

Bandera County River Authority & Groundwater District



Quarterly Meeting: April 14, 2022

David 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

FILED
AT 8:50 CLOCK 11 M.

APR 11 2022

TANDIE MANSFIELD, COUNTY CLERK
BANDERA COUNTY, TEXAS
BY *[Signature]* DEP.

Phone: (830)796-7260

www.bcragd.org

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

NOTICE

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT
QUARTERLY MEETING
April 14, 2022

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, April 14, 2022 immediately after the public hearing at 10:00 am at 440 FM 3240, Bandera, Texas 78003, 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 January 27, 2022 Quarterly Meeting, January 27, 2022 Public Hearing Minutes, March 3, 2022 Called Meeting Minutes and March 3, 2022 Public Hearing Minutes.
- IV. Discuss and Consider for Action: Approval of FY2021 Annual Report.
- V. Discuss and Consider for Action: Approval of Camp Sionito Well #2 Public Water Supply Permit for an Instantaneous Rate of 32 GPM and an Annual Limit of 5 Acre-Feet.
- VI. Discuss and Consider for Action: Approval of Camp Sionito Well #3 Public Water Supply Permit for an Instantaneous Rate of 30 GPM and an Annual Limit of 5 Acre-Feet.
- VII. Discuss and Consider for Action: Approval of MHC TT, LP Public Water Supply Permit for an Instantaneous Rate of 44 GPM and an Annual Limit of 18 Acre-Feet.
- VIII. Discuss and Consider for Action: Approval of Employee Manual and Code of Ethics Revisions, District Teams, Records Retention Policy, Vehicle Policy, Cell Phone Policy.
- IX. Discuss and Consider for Action: Public Sale of District Grout Machine.
- X. Discuss and Consider for Action: Chapter 36 Rules.
- XI. Discuss and Consider for Action: BCRAGD Quarterly Budget Report / Public Funds Report.
- XII. General Manager Report: Activities of the District – 2nd Quarter FY 2022.
- XIII. Informational Item – Drought Stage, Water Conservation Handouts, Rainwater Harvesting Materials, Future Meeting Date.
- XIV. Adjournment.

This notice is published pursuant to the Texas Open Meetings Act, Texas Government Code Chapter 551. Dated this 11th day of April 2022.

[Signature]

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 April 11th, 2022 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.

[Signature]

David Mauk, General Manager

General Manager
Dave Mauk
P.O. Box 177
440 FM3240
Bandera, Texas
78003

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

Our Mission

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Bandera County River Authority and Groundwater District
Quarterly Meeting
January 27, 2022

START TIME: 10:00 A.M.

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

ABSENT: None

General Manager: D. Mauk

BCRAGD Staff: C. Curd, L. Whitmire, A. Balzen

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 10:00am and N. Boultinghouse, Treasurer, announced that a quorum was present.

II. Public Comment.

Agenda Item 3 occurred before public comment.

Chris Torn, Director of Camp OTX, gave the following public comment:

I have been married for 24 years and have 5 kids. I am here because we have requested an additional 2 wells due to the great success of our first year at Camp OTX. Our mission is to provide a premiere camp environment and experience for kids through a commitment to excellence in all that we do while seeking to establish and deepen a relationship with Jesus Christ. Thats what we do. We closed on the property in 2016 and began construction in 2017. We promised the leadership (i.e County Judge and County Commissioners) to hire local subs and contractors and we made good on that promise. We have hired over 85 local residents to help construct Camp OTX. During the construction phase alone over 7million dollars went to Bandera Subs and Businesses. We opened last summer in the middle of a pandemic. We welcomed over 1500 campers from around the state, 8 campers from out of state and 3 campers from other countries. 160 seasonal employees and 8 full time employees, all of which are Bandera County residents. Additionally, camp families spent over 3.2 million dollars in Bandera over the summer. We are expected to increase to 2300 campers and 200 seasonal employees. Projected economic impact in Summer 2022 to be North of \$5million for the county of Bandera. OTX has taken an active role in the community through sponsorship and having a job fair on Feb 12, 2022 . We need the wells to continue to operate. I have 2 letters to read, with your permission from 2 guys that couldn't be here today. (Please see the attached letters.)

we acknowledge that the District has issued a permit like this in the past. If the District chooses to move forward with this and issue another permit for pumping into an impoundment, we ask that the District consider the use that permit is designated for. We know that the Camp has not been irrigating and that by receiving a commercial irrigation permit they are sidestepping the drought restrictions and we ask that this permit be only issued for the impoundment and not commercial irrigation. I'm available for any questions. Dave Mauk read a letter from Diane Lindig Lovett: To all board members, staff, and any other concerned parties of Bandera County River Authority and Groundwater District regarding Camp OTX RR417 in Tarpley asking

III. Presentation of Annual FY 2021 District Financial Audit, Prepared by Ede and Company, Certified Public Accountants.

This agenda item occurred before item 2. Eric Ede presented to the board the annual FY 2021 District Financial Audit. BCRAGD received an unmodified score, which is the highest score according to acceptable accounting principles. The FY 2021 District Financial Audit is available on the district website.

Motion to accept the Annual FY 2021 Financial Audit as presented made by E. DeWinne and seconded by R. Mulherin. Motion passed 8-0.

IV. Discuss and Consider for Action: Approval of November 4, 2021 Quarterly Meeting Minutes.

E. DeWinne motioned to approve the November 4, 2021 Quarterly Meeting Minutes and B. Williams seconded the motion. Motion passed 8-0.

V. Discuss and Consider for Action: Approval of RR 417 Public Water Supply Well Permit for an Instantaneous Rate of 50 GPM with an Annual Production Limit of 15 acre-feet.

D. Mauk gave Derek Sealy the opportunity to address any concerns. Derek Sealy stated that he had not seen the request for a contested Case hearing before and had just received it. He asked for clarification as to if it were a request for hearing on both permits; and pointed out that it was Ms. Ice's burden to prove that there is standing. I don't think there is a right to a contested case hearing and that anything presented here supports a right to a contested hearing.

Lauren Ice responded that it is her understanding that according to the board's rules the procedure for requesting a hearing is to submit the request itself by the close of the permit hearing today and that a preliminary hearing would be set by a hearing examiner. At that point, the counsel for all parties make the case.

Derek Sealy said he will leave it up to the board as to if they want to hear from his hydrogeologist.

IX. General Manager Report: Activities of the District – 1st Quarter FY 2022.

General Manager, D. Mauk, gave the Board an overview of the District’s 1st Quarter FY 2022 Activities which included: Registered and Permitted Well Report Numbers, Nuisance Complaints, Variance Requests, Notice of Violations, Groundwater Tests, Water Well Plugging, Geophysical Logging, and Monitor Well Report.

The report also included Surface Water Evaluation & Reports, In-House Surface Water Quality Monitoring Report, Medina Lake Update, Aquatic Life Monitoring, EAA Sampling, Public Service Announcements, Staff Highlights, Invasive Species Updates, and the Drought Monitor.

Also included in the GM Report were the Education & Outreach Highlights, Social Media Highlights, and Flood Early Warning System Update.

X. Informational Item – Drought Stage, Water Conservation Handouts, Rainwater Harvesting Materials, Future Meeting Date.

D. Mauk stated that there were no updates and went over the drought stage in item 13.

XI. Adjournment.

R.Gibson motioned to adjourn the meeting and C. Striegl seconded the motion. Motion passed 8-0. Meeting adjourned at 11:51am.

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date

Bandera County River Authority and Groundwater District
Public Hearing on RR 417 Irrigation Permit and RR 417 Public Water Supply Permit
January 27, 2022

START TIME: 10:00 A.M.

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

ABSENT: None

General Manager: D. Mauk

BCRAGD Staff: C. Curd, L. Whitmire, A. Balzen

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 10:00am and N. Boultinghouse, Treasurer, announced that a quorum was present.

II. Public Comment.

Chris Torn, Director of Camp OTX, gave the following public comment:

I have been married for 24 years and have 5 kids. I am here because we have requested an additional 2 wells due to the great success of our first year at Camp OTX. Our mission is to provide a premiere camp environment and experience for kids through a commitment to excellence in all that we do while seeking to establish and deepen a relationship with Jesus Christ. That's what we do. We closed on the property in 2016 and began construction in 2017. We promised the leadership (i.e County Judge and County Commissioners) to hire local subs and contractors and we made good on that promise. We have hired over 85 local residents to help construct Camp OTX. During the construction phase alone over 7million dollars went to Bandera Subs and Businesses. We opened last summer in the middle of a pandemic. We welcomed over 1500 campers from around the state, 8 campers from out of state and 3 campers from other countries. 160 seasonal employees and 8 full time employees, all of which are Bandera County residents. Additionally, camp families spent over 3.2 million dollars in Bandera over the summer. We are expected to increase to 2300 campers and 200 seasonal employees. Projected economic impact in Summer 2022 to be North of \$5million for the county of Bandera. OTX has taken an active role in the community through sponsorship and having a job fair on Feb 12, 2022 . We need the wells to continue to operate. I have 2 letters to read, with your permission from 2 guys that couldn't be here today. (Please see the attached letters.)

Justin Tike, stated that Chris covered everything and that his son was one of the high school students employed over the summer by Camp OTX and that he totally supports their group and their leadership.

know that the Camp has not been irrigating and that by receiving a commercial irrigation permit they are sidestepping the drought restrictions and we ask that this permit be only issued for the impoundment and not commercial irrigation. I'm available for any questions. Dave Mauk read a letter from Diane Lindig Lovett: To all board members, staff, and any other concerned parties of Bandera County River Authority and Groundwater District regarding Camp OTX RR417 in Tarpley asking

XI. Adjournment.

D. Sloan announced the board will go into executive session. The executive session ended at 11:36 am.

R.Gibson motioned to adjourn the meeting and C. Striegl seconded the motion. Motion passed 8-0. Meeting adjourned at 11:36am.

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date

Bandera County River Authority and Groundwater District
Called Meeting
March 3, 2022

START TIME: 10:03 A.M.

PRESENT: D. Sloan, B. Williams, C. Striegl, E. DeWinne, B. Hayes, R. Mulherin

ABSENT: N. Boultinghouse, R. Gibson

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 10:03am and B. Williams, Vice President, announced that a quorum was present.

II. Public Comment.

Margo Denke thanked the board for listening to the community's concerns and for the opportunity to work with the Torns and Camp OTX. She also stated that the attorney for Friends of Hondo Canyon has submitted a conditional withdrawal of their petition for a contested case hearing.

III. Discuss and Consider for Action: Approval of RR 417 Public Water Supply Well Permit for an Instantaneous Rate of 50 GPM with an Annual Production Limit of 15 acre-feet.

D. Mauk asked Margo Denke if anyone was protesting the public water supply. She said that they were not.

Motion to approve RR 417 Public Water Supply Well Permit for an Instantaneous Rate of 50 GPM with an Annual Production Limit of 15 acre-feet made by E. DeWinne and seconded by B. Williams. Motion passed 6-0.

