



**TO:** LERWPG ("Region O") Members  
**FROM:** Kelly Davila, Director of Regional Services  
**DATE:** March 22, 2018  
**RE:** April 3, 2018 - LERWPG Regular Meeting Materials

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Attached you will find the agenda and meeting materials for the April 3rd meeting. Please let Belinda Solis, 806-762-8721 ext. 126, [bsolis@spag.org](mailto:bsolis@spag.org) know of your attendance plans in order that we might determine beforehand if a quorum will be present. Items on this month's agenda that may be of interest include:

- Report from LERWPG Nominating Subcommittee/Election of 2018 Officers
- Discussion on LERWPG Bylaws
- Report from LERWPG Groundwater Subcommittee
- Update on TWDB rules from new TWDB Liaison, Tom Barnett
- Discuss and consider appropriate action on technical consultant planning tasks (Paula Jo Lemonds, HDR Inc.)
  - A. Discussion on Hydrologic Variance Request Memo

We appreciate your service to the LERWPG, the people of the South Plains and all of 'Region O' and look forward to seeing you all on April 3rd!

# LLANO ESTACADO REGIONAL WATER PLANNING GROUP

Planning Group Administrator  
South Plains Association of Governments  
1323 58th Street - Lubbock, TX  
Phone: (806) 762-8721  
Fax: (806) 765-9544  
[www.llanoplan.org](http://www.llanoplan.org)

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## **PUBLIC MEETING NOTICE**

The Llano Estacado Regional Water Planning Group (LERWPG) will meet at 10 a.m. on Tuesday, April 3, 2018, in the Board Room at the South Plains Association of Governments (SPAG) office, 1323 58th Street, Lubbock, Texas.

## **AGENDA**

1. Call to Order and Welcome
2. Roll Call and Determination of Quorum
3. Introductions

## **ACTION ITEMS FOR CONSIDERATION**

1. Consider Approval of January 23, 2018 Regular Meeting Minutes
2. Consider Acceptance of the Financial Report, (Secretary-Treasurer, Doug Hutcheson)
3. Report from LERWPG Nominating Committee for FY 2018 Slate of Officers (Dr. Ken Rainwater)
4. Election of FY 2018 LERWPG Officers
5. Report from Groundwater Subcommittee Regarding Implementation of MAG Peak Factors for 2021 LERWP
6. Discussion and appropriate action for the optional use of Modeled Available Groundwater (MAG) Peak Factors in the 2021 LERWP (Paula Jo Lemonds, Jason Coleman, Dr. Ken Rainwater, & Dr. Chris Grotegut)
7. Discus and Review Current Bylaws and Determine Best Approach to Amending Bylaws
8. Designate a Region O Voting Member as Liaison to Region F
9. Designate a Region O Voting Member as Liaison to Region G

## **DISCUSSION ITEMS, REPORTS, PRESENTATIONS**

10. Update on TWDB Rules Revisions (Tom Barnett)
11. Discussion of Hydrologic Variance Request Memo Submitted to TWDB (Paula Jo Lemonds)

12. Report from HDR Consultant (Paula Jo Lemonds)
13. Report from TWDB Project Manager (Tom Barnett)
14. Report from the Region O Administrator (Kelly Davila)
15. Report from Groundwater Management Area Representatives:
  - A. GMA # 2 (Ronnie Hopper)
  - B. GMA # 6 (Jack Campsey)
16. Report from Liaisons to adjacent Regional Water Planning Groups:
  - A. Region A (Kent Satterwhite)
  - B. Region B (Jack Campsey)
  - C. Region F (Vacant)
  - D. Region G (Tommy O'Brien)
4. Public Input and Comments to the Regional Water Planning Group
5. Consider Date and Agenda Items for Next LERWPG Meeting
6. Consider Other Business and Announcements
7. Adjourn

**Note:**

Agenda items may be considered, deliberated, and/or acted upon in a different order than set forth. Additional information about this meeting is available by contacting Kelly Davila or Belinda Solis at the South Plains Association of Governments at (806) 762-8721.

