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Water Districts
Thomas Taggart
Municipalities
Dianne Wassenich
Public

DATE: February 13, 2018

TO: Members of the South Central Texas Regional Water Planning Group

FROM: Steven J. Raabe, P.E.

The schedule and location of the meeting of the South Central Texas Regional Water Planning Group is as follows:

TIME AND LOCATION

Thursday, February 15, 2018
9:30 a.m.
San Antonio Water System
Customer Service Building
Room CR C145
2800 US Highway 281 North
San Antonio, Bexar County, Texas 78212

Enclosed is a copy of the posted public meeting notice.

Steven J. Raabe, P.E.

Enclosure

Agenda Packet for February 15, 2018

NOTICE OF OPEN MEETING OF THE
SOUTH CENTRAL TEXAS REGIONAL
WATER PLANNING GROUP

TAKE NOTICE that a meeting of the South Central Texas Regional Water Planning Group as established by the Texas Water Development Board will be held on Thursday, February 15, 2018, at 9:30 AM at San Antonio Water System (SAWS), Customer Service Building, Room CR 145, 2800 US Highway 281 North, San Antonio, Bexar County, Texas. The following subjects will be considered for discussion and/or action at said meeting.

1. Public Comment
2. Approval of the Minutes from the November 2, 2017, Meeting of the South Central Texas Regional Water Planning Group (Region L)
3. Election of Officers for Calendar Year 2018
4. Status of Edwards Aquifer Habitat Conservation Plan (HCP) – Nathan Pence, Executive Director EAHCP
5. Status of Guadalupe, San Antonio, Mission, and Aransas Rivers and Mission, Copano, Aransas, and San Antonio Bays Basin and Bay Stakeholder Committee (BBASC) and Expert Science Team (BBEST)
6. Texas Water Development Board (TWDB) Communications
7. Chair's Report
8. Discussion and Appropriate Action Authorizing the San Antonio River Authority (SARA) to Negotiate and Execute Amendment No. 2 to TWDB Contract No. 1548301840 between TWDB and SARA, in its Official Capacity as Designated Political Subdivision for the SCTRWPG
9. Discussion and Appropriate Action Regarding the San Antonio Water System's (SAWS) Proposed Minor Amendment to the 2016 South Central Texas Regional Water Plan
10. Discussion and Appropriate Action Regarding the City of Elmendorf's Request for SCTRWPG Support for a Request to Waive the Consistency Requirement, as Provided Under Section 357.60 of the Texas Administrative Code.
11. Discussion and Appropriate Action Regarding Consultant's Work and Schedule
12. Possible Agenda Items for the Next Region L Meeting
13. Public Comment

1. Public Comment

**2. Approval of the Minutes from the November 2, 2017,
Meeting of the South Central Texas Regional Water
Planning Group (Region L)**

**Minutes of the
South Central Texas Regional Water Planning Group
November 3, 2017**

Chairwoman Suzanne Scott called the meeting to order at 9:30 a.m. in the San Antonio Water System's (SAWS) Customer Service Building, Room CR 145, 2800 US Highway 281 North, San Antonio, Bexar County, Texas.

29 of the 30 voting members, or their alternates, were present.

Voting Members Present:

Tim Andruss	Gary Middleton
Pat Calhoun	Con Mims
Herb Williams for Gene Camargo	Kevin Patteson
Patrick Garcia for Rey Chavez	Robert Puente
Will Conley	Steve Ramsey
Curt Campbell	Weldon Riggs
Heather Sumpter for Art Dohmann	David Roberts
Blair Fitzsimons	Roland Ruiz
Charlie Flatten	Dianne Savage
Vic Hilderbran	Suzanne Scott
Kevin Janak	Greg Sengelmann
Russell Labus	Thomas Taggart
Glenn Lord	Dianne Wassenich
Doug McGooky	Adam Yablonski
Dan Meyer	

Voting Members Absent

Iliana Pena

Non-Voting Members Present:

Ron Ellis, Texas Water Development Board (TWDB)
Iliana Delgado, South Texas Water Master (Texas Commission on Environmental Quality (TCEQ)
Jamie McCool, Texas Department of Agriculture
Ronald Fieseler, Region K Liaison
Marty Kelley, Texas Department of Parks and Wildlife

Non-Voting Members Absent:

Charles Wiedenfeld, Region J Liaison
Don McGhee, Region M Liaison
Carl Crull, Region N Liason

Beginning with the February 11, 2016, meeting of the South Central Texas Regional Water Planning Group, all recordings are available for the public at www.regionaltexas.org.

All PowerPoint presentations and meeting materials referenced in the minutes are available in the meeting Agenda Packet at www.regionaltexas.org.

AGENDA ITEM NO. 1: PUBLIC COMMENT

Ronald Fieseler provided an update to the Region L Planning Group regarding Groundwater Management Area 9, and the proposed 32,000 acre-feet of water to be pumped from the Trinity Aquifer in northern Bexar County. The Trinity Glen Rose is MAG-limited (modeled available groundwater), and the proposed output would exceed the modeled available groundwater, which may in turn affect regional water planning. Mr. Fieseler expressed concern about how the proposed project may affect the MAG and desired future condition (DFC).

Alan Montemayor spoke to the Planning Group about the San Antonio Water System's (SAWS) Water Management Plan, suggesting that certain areas of the Water Management Plan need to be reconsidered. Particularly, Mr. Montemayor expressed concerns about the Vista Ridge project. Mr. Montemayor asked the Planning Group to continue to consider the long term impacts of water planning for growth on its constituents, and to keep SAWS in check in that regard.

AGENDA ITEM NO. 2: APPROVAL OF THE MINUTES FROM THE AUGUST 3, 2017, MEETING OF THE SOUTH CENTRAL TEXAS REGIONAL WATER PLANNING GROUP (REGION L)

Chair Scott noted that the recorder, which is used to record Planning Group meetings, had some technical difficulties, and cut out short of the August 3rd meeting concluding. The incident was noted in the draft minutes for August 3, 2017. Chair Scott then asked for a motion to approve the minutes from August 3, 2017. Greg Sengelmann moved to approve the minutes. Adam Yablonski seconded the motion. The minutes were approved by consensus.

AGENDA ITEM NO. 3: STATUS OF EDWARDS AQUIFER HABITAT CONSERVATION PLAN (HCP) – NATHAN PENCE, EXECUTIVE DIRECTOR EAHCP

No update for the EAHCP was provided.

AGENDA ITEM NO. 4: STATUS OF GUADALUPE, SAN ANTONIO, MISSION, AND ARANSAS RIVERS AND MISSION, COPANO, ARANSAS, AND SAN ANTONIO BAYS BASIN AND BAY STAKEHOLDER COMMITTEE (BBASC) AND EXPERT SCIENCE TEAM (BBEST)

Chair Scott reported to the Planning Group that funding was renewed in the legislative budget to continue studies to work on the BBASC's work plan. The Texas Water Development Board (TWDB) was therefore, seeking study proposals for the next biennium. The GSA BBASC created a subcommittee to develop and prioritize potential studies to submit to TWDB for funding. A list of the prioritized of studies was provided in the agenda packet for Planning Group members to review. The TWDB had yet to respond to the prioritized list of studies, or issue a request for qualifications for any particular studies.

AGENDA ITEM NO. 5: TEXAS WATER DEVELOPMENT BOARD (TWDB) COMMUNICATIONS

Ron Ellis, TWDB, gave some brief updates regarding the latest at the TWDB. Mr. Ellis informed the group that the SWIFT process was approaching. The timeframes and deadlines would be similar to the past process. A Regional Financial Assistance Workshop was scheduled for November 7th in Yoakum, Texas.

Mr. Ellis provided some informational guidance from the TWDB regarding new water planning rules concerning the Open Meetings Act. There are Open Meetings Act and Public Information Act training available on the Attorney General's website (<https://www.texasattorneygeneral.gov/og/open-government-training>). All Planning Group members need to take the Open Meetings Act training, and maintain a certificate for that training. The San Antonio River Authority, as the designated political subdivision, will be responsible for maintaining record of the certificates of its planning group members. However, with regard to the Public Information Act, the Planning Group may designate a person or entity as the responsible party for responding to requests for public information. That person would be the only one required to take the Public Information Act training, and maintain a valid certificate. Additionally, all subcommittee/ workgroup meetings are now subject to the Open Meetings Act, and therefore require public notice in compliance with the Open Meetings Act.

Mr. Ellis clarified that members who have already taken the Open Meetings Act training and received a certificate, would not have to retake the training unless they are unable to locate the certificate. In such an instance, members would need to acquire a new certificate by taking the training again. To the question of how long a certificate is valid, Mr. Ellis deferred to the Attorney General's Office. However, Mr. Ellis did note that the deadline for completing the Open Meetings Act training was December 1, 2017.

Chair Scott requested that the Planning Group members send their Open Meetings Act training certificates to Cole Ruiz, San Antonio River Authority, prior to the deadline of December 1, 2017. Chair Scott recommended designating Mr. Ruiz to be record keeper for the Open Meetings Act purposes, and to be the designated Public Information Act trainee. Planning Group members generally agreed.

Mr. Ellis continued, notifying the Planning Group that the TWDB would soon be proposing rule revisions to implement the recent legislative changes. The rule changes will be distributed to planning groups and posted for public comment. Additionally, Mr. Ellis reminded the Planning Group that draft population and demand projections are due to the TWDB by January 12 (see agenda item 10). Lastly, Mr. Ellis briefed the Planning Group on a recent meeting of planning group chairs, which was recorded and available for viewing online. The meeting focused on recent proposed rule changes.

AGENDA ITEM NO. 6: CHAIR'S REPORT

Chair Scott did not have any particular updates, but did notify the Planning Group that Commissioner Will Conley had resigned from the Hays County Commissioners Court to run for County Judge. Since Mr. Conley was no longer serving in his previous capacity, Chair Scott requested that Mr. Conley provide some documentation from the Court or the sitting Judge reconfirming the Court's support for Mr. Conley to represent counties on the SCTRWPG. Mr. Conley agreed to provide such documentation.

Chair Scott informed the Planning Group that the recently adopted substitution (see minutes from August 3, 2017), would be going to the TWDB for final adoption at the state planning level in December.

AGENDA ITEM NO. 7: DISCUSSION AND APPROPRIATE ACTION SETTING THE SCTRWPG MEETING SCHEDULE FOR CALENDAR YEAR 2018

Chair Scott directed Planning Group members to a SCTRWPG meeting schedule, which was included in the agenda packet. The quarterly meeting schedule generally followed the historical meeting schedule (first Thursday of February, May, August, and November). Chair Scott asked for a motion to approve the schedule. Weldon Riggs moved to adopt the proposed schedule. Glenn Lord seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 8: DISCUSSION AND APPROPRIATE ACTION AUTHORIZING THE ADMINISTRATOR TO REQUEST WRITTEN APPROVAL FROM THE EXECUTIVE ADMINISTRATOR OF THE TWDB THAT THE SAN ANTONIO WATER SYSTEM'S (SAWS) PROPOSED REVISION TO THE 2016 SCTRWPG REGIONAL WATER PLAN CONSTITUTES A MINOR AMENDMENT, OR A DETERMINATION OF WHETHER SAWS'S PROPOSED ACTION CONSTITUTES A SUBSTITUTION OR MAJOR AMENDMENT

Brian Perkins briefly explained the reason that a minor amendment would be necessary for SAWS to apply for SWIFT funding. The SCTRWPG recommended the Advanced Meter Infrastructure (AMI) water management strategy as part of SAWS's water conservation goals in the 2016 Region L Regional Water Plan. However, the capital costs for the AMI water management strategy project were not included in the database for the 2017 State Water Plan (DB17). Therefore, the proposed minor amendment seeks to incorporate the capital cost for the AMI water management strategy project, as originally portrayed in the Region L 2016 Regional Water Plan, in the DB17. Once the appropriate capital costs are added to the state database via the subsequent amendment to the 2017 State Water Plan, SAWS will be eligible to seek State financing options.