IV. Discuss and Consider for Action: RR 417 Irrigation Permit for an Instantaneous Rate of 40 GPM with an Annual Aggregate Production Limit of 55 Acre-Feet between Permit P-1159 and P-1177 (pending permit approval).

D. Mauk stated that this new permit was agreed upon by both parties. The permit would not exceed 55 acre-feet combined and would only allow for 27.5 acre feet in P-1177 unless P-1159 does not produce 27.5 acre-feet.

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

D. Mauk stated that the Rules Review should be ready for April's meeting. He also stated that the District is receiving a telemetry unit for the new monitor well from the USGS.

X. Adjournment.

E. DeWinne motioned to adjourn the meeting and B. Williams seconded the motion. Motion passed 6-0. Meeting adjourned at 10:28 am.

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date

Bandera County River Authority and Groundwater District
Public Hearing on RR 417 Irrigation Permit, RR 417 Public Water Supply Permit, Mack Enterprises
Public Water Supply #1 and #2 Permits, SNSTX LLC., Public Water Supply Permit, and Mathew J
& Rachel R. Cortinas Domestic Well Permit
March 3, 2022

START TIME: 10:03 A.M.

PRESENT: D. Sloan, B. Williams, C. Striegl, E. DeWinne, B. Hayes, R. Mulherin

ABSENT: N. Boultinghouse, R. Gibson
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 10:03am and B. Williams, Vice President, announced that a quorum was present.

II. Public Comment.

Margo Denke thanked the board for listening to the community's concerns and for the opportunity to work with the Tornos and Camp OTX. She also stated that the attorney for Friends of Hondo Canyon has submitted a conditional withdrawal of their petition for a contested case hearing.

XI. X. Adjournment.

E. DeWinne motioned to adjourn the meeting and B. Williams seconded the motion. Motion passed 6-0. Meeting adjourned at 10:28 am.

Approved by:

Don Sloan (*BCRAGD President*)

Neil Boultinghouse(*BCRAGD Secretary/Treasurer*)

Date

Date

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Bandera County

River Authority and Groundwater District

Protecting & Preserving our Natural Resources

Board of Directors

Don Sloan
President

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Vice-President

Neil Boultinghouse
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Ernest DeWinne
Director

Conrad Striegl
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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

www.bcragd.org

WELL PERMIT HEARING

Name: Camp Sionito (Well #2)

Location: 7754 Hwy 16 N Bandera, TX 78003


Requested Production Limit: Instantaneous Rate of 32 GPM
with a combined Annual Production Limit of 5 Acre-Feet.

Purpose: Public Water Supply

Date: Meeting to be held at 10:00am on April 14, 2022 at 440 FM
3240, Bandera, Texas 78003.

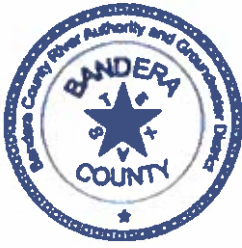

David Mauk, General Manager

3/31/22
Date

FILED
AT 2:49 O'CLOCK P.M. ON
MAR 31 2022
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

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

www.bcragd.org

WELL PERMIT HEARING

Name: Camp Sionito (Well #3)

Location: 7754 Hwy 16 N Bandera, TX 78003

Requested Production Limit: Instantaneous Rate of 30 GPM
with a combined Annual Production Limit of 5 Acre-Feet.

Purpose: Public Water Supply

Date: Meeting to be held at 10:00am on April 14, 2022 at 440 FM
3240, Bandera, Texas 78003.



David Mauk, General Manager

3/31/22

Date

FILED
AT 440 O'CLOCK P ON

MAR 31 2022

TANDIE MANSFIELD, COUNTY CLERK
BANDERA COUNTY, TEXAS
BY  DEPUTY

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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: MHC TT, LP

Location: 215 Spettle Road Lakehills, TX 78063

Requested Production Limit: Instantaneous Rate of 44 GPM
with a combined Annual Production Limit of 18 Acre-Feet.

Purpose: Public Water Supply

Date: Meeting to be held at 10:00am on April 14, 2022 at 440 FM
3240, Bandera, Texas 78003.


David Mauk, General Manager

3/31/22
Date

FILED
AT 2:49 O'CLOCK PM ON
MAR 31 2022
TANDIE MANSFIELD, COUNTY CLERK
BANDERA COUNTY, TEXAS
BY W. O. H. 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**
Employee Manual and Code of Ethics
(Adopted September 11, 1998)
(Last Reviewed & Amended November 4, 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 & Amended November 4, 2021.

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 _____

General Manager. 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.

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.

Employee Initials _____

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. 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

Employee Initials _____

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.

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.

Employee Initials _____

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.

Performance Appraisal

Annual performance appraisals will be scheduled 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

Employee Initials _____

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.

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. 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 _____

Bandera County River Authority & Groundwater District
Revised FY 2022 Teams and Staff Positions

Staff members comprise of 10 teams. District staff serve on more than one team:

- **General Management**

- ~~Office Operations~~ **Finance/Human Resources**

- Finances**

- Accounts Payable
 - Accounts Receivable
 - Financial Records Filing and Retention
 - Public Funds Investment
 - Financial Audit

- Human Resources**

- Employee Files- (Resume, Certificates, Applications, Offer Letters)
 - New Hire Onboarding SOPs
 - Employee Health Insurance
 - OPS- Employee Logging of Sick and Vacation Time

- Records Management**

- TX Library Archives Commission Rules, Laws, and Procedures
 - Training
 - Retention Plans and Upkeep
 - Daily Employee Activities of the District Log & Employee Calendar

- ~~Public Information Requests~~

- ~~Output of Requested Records~~
 - ~~Public Information Act Compliance~~

- ~~Elections~~

- ~~Training & Procedures~~
 - ~~Candidate Files~~

- ~~Board Meetings~~

- ~~Open Meetings Act Compliance~~
 - ~~Board Books~~
 - ~~Quarterly Data~~
 - ~~Agenda / Sign In Sheet~~
 - ~~Minutes / Recordings~~
 - ~~Annual Report~~

- Documents & Letters**

- Drafting, Reviewing, Editing
 - Policies
 - Public Water Test Results Paperwork & Procedures

- **Office Operations**

- Public Information Requests**

- Output of Requested Records

Aquifer Protection

Abandoned Wells

Environmental Investigations

Illegal Dumping/Pollution Mitigation

Watershed Protection

Scientific Research

Water Conservation and Best Management Practices

Invasive Species Management/Brush Control

Arundo Donax, Zebra Mussels

Environmental Investigations

Illegal Dumping/Pollution Mitigation

● **Flood Warning and Awareness**

TWDB Flood Grant

Flood Awareness Education

Rainfall Monitoring

● **Water Resource Management and Policy**

Legislative and Intergovernmental Affairs

Annual Report

Environmental Flows (GSA BBASC)

Regional Water Planning Groups (GMA-9, Region J PPG)

Public Information Requests

Output of Requested Records

Public Information Act Compliance

Elections

Training & Procedures

Candidate Files

Board Meetings

Open Meetings Act Compliance

Board Books

Quarterly Data

Agenda / Sign In Sheet

Minutes / Recordings

Annual Report

● **Education and Community Outreach**

Bandera, Medina, and Utopia ISD programs

Community Educational Programs

University Partnerships

Nonprofit and Agency Collaborations

Staff Trainings/Certificates/Compliance

Annual Report

● **Performance Management and Quality Improvement**

Annual Report

Staff Trainings/Certificates/Compliance

Hayli Phillips Hernandez

Title: Intergovernmental Affairs Manager

Jobs: Legislative Affairs, Board Meetings Coordinator, Elections Coordinator, Records Liaison

Primary Teams: Water Resource Management and Policy Team Leader, Performance Management and Quality Improvement, **Office Operations**

Email: hphillips@bcragd.org

Cell phone: (830) 796-6201

Alyssa Balzen

Title: Groundwater Science Manager

Jobs: Groundwater Science Supervisor

Primary Teams: Groundwater Science Operations Team Leader

Email: abalzen@bcragd.org

Direct Line: (830) 522-2132

Clint Carter

Title: Field Operations Manager

Jobs: Field Operations Coordinator, Biologist, Code Enforcement Officer, Field Technician

Primary Teams: Field Operations; Surface Water Science Operations; Groundwater Science Operations

Email: ccarter@bcragd.org

Direct Line: (830) 522-2771

Corrina Fox

Title: Education and Outreach Manager

Jobs: Education & Outreach Supervisor

Primary Teams: Education and Community Outreach Team Leader, **Finance/Human Resources Team**

Email: cfox@bcragd.org

Direct Line: (830) 522-2133

Larry Thomas

Title: Flood Science Manager

Jobs: Flood Warning System Project Manager & Data Management

Primary Teams: Flood Warning Project Team Leader; Data Management Team Leader

Email: lthomas@bcragd.org

Direct Line: (830) 522-2775

Bandera County River Authority and Groundwater District

Record Retention Policy

WHEREAS, Title 6, Subtitle C, Local Government Code (Local Government Records Act), provides that each local government must establish an active and continuing records management program; and

WHEREAS, the Bandera County River Authority and Groundwater District desires to adopt a plan for that purpose and to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping; **NOW THEREFORE:**

SECTION 1. DEFINITION OF RECORDS OF THE BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT. All documents, papers, letters, books, maps, photographs, sound or video recordings, microfilm, magnetic tape, electronic media, or other information recording media, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by the Bandera County River Authority and Groundwater District or any of its officers or employees pursuant to law or in the transaction of public business are hereby declared to be the records of the Bandera County River Authority and Groundwater District and shall be created, maintained, and disposed of in accordance with the provisions of this ordinance or procedures authorized by it and in no other manner.

SECTION 2. RECORDS DECLARED PUBLIC PROPERTY. All records as defined in Sec. 1 of this plan are hereby declared to be the property of the Bandera County River Authority and Groundwater District. No official or employee of the Bandera County River Authority and Groundwater District has, by virtue of his or her position, any personal or property right to such records even though he or she may have developed or compiled them. The unauthorized destruction, removal from files, or use of such records is prohibited.

SECTION 3. POLICY. It is hereby declared to be the policy of the Bandera County River Authority and Groundwater District to provide for efficient, economical, and effective controls over the creation, distribution, organization, maintenance, use, and disposition of all records of this office through a comprehensive system of integrated procedures for the management of records from their creation to their ultimate disposition, consistent with the requirements of the Local Government Records Act and accepted records management practice.

SECTION 4. RECORDS MANAGEMENT OFFICER. The ~~Finance and HR Manager Office Manager~~ will serve as records management officer for the Bandera County River Authority and Groundwater District as provided by law and will ensure that the maintenance, destruction, electronic storage, or other disposition of the records of this office are carried out in accordance with the requirements of the Local Government Records Act.