**PUBLIC NOTICE**

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice of Requirements of a Political Subdivision Extending Into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Office of the Texas Secretary of State, and posted on the websites of the Llano Estacado Regional Water Planning Group at [www.llanoplan.org](http://www.llanoplan.org) and the South Plains Association of Governments website at [www.spag.org](http://www.spag.org).

Posted on \_\_\_\_\_, 2018 at SPAG Office, 1323 58<sup>th</sup> Street, Lubbock, TX.

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Aubrey A. Spear, P. E., LERWPG Chairman

# LLANO ESTACADO REGIONAL WATER PLANNING GROUP

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## AGENDA ITEM #1:

Consider Approval the Minutes of the January 23, 2018 Regular Meeting

Attachment: January 23, 2018 Draft Minutes (8 pages)

REGIONAL WATER PLANNING GROUP (REGION O)

Llano Estacado Regional Water Planning Group (LERWPG)

Regular Meeting Minutes

January 23, 2018

**LERWPG Voting Membership as of January 23, 2018:**

Executive Committee: Aubrey A. Spear, PE (Chairman), Mark Kirkpatrick (Vice-Chairman) and Doug Hutcheson (Secretary-Treasurer)

Name	Term	TWDB Designation (Interest Category)
1. Dr. Melanie Barnes	2019	Public
2. Jack Campsey	2017	Groundwater Management Areas (#6)
3. Jason Coleman, PE	2018	Water Districts
4. Harry DeWit	2021	Agricultural
5. Delmon Ellison Jr.	2019	Agricultural
6. Dr. Chris Grotegut, DVM	2021	Agricultural
7. Joey Hardin	2022	Industries
8. Ronnie Hopper	2017	Groundwater Management Areas (#2)
9. Doug Hutcheson	2019	Water Utilities
10. Nathaniel (Shane) Jones	2021	Water Utilities
11. Mark Kirkpatrick	2017	Agricultural
12. Don McElroy	2017	Small Business
13. Shane McMinn, PE	2019	Electric Generating Utilities
14. Charlie Morris	2017	Counties
15. Dr. Ken Rainwater	2017	Public
16. Jeff Sammon	2017	River Authorities
17. Kent Satterwhite	2017	Water Utilities
18. Tom Simons	2019	Municipalities (medium) 10-30,000
19. Jeffrey Snyder	2021	Municipalities (medium) 10-30,000
20. Aubrey A. Spear, PE	2019	Municipalities (large) 30,000 or more
21. Jim Steiert	2017	Environmental
22. John Taylor	2019	Municipalities (small) less than 10,000
23. Jimmy Wedel	2019	Agricultural
24. Ben Weinheimer, Sr., PE	2017	Agricultural
25. Vacant	2017	(previously Municipal WSD)

**LERWPG Non-Voting Membership:**

Sarah Backhouse	N/A	TWDB
John Clayton	N/A	TPWD
Jason Lindeman	N/A	TCEQ
Carol Faulkenberry	N/A	TDA
Tommy O'Brien (Region G)	N/A	Designated Liaison to Region O

**LERWPG Consultant**

Paula Jo Lemonds, PG, PE                      N/A                      HDR, Inc

**AGENDA**

1. Call to Order and Welcome

The Llano Estacado Regional Water Planning Group (Region O) met in an open public meeting on Tuesday, January 23, 2018. Chairman Aubrey A. Spear welcomed everyone and called the meeting to order at 10:08 a.m. in the board room of the South Plains Association of Governments (SPAG), 1323 58<sup>th</sup> Street, Lubbock, Texas.

2. Roll Call and Determination of Quorum

A quorum of LERWPG voting members was in attendance with 18 of 24 members present.

The following voting members were not in attendance (excused absence): Mr. Jack Campsey, Mr. Joey Hardin, Mr. Shane McMinn, and Mr. Jimmy Wedel. The following voting member was not in attendance (unexcused absence): Mr. Tom Simons.