Mr. Ellis clarified the action required from the Planning Group at that time was to permit the administrator to submit a request for a determination of whether the particular revision to the 2016 Plan being sought, fits the character of a minor amendment, or another type of amendment. Following that determination, presumably at the next SCTRWPG meeting, the Planning Group would hold a public meeting in accordance with TWDB rules and take an action amending the plan.

Gary Middleton moved to authorize the Administrator to request written approval from the Executive Administrator of the TWDB that the SAWS proposed revision to the 2106 SCTRWPG Regional Water Plan constitutes a minor amendment, or a determination of whether SAWS's proposed action constitutes a substitution or major amendment. Kevin Patteson seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 9: PRESENTATION ON THE SAWS WATER MANAGEMENT PLAN

Donavon Burton, SAWS, delivered a presentation on the SAWS Water Management Plan. The PowerPoint slides and the recording of the presentation are available at www.regionltexas.org. In summary, Mr. Burton discussed previously planned SAWS projects, which are updated in 5-year intervals to account for various planning variables (population, demand, drought, and timing of supplies). The 2017 SAWS Water Management Plan Guiding Principles are conservation, technology, diversified water sources, and regional partnerships. Mr. Burton discussed various trends, successes, and challenges facing the region with regard to water supply, including conservation, wastewater treatment savings, extreme weather conditions, the utilization of technology, leveraging regional partnerships, increasing supply diversification, the implementation of Aquifer Storage and Recovery, brackish desalination, and the direct recycling of water.

AGENDA ITEM NO. 10: DISCUSSION AND APPROPRIATE ACTION REGARDING THE STATUS OF THE DRAFT POPULATION AND DEMAND PROJECTIONS

Brian Perkins, Black & Veatch, delivered a Power Point presentation to the Planning Group regarding the status of the draft population and demand projections. A Planning Group revision request was due to the TWDB by January 12, 2018. Upon review of the revision request, the TWDB would issue a decision either accepting or denying the request. Mr. Perkins then reviewed the population and demand projections for wholesale water providers submitting revision requests and justifications for those requests. The following water providers were submitting revision requests, the details of which were provided in Mr. Perkins's presentation: East Central Special Utility District, City of Garden Ridge, Goforth Special Utility District, Green Valley Special Utility District, Kendall West Utility, San Antonio Water System, City of San Marcos, Springs Hill Water Supply, SS Water Supply Corporation, and the City of Yoakum.

After some discussion, Dianne Wassenich moved to authorize the Administrator (SARA) and the Consultant (Black & Veatch) to submit the revision request to the TWDB, and to allow the Administrator and Consultant to make non-substantive revisions to the approved revision request as necessary. Tom Taggart seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 11: 2021 PLAN ENHANCEMENT PROCESS: RECAP OF GUIDING PRINCIPLES PREVIOUSLY DISCUSSED AND ADOPTED

Chair Scott reminded the Planning Group of the guiding principles, which had previously been adopted over the course of the past year and a half. Copies of the adopted guiding principles, and a timeline of their adoption, was provided in the agenda packet. Chair Scott also reminded the Planning Group of the process by which the Planning Group will continue to review, discuss, and adopt the guiding principles, noting that previously adopted guiding principles will not be reconsidered, and that the appropriate time to challenge the guiding principle is prior to its adoption. The Planning Group would not bring the guiding principles back up for consideration during the current planning cycle. There were no comments or questions about the previously adopted guiding principles from planning group members.

AGENDA ITEM NO. DISCUSSION AND APPROPRIATE ACTION REGARDING THE ADOPTION OF THE ENVIRONMENTAL ASSESSEMENT WORKGROUP'S RECOMMENDATIONS

Steven Siebert, SAWS and Chair of the Environmental Assessment Workgroup, refreshed the Planning Group's memory about the previously presented (at the August 3, 2017 meeting) recommendation. Mr. Siebert provided language for a potential guiding principle, based on the Environmental Assessment Workgroup's recommendation, to the Planning Group for consideration. The guiding principle, as recommended by Mr. Siebert and the Environmental Assessment Workgroup is provided below.

The SCTRWP's evaluation of the Plan's effect on instream flows and freshwater inflows to the San Antonio Bay, and Plan's environmental assessments of individual water management strategies are currently meeting the regulations and statutes for regional water planning. The SCTRWP believes a structural reorganization of the data presented will benefit the understanding of the Plan's

environmental assessments. The SCTRWPG will:

- Initiate environmental assessments earlier into the regional planning process;
- Eliminate environmental assessment comparisons of current plan to past plans;
- Consolidate threatened and endangered species information into the appendix rather than repeating in each water management strategy write-up;
- Update baseline year data to most current for potential impacts to vegetation and terrestrial habitat;
- Adjust distances for cultural resource sites;
- Include current conditions and streamflow protected by environmental flow standards in updated tabular form improving the way in which the data is presented;
- Include target flow regimes based on environmental freshwater inflow standards in updated tabular form improving the way in which the data is presented; and
- Include high level narrative of climate variability.

The SCTRWPG believes this environmental assessment structural reorganization will reflect realistic environmental impacts of the recommended water management strategies for both the public and planning group members.

Gary Middleton moved to adopt the guiding principle as recommended by Mr. Siebert. Con Mims seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 13: DISCUSSION AND APPROPRIATE ACTION REGARDING THE ADOPTION OF THE MINIMUM STANDARDS WORKGROUP'S RECOMMENDATIONS

Tim Andruss, Chair of the Minimum Standards Workgroup, briefed the Planning Group on the actions and recommendation of the Minimum Standards Workgroup. Mr. Andruss provided the language recommended by the Minimum Standards Workgroup for consideration of the Planning Group. Mr. Andruss explained the reasoning behind the language being recommended, which is provided below.

Minimum Standards for Water Management Strategies

For a proposed strategy to be designated by the SCTRWPG as a water management strategy in the regional water plan, the proposed strategy must:

1. supply water, reduce water demands, or otherwise satisfy one or more identified needs;
2. include an evaluation and description consistent with standards used by the SCTRWPG and its technical consultants as required by TWDB Rules;
3. satisfy all relevant requirements established by the Texas Water Development Board, including environmental flow standards;
4. identify one or more entities, with sufficient ability and willingness to implement the strategy, as being the strategy's sponsor(s);
5. identify all entities, as reasonably possible, who own any existing or planned infrastructure or existing permit that could be affected by the

- proposed strategy as being strategy participants; and
6. identify groundwater conservation districts or Texas Commission on Environmental Quality (TCEQ) with jurisdiction over the proposed strategy.

Recommended Water Management Strategies

The SCTRWPG strives to develop a regional water plan that recommends water management strategies sufficient to supply water to all identified needs projected in the planning horizon for the region.

The SCTRWPG prefers designating water management strategies as recommended or alternative using a consensus approach while respecting the strategy sponsor(s)' wishes.

Prior to designating any water management strategies as recommended, the SCTRWPG will review the water management strategies to evaluate costs and environmental sensitivity of each water management strategy per TWDB Rules.

Kevin Janak moved to approve the Minimum Standards Guiding Principle. Gary Middleton seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 14: DISCUSSION AND APPROPRIATE ACTION REGARDING THE FOLLOWING COMPONENTS OF THE 2021 PLAN ENHANCEMENT PROCESS

- a) **THE ROLE OF REUSE WITHIN THE REGIONAL WATER PLAN**
- b) **IDENTIFYING SPECIAL STUDIES OR EVALUATIONS DEEMED IMPORTANT TO ENHANCE THE 2021 PLAN AND IDENTIFICATION OF OUTSIDE FUNDING SOURCES**
- c) **THE EXTENT TO WHICH INNOVATIVE STRATEGIES SHOULD BE USED**

Cole Ruiz, SARA, presented possible language for a guiding principle on the Role of Reuse within the Regional Water Plan, Identifying Special Studies or Evaluation Deemed Important to Enhance the 2021 Plan and Identification of outside Funding Sources, and the Extent to Which Innovative Strategies Should be Used. The language was drawn from previous Planning Group discussions at the August 3, and May 5, meetings of 2017.

After some discussion on the specific wording of the guiding principles, Con Mims moved to approve the following guiding principle on the Role of Reuse within the Regional Water Plan.

The South Central Texas Regional Water Planning Group (SCTRWPG) generally defers to the Texas Water Development Board (TWDB) rules for regional water planning as contained in the Texas Administrative Code (TAC) on matters related to surface water supply analysis. For surface water supply analysis, the SCTRWPG will use the most current Water Availability Models from the Texas Commission on Environmental Quality (TCEQ) to evaluate supplies, as required by section 357.32 (c) of the TAC. As per section 357.32 of the TAC, the SCTRWPG will assume full utilization of existing water rights and no return flows when using Water Availability Models.

The SCTRWPG agrees that effluent will be depicted in the Regional Water Plan only in cases of direct and/ or indirect reuse water management strategies, or where a preexisting contract for the supply of reuse is in place. Additionally, the SCTRWPG will not use effluent in the estimates of cumulative effects absent a direct and/or indirect reuse water management strategy or a preexisting contract for the supply of reuse.

Gary Middleton seconded the motion. The motion passed by consensus.

Next, Gary Middleton moved to adopt the following guiding principle on Identifying Special Studies or Evaluations Deemed Important to Enhance the 2021 Plan and the Identification of Outside Funding Sources, and the Extent to Which Innovative Strategies Should be Used.

The South Central Texas Regional Water Planning Group (SCTRWPG) recognizes that there are no identifiable outside funding sources for special studies or evaluations. However, the SCTRWPG remains willing to consider evaluating any proposed water management strategies and special studies allowable under section 357.34 of the Texas Administrative Code.

Kevin Janak seconded the motion. The motion passed by consensus.

Chair Scott notified the Planning Group that the guiding principles will be consolidated into a single document, and will be considered complete. Should any Planning Group member feel that the group should revisit a guiding principle as issues arise, then the Planning Group may take up those items in the future planning cycles.

AGENDA ITEM NO. 15: DISCUSSION AND APPROPRIATE ACTION REGARDING THE CONSULTANT'S WORK AND SCHEDULE

Brian Perkins briefed the Planning Group on the consultants work and schedule, noting specifically that Black & Veatch, technical consultant for the Fifth Cycle of Regional Water Planning, recently executed a contract amendment with SARA, Administrator for the Fifth Cycle of Regional Water Planning, to coincide with the congruous contract amendment between SARA and TWDB, which added funds and tasks to the development of the 2021 South Central Texas Regional Water Plan. Mr. Perkins provided the Planning Group with an updated schedule of the Fifth Cycle planning process.

AGENDA ITEM NO. 16: DISCUSSION AND APPROPRIATE ACTION REGARDING HYDROLOGIC ASSUMPTIONS

Brian Perkins provided a copy of the draft hydrologic assumptions to the Planning Group, and also displayed the document in PowerPoint form on the projection screen. Mr. Perkins reviewed the assumptions, and explained them to the Planning Group. The full presentation recording is available at www.regionltexas.org.

Dianne Wassenich moved to adopt the hydrologic assumptions as presented. Gary Middleton seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 17: DISCUSSION AND APPROPRIATE ACTION REGARDING THE PROCESS BY WHICH THE SCTRWPG CONSIDERS POTENTIALLY FEASIBLE WATER MANAGEMENT STRATEGIES

Brian Perkins provided a draft copy of a document outlining the process by which the Planning Group will list all possible water management strategies and identify the water management strategies that are potentially feasible for meeting a need in the region, as required by TWDB rules. Mr. Perkins explained the process to the Planning Group.

