 10,000 |
| 2. Well Monitoring and Water Availability | 35,000 |
| 3. Scientific Studies | 382 |
| 4. Building, Property Improvement & Maintenance | 25,900 |
| Total | 71,282 |

Public Funds Investment Officer #1

Public Funds Investment Officer #2

Bandera Co. River Auth. & Groundwater Dist.
Profit & Loss Budget vs. Actual
October 2020 through September 2021
(Budget Amended September 09, 2021)

| | Oct '20 - Sep 21 | Budget | \$ Over Budget | % of Budget |
|---------------------------------|---------------------|---------------------|-------------------|----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| Tax Revenue | 1,042,288.27 | 1,039,000.00 | 3,288.27 | 100.32% |
| Well Permits | 53,660.00 | 20,000.00 | 33,660.00 | 268.3% |
| Interest Income | 528.35 | 520.00 | 8.35 | 101.61% |
| Water Quality Testing Fees | 4,400.00 | 6,000.00 | -1,600.00 | 73.33% |
| USGS Gauge Station (BEC) & (BC) | 6,800.00 | 6,800.00 | 0.00 | 100.0% |
| Miscellaneous Income | 20,510.51 | 2,500.00 | 18,010.51 | 820.42% |
| Monitor Wells Funding-Partners | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| From Reserves | 0.00 | 91,750.00 | 0.00 | 0.0% |
| Total Income | 1,128,187.13 | 1,206,570.00 | -78,382.87 | 93.5% |
| Gross Profit | 1,128,187.13 | 1,206,570.00 | -78,382.87 | 93.5% |
| Expense | | | | |
| Payroll Expense | | | | |
| Staff Payroll (Wages) | 539,289.91 | 539,500.00 | -210.09 | 99.96% |
| Employee Health Insurance | 96,536.97 | 97,000.00 | -463.03 | 99.52% |
| Retirement | 15,350.32 | 16,500.00 | -1,149.68 | 93.03% |
| Wellness Stipend | 5,220.00 | | | |
| Total Payroll Expense | 656,397.20 | 653,000.00 | 3,397.20 | 100.52% |
| Taxes and Fees | | | | |
| Appraisal District | 30,528.20 | 27,000.00 | 3,528.20 | 113.07% |
| Payroll Tax - Social Sec. & Med | 41,000.00 | 41,000.00 | 0.00 | 100.0% |
| State Unemployment - TWC | 3,824.27 | 4,000.00 | -175.73 | 95.61% |
| Total Taxes and Fees | 75,352.47 | 72,000.00 | 3,352.47 | 104.66% |
| Insurance | | | | |
| Surety Bond | 685.79 | | | |
| Insurance - Other | 7,515.88 | 11,000.00 | -3,484.12 | 68.33% |
| Total Insurance | 8,201.67 | 11,000.00 | -2,798.33 | 74.56% |
| Prof. Services | | | | |
| Auditor (Annual) | 4,600.00 | 4,600.00 | 0.00 | 100.0% |
| Bookkeeper | 14,116.49 | 14,000.00 | 116.49 | 100.83% |
| Attorney | 30,254.62 | 70,000.00 | -39,745.38 | 43.22% |
| Legislative Lobbying | 25,500.00 | 25,500.00 | 0.00 | 100.0% |
| Technical Support - IT | 9,357.00 | 12,000.00 | -2,643.00 | 77.98% |
| Total Prof. Services | 83,828.11 | 126,100.00 | -42,271.89 | 66.48% |
| Operating Expenses | | | | |
| Bldg-Property Improv. & Maint. | 31,115.70 | 32,000.00 | -884.30 | 97.24% |
| Medina Lake Annex Office (rent) | 6,600.00 | 6,600.00 | 0.00 | 100.0% |
| Computer Software & Supplies | 5,748.85 | 6,500.00 | -753.15 | 88.41% |
| Google Aps for Business | 3,522.80 | 3,500.00 | 22.80 | 100.65% |
| ARC - GIS | 1,200.00 | 1,200.00 | 0.00 | 100.0% |
| Contingencies | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Dues, Fees & Subscriptions | 2,985.03 | 3,000.00 | -14.97 | 99.5% |
| Office Security | 7,740.00 | 8,000.00 | -260.00 | 96.75% |
| Employee-Training,Cert.,Licens. | 6,359.40 | 8,000.00 | -1,640.60 | 79.49% |
| Travel, Conference, Meetings | 1,695.57 | 15,000.00 | -13,304.43 | 11.3% |
| Furniture | 550.00 | 1,000.00 | -450.00 | 55.0% |
| Equipment & Supplies | 9,831.55 | 17,500.00 | -7,668.45 | 56.18% |

Bandera Co. River Auth. & Groundwater Dist.
Profit & Loss Budget vs. Actual
October 2020 through September 2021
(Budget Amended September 09, 2021)

| | Oct '20 - Sep 21 | Budget | \$ Over Budget | % of Budget |
|---------------------------------|---------------------|---------------------|--------------------|---------------|
| Website | 357.66 | 5,000.00 | -4,642.34 | 7.15% |
| Office Supplies | 5,345.16 | 7,000.00 | -1,654.84 | 76.36% |
| Postage | 694.23 | 850.00 | -155.77 | 81.67% |
| Water Quality-Conserv. Projects | 1,163.79 | 8,000.00 | -6,836.21 | 14.55% |
| Clean River Program | 3,182.17 | 8,000.00 | -4,817.83 | 39.78% |
| Illegal Dumping-Litter Aabate | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Water Test Supplies | 4,999.45 | 9,000.00 | -4,000.55 | 55.55% |
| Aquifer Monitoring Wells | 1,502.37 | 1,500.00 | 2.37 | 100.16% |
| Well Logging & Equipment | 1,800.00 | 1,800.00 | 0.00 | 100.0% |
| Well Plugging | 5,000.00 | 5,000.00 | 0.00 | 100.0% |
| Brush Control - Arundo Donax | 3,500.00 | 5,000.00 | -1,500.00 | 70.0% |
| Invasives - Zebra Mussels | 109.98 | 1,000.00 | -890.02 | 11.0% |
| Riparian Projects | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| USGS - Gauge Total | 30,600.00 | 30,600.00 | 0.00 | 100.0% |
| USGS Gauge - NW Bandera County | 6,380.00 | 6,380.00 | 0.00 | 100.0% |
| GMA-9 / DFC Compliance | 390.00 | 3,500.00 | -3,110.00 | 11.14% |
| Medina Lake Water Quality USGS | 0.00 | 16,850.00 | -16,850.00 | 0.0% |
| USGS Flood Warning Project | 21,520.00 | 40,000.00 | -18,480.00 | 53.8% |
| Utilities | | | | |
| Electric | 2,024.78 | | | |
| Internet | 2,830.56 | | | |
| Telephone | 9,256.15 | | | |
| Water | 1,459.40 | | | |
| Utilities - Other | 0.00 | 18,000.00 | -18,000.00 | 0.0% |
| Total Utilities | 15,570.89 | 18,000.00 | -2,429.11 | 86.51% |
| Vehicle Expenses | | | | |
| Gas | 4,900.57 | | | |
| Mileage reimbursement | 2,368.59 | | | |
| Repair & Maintenance | 15,866.60 | | | |
| Vehicle Expenses - Other | 0.00 | 23,390.00 | -23,390.00 | 0.0% |
| Total Vehicle Expenses | 23,233.76 | 23,390.00 | -156.24 | 99.33% |
| Vehicle Purchase / Replacement | 25,924.25 | 26,000.00 | -75.75 | 99.71% |
| Total Operating Expenses | 228,620.61 | 321,970.00 | -93,349.39 | 71.01% |
| Community Outreach | | | | |
| Education & Notices | 5,500.00 | 5,500.00 | 0.00 | 100.0% |
| Bandera, Medina, Utopia, ISD | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| Public Relations | 2,100.72 | 5,000.00 | -2,899.28 | 42.01% |
| EYH - Training-Future Scientist | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Flood Awareness Education | 209.93 | 1,500.00 | -1,290.07 | 14.0% |
| Texas Water Foundation | 3,000.00 | 3,000.00 | 0.00 | 100.0% |
| Medina River Clean Up | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| Texas A & M 4H Youth Water AMB | 0.00 | 500.00 | -500.00 | 0.0% |
| Total Community Outreach | 10,810.85 | 22,500.00 | -11,689.35 | 48.05% |
| Total Expense | 1,063,210.71 | 1,206,570.00 | -143,359.29 | 88.12% |
| Net Ordinary Income | 64,976.42 | 0.00 | | |

Bandera Co. River Auth. & Groundwater Dist.
Balance Sheet
As of September 30, 2021

| | <u>Sep 30, 21</u> |
|--|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| CD's | |
| CD # 51127 Hondo National Bank | 76,668.53 |
| Total CD's | 76,668.53 |
| Checking - Bandera Bank | 142,571.34 |
| Petty Cash | 400.00 |
| Total Checking/Savings | 219,639.87 |
| Accounts Receivable | |
| Accounts Receivable | 15.00 |
| Total Accounts Receivable | 15.00 |
| Other Current Assets | |
| Due from BCAD | 757.05 |
| Flood Project Funding Receivabl | 24.99 |
| Prepaid Expenses | 6,553.87 |
| Property Tax Receivable | 58,235.81 |
| Total Other Current Assets | 65,571.72 |
| Total Current Assets | 285,226.59 |
| TOTAL ASSETS | <u>285,226.59</u> |

Bandera Co. River Auth. & Groundwater Dist.
Balance Sheet
As of September 30, 2021

| | <u>Sep 30, 21</u> |
|--|--------------------------|
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 18,750.00 |
| Total Accounts Payable | <u>18,750.00</u> |
| Other Current Liabilities | |
| Deferred Revenue | 58,235.81 |
| Payroll Liabilities | 154.24 |
| Simple IRA Payable | 5,210.08 |
| Total Other Current Liabilities | <u>63,600.13</u> |
| Total Current Liabilities | <u>82,350.13</u> |
| Total Liabilities | 82,350.13 |
| Equity | |
| Restricted Fund Equity | 71,282.00 |
| Retained Earnings | 67,391.89 |
| Net Income | 64,202.57 |
| Total Equity | <u>202,876.46</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>285,226.59</u></u> |

Bandera Co. River Auth. & Groundwater Dist.

Report of Revenue & Expenditures

July through September 2021

10/08/21

Accrual Basis

| | Jul - Sep 21 | Oct '20 - Sep 21 |
|---------------------------------|-------------------|---------------------|
| Ordinary Income/Expense | | |
| Income | | |
| Tax Revenue | 65,683.19 | 1,042,288.27 |
| Well Permits | 18,335.00 | 53,660.00 |
| Interest Income | 104.93 | 528.35 |
| Water Quality Testing Fees | 1,305.00 | 4,400.00 |
| USGS Gauge Station (BEC) & (BC) | 0.00 | 6,800.00 |
| Miscellaneous Income | 0.00 | 20,510.51 |
| Total Income | 85,428.12 | 1,128,187.13 |
| Gross Profit | 85,428.12 | 1,128,187.13 |
| Expense | | |
| Payroll Expense | | |
| Staff Payroll (Wages) | 140,191.72 | 539,265.59 |
| Employee Health Insurance | 17,822.90 | 96,536.97 |
| Retirement | 4,319.84 | 15,350.32 |
| Wellness Stipend | 1,440.00 | 5,220.00 |
| Total Payroll Expense | 163,774.46 | 656,372.88 |
| Taxes and Fees | | |
| Appraisal District | 7,632.05 | 30,528.20 |
| Payroll Tax - Social Sec. & Med | 10,869.23 | 41,785.31 |
| State Unemployment - TWC | 485.36 | 3,038.96 |
| Total Taxes and Fees | 18,986.64 | 75,352.47 |
| Insurance | | |
| Surety Bond | 90.79 | 685.79 |
| Insurance - Other | 0.00 | 7,515.88 |
| Total Insurance | 90.79 | 8,201.67 |
| Prof. Services | | |
| Auditor (Annual) | 0.00 | 4,600.00 |
| Bookkeeper | 2,980.00 | 14,116.49 |
| Attorney | 1,715.00 | 30,254.62 |
| Legislative Lobbying | 0.00 | 25,500.00 |
| Technical Support - IT | 357.00 | 9,357.00 |
| Total Prof. Services | 5,052.00 | 83,828.11 |
| Operating Expenses | | |
| Bldg-Property Improv. & Maint. | 14,446.77 | 31,115.70 |
| Medina Lake Annex Office (rent) | 0.00 | 6,600.00 |
| Computer Software & Supplies | 443.29 | 5,746.85 |
| Google Aps for Business | 522.80 | 3,522.80 |
| ARC - GIS | 1,200.00 | 1,200.00 |
| Dues, Fees & Subscriptions | 248.42 | 3,609.35 |
| Office Security | 1,935.00 | 7,740.00 |
| Employee-Training,Cert.,Licens. | 4,581.45 | 6,359.40 |
| Travel, Conference, Meetings | 510.03 | 1,695.57 |
| Furniture | 750.00 | 1,326.95 |
| Equipment & Supplies | 2,839.61 | 8,987.97 |
| Website | 0.00 | 357.66 |
| Office Supplies | 1,520.73 | 4,568.21 |
| Postage | 52.28 | 694.23 |
| Water Quality-Conserv. Projects | 0.00 | 1,063.79 |
| Clean River Program | 974.39 | 3,182.17 |
| Water Test Supplies | 1,466.47 | 4,347.36 |
| Aquifer Monitoring Wells | 0.00 | 1,502.37 |
| Well Logging & Equipment | 0.00 | 5,477.09 |
| Well Plugging | 1,975.00 | 1,975.00 |
| Brush Control - Arundo Donax | 0.00 | 3,500.00 |
| Invasives - Zebra Mussels | 0.00 | 109.98 |
| USGS - Gauge Total | 9,700.00 | 40,300.00 |
| USGS Gauge - NW Bandera County | 0.00 | 6,380.00 |

Bandera Co. River Auth. & Groundwater Dist.
Report of Revenue & Expenditures
 July through September 2021

| | <u>Jul - Sep 21</u> | <u>Oct '20 - Sep 21</u> |
|---------------------------------------|---------------------------|-------------------------|
| GMA-9 / DFC Compliance | 0.00 | 390.00 |
| USGS Flood Warning Project | 0.00 | 11,820.00 |
| Utilities | | |
| Electric | 400.43 | 2,024.78 |
| Internet | 569.70 | 2,830.56 |
| Telephone | 1,857.40 | 8,756.15 |
| Water | <u>383.12</u> | <u>1,459.40</u> |
| Total Utilities | 3,210.65 | 15,070.89 |
| Vehicle Expenses | | |
| Gas | 1,813.58 | 4,900.57 |
| Mileage reimbursement | 172.48 | 2,366.59 |
| Repair & Maintenance | <u>1,093.69</u> | <u>16,810.18</u> |
| Total Vehicle Expenses | 3,079.75 | 24,077.34 |
| Vehicle Purchase / Replacement | 25,924.25 | 25,924.25 |
| Total Operating Expenses | 75,380.89 | 228,644.93 |
| Community Outreach | | |
| Education & Notices | 841.61 | 6,343.58 |
| Public Relations | 86.55 | 1,257.14 |
| Flood Awareness Education | 0.00 | 209.93 |
| Texas Water Foundation | <u>3,000.00</u> | <u>3,000.00</u> |
| Total Community Outreach | 3,928.16 | 10,810.65 |
| Total Expense | 267,212.94 | 1,063,210.71 |
| Net Ordinary Income | -181,784.82 | 64,976.42 |
| Other Income/Expense | | |
| Other Income | | |
| GMA 9 Dues | <u>0.00</u> | <u>6,964.65</u> |
| Total Other Income | 0.00 | 6,964.65 |
| Other Expense | | |
| GMA 9 Facilitator Expense | <u>0.00</u> | <u>7,738.50</u> |
| Total Other Expense | 0.00 | 7,738.50 |
| Net Other Income | 0.00 | -773.85 |
| Net Income | <u>-181,784.82</u> | <u>64,202.67</u> |

Bandera Co. River Auth. & Groundwater Dist.

10/6/2021 2:56 PM

Register: Checking - Bandera Bank
 From 07/01/2021 through 09/30/2021
 Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|--------------------------|-------------------|-----------|---|-----------|------------|
| 07/01/2021 | | | -split- | Deposit | | X | 2,020.00 | 328,163.17 |
| 07/01/2021 | | | -split- | Deposit | | X | 26,897.92 | 355,061.09 |
| 07/01/2021 | 14590 | B. Dalton Bookkeepi... | Accounts Payable | Inv#8661 | 455.00 | X | | 354,606.09 |
| 07/01/2021 | 14591 | Texas Water Foundat... | Accounts Payable | Inv#805: Spon... | 3,000.00 | X | | 351,606.09 |
| 07/08/2021 | 14592 | Ken Stoepel | Operating Expenses:Ve... | Purchase of 20... | 21,984.25 | X | | 329,621.84 |
| 07/08/2021 | 14593 | Ken Stoepel | Operating Expenses:Ve... | 2015 Jeep Wra... | 3,940.00 | X | | 325,681.84 |
| 07/09/2021 | ACH | Vanguard | -split- | | 4,161.94 | X | | 321,519.90 |
| 07/09/2021 | ACH | Texas Workforce Co... | Payroll Liabilities | 99-882103-1 | 1,113.60 | X | | 320,406.30 |
| 07/12/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 256.60 | X | | 320,149.70 |
| 07/13/2021 | | | -split- | Deposit | | X | 1,680.00 | 321,829.70 |
| 07/13/2021 | 14594 | Bandera Bulletin | Accounts Payable | 107450-99 | 100.00 | X | | 321,729.70 |
| 07/13/2021 | 14595 | Bandera Electric Coo... | Accounts Payable | 02 S36830 001... | 142.84 | X | | 321,586.86 |
| 07/13/2021 | 14596 | Bandera Signs and A... | Accounts Payable | Inv#17333: DS... | 27.50 | X | | 321,559.36 |
| 07/13/2021 | 14597 | Buddy's Septic & Wa... | Accounts Payable | Inv#62895: Se... | 900.00 | X | | 320,659.36 |
| 07/13/2021 | 14598 | City of Bandera | Accounts Payable | S45000 | 119.20 | X | | 320,540.16 |
| 07/13/2021 | 14599 | Culligan of the Hill ... | Accounts Payable | Inv#20210752... | 101.00 | X | | 320,439.16 |
| 07/13/2021 | 14600 | D.H.C Seamless Gutt... | Accounts Payable | Final Payment-... | 12,008.00 | X | | 308,431.16 |
| 07/13/2021 | 14601 | IDEXX Distribution,... | Accounts Payable | Inv#30881516... | 1,396.51 | X | | 307,034.65 |
| 07/13/2021 | 14602 | QUILL CORPORAT... | Accounts Payable | 02045415 | 186.72 | X | | 306,847.93 |
| 07/13/2021 | 14603 | Texas Water Foundat... | Accounts Payable | Inv#810 Tuitio... | 3,000.00 | X | | 303,847.93 |
| 07/13/2021 | 14604 | Wex Bank | Accounts Payable | Inv#72740255:... | 488.64 | X | | 303,359.29 |
| 07/14/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 15,655.90 | X | | 287,703.39 |
| 07/15/2021 | | | -split- | Deposit | | X | 24,415.35 | 312,118.74 |
| 07/15/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 5,536.68 | X | | 306,582.06 |
| 07/15/2021 | DD | Balzen, Alyssa B | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Blair, Prari D | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Carter, Clinton R | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Curd, Charley | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Fox, Corrina D | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Mauk, David A | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Phillips, Hayli D | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Sparks, Levi L. | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/15/2021 | DD | Thomas, Larry B | -split- | Direct Deposit | | X | | 306,582.06 |
| 07/20/2021 | 14605 | HACH | Accounts Payable | 172238-001 | 339.53 | X | | 306,242.53 |
| 07/20/2021 | 14606 | United Health Care | Accounts Payable | Inv#57126697... | 8,614.33 | X | | 297,628.20 |
| 07/20/2021 | 14607 | Xerox Financial Serv... | Accounts Payable | 010-0038073-0... | 286.02 | X | | 297,342.18 |
| 07/20/2021 | 14608 | BPS Security | Accounts Payable | Inv#1138: Cust... | 645.00 | X | | 296,697.18 |
| 07/20/2021 | 14609 | AT&T Mobility | Accounts Payable | Inv#28730108... | 114.85 | X | | 296,582.33 |
| 07/21/2021 | 14610 | Pryor Learning, Inc. | Accounts Payable | Inv#274663: P... | 199.00 | X | | 296,383.33 |
| 07/21/2021 | 14611 | Vincent's Automotive | Accounts Payable | Repair Order#4... | 309.75 | X | | 296,073.58 |

Bandera Co. River Auth. & Groundwater Dist.

10/6/2021 2:56 PM

Register: Checking - Bandera Bank
 From 07/01/2021 through 09/30/2021
 Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|--------------------------|-------------------|-----------|---|----------|------------|
| 07/26/2021 | 14612 | Bandera Electric Coo... | Accounts Payable | 02 S36830 001... | 751.69 | X | | 295,321.89 |
| 07/26/2021 | 14613 | Berman Database Sy... | Accounts Payable | Inv# BDS 9306... | 357.00 | X | | 294,964.89 |
| 07/26/2021 | 14614 | CNA Surety | Accounts Payable | Bond#1815903... | 20.00 | X | | 294,944.89 |
| 07/26/2021 | 14615 | HACH | Accounts Payable | 172238-001 | 69.96 | X | | 294,874.93 |
| 07/26/2021 | 14616 | Mosty Law Firm | Accounts Payable | Inv#00219 Gen... | 810.00 | X | | 294,064.93 |
| 07/27/2021 | | | -split- | Deposit | | X | 3,826.52 | 297,891.45 |
| 07/27/2021 | 14617 | Card Service Center | Accounts Payable | 06/08/2021-07/... | 1,661.47 | X | | 296,229.98 |
| 07/27/2021 | 14618 | B. Dalton Bookkeepi... | Accounts Payable | Inv#8675 | 455.00 | X | | 295,774.98 |
| 07/29/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 15,655.92 | X | | 280,119.06 |
| 07/30/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 5,280.03 | X | | 274,839.03 |
| 07/30/2021 | DD | Balzen, Alyssa B | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Blair, Prari D | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Carter, Clinton R | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Curd, Charley | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Fox, Corrina D | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Mauk, David A | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Phillips, Hayli D | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Sparks, Levi L. | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/30/2021 | DD | Thomas, Larry B | -split- | Direct Deposit | | X | | 274,839.03 |
| 07/31/2021 | | | Interest Income | Interest | | X | 27.43 | 274,866.46 |
| 07/31/2021 | BDB | | Operating Expenses:Of... | Balance Adjust... | 0.05 | X | | 274,866.41 |
| 08/04/2021 | | | -split- | Deposit | | X | 9,523.65 | 284,390.06 |
| 08/04/2021 | 14619 | Araseli Avalos | Accounts Payable | Inv#AA2083: ... | 150.00 | X | | 284,240.06 |
| 08/04/2021 | 14620 | AT&T Mobility | Accounts Payable | Inv#X0803202... | 176.50 | X | | 284,063.56 |
| 08/04/2021 | 14621 | City of Bandera | Accounts Payable | S45000 | 131.12 | X | | 283,932.44 |
| 08/04/2021 | 14622 | Culligan of the Hill ... | Accounts Payable | Inv#20210852... | 133.25 | X | | 283,799.19 |
| 08/04/2021 | 14623 | HACH | Accounts Payable | 172238-001 | 114.86 | X | | 283,684.33 |
| 08/04/2021 | 14624 | Shelby Sckittone | Accounts Payable | Uniform Reimb... | 121.76 | X | | 283,562.57 |
| 08/04/2021 | 14625 | Vincent's Automotive | Accounts Payable | Repair Order#4... | 799.44 | X | | 282,763.13 |
| 08/04/2021 | 14626 | Araseli Avalos | Accounts Payable | Inv#AA2084: ... | 150.00 | X | | 282,613.13 |
| 08/09/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 671.49 | X | | 281,941.64 |
| 08/10/2021 | | | -split- | Deposit | | X | 2,015.50 | 283,957.14 |
| 08/10/2021 | 14627 | B. Dalton Bookkeepi... | Accounts Payable | Inv#8688: Boo... | 455.00 | X | | 283,502.14 |
| 08/10/2021 | 14628 | Bandera Electric Coo... | Accounts Payable | 02 S36830 001... | 142.84 | X | | 283,359.30 |
| 08/10/2021 | 14629 | United States Geolog... | Accounts Payable | Bill#90913821... | 9,700.00 | X | | 273,659.30 |
| 08/10/2021 | 14630 | Wex Bank | Accounts Payable | Inv#73337256:... | 621.24 | X | | 273,038.06 |
| 08/10/2021 | DD | Sckittone, Shelby L | -split- | Direct Deposit | | X | | 273,038.06 |
| 08/11/2021 | ACH | Vanguard | -split- | | 4,161.94 | X | | 268,876.12 |
| 08/12/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 15,655.91 | X | | 253,220.21 |
| 08/13/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 5,417.82 | X | | 247,802.39 |

Bandera Co. River Auth. & Groundwater Dist.

