

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

MONDAY, OCTOBER 19, 2011

**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, Don Morrison, Mark Patterson

Members Absent: Harold Latham

Staff: Jerry Chapman, Carolyn Bennett and Carmen Catterson

Visitors: Jeff Bice, Two Way SUD
Jonathan Cannon, Herald Democrat
Kevin Farley, City of Pottsboro
Joey Rickman, City of Honey Grove
Adam Rose, Alan Plummer & Associates, Inc.
Joe Strong, Fannin County Commissioners Court

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

President Henderson called the meeting to order at 2:06 PM. The board members introduced themselves and the manner of their appointment to the Board. Board Member Latham was absent.

II. Resolution of Appreciation for John Young

The copy of the resolution in the agenda included incorrect references to the Greater Texoma Utility Authority. The resolution is now corrected to reflect the District. This is a resolution of appreciation for John Young's service.

Board Member Gattis motioned to execute a Resolution of Appreciation for John Young. The motion was seconded by Board Member Morrison and passed unanimously.

III. Public Comment

No comments received.

IV. Consider approval of Minutes of September 29, 2011, board meeting and October 11, 2011, work session

Board Member Gattis motioned to approve the Minutes of the September 29, 2011 board meeting and the October 11, 2011 work session. The motion was seconded by Vice President Olson and passed unanimously.

V. Review and approval of monthly invoices.

The invoices received this month include GTUA, the Texas Alliance of Groundwater Districts, and Awards Unlimited for a total of \$4,789.60.

Board Member Patterson motioned to approve the monthly invoices totaling \$4,789.60. The motion was seconded by Board Member Gattis and passed unanimously.

VI. Consider and approve contract for the development of a Water Well Geodatabase and Web-Based Application.

Mr. Rose is present to discuss this item. There were several changes made since the Request for Qualifications. Two of the changes including the hosting fee of \$4,800 and a licensing fee of \$16,000. These charges would be required regardless of the company contracted with to develop the geodatabase. There was a difference of \$9,700 since the original estimate due to additional functionality. The Board discussed the benefits of developing the mobile tool at this time. Mr. Chapman stated that this is something the District will need to develop. Vice President Olson asked how quickly the field technician would be locating wells and if it was needed as of April 1, 2012. Mr. Chapman explained that in Gainesville surrounding the municipal building, a firm located 250 wells in a half-mile radius. Mr. Chapman estimated that the geotechnical study needed for the Management Plan to cost \$10,000 or less. Board Member Gattis asked if it would cost the District more to develop the mobile tool later. Mr. Rose responded that it would be less efficient to develop the tool later and could possibly be more costly.

The 2011 budget has \$31,000 in contract services and the 2012 budget has \$60,000 in contract services for a total of \$91,000. Vice President Olson asked if the Authority would spend as much time in 2012 as they have in 2011. Mr. Chapman responded that beginning registering wells takes a great deal of time and may require significant staff support. President Henderson stated that if the rate was set at \$0.06 per 1,000 gallons, it would generate approximately \$280,000 for the District's operations, which would provide appropriate funds to cover the District's operations. Board Member Morrison stated that the mobile application would save the employee significant time and improve the accuracy of the data collected.

The Alan Plummer Associates, Inc. contract totals \$87,000 including the hosting and licensing fees. With an additional \$10,000 for hydrological studies, the total is \$97,000, which is only \$6,000 more than is currently budgeted. The Authority should be able to cut the \$6,000 from the Administrative line item.

Board Member Gattis commented that utilizing mobile devices can be difficult when in the field, but understood that technology is changing. The \$16,000 licensing fee for ESRI is a one-time fee. It may need occasional upgrading, but should not require much funding. The cloud hosting will cost \$400 per month. Mr. Rose recommended the Amazon Cloud since the downtime will be very minimal. If the mobile application is approved, the footnote regarding the mobile unit should be struck from the contract.

Board Member Gattis motioned to approve the contract for the development of a Water Well Geodatabase and Web-Based Application with Alan Plummer Associates, Inc. in the amount of \$65,900 to include the mobile tool. The motion was seconded by Board Member Morrison and passed unanimously.