Resolution Regarding Records Retention Policy

April 14, 2022

WHEREAS, Title 6, Subtitle C, Local Government Code, provides that each local government must establish an active and continuing records management program; and

WHEREAS, the Bandera County River Authority and Groundwater District desires to adopt a plan for that purpose and to prescribe policies and procedures consistent with the Local Government Records Act and in the interests of cost-effective and efficient recordkeeping; and

WHEREAS, the Texas State Library and Archives Commission requires proof of board consensus to adopt the policy before moving the District from a permanent retention schedule to the appropriate retention schedules according to the Texas State Library and Archives Commission;

NOW THEREFORE BE IT RESOLVED, that the Bandera County River Authority and Groundwater District Board of Directors approves the Record Retention Policy.

THIS RESOLUTION IS EFFECTIVE ON THE DATE SIGNED.

Signed on July __, 2019

Don Sloan, Board President

ATTEST:

Exhibit A

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT POLICY ON DISTRICT VEHICLES

Purpose

Whereas, Bandera County River Authority and Groundwater District, hereinafter referred to as "BCRAGD" or "the District", owns, maintains and operates a fleet of District vehicles.

Whereas, BCRAGD is mindful of the condition of the District vehicles and the expense to the District to maintain them.

Section 1. New Vehicle Requirement and Replacement

On an annual basis BCRAGD staff, under the direction of the General Manager, should assess the state and condition of the District vehicles. This assessment should determine if the vehicles are in proper operating condition, continue to fit the needs of the District, and are being maintained appropriately.

Should a vehicle be determined to no longer meet the needs of the District, repairs have become excessive and costly to the District or has exceeded the lifetime expectancy of the vehicle, the General Manager shall seek board approval to dispose of the vehicle in accordance with Chapter 2175 of the Texas Government Code. Following Board approval, the General Manager may either hold a public sale of the vehicle, transfer the vehicle to another State agency or political subdivision, or trade the vehicle in toward the purchase of a new vehicle.

Following Board approval, the General Manager may replace District vehicles or acquire new vehicles for the District.

Section 2. Budgeting

The General Manager and supporting staff should take into consideration the need for vehicle replacement, vehicle repair, and routine maintenance when preparing the District budget each fiscal year.

Section 3. Vehicle Acquisition and Preparation

When acquiring a new District vehicle, the BCRAGD staff will maintain proper state registration and immediately notify the District insurance of the addition of the vehicle to the policy. Additionally, a routine maintenance log should be created and properly updated for the District vehicle.

BANDERA COUNTY RIVER AUTHORITY AND GROUNDWATER DISTRICT CELL PHONE COMPENSATION POLICY

Purpose

Whereas, Bandera County River Authority and Groundwater District, hereinafter referred to as BCragd, requires certain staff members to be available after working hours;

Whereas, BCragd sends certain staff members out of town as representatives of the District;

Whereas, BCragd requires field work for certain staff members that creates a need for cell phone use;

Whereas, BCragd wishes to compensate employees for the use of their personal cell phones for District business;

Section 1. Applicability

This policy applies to staff members who the General Manager requires the use of their personal cell phones to conduct business on behalf of the District and is a vital part of their work related duties. It is at the discretion of the General Manager to determine which staff members fall under this policy.

Section 2. Policy

Staff members whose job requires the use of a cell phone for District business, as outlined in this policy, may use a personal cell phone for District business and receive a monthly allowance to cover the cost of their cell phone service. Staff members may elect to use a District-provided cell phone in lieu of receiving compensation for using a personal cell phone.

Section 3. Cell Phone Allowance

A. Eligibility for Cell Phone Allowance

1. The cell phone allowance must be approved by the General Manager.
2. The District may provide a cell phone allowance to an employee if at least one of the following criteria is met:
 - a. The job requires a considerable amount of time outside of the office (travel, meetings, conferences, work from home, etc..) and use of the cell phone facilitates the effective conduct of business operations while away.
 - b. The job requires the employee to be immediately accessible to receive and/or make frequent business calls outside of working hours.
 - c. Job duties away from the office may expose the employee or other to immediate harm or danger (i.e. visits to private property, field work in moving bodies of water, site visits, etc.)

B. Cell Phone Allowance Amount

1. The monthly cell phone allowances shall not exceed \$150. The cell phone allowance is considered taxable income to the employee by the Internal Revenue Service. The allowance is intended to reimburse the employee for the average business use of the cell phone, not to pay the entire bill. The amount of the allowance should be

Section 5. Effective Date

This policy is placed into effect with the signature of the Board President.

Don Sloan, Board President

Date

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**Bandera County River Authority and Groundwater District
Funds Report
at March 31, 2022**

Total Funds - All Bank Accounts	605,201
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Cash Accounts	
BCRAGD Operating Account - Bandera Bank (See Funds Breakdown -Below)	528,068
Flood Project Checking - Texas Hill Country Bank	25
Petty Cash	400
Total - Cash Accounts	528,493

Certificates of Deposit	
CD # 51127 Hondo National Bank 6 Month CD Maturity Date - 8/06/22 .10%	76,707
Total - CD's	76,707

Funds Breakdown	
Flood Project Funds In BCRAGD Operating Account	-
Flood Project Funds In THCB Flood Project Account	25
Total - Non-Designated Funds	533,894
Total - Designated Funds (from list below)	71,282
Total - All Funds	605,201

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 2021 through March 2022

	Oct '21 - Mar 22	Budget	\$ Over Budget	% of Budget
Operating Expenses				
Bldg-Property Improv. & Maint.	18,328.08	20,000.00	-1,671.92	91.64%
Medina Lake Annex Office (rent)	7,200.00	9,600.00	-2,400.00	75.0%
Computer Software & Supplies	3,940.11	5,000.00	-1,059.89	78.8%
Google Aps for Business	1,226.84	3,000.00	-1,773.16	40.9%
Contingencies	0.00	1,000.00	-1,000.00	0.0%
Dues, Fees & Subscriptions	5,830.36	3,000.00	2,830.36	194.35%
Office Security	3,870.00	8,000.00	-4,130.00	48.38%
Employee-Training,Cert.,Licens.	1,096.82	8,000.00	-6,903.18	13.71%
Travel, Conference, Meetings	1,410.10	10,000.00	-8,589.90	14.1%
Furniture	100.00	2,590.00	-2,490.00	3.86%
Equipment & Supplies	8,782.08	17,500.00	-8,717.92	50.18%
Website	280.46	5,000.00	-4,719.54	5.61%
Office Supplies	7,050.33	7,000.00	50.33	100.72%
Postage	623.90	850.00	-226.10	73.4%
Water Quality-Conserv. Projects	0.00	8,000.00	-8,000.00	0.0%
Clean River Program	1,239.26	8,000.00	-6,760.74	15.49%
Illegal Dumping-Litter Aabate	0.00	1,000.00	-1,000.00	0.0%
Water Test Supplies	4,293.91	9,000.00	-4,706.09	47.71%
Aquifer Monitoring Wells	17,311.52	19,000.00	-1,688.48	91.11%
Well Logging & Equipment	0.00	1,000.00	-1,000.00	0.0%
Well Plugging	0.00	1,500.00	-1,500.00	0.0%
ASR & Water Catchment Projects	0.00	2,500.00	-2,500.00	0.0%
Brush Control - Arundo Donax	3,500.00	5,000.00	-1,500.00	70.0%
Invasives - Zebra Mussels	0.00	1,000.00	-1,000.00	0.0%
Riparian Projects	0.00	1,000.00	-1,000.00	0.0%
Medina LK SurfaceGW Interaction	0.00	2,500.00	-2,500.00	0.0%
USGS - Gauge Total	19,400.00	30,600.00	-11,200.00	63.4%
USGS Gauge - NW Bandera County	0.00	6,380.00	-6,380.00	0.0%
GMA-9 / DFC Compliance	3,403.85	5,000.00	-1,596.15	68.08%
Flood Awareness- Rainfall Prog.	29.99			
Utilities				
Electric	1,051.87			
Internet	1,422.18			
Telephone	4,444.20			
Water	646.76			
Utilities - Other	0.00	20,000.00	-20,000.00	0.0%
Total Utilities	7,565.01	20,000.00	-12,434.99	37.83%

Bandera Co. River Auth. & Groundwater Dist.
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
CD's	
CD # 51127 Hondo National Bank	76,707.19
Total CD's	<u>76,707.19</u>
Checking - Bandera Bank	528,068.38
Petty Cash	400.00
Total Checking/Savings	<u>605,175.57</u>
Accounts Receivable	
Accounts Receivable	65.00
Total Accounts Receivable	<u>65.00</u>
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	<u>65,571.72</u>
Total Current Assets	<u>670,812.29</u>
TOTAL ASSETS	<u><u>670,812.29</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Deferred Revenue	58,235.81
Payroll Liabilities	210.00
Total Other Current Liabilities	<u>58,445.81</u>
Total Current Liabilities	<u>58,445.81</u>
Total Liabilities	58,445.81
Equity	
Restricted Fund Equity	71,282.00
Retained Earnings	149,084.76
Net Income	391,999.72
Total Equity	<u>612,366.48</u>
TOTAL LIABILITIES & EQUITY	<u><u>670,812.29</u></u>

Bandera Co. River Auth. & Groundwater Dist.
Report of Revenue & Expenditures
January through March 2022

	Jan - Mar 22	Oct '21 - Mar 22
GMA-9 / DFC Compliance	3,356.65	3,403.85
Flood Awareness- Rainfall Prog.	0.00	29.99
Utilities		
Electric	334.40	1,051.87
Internet	589.70	1,422.18
Telephone	1,742.57	4,444.20
Water	259.04	646.76
Total Utilities	2,905.71	7,565.01
Vehicle Expenses		
Gas	1,825.40	3,573.43
Mileage reimbursement	0.00	510.50
Repair & Maintenance	9,637.92	9,979.31
Total Vehicle Expenses	11,463.32	14,063.24
Total Operating Expenses	59,142.89	130,545.86
Community Outreach		
Education & Notices	323.72	5,528.47
Public Relations	237.23	452.18
Total Community Outreach	560.95	5,980.65
Payroll Expenses - Do Not Use	0.00	0.00
Voided Check	0.00	0.00
Total Expense	391,862.80	726,939.40
Net Ordinary Income	285,823.19	391,999.72
Other Income/Expense		
Other Income		
GMA 9 Dues	30,209.85	30,209.85
Total Other Income	30,209.85	30,209.85
Other Expense		
GMA 9 Facilitator Expense	30,209.85	30,209.85
Total Other Expense	30,209.85	30,209.85
Net Other Income	0.00	0.00
Net Income	285,823.19	391,999.72

Bandera Co. River Auth. & Groundwater Dist.