10/6/2021 2:56 PM

Register: Checking - Bandera Bank
 From 07/01/2021 through 09/30/2021
 Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|-------------------------|------------------|-------------------|-----------|---|----------|------------|
| 08/13/2021 | DD | Balzen, Alyssa B | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Blair, Prari D | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Carter, Clinton R | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Curd, Charley | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Fox, Corrina D | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Mauk, David A | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Phillips, Hayli D | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Sparks, Levi L. | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/13/2021 | DD | Thomas, Larry B | -split- | Direct Deposit | | X | | 247,802.39 |
| 08/18/2021 | 14631 | Bandera Signs and A... | Accounts Payable | Inv#17597: Bo... | 27.50 | X | | 247,774.89 |
| 08/18/2021 | 14632 | CNA Surety | Accounts Payable | Addit/Bond#18... | 70.79 | X | | 247,704.10 |
| 08/18/2021 | 14633 | QUILL CORPORAT... | Accounts Payable | 02045415 | 131.95 | X | | 247,572.15 |
| 08/18/2021 | 14634 | United Health Care | Accounts Payable | Inv#57126331... | 9,208.57 | X | | 238,363.58 |
| 08/18/2021 | 14635 | Card Service Center | Accounts Payable | 07/09/2021-08/... | 4,716.12 | X | | 233,647.46 |
| 08/19/2021 | | | -split- | Deposit | | X | 2,210.00 | 235,857.46 |
| 08/19/2021 | 14636 | Boyle's Bandera Har... | Accounts Payable | Inv#259434 & ... | 99.87 | X | | 235,757.59 |
| 08/19/2021 | 14637 | Boyle's Bandera Har... | Accounts Payable | Inv#260956; In... | 140.17 | X | | 235,617.42 |
| 08/25/2021 | 14638 | B. Dalton Bookkeepi... | Accounts Payable | Inv#8691: Boo... | 455.00 | X | | 235,162.42 |
| 08/25/2021 | 14639 | BPS Security | Accounts Payable | Inv#1182: Cust... | 645.00 | | | 234,517.42 |
| 08/25/2021 | 14640 | Mosty Law Firm | Accounts Payable | Inv#00262: BC... | 270.00 | | | 234,247.42 |
| 08/25/2021 | 14641 | Xerox Financial Serv... | Accounts Payable | 010-0038073-0... | 286.02 | X | | 233,961.40 |
| 08/26/2021 | | | -split- | Deposit | | X | 4,117.19 | 238,078.59 |
| 08/26/2021 | 14642 | Buddy's Septic & Wa... | Accounts Payable | Inv#19960: We... | 600.00 | X | | 237,478.59 |
| 08/26/2021 | 14643 | Bandera Signs and A... | Accounts Payable | Inv#17656: Sh... | 92.00 | X | | 237,386.59 |
| 08/30/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 15,655.89 | X | | 221,730.70 |
| 08/30/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 1,664.94 | X | | 220,065.76 |
| 08/30/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 2,030.50 | X | | 218,035.26 |
| 08/31/2021 | | | Interest Income | Interest | | X | 22.93 | 218,058.19 |
| 08/31/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 5,891.70 | X | | 212,166.49 |
| 08/31/2021 | DD | Balzen, Alyssa B | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Blair, Prari D | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Carter, Clinton R | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Curd, Charley | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Fox, Corrina D | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Mauk, David A | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Phillips, Hayli D | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Sparks, Levi L. | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Thomas, Larry B | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Irvin, Diane J | -split- | Direct Deposit | | X | | 212,166.49 |
| 08/31/2021 | DD | Whitmire, Luke E | -split- | Direct Deposit | | X | | 212,166.49 |

Bandera Co. River Auth. & Groundwater Dist.

10/6/2021 2:56 PM

Register: Checking - Bandera Bank
 From 07/01/2021 through 09/30/2021
 Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|------------------|-------------------|-----------|---|----------|------------|
| 09/01/2021 | 14644 | Araseli Avalos | Accounts Payable | Inv#AA2085: ... | 150.00 | X | | 212,016.49 |
| 09/01/2021 | 14645 | AT&T Mobility | Accounts Payable | Inv#09032021:... | 151.83 | X | | 211,864.66 |
| 09/01/2021 | 14646 | Bandera Bulletin | Accounts Payable | 107450-99 | 480.00 | X | | 211,384.66 |
| 09/01/2021 | 14647 | Bandera Electric Co... | Accounts Payable | 02 S36830 001... | 754.14 | X | | 210,630.52 |
| 09/01/2021 | 14648 | Boyle's Bandera Har... | Accounts Payable | Inv#261670, 2... | 317.93 | X | | 210,312.59 |
| 09/01/2021 | 14649 | DK Drilling | Accounts Payable | Inv#1731: Stev... | 1,375.00 | X | | 208,937.59 |
| 09/01/2021 | 14650 | Araseli Avalos | Accounts Payable | Inv#AA086: Se... | 225.00 | X | | 208,712.59 |
| 09/02/2021 | | | -split- | Deposit | | X | 1,706.18 | 210,418.77 |
| 09/02/2021 | 14651 | Water Monitoring So... | Accounts Payable | Inv#220345 | 340.00 | X | | 210,078.77 |
| 09/02/2021 | 14652 | Water Monitoring So... | Accounts Payable | Inv#220346 | 180.00 | | | 209,898.77 |
| 09/03/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 916.55 | X | | 208,982.22 |
| 09/07/2021 | ACH | Vanguard | -split- | | 4,161.94 | X | | 204,820.28 |
| 09/07/2021 | 14653 | B. Dalton Bookkeepi... | Accounts Payable | | 455.00 | X | | 204,365.28 |
| 09/07/2021 | DD | Skittone, Shelby L | -split- | Direct Deposit | | X | | 204,365.28 |
| 09/08/2021 | 14654 | Bandera Electric Co... | Accounts Payable | 02 S36830 001... | 142.84 | X | | 204,222.44 |
| 09/08/2021 | 14655 | Bandera Signs and A... | Accounts Payable | Inv#17431: Jee... | 342.50 | X | | 203,879.94 |
| 09/08/2021 | 14656 | City of Bandera | Accounts Payable | S45000 | 132.80 | X | | 203,747.14 |
| 09/08/2021 | 14657 | Culligan of the Hill ... | Accounts Payable | Inv#20210952... | 188.25 | X | | 203,558.89 |
| 09/08/2021 | 14658 | Hill Country Pest Co... | Accounts Payable | Inv#494298: A... | 55.00 | X | | 203,503.89 |
| 09/08/2021 | 14659 | QUILL CORPORAT... | Accounts Payable | 02045415 | 101.37 | X | | 203,402.52 |
| 09/08/2021 | 14660 | Wex Bank | Accounts Payable | Inv#73869852:... | 683.70 | X | | 202,718.82 |
| 09/14/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 20,443.33 | X | | 182,275.49 |
| 09/15/2021 | | | -split- | Deposit | | X | 2,896.62 | 185,172.11 |
| 09/15/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 6,488.62 | X | | 178,683.49 |
| 09/15/2021 | DD | Balzen, Alyssa B | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Blair, Prari D | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Carter, Clinton R | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Curd, Charley | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Fox, Corrina D | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Mauk, David A | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Phillips, Hayli D | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Sparks, Levi L. | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Thomas, Larry B | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Irvin, Diane J | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Skittone, Shelby L | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/15/2021 | DD | Whitmire, Luke E | -split- | Direct Deposit | | X | | 178,683.49 |
| 09/16/2021 | 14661 | Alyssa Balzen | Accounts Payable | TX Water Lead... | 294.48 | X | | 178,389.01 |
| 09/16/2021 | 14663 | Card Service Center | Accounts Payable | 08/09/2021 -09... | 1,433.65 | X | | 176,955.36 |
| 09/20/2021 | 14664 | BPS Security | Accounts Payable | Inv#1215;Cust... | 645.00 | | | 176,310.36 |
| 09/20/2021 | 14665 | Dave Mauk | Accounts Payable | Personal L Sha... | 750.00 | X | | 175,560.36 |

Bandera Co. River Auth. & Groundwater Dist.

10/6/2021 2:56 PM

Register: Checking - Bandera Bank

From 07/01/2021 through 09/30/2021

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|-------------------------|---------------------|-------------------|-----------|---|----------|------------|
| 09/21/2021 | | | -split- | Deposit | | X | 2,834.76 | 178,395.12 |
| 09/22/2021 | 14662 | B. Dalton Bookkeepi... | Accounts Payable | Inv#8701: End ... | 455.00 | X | | 177,940.12 |
| 09/23/2021 | 14666 | B. Dalton Bookkeepi... | Accounts Payable | VOID: Reimbu... | | X | | 177,940.12 |
| 09/23/2021 | 14667 | VOIDED | Voided Check | | | X | | 177,940.12 |
| 09/23/2021 | 14668 | VOIDED | Voided Check | | | X | | 177,940.12 |
| 09/23/2021 | 14669 | B. Dalton Bookkeepi... | Accounts Payable | Reimburse - Pr... | 496.25 | | | 177,443.87 |
| 09/23/2021 | 14670 | VOIDED | Voided Check | | | X | | 177,443.87 |
| 09/27/2021 | 14671 | B. Dalton Bookkeepi... | Accounts Payable | Inv#8704 | 455.00 | | | 176,988.87 |
| 09/27/2021 | 14672 | Central Appraisal Di... | Accounts Payable | 4th Quarter FY... | 7,632.05 | | | 169,356.82 |
| 09/27/2021 | 14673 | Xerox Financial Serv... | Accounts Payable | 010-0038073-0... | 419.13 | | | 168,937.69 |
| 09/28/2021 | | | -split- | Deposit | | X | 1,215.00 | 170,152.69 |
| 09/28/2021 | 14674 | Mosty Law Firm | Accounts Payable | Inv#00297- Ge... | 180.00 | | | 169,972.69 |
| 09/29/2021 | | QuickBooks Payroll ... | -split- | Created by Pay... | 20,443.35 | X | | 149,529.34 |
| 09/30/2021 | | | Interest Income | Interest | | X | 15.94 | 149,545.28 |
| 09/30/2021 | ACH | Texas Workforce Co... | Payroll Liabilities | 99-882103-1 | 485.36 | | | 149,059.92 |
| 09/30/2021 | EFTPS | United States Treasury | -split- | 74-2576034 | 6,488.58 | X | | 142,571.34 |
| 09/30/2021 | DD | Balzen, Alyssa B | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Blair, Prari D | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Carter, Clinton R | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Curd, Charley | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Fox, Corrina D | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Mauk, David A | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Phillips, Hayli D | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Sparks, Levi L. | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Thomas, Larry B | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Irvin, Diane J | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Sckittone, Shelby L | -split- | Direct Deposit | | X | | 142,571.34 |
| 09/30/2021 | DD | Whitmire, Luke E | -split- | Direct Deposit | | X | | 142,571.34 |

Bandera County River Authority and Groundwater District



Well Report - FY 2021 - 4th Quarter

A. Registered and Permitted Well Reports - 4th Quarter

Registered Wells 4th Quarter FY 2021

- a.) July 17 wells
- b.) August- 18 wells
- c.) September- 48 wells

VS

Registered Wells 4th Quarter FY 2020

- a.) July- 11 wells
- b.) August- 20 wells
- c.) September- 10 wells

Total 4th quarter 2021= 83 wells

Total 4th quarter 2020= 43 wells

Permitted Wells- 3 APVD; 2 PNDG

Variance Requests- 5

B. Nuisance Complaints & Notice of Violations

Nuisance Complaints- 13

Notice of Violations- 2

C. Groundwater Tests 4th Quarter

4th Quarter FY 2021

- a.) Mineral Only- 4
- b.) Bacteria Only- 52
- c.) Both- 39

VS

4th Quarter FY 2020

- a.) Mineral Only- 2
- b.) Bacteria Only- 53
- c.) Both- 35

Total 4th quarter 2021= 95 tests

Total 4th quarter 2020= 90 tests

D. Water Well Plugging- 1

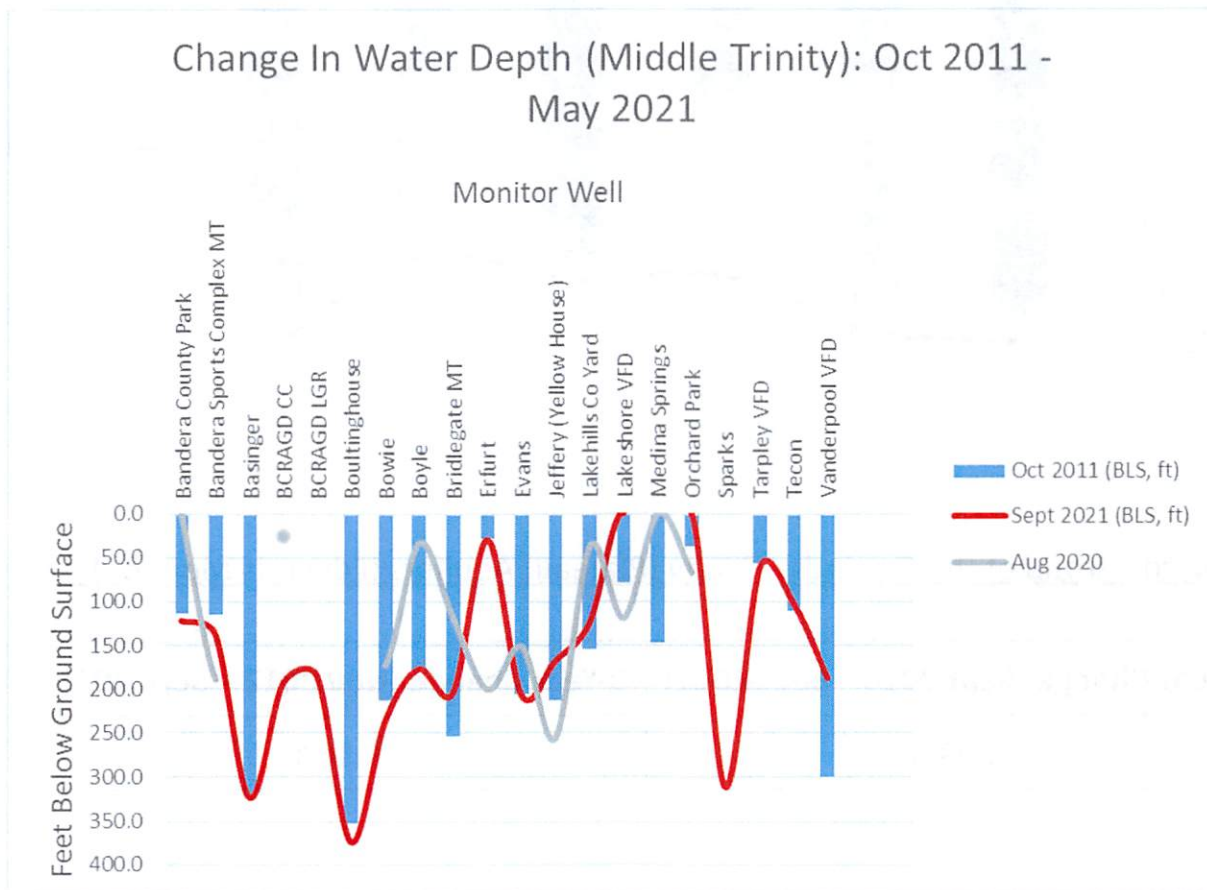
E. Geophysical Logging- 0



Monitor Well Report- 4th Quarter FY 2021
Bandera County Groundwater Evaluation

Middle Trinity Aquifer

| 1-Year Change (Aug 2020 – Sept 2021) | 10-Year Change (Oct 2011 – Sept 2021) |
|--------------------------------------|---------------------------------------|
| -5.0% | 3.8% |

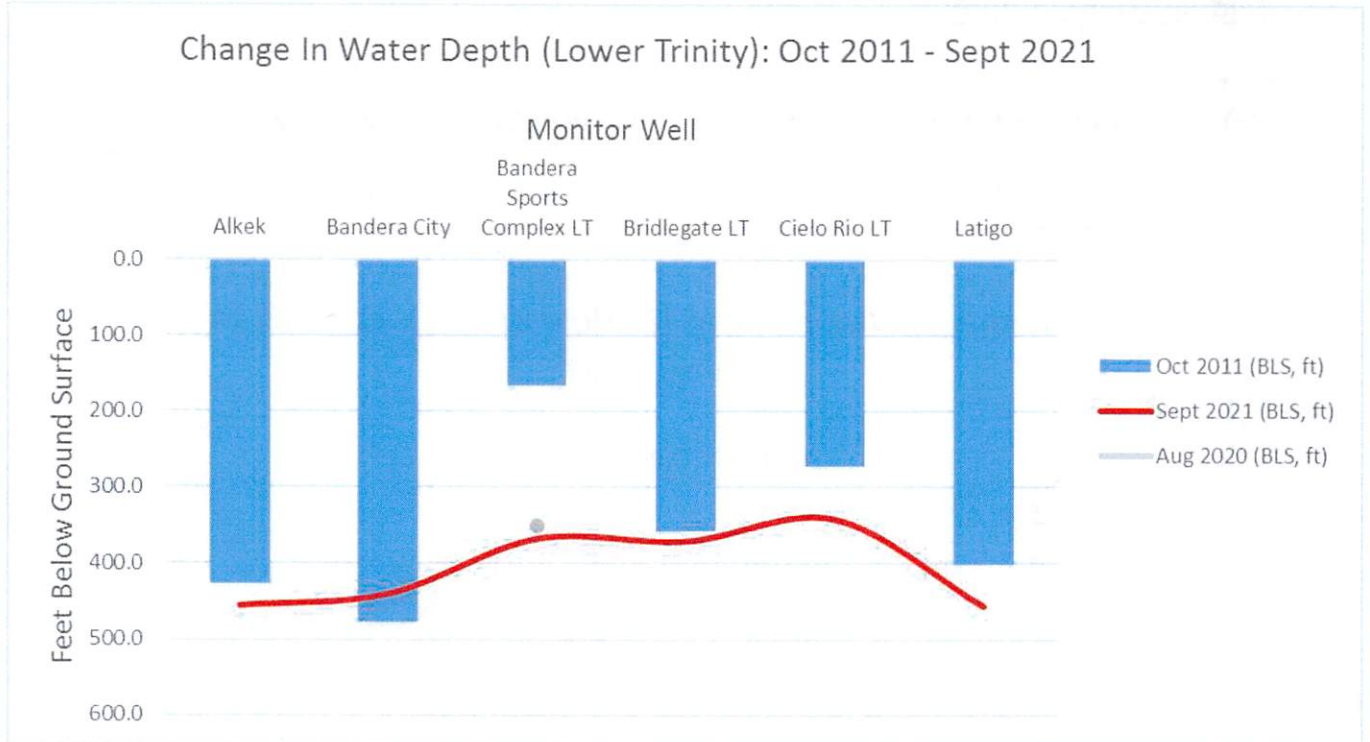


Lower Trinity Aquifer

Bandera County River Authority and Groundwater District



| 1-Year Change (Aug 2020 – Sept 2021) | 10-Year Change (Oct 2011 – Sept 2021) |
|---|--|
| -3.72% | -18.86% |



Edwards Group of the Edwards - Trinity (Plateau) Aquifers (Edwards Monitor Well)

| 1-Year Change (Sept 2020 – Sept 2021) | 9-Year Change (Nov 2012 – Sept 2021) |
|--|---|
| 0.09% | 0.15% |



FY 2021 4th Quarter Surface Water Evaluation & Reports

CLEAN RIVERS PROGRAM

Sabinal River

BCRAGD staff are responsible for the 4 sites in the Nueces Basin. Sabinal CRP sampling was conducted August 24, 2020. Next sampling will be conducted in of October 2020.

| Site # | Site Description |
|--------|------------------------------------|
| 13017 | Seco Creek @ RR 470 |
| 14939 | Sabinal River @ FM 187 |
| 21948 | Sabinal River @ Onion Ck |
| 22306 | Sabinal River near Lost Maples SNA |



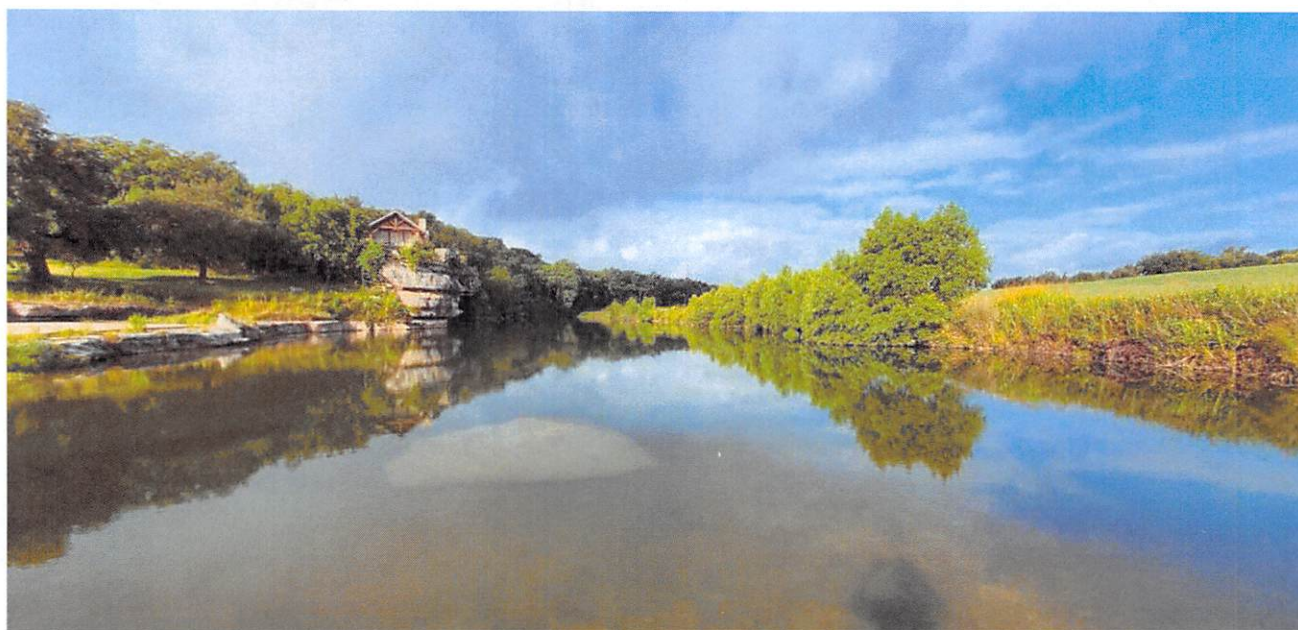
Medina River

BCRAGD staff is responsible for 8 riverine sample sites in the Medina Basin.

Medina River sampling was conducted with the San Antonio River Authority on August 12 & 19 , 2021.

The next sampling will be conducted in December of 2021.

| <u>Site #</u> | <u>Site Description</u> |
|---------------|---|
| 12830 | Medina R. @ English Crossing |
| 18447 | North Prong Medina R. @ Hwy 16- Wallace Creek |
| 13638 | Medina R. @ S Hwy 173 (Bandera City Park) |
| 12832 | Medina R. @ FM 470-Tarpley Crossing |
| 21125 | Medina R. @ Moffett Park |
| 21126 | N. Prong Medina R. @ FM 2107- Brewington |
| 15736 | W. Prong Medina R.- Coalkiln Road |
| 21631 | Medina R. @ The Mayan Ranch |



Medina Lake & Diversion Lake

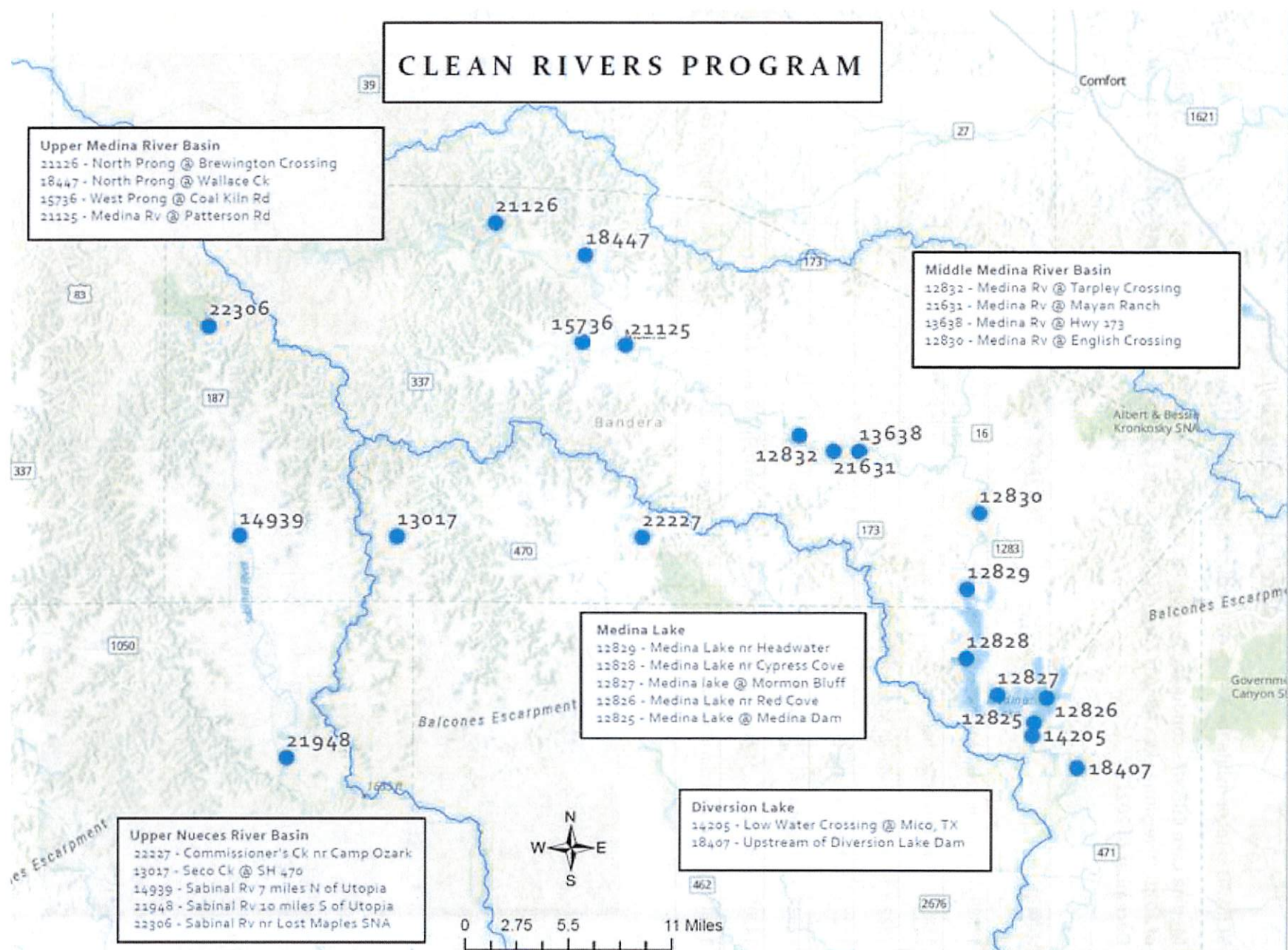
BCRAGD is responsible for 5 sites on Medina Lake and 2 on Diversion Lake.