Dianne Wassenich moved to adopt the hydrologic assumptions as presented. Charlie Flatten seconded the motion. The motion passed by consensus.

AGENDA ITEM NO. 18: EVERGREEN UNDERGROUND WATER CONSERVATION DISTRICT PRESENTATION ON WEATHER MODIFICATION AS A POTENTIAL INNOVATIVE WATER MANAGEMENT STRATEGY

As per the request of Planning Group member Russell Labus, Kendell LaRoche and Jonathan Jennings gave a presentation entitled, “An Overview of Weather Modification and Rainfall Enhancement across Texas.” The full presentation recording and PowerPoint slides are available at www.regoinltexas.org. The presentation included such topics as the objective of weather modification, cloud seeding areas, impacts from cloud seeding, rainfall enhancement, rain processes, warm rain process, warm rain visual, cold rain process, issues with natural clouds, cloud seeding agents, cloud seeding equipment, and among other items, a cloud seeding case study.

AGENDA ITEM NO. 19: POSSIBLE AGENDA ITEMS FOR THE NEXT REGION L MEETING

The Planning Group reviewed possible agenda items for the next meeting, which included election of officers and SAWS’s amendment request. More items were sure to come, and would be published on the February 2018, meeting agenda.

AGENDA ITEM NO. 20: PUBLIC COMMENT

No comments were made.

Chair Scott adjourned the meeting.

GARY MIDDLETON, SECRETARY

Approved by the South Central Texas Regional Water Planning Group at a meeting held on February 15, 2018.

SUZANNE SCOTT, CHAIR

3. Election of Officers for Calendar Year 2018

**4. Status of Edwards Aquifer Habitat Conservation Plan
(HCP) – Nathan Pence, Executive Director
EAHCP**

5. Status of Guadalupe, San Antonio, Mission, and Aransas Rivers and Mission, Copano, Aransas, and San Antonio Bays Basin and Bay Stakeholder Committee (BBASC) and Expert Science Team (BBEST)

TWDB is moving forward with the development of interagency contracts and requests for qualifications for the studies presented to the BBASC in mid-November. Specific status updates for each are listed below.

BBASC Priority Studies:

Assessing the Effects of Freshwater Inflows and Other Key Drivers on the Population Dynamics of Oysters and Sport Finfish in Three Estuaries (Colorado-Lavaca, Guadalupe-San Antonio, Mission-Aransas, and Nueces)

- Contract will be negotiated upon completion of our existing contract with UTMSI (ends on March 31) for similar work

Environmental Flows Validation in Three River Basins (Brazos, Colorado-Lavaca, and Guadalupe-San Antonio)

- Request for qualifications is moving through the TWDB internal review and approval process

Guadalupe Delta Ecological Assessment of Freshwater Inflows

- Interagency contract with GBRA is in development; GBRA is in the process of selecting a sub-contractor.

Nutrient and Sediment Monitoring in Four Lower River Basins (Trinity-San Jacinto, Colorado-Lavaca, Guadalupe-San Antonio, and Nueces)

- Contract will be negotiated upon completion of our existing contract with USGS (ends on August 31) for similar work

Other studies funded by TWDB in the Guadalupe-San Antonio basin:

Using Comparative Long-Term Benthic Data for Adaptive Management of Freshwater Inflow to Three Estuaries (Colorado-Lavaca, Guadalupe, and Nueces)

- Interagency contract with Harte Research Institute is moving through the TWDB internal review and approval process

Influence of Freshwater Inflow Gradients on Estuarine Nutrient-Phytoplankton Dynamics in the Three Estuaries (Guadalupe, Nueces, and upper Laguna Madre)

- Interagency contract with Texas A&M University-Corpus Christi is moving through the TWDB internal review and approval process

Statewide Synthesis of Environmental Flow Studies from Funding Cycles I and II

- Request for qualifications is being prepared by TWDB staff

6. Texas Water Development Board (TWDB) Communications



Best Management Practices Guide for Regional Water Planning Group Designated Political Subdivisions

Fifth Cycle of Regional Water Planning

Water Use, Projections, & Planning Division
Regional Water Planning

**Maintained and published by the Texas
Water Development Board on behalf of
Regional Water Planning Group
administrators**

January 2018

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1 Introduction

The purpose of this guide is to provide an orientation to the responsibilities of acting as a regional water planning group's (RWPG) designated political subdivision and/or administrative agent, and to provide suggestions on some of the best administrative practices that may be used by a political subdivision in the execution of their duties on behalf of the RWPG. This guide has been distributed to the 16 RWPG political subdivisions for review and input.

Each five-year planning cycle, an RWPG must designate a political subdivision to act as a representative of the RWPG and apply for and receive financial assistance from the Texas Water Development Board (TWDB) to develop a regional water plan or revision pursuant to 31 Texas Administrative Code (TAC) §355, Subchapter C. Examples of designated political subdivisions include river authorities, municipalities, or councils of governments.

The political subdivision enters into a primary contract with the TWDB on behalf of the RWPG and administers the contract throughout the planning cycle. The political subdivision also executes and administers a subcontract with the primary technical consultant on behalf of the RWPG that mirrors the requirements laid out in the primary TWDB contract. Political subdivisions may expend a portion of these funds for direct costs related to public notice and other administrative costs. In addition, some planning groups also authorize their designated political subdivision to raise local funds from the region's stakeholders in order to cover expenses not eligible for reimbursement through the TWDB's grant funds.

In the capacity of serving as the RWPG's administrative agent, the political subdivision (or other identified entity) organizes the RWPG meeting locations, public notices, agendas, meeting presentations, handouts, and meeting minutes.

Political subdivisions may familiarize themselves with and utilize the RWPG administrative resources located on the TWDB's Regional Water Planning (RWP) Fifth Cycle Working Documents webpage. Hyperlinks to useful TWDB webpages and documents mentioned throughout this document are found in Section 6.

2 TWDB requirements¹

RWPGs and their designated political subdivisions must adhere to the TWDB's rules on regional water planning and regional water planning grants, as well as requirements in the TWDB grant contracts. This section highlights the specific responsibilities within the TWDB's rules and notable contract requirements that are directly applicable to the political subdivisions.

2.1 Political subdivision and administrator responsibilities from 31 TAC §355 and §357

1. Obtain designation by the RWPG as the political subdivision in order to be eligible to apply for, receive, and administer TWDB funds on behalf of the region (§357.12(a)(4); §355.90(b)(5)).
 - This process must occur before or at the beginning of each new five-year planning cycle.

¹ See the TWDB water planning rules pamphlet (Section 6) for full rule requirements.

- The RWPG must provide a written designation to the TWDB Executive Administrator (EA) naming their authorized political subdivision.
2. Apply for planning grant funds through a formal Request for Application (RFA) process (§355.91).
 - Public notice requirements for this application are subject to §357.21(e).
 - Utilize the most up-to-date online “Regional Water Planning Public Notification Quick-Reference” document that is located on the TWDB’s RWP Fifth Cycle Working Documents webpage.
 - The RFA Process typically occurs twice during the planning cycle.
 - The TWDB will provide a special webpage for application instructions and supporting documentation during each RFA process.
 3. Execute contracts with the TWDB by the specified deadline (§355.93), including the following:
 - The initial TWDB/political subdivision contract that will contain initially committed grant funds.
 - All TWDB/political subdivision contract amendments that are issued during the planning cycle.
 - All political subdivision/consultant subcontracts and consultant sub-subcontracts must also be updated to reflect changes or additions to the TWDB/political subdivision contract and submitted to the TWDB for acceptance.
 4. Political subdivisions must adhere to the limitations of use of contractual funds that are identified in the expense budgets footnotes and elsewhere in these contracts (§355.92).
 5. Procure technical consultants at the beginning of each planning cycle in accordance with §355.92(c) and submit the required Certification of Procurement (COP) form to the TWDB.
 6. Submit either RWP advance or reimbursement payment requests with all necessary backup documentation to the TWDB on a quarterly basis as stated in the TWDB contract. These funds are utilized to reimburse eligible political subdivision, consultant, and voting member expenses.
 7. Ensure all meetings of the RWPG, committees, and subcommittees are posted and held in accordance with the Texas Open Meetings Act and additional Chapter 357 public notice requirements for specific RWPG activities (§357.21).
 - Post notices, meeting agendas, and materials in accordance with §357.21. An Excel file tool has been provided on the TWDB’s RWP Fifth Cycle Working Documents webpage, under ‘Administrative Documents’, to help calculate when various notices and/or documentation should be provided for a RWPG meeting and RWPG activities.
 - Maintain and use contact lists (depending on the activity) for voting and non-voting RWPG members, any person or entity who has requested notice of RWPG activities, county clerks within the regional water planning area (RWPA) (if notices are not posted on RWPG host website), each mayor of a municipality that is located in whole or in part of the RWPA with a population of 1,000 or more or which is a county seat, and each county judge of a country located in whole or in part of the RWPA.
 - Notification lists for surface water rights holders, public water utilities, and general/special law districts and river authorities may be obtained from the TWDB’s RWP Fifth Cycle Working Documents webpage.
 8. Maintain RWPG membership contact information and provide membership lists to the TWDB (§357.11(f)). Since the vast majority of planning group communications occur via email, it is recommended that the political subdivision request updated email address information from planning group members at every RWPG meeting. This could be successfully accomplished by utilizing a sign-in sheet for RWPG members prefilled with their name and current email

addresses, with an adjacent space to write updated email addresses. Full contact information may be solicited on a less frequent schedule.

9. Provide copies of updated bylaws to the TWDB (§357.11(c)). It is recommended that the planning groups review and/or update their bylaws at least at the beginning of each planning cycle in order to account for legislative or other changes that may have occurred since the previous bylaws update.
10. Follow draft and final regional water plan (RWP) submittal requirements, including holding a public hearing on the initially prepared plan (IPP) (§357.50) (see the “Regional Water Planning Public Notification Quick Reference Document”).

2.2 Notable contract requirements

At the beginning of each planning cycle, the TWDB will present a regional water planning contracts webinar as a refresher on important contract requirements. The current webinar is available as an on-demand video on the TWDB’s RWP 5th Cycle Working Documents webpage. Some of the important items covered in the webinar include the following:

1. All contract-related question emails should be sent to the TWDB’s Contracts Department (contracts@twdb.texas.gov) with the appropriate regional water planning project manager copied on the email.
2. All subcontracts must be submitted to the TWDB for review and acceptance prior to submitting invoices for reimbursement. Complete subcontracting guidelines are available on the TWDB website.
3. Consultant procurement and the COP form.
 - Every contractor and subcontractor must be listed on the COP.
 - COP responsibility resides with the entity that procures the subcontract.
 - COP forms must be submitted to the TWDB for review and acceptance prior to submitting subcontracts for review and acceptance, and invoices for reimbursement.
4. Payment request submittals, including the associated but separate task progress reports, are due on a minimum quarterly basis as part of the payment request as specified in the TWDB/political subdivision contract.
 - Advance/reimbursement request packets should be emailed to invoice@twdb.texas.gov and include copies of invoices, receipts, and statements. Provide details of travel information and proof of payment to subcontractors.
 - The TWDB will provide a payment request checklist to the political subdivision (a checklist template is available online).
 - If the political subdivision chose the “advance” method of distributing RWP funds, then these advances must be deposited into a separate interest bearing account and the “interest earned” amount must be recorded on the payment request checklist.
 - Advance requests may be submitted once 90 percent of the previous advance has been expensed.
 - Advances are distributed on a 20 percent maximum of total committed funds basis.
5. Adjustments may be applied to the TWDB/political subdivision contract task or expense budget, in line with the following contract requirements:
 - If the requested adjustment is less than 35 percent of either a task’s total budget or expense line amount, there is flexibility to do so informally by notifying the TWDB of this change in writing via email to contracts@twdb.texas.gov and the region’s project manager.