The following non-voting member was not in attendance: Mr. John Clayton (TPWD).

Registered Guests in Attendance: Kelly Davila (SPAG), Belinda Solis (SPAG), Amber Blount (Sandy Land UWCD), Ray Brady (GMA #6), Lou Barnes (LEUWCD), Victoria Whitehead (HPWD), Lindy Harris (SPUWCD), Jacob Hernandez (Mesa UWCD), Mitch Grant (City of Littlefield), Kevin Skinner (City of Littlefield), and Jack Foote (TSSWCB).

3. Introduction of New Members and Guests

Chairman Spear asked each guests in the audience to introduce themselves. There were no new members to introduce. Chairman Spear recognized TWDB Board Member, Kathleen Jackson, who was in attendance.

4. Remarks by Kathleen Jackson, Texas Water Development Board

Director Jackson presented an update on TWDB projects moving forward and recent actions approved by the Board:

- TWDB Bond: The State Water Implementation Revenue Fund for Texas (SWIRFT) which is the largest bond issue ever (over a billion) by the TWDB was recently completed
- State Revolving Fund: Financial assistance is available to help small communities move projects forward at a rapid pace.

- Pilot program: TWDB has initiated a pilot program and recently selected six (6) entities, one from each TWDB Regional Water Project Development areas to participate in the initial pilot program for financial assistance for water and wastewater system projects. Three (3) communities were selected to do wastewater system improvements and the other three (3) communities will do potable water system improvements. Upon the successful completion of the project, the communities will receive installation of developed tools on the entity's computer system, as well as training for system management and staff.
- Brackish Resources Aquifers Characterization System (BRACS) Studies: The TWDB now has more water quality data from these studies and is able to look at aquifers as a whole and were able to partner on the data share initiative with the Oil and Gas Industry.
- Disaster Recovery Program - In response to Hurricane Harvey, the TWDB developed a disaster recovery program making financial assistance available (\$90 million) for disaster recovery to communities impacted by Hurricane Harvey and for other communities with urgent financial needs to get operational. TWDB allocated both zero-interest loans and loan-forgiveness in the Clean Water State Revolving Fund and Drinking Water State Revolving Fund for stormwater, wastewater, and water supply projects.

Director Jackson applauded the Planning Group for moving forward with projects and stated the work done by the Planning Group is a great example for the communities. Director Jackson asked for thoughts and ideas from the Planning Group regarding potential programs that may need to be addressed or feedback on how the Board can do things differently.

5. Consider approval of November 15, 2017 Regular Meeting Minutes

Mr. Mark Kirkpatrick made a motion to approve the minutes with Mr. John Taylor seconding the motion. All were in favor, the motion carried.

6. Consider acceptance of the Financial Report

Secretary-Treasurer Doug Hutcheson reported year-to- date total expenditures of \$16,931.

Mr. Charlie Morris made a motion to approve the financial report with Mr. Jeffrey Snyder seconding the motion. All were in favor, the motion carried.

7. Authorize SPAG to execute an upcoming contract amendment with the TWDB that will include additional committed funds and updated contract SOW and guidance

Ms. Kelly Davila stated executing the upcoming contract amendment will allow the political subdivision to move forward in the planning process. Ms. Sarah Backhouse, TWDB, stated the upcoming contract amendments for Region O will add approximately \$300,000 of additional appropriated funds to be committed into existing contracts for FY

2018 -2019 (in late March or early April). There will be one more amendment when the TWDB receives the FY 2020-2021 funds which will get the Planning Group up to the total study costs (\$831,673) to complete the 2021 regional water plans. The amendment will also update the scope of work (SOW) and contract guidance related to the current rule making, and will add guidance on data deliverables. This information is posted on the TWDB website.

Mr. Ronnie Hopper made a motion to approve SPAG to execute the upcoming contract amendment with the TWDB that will include additional committed funds and updated contract SOW and guidance. Mr. Kent Satterwhite seconded the motion. All were in favor, the motion carried.