Medina Lake CRP was conducted on August 17, 2021. The next sample will be conducted in December of 2021. Diversion Lake CRP was conducted on August 26, 2021. The next sample will be conducted in December of 2021.

| Site # | Site Description |
|--------|--|
| 12829 | Medina Lake Mid near Headwater |
| 12828 | Medina Lake between Cypress & Spettel Coves |
| 12827 | Medina Lake @ Mormon Bluff |
| 12826 | Medina Lake near Red Cove |
| 12825 | Medina Lake @ ML Dam West of San Antonio |
| 14205 | Medina R. Downstream Medina Reservoir in Mico, TX @ low water crossing |
| 18407 | 40 m upstream of the dam and approximately 1 mi upstream of Medina River Crossing at Medina CR 2615. |



CLEAN RIVERS PROGRAM



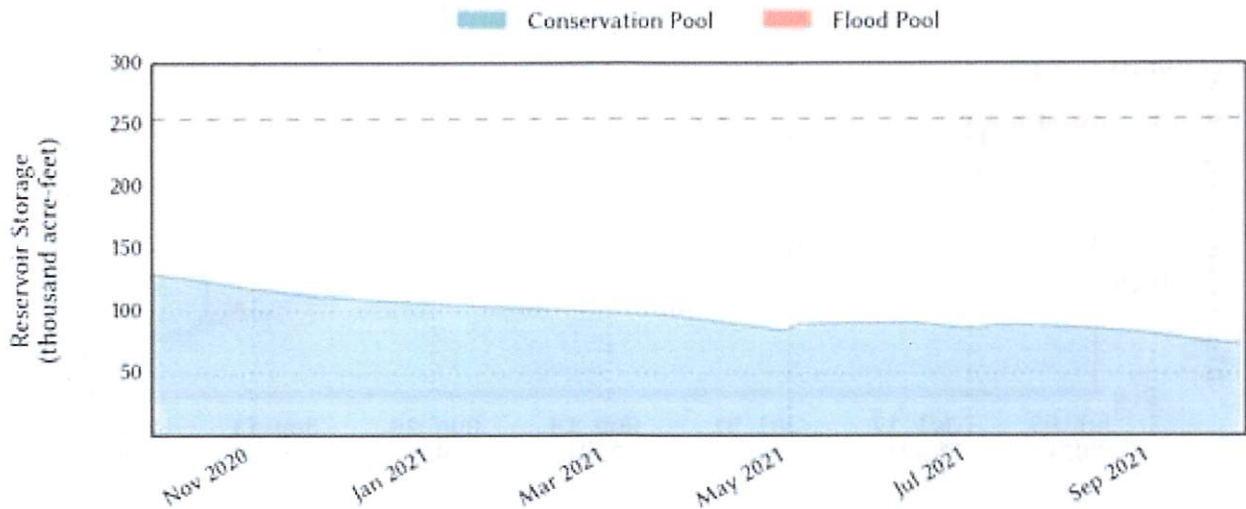
Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA,

Medina Lake Update

Measurements provided by the Texas Water Development Board's water Date for Texas website (<https://waterdatafortexas.org/reservoirs/individual/medina>):

- June 30, 2021, 34% full
- August 30, 2021, 32.3% full
- September 30, 2020, 29.1% full

Data Accessed on September 30, 2021



Historical Data

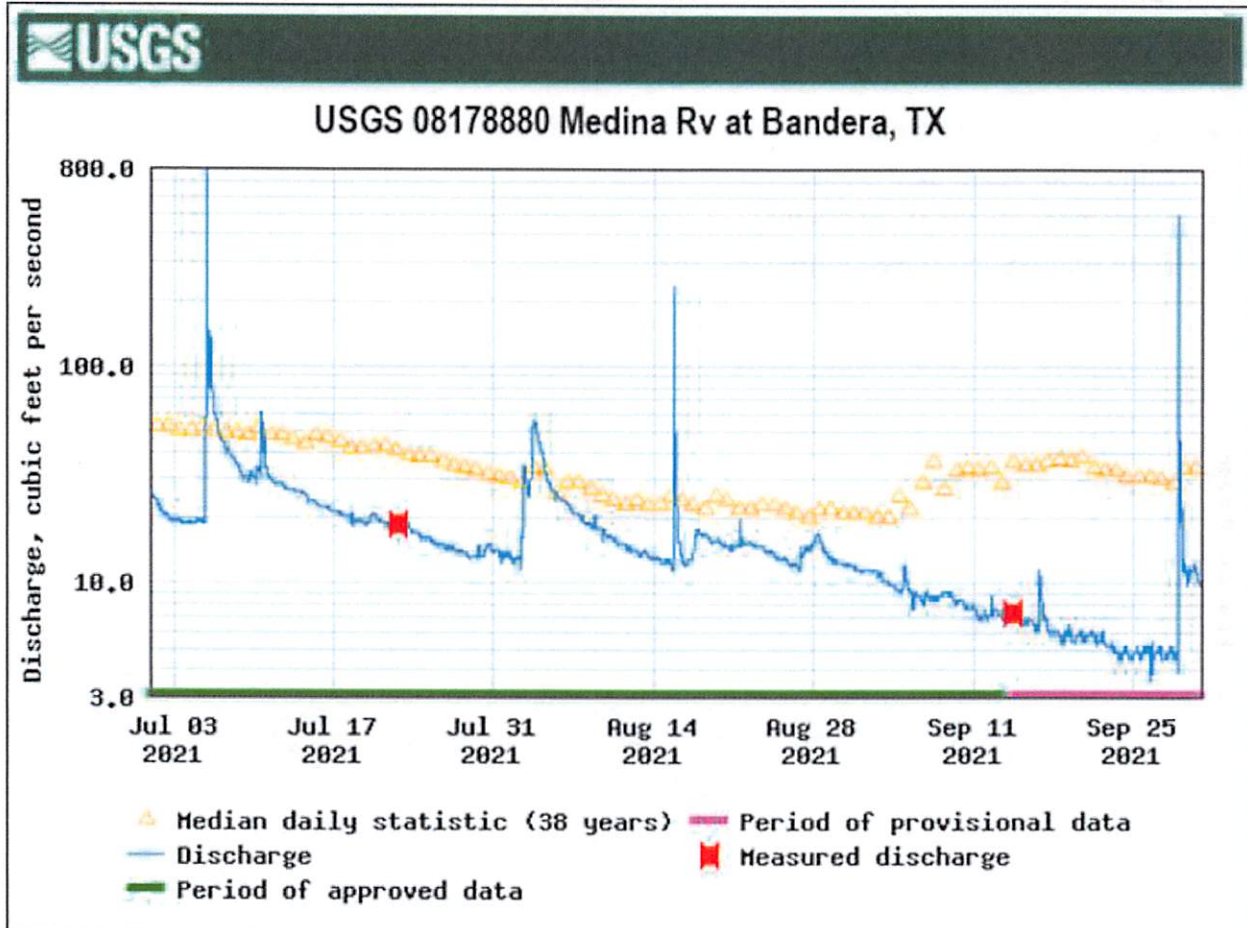
| | Date | Percent Full | Mean Water Level (ft) | Reservoir Storage (acre-ft) | Conservation Storage (acre-ft) | Conservation Capacity (acre-ft) | Surface Area (acres) |
|--------------|------------|--------------|-----------------------|-----------------------------|--------------------------------|---------------------------------|----------------------|
| Today | 2021-09-30 | 29.1 | 1,021.08 | 74,107 | 74,107 | 254,823 | 2,482 |
| Yesterday | 2021-09-29 | 29.1 | 1,021.12 | 74,206 | 74,206 | 254,823 | 2,484 |
| 2 days ago | 2021-09-28 | 29.1 | 1,021.08 | 74,107 | 74,107 | 254,823 | 2,482 |
| 1 week ago | 2021-09-23 | 29.5 | 1,021.48 | 75,105 | 75,105 | 254,823 | 2,509 |
| 1 month ago | 2021-08-30 | 32.3 | 1,024.23 | 82,244 | 82,244 | 254,823 | 2,676 |
| 1 months ago | 2021-06-30 | 34.0 | 1,025.86 | 86,678 | 86,678 | 254,823 | 2,764 |
| 6 months ago | 2021-03-30 | 37.0 | 1,028.57 | 94,360 | 94,360 | 254,823 | 2,906 |
| 1 year ago | 2020-09-30 | 50.5 | 1,039.09 | 128,801 | 128,801 | 254,823 | 3,739 |

* Percent Full is based on Conservation Storage and Conservation Capacity and doesn't account for storage in flood pool.

** Values above, including today's, are averaged conditions. For near real-time instantaneous water level, see table below or the [interactive map viewer](#).

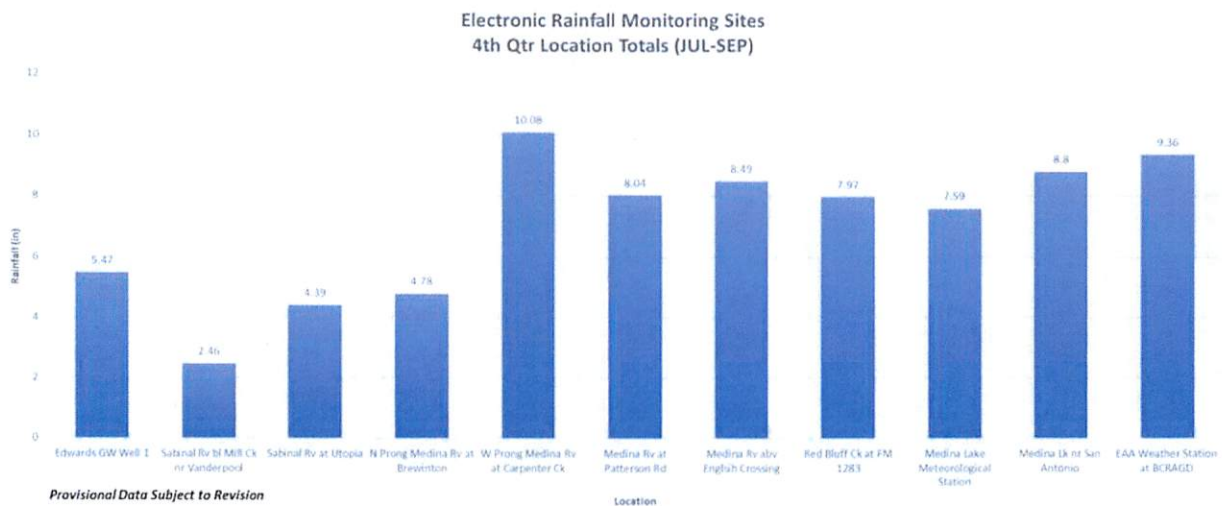
River & Rainfall Data (July 1st – September 30th, 2021)

4th Qtr. Mean Daily Flow (Medina River at Bandera USGS 08178880): 17.14 CFS



4th Qtr. Total Rainfall: 7.04 in

4th Qtr. Monthly Average Rainfall: 2.35 in



River Authority Highlights

CRP Biologist at the Mayan Ranch

On July 29th, 2021 Clinton Carter assisted the San Antonio River Authority to conduct an Aquatic Life Monitoring event on the Medina River. This assessment is used to identify species diversity and community composition of freshwater fish as well as measure physical habitat conditions along a specific reach of the Medina River. These events help to determine if the designated aquatic life uses are being attained.



Aquatic Life Monitoring is a biological component of TCEQ's Clean Rivers Program. More information about the Clean Rivers Program can be found here:

<https://www.tceq.texas.gov/waterquality/clean-rivers>

District In-House

The District has expanded the number of In-House sampling sights to include:

- 1) Medina River @ Peaceful Valley Rd
- 2) Privilege Creek @ SH 16
- 3) Medina Lake @ Pop's Place
- 4) Medina Lake @ Haby's Cove
- 5) Medina Lake @ Red Cove Marina

This brings the total number of Quarterly In-House Sites to 31. A map of the most recent sampling results can be found on the BCragd website under the Surface Water tab or at this link <https://www.bcragd.org/water-quality-testing/>

Clean Rivers Program

The San Antonio River Authority and the Nueces River Authority successfully conducted their biannual CRP Assessment of BCragd CRP protocols on July 15th, 2021.

The District obtained two additional sampling sites for the Clean Rivers Program

- 1) TCEQ-22306: Sabinal River near Lost Maples SNA
- 2) TCEQ-18407: Diversion Lake just upstream of Diversion Lake Dam.





**BCRAGD Public Service Announcement:
 Medina River & Sabinal River *E. coli* Counts July 7th, 2021**

Surface Water Staff from the Bandera County River Authority and Groundwater District (BCRAGD) collected water samples from sites along the Medina River, Medina Lake, Sabinal River, and their tributaries to assess levels of *E. coli* bacteria on July 7th, 2021.

E. coli is a bacteria found in the gut of warm-blooded animals and is known to potentially cause illness in humans if ingested. **No primary contact recreation should take place if the number of *E. coli* exceeds 399 most probable number (MPN) per 100 mL of water.** This standard is set by the Texas Commission on Environmental Quality (TCEQ) in the Texas Administrative Code (30 TAC §307.7). Meaning, no one should participate in activities that could result in the total submersion of the head under water if counts exceed the 399 MPN standard.

There is ALWAYS a possibility of infection from *E. coli* or other waterborne illness. **Never drink or ingest river water without proper disinfection, and always swim at your own risk.**

Results listed below were analyzed at the BCRAGD lab:

| | | | | | |
|----------------------------|------------|----------------------------|---------|---------------------------|----------|
| Medina Lake - Park @ PR 37 | 18 MPN | Bandera City Park @ 1st St | 328 MPN | Can Creek @ Lost Maples | 2 MPN |
| English Crossing | 816 MPN* | Tarpley Crossing | 328 MPN | Privilege Creek @ SH16 | 113 MPN |
| Bridlegate Park | 594 MPN* | Ranger Crossing | 205 MPN | Medina Lake @ Pop's Place | 770 MPN* |
| Bandera River Ranch Park | 866 MPN* | Moffett Park in Medina | 133 MPN | Medina Lake @ Haby's Cove | 17 MPN |
| W. Prong @ Coalkiln Rd | 250 MPN | N. Prong, Brewington | 91 MPN | Utopia City Park | 21 MPN |
| Medina Lake @ Red Cove | 6 MPN | Sabinal R @ Lost Maples | 41 MPN | N. Prong, Wallace Ck | 28 MPN |
| Bandera City Park @ SH173 | 2,420 MPN* | | | | |

*indicates that the sample was over the TCEQ threshold

The above results can also be found on the BCRAGD website, www.bcragd.org, and the BCRAGD Facebook page. BCRAGD is not a certified lab. Results are for informational purposes only.



**BCRAGD Public Service Announcement:
 Medina River & Sabinal River *E. coli* Counts July 21st & 22nd, 2021**

Surface Water Staff from the Bandera County River Authority and Groundwater District (BCRAGD) collected water samples from sites along the Medina River, Medina Lake, Sabinal River, and their tributaries to assess levels of *E. coli* bacteria on July 21st & 22nd, 2021.

E. coli is a bacteria found in the gut of warm-blooded animals and is known to potentially cause illness in humans if ingested. **No primary contact recreation should take place if the number of *E. coli* exceeds 399 most probable number (MPN) per 100 mL of water.** This standard is set by the Texas Commission on Environmental Quality (TCEQ) in the Texas Administrative Code (30 TAC §307.7). Meaning, no one should participate in activities that could result in the total submersion of the head under water if counts exceed the 399 MPN standard.

There is ALWAYS a possibility of infection from *E. coli* or other waterborne illness. **Never drink or ingest river water without proper disinfection, and always swim at your own risk.**

Results listed below were analyzed at the BCRAGD lab:

| | | | | | |
|----------------------------|-------------|----------------------------|---------|---------------------------|---------|
| Medina Lake - Park @ PR 37 | <1 MPN | Bandera City Park @ 1st St | 79 MPN | Can Creek @ Lost Maples | <1 MPN |
| English Crossing | 75 MPN | Tarpley Crossing | 161 MPN | Privilege Creek @ SH16 | 4 MPN |
| Bridlegate Park | 76 MPN | Ranger Crossing | 43 MPN | Medina Lake @ Pop's Place | 10 MPN |
| Bandera River Ranch Park | 62 MPN | Moffett Park in Medina | 60 MPN | Medina Lake @ Haby's Cove | <1 MPN |
| W. Prong @ Coalkiln Rd | 56 MPN | N. Prong, Brewington | 57 MPN | Utopia City Park | 6 MPN |
| Medina Lake @ Red Cove | <1 MPN | Sabinal R @ Lost Maples | 10 MPN | N. Prong, Wallace Ck | 111 MPN |
| Bandera City Park @ SH173 | >2,420 MPN* | | | | |

*indicates that the sample was over the TCEQ threshold

The above results can also be found on the BCRAGD website, www.bcragd.org, and the BCRAGD Facebook page. BCRAGD is not a certified lab. Results are for informational purposes only.



**BCRAGD Public Service Announcement:
Medina River & Sabinal River *E. coli* Counts August 11, 2021**

Surface Water Staff from the Bandera County River Authority and Groundwater District (BCRAGD) collected water samples from sites along the Medina River, Medina Lake, Sabinal River, and their tributaries to assess levels of *E. coli* bacteria on August 11th, 2021.

E. coli is a bacteria found in the gut of warm-blooded animals and is known to potentially cause illness in humans if ingested. **No primary contact recreation should take place if the number of *E. coli* exceeds 399 most probable number (MPN) per 100 mL of water.** This standard is set by the Texas Commission on Environmental Quality (TCEQ) in the Texas Administrative Code (30 TAC §307.7). Meaning, no one should participate in activities that could result in the total submersion of the head under water if counts exceed the 399 MPN standard.

There is ALWAYS a possibility of infection from *E. coli* or other waterborne illness. **Never drink or ingest river water without proper disinfection, and always swim at your own risk.**

Results listed below were analyzed at the BCRAGD lab:

| | | | | | |
|----------------------------|---------|--------------------------------|---------|---------------------------|---------|
| Medina Lake - Park @ PR 37 | <1 MPN | Bandera City Park @ 1st St | 102 MPN | Can Creek @ Lost Maples | 3 MPN |
| English Crossing | 27 MPN | Tarpley Crossing | 194 MPN | Privilege Creek @ SH16 | Dry |
| Bridlegate Park | 39 MPN | Ranger Crossing | 119 MPN | Medina Lake @ Pop's Place | 16 MPN |
| Bandera River Ranch Park | 110 MPN | Moffett Park in Medina | 172 MPN | Medina Lake @ Haby's Cove | 16 MPN |
| W. Prong @ Coalkiln Rd | 96 MPN | N. Prong, Brewington | 9 MPN | Utopia City Park | 6 MPN |
| Medina Lake @ Red Cove | 2 MPN | Sabinal R @ Lost Maples | 4 MPN | N. Prong, Wallace Ck | 108 MPN |
| Bandera City Park @ SH173 | 248 MPN | Medina Rv @ Peaceful Valley Rd | 86 MPN | | |

The above results can also be found on the BCRAGD website, www.bcragd.org, and the BCRAGD Facebook page. BCRAGD is not a certified lab. Results are for informational purposes only.



**BCRAGD Public Service Announcement:
 Medina River *E. coli* Counts September 1st, 2nd & 8th, 2021**

Surface Water Staff from the Bandera County River Authority and Groundwater District (BCRAGD) collected water samples from sites along the Medina River, Medina Lake, Sabinal River, and their tributaries to assess levels of *E. coli* bacteria on September 1st, 2nd and 8th.

E. coli is a bacteria found in the gut of warm-blooded animals and is known to potentially cause illness in humans if ingested. **No primary contact recreation should take place if the number of *E. coli* exceeds 399 most probable number (MPN) per 100 mL of water.** This standard is set by the Texas Commission on Environmental Quality (TCEQ) in the Texas Administrative Code (30 TAC §307.7). Meaning, no one should participate in activities that could result in the total submersion of the head under water if counts exceed the 399 MPN standard.

There is ALWAYS a possibility of infection from *E. coli* or other waterborne illness. **Never drink or ingest river water without proper disinfection, and always swim at your own risk.**

Results listed below were analyzed at the BCRAGD lab:

| | | | | | |
|-------------------------------|---------------------|--------------------------------|---------|---------------------------|-----------------------|
| Medina Lake - Park @ PR 37 | <1 MPN | Bandera City Park @ 1st St | 193 MPN | W. Prong @ Coalkiln Rd | 649 MPN* 479 MPN** |
| English Crossing | 37 MPN | Tarpley Crossing | 114 MPN | W. Prong @ Carpenter Ck | 11 MPN |
| Bridlegate Park | 46 MPN | Ranger Crossing | 77 MPN | Williams Ck in Tarpley | 137 MPN |
| Bandera River Ranch Park | Dry | Moffett Park in Medina | 58 MPN | Seco Ck @ RR470 | 31 MPN |
| Bandera Creek @ SH 16 S | 84 MPN | 1st Crossing @ RR337 | 117 MPN | Sabinal R @ Cornelius Rd | 148 MPN |
| Lower Mason Creek | 102 MPN | N. Prong, Brewington | 9 MPN | Sabinal R @ SH187 | 5 MPN |
| Upstream of WWTP, Bandera | 124 MPN | N. Prong, Rocky Ck | 12 MPN | Sabinal R @ Lost Maples | 5 MPN |
| Bandera City Park @ SH173 | 435 MPN* 214 MPN | N. Prong, Wallace Ck | 42 MPN | West Verde Ck @ FM1077 | 3 MPN |
| Utopia City Park | 5 MPN | Medina River @ Peaceful Valley | 93 MPN | Privilege Creek @ SH 16 | Dry |
| Medina Lake @ Pop's Place | 44 MPN | Sabinal RV @ Lost Maples | 4 MPN | Medina Lake @ Haby's Cove | 8 MPN |
| Medina Lake @ Red Cove Marina | 2 MPN | | | | |

* Indicates sample was over TCEQ threshold of 399 MPN

** Indicates resample collected on September 8th, 2021

The above results can also be found on the BCRAGD website, www.bcragd.org, and the BCRAGD Facebook page. BCRAGD is not a certified lab. Results are for informational purposes only.

Education and Outreach Highlights



Bandera County River Authority &
Groundwater District



@bcragd_tx



@BCRAGD_TX



Bandera County River
Authority & Groundwater
Dist.

As a political subdivision of the state, BCRAGD has an obligation of transparency to the public, which is met through the channels of social media and a maintained website. These venues are vital in providing open lines of communication between the District and the general public.

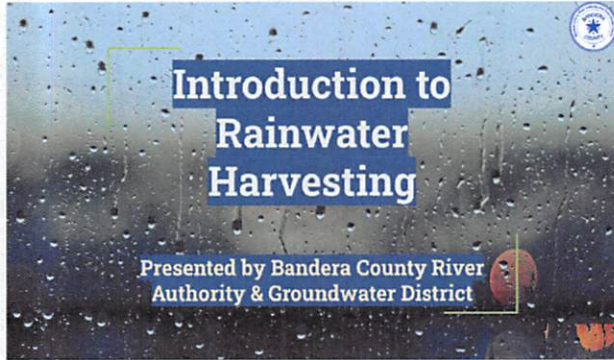
This quarter, the BCRAGD team has been working diligently on public outreach and education. One of the most effective means of public outreach is through social media with Instagram, Twitter, Facebook, and YouTube. The team has the ability to provide vital information to targeted audiences and promote public awareness relating to issues and topics such as: changing weather patterns, ongoing projects of the District, natural resource and water conservation, and stewardship. Social Media outlets allow for the District to share and promote resources from collaborating agencies such as National Weather Service, Texas Ag-Extension office, Texas Floodplain Managers Association, Texas Water Development Board, and many others. This quarter, the focus of information has been on county surface water quality, weather conditions, and ongoing district projects, and participation in the Hill Country Living Festival and Rainwater Revival.

Education Highlights

The BCragd Education and Outreach team partnered with Medina Library on July 27, 2021 to offer water conservation and preservation education to children of various ages. Charley Curd presented the water cycle story time and activity boards to the younger age group and Corrina Fox presented the What is a Watershed information and build your own watershed activity to the older age group. There were a total of 18 children that participated in the event.