- If the requested adjustment exceeds the 35 percent threshold of either a task's total budget or expense line amount, the political subdivision must submit a request for a Budget Memorandum and obtain approval from the TWDB. The request must be approved by the RWPG at a regular RWPG meeting provides approval to the political subdivision to request adjustments to the TWDB/political subdivision contract task or expense budgets, then the political subdivision may send the request by email to contracts@twdb.texas.gov and the region's project manager. The request should include a written documentation of why the revision is necessary, the date the planning group approved the budget memorandum request, and a table showing the current budget and the proposed revision (contact the regional project manager, or contracts@twdb.texas.gov for a budget memorandum template).
- Please note that the TWDB considers subcontractor budgets as "working budgets" only and if revisions are needed, the political subdivision simply needs to send an email request to the TWDB contracts department providing the revised subcontract budget information. It is the discretion of the political subdivision whether subcontracts are amended following budget memorandums. Additionally, subcontracts should reflect the estimated total study cost allocated for tasks, as applicable; however, contractors are responsible for managing expenses within the committed amount. Clauses may be added to subcontracts limiting reimbursement up to committed amounts.

Please refer to the online TWDB contracts webinar for additional contract information.

It is also important to note that some task budgets may require scoping and a written "Notice to Proceed" prior to commencing reimbursable work, as noted in the contract.

3 Recommended Best Practices for Political Subdivisions

This section includes recommendations and information for political subdivisions related to communication, new member orientations, administrative costs, and web posting and newsletter distribution.

3.1 Communication with RWPG members

1. Request updated planning group member contact information at each RWPG meeting.
2. Forward all TWDB communications and data provided in emails to planning group members (the TWDB provides information to chairs, political subdivisions, and technical consultants) with the intent of creating more interest from the members and facilitating their engagement in the planning process by receiving these informational emails directly from the planning group's representative. The TWDB website has a location where all important RWPG communications are posted.
3. Forward meeting notices and agendas to neighboring planning groups via their liaisons. Liaisons should then pass along this information to their respective RWPGs.
4. During development of the draft RWPG meeting agenda, it is recommended that the political subdivision solicit comments from planning group chair and/or officers, consultants, and the TWDB project manager in order to ensure that the final agenda will meet necessary action item requirements.
 - Include a standing agenda item for updates from groundwater management area representatives, liaisons, and other non-voting members.
 - Include a standing agenda item to receive public input.

5. The Excel template on the TWDB's RWP Fifth Cycle Working Documents webpage may be used for calculating public notice deadlines for various types of meeting requirements, comment period requirements, and for scheduling political subdivision tasks prior to an RWPG meeting.
6. Encourage technical consultants to provide meeting materials to members as far in advance as possible to allow for additional time for members to review and digest the material and make informed decisions.
 - It is recommended for this to occur at least one week before the meeting via email attachments or email links to the RWPG's website.
7. Survey RWPG members occasionally to determine how frequently they feel the group should meet, within budget limitations, in order to effectively develop their regional water plan.
8. Survey RWPG members occasionally to determine the preferred location, acknowledging facility constraints, to hold planning group meetings.
9. Ensure that the RWPG's required website is kept up to date and that members are able to successfully navigate the website and access documents. Some RWPGs have the political subdivision directly perform the ongoing maintenance of the planning group's website while others delegate the maintenance to the consultants.
10. Ensure that planning group members are aware of how they can access the groups bylaws.
11. Ensure that planning group members are aware of the RWPG's terms of office and process for selecting new members.
12. Encourage all planning group members to attend committee meetings to assist with informed decision making.
13. Facilitate interregional cooperation as appropriate.

3.2 New member orientation

Planning groups have different methods of orienting new members. Many political subdivisions either call or hold meetings with new members to provide such orientations. Orientations may occur during planning group meetings, or held separately for the new members. Examples of topics covered by political subdivisions to new members include an overview of the state and regional water planning process, planning group history, open meetings requirements, groundwater and surface water law, and environmental flows. Examples of documents provided to new members include a copy of the region's bylaws, previous meeting packages or presentations, a copy of the current plan or plan summary (available online), a list of members and consultants, a map of the region, and the TWDB regional water planning rules pamphlet.

A new member guide under development by the TWDB and will include information on the regional water planning process, key roles and responsibilities, funding the planning process, required planning considerations, plan contents, and TWDB resources. The TWDB website includes a dedicated new RWPG member page, and additionally, TWDB staff is available to present regional water planning 101 as requested.

3.3 Paying for administrative costs

The TWDB RWP contracts contain Task 10 funding to cover eligible RWPG public participation activities as defined in the TWDB/political subdivision contracts. Eligible expenses are direct non-labor administrative costs as well as certain travel costs for voting members to attend RWPG meetings, if approved under §355.92(b)(1). These activities and the associated funds are reimbursable to the political subdivision and the technical consultants. As an example of the amount of time a political subdivision spends in their RWPG administrative role, Region N's political subdivision estimates 240

hours and \$60,000 per year was required to cover their administrative expenses for the previous 4th cycle of planning and this cost was paid for 100% with local funds.

For planning group administrative costs that are not eligible for reimbursement with the TWDB's funds, some RWPG's (A, C, I, O, M, N, L) have obtained additional local funds that may be necessary to support the administrative work performed by the political subdivisions.

Examples of how political subdivisions account for ineligible administrative expenses include the following:

- Some political subdivisions pass through all Task 10 funds for eligible reimbursable activities to the consultant, and the political subdivision volunteers all of its time and resources that are necessary to sufficiently perform contract administrative duties that are not eligible reimbursable activities.
- Some political subdivisions pass through all Task 10 funds for eligible reimbursable activities to the consultant and the political subdivision is authorized by the planning group to solicit local funds from RWPA stakeholders to cover their ineligible administrative expenses.
- Some political subdivisions split Task 10 funds for eligible reimbursable activities with the technical consultants, and the political subdivision is also authorized by the planning group to solicit additional local funds to cover the remaining ineligible administrative activities.
- Historically, most voting members have not requested to be reimbursed with RWP funds for their meeting travel expenses. Some of these members are reimbursed by their employers while others cover these costs themselves. Reimbursement of travel expenses to an RWPG member requires RWPG approval under §355.92(b)(1) and must meet the specifications listed in the contract expense budget.

3.4 Web posting and newsletter distribution

New for the Fifth Cycle of RWP is the requirement that all RWPGs have either an external website or an RWPG-dedicated webpage on the RWPG administrator's website. The required RWPG external website content includes RWPG meeting notices, agendas, materials, and plan information. Materials could include presentations and handouts, and meeting minutes can also be posted on the RWPG website. The RWPG could post additional links to relevant materials available on the TWDB website to save the planning group time and storage space, such as links to the current adopted regional water plans, the 2017 State Water Plan, Interactive State Water Plan, current planning cycle information, and water planning data.

Also new for the Fifth Cycle of RWP is the eligibility of expenses incurred in the development, production, and distribution of an RWPG newsletter. The maximum amount of eligible expenses that can be reimbursed as stated in the contract is up to 3% of Task 10 funds, not to exceed \$5,000.00.

4 Open Meetings Act and Public Information Act

Effective September 1, 2017, Senate Bill (SB) 347, 85th Legislative Session, requires that, in addition to RWPG meetings and hearings, RWPG committee and subcommittee meetings are subject to the Texas Government Code (Gov't Code) §§ 551 and 552 (Texas Open Meetings Act and the Public Information Act).

Although the TWDB is not in a position to provide legal advice to the RWPGs, an interpretation of Texas Water Code (TWC) §16.053(h)(12) (as added by SB 347) is described below. RWPG members may wish to consult with attorneys for their organizations to analyze the legislation themselves, rather than solely

relying on the TWDB's interpretation. Members who would like a more in-depth understanding of the Open Meetings Act or Public Information Act will find the Attorney General's (AG's) handbooks on the Open Meetings Act and Public Information Act helpful resources:

https://www.texasattorneygeneral.gov/files/og/OMA_handbook_2018.pdf

https://www.texasattorneygeneral.gov/files/og/PIA_handbook_2018.pdf

4.1 Training requirements

It is the TWDB's interpretation of TWC §16.053(h)(12) (as added by SB 347) that RWPG members must complete the Open Meetings Act training required by Texas Government Code (Gov't Code) §551.005 and the Public Information Act training required by Gov't Code §552.012. TWC §16.053(h)(12) states that the RWPGs themselves, not just their meetings, are "subject to" the Open Meetings Act. Gov't Code §551.005 applies to all elected or appointed officials who are members of a governmental body "subject to" the Open Meetings Act. Furthermore, TWC §16.053(h)(12) states that the RWPGs are subject to the Public Information Act. The Public Information Act applies to all elected or appointed officials who are members of a multimember governmental body. The AG's Public Information Act Handbook further explains that Public Information Act requirements apply to all governmental bodies "subject to" the Public Information Act.

The Open Meetings Act and Public Information Act both state that completing the training in one capacity satisfies the requirement in all capacities, so RWPG members who have completed these trainings as part of their outside employment with cities, water supply corporations receiving TWDB funds, groundwater conservation districts, etc., would not need to complete them again as RWPG members.

Additionally, for the Public Information Act training, the members of a governmental body may appoint a "public information coordinator" to attend training in their place so long as the designee is the person primarily responsible for the processing of open records requests for the governmental body.

It is the TWDB's interpretation that these training requirements only apply to voting members of the RWPGs and their alternates. However, the RWPGs may wish to require all members of the RWPGs and their alternates to attend or watch the training. The RWPGs may wish to consult with the attorneys for their organizations to discuss this question further. Each RWPG may have different rules and customs regarding non-voting members. Any individual who wishes to take the training may do so.

Because SB 347 becomes effective on September 1, 2017, it is the TWDB's interpretation that RWPG members have 90 days from that date to complete the Open Meetings Act and Public Information Act trainings. Individuals may comply with the requirements by watching training videos on the AG's website and printing completion certificates:

<https://www.texasattorneygeneral.gov/og/oma-training>

<https://www.texasattorneygeneral.gov/og/pia-training>

RWPGs shall maintain and make available for public inspection the record of its members' completion of training.

4.2 Meeting minutes and committee quorums

It is the TWDB's interpretation of TWC §16.053(h)(12) (as added by SB 347) that the RWPGs are required to either keep minutes or make a recording of each open meeting of the RWPG or its committees and subcommittees, in accordance with Gov't Code §551.021. According to Gov't Code

§551.022, the minutes or recordings are public records, and the RWPGs would be required to keep these minutes or recordings available for public inspection. It does not appear that the Open Meetings Act requires the RWPGs to post these minutes or recordings anywhere; they are simply required to keep them and make them available for inspection if requested. The Open Meetings Act does not require minutes or recordings of closed (executive) sessions, but rather requires a certified agenda of those meetings. Please keep in mind that the regional water planning contracts also require contractors to “develop, provide, and archive minutes.”

With regards to whether committees and subcommittees must keep minutes, note that meetings of less than a quorum of a governmental body are not subject to the Open Meetings Act. However, when a governmental body appoints a committee that includes less than a quorum of the parent body and grants it authority to supervise or control public business or public policy, the committee may itself be a governmental body subject to the Open Meetings Act. In other words, if a committee or subcommittee meets and this group constitutes less than a quorum of the RWPG as a whole, the meeting could still be subject to the Open Meetings Act if the committee or subcommittee has authority to supervise or control public business or public policy. If that is the case, a quorum is determined based on a quorum of the committee or subcommittee, not a quorum of the RWPG as a whole.