8. Appoint ex-officio member, Rusty Ray, of the Texas State Soil and Water Conservation Board (TSSWCB) to serve as a non-voting member for Region O

Dr. Melanie Barres made a motion to approve the appointment of Rusty Ray, ex-officio of Texas State Soil and Water Conservation Board to serve as the non-voting member on Region O representing the TSSWCB . Mr. Harry DeWit seconded the motion. All were in favor, the motion carried.

9. Appoint a nominating committee to propose a list of candidates to serve as FY 2018 LERWPG Officers

Chairman Spear-announced he would like to suggest the following three (3) members to serve on the nominating committee: (1) Dr. Ken Rainwater (Chair), (2) Mr. Delmon Ellison, and (3) Mr. Ronnie Hopper. All three (3) candidates volunteered to serve on the nominating committee. The nominating committee will bring a report on their recommendation of FY 2018 Officers at the next LERWPG meeting. No action was taken on this item.

10. Discuss and consider appropriate action on the technical consultant planning tasks (Paula Jo Lemonds, HDR Inc.)

A. Discussion and appropriate action on major water providers, a new concept included in the 2021 LERWPG process

In response to concerns from several regions regarding majors water providers, the fifth cycle of planning now includes the RWPG designation of major water providers (MWPs) of the regional water planning area. Designation gives RWPGs more flexibility in deciding on which major water providers they want to report information in their RWPs, and it facilitates the use of a single, stable list of entities.

Dr. Ken Rainwater made a motion to approve the designation of Canadian River Municipal Water Authority, City of Lubbock, Mackenzie Municipal Water Authority, White River Municipal Water District and Red River Authority as the



five (5) major water providers (MWP) in the 2021 Region O Plan. Jim Steiert seconded the motion. All were in favor, the motion carried.

- B. Discussion and appropriate action on hydrologic variance requests in the 2021 LERPWG process

RWPGs shall use unmodified TCEQ WAM RUN#3 (plus anticipated sedimentation) to estimate reservoir firm yields and run of river firm diversions or MAGS for groundwater availabilities, in order to determine existing water supplies. If the RWPG would like to use alternative methodology to evaluate water availability, the RWPG may submit written request to TWDB Executive Administrator (EA) for hydrologic variance to modify default hydrologic assumptions.

Mr. Jason Coleman made a motion to direct HDR to coordinate with LERPWG and TWDB staff to determine and compile hydrologic variance documentation for discussion and potential approval at the next LERPWG meeting. Dr. Chris Grotegut seconded the motion. All were in favor, the motion carried.

- C. Discussion and appropriate action to determining the process by which the LERPWG considers potentially feasible water management strategies

Regional water planning rules require that the "process" for identifying, evaluating and selecting water management strategies (WMSs) be formally considered by regional water planning groups. This agenda item will formalize the process and make the process known to the public. A Technical memo of supplies, demands, and needs is due September 10, 2018 to include the process used by the RWPG to identify feasible WMSs and a list of all potentially feasible WMSs to meet needs in the region.

HDR outlined three aspects of the selection of the water management strategies: (1) Identification of potentially feasible water management strategies, (2) Evaluation of water management strategies and (3) Selection of water management strategies to meet needs.

HDR recommends that the Llano Estacado Regional Water Planning Group formally confirm this process for identifying, evaluating, and selecting water management strategies for the 2021 Llano Estacado Regional Water Plan (Region O).

Mr. Jason Coleman made a motion to confirm this process for identifying, evaluating, and selecting water management strategies for the 2021 Llano Estacado Regional Water Plan (Region O).

- D. Discussion and appropriate action for the optional use of Modeled Available Groundwater (MAG) Peak Factors in the 2021 LERPWG (Neil Deeds, INTERA)

Implementation process - RWPGs must request that the TWDB Executive Administrator approve each MAG Peak Factor. Each request must include:

- Written approval from relevant GCDs and GMAs
- Technical basis for factor value
- Document how MAG Peak Factor will not prevent associated GCDs from managing groundwater resources to achieve DFCs

The recommendation of HDR/INTERA is to create a Groundwater Subcommittee (GCD, GMA representative and/or interested parties).