The BCRAGD Education team conducted a month-long Rainwater Harvesting Campaign that consisted of information posted via social media sites across several weeks in September. This campaign concluded with a virtual presentation of an introduction to Rainwater Harvesting.



In addition BCRAGD made a donation of school supply baskets to the Back to School Bash hosted by the Hill Country Good Samaritans. The Back to School Bash campaign gets the community together to provide needed school supplies and connect families with useful resources. This year, the event was held in Lake Hills and in Medina to reach more families in Bandera County.

Social Media Highlights

Page Overview

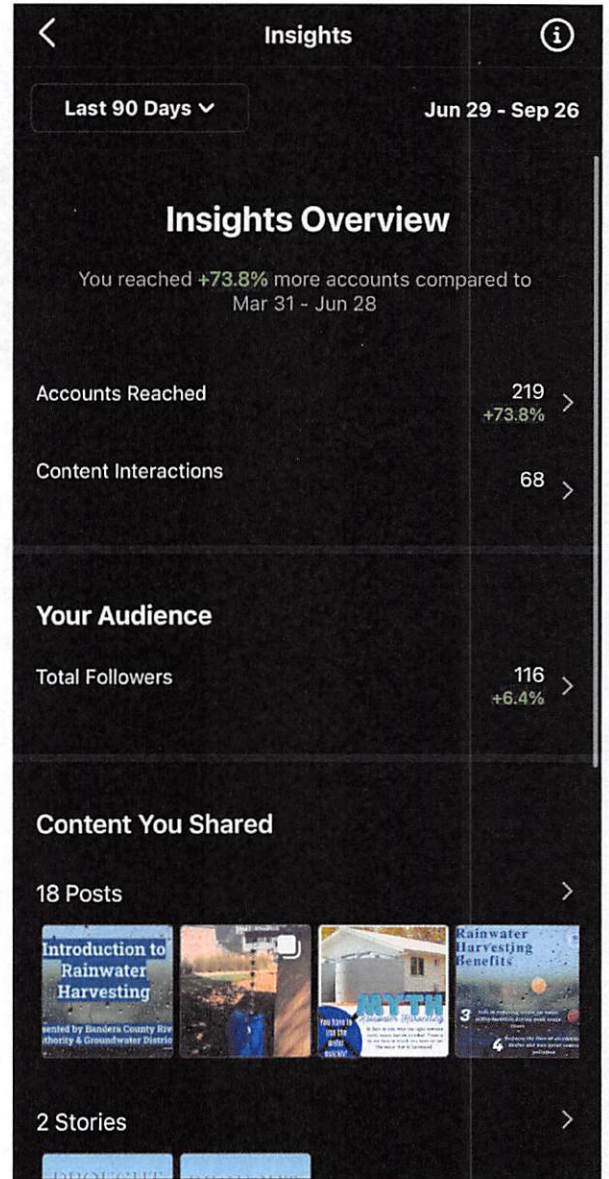
Followers: 1,313

Last 28 days

| | |
|---|-------|
|  Post Reach | 1,434 |
|  Post Engagement | 278 |
|  New Followers | 17 |

Taken from Facebook on 10/6/21

BCRAGD used social media to share information on a variety of important topics. One crucial topic was weather; including information on current weather conditions on potentially dangerous storms, flash floods and drought conditions. Another topic was invasive species; particularly *Arundo Donax* and how to identify it and the issues it causes in our ecosystem. BCRAGD also put out information on water recreation safety and shared other vital information from collaborative partners.



The screenshot shows the Facebook Insights interface for a page. At the top, it says 'Insights' with a back arrow on the left and an info icon on the right. Below that, there's a dropdown menu for 'Last 90 Days' and a date range 'Jun 29 - Sep 26'. The main heading is 'Insights Overview'. A summary line states: 'You reached +73.8% more accounts compared to Mar 31 - Jun 28'. Below this are three rows of metrics: 'Accounts Reached' (219, +73.8%), 'Content Interactions' (68), and 'Your Audience' (Total Followers: 116, +6.4%). At the bottom, there are two sections: 'Content You Shared' (18 Posts) and '2 Stories'. The 'Content You Shared' section shows four thumbnails: 'Introduction to Rainwater Harvesting', a photo of a water tap, a photo of a house with a rainwater harvesting system, and 'Rainwater Harvesting Benefits'.



Bandera County River Authority & Groundwater District

Published by Later - September 27 at 6:30 PM

Here is a photo of Arundo donax in Bandera County. BCRA GD works with Texas Parks and Wildlife toward control of this highly invasive non-native grass!

Arundo can be significantly damaging to the health of streams and rivers by affecting water quality and quantity!

For more information visit the link!... See More [Text!](#)



WATER RECREATION SAFETY TIPS

- CHECK THE WATER TEMPERATURE AND WEATHER CONDITIONS BEFORE HITTING THE WATER
- SWIM IN A DESIGNATED SWIMMING AREA
- WEAR USCG-APPROVED LIFE VEST FOR BOATING
- NEVER SWIM ALONE
- HAVE A PLAN FOR EMERGENCIES



Life is better when everyone is safe!

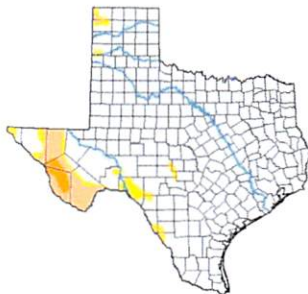


Bandera County River Authority & Groundwater District

Posted by Instagram Jul 20

New Drought Status posted on July 15, 2021. There are currently no drought restrictions in effect.

U.S. Drought Monitor Texas



July 13, 2021 (Released Thursday, Jul. 15, 2021) Valid 8 a.m. EDT

| | Drought Conditions (Percent Area) | | | | |
|------------------------|-----------------------------------|-------|-------|-------|-------|
| | None | D0 | D1 | D2 | D3 |
| Current | 91.58 | 8.82 | 0.54 | 1.16 | 0.00 |
| Last Week | 87.97 | 12.83 | 0.06 | 1.17 | 0.00 |
| 1 Month Ago | 8.32 | 91.13 | 79.18 | 28.91 | 24.28 |
| Start of Calendar Year | 8.90 | 91.20 | 81.11 | 50.33 | 30.08 |
| Start of Water Year | 37.36 | 42.85 | 31.86 | 30.91 | 12.02 |
| One Year Ago | 42.86 | 47.24 | 32.17 | 21.67 | 3.03 |

Legend:

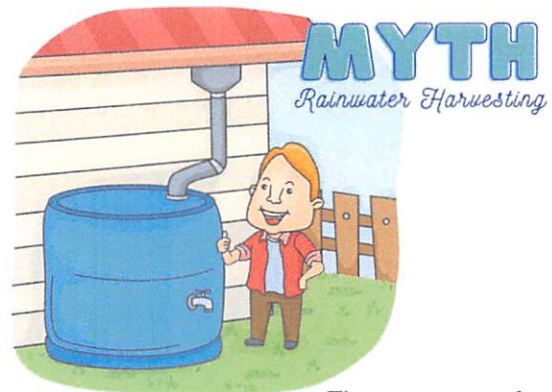
- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <http://droughtmonitor.unl.edu/about.aspx>

Author:
AUBIN HARTMAN
NSAAN/USDR/CE/C/F/C

Logos: USDA, NRCS, NWS, NOAA

droughtmonitor.unl.edu



~~Rainwater Harvesting is expensive!~~

There are several options when it comes to harvesting rainwater that are at all different price points!

District Highlight

This quarter Bandera County River Authority and Groundwater District added three new members to our team.



Meet Diane Irvin

Diane joined the District in August of 2021 as our Office Coordinator. Prior to joining the District Diane has over 20 years of public service and office administration experience as well as 3 years working directly with Bandera County residents. As Office Coordinator, Diane is the face of the District and greets the public with a smile! Her responsibilities include making sure that District office operations are smoothly and successfully conducted, ensuring continuity of District services. She is the District's liaison between the BCRAGD office and the public, and assists District staff with the implementation of District goals and programs and making sure

they are met. Other duties include assisting with well registrations, permits, and water samples. In addition to her responsibilities, Diane will be the District's Public Information Request Coordinator.



Meet Luke Whitmire

Luke joined the District in August of 2021 as our Surface Water Science Manager. Prior to joining the District, Luke worked as Chief Science Officer for both US based and international companies. His work led to first of its kind FDA clearance for epilepsy monitoring devices and multiple patents for neurological devices. Before his time as a neuroscientist, Luke spent ten years as a nurse. He graduated from Schreiner University with a B.S. in Biochemistry in 2007 and then continued to the University of Texas Health Science Center where he earned a PhD in Physiology in 2014.



Meet Shelby Sckittone

Shelby joined the BCRAGD team in September 2021 as a Natural Resource Specialist, after interning at the District for three months. Prior to her internship and job offer, she attended the University of Texas at San Antonio where she graduated with a bachelor's degree in Geology. In addition she also writes the monthly bulletin for the South Texas Geological Society. Shelby plans to use her degree to assist the team in collecting groundwater and surface water data. Her responsibilities as a Natural Resource Specialist include participating in TCEQ's Clean Rivers Program, the District's

In-House Water Quality Monitoring, Healthy Creeks Initiative, Monitor Well data and sample collections, invasive species ecological assessments, groundwater sample collection, well inspections, and lab analyses.

July 1, 2021

Ms. Charley Curd
Office Coordinator
Bandera County River Authority and Groundwater District
P.O. Box 177
Bandera, TX 78003-0121

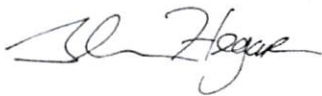
Dear Ms. Curd:

I am pleased to inform you that Bandera County River Authority and Groundwater District has earned a Transparency Stars Award in the area of Traditional Finances. Our website now displays your award status and the link you submitted in your application. Enclosed is your Transparency Stars Award Certificate. You will also receive a digital Transparency Stars seal you may post on your website.

Note that you are required to maintain and update your transparency content to retain your Star. Comptroller staff will perform regular checks of your site.

Congratulations on your success in demonstrating exemplary efforts toward financial transparency.

Sincerely,



Glenn Hegar

Enclosure





Transparency Stars

The Texas Comptroller of Public Accounts awards

Bandera County River Authority

and Groundwater District

the **Traditional Finances Star**

for exemplary efforts in creating financial transparency around public services and spending decisions. The Transparency Stars program recognizes local governments across Texas that are striving to meet a high standard for financial transparency online. These efforts provide citizens with clear, consistent information about public spending in user-friendly formats.



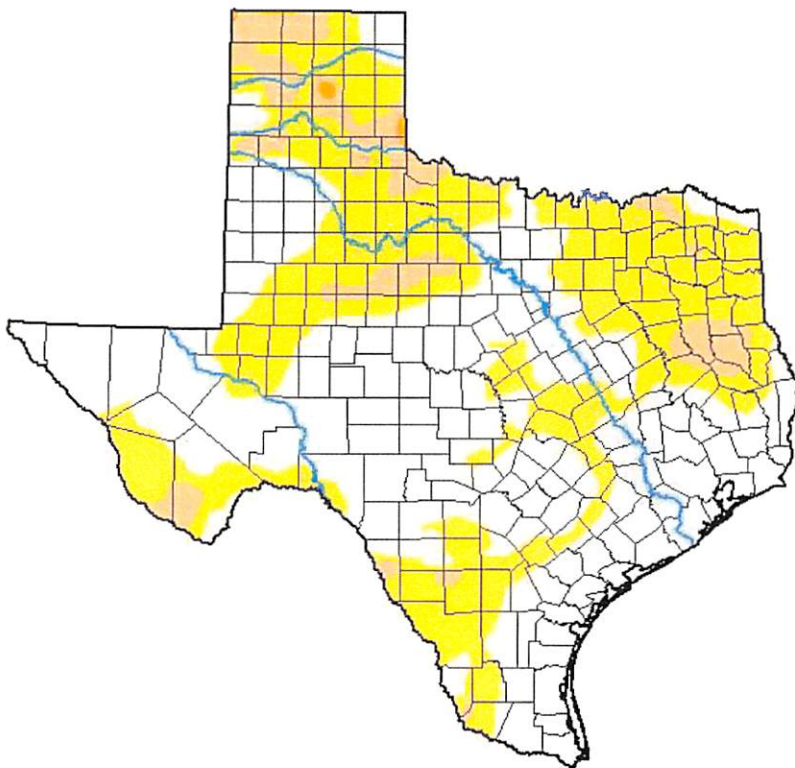
July 1, 2021

U.S. Drought Monitor Texas

October 5, 2021
(Released Thursday, Oct. 7, 2021)
Valid 8 a.m. EDT

Drought Conditions (Percent Area)

| | None | D0-D4 | D1-D4 | D2-D4 | D3-D4 | D4 |
|---|-------|-------|-------|-------|-------|-------|
| Current | 55.05 | 44.95 | 8.26 | 0.27 | 0.00 | 0.00 |
| Last Week 09-28-2021 | 45.57 | 54.43 | 7.26 | 0.27 | 0.00 | 0.00 |
| 3 Months Ago 07-06-2021 | 87.07 | 12.93 | 5.98 | 1.17 | 0.00 | 0.00 |
| Start of Calendar Year 12-29-2020 | 8.80 | 91.20 | 81.11 | 50.33 | 30.09 | 13.03 |
| Start of Water Year 09-28-2021 | 45.57 | 54.43 | 7.26 | 0.27 | 0.00 | 0.00 |
| One Year Ago 10-06-2020 | 55.10 | 44.90 | 33.42 | 22.49 | 13.18 | 3.29 |



Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Brian Fuchs
National Drought Mitigation Center



droughtmonitor.unl.edu



FLOOD EARLY WARNING SYSTEM OF THE UPPER MEDINA RIVER WATER SHED OF BANDERA COUNTY, TEXAS ANNUAL PROGRESS REPORT FY-2021

Medina River FEWS, APR -2021-002

Abstract

Floods are the leading cause of natural disaster losses in the United States. Although loss of life to floods during the past half century have declined, in part because of improved warning systems. Economic losses have continued to rise with increased urbanization in flood hazard areas throughout the nation (U.S. Geological Survey, 2006).

On June 1, 2016, the Bandera County River Authority and Groundwater District, (BCRAGD) applied for, and received, a 50/50 cost shared funding grant from the Texas Water Development Board, (TWDB) for a total project cost of \$460,000.00, to contract with the U.S. Geological Survey (USGS) for development of a flood warning tool set for the Medina River, Bandera County, Texas. A contract was entered into by both the BCRAGD and TWDB on December 27, 2017. The study area encompassed a 23-mile reach of the Medina River from the confluence of Winans Creek to English Crossing Road above Medina Lake (table 1, fig. 1). The USGS developed a Hydrologic Engineering Center-River Analysis System (HEC-RAS) model, which applied data from existing streamflow-gaging stations and installed two additional 'stage only' streamflow-gaging stations with rainfall monitors along the headwaters of the North and West Prongs of the Medina River. A flood atlas, consisting of a library of flood-inundation maps for a range of streamflow conditions, was developed and were included on the USGS Flood Inundation Mapping Program (FIMP) website. The Flood Inundation Maps (FIMS) depict estimates of the areal extent and depth of flooding corresponding to selected water levels (stages) at the USGS streamflow-gaging station 08178880 Medina River at Bandera, Texas.

Annual Progress Report for Medina River FEWS, No. APR-2021-002, summarizes task completions and accomplishments by the USGS and BCRAGD during the period September 1, 2020, through August 31, 2021.

Larry B. Thomas, CFM
lthomas@bcragd.org

September 10, 2021

Flood Early Warning System of the Medina River for Bandera County, Texas

To: Ivan Ortiz, CFM, CTCM
Flood Mitigation Planning
Texas Water Development Board
P.O. Box 13231, 1700 N. Congress Ave.
Austin, Tx. 78711-3231
ivan.ortiz@twdb.texas.gov

From: Larry B. Thomas, CFM
Natural Resource Specialist
Flood Early Warning System Project Manager
Bandera County River Authority and Groundwater District
440 FM 3240, P.O.Box 177
Bandera, Tx. 78003-0177
lthomas@bcragd.org

Subject: **Annual Progress Report for the Period – September 01, 2020, to August 31, 2021. Texas Water Devolvemnt Board -- Contract Number: 1600012035**

1. Initial 3-year Project Development Period: August 25, 2016 - May 31, 2019
 2. Annual Progress Report Period: September 1, 2020, to August 31, 2021
 3. A Five Year BCRA GD commitment to maintain the Medina River Flood Early Warning System (FEWS) operation and maintenance funding to USGS and provide annual Progress reports to Texas Water Development Board (TWDB) project manager, no later than 30 days following August 31st each year. This period began August 31, 2020, and will end August 31, 2024.
- Due to the U.S. Geological Survey (USGS) Fiscal Year of October 1, through September 30, TWDB quarterly reports provided by BCRA GD during the initial 3-year installation and modeling period of the Medina River FEWS, there were partial periods where quarterly reports overlapped.
 - Due to the Covid-19 pandemic and social distancing requirements set forth by the Center of Disease Control (CDC) and The State of Texas, a Public Meeting was not held, during the reporting period of Dec. 1, 2020, to Feb. 28, 2021, as planned. However, during the quarterly reporting period of Mar.1 to May 31, 2021, a 'Virtual' on-line Zoom meeting was held on Monday April 19, 2021, with a team of U.T. Arlington Professors, Rice University Associate Professors, and BCRA GD personnel, Larry Thomas and Hayli Phillips, regarding the Medina River FEWS for Bandera County.

Completed contractual tasks 1 thru 4 are referenced to the period August 25, 2016, to May 31, 2019. Percentage of task completions are referenced to the TWDB Final Report date 8-20-2019.

Task 1: Routine data collection and equipment maintenance; (Continual data collection)
Task 1 is 100% complete for the stream-gage installations and for ongoing routine maintenance as USGS routinely performs preventative maintenance on a 6 to 8-week interval and more frequent during storm related events when required.

USGS Medina FEWS Stations installed and maintained: (Table 1 / Figure 1)

- West Prong Medina River at Carpenter Creek Rd nr Medina, TX. USGS 08178871
- N. Prong. Medina River at Brewington Crossing, FM-2107 nr Medina, TX. USGS 08178861
- Medina River at Patterson Rd at Medina, TX. USGS 0817887350

Task 2: Development and calibration of a HEC-RAS model for the study area.
Task 2 is 100% complete.

Task 3: Model scenarios and development of a flood atlas.
Task 3 is 100% complete.

<http://wimcloud.usgs.gov/apps/FIM/FloodInundationMapper.html>

Task 4: Reporting and integration with Flood Inundation Mapping Program (FIMP) Website. (http://water.usgs.gov/osw.flood_inundation)
Task 4 is 100% complete

Tasks Completed: September 01, 2020, through August 31, 2021

- Concluding the project 3-year installation and modeling development of the Medina River FEWS, a Bandera County Public meeting was previously held on June 12, 2019. USGS presented the status of the FEWS and inundation mapping status. In addition, USGS presented information and overview of the Flood Atlas created to members of TWDB staff, BCRA GD Board of Directors and staff, Bandera Emergency Management Service (EMS), and local Citizens.
- Stream Gage Elevation Levels for water surface stage above the North American Vertical Datum of 1988 (NAVD 88) were completed by USGS at the FEWS stream-gage locations, including culverts, low water crossings and specific locations within the study area. Lidar elevations were also applied by USGS and are on file at USGS.

- A BCragd internal document titled 'BCragd - Flood Plan' is to be utilized during significant storm events and was revised September 9th, 2021, for BCragd staff and includes specific guidelines and EMS contact information for use during flooding events.
- Routine monitoring of USGS satellite telemetry data for streamflow (cfs), water surface stage (ght/elev.) and rainfall totals (inches), reported from the FEWS gages are completed daily. Continual review of the river streamflow and water surface elevation's

Tasks Completed: September 01, 2020, through August 31, 2021 (continued)

responses during rainfall events are compared by hydrograph relationships (drainage basin delineation signatures) of each station within the FEWS for determining river flow trends as well as travel times between upstream / downstream locations, specifically for use during a flooding occurrence. (<http://waterdata.usgs.tx.gov>)

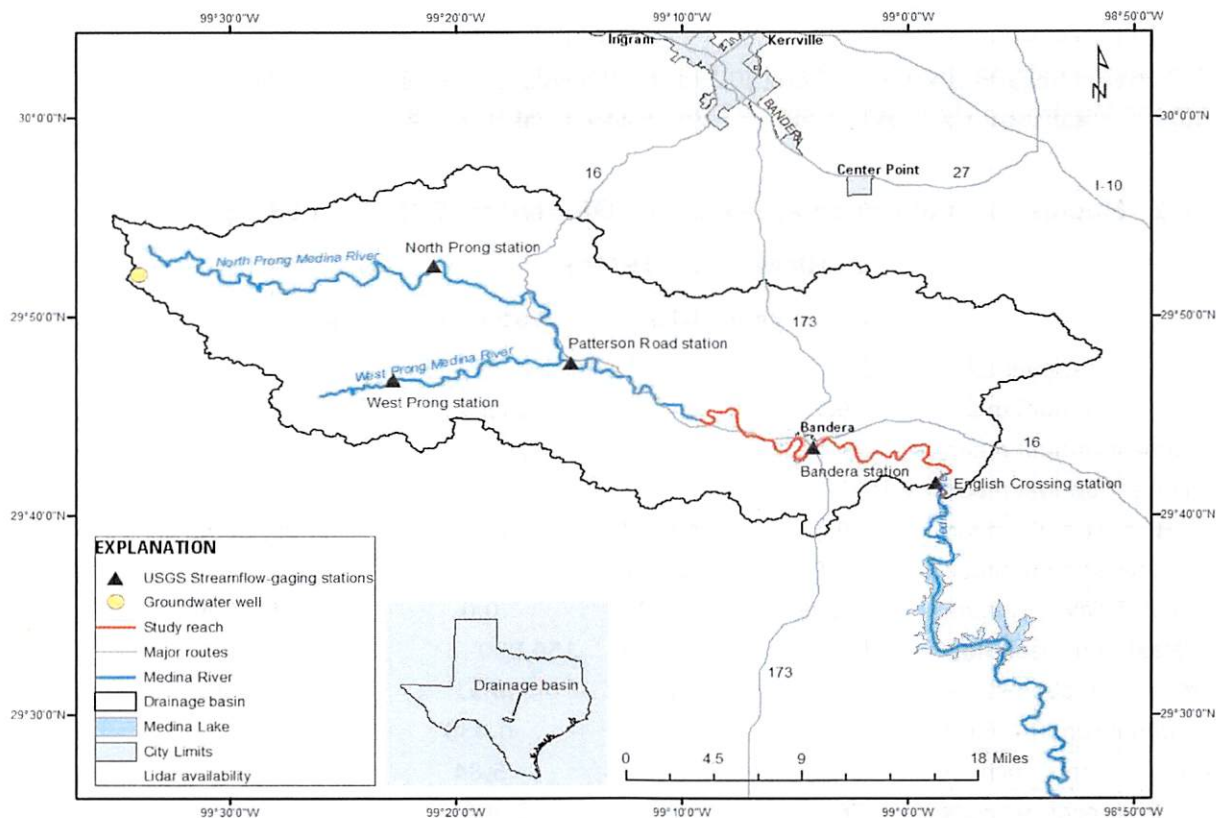
- BCragd has received and paid as agreed, all outstanding USGS invoices to date for the beginning three-year installation period. All TWDB payment requests were paid, and quarterly TWDB reports were completed as scheduled prior to the project development expiration date of August 31, 2019. Thereafter operation and maintenance costs by the USGS – FEWS continue and are supported for obligatory contractual period by BCragd at a Five year minimum to be paid, ending August 31, 2024.
- BCragd Final report received TWDB Approval on August 20, 2019.
- A USGS press release previously occurred on August 26, 2019, and was held at the BCragd Bandera County, Tx Office. The USGS released and provided specifics of the flood inundation tool set and included information of the Flood Inundation Mapping System (FIMS). A Scientific Investigations Report (SIR 2019-5067), USGS Fact Sheets, and electronic / digital formats and web site, including social media outlets, were made available during the scheduled press release.

Table 1. U.S. Geological Survey streamflow-gaging stations in the FEWS study area includes a 23-mile reach in the Medina River.

| Station number | Station name | Latitude and longitude | Data collected | Period of data collection | Changes made |
|----------------|---|------------------------|------------------------------|---|---------------------|
| 0817887350 | Medina River at Patterson Road at Medina, Texas. | 29.79389, -99.2486 | Discharge | November 2, 2011–present | Added precipitation |
| | | | Gage height | November 2, 2011–present | |
| | | | Precipitation | January 6, 2019–present | |
| 08178880 | Medina River at Bandera, Texas. | 29.72384, -99.0700 | Discharge | May 28, 1987–present | -- |
| | | | Gage height | October 1, 2007–present | |
| 08178980 | Medina River above English Crossing near Pipe Creek, Texas. | 29.69439, -98.9793 | Discharge | May 10, 2017–present | Added precipitation |
| | | | Gage height | May 10, 2017–present | |
| | | | Precipitation | January 6, 2019–present | |
| 08178861 | North Prong Medina River at Brewington | 29.87533, -99.3488 | Gage height Precipitation | October 12, 2017–present January 6, 2019–present | New installation |

| | | | | | |
|----------|---|--------------------|------------------------------|---|------------------|
| | Creek near Medina, Texas. | | | | |
| 08178871 | West Prong Medina River at Carpenter Creek Road near Medina, Texas. | 29.78014, -99.3793 | Gage height Precipitation | August 3, 2017–present January 6, 2019–present | New installation |

Figure 1. Study area map with the USGS FEWS streamflow-gaging stations.



