

**MEETING OF THE BOARD OF DIRECTORS  
PLUM CREEK CONSERVATION DISTRICT  
LOCKHART, TEXAS 78644  
May 16th, 2023**

Notices of this regular meeting were posted in the Caldwell and Hays County Courthouses at least 72 hours prior to the meeting. Receipts of the notices are on file in the office of Plum Creek Conservation District.

Checks were reviewed and signed just prior to the call to order by Treasurer/Secretary, Mrs. Lucy Knight.

1:00 PM The meeting/hearing was called to order by President of the Board, James Holt, with the following Board members present: Peter Reinecke (Vice President), Lucy Knight (Secretary/Treasurer), Fred Rothert (Director) and Tom Owen (Director). Also present were PCCD Attorney Bob Wilson, PCCD Geologist Feathergail Wilson, and PCCD staff members Nora Lopez-Castillo, and Alan Burklund. Daniel Meyer attended the meeting via Zoom. The minutes were transcribed by Nora Lopez-Castillo.

1:00 PM President Holt requested public comments. There were no public comments.

1:02 PM President Holt requested motions or comments regarding the minutes of the regularly scheduled meeting held on April 18th, 2023. Mrs. Lucy Knight made a motion that the minutes of the regularly scheduled meeting held on April 18th, 2023, be accepted as mailed out. Mr. Peter Reinecke provided the second and the motion was approved unanimously.

1:03 PM President Holt asked if there was any unfinished business that required the Board of Directors' attention. Alan Burklund stated that there was no unfinished business.

1:04 PM President Holt requested discussion of agenda item V regarding PCCD's Record Retention Policy and Retention Schedule. Nora Lopez-Castillo stated she had been working closely with Daniel Meyer and Bob Wilson to amend the March 19<sup>th</sup>, 1991, Certificate of Order that established PCCD's Records Management Program. Per the Board of Directors' request at the March 2023 meeting, the amended order will designate the Office Secretary as the Records Management Officer, will update the policy to reflect the current staff members' responsibilities, and will include a Records Retention Schedule. Mrs. Lopez-Castillo discussed with the Board that the newly created Records Retention Schedule includes retention dates from both the Texas State Library and Archives Commission (TSLAC) and Texas Commission on Environmental Quality (TCEQ). It was decided by the Board that if the retention schedule differs between these two organizations the longest retention date will be used for PCCD's schedule. Mrs. Lopez-Castillo stated she would make the requested changes. Mr. Bob Wilson informed the Board that the final version of the Amended Records Retention Policy would need to be published for comments during a public hearing. He suggested that the hearing be held just before one of the Board's regular meetings and then considered at that Board meeting.

1:10 PM President Holt requested discussion of agenda item VI regarding an easement restatement for two 5- acre tracts (Calvillo Subd.) for Site 14. No action was taken as the Board has not received the required documentation.

1:10 PM President Holt requested discussion of agenda item VII regarding Site 28 Rehabilitation matters. Mr. Burklund informed the Board that he had attended both the Hays County Soil and Water Conservation District (HCSWCD) and Caldwell-Travis Soil and Water Conservation District (CTSWCD) Board Meetings in May to obtain their respective signatures on the Site 28 Operations and Maintenance Agreement. Both co-sponsors signed the Agreement. PCCD has forwarded this Agreement to National Resources Conservation Service (NRCS) for signature. Mr. Bob Wilson provided an update regarding the landowners' request to keep a tree in the auxiliary spillway. Mr. Wilson had drafted a letter to the landowner stating that the tree needs to be removed because of the requirements of the Dam Safety Act and NRCS. In addition, the landowners informed Mr. Meyer of other requested items. Mr. Daniel Meyer asked the landowners to submit a written proposal to include a cost breakdown of these items. The landowners have not submitted a written proposal. No action was taken on this agenda item.

1:31 PM President Holt requested a report from the PCCD Geologist, Mr. Feathergail Wilson. Mr. Feathergail Wilson's presented a slideshow on the location of the Owens monitoring well in relation to the entire county, and depictions of the varied elevation in this area. Mr. Feathergail Wilson included sample driller's logs and what information can be included in the log. Mr. Wilson presented a diagram of the components of a well. Mr. Feathergail Wilson presented the Board with preliminary information he received from Friedel Drilling regarding possible costs associated with drilling a monitoring well. Mrs. Lucy Knight made a motion that Friedel Drilling be considered as a potential contractor for the monitoring well. Mr. Peter Reinecke provided the second and the motion was approved unanimously.

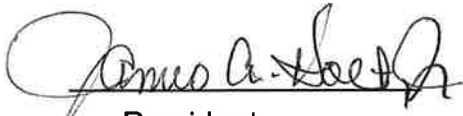
1:55 PM President Holt requested a report from the NRCS' District Conservationist, Mr. Jeremy Hasty. Mr. Hasty was not in attendance.


1:55 PM President Holt requested a report from the PCCD Executive Manager, Mr. Daniel Meyer. Mr. Burklund spoke on Mr. Meyer's behalf. Mr. Burklund stated that the GMA-10 had a meeting on May 10<sup>th</sup>, 2023, during which they considered 2 technical consultants. Collier Consulting was chosen based on their qualifications and will be submitting their cost proposal by June 30<sup>th</sup>, 2023. The next GMA-10 meeting is on July 17<sup>th</sup>, 2023, and following this meeting, the cost proposal will be presented to each District's Board of Directors for approval. Copies of the draft GMA-10 Interlocal Agreement (ILA) and draft cost matrix have been sent to each District for review. Once the ILA signatures are obtained and costs have been agreed upon, PCCD, as the contract administrator, will prepare the contract for Collier. Mr. Burklund informed the Board that GMA-10 received its Modeled Available Groundwater (MAG). Each District is required to amend its Groundwater Management Plan within 2 years from the date in which the Desired Future Conditions (DFC) was adopted. The DFC was adopted on October 26, 2021. As part of the amendment process, PCCD is required to conduct a public hearing. The Board requested that the PCCD staff conduct this hearing. Mr. Burklund informed the Board that the District is preparing a procurement package to solicit bids for drilling a Wilcox monitoring well. Mr. Burklund presented slides of the new driveway/culvert that was installed at Site 14, slides of the ongoing revegetation project being performed at Site 38, slides of Site 2 conduit abandonment area, slides of the topsoil application and riprap face at Site 10, and slides of the downstream channel excavation completed for the outlet structure at Site 21. Mr. Meyer reminded the Board that they will be performing the second interviews for four candidates on May 19<sup>th</sup>, 2023, from 10:00 a.m. to 2:00 p.m. to fill the vacant staff member position.

2:02 PM President Holt requested a report from PCCD's Attorney, Bob Wilson. Mr. Bob Wilson stated that in addition to his comments above, he wanted to mention that the Texas Water Development Board is reworking its floodwater planning rules. Mr. Wilson stated he would review them for any possible impacts to PCCD.

2:03 PM President Holt requested public comments. There were no public comments.

2:04 PM Mr. Tom Owen made a motion to adjourn. Mrs. Knight provided the second and the motion to adjourn passed unanimously.

  
President

  
Vice-President