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Register: Checking - Bandera Bank
 From 01/01/2022 through 03/31/2022
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/25/2022	14789	Jamie Cox	Accounts Payable	Inv#01282022:...	175.00	X		487,624.42
01/25/2022	14790	Reddy Pros	Accounts Payable	Inv#1583: 6' Pr...	4,800.00	X		482,824.42
01/25/2022	14791	Xerox Financial Serv...	Accounts Payable	010-0038073-0...	286.02	X		482,538.40
01/25/2022	14792	Araseli Avalos	Accounts Payable	Inv#AA2096: ...	250.00	X		482,288.40
01/28/2022		QuickBooks Payroll ...	-split-	Created by Pay...	22,074.82	X		460,213.58
01/31/2022			-split-	Deposit		X	20,139.90	480,353.48
01/31/2022			Interest Income	Interest		X	32.92	480,386.40
01/31/2022	EFTPS	United States Treasury	-split-	74-2576034	7,031.78	X		473,354.62
01/31/2022	DD	Balzen, Alyssa B	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Blair, Prari D	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Carter, Clinton R	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Curd, Charley	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Fox, Corrina D	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Irvin, Diane J	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Mauk, David A	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Hernandez, Hayli D	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Scititone, Shelby L	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Sparks, Levi L.	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Thomas, Larry B	-split-	Direct Deposit		X		473,354.62
01/31/2022	DD	Whitmire, Luke E	-split-	Direct Deposit		X		473,354.62
02/01/2022			-split-	Deposit		X	56,603.36	529,957.98
02/07/2022	14793	Culligan of the Hill ...	Accounts Payable	Inv#20220252...	124.75	X		529,833.23
02/07/2022	14794	Ede & Company, LLC	Accounts Payable	Inv#4561: Fina...	4,900.00	X		524,933.23
02/07/2022	14795	GM Ellis Law Firm PC	Accounts Payable	Inv#BCRAGD-...	2,400.00	X		522,533.23
02/07/2022	14796	Jamie Cox	Accounts Payable	Inv#02012022:...	175.00	X		522,358.23
02/07/2022	14797	Propane Depot, Inc.	Accounts Payable	Inv#9254; Acct...	226.20	X		522,132.03
02/07/2022	14798	Quill LLC	Accounts Payable	Inv#22620922 ...	108.84	X		522,023.19
02/07/2022	14799	Wex Bank	Accounts Payable	Inv#78290540:...	622.94	X		521,400.25
02/07/2022	14800	Quill LLC	Accounts Payable	Inv#22378671 ...	72.58	X		521,327.67
02/07/2022	14801	David Jeffery	Accounts Payable	Inv#2202: Jan. ...	650.00	X		520,677.67
02/08/2022	ACH	Vanguard	-split-		5,369.06	X		515,308.61
02/08/2022	D	Bandera Electric Coo...	Accounts Payable	02 S36830 001...	141.35	X		515,167.26
02/08/2022	D	AT&T Mobility	Accounts Payable	Inv#02032022:...	227.97	X		514,939.29
02/08/2022	D	Bandera Electric Coo...	Accounts Payable	02 S36830 001...	698.00	X		514,241.29
02/10/2022			-split-	Deposit		X	107,888.20	622,129.49
02/14/2022		QuickBooks Payroll ...	-split-	Created by Pay...	22,297.28	X		599,832.21
02/15/2022			-split-	Deposit		X	90,883.59	690,715.80
02/15/2022	EFTPS	United States Treasury	-split-	74-2576034	7,061.84	X		683,653.96
02/15/2022	14802	GM Ellis Law Firm PC	Accounts Payable	Inv#BCRAGD-...	11,291.51	X		672,362.45
02/15/2022	14803	HACH	Accounts Payable	172238-001	516.47	X		671,845.98

Bandera Co. River Auth. & Groundwater Dist.

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Register: Checking - Bandera Bank
 From 01/01/2022 through 03/31/2022
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
03/02/2022			-split-	Deposit		X	18,103.99	638,293.30
03/02/2022	14816	B. Dalton Bookkeepi...	Accounts Payable	Inv#8807	455.00	X		637,838.30
03/02/2022	14817	Central Appraisal Di...	Accounts Payable	2nd Qtr 2022 ...	7,840.80	X		629,997.50
03/02/2022	14818	David Jeffery	Accounts Payable	Inv#2203: Febr...	650.00	X		629,347.50
03/03/2022	ACH	Vanguard	-split-		4,864.08	X		624,483.42
03/03/2022	14819	Araseli Avalos	Accounts Payable	Inv#AA2097: ...	250.00	X		624,233.42
03/03/2022	14820	Araseli Avalos	Accounts Payable	Inv#AA2098: ...	250.00	X		623,983.42
03/07/2022			-split-	Deposit		X	10,044.86	634,028.28
03/08/2022	14821	Blanton & Associate...	Accounts Payable	Inv#19178-05: ...	33,566.50			600,461.78
03/08/2022	14822	Culligan of the Hill ...	Accounts Payable	Inv#20220352...	158.50	X		600,303.28
03/08/2022	14823	Hill Country Pest Co...	Accounts Payable	Inv#510805; A...	63.25	X		600,240.03
03/08/2022	14824	Quill LLC	Accounts Payable	Inv#23296181;...	136.70			600,103.33
03/08/2022	14825	So Fast Printing	Accounts Payable	Inv#109-25762:...	195.00			599,908.33
03/08/2022	14826	Wex Bank	Accounts Payable	Inv#79209708:...	546.99	X		599,361.34
03/09/2022	D	Bandera Electric Coo...	Accounts Payable	02 S36830 001...	714.98	X		598,646.36
03/09/2022	D	Bandera Electric Coo...	Accounts Payable	02 S36830 001...	141.35	X		598,505.01
03/14/2022			-split-	Deposit		X	9,859.14	608,364.15
03/14/2022	14827	GM Ellis Law Firm PC	Accounts Payable	Inv#BCRAGD-...	2,400.00			605,964.15
03/14/2022	14828	Mosty Law Firm	Accounts Payable	Inv#00546: Ge...	738.00			605,226.15
03/14/2022		QuickBooks Payroll ...	-split-	Created by Pay...	22,432.32	X		582,793.83
03/15/2022	EFTPS	United States Treasury	-split-	74-2576034	6,926.76	X		575,867.07
03/15/2022	DD	Balzen, Alyssa B	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Blair, Prari D	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Carter, Clinton R	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Curd, Charley	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Fox, Corrina D	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Hernandez, Hayli D	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Irvin, Diane J	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Mauk, David A	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Skittone, Shelby L	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Sparks, Levi L.	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Thomas, Larry B	-split-	Direct Deposit		X		575,867.07
03/15/2022	DD	Whitmire, Luke E	-split-	Direct Deposit		X		575,867.07
03/18/2022	D	AT&T Mobility	Accounts Payable	Inv#03032022:...	131.67	X		575,735.40
03/21/2022	14829	Card Service Center	Accounts Payable	2/5/22-3/8/22; ...	6,534.72			569,200.68
03/22/2022	14830	BPS Security	Accounts Payable	Inv#1442 Cust ...	645.00			568,555.68
03/22/2022	14831	Quill LLC	Accounts Payable	Inv#23507677 ...	103.95			568,451.73
03/22/2022	14832	United Health Care	Accounts Payable	Inv#57126978...	13,454.56			554,997.17
03/23/2022			-split-	Deposit		X	17,187.83	572,185.00
03/23/2022	14833	Araseli Avalos	Accounts Payable	Inv#AA2099: ...	250.00			571,935.00



Well Report - FY 2022 - 2nd Quarter

A. Registered and Permitted Well Reports - 2nd Quarter

Registered Wells 2nd Quarter FY 2022

- a.) January- 35 wells
- b.) February- 18 wells
- c.) March- 17 wells

VS

Registered Wells 2nd Quarter FY 2021

- a.) January- 8 wells
- b.) February- 10 wells
- c.) March- 11 wells

Total 2nd quarter 2022= 70 wells

Total 2nd quarter 2021= 29 wells

Permitted Wells- 6 APVD; 6 PNDG

Variance Requests- 5

B. Nuisance Complaints & Notice of Violations

Nuisance Complaints- 10

Groundwater Notice of Violations- 2

Environmental Notice of Violations- 0

C. Groundwater Tests 2nd Quarter

2nd Quarter FY 2022

- a.) Mineral Only- 4
- b.) Bacteria Only- 60
- c.) Both- 33

VS

2nd Quarter FY 2021

- a.) Mineral Only- 3
- b.) Bacteria Only- 42
- c.) Both- 33

Total 2nd quarter 2022= 97 tests

Total 2nd quarter 2021= 78 tests

D. Water Well Plugging- 0

E. Geophysical Logging- 1



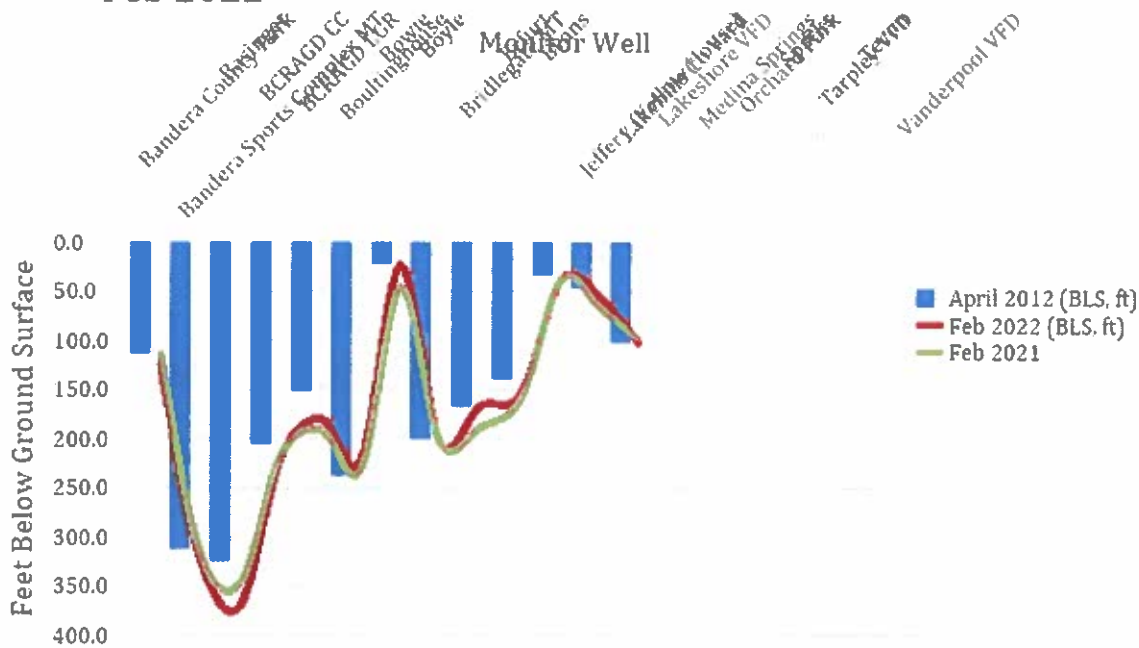
Bandera County River Authority and Groundwater District

Monitor Well Report- 2nd Quarter FY 2022
Bandera County Groundwater Evaluation

Middle Trinity Aquifer

1-Year Change (Feb 2021 – Feb 2022)	10-Year Change (April 2012 – Feb 2022)
5.8%	-7.7%

Change In Water Depth (Middle Trinity): April 2012 - Feb 2022





FY 2022 2nd 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 January 26, 2022 & February 1, 2022. Next sampling will be conducted in of April of 2022.