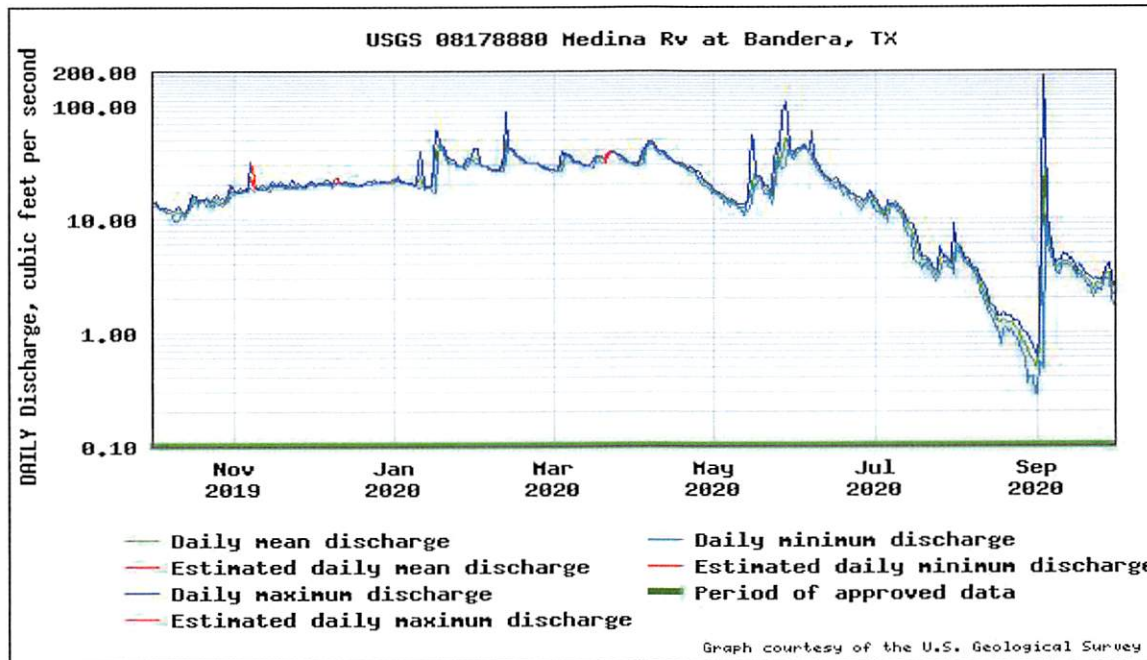
- A USGS summary of the streamgage data statistical analysis for the preceding Water Year 2020 that includes a computed historical period of continuous data from 1983 to 2020 is attached for reference. **(Table 2)**
- During the period of September 30, 2020, through August 31, 2021, there were no significant rainfall events causing substantial surface flow runoff. The Medina River flows for the 2021 annual reporting period were minimal at Base flow or less than base flow of 150 cfs³, were measured and recorded at the USGS primary study area reference stream-gage 08178880 Medina Rv at Hwy. 173, Bandera, TX. **(Figure 2)**

A complete fiscal year from October 1 to September 30, is required for computing a statistical summary. Maximum river stage since 1880, 46.62 ft Aug. 2, 1978.

Table 2. Medina River at Bandera, Texas – USGS Station ID Number 08178880

| SUMMARY STATISTICS | | | | |
|---------------------------|------------------------|--------------------------------|---------|--------------|
| | Water Year 2020 | Water Years 1983 - 2020 | | |
| Annual total | 7,218 | | | |
| Annual mean | 19.7 | | 141.0 | |
| Highest annual mean | | | 790.7 | 2002 |
| Lowest annual mean | | | 11.6 | 2009 |
| Highest daily mean | 50.3 | May 28 | 104,000 | Jul 05, 2002 |
| Lowest daily mean | 0.490 | Aug 31 | 0.0 | Aug 04, 1996 |
| Annual 7-day minimum | 0.639 | Aug 27 | 0.0 | Aug 04, 1996 |
| Maximum peak flow | 180 | Sep 03 | 159,000 | Jul 05, 2002 |
| Maximum peak stage | 4.90 | Sep 03 | 38.91 | Jul 05, 2002 |
| Annual runoff (cfsm) | 0.060 | | 0.430 | |
| Annual runoff (inches) | 0.818 | | 5.84 | |
| 10 percent exceeds | 36.0 | | 254.0 | |
| 50 percent exceeds | 19.7 | | 52.9 | |
| 90 percent exceeds | 3.24 | | 7.70 | |

Figure 2.



● **Additional USGS Rainfall Stations Monitored for Medina River Hydrologic Conditions (unrelated funding).**

'a' Red Bluff Crk at FM-1283 nr Pipe Creek, Tx. USGS 08179110
Full Range - Stage and Discharge with Rainfall Gauge (fig.1)

'b' Bandera Co. Edwards Groundwater Well 1 (AS-69-12-206)
Located on the Upper Edwards Plateau - Northwest Bandera County, above Lost Maples State Park. USGS 295204099340201. Continuous Groundwater level and rainfall gauge. The existing rainfall gauge was replaced by USGS with a 'High Intensity' type rainfall Monitor which will have improved data collection during intense rainfall events. (not shown on figure 1)

End of Medina River Flood Early Warning System, Annual Progress Report 'APR-2021-002, for the period **September 01, 2020, to August 31, 2021,** is due to Texas Water Development Board no later than 09/30/2021 and was submitted, 09/10/2021.

September 08, 2021

Development of a Flood Inundation Monitoring System for the Upper Sabinal River in Uvalde and Bandera Counties, Texas
Progress Report for the Period – June 01, to August 31, 2021
TWDB Contract Number: 1800012307

To: Ivan Ortiz, CFM, CTCM
Flood Mitigation Planning
Texas Water Development Board
P.O. Box 13231, 1700 N. Congress Ave.
Austin, Tx. 78711-3231
ivan.ortiz@twdb.texas.gov

Cc: Michael Vielleux, P.E.
Engineer III
River Science Program
Texas Water Development Board
Surface Water Division
P.O. Box 13231, 1700 N. Congress Ave.
Austin, Tx. 78711-3231
michael.vielleux@twdb.texas.gov

From: Larry B. Thomas, CFM
Chief Data Officer
Natural Resource Specialist
Flood Warning Protection Project Manager
Bandera County River Authority and Groundwater District
440 FM 3240, P.O.Box 177
Bandera, Tx. 78003-0177
lthomas@bcragd.org

Subject: TWDB Contract No. 1800012307

1. **Contract Period: November 12, 2018 – August 31, 2021**
i) Revised Contract Expiration date (September 30, 2022)
2. Progress Report Period: June 01, to August 31, 2021
3. Due to USGS noting invoiced periods of task completions for quarterly periods beginning Fiscal Year October 1 and ending September 30, TWDB Quarterly reports provided by BCRA GD may encompass partial periods of previous quarterly report periods. Invoicing of USGS work completions for the period October 01, 2021, to September 30, 2022, are prorated Quarterly for outstanding cooperative funding balances of TWDB and USGS allocations and confirmed activities.

TWDB Contract No. 1800012307

BCRAGD Tasks Completed:

****DUE TO THE COVID-19 VIRUS and NEW DELTA VARIANT VIRUS – THE FOLLOWING BCRAGD ‘WORKPLACE HAZARD POLICY’ IS CONTINUING UNTIL FURTHER NOTICE. ALL MONITORING ACTIVITIES FOR THE FLOOD EARLY WARNING SYSTEM AND TWDB QUARTERLY REPORTS WILL CONTINUE TO BE MONITORED AND CREATED, AND AT TIMES REMOTELY DURING THE PANDEMIC INCLUDING TEMPORARY OFFICE CLOSURES UNTIL FURTHER NOTICE ** ALL EXISTING AND PLANNED FIELD RELATED ACTIVITIES FOR BCRAGD PERSONNEL SPECIFIC TO THE FEWS ARE COMPLETED ON A CASE BY CASE BASIS AS NEEDED UNTIL FURTHER NOTICE – EFFECTIVE MARCH 17, 2020 BY GENERAL MANAGER’S POLICY STATEMENT** REVISED EFFECTIVE DATE ‘JULY 30, 2021’**

- Continued daily monitoring of the Sabinal FEWS, USGS hydrologic stations are completed by BCRAGD personnel for Western Bandera County. Additional monitoring stations includes the Sabinal River at Vanderpool, Tx streamgage and the BCRAGD Edwards Well No.1 above Lost Maples State Park, which has a High Intensity type rainfall monitor.
- There were intermittent periods of minimal rainfall with slightly above baseflow surface water gage-height events during this quarter period. All FEWS - USGS streamflow and rainfall monitoring stations are operational.
Rainfall amount of 5.1 +/- inches was measured at the Edwards Well #1 monitor located on the Upper Edwards Plateau of the Sabinal River basin, although due to severe drought conditions, there were minimal hydrologic effects within the Sabinal drainage basin. The soil moisture content was not substantiated enough by rainfall runoff to cause a significant rise within the river channel. The USGS, Sabinal River stream gage at Vanderpool, Tx located near the upper river segment of the Sabinal FEWS and below the confluence of Mill Creek, measured a peak gage-height for this quarterly reporting period of 3.4 ft rise from a base flow gage-height of 0.4 ft and a base flow of <1.0 cfs, increase to approximately 460.0 +/- cfs of short duration and receded. **(fig.3)**
- Due to the present significant drought conditions, Bandera County River Authority and Groundwater District (BCRAGD) received a project extension request from our 3rd party Federal Contractor, U.S. Geological Survey (USGS), specific to Texas Water Development Board contract number 1800012307 'Flood Early Warning System' (FEWS) of the Sabinal River watershed. The project study extension request is due to unforeseen circumstances which are related to hydrologic variances of below normal rainfall data and severe drought related conditions.

TWDB Contract No. 1800012307

Expiration Date extension, requested and approved by TWDB for this project is for an approximately One Year Term from the current dates as an extension of the study would greatly improve the foundation of data collection assembly, specifically allowing additional time for potential increased hydrologic conditions and diminished drought conditions.

Previous Contract Dates:

- Project Completion Date – 05/31/2021
- Expiration Date – 08/31/2021

Approved Extension of Contract Dates:

- Project Completion – 06/30/2022
- Expiration Date– 09/30/2022

BCRAGD Planned Activities:

- Propose USGS to include 'fixed' 'Peak Stage Indicators' (ie: Crest Stage Gage 'CSG') at existing stream-flow gage locations and identify Reference Mark (RM) elevations for use with CSG data and post event High Water Marks (HWM's).
- BCRAGD will be creating 'Reference marks' (ie: Vertical Datum Elevation Marks) on select low water crossings, bridge decks, bridge handrails etc. within portions of the Sabinal Flood Early Warning study area to be used as miscellaneous 'tape-down' points for referencing water surface elevations to North American Datum 1988 (NAD 88). Reference Marks will be established, and elevations determined by actual level circuits completed by BCRAGD staff as a training exercise and to be used as a post event of identifying flood high water mark elevations. These may encompass USGS data for use with HEC-RAS modeling of miscellaneous tributary locations that are not continuously monitored for streamflow or water surface stage values. The procedures of Vertical Datum level circuits at each location will follow USGS standard protocols.
 - Due to the Covid-19 pandemic and social distancing requirements set forth by the Center of Disease Control (CDC) and The State of Texas, a Public Meeting was not held during the reporting period of June 01, to August 31, 2021.

TWDB Contract No. 1800012307

USGS Task Completions / Ongoing Status:

(06/01/21 to 08/31/21)

Task 1: Installation of Monitoring Gages - Routine data collection and Equipment maintenance.

✓ A USGS Stream Gage installation was completed Jan. 16, 2020 at the Sabinal Rv bridge located on FM-1050, below Utopia City Park at Utopia, Tx and is currently monitoring water surface stage and rainfall data. **(fig.1) Streamflow (Discharge cfs) data will become available upon collection of varying water surface stage and manually measured surface water discharge values for the development of a stage-discharge, digitally calibrated rating table.** (on-going) At present the varying flows and corresponding stage values observed have ranged from 0.00 cfs to 5.88 cfs and recorded gage-height elevations from 1.54 ft/ght to 3.02 ft/ght.

Hydrologic data of Rainfall totals and water surface stage values are now available on the 'USGS.tx' web site. USGS station ID, Sabinal Rv at Utopia,Tx. Station No:[08197970](#)

- Vertical Datum Levels have been completed at existing FEWS stream-gage locations, including existing Culverts, Bridge Openings, and Channels by USGS personnel. Lidar elevations to be applied by USGS. (on-going)
- The following existing USGS Stream-gages are available and maintained by USGS personnel. These stations are routinely monitored daily by USGS and by BCRA GD staff during storm related events and are significant for providing storm related information of impending storms near and within the Sabinal River watershed:
- Edwards Groundwater Well # 1 'High Intensity Rain Gauge'
USGS Station Number - [295204099340201](#)
- Sabinal River Below Mill Creek near Vanderpool, TX.
USGS Station Number - [08197936](#)
- West Prong Medina Rv at Carpenter Crk Rd nr Medina, TX.
USGS Station Number - [08178871](#)
- N. Prng. Medina Rv at Brewington Crsg, FM-2107 nr Medina, TX.
USGS Station Number - [08178861](#)

- Medina River at Patterson Rd at Medina, TX.
USGS Station Number - [0817887350](#)
- Medina River at Hwy. 173 at Bandera, TX.
USGS Station Number - [08178880](#)
- Sabinal River at Utopia, Tx.
USGS Station Number - [08197970](#)

TWDB Contract No. 1800012307

(USGS Task 1: completions continued)

USGS previously installed and are continuing to manually collect data from 'pressure transducers' (in-situ water level electronic data loggers) for continuous collection of stream water surface stage values, non-real-time devices at the following locations. **(fig.2)**

- ✓ Sabinal River at Panther Hill Rd. near Vanderpool, Tx USGS station ID: 08197938
- ✓ Sabinal River Up Stream of Long Hollow, near Utopia, Tx. USGS station ID: 08197940
- ✓ Sabinal River Down Stream of Blackjack Hollow, near Utopia, Tx. USGS station ID: 08197945
- ✓ West Sabinal River at West Sabinal Road near Utopia, Tx. USGS station ID: 08197965
- ✓ West Sabinal River at Spring Branch Road near Utopia, Tx. USGS station ID: 08197968

Task 2: Development and calibration of a HEC-RAS model for study area.

NOTE: Due to the present drought related conditions within the study area and lack of significant rainfall during the Sabinal River FEWS development period, Tasks 1 through Task 3 are on-going, although delayed due to lack of hydrologic events.

- Real-time continuous Hydrologic Data collection on-going.

Task 3: Model scenarios and development of a flood atlas.

- Hydrologic data integration on-going development

Task 4: Reporting and integration with Flood Inundation Mapping Program (FIMP) Website – Report publication and data release.

- Sabinal River FEWS hydrologic real-time satellite telemetry data and manually

collected data are not yet assembled for the FIMP and the report publication.
(Data collection and dissemination on-going)

TWDB Contract No. 1800012307

*** Comments / Invoicing and Remarks:**

USGS invoicing Quarterly periods are Federal Fiscal Year periods. October 1st to September 30th.

Payment requests submitted to TWDB and the BCRA GD Quarterly reports are chronologically numbered and may have been skewed from parallel numbering sequence due to intermediate Quarterly reports submissions which did not include a TWDB payment request.

TWDB Payment request No.13 for \$15,000.00 submitted April 1st, 2021, USGS invoice No. 90877415 of \$30,000.00 for the USGS quarterly period of work completed Dec.1st, 2020, to Feb. 28th, 2021.

Report No.14 includes a TWDB 50 % cost shared, payment request for \$7,321.43 of a USGS invoice No. 90896863 for \$14,642.86. USGS period of work completed Jan. 1, to March 31, 2021, USGS payment due by 7-12-21

This Report No.15 includes a TWDB 50% cost shared Payment request for \$7,321.43 of a USGS invoice No. 90913607 for \$14,642.86. USGS period of work completed April 01, 2021, through June 30, 2021. USGS payment due by September 21, 2021.

TWDB Contract No. 1800012307



Figure 1: USGS Stream Gage at Sabinal River Bridge at Utopia, Tx FM-1050

[08197970](#) Sabinal Rv at Utopia, TX

Photo taken March 4, 2020. Stream Gage is located on the Left Bank-Downstream side of bridge near top of stream bank.



Figure 2: One of Five USGS In-situ Pressure Transducer, Water Level Electronic Data Loggers installed above Utopia, Tx. along the Sabinal and West Sabinal Rivers.

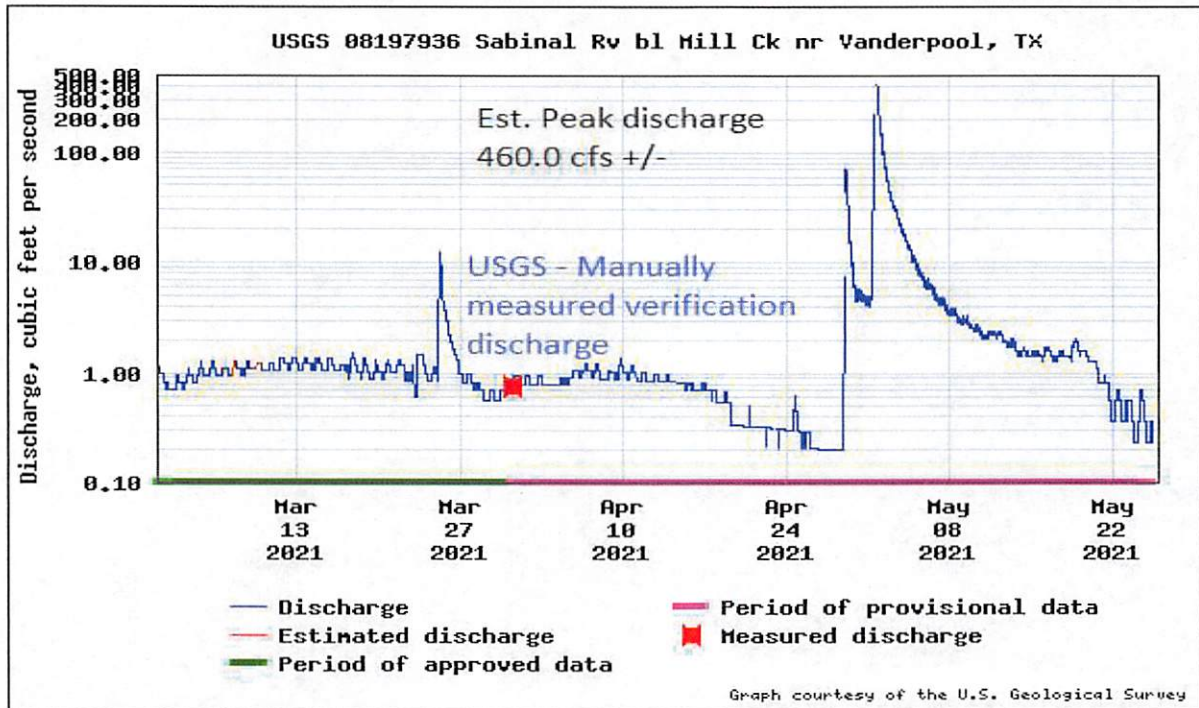


Figure 3: Sabinal River near Vanderpool, Tx. USGS streamflow gage, station number 08197936 – peak river discharge value for the period March 01, to May 25, 2021 = estimated 460 cfs and measured gage height of 3.50 ft. (Provisional Data)

End of TWDB Contract No. 1800012307 Quarterly Report #15 for the period 06/01/21 to 08/31/21, Due before 09/30/21, submitted 09/08/21

For more information, please contact Larry Thomas at (830) 796-7260 or email at lthomas@bcragd.org , Hayli Phillips at (830) 796-6201 email at hphillips@bcragd.org or Dave Mauk BCragd, General Manager at (830) 796-7260 email dmauk@bcragd.org.

Attachment copies are on file and available by contacting - 'lthomas@bcragd.org'.



Specification Sheet

| | | | |
|--------------------------------------|----------------------------------|---|----------------------|
| Contract No: | 1800012307 | Bandera County River Authority and Groundwater District | BCRAGD |
| Contract Start Date: | 11/12/18 | Contract End Date: | 09/30/22 |
| Contract Manager: | Dave Mauk | Contract Manager Division: | BCRAGD |
| Contract Type: | Research | Subcontractor: U.S. Geological Survey | Yes |
| Required Documentation | Signed Payment Request Checklist | Proof of Payment Required: | Yes |
| Payment Submission: | Quarterly | Progress Report Submission: | Quarterly |
| Draft and Final Report or Data Only: | 5/31/2022 | Billing Period: | 07-01-21 to 09-30-21 |
| Receivable/Payable Relationship: | 0 | Subject to 30 Day Prompt Pay (Object Code 7238-7299) | Yes |
| Total Contract Amount: | 460,000.00 | Budget Flexibility (Percentage): | |
| Retainage: | 10% | Budget Flexibility (Amount): | |
| TWDB Share | 230,000.00 | TWDB Share Percentage | 50.00% |
| Local Share | 230,000.00 | Local Share Percentage | 50.00% |
| Local In-Kind Portion | 0.00 | Local In-Kind Percentage | 0.00% |
| Local Cash Portion | 0.00 | Local Cash Percentage | 0.00% |

BCRAGD

Payment Request No. **15**

Contract No: 1800012307

Billing Period of This Payment Request

Contract Type: Research

From: **04/01/21** To: **06/30/21**

Contract Amount: \$ 460,000.00

Requested Amount: **\$7,321.43**

Is this the final Request? **No**

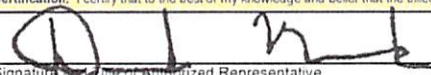
| Contract Start Date | Contract End Date | Total Contract Amount | Local Cash | Local In-Kind | TWDB Share | Retainage |
|---------------------|-------------------|---------------------------------------|-----------------------------------|--------------------------------------|-----------------------------------|----------------------------------|
| 11/12/18 | 09/30/22 | \$ 460,000.00 | \$ - | \$ - | \$ 230,000.00 | \$ 23,000.00 |
| Payment Request No. | | Total Expenses for this Reimbursement | Local Cash for this Reimbursement | Local In-Kind for this Reimbursement | TWDB Share for this Reimbursement | Retainage for this Reimbursement |
| 15.00 | | \$0 | \$ - | \$ - | \$7,321.43 | \$ - |

Contractor: **BCRAGD**
 Contractor Address: **P.O.Box 177, 440 FM-3240**
 City, State, ZIP: **Bandera Tx. 78003-0177**

Contact: **Larry B. Thomas**
 Contact Title: **Natural Resource Specialist**
 Contact Phone: **830-796-7260**
 Contact Fax: **830-796-8262**
 Contact Email: lthomas@bcragd.org

Payment Contact: **Prari Blair**
 Payment Contact Title: **Office Manager**
 Payment Contact Phone: **830-522-2772**
 Payment Contact Fax: **830-796-8262**
 Payment Contact Email: pblair@bcragd.org

Certification: I certify that to the best of my knowledge and belief that the billed costs hereon are in accordance with the above mentioned contract(s) and all work performed is in accordance with said contract(s)


 Signature of Authorized Representative

9-8-21
 Date Signed

Dave Mauk BCRAGD, General Manager
 Print or Type Name and Title of Representative Signing

830-796-7260
 Telephone Number

TWDB-CP0001

BCRAGD

Payment Request No. **16**

Contract No: 1800012307

Billing Period of This Payment Request

Contract Type: Research

From: 07/01/21

To: 09/30/21

Contract Amount: \$ 460,000.00

Requested Amount: \$7,321.43

Is this the final Request? No

| Contract Start Date | Contract End Date | Total Contract Amount | Local Cash | Local In-Kind | TWDB Share | Retainage |
|---------------------|---------------------------------------|-----------------------------------|--------------------------------------|-----------------------------------|----------------------------------|--------------|
| 11/12/18 | 09/30/22 | \$ 460,000.00 | \$ - | \$ - | \$ 230,000.00 | \$ 23,000.00 |
| Payment Request No. | Total Expenses for this Reimbursement | Local Cash for this Reimbursement | Local In-Kind for this Reimbursement | TWDB Share for this Reimbursement | Retainage for this Reimbursement | |
| 16.00 | \$0 | \$ - | \$ - | \$7,321.43 | \$ - | |

Contractor: BCRAGD
 Contractor Address: P.O.Box 177, 440 FM-3240
 City, State, ZIP: Bandera Tx. 78003-0177

Contact: Larry B. Thomas
 Contact Title: Natural Resource Specialist
 Contact Phone: 830-796-7260
 Contact Fax: 830-796-8262
 Contact Email: lthomas@bcragd.org

Payment Contact: Preri Blair
 Payment Contact Title: Office Manager
 Payment Contact Phone: 830-522-2772
 Payment Contact Fax: 830-796-8262
 Payment Contact Email: pblair@bcragd.org

Certification: I certify that to the best of my knowledge and belief that the billed costs hereon are in accordance with the above mentioned contract(s) and all work performed is in accordance with said contract(s)

Signature and Title of Authorized Representative: Dave Mauk
 Date Signed: Sept. 21, 2021
 Print or Type Name and Title of Representative Signing: Dave Mauk BCRAGD, General Manager
 Telephone Number: 830-796-7260