Furthermore, TWC §16.053(h)(12) (as added by SB 347) states that each RWPG and any committee or subcommittee of a RWPG are subject to the Open Meetings Act. Therefore, quorums should be calculated based on the membership of the committee or subcommittee, **not the RWPG as a whole**.

For example, an RWPG has 30 members and a committee has 5 members. The committee has control over the public business or public policy of the RWPG. For a deliberation of committee to constitute a “meeting” under the Open Meetings Act, a quorum of 3 people must be present (not the RWPG quorum of 16).

Please see Section V(D) of the AG’s Open Meetings Act Handbook for more information on this subject.

4.3 Additional guidance

The following information is based on questions TWDB staff has received.

1. Would a conference call (generally to discuss agenda setting) with Executive Committee members be subject to the Open Meetings Act?
 - [According to Gov’t Code §551.125](#), an RWPG may not conduct meetings subject to the Open Meetings Act by telephone conference unless a statute expressly authorizes it to do so. The TWDB knows of no statute that would expressly authorize a RWPG to meet by telephone or conference. The RWPGs may wish to consult with attorneys for their organizations on this question. If the call constitutes a “meeting” subject to the Open Meetings Act, it can only be held by telephone conference call in limited circumstances (such as an emergency) and subject to procedures that may include special requirements for notice, record-keeping, and two-way communication between meeting locations. [Video conference calls are addressed in a different section of the Open Meetings Act than telephone conference calls. These requirements are included in §551.127 and allow video conference calls in certain situations.](#) Please see Section VI(G) of the AG’s Open Meetings Act Handbook for more information on the [issue of both telephone and video conference calls](#), including references to cases and AG Opinions that may be helpful.
 - A call would be a meeting subject to the Open Meetings Act if it meets the definition of “meeting” in Gov’t Code §551.001(4). This analysis also requires an analysis of the definition of “deliberation” in Gov’t Code §551.001(2). Please see Section VI of the AG’s Open

Meetings Act Handbook and the cases and AG Opinions cited in that section for more information on this issue. Section VI(E) provides important information on “walking quorums,” which are serial meetings of less than a quorum.

2. Is having a pre-meeting “huddle” with Executive Committee members to discuss how the meeting will be run subject to the Open Meetings Act?
 - A pre-meeting “huddle” with Executive Committee members to discuss how the meeting will be run is subject to the Open Meetings Act if it meets the definition of “meeting” in Gov’t Code §551.001(4). This analysis also requires an analysis of the definition of “deliberation” in Gov’t Code §551.001(2). Please see Section VI of the AG’s Open Meetings Act Handbook and the cases and AG Opinions cited in that section for more information in this issue. Section VI(E) provides important information on “walking quorums,” which are serial meetings of less than a quorum.
3. Are email discussions subject to the Open Meetings Act, if all member emails are visible in the “to” or “cc” fields?
 - An email discussion is subject to the Open Meetings Act if it meets the definition of “meeting” in Gov’t Code §551.001(4). This analysis also requires an analysis of the definition of “deliberation” in Gov’t Code §551.001(2). The Open Meetings Act does not provide that the words exchanged must be spoken in person; members of a governmental body need not be in each other’s physical presence to constitute a quorum. A deliberation may include an exchange of written materials or electronic mail. The definition of meeting reaches gatherings of a quorum of a governmental body even when the members of the quorum do not participate in deliberations among themselves or third parties; the governmental body may be subject to the Open Meetings Act when it merely listens to a third party speak at a gathering the governmental body conducts or for which the governmental body is responsible. An email discussion could be a meeting subject to the Open Meetings Act if a quorum of the RWPG (or committee/subcommittee) were in the to, cc, or bcc fields. Please see Section VI of the AG’s Open Meetings Act Handbook and the cases and AG Opinions cited in that section for more information in this issue. Section VI(E) provides important information on “walking quorums,” which are serial meetings of less than a quorum.
 - Note: Attorney General Opinion GA-0896 specifically discusses questions regarding email exchanges.
4. What are record-keeping expectations for RWPGs now that they are fully subject to the Public Information Act?
 - The Public Information Act states that “a governmental body... may determine a time for which information that is not currently in use will be preserved, subject to any applicable rule or law governing the destruction and other disposition of state and local government records or public information” (Gov’t Code §552.004). The Public Information Act goes on to state that except for social security numbers, “the confidentiality provisions of [the PIA], or other law, information that is not confidential but is excepted from required disclosure under Subchapter C is public information and is available to the public on or after the 75th anniversary of the date the information was originally created or received by the governmental body” (Gov’t Code §552.0215). The RWPGs should consult with the attorneys for their organizations to determine whether any other laws or rules governing the preservation of records would apply to the RWPG. Please see Section IX of the AG’s Public

Information Act Handbook and the cases and AG Opinions cited in that section for more information on this issue.

5. Can staff from the RWPG's designated political subdivision be appointed as the Public Information Act public information coordinator?
 - The Public Information Act states that "A public official may designate a public information coordinator to satisfy the training requirements of this section for the public official if the public information coordinator is primarily responsible for administering the responsibilities of the public official or governmental body under this chapter..." (Gov't Code §552.012). It is the discretion of the RWPG who they choose to be the designated coordinator, if one is designated. It is also up to the RWPGs if they desire additional individuals to complete the training than required by the Public Information Act.
6. Can older training certificates be accepted for maintaining the record of members' completion of training?
 - The Open Meetings Act and Public Information Act both state that completing the training in one capacity satisfies the requirement in all capacities, so RWPG members who have completed these trainings as part of their outside employment with cities, water supply corporations receiving TWDB funds, groundwater conservation districts, etc., would not need to complete them again as RWPG members. The Acts simply require public officials to complete the training within 90 days of taking office/assuming responsibilities as a member of the governmental body; it does not specify repeat training requirements.
7. Would a notarized statement affirming training completion be acceptable if a member has taken the training but cannot locate the completion certificate?
 - It will be up to the RWPGs to prove compliance with the Act if they're questioned on it. It is up to the RWPG to prove compliance however they see fit.
8. May RWPGs meet via telephone conference calls?
 - A governmental body may only hold a meeting by telephone conference call if (1) an emergency or public necessity exists within the meaning of Gov't Code §551.045; and (2) the convening at one location of a quorum of the governmental body is difficult or impossible; or (3) the meeting is held by an advisory board (Gov't Code §551.125(b)). If an entity holds an emergency meeting pursuant to §551.125, and a quorum is physically present at the meeting place, other members may not telephone in (Tex. Att'y Gen. Op. No. JC-0352 (2001)). "Difficult or impossible" contemplates meetings by telephone conference call in extraordinary circumstances and not merely when attending a meeting at short notice would inconvenience members of the governmental body.
 - <https://www.texasattorneygeneral.gov/opinions/opinions/49cornyn/op/2001/pdf/jc0352.pdf>

Below are informational resources for the AG and links to the Open Meetings Act and Public Information Act.

- [Texas Open Meetings Act](#)
- [Texas Public Information Act](#)
- Office of the Attorney General's open government hotline: 877-673-6839 (OPENTEX)

5 Contacts

Below is a list of RWPG political subdivision administrator contacts and the associated TWDB project managers.

Region	Political Subdivision Point of Contact	TWDB Project Manager
A	Dustin Meyer (PRPC) dmeyer@theprpc.org	William Alfaro william.alfaro@twdb.texas.gov
B	Curtis Campbell (RRA) curtis.campbell@rra.texas.gov	Connie Townsend connie.townsend@twdb.texas.gov
C	Howard Slobodin (TRA) slobodinh@trainityra.org	Connie Townsend connie.townsend@twdb.texas.gov
D	Walt Sears (NETMWD) netmwd@aol.com	Ron Ellis (Team Lead) ron.ellis@twdb.texas.gov
E	Annette Gutierrez (RGCOG) annetteg@riocog.org	Tom Barnett thomas.barnett@twdb.texas.gov
F	Kevin Krueger (CRMWD) kwkrueger@crmwd.org	Tom Barnett thomas.barnett@twdb.texas.gov
G	Steve Hamlin stephen.hamlin@brazos.org	Tom Barnett thomas.barnett@twdb.texas.gov
H	Jace Houston (SJRA) jhouston@sjra.net	Lann Bookout lann.bookout@twdb.texas.gov
I	Stacey Corley (Nacogdoches) corleys@ci.nacogdoches.tx.us	Lann Bookout lann.bookout@twdb.texas.gov
J	Jody Grinstead (Kerr Co.) jgrinstead@co.kerr.tx.us	William Alfaro william.alfaro@twdb.texas.gov
K	David Wheelock (LCRA) david.wheelock@lcra.org	Lann Bookout lann.bookout@twdb.texas.gov
L	Steve Raabe (SARA) sraabe@sara-tx.org	Ron Ellis (Team Lead) ron.ellis@twdb.texas.gov
M	Debby Morales (LRGVDC) dmorales@lrgvdc.org	William Alfaro william.alfaro@twdb.texas.gov
N	Rocky Freund (NRA) rfreund@nueces-ra.org	Connie Townsend connie.townsend@twdb.texas.gov
O	Kelly Davila (SPAG) kdavila@spag.org	Sarah Backhouse (Manager) sarah.backhouse@twdb.texas.gov
P	Karen Gregory (LNRA) kgregory@lnra.org	Ron Ellis (Team Lead) ron.ellis@twdb.texas.gov

updated as of 11/8/17

6 Useful TWDB webpage and document links

Rules and contract related links

- [31 Texas Administrative Code \(TAC\) §355, Subchapter C](#)
- [31 Texas Administrative Code §357](#)
- [Water Planning Rules and Texas Statute Reference Pamphlet](#)
- [Regional Water Planning Public Notification Quick-Reference Document](#)
- [TWDB Subcontracting Guidelines](#)
- [Certification of Procurement Form](#)
- [Regional Water Planning Advance Request Checklist](#)
- [TWDB Regional Water Planning Contracts Webinar](#)

State and regional water planning related links

- [Fifth Cycle of Regional Water Planning homepage](#)
- [Fifth Cycle Working Documents Page](#)
- [Planning Group Communications page](#)
- [2016 Approved Regional Water Plans](#)
- [2017 State Water Plan](#)
- [Interactive State Water Plan](#)
- [Water Planning Data](#)
- [Water Supply & Infrastructure Staff Contact List](#)
- [Regional Water Planning Groups](#)
- [New RWPG Member page](#)

7. Chair's Report

8. Discussion and Appropriate Action Authorizing the San Antonio River Authority (SARA) to Negotiate and Execute Amendment No. 2 to TWDB Contract No. 1548301840 between TWDB and SARA, in its Official Capacity as Designated Political Subdivision for the SCTRWPG

9. Discussion and Appropriate Action Regarding the San Antonio Water System's (SAWS) Proposed Minor Amendment to the 2016 South Central Texas Regional Water Plan

Texas Water Development Board

P.O. Box 13231, 1700 N. Congress Ave.
Austin, TX 78711-3231, www.twdb.texas.gov
Phone (512) 463-7847, Fax (512) 475-2053

December 15, 2017

Ms. Suzanne Scott, Chair
Region L Regional Water Planning Group
P.O. Box 839980
San Antonio, Texas 78283

Dear Ms. Scott:

I have reviewed Region L's request, and based on the request and supporting materials, I have determined that amending the Region L Regional Water Plan (RWP) to add a water management strategy project with capital costs for San Antonio Water System's Advanced Meter Infrastructure project constitutes a minor amendment under 31 Texas Administrative Code (TAC) §357.51(c).