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 Lake & Diversion Lake

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

Medina Lake CRP was conducted on February 9, 2022. The next sample will be conducted in **December of 2021**. Diversion Lake CRP was conducted on February 23, 2022. The next sample will be conducted in April of 2022.

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.





**BCRAGD Public Service Announcement:
 Medina River *E. coli* Counts March 16th-18th & April 5th, 2022**

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 March 16th, 17th, 18th, & April 5th 2022.

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	5 MPN	Bandera City Park @ SH173	164 MPN	W. Prong @ Coalkiln Rd	31 MPN
Medina Lake @ Haby's Cove	<1 MPN	Bandera City Park @ 1st St	30 MPN	W. Prong @ Carpenter Ck	7 MPN
Medina Lake@ Red Cove Marina	<1 MPN	Tarpley Crossing	36 MPN	West Verde Ck @ Hill Country SNA	<1 MPN
Medina Lake @ Pop's Place	6 MPN	Ranger Crossing	47 MPN	Williams Ck in Tarpley	299 MPN
English Crossing	79 MPN	Medina River @ Peaceful Valley	26 MPN	Seco Ck @ RR470	11 MPN
Bandera River Ranch P	Dry	Moffett Park in Medina	20 MPN	Utopia City Park	16 MPN
Privilege Creek @ SH 16	Dry	1st Crossing @ RR337	37 MPN	Sabinal R @ SH187	1 MPN
Bridlegate Park	8 MPN	N. Prong @ Wallace Ck	11 MPN	Sabinal R @ Cornelius Rd	120 MPN
Bandera Creek @ SH 16 S	317 MPN	N. Prong @ Rocky Ck	2 MPN	Sabinal RV @ Lost Maples SNA	14 MPN
Lower Mason Creek @ Chipman	17 MPN	N. Prong @ Brewington	4 MPN	Can Ck @ Lost Maples SNA	1 MPN
Upstream of WWTP, Bandera	131 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.

Education and Outreach Highlights



@bcragd_tx



@bcragd_tx



@BCRAGD_TX



@bcragd_tx



@bcragd



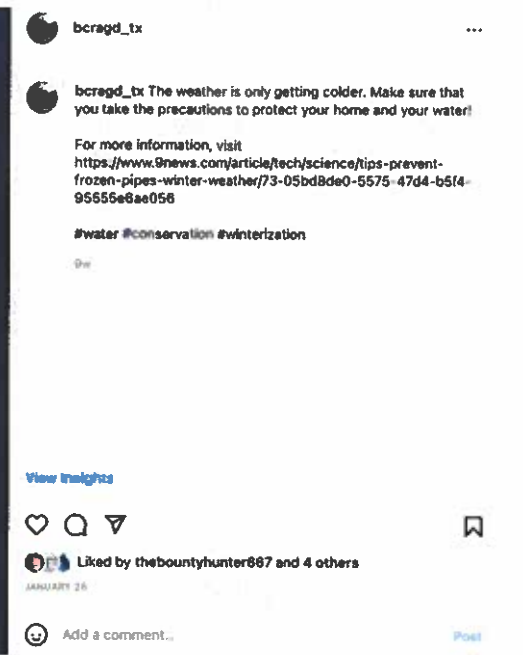
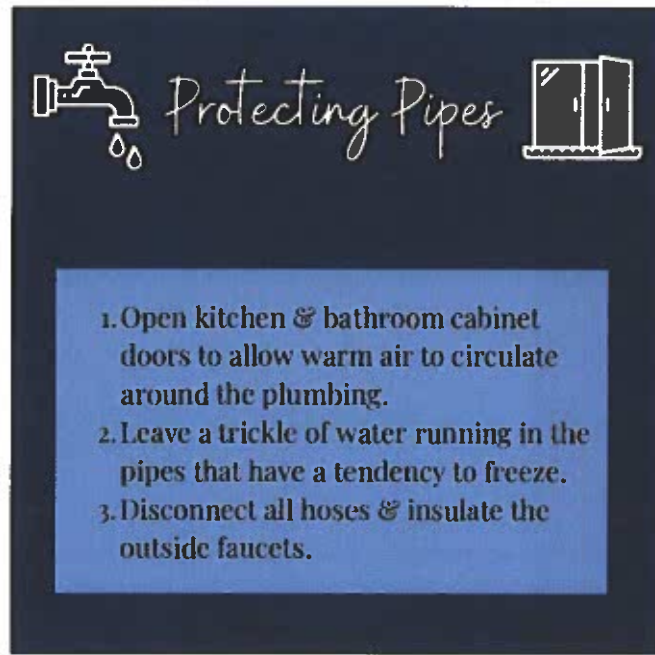
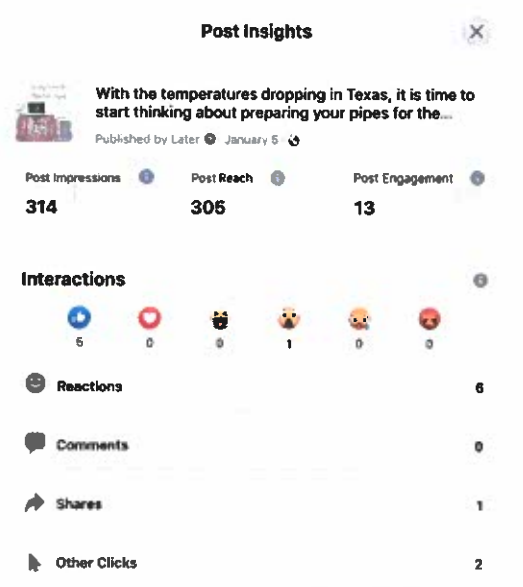
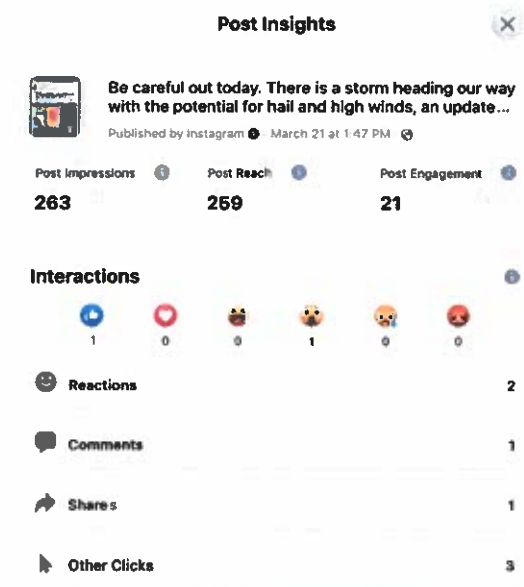
Bandera County
River Authority &
Groundwater Dist.

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.

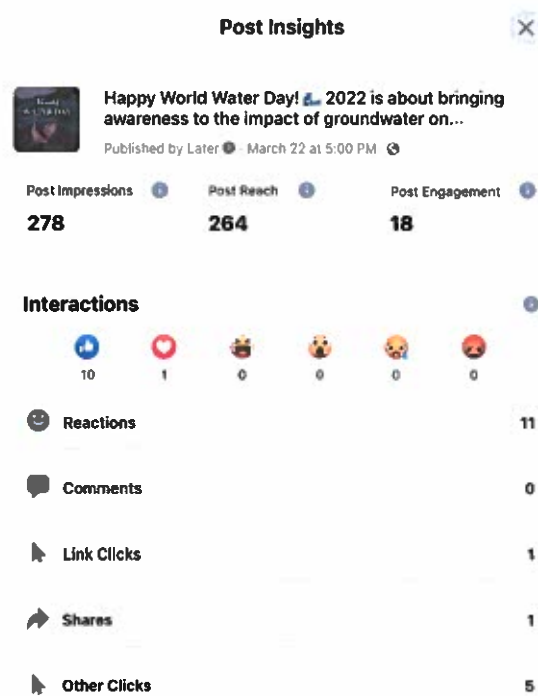
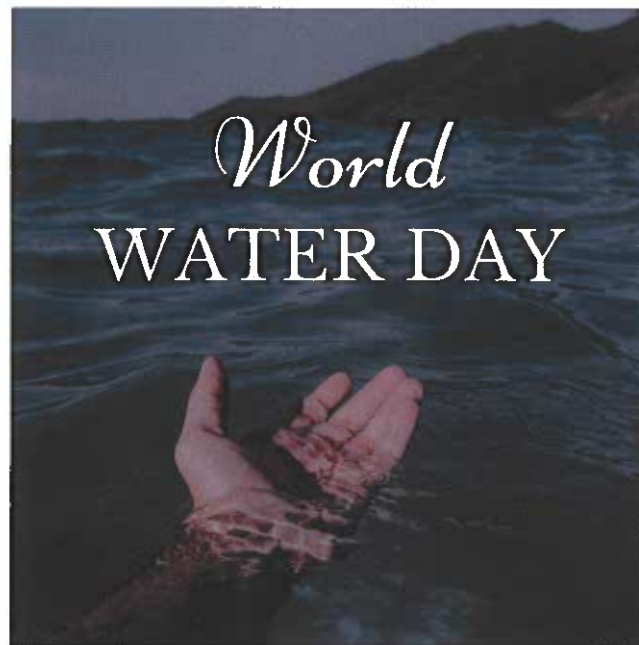
This quarter, the BCRAGD team has been working diligently on public outreach and education. One of the most effective means of public outreach is through social media with Instagram, Twitter, Facebook, and YouTube. The team has the ability to provide vital information to targeted audiences and promote 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.

Social Media Highlights

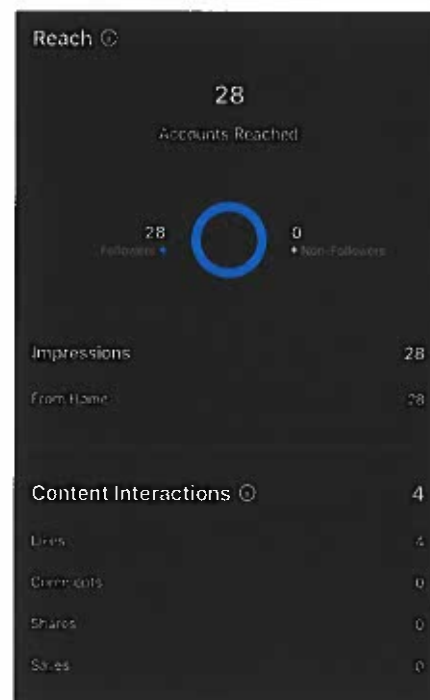
For this quarter the Outreach team focused on sending out weather notices from the National Weather Service to keep the public informed about the current climate. In addition, in the winter months, the district put out a winterizing campaign on the best practices to save water during winter and how to winterize your pipes.