TWDB-CP0001

ORIGINAL

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

General Management

| | |
|---|--|
| 01.JUL.2021 Meeting: Offer Letters, Checks, Deposits, Prep Work | <i>P. Blair, D. Mauk</i> |
| 01.JUL.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 07.JUL.2021 Meeting with C. Streigl | <i>D. Mauk</i> |
| 08.JUL.2021 Quarterly Meeting | <i>H. Phillips, D. Mauk</i> |
| 13.JUL.2021 Meeting: Internship to Full Time | <i>S. Sckittonne, D. Mauk</i> |
| 13.JUL.2021 Meeting: Updates, New Hires, Offer Letters, Profit/Loss, Solar | <i>P. Blair, H. Phillips, D. Mauk</i> |
| 13.JUL.2021 HR Meeting: New Hire Offer Letters, Salaries, Start Dates, Job Descriptions | <i>P. Blair, D. Mauk</i> |
| 13.JUL.2021 Meeting: FY Budget Comparisons & Totals | <i>P. Blair, D. Mauk</i> |
| 14.JUL.2021 Review/Update Job Description: Natural Resource Specialist & Offer Letter | <i>P. Blair, D. Mauk</i> |
| 14.JUL.2021 GM Invoice Approval System; Meeting: Offer Letters; Job Descriptions | <i>P. Blair, D. Mauk</i> |
| 14.JUL.2021 HR: Submit Offer Letter | <i>P. Blair, D. Mauk</i> |
| 15.JUL.2021 Phone Conference: Update & Upcoming Conferences | <i>P. Blair, D. Mauk</i> |
| 16.JUL.2021 Discuss SARA Lab Closer Impacts | <i>D. Mauk, L. Sparks, C. Carter</i> |
| 19.JUL.2021 Meeting: To-Dos, New Hires, Upcoming Meetings | <i>H. Phillips, A. Balzen, P. Blair, D. Mauk</i> |
| 19.JUL.2021 GM Invoice Approval System; Profit/Loss; Pryor Trainings | <i>P. Blair, D. Mauk</i> |
| 19.JUL.2021 HR: Meeting- Restructuring & Job Title Changes for New Fiscal Year | <i>P. Blair, D. Mauk</i> |
| 21.JUL.2021 Meeting: Restructuring | <i>A. Balzen, C. Curd, P. Blair, D. Mauk</i> |
| 21.JUL.2021 Meeting: Processes, PR, Project List, Field OP Scheduling | <i>P. Blair, C. Carter, D. Mauk</i> |
| 21.JUL.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 22.JUL.2021 Meeting: Code of Ethics Policy & Employee Manual; HR | <i>H. Phillips; A. Balzen; P. Blair, D. Mauk</i> |
| 26.JUL.2021 Meeting: Updates, Office Keys | <i>P. Blair, C. Curd, D. Mauk</i> |
| 26.JUL.2021 Meeting: Restructuring, Job Titles/Duties | <i>S. Sckittonne, C. Curd, C. Carter, P. Blair, D. Mauk</i> |
| 26.JUL.2021 GM Invoice Approval System & Meeting: Petty Cash Box | <i>P. Blair, D. Mauk</i> |
| 26.JUL.2021 HR Meeting: Offer, Salary- Internship to Full Time Employee | <i>P. Blair, S. Sckittonne, D. Mauk</i> |
| 27.JUL.2021 Mtg: New Hires/Budget/Structure | <i>A. Balzen, H. Phillips, P. Blair, C. Carter, S. Sckittonne, D. Mauk</i> |
| 27.JUL.2021 GM Invoice Approval System & Meet Over Fuel Activity Log | <i>P. Blair, D. Mauk</i> |
| 28.JUL.2021 Mtg: Covid Procedures, Tests, Protocols | <i>H. Phillips, C. Curd, C. Fox, A. Balzen, P. Blair, D. Mauk</i> |
| 28.JUL.2021 HR: Review Paperwork & Violation Bullet Points | <i>P. Blair, D. Mauk</i> |
| 28.JUL.2021 Meeting: Budget & Numbers | <i>P. Blair, D. Mauk</i> |
| 29.JUL.2021 HR: Meeting- Ethics Training/90 Day Assessment | <i>P. Blair, L. Sparks, H. Phillips, D. Mauk</i> |
| 30.JUL.2021 NRA's Clean Rivers Program Lower Basin Steering Committee Meeting | <i>D. Mauk</i> |
| 30.JUL.2021 Clean River's Program Upper Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 30.JUL.2021 Budget Committee Meeting | <i>D. Mauk, Budget Committee</i> |
| 02.AUG.2021 HR: Drafting & Submitting Official Offer Letters | <i>P. Blair, D. Mauk</i> |
| 03.AUG.2021 Meeting: Sunset Requirements | <i>D. Mauk, P. Blair, H. Phillips</i> |
| 03.AUG.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 04.AUG.2021 Meeting: Amazon Packages; Tax Revenues | <i>P. Blair, D. Mauk</i> |
| 05.AUG.2021 Meeting: Approval of New Hire CCs; Email Accts; Field Equipment; Chks | <i>P. Blair, D. Mauk</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

| | |
|--|---|
| 05.AUG.2021 Meeting: Update, To-Dos | <i>P. Blair, D. Mauk</i> |
| 05.AUG.2021 Meeting: Sunset Review Questions | <i>P. Blair, H. Phillips, D. Mauk</i> |
| 09.AUG.2021 Meeting: Updates, Looking Ahead, Doors, Covid Procedures | <i>P. Blair, H. Phillips, D. Mauk</i> |
| 09.AUG.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 10.AUG.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 11.AUG.2021 Meeting with Margo Denkee | <i>D. Mauk</i> |
| 12.AUG.2021 Meeting with Bruce Hayes | <i>H. Phillips, D. Mauk</i> |
| 12.AUG.2021 Meeting: Wells & Looking Ahead | <i>H. Phillips, P. Blair, A. Balzen, C. Curd, D. Mauk</i> |
| 12.AUG.2021 Meeting: Planning Ahead | <i>P. Blair, D. Mauk</i> |
| 17.AUG.2021 City of Bandera Flood Infrastructure Fund Project Workshop | <i>D. Mauk</i> |
| 17.AUG.2021 Final Job Description Review & Approval | <i>P. Blair, D. Mauk</i> |
| 18.AUG.2021 Staff Meeting; Covid Procedures, Board Mtgs, FEWS Presentation, SOPs, Contact Info | <i>All Staff</i> |
| 18.AUG.2021 GM Invoice Approval System + Profit/Loss | <i>P. Blair, D. Mauk</i> |
| 19.AUG.2021 Called Meeting | <i>H. Phillips, D. Mauk</i> |
| 19.AUG.2021 Send Profit Loss | <i>P. Blair, D. Mauk</i> |
| 23.AUG.2021 GM Invoice Approval System + CC Transaction Log Approvals | <i>P. Blair, D. Mauk</i> |
| 23.AUG.2021 Mtg: Preview Employee Self Appraisals / Evaluations + Salaries + Approvals | <i>P. Blair, D. Mauk</i> |
| 24.AUG.2021 Meeting: Finalize General Observations List & Prep for Employee Appraisals | <i>P. Blair, D. Mauk</i> |
| 24.AUG.2021 Employee Evaluations/Appraisals; Self Assess, Observations, Form; Salary | <i>D. Mauk, P. Blair</i> |
| 24.AUG.2021 Post Employee Appraisal Meeting & Discussion/Improvements | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Prep for Employee Evaluations / Appraisals | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Employee Evaluations/Appraisals; Self Assess, Observations, Form, Salary | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Post Employee Appraisal Meeting & Discussion/Improvements | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Permit Meeting | <i>A. Balzen, D. Mauk</i> |
| 26.AUG.2021 Meeting: Upcoming Events, Looking Ahead, Scheduling, SOPs | <i>P. Blair, D. Irvin, D. Mauk</i> |
| 26.AUG.2021 Thornhill Meeting | <i>A. Balzen, D. Mauk</i> |
| 26.AUG.2021 Lower Trinity aquifer levels meeting | <i>D. Mauk, A. Balzen</i> |
| 01.SEP.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 01.SEP.2021 Get Checks Signed | <i>D. Mauk</i> |
| 02.SEP.2021 BB & TXHCB Statements Needed w/ #s | <i>P. Blair, D. Mauk</i> |
| 02.SEP.2021 District Education Meeting at Lake Office | <i>D. Mauk, C. Fox, C. Curd</i> |
| 07.SEP.2021 Conference Call: Afternoon To-Dos, Document Editing & Review, Computer | <i>P. Blair, D. Mauk</i> |
| 07.SEP.2021 Review, Edit, Highlight Sunset Report for Submission | <i>P. Blair, H. Phillips, D. Mauk, L. Whitmire</i> |
| 08.SEP.2021 Profit/Loss Date Specs | <i>P. Blair, H. Phillips, D. Mauk</i> |
| 09.SEP.2021 Public Hearings & Called Meeting | <i>D. Mauk, H. Phillips</i> |
| 13.SEP.2021 GM Invoice Approval Systems; TXHCB Info; Title; Updates | <i>P. Blair, D. Mauk</i> |
| 14.SEP.2021 Meeting: Policy Review | <i>P. Blair, D. Mauk</i> |
| 14.SEP.2021 Meeting: Future Planning & Scheduling + Leave | <i>H. Phillips, P. Blair, D. Mauk</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

| | |
|---|-----------------------------|
| 16.SEP.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 21.SEP.2021 Phone Conference: Flood Acct Chks + Balance | <i>P. Blair, D. Mauk</i> |
| 21.SEP.2021 San Antonio Regional Flood Planning Group | <i>D. Mauk, L. Whitmire</i> |
| 22.SEP.2021 Phone Conference: Flood Acct Chks + Balance | <i>P. Blair, D. Mauk</i> |
| 27.SEP.2021 GM Invoice Approval System | <i>P. Blair, D. Mauk</i> |
| 30.SEP.2021 Correspondence: Covid Policy, Updates, Upcoming Events & To-Dos | <i>P. Blair, D. Mauk</i> |

Operations

| | |
|---|--|
| 01.JUL.2021 Quarterly Meeting Prep: Post Agenda, Bind Board Books | <i>C. Curd, H. Phillips</i> |
| 01.JUL.2021 Meeting: Board Book Items Provided by Bookkeeper | <i>P. Blair, H. Phillips</i> |
| 01.JUL.2021 District Checks Signed | <i>H. Phillips</i> |
| 01.JUL.2021 Accounts Payable: Write Checks; OPS Sick/Vaca Hrs; FirstNet SD Card Request | <i>P. Blair</i> |
| 01.JUL.2021 IMEI # Retrieval & FirstNet SD Card Request & Correspondence | <i>P. Blair, L. Sparks</i> |
| 01.JUL.2021 Request / Correspondence to Acquire New Shell Cards | <i>P. Blair</i> |
| 01.JUL.2021 Accounts Receivable: Deposit; HR: Prep Pay Stubs for Employee Distribution | <i>P. Blair</i> |
| 06.JUL.2021 Retrieved the Van Title | <i>H. Phillips</i> |
| 07.JUL.2021 Meeting Clean-Up and Organization | <i>H. Phillips, C. Curd, C. Carter, L. Sparks</i> |
| 08.JUL.2021 Quarterly Meeting | <i>H. Phillips, D. Mauk</i> |
| 08.JUL.2021 R. Gibson Swear into the Board of Directors | <i>C. Curd, H. Phillips</i> |
| 13.JUL.2021 Mtg: Jeep, Checks, Qty Mtg, Upcoming Events, Roof, New Hires, Scheduling | <i>P. Blair, H. Phillips</i> |
| 13.JUL.2021 Request Additional Bottles from Culligan + Add Dates to District Calendar | <i>P. Blair</i> |
| 13.JUL.2021 Meeting: Roofer Contract, Completion Date, Contract Invoice & Payments | <i>P. Blair, L. Thomas</i> |
| 13.JUL.2021 Accounts Payable: Write Checks; Accounts Receivable: Deposit; File Invoices | <i>P. Blair</i> |
| 14.JUL.2021 Meeting: Logging Trailer Software Invoicing | <i>H. Phillips, D. Mauk</i> |
| 14.JUL.2021 Staff Meeting: New Hires; Water Events; SOPS; Sunset; Add Sites; Audits | <i>All Staff</i> |
| 14.JUL.2021 File Invoices; Print Rcvd Wellness Logs; HR: Pay Stubs for Employee Distribution | <i>P. Blair</i> |
| 15.JUL.2021 Mini Staff Meeting: Review To-Dos, Checks to be Signed | <i>All Staff</i> |
| 15.JUL.2021 District Checks Signed | <i>H. Phillips</i> |
| 15.JUL.2021 Meeting on Future Projects | <i>D. Mauk, C. Carter, L. Thomas, A. Balzen, C. Curd</i> |
| 15.JUL.2021 Review Board of Directors Education Book Compiled by H. Phillips | <i>P. Blair, H. Phillips</i> |
| 15.JUL.2021 Meeting: District Calendar & To-Dos | <i>P. Blair, C. Curd</i> |
| 15.JUL.2021 Accounts Payable: Prep, Address, & Stamp Signed Checks to be Mailed Out | <i>P. Blair</i> |
| 15.JUL.2021 Scan to Server Signed Employer's Qtrly Federal Tax Return April-June 2021 & Mail | <i>P. Blair</i> |
| 15.JUL.2021 Accounts Receivable: Deposit; File Invoices | <i>P. Blair</i> |
| 19.JUL.2021 Contact TML to Add/Remove Current District Vehicles & Update Current List | <i>P. Blair</i> |
| 19.JUL.2021 Inquire Pryor Interest; File Deposit; Vendor Phone Calls; Stamp Invoices Rcv, File Create | <i>P. Blair</i> |
| 20.JUL.2021 Accounts Payable: Write Checks; Pryor Renewal Correspond; SIM Card Device SetUp | <i>P. Blair</i> |
| 20.JUL.2021 IT Correspondence for QB Backups & Titles; Print Invoices; Lease Addendum & File | <i>P. Blair</i> |
| 21.JUL.2021 Accounts Payable: Prep, Stamp, Mail Out Signed Checks; IT Remote In for QB Backups | <i>P. Blair</i> |
| 21.JUL.2021 Accounts Payable: Write Checks; Vendor Correspondence; QB Backups | <i>P. Blair</i> |
| 26.JUL.2021 Accounts Payable: Write Checks; File Receipts; Save Docs to Server; Provide Change | <i>P. Blair</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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|---|------------------------------------|
| 26.JUL.2021 Balance Petty Cash Box | <i>P. Blair</i> |
| 27.JUL.2021 Organize CC Receipts & Transaction Logs & Locate Employee Receipts | <i>C. Curd</i> |
| 27.JUL.2021 Accounts Payable: Organize/Signature Logs, Enter CC Transactions, Write CC Check | <i>P. Blair</i> |
| 27.JUL.2021 Correspondence w/ Vendors- Signing Up for Short Courses & Payment Coordination | <i>P. Blair</i> |
| 27.JUL.2021 Update District Calendar; Contact CC Vendor for Purchase Times; QB Backup | <i>P. Blair</i> |
| 27.JUL.2021 Accounts Receivable: Complete Deposit, Take to Bank, & File Deposit | <i>P. Blair</i> |
| 28.JUL.2021 Sign Up Employee for Short Course; Profit/Loss; Recommendations Proposed P of C | <i>P. Blair</i> |
| 29.JUL.2021 Locate Van Title-Swap; Contact USPS for Amazon Delivery; Messages; Update Calendar | <i>P. Blair</i> |
| 29.JUL.2021 Accounts Payable: Address & Mail Out Signed Checks; Get Change for Change Box; File | <i>P. Blair</i> |
| JUL.2021 Office maintenance -replaced conference room light ballast | <i>L. Thomas</i> |
| JUL.2021 Office maintenance -cleaned clogged drains & dig up septic system lid access | <i>L. Thomas</i> |
| 02.AUG.2021 Accounts Payable: Create & Prep Invoices; Send Email Requesting OPS Sick/Vaca Time | <i>P. Blair</i> |
| 02.AUG.2021 HR: Request Wellness Logs & Provide Pay Stubs for Employee Distribution; QB Backup | <i>P. Blair</i> |
| 03.AUG.2021 Edit Docs; Create Folders; Print Wellness Log; Provide Permit Chk#; Driller Correspond. | <i>P. Blair</i> |
| 03.AUG.2021 Accounts Receivable: Inv#0339; Create CC Lost Receipts & Get Approvals | <i>P. Blair</i> |
| 04.AUG.2021 Amazon Vendor Account Correspondence & Correct Mailing Addresses / Refunds | <i>P. Blair</i> |
| 04.AUG.2021 Culligan Vendor Account- 2 Coolers Rental + Coordination; Order Quill Office Supplies | <i>P. Blair</i> |
| 04.AUG.2021 Accounts Receivable: Deposit & File Deposit; Provide Profit/Loss; QB Backup | <i>P. Blair</i> |
| 05.AUG.2021 First Net SIM Card Installation for District Field iPad | <i>P. Blair, C. Carter</i> |
| 05.AUG.2021 Set Up New Hire Email Accounts w/ IT; Edit & Review Docs; QB Backup | <i>P. Blair</i> |
| 09.AUG.2021 File & Organize Items/Stubs Post Bookkeeper; OPS Sick/Vacation Time Submittal | <i>P. Blair</i> |
| 09.AUG.2021 Receive In Quill Office Supplies; Print Invoices; Create Open Invoice Log; QB Back^ | <i>P. Blair</i> |
| 09.AUG.2021 Accounts Receivable: Inv#0340; Connect w/ IT for New Hire Email Accts & OPS Adds | <i>P. Blair</i> |
| 10.AUG.2021 Accounts Payable: Write Checks; Accounts Receivable: Deposit & File; QB Backup | <i>P. Blair</i> |
| 11.AUG.2021 Board Member Check Signing | <i>H. Phillips</i> |
| 11.AUG.2021 Correspondence & Meet w/ Bookkeeper; Correspondence w/ IT for Email SetUps | <i>P. Blair</i> |
| 11.AUG.2021 Troubleshooting QB New Files w/ Bookkeeper | <i>P. Blair</i> |
| 11.AUG.2021 Accounts Payable: Prep, Stamp, & Mail Signed Checks | <i>P. Blair</i> |
| 12.AUG.2021 Meeting Agendas Posted | <i>H. Phillips</i> |
| 12.AUG.2021 Balance Petty Cash Box; Research Receipt Books; Coordinate Culligan & Fix Water | <i>P. Blair</i> |
| 12.AUG.2021 Submit Data to Bureau of Labor Statistics; Edit Docs; Staff Email Cleaning Service Hrs | <i>P. Blair</i> |
| 16.AUG.2021 Prepare CC Transaction Logs for Training + Categories | <i>P. Blair, C. Curd, D. Irvin</i> |
| 16.AUG.2021 Open Help Ticket for Culligan Add Coolers; QB Backup | <i>P. Blair</i> |
| 17.AUG.2021 Conference Call: CC Categories for Transaction Log & QB | <i>P. Blair</i> |
| 18.AUG.2021 Staff Meeting; Covid Procedures, Board Mtgs, FEWS Presentation, SOPs, Contact Info | <i>All Staff</i> |
| 18.AUG.2021 Set Up + Code Alarm Codes for New Employees | <i>P. Blair</i> |
| 18.AUG.2021 Newspapers Meeting: Outreach | <i>C. Curd, P. Blair, D. Irvin</i> |
| 18.AUG.2021 Office Supplies Needed Meeting | <i>P. Blair, D. Irvin</i> |
| 18.AUG.2021 Accounts Payable: Write Checks; Fuel Acct Portal Card Assignments; Vendor Calls | <i>P. Blair</i> |
| 18.AUG.2021 Accounts Payable: Organize CC Transaction Logs w/ Signatures + Write CC Check | <i>P. Blair</i> |
| 19.AUG.2021 Called Meeting | <i>H. Phillips, D. Mauk</i> |
| 19.AUG.2021 Accounts Payable: Organize Statements & Write Checks; Updated Schedule Notification | <i>P. Blair</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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|---|-------------------------------------|
| 19.AUG.2021 Corrected Label UPS Printing & Ship Incorrect Shipment Pckg | <i>P. Blair</i> |
| 19.AUG.2021 Accounts Payable: Stamp & Address Signed Checks to be Mailed; QB Backup | <i>P. Blair</i> |
| 19.AUG.2021 Accounts Receivable: Deposit & File; Scan IRS Packet for Faxing; Organize Items | <i>P. Blair</i> |
| 23.AUG.2021 Have Employees Sign CC Transaction Logs; Complete RM Survey; QB Backup | <i>P. Blair</i> |
| 23.AUG.2021 Meeting: Office Procedures, Records Management, Phone Messages, Inquiries | <i>P. Blair, D. Irvin</i> |
| 24.AUG.2021 Employee Evaluations/Appraisals; Self Assess, Observations, Form, Salary | <i>D. Mauk, P. Blair</i> |
| 24.AUG.2021 Edit Docs; Start on Personal Self Assessment for Presentation; Print Invoices; Organize | <i>P. Blair</i> |
| 24.AUG.2021 Post Employee Appraisal Meeting & Discussion/Improvements | <i>D. Mauk, P. Blair</i> |
| 24.AUG.2021 Correspondence w/ Bookkeeper; Add Upcoming Events to District Calendar | <i>P. Blair</i> |
| 24.AUG.2021 Vendor Phone Calls & Appointment Set Ups; Create Office Inventory & Order Supplies | <i>P. Blair</i> |
| 25.AUG.2021 Prep for Employee Evaluations / Appraisals | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Employee Evaluations/Appraisals; Self Assess, Observations, Form, Salary | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Post Employee Appraisal Meeting & Discussion/Improvements | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Office Supply Order; Finalize Personal Self Assessment for Presentation; Organize | <i>P. Blair</i> |
| 25.AUG.2021 Accounts Payable: Write Checks; Accounts Receivable: Billed Inv#0341; OPS Sick/Vac | <i>P. Blair</i> |
| 25.AUG.2021 Meeting: Business Cards- New for Job Title Updates FY2022 | <i>P. Blair, C. Carter, C. Curd</i> |
| 26.AUG.2021 Accounts Receivable: Billed Inv#0342 & File; Post Public Hearings & Scan/Send | <i>P. Blair</i> |
| 26.AUG.2021 Meeting: Procedures, Board Mtgs, SOPs, Routines, Sick/Vaca | <i>P. Blair, D. Irvin</i> |
| 26.AUG.2021 Accounts Payable: Write Checks; Draft & Submit CC Letter Staff Additions/Subtractions | <i>P. Blair</i> |
| 26.AUG.2021 Employee Embroidered Shirt Pick Up; Accounts Receivable: Deposit & File | <i>P. Blair</i> |
| 31.AUG.2021 Receive in Quill Office Supplies; Create Invoices; OPS Sick/Vaca Hrs; Profit/Loss | <i>P. Blair</i> |
| 31.AUG.2021 Correspondence w/ IT- Computer Inventory; PIR SOP Inquiry; Fill Job Description PIR | <i>P. Blair</i> |
| 31.AUG.2021 Meeting: Xerox Email Issues & Troubleshooting | <i>P. Blair, L. Sparks</i> |
| 01.SEP.2021 Meeting: Phone Name Updates & Instructions- BEC & Sept Scheduling | <i>P. Blair, C. Curd</i> |
| 01.SEP.2021 Accounts Payable: Write Checks; Print Invoices; QB Backup | <i>P. Blair</i> |
| 02.SEP.2021 Equipment Supply Order; Accounts Payable: Write Checks; Culligan Order Additions | <i>P. Blair</i> |
| 02.SEP.2021 Accounts Receivable: Deposit & File | <i>P. Blair</i> |
| 07.SEP.2021 Conference Call: New Computer | <i>P. Blair, C. Carter</i> |
| 07.SEP.2021 New Computer Pick Up | <i>C. Carter</i> |
| 07.SEP.2021 Troubleshooting Computer Issues + Ethernet Issues & Bookkeeper Correspondence | <i>P. Blair</i> |
| 07.SEP.2021 File Pay Stubs; Accounts Payable: Address & Stamp Signed Checks to be Mailed | <i>P. Blair</i> |
| 07.SEP.2021 Diagnose Computer, Internet, & Ethernet Issues | <i>L. Sparks, L. Thomas</i> |
| 07.SEP.2021 File Invoices; Meet w/ Bookkeeper- Payroll, New Computer, To-Dos | <i>P. Blair</i> |
| 07.SEP.2021 Accounts Payable: Address & Stamp Signed Checks to be Mailed; Edit Doc in Bulk | <i>P. Blair</i> |
| 07.SEP.2021 Correspondence w/ Bookkeeper- Can't Finish Set Up-Tech Difficulties | <i>P. Blair</i> |
| 08.SEP.2021 Meeting: Monitors & Computers | <i>P. Blair, C. Carter</i> |
| 08.SEP.2021 Meeting: Xerox Help Ticket + After Hours | <i>P. Blair, D. Irvin</i> |
| 08.SEP.2021 Xerox Help Ticket Email + Equip ID #, Call Service Dept, Await Technician | <i>P. Blair</i> |
| 08.SEP.2021 Print Invoices; USPS Tracking & Inquiry; File Invoices; Track Down Pckg; Edit Doc | <i>P. Blair</i> |
| 08.SEP.2021 Accounts Payable: Write Checks; Vendor Call; Add Culligan Delivery Dates to Calendar | <i>P. Blair</i> |
| 08.SEP.2021 OPS Sick/Vaca Hrs; Profit/Loss; IT MSFT Acct; QB Backup; Call w/ IT- New Comp Set | <i>P. Blair</i> |
| 08.SEP.2021 Xerox Technician Call Back- Close Ticket, Can't Assist | <i>P. Blair, D. Irvin</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 09.SEP.2021 Conference Call: Check In, Daily Updates | <i>P. Blair, H. Phillips</i> |
| 13.SEP.2021 Accounts Payable: Address & Stamp Signed Checks to be Mailed; WMS Update; File | <i>P. Blair</i> |
| 13.SEP.2021 Accounts Receivable: Billed Inv#0343 & File | <i>P. Blair</i> |
| 13.SEP.2021 Meeting: FY2022 Computer Purchase for Softwares + Tax Exempt Info | <i>P. Blair, L. Whitmire</i> |
| 13.SEP.2021 Meeting: Items for Staff Meeting- Review | <i>P. Blair, C. Curd</i> |
| 14.SEP.2021 Correspondence w/ Bookkeeper; Organize; Vendor Phone Calls; Update Act. of Dist | <i>P. Blair</i> |
| 14.SEP.2021 Meeting: Organize CC Transactions for Logs & Fill Out Logs w/ Categories | <i>P. Blair, D. Irvin</i> |
| 15.SEP.2021 Accounts Receivable: Deposit & File; Draft & Submit Updated Bio for Website; QB Back | <i>P. Blair</i> |
| 15.SEP.2021 Staff Meeting: Sunset, Policies, Website Bios, Perf. & Mgmt Goals | <i>All Staff</i> |
| 15.SEP.2021 Troubleshoot Issues w/ Computer; Remote in w/ IT & Resolve Issue | <i>P. Blair, H. Phillips</i> |
| 16.SEP.2021 Accounts Payable: Organize CC Transactions; Write CC Check; Order Quill; Act. of Dist | <i>P. Blair</i> |
| 16.SEP.2021 Schedule Bookkeeper Visit; Printer Set^; Accounts Receivable: Billed Inv#0344; QB Back | <i>P. Blair</i> |
| 16.SEP.2021 Meeting: Locate Receipt Book for Date & Chk # | <i>P. Blair, A. Balzen</i> |
| 16.SEP.2021 Label, Organize, & File Receipt Books | <i>D. Irvin</i> |
| 20.SEP.2021 Accounts Payable: Write Checks; Reimbursement Form; Receive in Quill Order; QB Back | <i>P. Blair</i> |
| 20.SEP.2021 Accounts Receivable: Billed Inv#0345 & Corrected 0345- Vendor Correspondence | <i>P. Blair</i> |
| 21.SEP.2021 Accounts Payable: Address & Mail Out Signed Checks; File Invoices; Get Tax Revenue | <i>P. Blair</i> |
| 21.SEP.2021 Accounts Receivable: Deposit & File; Update Activities of District; QB Backup | <i>P. Blair</i> |
| 22.SEP.2021 Correspondence w/ Bookkeeper- USGS Chks, Budget, IRS Docs, Moving Items Over | <i>P. Blair</i> |
| 27.SEP.2021 Hook Up Scansnap for Finance Office + Software & Driver | <i>C. Curd</i> |
| 27.SEP.2021 Bookkeeper Correspondence; Print Invoices; Contact Xerox Vendor About Charge | <i>P. Blair</i> |
| 27.SEP.2021 Request OPS Sick/Vacation Hours From Employees; Add Bookkeeper Visits to Calendar | <i>P. Blair</i> |
| 27.SEP.2021 Accounts Payable: Write Checks; Contact Vendor- Receival Last Payments; Act of Dist | <i>P. Blair</i> |
| 27.SEP.2021 Accounts Receivable: Inv#0346 | <i>P. Blair</i> |
| 28.SEP.2021 Notate New Finance Files Needed for New FY & Pull for Label Creation | <i>P. Blair</i> |
| 28.SEP.2021 Create Labels for New FY Finance Files & Organization | <i>D. Irvin</i> |
| 28.SEP.2021 Accounts Payable: Write Checks; Accounts Receivable: Deposit & File; Bookkeeper Prep | <i>P. Blair</i> |
| 30.SEP.2021 Quarterly Meeting Prep | <i>C. Curd</i> |
| 30.SEP.2021 Update Activities of the District Log | <i>P. Blair</i> |