Chairman Spear asked for volunteers to serve on the subcommittee and the following members volunteered to serve (1) Mr. John Taylor, (2) Dr. Ken Rainwater and (3) Mr. Chris Grotgut. The subcommittee will bring a report at the next LERWPG meeting with their recommendation for the optional use of Modeled Available Groundwater (MAG) Peak Factors in the 2021 LERWP.

Mr. Ben Weinheimer made a motion to direct HDR/INTERA to coordinate with Groundwater Subcommittee regarding implementation of MAG Peak Factors for 2021 LERWP with Mr. Mark Kirkpatrick seconding the motion. All were in favor, the motion carried.

E. Presentation of timeline to develop the 2021 Llano Estacado Regional Water Plan

Key dates for developing the 2021 planning cycle for the Llano Estacado Regional Water Plan include:

- December 2017 – September 2018: Evaluate available supplies and identify needs
- March/April 2018 – TWDB to adopt all demand projections
- September 10, 2018: Tech Memo of supplies, demands and needs due
- August 2018 – August 2019: Scope and evaluate water management strategies, formulate Plan
- March 3, 2020: Initially Prepared Plan is due
- March 2020 – August 2020: Review Initially Prepared Plan
- October 14, 2020: Final Plan due

No action was taken on this item.

**DISCUSSION ITEMS, REPORTS, PRESENTATION**

11. Report from TWDB Project Manager (Sarah Backhouse)

Ms. Backhouse gave an update on the proposed Rulemaking – 31 Texas Administrative Code Chapter 355 relating to Regional Water Planning Grants and Chapter 357 relating to Regional Water Planning. The proposed rules are out for public comment to implement required legislative changes from SB 1511. A few key issues in the proposed rules include adding an option to add simplified planning on every other cycle, adding a

new requirement for Planning Groups to add a non-voting member from the Texas State Soil and Water Conservation Board (TSSWCB), amending regional water plans to exclude infeasible strategies or projects (proposing this won't be addressed until the 2026 plan), and assessing impediments to project implementation. Implementation requirements from SB 347 subjects Planning Groups and any committee or subcommittee of the group to the Open Meetings Act and Public Information Act.

Other proposed implementation changes from HB 215 include syncing the cycles of the State Water Plans and the desired future conditions joint planning process, and clarification and minor cleanup on some of the existing rules. Public comment on the proposed rules and Exhibit C guidance will be accepted until January 31, 2018. The Exhibit D (Data deliverable guidelines) are due February 12<sup>th</sup>. TWDB is proposing to take the rules to the Board in March for approval. Ms. Backhouse will be providing an update with the end results of the proposed rules.

SWIFT Funding Cycle: Application period for SWIFT funding is still open through February 2nd for this funding cycle.

Best Practice Management Guide for Political Subdivisions: TWDB developed a management guide to help the political subdivisions administer the Planning Groups and is available on the TWDB website.

Additional Education Material: TWDB is also developing a New Member guide that will include an 'FAQ' page for planning and will also include one-page summaries with planning topics information.

12. Report from the Region O Administrator (Kelly Davila)

Mrs. Davila reported we need a Region O liaison to Region F. If anyone is interested in serving as the liaison please notify Mrs. Davila. Mrs. Davila also reported the main front door to the SPAG building is locked from 12pm-1pm for lunch and asked members to please exit the building using the side door. This is a new SPAG policy in place for all meetings that run into the lunch hour including all LERWPG meetings.

13. Receive a report from Groundwater Area Management Area Representatives

- A. GMA #2 (Mr. Ronnie Hopper): Nothing to report
- B. GMA #6 (Mr. Jack Campsey): In Mr. Campsey's absence, Mr. Ray Brady reported there was nothing to report for GMA # 6.

14. Receive a report from other Liaisons to other Regional Water Planning Groups

- A. Region A (Mr. Kent Satterwhite): Region A met on December 5<sup>th</sup> and took action on all the water demand projections; similar process as all the other regions.