World Water Day was March 22, 2022, this year is about bringing awareness to the Groundwater that we use everyday and its importance.



World Water Day: Facebook Insights



Instagram Insights



440 FM 3240
 Bandera, Texas 78003
 (830) 796-7260
 Fax (830) 796-8262
www.bcragd.org

For more information please visit the District's website: www.bcragd.org

U.S. Drought Monitor Texas

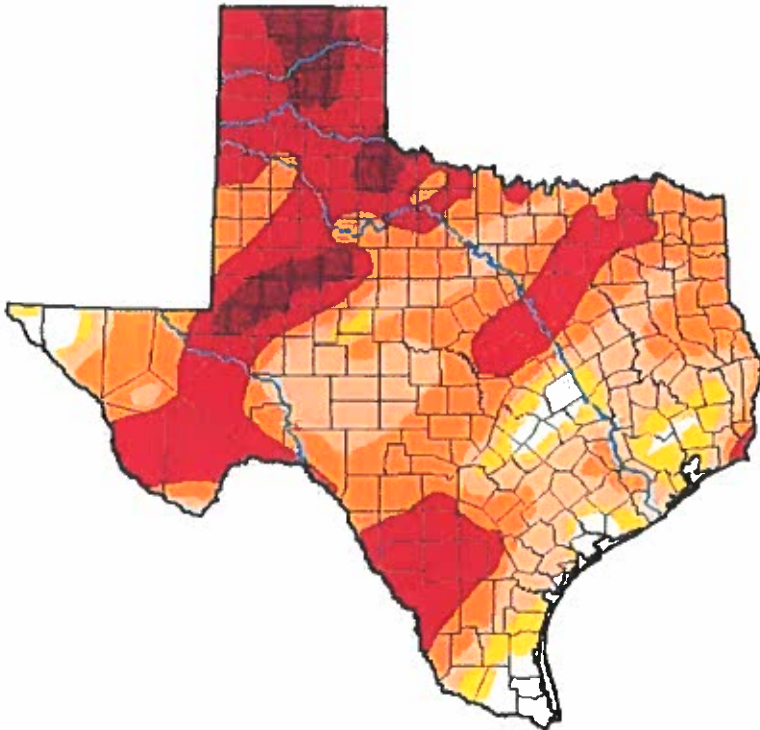
March 8, 2022

(Released Thursday, Mar. 10, 2022)

Valid 7 a.m. EST

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	3.95	96.05	89.93	68.43	36.38	6.39
Last Week <i>03-01-2022</i>	6.66	93.34	80.71	56.71	24.47	0.00
3 Months Ago <i>12-07-2021</i>	18.80	81.20	55.01	20.05	0.14	0.00
Start of Calendar Year <i>01-04-2022</i>	7.58	92.42	79.03	54.25	16.69	0.00
Start of Water Year <i>09-29-2021</i>	45.57	54.43	7.26	0.27	0.00	0.00
One Year Ago <i>03-09-2021</i>	10.83	89.17	62.49	32.36	18.27	6.11



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

David Mauk
 General Manager, BCRA GD

March 23, 2022

Development of a Flood Inundation Monitoring System for the Upper Sabinal River in Uvalde and Bandera Counties, Texas
Progress Report for the Period – Dec. 01, 21 to Feb. 28, 22.
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

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: **December 01, 2021, to February 28, 2022**
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

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 Completed and 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). Independent water level sensors were installed at 5 selected locations, described within section: 'USGS Task Completions / Ongoing Status'.

- 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, 'In-person' meetings have been minimal. Region Twelve Stake Holders Forum was held at the BCRAGD office on December 9th, 2021. The Medina River FEWS, FIM was also presented along with the present status of the Sabinal River FEWS project. Attendees included representatives from Region 12 and 13 Regional Flood Planning Group's (RFPG), HDR Engineering, TWDB staff and Emergency responders from Bandera County including Honorable Judge Evans.

(USGS Task 1: completions continued)

- 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 BCRAIGD 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. Prong. 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](#)

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

BCRAGD

Contract No: 1800012307
 Contract Type: Research
 Contract Amount: \$ 460,000.00

Payment Request No. 18

Billing Period of This Payment Request

From: 12/01/21 To: 02/28/22

Requested Amount: \$20,133.93

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
18.00		\$0	\$ -	\$ -	\$20,133.93	\$ -

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: thomas@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: prairi@bcragd.org

Confirmation: 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: [Signature]
 Date Signed: 3/23/2022
 Print or Type Name and Title of Representative Signing: Dave Mauk BCRAGD, General Manager
 Telephone Number: 830-796-7260
 TWDB-CP0001

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

General Management

04.JAN.2022 San Antonio Regional Flood Planning Group Meeting	<i>D. Mauk</i>
04.JAN.2022 GM Invoice Approval & Post Finance Audit Meeting	<i>P. Blair, D. Mauk</i>
05.JAN.2022 GM Inv. Approval & Mtg: Finance Audit Questionnaires, Office Supply Status	<i>P. Blair, D. Mauk</i>
05.JAN.2022 Pull Building Folder/ Info.	<i>P. Blair, D. Mauk</i>
06.JAN.2022 GM Invoice Approval & Mtg: Quarterly Mtg Date for Finance Audit Score;	<i>P. Blair, D. Mauk</i>
10.JAN.2022 Staff Meeting: Logistics Aftermath Tree Loss & TML Claim	<i>All Staff</i>
11.JAN.2022 GM Invoice Approval & Meeting: TML Claim Info Pull	<i>P. Blair, D. Mauk</i>
14.JAN.2022 San Antonio Regional Flood Planning Group Outreach Meeting	<i>D. Mauk</i>
17.JAN.2022 GM Invoice Approval & Profit / Loss	<i>P. Blair, D. Mauk</i>
18.JAN.2022 Meeting: To-Dos, Coverage, Planning & Profit / Loss	<i>P. Blair, D. Mauk</i>
20.JAN.2022 TWCA Managers Meeting	<i>D. Mauk</i>
20.JAN.2022 GM Invoice Approval & Qtrly Agenda Approval	<i>P. Blair, D. Mauk</i>
21.JAN.2022 TWCA Managers Meeting	<i>D. Mauk</i>
24.JAN.2022 Meeting: Updated Letterhead- Agenda for Directors & Board Book Order	<i>P. Blair, D. Mauk</i>
27.JAN.2022 Quarterly Meeting	<i>D. Mauk, C. Curd</i>
27.JAN.2022 Meeting: Requested Info, Meeting Set Ups, Updates	<i>P. Blair, D. Mauk</i>
31.JAN.2022 Meeting: Looking Ahead & Scheduling	<i>P. Blair, C. Curd, D. Mauk</i>
01.FEB.2022 Phone Conference with Attorney	<i>D. Mauk</i>
01.FEB.2022 GM Invoice Approval & HNB Sign Card Sheet	<i>P. Blair, D. Mauk</i>
02.FEB.2022 District Business Meeting	<i>D. Mauk</i>
07.FEB.2022 GM Invoice Approval & Field Equipment Orders	<i>P. Blair, D. Mauk</i>
08.FEB.2022 Meeting: Updates & Items w/ Bookkeeper	<i>P. Blair, D. Mauk</i>
09.FEB.2022 Meeting: Updates, Looking Ahead, Scheduling; Approve CC Transaction Logs	<i>P. Blair, D. Mauk</i>
14.FEB.2022 Meeting: Office Operations	<i>D. Mauk, H. Phillips</i>
14.FEB.2022 Meeting: Longevity Assessment for the City of Bandera Public Supply Wells	<i>D. Mauk, A. Balzen</i>
15.FEB.2022 Meeting: Board Member	<i>D. Mauk, C. Carter</i>
15.FEB.2022 GM Invoice Approval & Meeting: Specs & Chk Pickup	<i>P. Blair, D. Mauk</i>
22.FEB.2022 Meeting: Invoice Creations, District Vehicles	<i>P. Blair, D. Mauk</i>
23.FEB.2022 GM Invoice Approval & Job Titles Meeting	<i>P. Blair, D. Mauk</i>
28.FEB.2022 Meeting: District Operations	<i>D. Mauk</i>
01.MAR.2022 Meeting: Job Titles & Descriptions	<i>P. Blair, D. Irvin, D. Mauk</i>
02.MAR.2022 Meeting: BB Info for Statement & GM Invoice Approval; Profit Loss	<i>P. Blair, D. Mauk</i>
03.MAR.2022 Called Meeting	<i>H. Phillips, D. Mauk</i>
03.MAR.2022 San Antonio Regional Flood Planning Group	<i>D. Mauk</i>
07.MAR.2022 Groundwater District Managers Meeting	<i>L. Whitmire, D. Mauk, H. Phillips</i>
08.MAR.2022 GM Invoice Approval & RM Meeting Specs	<i>P. Blair, D. Mauk</i>