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| Well Reg/Permits- 83 Reg, 3APVD, 2PNDG Permits, Variances: 5; | <i>A. Balzen, C. Carter, C. Curd, D. Irvin</i> |
| Receiving Water Samples for Testing- 67 total tests | <i>C. Curd, L. Sparks, C. Carter, D. Irvin</i> |
| Public Information Requests completed- 22 | <i>C. Curd, H. Phillips, D. Irvin</i> |

**All surface and groundwater sampling events (See Watershed Protection and Aquifer Science)*

Performance Management & Quality Improvement

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|---|------------------------------|
| 01.JUL.2021 Complete Activities of the District Log | <i>P. Blair</i> |
| 13.JUL.2021 HR Meeting: New Hire Offer Letters, Salaries, Start Dates, Job Descriptions | <i>P. Blair, D. Mauk</i> |
| 13.JUL.2021 Meeting: Internship to Full Time | <i>S. Sckittone, D. Mauk</i> |
| 14.JUL.2021 Register for TSLAC Records Management Officer Training | <i>P. Blair</i> |
| 14.JUL.2021 Complete Employment Statistics for July 2021 Bureau of Labor Statistics | <i>P. Blair</i> |
| 14.JUL.2021 Review/Update Job Description: Natural Resource Specialist & Offer Letter | <i>P. Blair, D. Mauk</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 14.JUL.2021 | Submit Staff Reminders of Wellness Logs | <i>P. Blair</i> |
| 14.JUL.2021 | HR: Submit Offer Letter | <i>P. Blair, D. Mauk</i> |
| 15.JUL.2021 | Review Board of Directors Education Book Compiled by H. Phillips | <i>P. Blair, H. Phillips</i> |
| 19.JUL.2021 | HR: Pull New Hire Paperwork, W4 & I9 Forms, Policies, Employee Handbook, App 1-4 | <i>P. Blair</i> |
| 19.JUL.2021 | HR: Provide Onboarding Paperwork to Prepare for New Hire Start Date | <i>P. Blair, L. Whitmire</i> |
| 19.JUL.2021 | HR: Meeting- Restructuring & Job Title Changes for New Fiscal Year | <i>P. Blair, D. Mauk</i> |
| 20.JUL.2021 | HR: Share Job Description Titles & Highlight Recommendations & Additions | <i>P. Blair</i> |
| 20.JUL.2021 | HR: Log OPS Sick/Vacation Hours; Finish Wellness Log | <i>P. Blair</i> |
| 20.JUL.2021 | Calculate UHC Group Size Survey | <i>P. Blair</i> |
| 21.JUL.2021 | HR: Formal Templates & Meeting | <i>P. Blair, D. Mauk</i> |
| 21.JUL.2021 | Meeting: Processes, PR, Project List, Field OP Scheduling | <i>P. Blair, C. Carter, D. Mauk</i> |
| 21.JUL.2021 | HR: Prepare Resumes & New Hire Employee Files | <i>P. Blair</i> |
| 22.JUL.2021 | HR: Open Door Discussions/Situations | <i>P. Blair</i> |
| 22.JUL.2021 | HR: Print Wellness Logs; Add OPS Sick/Vacation Time | <i>P. Blair</i> |
| 22.JUL.2021 | Meeting: Code of Ethics Policy & Employee Manual; HR | <i>H. Phillips; A. Balzen; P. Blair, D. Mauk</i> |
| 22.JUL.2021 | HR: Make Copies of Job Descriptions on Server for FY2022 | <i>P. Blair</i> |
| 26.JUL.2021 | Meeting: Restructuring, Job Titles/Duties | <i>S. Skittone, C. Curd, C. Carter, P. Blair, D. Mauk</i> |
| 26.JUL.2021 | HR: Provide Reference Guide-Employee Handbook: Holidays & Vacations | <i>S. Skittone, P. Blair</i> |
| 26.JUL.2021 | HR Meeting: Offer, Salary- Internship to Full Time Employee | <i>P. Blair, S. Skittone, D. Mauk</i> |
| 26.JUL.2021 | HR Meeting: Onboarding Q&A | <i>P. Blair, S. Skittone</i> |
| 27.JUL.2021 | Mtg: New Hires/Budget/Structure | <i>A. Balzen, H. Phillips, P. Blair, C. Carter, S. Skittone, D. Mauk</i> |
| 27.JUL.2021 | HR: Log OPS Sick/Vacation Time; Organize & Highlight Wellness Logs | <i>P. Blair</i> |
| 28.JUL.2021 | HR: Finalize & Prep HR Documentation & Strategies/Research | <i>P. Blair</i> |
| 28.JUL.2021 | HR: Review Paperwork & Violation Bullet Points | <i>P. Blair, D. Mauk</i> |
| 29.JUL.2021 | Pryor Training | <i>C. Curd</i> |
| 29.JUL.2021 | HR: Meeting- Ethics Training/90 Day Assessment | <i>P. Blair, L. Sparks, H. Phillips, D. Mauk</i> |
| 29.JUL.2021 | HR: Complete Paperwork for Current Events / Occurrences | <i>P. Blair</i> |
| 30.JUL.2021 | Rainwater Harvesting Class | <i>A. Balzen</i> |
| 02.AUG.2021 | HR: Drafting & Submitting Official Offer Letters | <i>P. Blair, D. Mauk</i> |
| 02.AUG.2021 | HR: Locate & Provide Pay Stub Records for Prior Employee | <i>P. Blair</i> |
| 02.AUG.2021 | HR: Add Employee Spouse to UHC | <i>P. Blair</i> |
| 02.AUG.2021 | HR: Request Wellness Logs & Provide Pay Stubs for Employee Distribution | <i>P. Blair</i> |
| 03.AUG.2021 | HR: Create New Hire Personnel Folders | <i>P. Blair</i> |
| 03.AUG.2021 | HR: Onboarding Paperwork | <i>P. Blair, L. Whitmire</i> |
| 03.AUG.2021 | Meeting: Specifics & Planning Ahead | <i>P. Blair, L. Sparks</i> |
| 03.AUG.2021 | HR: OPS Sick/Vacation Hours Submittal | <i>P. Blair</i> |
| 04.AUG.2021 | HR: Provide PIA & OMA Training Links to New Hires | <i>P. Blair</i> |
| 04.AUG.2021 | HR: Print & Complete July Wellness Logs; Submit OPS Sick/Vacation Hours | <i>P. Blair</i> |
| 04.AUG.2021 | Meeting: Check In, Updates | <i>H. Phillips, P. Blair, D. Mauk</i> |
| 04.AUG.2021 | HR: Create Internship Hours Calendar for July | <i>P. Blair</i> |
| 05.AUG.2021 | HR: Complete Employee Portion of New Hire I-9 | <i>P. Blair</i> |
| 05.AUG.2021 | HR: OPS Final Submittal of Sick/Vacation Hours, Print, Highlight for Bookkeeper | <i>P. Blair</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 05.AUG.2021 HR: Provide Boaters Safety Course Link to New Hire | <i>P. Blair, L. Whitmire</i> |
| 05.AUG.2021 HR: Coordinate New Hire Email Accounts; DD Info; Onboarding; Bookkeeper Items | <i>P. Blair</i> |
| 05.AUG.2021 HR: Provide e-Onboarding Documents for New Hire & Coordination | <i>P. Blair, D. Irvin</i> |
| 05.AUG.2021 HR: Update Employee Self Appraisals & Update Form for FY2021 Review | <i>P. Blair</i> |
| 05.AUG.2021 HR: Create Employee Performance Evaluation / Appraisal Review Cover Sheets | <i>P. Blair</i> |
| 05.AUG.2021 HR: Add Completed Onboarding Documents to Employee Files | <i>P. Blair</i> |
| 09.AUG.2021 Create Time Slot Sign Ups for Employee Appraisals & Draft & Send Email | <i>P. Blair</i> |
| 09.AUG.2021 HR: Add New Hires to OPS System & Finalize Email Accts | <i>P. Blair</i> |
| 09.AUG.2021 HR: Compile 3 IRA Packets for New Hires | <i>P. Blair</i> |
| 10.AUG.2021 HR: Correspondence & Onboarding Specs w/ New Hires | <i>P. Blair</i> |
| 10.AUG.2021 HR: Log OPS Sick/Vacation Time for Employees & EEOC Compliant Job Descriptions | <i>P. Blair</i> |
| 11.AUG.2021 Notice of Funding Opportunity for 2021 Hazard Mitigation Assistance Grants | <i>A. Balzen</i> |
| 11.AUG.2021 HR: Add to & Prep New Employee Files; Prep to Enroll in IRAs | <i>P. Blair</i> |
| 11.AUG.2021 HR: Meeting About IRA SetUps & Specs | <i>P. Blair, S. Sckittone</i> |
| 11.AUG.2021 HR: Correspondence Concerning IRA SetUps & Specs | <i>P. Blair, D. Irvin</i> |
| 12.AUG.2021 HR: Review Job Descriptions ADA/EEOC- GW Science Mgr, Nat. Resource Specialist | <i>P. Blair</i> |
| 12.AUG.2021 HR: Review Job Descriptions ADA/EEOC- Gen Mgr, Office Mgr, Office Coordinator | <i>P. Blair</i> |
| 12.AUG.2021 HR: Review Job Descriptions ADA/EEOC- Edu & Outreach Mgr, Edu & Outreach Coor | <i>P. Blair</i> |
| 16.AUG.2021 HR: Print Employee Manual + 1-4 Appendices + Prepare all Onboarding Items | <i>P. Blair, D. Irvin</i> |
| 16.AUG.2021 Meeting: Job Descriptions + Board Books | <i>P. Blair, H. Phillips</i> |
| 16.AUG.2021 HR: Review Job Descriptions ADA/EEOC- SW Science Mgr, IA Mgr | <i>P. Blair</i> |
| 16.AUG.2021 HR: Complete FY2022 Teams/Positions for Called Meeting | <i>P. Blair</i> |
| 17.AUG.2021 TSLAC Records Management Training- Email, Maintenance, Storage, Disposition | <i>P. Blair</i> |
| 17.AUG.2021 Complete August Wellness Log Send Reminder to Staff of Employee Appraisals | <i>P. Blair</i> |
| 17.AUG.2021 Final Job Description Review & Approval | <i>P. Blair, D. Mauk</i> |
| 18.AUG.2021 Staff Meeting; Covid Procedures, Board Mtgs, FEWS Presentation, SOPs, Contact Info | <i>All Staff</i> |
| 18.AUG.2021 Bulletin Board Organization + RM Materials Guides | <i>P. Blair</i> |
| 18.AUG.2021 HR: Provide PIA & OMA Training Links to New Employee & Complete | <i>P. Blair, D. Irvin</i> |
| 18.AUG.2021 HR: Update Employee Appraisal / Evaluation Forms System | <i>P. Blair</i> |
| 19.AUG.2021 HR: Organize Preliminary Employee Appraisal / Evaluation Forms/Pull Salary Review | <i>P. Blair</i> |
| 19.AUG.2021 Brainstorm & Prep Personal Self Appraisal Projects to Highlight | <i>P. Blair</i> |
| 23.AUG.2021 Mtg: Preview Employee Self Appraisals / Evaluations + Salaries + Approvals | <i>P. Blair, D. Mauk</i> |
| 23.AUG.2021 Meeting: Questions / Processes for Appraisals / Evaluations | <i>P. Blair, A. Balzen</i> |
| 23.AUG.2021 Cross Reference Proposed Salaries + Amounts & Add to Performance Appraisals Sheets | <i>P. Blair</i> |
| 23.AUG.2021 Send Final Email Reminder of Employee Appraisal Process + Time Slot Sign Up | <i>P. Blair</i> |
| 23.AUG.2021 Complete General Observations List | <i>P. Blair</i> |
| 24.AUG.2021 Meeting: Finalize General Observations List & Prep for Employee Appraisals | <i>P. Blair, D. Mauk</i> |
| 24.AUG.2021 Employee Evaluations/Appraisals; Self Assess, Observations, Form, Salary | <i>D. Mauk, P. Blair</i> |
| 24.AUG.2021 Post Employee Appraisal Meeting & Discussion/Improvements | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Employee Evaluations/Appraisals; Self Assess, Observations, Form, Salary | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Prep for Employee Evaluations / Appraisals | <i>D. Mauk, P. Blair</i> |
| 25.AUG.2021 Post Employee Appraisal Meeting & Discussion/Improvements | <i>D. Mauk, P. Blair</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

31.AUG.2021 HR: Meeting Comments District Vehicle *H. Phillips, P. Blair*
31.AUG.2021 HR: Enroll New Hires into UHC, Print Employee Record; Request OPS Sick/Vaca Hrs *P. Blair*
31.AUG.2021 HR: Request Wellness Logs; Create SS Aug Hrs Log; Distribute Employee Pay Stubs *P. Blair*
31.AUG.2021 Meeting: W/holding; Wellness Logs; Insurance *P. Blair, L. Whitmire, D. Irvin, S. Sckittone*
01.SEP.2021 HR: Wellness Program Additions; Sign Up New Hires (IRA); Provide Perf. & Mgmt Goals *P. Blair*
01.SEP.2021 HR: IRA Meeting; Retirement Inquiries & Selections *P. Blair, L. Whitmire, D. Irvin*
01.SEP.2021 HR: OPS Log Sick/Vacation Hrs, Print, & Highlight for Bookkeeper to Complete Payroll *P. Blair*
01.SEP.2021 HR: OPS Holiday Add; Note Bookkeeper Wellness Program Add, W/Holding Edit, IRA% *P. Blair*
01.SEP.2021 HR: IRA Meeting; Retirement Inquiries & Selections *P. Blair, S. Sckittone*
01.SEP.2021 HR: Provide Employee W4 2019 & 2020 *P. Blair*
02.SEP.2021 HR: Looking Ahead & Future Planning / Scheduling *H. Phillips, P. Blair*
07.SEP.2021 Per Diem Inquiries & Response for Employee Training TWL Program *P. Blair, A. Balzen*
08.SEP.2021 HR: Employment Verification Letter *P. Blair*
09.SEP.2021 Share Excel Calendar for Wellness Log Template; Finalize Wellness Log; Act. of Dist *P. Blair*
09.SEP.2021 Public Hearings & Called Meeting *D. Mauk, H. Phillips*
13.SEP.2021 HR: Print Wellness Logs; OPS Sick/Vaca Hrs; Request Wellness Logs; Update Act of Dist *P. Blair*
13.SEP.2021 Complete CES Labor Stats Employment for September 2021; Save TWL Photos for AR *P. Blair*
14.SEP.2021 HR: Print Wellness Logs; Update Act. of Dist.; FMLA Review; OPS Sick/Vaca Hrs *P. Blair*
14.SEP.2021 Meeting: Future Planning & Scheduling + Leave *H. Phillips, P. Blair, D. Mauk*
15.SEP.2021 HR: Prep & Distribute Employee Pay Stubs; OPS Sick/Vaca Hrs *P. Blair*
15.SEP.2021 Meeting: Per Diem & Mileage Reimbursement *P. Blair, A. Balzen*
20.SEP.2021 HR: Correspond w/ Bookkeeper to Locate Employee Requested W2 2020 *P. Blair*
20.SEP.2021 Meeting: Holidays, Vacation, Sick Time SOPs & Protocol *P. Blair*
20.SEP.2021 HR: Research, Specialist Review, Reference, Advisement, Tools & Guides for Office *P. Blair*
22.SEP.2021 Sign Up for TSLAC Records Management E-Records Conference *P. Blair*
22.SEP.2021 Arundo Postcards Sent Out *C. Curd, D. Irvin*
27.SEP.2021 Annual Report Mtg: Review CC Layout & Work Started + Planning *C. Curd, P. Blair*
27.SEP.2021 HR: Add Sick/Vaca Hrs to OPS for Employees *P. Blair*
28.SEP.2021 HR: Gather & Add Final Sick/Vaca Hrs to OPS for Employees + Print Sheets & Highlight *P. Blair*
30.SEP.2021 Emergency Contact List Retrieval; Covid Policy *H. Phillips, P. Blair*
30.SEP.2021 Pull Salary List FY2022- Review #s, Cross Reference, Provide to Bookkeeper *P. Blair, D. Mauk*
30.SEP.2021 Correspondence: Covid Policy, Updates, Upcoming Events *P. Blair, H. Phillips*

Water Resource Management & Policy

06.JUL.2021 Bind Board Education Books *C. Curd, H. Phillips*
06.JUL.2021 Spoke w/ Sunset's Business Director *H. Phillips*
06.JUL.2021 Created General Report PowerPoint *H. Phillips*
06.JUL.2021 Retrieved Van Title *H. Phillips*
06.JUL.2021 Spoke w/ Sunset's Business Director *H. Phillips*
07.JUL.2021 General Report PowerPoint *H. Phillips*
07.JUL.2021 Put Together R. Gibson's Oath Packet *H. Phillips*
08.JUL.2021 Quarterly Meeting *H. Phillips, D. Mauk*

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 08.JUL.2021 R. Gibson Swear into the Board of Directors | <i>C. Curd, H. Phillips</i> |
| 13.JUL.2021 Legal Research | <i>H. Phillips</i> |
| 13.JUL.2021 Worked Sunset SER | <i>H. Phillips</i> |
| 14.JUL.2021 Meeting: Logging Trailer Software Invoicing | <i>H. Phillips, D. Mauk</i> |
| 20.JUL.2021 Bond Correspondence: Adding & Removing Directors | <i>P. Blair</i> |
| 21.JUL.2021 Create Rep Policy for Media & Legal Affairs | <i>H. Phillips</i> |
| 21.JUL.2021 Read & Review Rep Policy for Media & Legal Affairs & Print | <i>P. Blair</i> |
| 22.JUL.2021 Meeting: Code of Ethics Policy & Employee Manual; HR | <i>H. Phillips; A. Balzen; P. Blair, D. Mauk</i> |
| 26.JUL.2021 Scan Signed CNA Surety Bond Updates for Record | <i>P. Blair, H. Phillips</i> |
| 29.JUL.2021 Organize Meeting Folders | <i>H. Phillips</i> |
| 30.JUL.2021 Budget Committee Meeting | <i>D. Mauk</i> |
| JULY.2021 Self Evaluation Report for Sunset Committee | <i>H. Phillips</i> |
| 03.AUG.2021 Meeting: Sunset Requirements | <i>D. Mauk, P. Blair, H. Phillips</i> |
| 04.AUG.2021 HR: Provide PIA & OMA Training Links to New Hires | <i>P. Blair</i> |
| 05.AUG.2021 Meeting: Sunset Review Questions | <i>P. Blair, H. Phillips, D. Mauk</i> |
| 09.AUG.2021 Meeting: Updates, Looking Ahead, Doors, Covid Procedures | <i>P. Blair, H. Phillips, D. Mauk</i> |
| 09.AUG.2021 CNA Surety Bond Updates- New Hire Additions & Job Title Updates | <i>P. Blair</i> |
| 11.AUG.2021 Notice of Funding Opportunity for 2021 Hazard Mitigation Assistance Grants | <i>A. Balzen</i> |
| 12.AUG.2021 Meeting Agendas Posted | <i>H. Phillips</i> |
| 16.AUG.2021 Covid Office Procedures | <i>H. Phillips</i> |
| 16.AUG.2021 Meeting: Job Descriptions + Board Books | <i>P. Blair, H. Phillips</i> |
| 16.AUG.2021 Prepare Report of Revenues & Expenditures + Balance Sheet for Mtg/ Profit/Loss | <i>P. Blair</i> |
| 16.AUG.2021 Meeting: Health Insurance Sign Up & Specs | <i>D. Mauk, P. Blair, D. Irvin, L. Whitmire</i> |
| 16.AUG.2021 Send Breakdown FY2020 | <i>P. Blair, H. Phillips</i> |
| 16.AUG.2021 Conference Call: Job Descriptions, Teams/Positions FY2022, CNA Surety | <i>P. Blair, H. Phillips</i> |
| 16.AUG.2021 Send CNA Surety Bond Signed Update for the Record Additions | <i>P. Blair</i> |
| 16-19.AUG.2021 Prepared ppt of the Bandera Co. FEWS status and 4.5 year overview to Directors | <i>L. Thomas</i> |
| 17.AUG.2021 Board Book preparations | <i>H. Phillips</i> |
| 17.AUG.2021 TSLAC Records Management Training- Email, Maintenance, Storage, Disposition | <i>P. Blair</i> |
| 17.AUG.2021 Conference Call: Job Descriptions & Additions | <i>P. Blair, H. Phillips</i> |
| 17.AUG.2021 Create Covid Plan of Action | <i>H. Phillips</i> |
| 17.AUG.2021 Review Covid Plan of Action | <i>P. Blair</i> |
| 17.AUG.2021 Wrote letter of approval for City's HAAP to Texas Parks and Wildlife | <i>H. Phillips</i> |
| 18.AUG.2021 Prepared documents for Called Meeting and Swearing in of new director | <i>H. Phillips</i> |
| 18.AUG.2021 Staff Meeting; Covid Procedures, Board Mtgs, FEWS Presentation, SOPs, Contact Info | <i>All Staff</i> |
| 19.AUG.2021 Called Meeting | <i>H. Phillips, D. Mauk</i> |
| AUG.2021 Self Evaluation Report for Sunset Committee | <i>H. Phillips, D. Mauk</i> |
| 23.AUG.2021 Conference Call: Arundo Control & Education Services Amounts/Invoices | <i>P. Blair, H. Phillips</i> |
| 24.AUG.2021 Prepared Public Hearing Notices to be posted | <i>H. Phillips</i> |
| 24.AUG.2021 Education Sunset Review & Meeting | <i>H. Phillips, C. Curd, C. Fox</i> |
| 02.SEP.2021 Meeting Agenda Posted | <i>H. Phillips</i> |
| 07.SEP.2021 Review, Edit, Highlight Sunset Report for Submission | <i>P. Blair, H. Phillips, D. Mauk, L. Whitmire</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 08.SEP.2021 TX Water Leaders Program | A. Balzen |
| 09.SEP.2021 Spoke w/ Sunset Commission regarding Review Schedule | H. Phillips |
| 09.SEP.2021 TX Water Leaders Program | A. Balzen |
| 10.SEP.2021 TX Water Leaders Program | A. Balzen |
| 13.SEP.2021 Set up venue for GMA 9 | H. Phillips |
| 14.SEP.2021 Meeting: Policy Review | P. Blair, D. Mauk |
| 14.SEP.2021 Retrieve Truck Title | P. Blair, H. Phillips |
| 14.SEP.2021 TX Water Leaders Program | A. Balzen |
| 14.SEP.2021 Sent GMA 9 Minutes to GMA 9 Chairman | H. Phillips |
| 15.SEP.2021 Filled Public Information Request | H. Phillips |
| 16.SEP.2021 Sent Letter to Tax Assessor regarding adopted Tax Rate | H. Phillips |
| 21.SEP.2021 Meeting: Plan Policy Review Mtg w/ GM & Schedule Items on District Calen | P. Blair, H. Phillips |
| 21.SEP.2021 Wrote Letter of Recommendation for S. Sckittone | H. Phillips |
| 22.SEP.2021 Reviewed GMA 9 Public Comment | H. Phillips |
| 23.SEP.2021 Sent correct website contact information to CAD | H. Phillips |
| 27.SEP.2021 Updated Calendar w/ potential Court Dates | H. Phillips |
| 27.SEP.2021 GMA 9 Meeting | H. Phillips, D. Mauk, A. Balzen, L. Whitmire |
| 27.SEP.2021 Created Timeline for Amending Rules | H. Phillips |
| 28.SEP.2021 Corresponded and data shared with GMA 9 Consultants | H. Phillips |
| 28.SEP.2021 Organized GMA 9 Files | H. Phillips |
| 30.SEP.2021 Emailed Bandera Bulletin about Public Sale of District Vehicle | H. Phillips |
| 30.SEP.2021 Permit Hearings Posted | H. Phillips |