If the Region L Regional Water Planning Group adopts the proposed minor amendment, the planning group will need to:

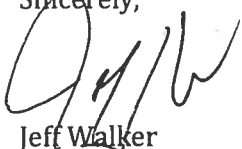
1. provide the Texas Water Development Board (TWDB) with documentation of the planning group action adopting this minor amendment,
2. issue and distribute an addendum to the 2016 Region L RWP updating the plan accordingly,
3. provide the TWDB with updated DB17 data to reflect all the associated changes to the 2016 Region L RWP and the 2017 State Water Plan, and
4. provide the TWDB with an updated recommended project prioritization list.

After receipt of all required information, the Board will consider approving the amendment at a regularly scheduled meeting, and then may amend the 2017 State Water Plan, as appropriate.

If Region L makes any substantive changes to the project components or configuration during the minor amendment process, the TWDB will need to review the modified proposed amendment to ensure that any other changes still meet all of the criteria under 31 TAC §357.51(c).

If you have any questions concerning this approval or its associated requirements, please contact Ron Ellis, Region L Project Manager, at 512-463-4146.

Sincerely,



Jeff Walker
Executive Administrator

cc: **Steve Raabe, San Antonio River Authority**
Ron Ellis, TWDB

Our Mission :
To provide leadership, information, education, and
support for planning, financial assistance, and
outreach for the conservation and responsible
development of water for Texas :

Board Members
Kathleen Jackson, Board Member | Peter Lake, Board Member
Jeff Walker, Executive Administrator



c/o San Antonio River Authority
P.O. Box 839980
San Antonio, Texas 78283-9980

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Water Districts
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Municipalities
Dianne Wassenich
Public

December 4, 2017

Jeff Walker
Executive Administrator
Texas Water Development Board
P.O. Box 13231
Austin, Texas 78711

RE: Request for Approval of Proposed Minor Amendment to the Region L 2016 Regional Water Plan

Dear Mr. Walker,

At its November 2, 2017, meeting, the South Central Texas Regional Water Planning Group (SCTRWP) considered a request from Robert Puente, President and CEO at the San Antonio Water System (SAWS), on a proposed minor amendment to the Region L 2016 Regional Water Plan. Additionally, the Planning Group authorized the San Antonio River Authority, as Administrator for the SCTRWP, to submit a request seeking pre-adoption review and written approval from the Executive Administrator of the Texas Water Development Board (TWDB) that the proposed revision meets the definition of "minor amendment," as defined by the Texas Administrative Code (*see* 31 TEX. ADMIN. CODE § 357.51), or—if failing to satisfy such definition—a determination of whether the proposed revision constitutes a "substitution" or "major" amendment.

Section 357.51 (c) of the Texas Administrative Code permits regional water planning groups to revise its regional water plan by minor amendment if the proposed revision does not: a) result in an over-allocation of an existing or planned source of water, b) relate to a new reservoir; c) increase unmet needs or produce new unmet needs; d) have a significant effect on instream flows, environmental flows or freshwater flows to bays and estuaries; e) have a significant substantive impact on water planning or previously adopted management strategies; and f) delete or change any legal requirements of the plan.

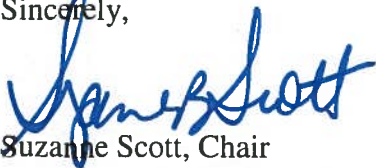
The SCTRWP recommended the Advanced Meter Infrastructure (AMI) water management strategy as part of SAWS's water conservation goals in the Region L 2016 Regional Water Plan. AMI However, as noted in the enclosed letter from Mr. Puente, dated October 24, 2017, the capital costs for the AMI water

management strategy project were not included in the database for the 2017 State Water Plan (DB17). Therefore, the proposed minor amendment seeks to incorporate the capital cost for the AMI water management strategy project, as originally portrayed in the Region L 2016 Regional Water Plan, in the DB17. Once the appropriate capital costs are added to the state database via the subsequent amendment to the 2017 State Water Plan, SAWS will be eligible to seek State funding options.

On behalf of the SCTRWPG, I hereby request written determination that the proposed minor amendment sufficiently meets the criteria outlined by section 357.51 (c) of the Texas Administrative Code. If the proposed minor amendment does not satisfy such requirements, please provide guidance as to which other type of amendment the revision constitutes (substitution or major amendment). Subject to your determination, and planning group approval, the SCTWPG anticipates submitting the proposed minor amendment to the Texas Water Development Board following the next regularly scheduled Region L meeting (scheduled for February 15, 2017).

Should your office require any additional information from the Planning Group related to this request, please contact Cole Ruiz (cruiz@sara-tx.org), Steve Raabe (sraabe@sara-tx.org), or me (sscott@sara-tx.org).

Sincerely,



Suzanne Scott, Chair

San Antonio River Authority, General Manager

Enclosure (1): *SAWS Amendment Request to 2016 Region L Plan 10.24.2017*

Cc:

Robert Puente, San Antonio Water Systems, President and CEO

Donovan Burton, San Antonio Water Systems, Vice President Water Resources & Government Relations

Ron Ellis, Texas Water Development Board, Regional Water Planning Project Manager

Brian Perkins, Black and Veatch, Integrated Water Supply Practice Lead

Steve Raabe, San Antonio River Authority, Director of Technical Services

Cole Ruiz, San Antonio River Authority, Intergovernmental Relations Coordinator



October 24, 2017

Mr. Steve Raabe, Administrator
South Central Texas Regional Water Planning Group
c/o San Antonio River Authority
P.O. Box 839980
San Antonio, Texas 78283
Delivered via email to sraabe@sara-tx.org

RE: Amendment to the 2016 Region L Plan and the 2017 State Water Plan

Dear Mr. Raabe:

As San Antonio Water System (SAWS) celebrates its 25th anniversary, SAWS is nationally recognized for its long-standing commitment and investment in water conservation and infrastructure improvements. As part of this ongoing commitment, SAWS will be investing in an Advanced Meter Infrastructure (AMI) pilot perhaps as early as 2018.

AMI is a specifically-identified strategy that is part of SAWS' Advanced Water Conservation water management strategy, recommended in the 2016 Region L Plan (Plan). AMI automates the meter reading process and is designed to provide SAWS with more information to proactively prevent water loss and manage resources along with promoting conservation. The capital costs identified in the Plan are \$122,682,386.

While SAWS' AMI water management strategy is identified in the 2016 Region L Plan, the capital costs were not included in the database of the 2017 State Water Plan (DB17). SAWS respectfully requests a minor amendment to the 2016 Region L Plan to amend the San Antonio Advanced Water Conservation water management strategy to add a Water Management Strategy Project for SAWS AMI and associated capital costs. The appropriate capital costs will be added to the state database which, when the 2017 State Water Plan is amended, will grant SAWS access to State funding options.

Should you have any questions regarding this request or want to discuss further, please contact Donovan Burton, Vice President Water Resources & Governmental Relations at 210-233-3632 or by email at Donovan.Burton@saws.org

Sincerely,

A handwritten signature in blue ink, appearing to read 'R. Puente'.

Robert R. Puente
President/Chief Executive Officer

CC: Ms. Suzanne Scott, Chair
South Central Texas Regional Water Planning Group

10. Discussion and Appropriate Action Regarding the City of Elmendorf's Request for SCTRWPG Support for a Request to Waive the Consistency Requirement, as Provided Under Section 357.60 of the Texas Administrative Code.



CITY OF ELMHURST WATER PROJECT

FEBRUARY 15, 2018



UTILITY ENGINEERING GROUP

INTRODUCTION

- The City of Elmendorf currently owns and maintains a water distribution system under Certificate of Convenience and Necessity (CCN) No. 10684 and Public Water Supply (PWS) ID 015048;
- The City currently has 1,110 water customers in the service area;
- The majority of the City's service area is within Bexar County, a small portion extends into Wilson County; and
- The City is experiencing residential and commercial growth:
 - TexBest Convenience Store;
 - Homewood Estates Unit 2;
 - Elmendorf Land Partners 1082 acre tract; and
 - 254 acre development on SH 181.

HISTORICAL INFORMATION

- Historically the City had 3 Wilcox wells to serve the system. Due to the age of the wells and the well construction, the wells are no longer utilized;
- The City currently has a wholesale contract with San Antonio Water System (SAWS) to supply treated wholesale water to the City for distribution; and
- The City has four (4) master meters with SAWS that will stay in service to supply Alamo Junction and the Richter Road service area.

LEGEND

- SAN ANTONIO CITY LIMITS
- ELMENDORF CITY LIMITS
- COUNTY LINE

SCALE: 1" = 3,000'