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

24.JAN.2022 Create Invoices & Staff Sign CC Transaction Logs; Enter CC Charges & Write CC Check	<i>P. Blair</i>
25.JAN.2022 Create Invoices; Contact Vendors; New Chk Order/Deposit Slip Request; Edit Docs	<i>P. Blair</i>
25.JAN.2022 Obtain Employee Credit Card Transaction Log Signatures	<i>D. Irvin</i>
25.JAN.2022 Get Checks Signed	<i>L. Thomas</i>
25.JAN.2022 Meeting: Office Supply Order SOPs Info & Specs	<i>P. Blair, D. Irvin</i>
25.JAN.2022 Accounts Payable: Write Checks & Mail Signed; Accounts Receivable: Deposit; File	<i>P. Blair</i>
26.JAN.2022 Accounts Receivable: Inv#0367; Desktop & Drive Organization; File; Contact Vendors	<i>P. Blair</i>
27.JAN.2022 Quarterly Meeting	<i>D. Mauk, C. Curd</i>
27.JAN.2022 Meeting: Office Supplies Needed, IT Closet, Cables	<i>P. Blair, D. Irvin, L. Thomas</i>
27.JAN.2022 Accounts Payable: Address & Mail Out Signed Chks; Vendor Correspo; Schedule Mtg	<i>P. Blair</i>
27.JAN.2022 Petty Cash Box Refill & Balance	<i>P. Blair</i>
31.JAN.2022 Request OPS Sick/Vaca Time & Wellness Logs; Supply Order & Receival; File Invoices	<i>P. Blair</i>
31.JAN.2022 Accounts Receivable: Inv#0368 & Deposit; File Deposit; QB Backup	<i>P. Blair</i>
FEB.2022 Work on Design & Data Gathering Annual Report	<i>C. Curd</i>
01.FEB.2022 Create Invoices; Chk Order Status Correspond.; Vendor Contact; File Invs; Create Sheets	<i>P. Blair</i>
01.FEB.2022 Read through FY 2021 Newspapers for Annual Report	<i>D. Irvin</i>
01.FEB.2022 Accounts Receivable: Deposit; Create Wellness Log; File Deposit; QB Backup	<i>P. Blair</i>
02.FEB.2022 Bookkeeper Scheduling; Computer Purchase & Carry Over Correspondence w/IT	<i>P. Blair</i>
07.FEB.2022 Print Invoices; Chk Order Updates; ; Research Autopay; Receive In Supply Orders	<i>P. Blair</i>
07.FEB.2022 Accounts Payable: Write Checks & Online Payments; QB Backup	<i>P. Blair</i>
08.FEB.2022 New Employee ID Conversation	<i>H. Phillips, D. Irvin</i>
08.FEB.2022 Employee New Pryor Sign Up; Research Autopay; Print Docs, Invoices, Receipts	<i>P. Blair</i>
08.FEB.2022 Filing; Update Travel Expense Forms; Billing Items; Compile Msg Items; Update Logs	<i>P. Blair</i>
08.FEB.2022 Accounts Receivable: Inv#0369; Accounts Payable: Register Autopay	<i>P. Blair</i>
10.FEB.2022 Staff Meeting	<i>All Staff</i>
10.FEB.2022 Meeting: New Computer, Assist w/ Tax Exempt, Correspondence w/ IT	<i>P. Blair, S. Sckittone</i>
10.FEB.2022 Accounts Receivable: Deposit & File, Inv#0370; Send Profit Loss; File Invoices	<i>P. Blair</i>
10.FEB.2022 Accounts Payable: Address & Mail Signed Checks; QB Backup	<i>P. Blair</i>
14.FEB.2022 Office Order Supply Status; Receive In Items; Submit Check Registers	<i>P. Blair</i>
15.FEB.2022 Meeting: Credit Card Budget Transaction Categories & Office Supply Orders	<i>P. Blair, D. Irvin</i>
15.FEB.2022 Meeting: Computer Purchase Specs w/ IT, Status, Tax Exemption	<i>P. Blair, S. Sckittone</i>
15.FEB.2022 Accounts Payable: Write Checks; File Invoices; Chk Order Status; Create Invoices	<i>P. Blair</i>
15.FEB.2022 Accounts Receivable: Deposit; Edit Docs; Research; QB Backup	<i>P. Blair</i>
16.FEB.2022 Meeting: Investigation Process	<i>D. Irvin, C. Carter, L. Sparks, D. Mauk</i>
16.FEB.2022 Pick Up Chk Order; Accounts Payable: Enter CC Transactions & Write CC Check	<i>P. Blair</i>
16.FEB.2022 Meeting: Quarterly Report Itemizations- New Forms, Ideas	<i>P. Blair, L. Sparks</i>
17.FEB.2022 File/Office Organization	<i>H. Phillips</i>
17.FEB.2022 Accounts Payable: Write Checks; Accounts Receivable: Inv#037; Propane Refill Sched.	<i>P. Blair</i>
17.FEB.2022 Create CC Addition Letter; X Reference New Chks; Vendor Billing Corresp; QB Backup	<i>P. Blair</i>
22.FEB.2022 Meeting: Tax Exempt Forms, Status, Vendor Set Ups	<i>P. Blair, D. Irvin</i>
22.FEB.2022 Accounts Payable: Mail Out Signed Checks; File Invoices	<i>P. Blair</i>

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

Well Reg/Permits- 70 Reg, 6 APVD, 6 PNDG Permits, Variances: 5; A. Balzen, C. Carter, D. Irvin
 Receiving Water Samples for Testing- 97 total tests S. Sckittone, L. Sparks, C. Carter, D. Irvin
 Public Information Requests completed- 28 H. Phillips, D. Irvin
**All surface and groundwater sampling events (See Watershed Protection and Aquifer Science)*

Performance Management & Quality Improvement

JAN.2022 Work on Design & Data Gathering Annual Report C. Curd
 04.JAN.2022 HR: Prep & Provide OPS Sick/Vaca Sheets to Bookkeeper for Payroll P. Blair
 05.JAN.2022 Journal Club Meeting: "Surface Water & Groundwater - Together Again?" All Staff
 05.JAN.2022 HR: Employee Verification of Employment to Mortgage Co. - Research, Info, Specs P. Blair
 06.JAN.2022 HR: Job Title Info for Annual Report P. Blair
 06.JAN.2022 Texas Water Leaders Program Meeting A. Balzen
 06.JAN.2022 Coaching Call A. Balzen
 11.JAN.2022 Annual Report Specs Meeting C. Curd, P. Blair
 12.JAN.2022 South Texas Geological Society Luncheon A. Balzen, S. Sckittone
 12.JAN.2022 Stream Restoration-Necessary Practice to Add the Degradation of Waterways Globally C. Carter
 13.JAN.2022 HR: Prep & Distribute Employee Pay Stubs P. Blair
 18.JAN.2022 HR: Provide Past Pay Stubs for Employee Proof of Income P. Blair
 18.JAN.2022 Records Management: Pull Chemical Analysis Records 2011 A-D for Disposition P. Blair
 19.JAN.2022 Records Management: Pull Chemical Analysis Records 2011 E-Z for Disposition P. Blair
 19.JAN.2022 Meeting with Insurance Rep: Employee Benefit Plans D. Mauk, P. Blair
 26.JAN.2022 Society of Exploration Geophysicists Webinar S. Sckittone
 26.JAN.2022 HR: Receive In Wellness Logs; Review AG NMS Notice Specs for Employee P. Blair
 27.JAN.2022 Intera Webinar A. Balzen
 27.JAN.2022 HR: Update Office Admin Trainings & Manuals Spreadsheet & Assess Msg; Create Code P. Blair
 31.JAN.2022 HR: Meeting with Insurance Rep: AG NMS Notice Specs & Completion P. Blair
 31.JAN.2022 Mail Out Unmodified Score Annual Financial Audit to TCEQ P. Blair
 FEB.2022 Work on Design & Data Gathering Annual Report C. Curd
 01.FEB.2022 HR: UHC Life Policy Benefits Form & Emergency Contact Info Request P. Blair
 01.FEB.2022 HR: Prep & Distribute Employee Pay Stubs; Create Emergency Contact Spreadsheet P. Blair
 01.FEB.2022 HR: Update & Complete Administrative Staff Trainings Log P. Blair
 02.FEB.2022 Annual Ethics and Data Integrity Training L. Sparks, S. Sckittone, D. Mauk
 03.FEB.2022 Regional Environmental Task Force C. Carter
 07.FEB.2022 HR: Pull Requested Past Pay Stubs for Employees P. Blair
 07.FEB.2022 Annual Report: Share Checklist & Folder, Send Mgmt Goal 1 & 13, Perf. & Mgmt Goals P. Blair
 08.FEB.2022 HR: Prepare & Provide OPS Sick/Vaca Sheets for Bookkeeper Payroll P. Blair
 08.FEB.2022 HR: Meeting w/ Bookkeeper: Sick/Vaca Sheets, Statement, IRS, IRA, Autopay Logging P. Blair
 09.FEB.2022 South Texas Geological Society Luncheon A. Balzen, S. Sckittone
 09.FEB.2022 Elections Webinar H. Phillips
 09.FEB.2022 Annual Ethics and Data Integrity Training L. Thomas
 09.FEB.2022 Meeting: CEU's Accreditation Set Up L. Whitmire, C. Fox
 11.FEB.2022 Texas Water Leaders Program Meeting A. Balzen

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

21.MAR.2022 Office Organization & Jumpstarting Projects	<i>H. Phillips, L. Whitmire, C. Fox</i>
22.MAR.2022 Meeting: How to Run Staff Meetings Effectively	<i>D. Irvin, L. Whitmire</i>
22.MAR.2022 Training on Quickbooks: How to Write Checks	<i>D. Irvin, P. Blair</i>
22.MAR.2022 Meeting: Intern Specs	<i>P. Blair, C. Carter, D. Mauk</i>
23.MAR.2022 HR: Create Intern Offer Letter w/ Specs & Send Out Letterhead	<i>P. Blair</i>
23.MAR.2022 Meeting: OPS Hrs; SOPs; Staff Mtg Agenda & Items	<i>P. Blair, L. Whitmire, D. Mauk</i>
23.MAR.2022 Meeting: Office Teams, Structures & Dept. Team Leads	<i>P. Blair, L. Whitmire</i>
28.MAR.2022 HR: Reminder Staff Email for OPS Sick/Vaca Hrs & Wellness Logs; Log OPS Time	<i>P. Blair</i>
29.MAR.2022 Pryor Online Training- "Making Meetings Work"	<i>D. Irvin</i>
30.MAR.2022 BB Signature Release Completion, Scan, & Email	<i>P. Blair</i>
30.MAR.2022 HR: Enter OPS Sick/Vaca Time for Employees; Wellness Logs; Intern Personnel File	<i>P. Blair</i>
30.MAR.2022 Meeting: OPS Link & SOPs	<i>P. Blair, L. Whitmire</i>
31.MAR.2022 HR: Finalize OPS Hrs, Print & Highlight Sick/Vaca Sheets for Bookkeeper	<i>P. Blair</i>
31.MAR.2022 HR: Update Employee Info for UHC; Prep & Distribute Employee Pay Stubs	<i>P. Blair</i>

Water Resource Management & Policy

JAN.2022 Sunset preparations	<i>H. Phillips</i>
11.JAN.2022 GMA 9 Invoicing for Phase III to Districts	<i>H. Phillips</i>
13.JAN.2022 Permits Posted	<i>C. Curd, A. Balzen, H. Phillips</i>
13.JAN.2022 Meeting: Office Updates; Reviews	<i>H. Phillips, P. Blair</i>
17.JAN.2022 Set Up & Post GMA 9 Invoicing for Project Phase III Dues in QB	<i>P. Blair</i>
18.JAN.2022 Lawsuit Work & Deadlines	<i>H. Phillips</i>
18.JAN.2022 LCRA Grant Opportunity Meeting	<i>D. Mauk, L. Whitmire, H. Phillips</i>
19.JAN.2022 Lawsuit Deposition Preparations	<i>D. Mauk</i>
19.JAN.2022 Print Approved Code of Ethics Policy for Directors Signature	<i>P. Blair</i>
20.JAN.2022 Post Quarterly Meeting Agenda & Scan	<i>P. Blair</i>
20.JAN.2022 Conference Call: Qrtrly Meeting, Updates, To-Dos	<i>H. Phillips, P. Blair</i>
24.JAN.2022 Meeting: Updated Letterhead- Agenda for Directors & Board Book Order	<i>P. Blair, D. Mauk</i>
24.JAN.2022 Built & Bind Board Books	<i>D. Irvin, P. Blair</i>
25.JAN.2022 Lawsuit Deposition	<i>D. Mauk</i>
25.JAN.2022 Conference Call: Minutes, Board Meeting Prep, Updates	<i>H. Phillips, P. Blair</i>
27.JAN.2022 Quarterly Meeting	<i>D. Mauk, C. Curd</i>
27.JAN.2022 Create & Review In-House Policies	<i>H. Phillips, P. Blair</i>
31.JAN.2022 Mail Out Unmodified Score Annual Financial Audit to TCEQ	<i>P. Blair</i>
JAN.2022 District Rules Review	<i>H. Phillips</i>
FEB.2022 Sunset preparations	<i>H. Phillips</i>
02.FEB.2022 Annual Ethics and Data Integrity Training	<i>L. Sparks, S. Sckittone, D. Mauk</i>
02.FEB.2022 Eminent Domain Reporting	<i>P. Blair, D. Mauk</i>
09.FEB.2022 Elections Webinar	<i>H. Phillips</i>
09.FEB.2022 Meeting: CEU's Accreditation Set Up	<i>L. Whitmire, C. Fox</i>
14.FEB.2022 Meeting: Office Operations	<i>D. Mauk, H. Phillips</i>
15.FEB.2022 Elections Webinar	<i>H. Phillips</i>

