

**Administrative Committee Meeting Minutes
Capital Area Groundwater Conservation District
Renaissance Hotel
April 20, 2023**

- I. Call to Order**
Karen Gautreaux – CAGCD Chairman (stepping in for Patrick Hobbins CAGCD Administrative Committee Chairman)
- II. Roll Call**
Gary Beard – CAGCD Executive Director
Members present: Mr. Dawson, Mr. Ewing, Mr. Leo, Ms. Machen, Ms. Broome, Mr. Vetter, Mr. Reonas, and Ms. Gautreaux. Members absent: Mr. Hobbins.
- III. Establishment of a Quorum**
Chairman Hobbins was absent. Ms. Gautreaux served as Chair of the meeting. Chair Gautreaux declared a quorum with eight members present.
- IV. Invocation**
Gary Beard – CAGCD Executive Director
Mr. Beard gave the invocation.
- V. Pledge of Allegiance**
Gary Beard – CAGCD Executive Director
Mr. Beard led the Pledge of Allegiance.
- VI. Recognition of Guests**
Karen Gautreaux – CAGCD Chair
Kristyn Couvillion -Taylor Porter, Tom Seagraves- CAGCD Commissioner, Catherine Crawford- Boles Law Firm.
- VII. Amendments to the Agenda**
Karen Gautreaux – CAGCD Chair
There were no amendments to the agenda.
- VIII. Approval of Minutes – February 16, 2023 – (action required)**
Karen Gautreaux – CAGCD Chair
Chair Gautreaux asked if there were any amendments to the minutes of the February 16, 2023, Administrative meeting.
Mr. Reonas asked to amend the minutes and change the phrase “fight with the farmers” to “work with the farmers.” Mr. Reonas also added he would like to amend the part that reads he didn’t agree with Livingston Parish being a part of the District to Livingston Parish probably would not want to be a part of the District.
Mr. Leo requested to add to the minutes that his absence from the last meeting was excused.
Motion by Mr. Dawson and second by Ms. Camille Manning-Broome to approve the minutes with amendments. No public comment. No objections. Motion passes.

IX. Executive Director's Report

Gary Beard – CAGCD Executive Director

- a. Executive Session – Legal Strategy (**action required**)
 - i. Motion by Mr. Reonas and second by Ms. Machen to enter Executive Session. No objections. Motion approved. Mr. Beard asked the guests to leave the room during this time except for Commissioner Seagraves as he is chairman of the Technical Committee and technical issues would be discussed.
 - ii. Motion by Mr. Reonas and second by Mr. Dawson to exit Executive Session. No objections. Motion approved.

- b. LAC Title 56 Revisions (**action required**)
 - i. Commissioners opened discussion of rule changes: Chapter 9 – water well permits and plans; and Chapter 7 – rules and regulations for metering and/or recording the yield of water wells.
 - ii. Mr. Leo said he would like to edit Chapter 9 to make 905 include a two-permit process.
 - iii. Mr. Reonas suggested using a streamlined process and wants to ensure we are doing what we are authorized to do.
 - iv. Mr. Leo said a permit to construct does not authorize use of the well.
 - v. Mr. Dawson added that they cannot move forward until the whole permit process is complete.
 - vi. Ms. Machen suggested a fee structure.
 - vii. Mr. Beard stated that his plan was to charge \$2,000 since that is the maximum allowable by law. He further stated that the fee would cover both the construction and operation portions of the permit.
 - viii. Mr. Beard said the basis is the well owner is authorized to produce water once the meters are installed and the construction of the well is verified.
 - ix. Motion by Mr. Leo and second by Mr. Dawson to proceed with changes and bring to the full board for approval. Roll call vote: Ms. Gautreaux- yes, Mr. Dawson- yes, Mr. Ewing-had left the meeting (not present), Mr. Leo-yes, Ms. Machen-yes, Ms. Manning-Broome-yes, Mr. Reonas-yes, Mr. Vetter-No. Motion passed.

- c. Bylaws and Rules of Order (**action required**)
 - i. Mr. Reonas requested an modification to Rule 1.3 – Absences to clarify that the three absences would be counted within one calendar year. Mr. Beard clarified that the rule should read 3 meetings not 3 consecutive meetings and this is 3 meetings per year. The Chair must approve any absences to be valid. Mr. Beard added that *Bylaws and Rules of Order* and the *Policies and Procedures Manual* should have the same language.
 - ii. Motion by Mr. Leo and second by Mr. Dawson to approve the Bylaws and Rules of Order with amendment noted and bring to the full board for approval. No objections. Motion passed.

- d. Legislative Session
Mr. Beard said he is in the process of asking for more money from the Legislature. He will update the Committee when he gets any news.

- e. Lease space
Mr. Beard said the office will be moving to a new location.

f. Public Relations

Mr. Beard said there is no news to report at this time, but the media company is working on it.

X. Chairman's Report

Karen Gautreaux – CAGCD Chair
no report

XI. Member Agenda Items

Karen Gautreaux – CAGCD Chair
no report

XII. Old Business

Karen Gautreaux – CAGCD Chair
none.

XIII. New Business

Karen Gautreaux – CAGCD Chair
none.

XIV. Commissioner Comments

Karen Gautreaux – CAGCD Chair
none.

XV. Announcements

Karen Gautreaux – CAGCD Chair
None.

XVI. Public Comment (Non-agenda items only)

Karen Gautreaux – CAGCD Chair
none.

XVII. Adjournment

Karen Gautreaux – CAGCD Chair

Motion by Ms. Manning-Broome and second by Mr. Leo to adjourn the meeting. No objections; motion passed.



Gary J. Beard, Executive Director