0 3,000 6,000

San Antonio

Elmendorf

WELL SITE

WELL SITE

WELL SITE

WELL SITE

WELL SITE

13 37 410 181 281 1604 1303 3432 1604 775 181 3444

CITY OF ELMENDORF

WELL SITE LOCATION MAP

PROJECT NO. _____ DATE _____

DESIGNED BY: _____

CHECKED BY: _____

DRAWN BY: _____

SHEET NO. 1

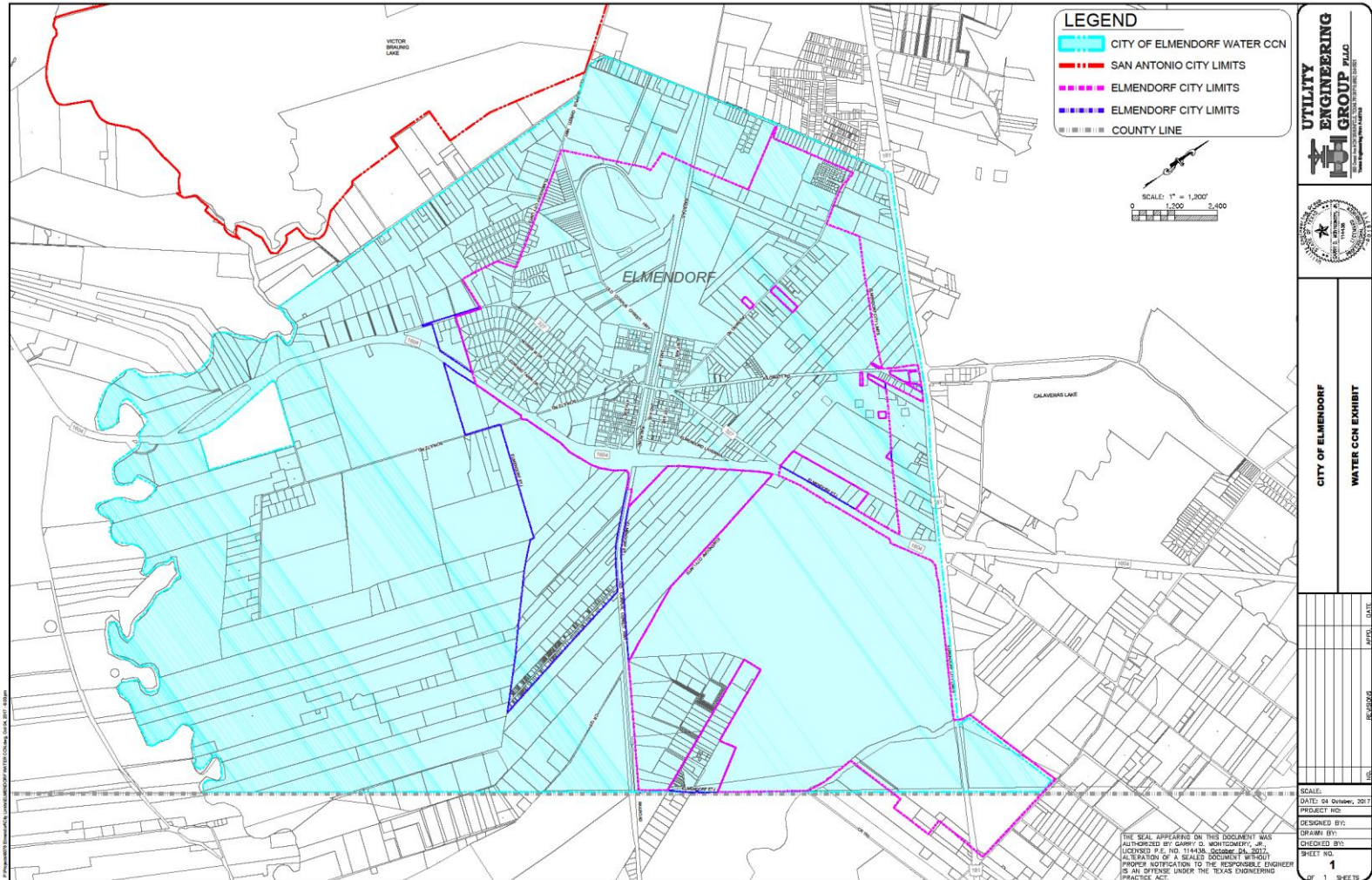
OF 1 SHEETS

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY CARRY D. MONTGOMERY, JR., LICENSED P.E., NO. 114486, ARKANSAS, 2014. ALTERATION OF A SEALED DOCUMENT WITHOUT PROPER NOTIFICATION TO THE RESPONSIBLE ENGINEER IS AN OFFENSE UNDER THE TEXAS ENGINEERING PRACTICE ACT.

PROJECT INFORMATION

- The City has identified a water supply and distribution project that will diversify their water supply and increase capacities on the eastern side of their service area, approximately 753 AFY of supply;
- The City has entered into an agreement to acquire the required land to construct the project;
- An application for financing has been submitted to the Texas Water Development Board (TWDB) to secure \$10,850,000;
- The project will develop up to four (4) Wilcox wells on the Dickey Clay property near the Bexar/Wilson County Line; and
- The project also consists of an elevated storage tank, ground storage tank, treatment process, approximately 29,000 linear feet of distribution pipe and upgrading the system to radio read meters.

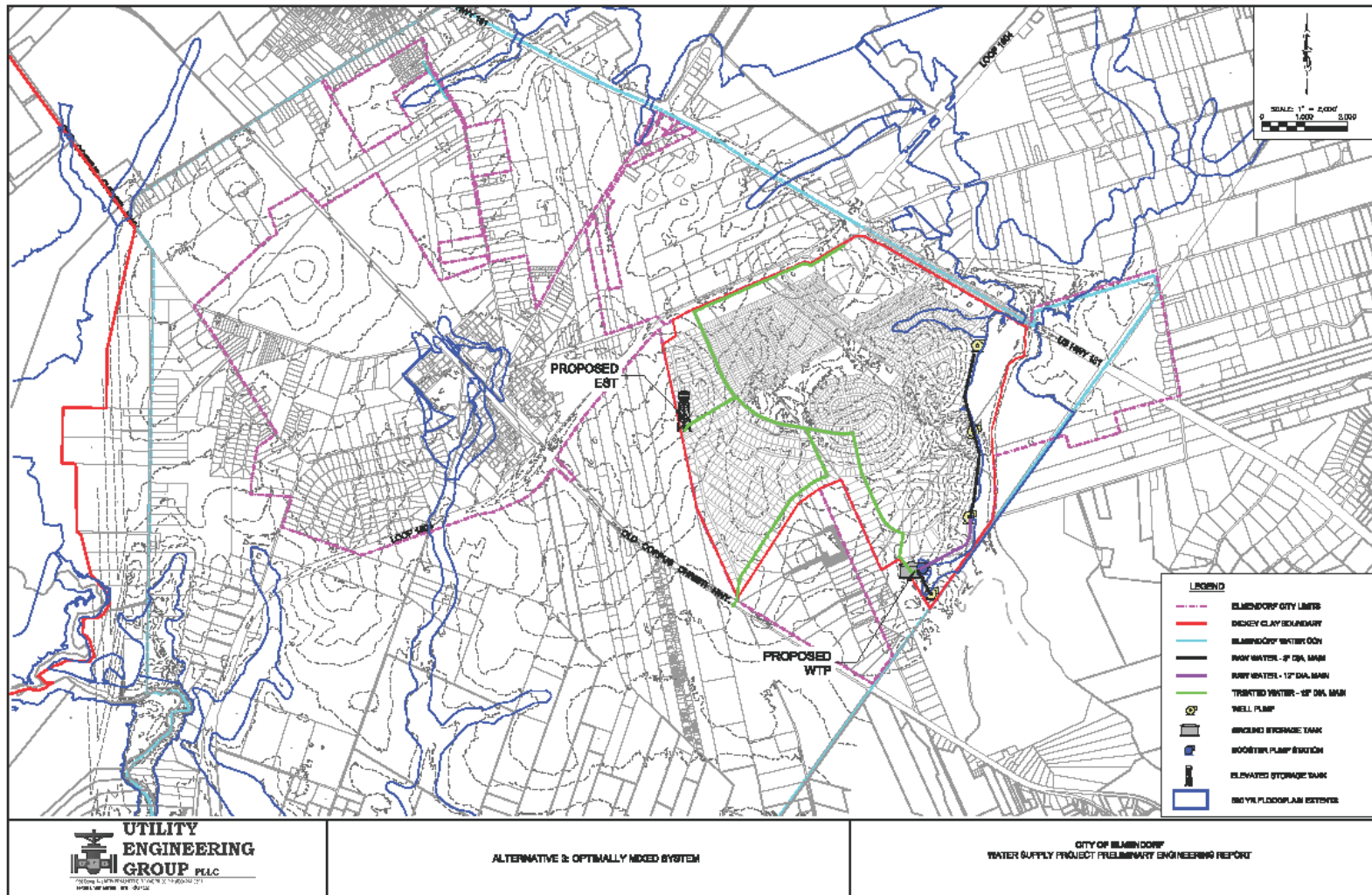
CITY WATER CCN EXHIBIT



PROJECT GOALS

- Develop additional supplies and diversify the water supply for the City's Water System;
- Comply with TCEQ requirements for Elevated Storage, Ground Storage, Total Storage, Pumping Capacity and Water Supply;
- Increase water conservation and leak detection by installing a fixed base meter system;
- Install a SCADA system to monitor the system; and
- Plan to meet long term water needs for the City's CCN.

PROJECT COMPONENTS



PROJECT STATUS

- The TWDB loan application has been submitted for review;
- Environmental studies have been completed and are currently under review by the appropriate agencies;
- The City has reached an agreement with the property owners to secure the required land to construct the project;
- We are currently seeking a letter of support from the Region L Board for the waiver to the consistency requirement for the State Water Plan:
 - The City's existing supply in the 2017 State Water Plan is Edwards Aquifer water; and
 - This purchased wholesale water can be Edwards Aquifer, Trinity Aquifer, Carrizo-Wilcox Aquifer, or surface water per the current SAWS contract, however the State Water Plan only identifies Edwards Aquifer water.
 - The City's project to develop a Carrizo Wilcox Aquifer supply is not consistent with the City's identified supply in the 2016 Region L Plan and the 2017 State Water Plan, therefore the City is requesting a waiver from the TWDB's consistency requirement.

Waiver Process

- We believe the City's project qualifies for the waiver process due to the following factors:
 - The City's wholesale contract with SAWS identifies that the City could receive water from any sources available to SAWS. This includes Edwards, Carrizo-Wilcox, Trinity, surface water or any other supply available to SAWS.
 - The SWP shows Elmendorf as receiving only Edwards Water, however the City could receive any of the supplies identified above
 - The City will work with the Region L WPG to include additional strategies and supplies in the 2021 SWP
 - The waiver will allow the City to proceed with financing, designing and constructing their water project much quicker than the amendment process.
 - The City is not seeking SWIFT funding, otherwise an amendment to the SWP would be required.

QUESTIONS

Comments/Questions?

UTILITY ENGINEERING GROUP

256 Comal Avenue

New Braunfels, Texas 78130

PH: 830-214-0521

Email: davidk@uegpros.com
garrym@uegpros.com

UTILITY ENGINEERING GROUP PLLC

DRAFT

February 15, 2018
Mr. Jeff Walker
Executive Administrator
Texas Water Development Board
P.O. Box 13231
Austin, Texas 78711

RE: South Central Texas Regional Water Planning Group Support for Groundwater Development Project for the City of Elmendorf

Dear Mr. Walker,

At its meeting on February 15, 2018, the South Central Texas Regional Water Planning Group (SCTRWPG) approved a motion supporting the City of Elmendorf's request to waive the consistency requirement provided under section 357.60 of the Texas Administrative Code (TAC) (*see also*, Tex. Water Code Ann. § 16.053(j)). The consistency requirement waiver would allow the City of Elmendorf to pursue certain Texas Water Development Board (TWDB) financial assistance options to develop a groundwater supply in the Wilcox Aquifer, and to construct necessary storage, pumping, and distribution infrastructure to deliver supply to the City's existing distribution system. By granting the City's waiver request, the TWDB will empower the City to expedite the development of a reliable water supply on the eastern side of their service area and diversify its supplies without having to pursue the more time consuming process of amending the regional and state water plans.

Waiver Request

As you are aware, the TWDB provides financial assistance options for projects not currently included in the State Water Plan (SWP). The Texas Water Code (TWC) generally allows the TWDB to provide financial assistance to political subdivisions for water supply projects only if: (1) the TWDB determines that the needs to be addressed by the project will be addressed in a manner that is consistent with the state water plan; (2) the TWDB has approved a regional water plan for the region of the state that includes the area benefiting from the proposed project, and determines that the needs to be addressed by the project will be addressed in a manner consistent with the regional water plan, and (3) the TWDB finds that a water audit has been completed and filed (Tex. Water Code Ann. § 16.053(j)).

However, the TWC also permits the TWDB to waive the aforesaid requirements if it determines that conditions warrant the waiver (Tex. Water Code Ann. § 16.053(k)). Consistent with the TWC, the TWDB Rules also allow for such waivers if, among other factors, conditions have changed (*see*, 31 Tex. Admin. Code § 357.60(b)(5)). Accordingly, the members of any affected RWPG may provide input on the request for waiver of the TWC consistency requirement (*see* 31 Tex. Admin. Code § 357.60).

SCTRWPG Support for Waiver

At our February 15th meeting, representatives of the City of Elmendorf briefed the SCTRWP on its water supply and distribution project, indicating that the City is looking to expedite the

development of new supplies. The City has entered into an agreement to acquire the required land for the project, which seeks to develop up to four Wilcox wells, along with the necessary infrastructure for treatment, storage, and distribution. Additionally, it is the SCTRWPG's understanding that the City has submitted an application for \$10,850,000 in financial assistances to the TWDB.

It is our understanding that the City wishes to pursue its Groundwater Development Project immediately. Generally, there are two options that political subdivisions can consider when seeking financial assistance for a water supply projects not included in, or consistent with, the RWP and SWP. The first option is to pursue an amendment, which is the longer and more cumbersome process. The second option is to request a waiver under section 16.053(k) of the TWC. At its meeting on February 15, 2018, the SCTRWPG approved a motion supporting the City of Elmendorf's request to waive the consistency requirements so to allow the City to pursue new water supplies without delay.