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

02.JAN.2022 Well Site Inspection	C. Carter, L. Sparks
02.FEB.2022 Post Drill Inspections	C. Carter, S. Sckittone
09.FEB.2022 South Texas Geological Society Luncheon	A. Balzen, S. Sckittone
10.FEB.2022 Conduct Monitor Well Measurements	C. Carter, S. Sckittone
10.FEB.2022 Assessment of Permitted Wells	L. Sparks, L. Whitmire, A. Balzen, D. Mauk
11.FEB.2022 Texas Water Leaders Program Meeting	A. Balzen
15.FEB.2022 Central Texas Water Conservation Symposium Webinar	A. Balzen
02.MAR.2022 Post Drill Inspections	L. Sparks S. Sckittone
02.MAR.2022 Update Permits (A-F)	D. Mauk, A. Balzen
02.MAR.2022 Texas Water Leaders Program Webinar	L. Whitmire
03.MAR.2022 Post Drill Inspections	L. Sparks, C. Carter
07.MAR.2022 Groundwater District Managers Meeting	L. Whitmire, D. Mauk, H. Phillips
09.MAR.2022 South Texas Geological Society Luncheon	A. Balzen, S. Sckittone
21.MAR.2022 Pump Test	A. Balzen, S. Sckittone
23.MAR.2022 Post Drill Inspections	L. Sparks, C. Carter
28.MAR.2022 Meeting: Research- Chk #'s for Permits & Data Compilation	P. Blair, A. Balzen
30.MAR.2022 Post Drill Inspections	L. Sparks, C. Carter
31.MAR.2022 Post Permits for Quarterly meeting	H. Phillips
Well Reg/Permits- 70 Reg, 6 APVD, 6 PNDG Permits, Variances: 5;	A. Balzen, C. Carter, D. Irvin
Nuisances & Violations- 10 Nuisance Complaints, 2 Notice of Violations	C. Carter, A. Balzen
Well Site Inspections- 38 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

Aquifer Science & DFC Compliance

05.JAN.2022 Journal Club Meeting: "Surface Water & Groundwater - Together Again?"	All Staff
06.JAN.2022 Texas Water Leaders Program Meeting	A. Balzen
06.JAN.2022 Coaching Call	A. Balzen
11.JAN.2022 GMA 9 Invoicing for Phase III to Districts	H. Phillips
12.JAN.2022 South Texas Geological Society Luncheon	A. Balzen, S. Sckittone
17.JAN.2022 Set Up & Post GMA 9 Invoicing for Project Phase III Dues in QB	P. Blair
25.JAN.2022 Conduct Monitor Well Measurements	C. Carter, S. Sckittone
26.JAN.2022 Conduct Monitor Well Measurements	C. Carter, S. Sckittone
26.JAN.2022 Society of Exploration Geophysicists Webinar	S. Sckittone
27.JAN.2022 Conduct Monitor Well Measurements	C. Carter, S. Sckittone
27.JAN.2022 Intera Webinar	A. Balzen
02.FEB.2022 Annual Ethics and Data Integrity Training	L. Sparks, S. Sckittone, D. Mauk
09.FEB.2022 South Texas Geological Society Luncheon	A. Balzen, S. Sckittone
09.FEB.2022 Annual Ethics and Data Integrity Training	L. Thomas
10.FEB.2022 Conduct Monitor Well Measurements	C. Carter, S. Sckittone
11.FEB.2022 Texas Water Leaders Program Meeting	A. Balzen
14.FEB.2022 Meeting: Longevity Assessment for City of Bandera Public Supply Wells	D. Mauk, A. Balzen

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

08.MAR.2022 Mtg: Ponds near Hill Country State Natural Area *L. Sparks, C. Carter, L. Whitmire, S. Sckittone*
09.MAR.2022 South Texas Geological Society Luncheon *A. Balzen, S. Sckittone*
16-17.MAR.2022 Quarterly In-House Sampling *C. Carter, L. Sparks, S. Sckittone, L. Whitmire*
17.MAR.2022 Placeholder CBSL *L. Whitmire, L. Sparks, D. Mauk*
18.MAR.2022 NWS Austin/San Antonio Spring 2022 Climate Outlook *L. Whitmire*
23.MAR.2022 Hill Country Land Team Spring Meeting *L. Sparks*
24.MAR.2022 Meeting CMS Changes *C. Carter, L. Whitmire, L. Sparks, D. Mauk*
30.MAR.2022 Water Sample *C. Carter, L. Sparks*
30.MAR.2022 Roundtable on the upcoming projects *C. Carter, L. Whitmire, L. Sparks, D. Mauk, L. Thomas*
31.MAR.2022 Medina Lake In-House Sampling *C. Carter, L. Whitmire, L. Thomas*

Water Conservation

12.JAN.2022 Stream Restoration-Necessary Practice to Add the Degradation of Waterways Globally *C. Carter*
13.JAN.2022 Medina Lake CRP *C. Carter, S. Sckittone*
13.JAN.2022 Zebra Mussel Monitoring *C. Carter, S. Sckittone*
18.JAN.2022 Medina River CRP *C. Carter, S. Sckittone*
19.JAN.2022 Medina River CRP *C. Carter, S. Sckittone*
20.JAN.2022 Riparian Project Meeting *C. Carter, L. Sparks, L. Whitmire*
26.JAN.2022 Sabinal River CRP *C. Carter, S. Sckittone*
27.JAN.2022 FWCO: Freshwater Mussel Conservation Webinar *L. Whitmire*
01.FEB.2022 Sabinal River CRP *C. Carter, S. Sckittone*
09.FEB.2022 Medina Lake CRP *C. Carter, L. Whitmire*
15.FEB.2022 Central Texas Water Conservation Symposium Webinar *A. Balzen*
23.FEB.2022 Diversion Lake CRP *C. Carter, S. Sckittone*
23.FEB.2022 Zebra Mussel Sampler Inspection *C. Carter, S. Sckittone*
16-17.MAR.2022 Quarterly In-House Sampling *C. Carter, L. Sparks*
31.MAR.2022 Medina Lake In-House Sampling *C. Carter, L. Whitmire, L. Thomas*

Medina Lake Management

13.JAN.2022 Medina Lake CRP *C. Carter, S. Sckittone*
13.JAN.2022 Zebra Mussel Monitoring *C. Carter, S. Sckittone*
09.FEB.2022 Medina Lake CRP *C. Carter, L. Whitmire*
23.FEB.2022 Zebra Mussel Sampler Inspection *C. Carter, S. Sckittone*
16-17.MAR.2022 Quarterly In-House Sampling *C. Carter, L. Sparks*
31.MAR.2022 Medina Lake In-House Sampling *C. Carter, L. Whitmire, L. Thomas*

Education & Community Outreach & Public Relations

03.JAN.2022 Ed. Team Meeting: Winterizing Social Media Campaign Mapping *C. Fox, C. Curd*
05.JAN.2022 A Policy Scan of Children in Nature *C. Curd*
06.JAN.2022 Website Updates: BCRA GD Lab Information *C. Fox, C. Curd*
20.JAN.2022 Riparian Project Meeting *C. Carter, L. Sparks, L. Whitmire*
27.JAN.2022 Hydro-Geo Workshop ideas meeting *L. Sparks, C. Carter, S. Sckittone*

**Bandera County River Authority and Groundwater District:
Activities of the District- 2nd Quarter FY 2022 (January-March)**

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

06.JAN.2022 Drought Monitor Posted	<i>C. Curd</i>
04.JAN.2022 San Antonio Regional Flood Planning Group Meeting	<i>D. Mauk</i>
14.JAN.2022 San Antonio Regional Flood Planning Group Outreach Meeting	<i>D. Mauk</i>
20.JAN.2022 SCEMA (South Central Emergency Management Association) Meeting	<i>L. Whitmire</i>
20.JAN.2022 Mtg: Research, Payments, Review- Flood Acct Chk#001012-Chk#001020	<i>P. Blair, L. Thomas</i>
26.JAN.2022 Create O&M Gage Letters & Invoices for JFA BEC & BC, Get Approved, Scan, & Mail	<i>P. Blair</i>
26.JAN.2022 Meeting: USGS Billing & Invoices Paid & Open	<i>P. Blair, L. Thomas</i>
31.JAN.2022 Nueces Regional Flood Planning Group - General Meeting	<i>L. Thomas</i>
03.FEB.2022 Drought Monitor Posted	<i>C. Curd</i>
09.FEB.2022 Annual Ethics and Data Integrity Training	<i>L. Thomas</i>
22.FEB.2022 Mail O&M Gage Chk#14806	<i>P. Blair</i>
14.MAR.2022 Drought Monitor Posted	<i>C. Curd</i>
03.MAR.2022 San Antonio Regional Flood Planning Group	<i>D. Mauk</i>
16.MAR.2022 Distribute Rain Gages on Western end of County	<i>L. Thomas, S. Sckittone</i>
17.MAR.2022 SCEMA (South Central Emergency Management Association) Meeting	<i>L. Whitmire, L. Thomas</i>
23.MAR.2022 Meeting: USGS Invoicing	<i>P. Blair, L. Thomas</i>
24.MAR.2022 San Antonio Regional Flood Planning Group Outreach Meeting	<i>D. Mauk</i>
28.MAR.2022 Nueces Regional Flood Planning Group Meeting	<i>L. Thomas, D. Mauk</i>
30.MAR.2022 Meeting: USGS Invoicing- Full Amounts, 4x Payment	<i>P. Blair, L. Thomas</i>

All Monitor Well Measurements see Aquifer Science & DFC Compliance

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