All Board Meetings (See General Management and Operations)

Water Well Permitting & Registration (Groundwater District Operations)

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| 12.JUL.2021 File Completed Well Packets | C. Curd |
| 09.AUG.2021 Medina Water Supply Meeting | D. Mauk, A. Balzen |
| 25.AUG.2021 Permit Meeting | A. Balzen, D. Mauk |
| 26.AUG.2021 Thornhill Meeting | A. Balzen, D. Mauk |
| 02.SEP.2021 Post Drill Training | C. Carter, L. Whitmire, L. Sparks, A. Balzen |
| 09.SEP.2021 Post Drill Inspections | C. Carter, L. Sparks |
| 14.SEP.2021 Post Drill Inspections | C. Carter |
| 16.SEP.2021 Public Water Supply Site Meeting | D. Mauk, L. Whitmire |

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| Well Reg/Permits- 83 Reg, 3APVD, 2PNPDG Permits, Variances: 5; | A. Balzen, C. Carter, C. Curd |
| Nuisances & Violations- 13 Nuisance Complaints, 2 Notice of Violations | C. Carter, A. Balzen |
| Well Site Inspections- 37 inspections; | A. Balzen, C. Carter, L. Whitmire, L. Sparks, S. Sckittone |
| Water Well Sample Collection- 2 nd site visits; | A. Balzen, C. Carter, L. Whitmire, L. Sparks, S. Sckittone |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

Aquifer Science & DFC Compliance

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| 06.JUL.2021 BCragD Monitor Well Level | A. Balzen |
| 07.JUL.2021 TWDB Board Meeting | A. Balzen |
| 14.JUL.2021 Meeting: Logging Trailer Software Invoicing | H. Phillips, D. Mauk |
| 13.JUL.2021 BCragD Monitor Well Level | A. Balzen |
| 20.JUL.2021 BCragD Monitor Well Level | A. Balzen |
| 22.JUL.2021 TWDB Board Meeting | A. Balzen |
| 27.JUL.2021 BCragD Monitor Well Level | A. Balzen |
| 27.JUL.2021 Region J Public Meeting | D. Mauk, H. Phillips, A. Balzen |
| 09.AUG.2021 Medina Water Supply Meeting | D. Mauk, A. Balzen |
| 11.AUG.2021 Notice of Funding Opportunity for 2021 Hazard Mitigation Assistance Grants | A. Balzen |
| 17.AUG.2021 BCragD Monitor Well Level | A. Balzen |
| 23.AUG.2021 Workshop #1 Chal. & Appr. for Est. Flow-Eco. Relationships and Monitoring | L. Whitmire |
| 23.AUG.2021 Workshop #1 Rend Analysis of Data from Pri. Env. Recs. for Long-term Monitoring | L. Whitmire |
| 24.AUG.2021 Workshop #2 Recruitment Response of Shoal Chub to Flow Variation | L. Whitmire |
| 24.AUG.2021 Workshop #2 Recruitment Response of Mussels to Flow Variation | L. Whitmire |
| 24.AUG.2021 BCragD Monitor Well Level | A. Balzen |
| 25.AUG.2021 Workshop #3 Response of Smallmouth Buffalo & Alligator Gar to Flow Variation | L. Whitmire |
| 25.AUG.2021 Workshop #3 Discussion: Flow-Ecology Relationships in Texas Rivers and Streams | L. Whitmire |
| 26.AUG.2021 Lower Trinity aquifer levels meeting | D. Mauk, A. Balzen |
| 31.AUG.2021 BCragD Monitor Well Level | A. Balzen |
| 31.AUG.2021 TAGD Groundwater Summit | A. Balzen, L. Sparks |
| 07.SEP.2021 BCragD Monitor Well Level | A. Balzen |
| 08.SEP.2021 South Texas Geological Society Luncheon | S. Sckittone |
| 14.SEP.2021 BCragD Monitor Well Level | A. Balzen |
| 21.SEP.2021 BCragD Monitor Well Level | A. Balzen |
| 28.SEP.2021 BCragD Monitor Well Level | A. Balzen |
| 30.SEP.2021 TWDB Board Meeting | A. Balzen |

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| Well Site Inspections- 37 inspections; | A. Balzen, C. Carter, L. Sparks, S. Sckittone, L. Whitmire |
| Water Well Sample Collection- 2 nd site visits; | A. Balzen, C. Carter, L. Sparks, S. Sckittone, L. Whitmire |
| Receiving Water Samples for Testing- 67 total tests; | C. Curd, D. Irvin, L. Sparks, C. Carter |

Water Quality-Science/Research (Groundwater District Operations & River Authority Operations)

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| 01.JUL.2021 Arundo Survey | L. Sparks, C. Carter |
| 02.JUL.2021 Annual Report for Scientific Permit | L. Sparks |
| 02.JUL.2021 ERM Data | C. Carter |
| 07.JUL.2021 Summer In-house sampling | L. Sparks, C. Carter |
| 13.JUL.2021 Texas Master Naturalist Program – #TMNTuesdays! | L. Sparks |
| 14.JUL.2021 Arundo Survey | L. Sparks, C. Carter |
| 15.JUL.2021 Arundo Survey | L. Sparks, C. Carter |
| 15.JUL.2021 TCAFS Student Outreach Committee Meeting | L. Sparks |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 15.JUL.2021 CRP Audit | <i>L. Sparks</i> |
| 16.JUL.2021 Discuss SARA Lab Closer Impacts | <i>D. Mauk, L. Sparks, C. Carter</i> |
| 21.JUL.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 22.JUL.2021 Summer In-house Sampling | <i>L. Sparks, C. Carter</i> |
| 27.JUL.2021 Flow Tracker Training- Discharge Measurements | <i>C. Carter, L. Thomas, S. Sckittone</i> |
| 29.JUL.2021 CRP Biologicals - Mayan | <i>C. Carter</i> |
| 30.JUL.2021 NRA's Clean Rivers Program Lower Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 30.JUL.2021 Clean River's Program Upper Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 30.JUL.2021 Rainwater Harvesting Class | <i>A. Balzen</i> |
| 04.AUG.2021 Angler Meeting | <i>C. Carter</i> |
| 11.AUG.2021 Summer In-house East sampling | <i>C. Carter, S. Sckittone</i> |
| 11.AUG.2021 Summer In-house West sampling | <i>L. Sparks, L. Thomas</i> |
| 12.AUG.2021 Medina River CRP | <i>L. Sparks, C. Carter</i> |
| 19.AUG.2021 Medina River CRP | <i>L. Sparks, C. Carter</i> |
| 23.AUG.2021 Conference Call: Arundo Control & Education Services Amounts/Invoices | <i>P. Blair, H. Phillips</i> |
| 24.AUG.2021 Sabinal CRP | <i>L. Sparks, C. Carter</i> |
| 25.AUG.2021 Permit Meeting | <i>A. Balzen, D. Mauk</i> |
| 26.AUG.2021 Thornhill Meeting | <i>A. Balzen, D. Mauk</i> |
| 26.AUG.2021 Diversion Lake CRP | <i>C. Carter</i> |
| 31.AUG.2021 TAGD Groundwater Summit | <i>A. Balzen</i> |
| 01.SEP.2021 Wet Rock Engineering Meeting | <i>A. Balzen</i> |
| 01.SEP.2021 Quarterly In-House | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 02.SEP.2021 Quarterly In-House | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 14.SEP.2021 SEG Webina: Geomechanical Storage of CO2 | <i>S. Sckittone</i> |
| 14.SEP.2021 Monitor Well Samples | <i>C. Carter</i> |
| 15.SEP.2021 Monitor Well Samples | <i>C. Carter</i> |
| 16.SEP.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 16.SEP.2021 Sent out In-house results | <i>H. Phillips</i> |
| 22.SEP.2021 GSA Short Course - 3D Hydro Modeling | <i>S. Sckittone</i> |
| 22.SEP.2021 TWF Cohort | <i>A. Balzen</i> |
| 22.SEP.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 23.SEP.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 22.SEP.2021 GSA Short Course - 3D Hydro Modeling | <i>S. Sckittone</i> |
| 22.SEP.2021 Arundo Postcards Sent Out | <i>C. Curd, D. Irvin</i> |
| 23.SEP.2021 Mapping Properties Meeting w/ USGS Allan Clark | <i>D. Mauk, A. Balzen</i> |
| 27.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 28.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 29.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 30.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire</i> |

Water Conservation

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| 01.JUL.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
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**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 07.JUL.2021 Summer In-house Sampling | <i>L. Sparks, C. Carter</i> |
| 13.JUL.2021 Texas Master Naturalist Program – #TMNTuesdays! | <i>L. Sparks</i> |
| 14.JUL.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 15.JUL.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 16.JUL.2021 Discuss SA River Authority Laboratory Closure Impact | <i>L. Sparks, D. Mauk</i> |
| 21.JUL.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 22.JUL.2021 Summer In-house Sampling | <i>L. Sparks, C. Carter</i> |
| 30.JUL.2021 NRA's Clean Rivers Program Lower Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 30.JUL.2021 Clean River's Program Upper Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 30.JUL.2021 Rainwater Harvesting Class | <i>A. Balzen</i> |
| 11.AUG.2021 Summer In-house East Sampling | <i>C. Carter, S. Sckittone</i> |
| 11.AUG.2021 Summer In-house West Sampling | <i>L. Sparks, L. Thomas</i> |
| 12.AUG.2021 Medina River CRP | <i>L. Sparks, C. Carter</i> |
| 19.AUG.2021 Medina River CRP | <i>L. Sparks, C. Carter</i> |
| 23.AUG.2021 Workshop #1 Chal. & Appr. for Est. Flow-Eco. Relationships and Monitoring | <i>L. Whitmire</i> |
| 23.AUG.2021 Workshop #1 Rend Analysis of Data from Pri. Env. Recs. for Long-term Monitoring | <i>L. Whitmire</i> |
| 23.AUG.2021 Conference Call: Arundo Control & Education Services Amounts/Invoices | <i>P. Blair, H. Phillips</i> |
| 24.AUG.2021 Workshop #2 Recruitment Response of Shoal Chub to Flow Variation | <i>L. Whitmire</i> |
| 24.AUG.2021 Workshop #2 Recruitment Response of Mussels to Flow Variation | <i>L. Whitmire</i> |
| 25.AUG.2021 Workshop #3 Response of Smallmouth Buffalo & Alligator Gar to Flow Variation | <i>L. Whitmire</i> |
| 25.AUG.2021 Workshop #3 Discussion: Flow-Ecology Relationships in Texas Rivers and Streams | <i>L. Whitmire</i> |
| 31.AUG.2021 Intera Webinar - Communicating Uncertainty in Water Planning | <i>A. Balzen</i> |
| 01.SEP.2021 Quarterly In-House | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 02.SEP.2021 Quarterly In-House | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 14.SEP.2021 Monitor Well Samples | <i>C. Carter</i> |
| 15.SEP.2021 Monitor Well Samples | <i>C. Carter</i> |
| 16.SEP.2021 Arundo Survey | <i>D. Mauk, L. Whitmire</i> |
| 21.SEP.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 22.SEP.2021 Arundo Postcards Sent Out | <i>C. Curd, D. Irvin</i> |
| 22.SEP.2021 Arundo Survey | <i>L. Sparks, C. Carter</i> |
| 27.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 28.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 29.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 30.SEP.2021 Watershed Short Course | <i>L. Sparks, C. Carter, L. Whitmire</i> |

Medina Lake Management

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| 07.JUL.2021 Summer In-house Sampling | <i>L. Sparks, C. Carter, L. Thomas</i> |
| 22.JUL.2021 Summer In-house Sampling | <i>L. Sparks, C. Carter, L. Thomas</i> |
| 30.JUL.2021 NRA's Clean Rivers Program Lower Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 30.JUL.2021 Clean River's Program Upper Basin Steering Committee Meeting | <i>D. Mauk, C. Carter</i> |
| 11.AUG.2021 Summer In-house East Sampling | <i>C. Carter, S. Sckittone</i> |
| 11.AUG.2021 Summer In-house West Sampling | <i>L. Sparks, L. Thomas</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

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| 01.SEP.2021 Quarterly In-House | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |
| 02.SEP.2021 Quarterly In-House | <i>L. Sparks, C. Carter, L. Whitmire, S. Sckittone</i> |

Education & Community Outreach & Public Relations

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| 06.JUL.2021 Educational Team Meeting: Newsletter & Upcoming Events | <i>C. Fox, C. Curd</i> |
| 13.JUL.2021 Medina Library Prep | <i>C. Fox, C. Curd</i> |
| 13.JUL.2021 Newsletter Completion and Social Media Prep | <i>C. Fox, C. Curd</i> |
| 27.JUL.2021 Medina Library Material Gathered and Picked-Up | <i>C. Fox, C. Curd</i> |
| 27.JUL.2021 Medina Library: Story Time & Conservation Workshop | <i>C. Fox, C. Curd</i> |
| 03.AUG.2021 Back to School Bash Donation Shopping | <i>C. Fox, C. Curd</i> |
| 09.AUG.2021 Phone Conference: Future Dates, Scheduling, Possible Materials | <i>P. Blair, C. Fox</i> |
| 11.AUG.2021 Educational Team Meeting: Website Regional Partnership Website Page | <i>C. Fox, C. Curd</i> |
| 17.AUG.2021 TCINN Partnership Application Meeting | <i>C. Fox, C. Curd</i> |
| 18.AUG.2021 Education Team Meeting: Upcoming Priorities & Schedule Changes | <i>C. Fox, C. Curd</i> |
| 18.AUG.2021 Newspapers Meeting: Outreach | <i>C. Curd, P. Blair, D. Irvin</i> |
| 20.AUG.2021 Edible Landscapes | <i>C. Fox, C. Curd</i> |
| 23.AUG.2021 Conference Call: Arundo Control & Education Services Amounts/Invoices | <i>P. Blair, H. Phillips</i> |
| 24.AUG.2021 Reviewed and Completed Website Updates | <i>C. Curd</i> |
| 24.AUG.2021 Sunset SER Report Education Section Meeting | <i>C. Fox, C. Curd, H. Phillips</i> |
| 25.AUG.2021 Meeting: Education, Upcoming Events, Items | <i>D. Mauk, P. Blair, D. Irvin, C. Fox</i> |
| 26.AUG.2021 Website Updates & content scheduled to post | <i>C. Curd</i> |
| 30.AUG.2021 Ed. team meeting: rainwater harvesting updates & future workshops to attend | <i>C. Fox, C. Curd</i> |
| 02.SEP.2021 District Education Meeting at Lake Office | <i>D. Mauk, C. Fox, C. Curd</i> |
| 07.SEP.2021 Conference Call: Annual Report FY2020 + NRA Education Packet | <i>P. Blair, C. Curd</i> |
| 08.SEP.2021 Meeting: New Bios for Website FY2022 | <i>P. Blair, H. Phillips, C. Curd</i> |
| 09.SEP.2021 Content Creating: Rainwater Harvesting Campaign | <i>C. Fox, C. Curd</i> |
| 14.SEP.2021 Call from SU- Women's Leadership Opportunity Outreach, Forward Info | <i>P. Blair, C. Curd, C. Fox</i> |
| 14.SEP.2021 Schedule Posts for Rainwater Harvesting Media Posts | <i>C. Curd</i> |
| 14.SEP.2021 Eduscape Talk and Tour: Save our Sabinal | <i>C. Curd, C. Fox</i> |
| 16.SEP.2021 TPWD Recreation Grant Opportunities | <i>C. Curd, C. Fox, L. Whitmire</i> |
| 20.SEP.2021 BCRA GD Brochure Creation | <i>C. Curd</i> |
| 21.SEP.2021 Rainwater Harvesting PowerPoint Presentation design and completion | <i>C. Fox</i> |
| 21.SEP.2021 Rainwater Harvesting Presentation edited and posted to social media & website | <i>C. Curd</i> |
| 21.SEP.2021 Eduscape Talk and Tour: Texas Runs on Water | <i>C. Curd, C. Fox</i> |
| 22.SEP.2021 Arundo Postcards Sent Out | <i>C. Curd, D. Irvin</i> |
| 28.SEP.2021 Ed. Mtg. Upcoming events, trainings, & projects | <i>C. Curd, C. Fox</i> |
| 28.SEP.2021 Eduscape Talk and Tour: Rainwater Harvesting | <i>C. Curd, C. Fox</i> |

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

30.SEP.2021 Watershed Curriculum Review & Development C. Fox
30.SEP.2021 Website Updates C.Curd

Social Media Posts Facebook- 29, Instagram-24, Twitter-17 C. Fox, C. Curd

Environmental Investigations, Illegal Dumping, Regulatory Compliance

01.JUL.2021 Review Updated Environmental Investigation Forms P. Blair, C. Carter
14.JUL.2021 Environmental Investigation D. Mauk, L. Thomas
03.AUG.2021 Environmental Investigation C. Carter
04.AUG.2021 Environmental Investigation D. Mauk, L. Sparks
05.AUG.2021 Brewington Crossing & Wallace Creek Clean up D. Mauk, L. Sparks
05.AUG.2021 Environmental Investigation D. Mauk, L. Sparks
09.AUG.2021 Environmental Investigation D. Mauk
16.AUG.2021 Environmental Investigation D. Mauk
16.AUG.2021 Environmental Investigation D. Mauk, L. Whitmire
30.AUG.2021 Environmental Investigation D. Mauk, L. Whitmire
03.SEP.2021 Environmental Investigation D. Mauk, C. Carter
08.SEP.2021 Environmental Investigation D. Mauk
09.SEP.2021 Environmental Investigation C. Carter, L. Sparks, Schittone
15.SEP.2021 Brewington Clean-up D. Mauk, L. Whitmire
16.SEP.2021 Environmental Investigation C. Carter, L. Sparks

Well Reg/Permits- 83 Reg, 3APVD, 2PNPDG Permits, Variances: 5; A. Balzen, C. Carter, C. Curd
Nuisances & Violations- 13 Nuisance Complaints, 2 Notice of Violations C. Carter, A. Balzen
Well Site Inspections- 37 inspections; A. Balzen, C. Carter, L. Whitmire, L. Sparks, S. Sckittone
Water Well Sample Collection- 2nd site visits; A. Balzen, C. Carter, L. Whitmire, L. Sparks, S. Sckittone

Drought Stage/Precipitation Monitoring/ Flood Warning & Awareness/ Data Management

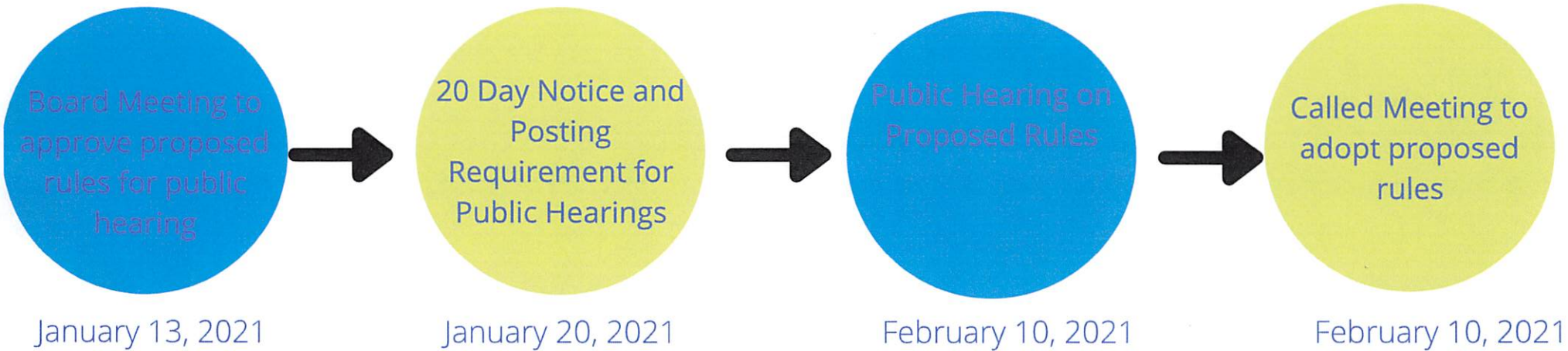
13.JUL.2021 Provide Rainspotters Sheets Received in Mail for Data P. Blair, L. Thomas
15.JUL.2021 Post Drought Monitor C. Curd
26.JUL.2021 Nueces Regional Flood Planning Meeting D. Mauk
26.JUL.2021 Meeting: Updates, USGS, Outstanding Invoices P. Blair, L. Thomas, D. Mauk
04.JUL.2021 Complete Flood Plan Practices Survey for Regional Flood Plan L. Thomas
04.AUG.2021 Review / Edit Flood Plan Practices Survey for Regional Flood Plan P. Blair
05.AUG.2021 Post Drought Monitor C. Curd
05.AUG.2021 Meeting: JFAs for USGS; Check Funds Expected From TWDB P. Blair, L. Thomas
12.AUG.2021 Overnight USGS Chk#14629; & Review JFA Notes P. Blair

**Bandera County River Authority and Groundwater District:
Activities of the District- 4th Quarter FY 2021 (July-September)**

12.AUG.2021 GM JFA FY2022 USGS Approval *P. Blair, D. Mauk*
12.AUG.2021 Scan & Email JFA + FYIs of USGS Check Sent *P. Blair, L. Thomas*
16-19.AUG.2021 Prepared ppt of the Bandera Co. FEWS status and 4.5 year overview to Directors *L. Thomas*
18.AUG.2021 Staff Meeting; Covid Procedures, Board Mtgs, FEWS Presentation, SOPs, Contact Info *All Staff*
AUG.2021 Processed TWDB / USGS payment requests *L. Thomas*
AUG.2021 Worked on Medina FEWS annual report *L. Thomas*
AUG.2021 Worked on Sabinal FEWS quarterly report *L. Thomas*
AUG.2021 Assisted with CRP at Diversion canal and set up Traffic control devices *L. Thomas*
AUG.2021 Conference calls with NRA - RFPG Region 13 *L. Thomas*
AUG.2021 Virtual Zoom Meetings with RFPG Sub-Committee Region 13 *L. Thomas*
07.SEP.2021 Meeting: Flood Acct & Chks, Invoicing, & Outstanding Items *P. Blair, L. Thomas*
13.SEP.2021 Meeting: Update- Funds Received from TWDB for USGS Invoice *P. Blair, L. Thomas*
15.SEP.2021 Meeting: Review Outstanding USGS Invoices & Money Received & Organize *P. Blair, L. Thomas*
21.SEP.2021 Meeting: Update- Bookkeeper Write USGS Checks for 2 Invoices *P. Blair, L. Thomas*
21.SEP.2021 San Antonio Regional Flood Planning Group *D. Mauk, L. Whitmire*
22.SEP.2021 Meeting: Update- Balance + Chks Picked Up, Bookkeeper Writing 2 Invoices *P. Blair, L. Thomas*
23.SEP.2021 Rainspotters quarterly documents mailed out *C. Curd, D. Irvin*
27.SEP.2021 Nueces Regional Flood Planning Group *D. Mauk, L. Whitmire, L. Thomas*
30.SEP.2021 GoToWebinar - Fall 2021 Climate Outlook for South Central Texas *D. Mauk, L. Thomas*

All Monitor Well Measurements see Aquifer Science & DFC Compliance

Chapter 36 Rulemaking Timeline



Chapter 36.101 of the Texas Water Code