The 2016 South Central Texas RWP projects the City of Elmendorf to have adequate water supplies available from only the Edwards Aquifer via the San Antonio Water System (SAWS) to meet the City's projected demands during the planning period. However, the City of Elmendorf's wholesale water supply contract with SAWS identifies the Edwards, Carrizo-Wilcox, Trinity, surface water or any other supplies available to SAWS as potential supplies for the City of Elmendorf. The SCTRWPG agrees that the inconsistency between the City's wholesale water supply contract with SAWS, and the 2016 South Central Texas RWP, is the type of condition that warrants a waiver under section 16.053(k) of the TWC.

The existing groundwater resources from the Edwards Aquifer in the State Water Plan (SWP) dedicated to the City of Elmendorf will continue to serve the City alongside the newly developed Wilcox aquifer supply. The SCTRWPG and the City of Elmendorf will coordinate to reflect the new supply in the 2021 RWP and the 2022 SWP while the project is in design and construction.

Moreover, the City is not seeking funding from the State Water Implementation Fund for Texas (SWIFT), which would require an amendment to the RWP and SWP. Since the TWC and TAC do not require that projects be included in the RWP and SWP for non-SWIFT financial assistance, and since the deadline for abridged applications for SWIFT financing has already passed for the current cycle, the SCTRWPG agrees that an amendment to the RWP and SWP is neither necessary, nor appropriate under the surrounding circumstances. Waiving the consistency requirement will allow the City to proceed with financing, designing, and constructing its Groundwater Development Project without delay.

Water Availability

This project, when compared to the 2017 SWP, exceeds the Modeled Available Groundwater (MAG) for the Wilcox aquifer in Bexar County. However, based on the Groundwater Management Area 13 (GMA13) MAG adopted in October 2017 for the 2022 SWP, the MAG for the Carrizo-Wilcox Aquifer in Bexar County was increased to 78,807 AF from the 26,107 AF found in the previous MAG. Based on the 2017 modeling and surrounding circumstances, the SCTRWPG

DRAFT

supports the City of Elmendorf's request to waive the consistency requirement for the City of Elmendorf's Groundwater Development Project.

Thank you for considering the SCTRWPG's support for the City of Elmendorf's Groundwater Development Project. Please feel free to contact me or the SCTRWPG technical consultant, Brian Perkins, if you have any questions regarding this request. Thank you for your consideration on this matter.

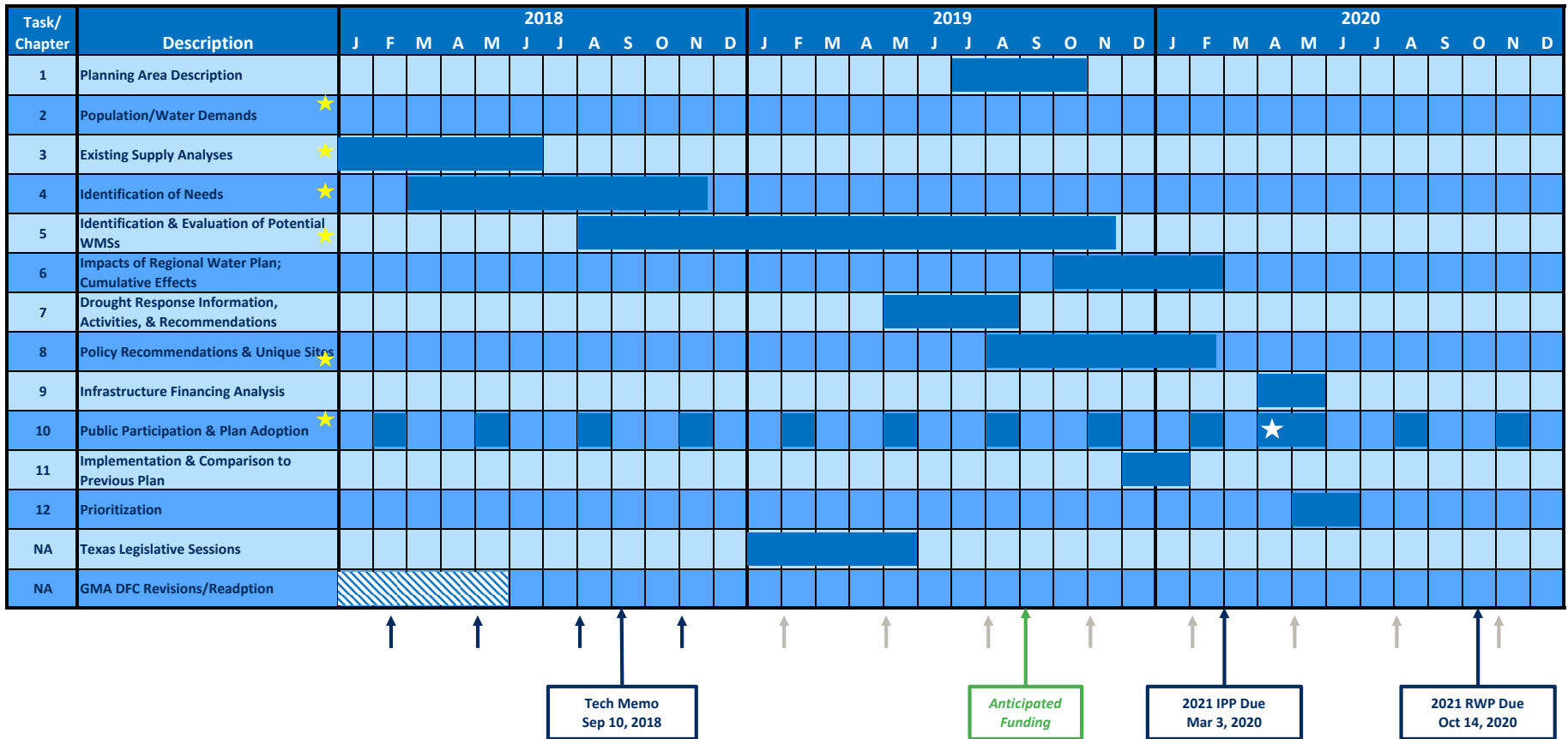
Sincerely,

Suzanne Scott
Region L Chair

Cc: Michael Gonzales, Mayor of Elmendorf

11. Discussion and Appropriate Action Regarding Consultant's Work and Schedule

2021 South Central Texas Regional Water Plan
Estimated Schedule
February 2018 RWPG Meeting



KEY:	
	Scheduled Region L Meetings
	Anticipated Region L Meetings
	Currently Funded Tasks
	Public Hearing(s) on 2021 IPP
	Anticipated Activity
	Activity Uncertainty

2021 Regional Water Plan Water Demand Projections
Summary of the South Central Texas (Region L) Region Water Planning Group's Official
Revision Request & TWDB Recommendations
2/1/2018

The South Central Texas Regional Water Planning Group (Region L) submitted their official revision requests to the Texas Water Development Board (TWDB) on January 10, 2018. The TWDB reviewed the requests in accordance with criteria established in Section 2 of the *First Amended General Guidelines for Fifth Cycle of Regional Water Plan Development* (Exhibit C), which was updated by the TWDB in April 2017. This document summarizes the recommended population and water demand projections released as draft by the TWDB, the revisions requested by Region L, and the final demand projections recommended by the TWDB staff. All the water demand projections are displayed in acre-feet.

1. Population & Municipal Water Demand Projections

Population	2020	2030	2040	2050	2060	2070
Draft	3,001,465	3,476,548	3,919,536	4,336,127	4,770,185	5,192,028
Requested Changes	3,001,465	3,476,548	3,919,536	4,336,127	4,770,185	5,192,028
Recommended	3,001,465	3,476,548	3,919,536	4,336,127	4,770,185	5,192,028

Region L did not request any changes to the region or county level draft population projections. Revision request were sent originally on 1/10/2018 included County-Other populations of 0 for several counties. The TWDB staff worked with the region to revise their request, and recommendations are based on the revised revision request sent on 1/29/2018. The region did request revisions to the TWDB draft projections for nine Water User Groups (WUGs), mostly based on recent historical growth rates as well as collected local knowledge on growth and development trends. Projections for San Marcos were lowered based on current Census estimates, which demonstrate that the WUG has not grown as quickly as anticipated in the draft projections. In addition, Region L expects more of the growth in the region to occur within utility boundaries instead of unincorporated areas. Therefore, they requested decreases in County-Other projections in eight counties (Bexar, Caldwell, Comal, Guadalupe, Hays, Kendall, and Wilson, County-Other) with corresponding increases in specific WUGs within the counties. Overall, the region expects a 1.1% compounded annual growth over the planning horizon. The TWDB staff recommend Region L's revisions to the population projections.

Municipal Demand	2020	2030	2040	2050	2060	2070
Draft	474,569	532,814	588,462	644,966	706,447	766,702
Requested Changes	431,678	483,878	534,052	584,778	640,935	696,243
Recommended	431,678	483,878	534,052	584,778	640,935	696,243

Region L requested revisions to the gallons per capita per day (GPCD) values for five WUGs (Bexar County-Other, Goforth SUD, San Marcos, Springs Hill WSC and Yoakum) based on the 2011 utility-based GPCDs provided by the TWDB on June 30, 2017. In addition, Region L requested using the 2012 utility-based GPCD for San Antonio Water System (SAWS) instead of the 2011 GPCD value. They believe the 2011 estimate was not representative of the aggressive conservation efforts SAWS has undertaken in recent years, and the 2012 value is appropriate because it was still a dry year and the conservations

savings are better represented. Taken together, the requested changes result in a 9% reduction in municipal demand projections for all decades, and the TWDB staff recommends these changes.

2. Non-Municipal Water Demand Projections

2.1 Irrigation Demand Projections:

Irrigation Demand	2020	2030	2040	2050	2060	2070
Draft	358,699	358,699	358,566	358,466	358,147	358,147
Requested Changes	358,699	358,699	358,566	358,466	358,147	358,147
Recommended	358,699	358,699	358,566	358,466	358,147	358,147

Region L did not request any changes to the TWDB draft projections.

2.2 Manufacturing Demand Projections:

Manufacturing Demand	2020	2030	2040	2050	2060	2070
Draft	72,516	82,765	82,765	82,765	82,765	82,765
Requested Changes	72,516	82,765	82,765	82,765	82,765	82,765
Recommended	72,516	82,765	82,765	82,765	82,765	82,765

Region L did not request any changes to the TWDB draft projections.

2.3 Steam-electric Demand Projections:

Steam-Electric Demand	2020	2030	2040	2050	2060	2070
Draft	103,691	103,691	103,691	103,691	103,691	103,691
Requested Changes	103,691	103,691	103,691	103,691	103,691	103,691
Recommended	103,691	103,691	103,691	103,691	103,691	103,691

Region L did not request any changes to the TWDB draft projections.

2.4 Livestock Demand Projections:

Livestock Demand	2020	2030	2040	2050	2060	2070
Draft	31,504	31,504	31,504	31,504	31,504	31,504
Requested Changes	31,504	31,504	31,504	31,504	31,504	31,504
Recommended	31,504	31,504	31,504	31,504	31,504	31,504

Region L did not request any changes to the TWDB draft projections.

2.5 Mining Demand Projections:

Mining Demand	2020	2030	2040	2050	2060	2070
Draft	48,738	49,976	48,601	44,647	40,831	41,209
Requested Changes	48,738	49,976	48,601	44,647	40,831	41,209
Recommended	48,738	49,976	48,601	44,647	40,831	41,209

Region L did not request any changes to the TWDB draft projections.

12. Possible Agenda Items for the Next Region L Meeting
a) Members' Terms Expire/ Authorization to Issue
Notice of Vacant Seats

13. Public Comment