

**MINUTES OF THE BOARD MEETING
RED RIVER GROUNDWATER CONSERVATION DISTRICT**

WEDNESDAY, JULY 25, 2012

**AT THE GREATER TEXOMA UTILITY AUTHORITY
BOARD ROOM
5100 AIRPORT DRIVE
DENISON, TX 75020**

Members Present: George "Butch" Henderson, George Olson, Don Wortham, David Gattis, Harold Latham, Don Morrison, Mark Patterson

Members Absent: None

Staff: Jerry Chapman, Debi Atkins, Carolyn Bennett, and Carmen Catterson

Visitors: Amy Beussink, US Geological Survey
Jonathan Cannon, Herald Democrat
Bill Hutchison, Consultant
Bob Patterson, Upper Trinity GCD
Coe Perry, Rutherford Taylor Co.
Joey Rickman, City of Honey Grove
Dale McQueen, Fannin County Leader
Tammy Mrozinski, Moser Drilling

1. Call to order, declare meeting open to the public, and take roll.

President Henderson called the work session to order at 2:00 PM. All members were present. The Board introduced themselves and the manner of their appointments. The audience provided introductions.

2. Public Comment.

No comments were received.

3. Consider approval of Minutes of May 17, 2012, public hearing and board meeting

Vice President Olson motioned to approve the Minutes of the May 17, 2012 public hearing and board meeting. The motion was seconded by Board Member Gattis and passed unanimously.

4. Review and approval of monthly invoices.

Board Member Gattis motioned to approve the monthly invoices. The motion was seconded by Board Member Latham and passed unanimously.

5. Receive Monthly Financial Information

A financial report was provided in the packet through May, but an updated version was passed out at the meeting.

6. Consider and act upon 2011 audit.

Mr. Perry thanked the Board for choosing Rutherford Taylor Co. for their audit services. Mr. Perry began on Page 3 of the audit, which includes the auditor's clean opinion. Page 4 includes the internal control report. The Board's approval of invoices is factored into the internal control process, which is very favorably received by the auditors. No deficiencies were identified in the internal control process. Page 6 includes the management discussion and analysis. This is necessary because the District is a governmental entity. The financial statements begin on Page 11. GASBY 34 requires that the financials be reported on a modified accrual basis and a full accrual basis. The District is new and has no vehicles or buildings, so both reports are identical. In the 2011 fiscal year, a fund balance of \$29,157 remained. The District finished \$39,000 under budget for the 2011 fiscal year.

Board Member Gattis motioned to approve the 2011 audit. The motion was seconded by Board Member Morrison and passed unanimously.

7. Consider and act upon Proposal to Provide Ongoing Hydrogeological Consulting Services

Mr. Chapman explained that the District does not have a contract with a hydrogeologist or an engineer to provide assistance when situations arise that is technical in nature. Mr. Hutchison was requested to provide a letter outlining the costs and billing rates for providing technical assistance to the District.

Vice President Olson motioned to appoint Bill Hutchison as the District's consultant to provide ongoing hydrogeological consulting services on an as-needed basis. The motion was seconded by Board Member Latham and passed unanimously.

The Board authorized a contract with a consulting firm to undertake the Management Plan and Mr. Hutchison completed the work on the plan. The plan was submitted to the Texas Water Development Board (TWDB) in May and a Certificate of Approval was received last week. The plan was approved quickly and with no problems.

8. Receive update on Well Registration Website application.

The Board authorized a contract with Alan Plummer & Associates (APAI) and IT Nexus to complete an online well registration application. The contractor has completed everything except the mobile application. This will complete the work that was assigned in the contract signed last year. A delay was experienced, but was more attributable the staff than the contractor. Board Member Patterson commented that he preferred the Red River GCD website over the North Texas GCD website.

9. Consider and act upon Software Maintenance Agreement with IT Nexus for the Well Registration application

The staff discussed maintenance activities with APAI and IT Nexus and the representative for APAI recommended that the contract be directly with IT Nexus. A contract was provided from IT Nexus that outlines a cost of \$6,000 per year (\$500 per month). The unused amounts can be rolled into the next month. The contract provides for bug fixes and server maintenance in addition to two hours of enhancements per month. The hours can be rolled into the next month to cover larger enhancements. The staff will not ask for action until the budget revisions have been discussed.

Board Member Morrison motioned to approve a Software Maintenance Agreement with IT Nexus for the Well Registration website application. The motion was seconded by Secretary/Treasurer Wortham and passed unanimously.