B. Region B (Mr. Jack Campsey): No report for Region B.

C. Region F (Vacant): No report for Region F.

D. Region G (Mr. Tommy O'Brien): Following same process as most other regions regarding all the water demand projections. The Groundwater Committee is meeting today to address the MAG Peak Factor.

15. Public Comments and Input to the Regional Water Planning Group

Chairman Aubrey A. Spear opened the floor to receive public input and comments. There were no comments received from the public.

16. Date and Agenda items for next LERWPG regular meeting

The next LERWPG meeting will be scheduled in early April.

17. Consider other Business and Announcements

There was no other business discussed or announcements.

18. Adjourn

Mr. Mark Kirkpatrick made a motion to adjourn the meeting with Mr. Kent Satterwhite seconding the motion. All were in favor, the motion carried.

These minutes were approved at the regular meeting of the Llano Estacado Regional Water Planning Group on April \_\_\_\_\_, 2018.

Attest: \_\_\_\_\_  
Aubrey A. Spear, P.E., LERWPG Chairman

# LLANO ESTACADO REGIONAL WATER PLANNING GROUP

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## AGENDA ITEM #2:

Consider acceptance of the Financial Report (Doug Hutcheson, Sêcretary/Treasurer)

Primary expenditures involve technical consulting fees, and to a lesser extent, some costs for postage/office supplies. To date, we have requested \$79,719.18 in the form of an advance from the TWDB to cover these costs. TWDB recently this Advance for and expenditures for the previous year.

Attachment: Financial Report from August 1, 2015 – February 28, 2018 (1 page)

TWDB Approval Advance Letter Dated 3/21/18 (1 page)

Region O Expenditures		Current Period
8/01/15 thru 2/28/18		<u>Actual</u>
<b>Expenditures</b>		
Advisory Committee	5260	189.22
<b>Operations</b>		
Postage	5420	94.02
Office Copying	5430	78.12
Contractual Services	5582	950.00
Public Information/Notices	5590	2,391.69
Program Services	5800	<u>76,016.73</u>
Total Expenditures		<u>79,719.78</u>
Net Revenues over Expenditures		<u>0.00</u>

# Texas Water Development Board

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

March 21, 2018

Tim Schwartz, Director of Finance  
South Plains Association of Governments  
[tschwartz@spag.org](mailto:tschwartz@spag.org)

RE: TWDB Contract No. 1548301843  
Advance Request No. 3, \$76,692.60

Dear Mr. Schwartz,

The TWDB has received and processed the above mentioned request. Adjustments were made in the table below:

Total Eligible Expenses Submitted to Date	\$71,043.70
Less 90% of Total Previous Advances to Date	(15,238.08)
Amt of Eligible Expenses to be applied towards Advance No. 4	\$55,805.62
<b>*Amount of Expenses Required for Adv No. 3 (90% of current Advanced Amount)</b>	<b>(69,023.34)</b>
<i>Minimum</i> Amount of Eligible Expenses required (submitted) to qualify for next Advancement No. 4	(13,217.72)
<b>Amount of Advance No. 3 (20% of current Committed Funds)</b>	<b>\$76,692.60</b>

The expenses above have been posted. Once 90% of all previous Advances have been expended, you are then entitled to the next Advancement No. 4, which will be 20% of committed funds.

If you have any questions, please contact me at (512) 463-0655 or your Contract Manager, Sarah Backhouse at (512) 936-2387 or email [Sarah.Backhouse@twdb.texas.gov](mailto:Sarah.Backhouse@twdb.texas.gov).

Regards,

Lisa Farrell  
Contract Specialist

cc: Sarah Backhouse, TWDB

Our Mission	:	Board Members
To provide leadership, information, education, and support for planning, financial assistance, and outreach for the conservation and responsible development of water for Texas	:	Kathleen Jackson, Board Member   Peter Lake, Board Member
	:	Jeff Walker, Executive Administrator