VII. Selection of an auditing firm for 2011 fiscal year.

Mr. Chapman contacted six firms to solicit audit proposals. Several firms stated they had a maximum load of auditing firms. The District is not required to audit their accounts, but it adds a transparency to the District and helps make the District accountable to the fee payers. Two proposals were received from Rutherford Taylor for \$3,250 and McClanahan and Holmes, LLP for \$5,000. Either firm could perform the audit.

Board Member Gattis motioned to engage Rutherford Taylor to perform the 2011 audit. The motion was seconded by Vice President Olson and passed unanimously.

Secretary-Treasurer Wortham asked if Rutherford Taylor was a reliable firm and presented the audit to the Board as requested.

VIII. Discuss development of Management Plan and appoint a Management Plan Committee.

President Henderson stated that the District will be required to develop a Management Plan. He contacted three board members who responded they would be willing to serve on a Management Plan Committee. The three appointed members are David Gattis, George Olson and Don Wortham.

IX. Consider and approve amended 2011 budget

This item was approved on September 29, 2011.

X. Consider and approve 2012 budget

The Board will not be able to modify the rate once it is established. It will be in effect for all of 2012. With a rate of \$0.06 per 1,000 gallons, it provides a small cushion in the event that an entity does not pay. The field technician amount was increased to include a full-time employee so that he would be able to assist in administrative duties.

Vice President Olson motioned to approve the 2012 budget. The motion was seconded by Secretary/Treasurer Wortham and passed unanimously.

XI. Establish user fees for 2012

The print out provided with an estimate is for \$0.06 per 1,000 gallons. \$0.055 or \$0.0575 would provide adequate funding, if necessary. The North Texas GCD is the next lowest rate in GMA 8 at \$0.10 per 1,000 gallons and the next closest is \$0.20. Board Members Gattis and Morrison recommended staying at \$0.06 per 1,000 gallons. President Henderson addressed the audience and stated that the Board represents water providers who will have to pay this rate and have made an effort to keep the cost low.

Board Member Gattis motioned to establish a user fee of \$0.06 per 1,000 gallons. The motion was seconded by Board Member Morrison and passed unanimously.

XII. Consider and act upon appointing a representative to represent Groundwater Management Area 8 on the Region C Water Planning Group Committee.

Board Member Latham volunteered to serve and serve as the District's nominee to the Groundwater Management Area 8 group. GMA 8 will vote to appoint one of the nominees they receive for this position.

Board Member Gattis motioned to nominate Board Member Latham for the GMA 8 representative on Region C. The motion was seconded by Board Member Morrison and passed unanimously.

XIII. Review Request for Proposals for the construction of a revised regional groundwater availability model and aquifer characterization for the northern Trinity and Woodbine Aquifers

This was removed from the budget for 2012. GMA 8 is soliciting proposals for the study. Mr. Chapman stated that he did not know what the future of this item was due to the proposed cost. This may or may not be approved depending on participation. This will be addressed at the November 16, 2011 meeting.

XIV. General Manager's Report

Mr. Chapman reported that groundwater is receiving a great deal of attention at the Legislative level. Senator Estes addressed the Sherman Rotary Club yesterday to discuss groundwater issues. Mr. Chapman also encouraged the Board to consider Propositions 2 and 6 on the November ballot. Proposition 2 would authorize the Texas Water Development Board to issue up to \$6 billion bonds for water and sewer infrastructure projects. The bonds would be self-supporting bonds with no additional cost to the State other than the election.

The contract with GTUA should have been on the agenda, but was inadvertently dropped. This would renew the contract until December 2013. This item will be placed on the November agenda.

XV. Consider amending future regular meetings and establish a date for a public hearing to amend the bylaws.

The public hearing will be set 15 minutes before the next meeting to amend the bylaws. The Board requested the bylaws be amended to allow the Board to establish meetings at least quarterly.

XVI. Open forum / discussion of new business for future meeting agendas

The next agenda should include the GTUA contract, and scheduling a public hearing for the bylaws. The Board recommended scheduling the meeting for either December 7th or December 14th at 2:00 PM.

Board Member Patterson requested the staff provide a job description for the field technician at the next meeting.

XVII. Adjourn

Upon motion by Board Member Patterson seconded by Board Member Morrison and passed unanimously, the Board adjourned at approximately 3:42 PM.

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Recording Secretary


Secretary-Treasurer