

**NORTH TEXAS  
GROUNDWATER  
CONSERVATION  
DISTRICT**

**BOARD MEETING**

**MUSTANG SUD ADMINISTRATIVE OFFICES  
7985 FM 2931  
AUBREY, TEXAS**

**TUESDAY  
MARCH 13, 2018  
10:00 AM**

# NOTICE OF PUBLIC MEETING

OF THE  
BOARD OF DIRECTORS of the

**NORTH TEXAS GROUNDWATER CONSERVATION DISTRICT**  
at the

**Mustang SUD Administrative Offices**  
**7985 FM 2931**  
**Aubrey, Texas**  
**Tuesday, March 13, 2018**

## Board Meeting

The regular Board Meeting will begin at 10:00 a.m.

Notice is hereby given that the Board of Directors of the North Texas Groundwater Conservation District ("District") may discuss, consider, and take all necessary action, including expenditure of funds, regarding each of the agenda items below:

### Agenda:

1. Pledge of Allegiance and Invocation.
2. Call to order, establish quorum; declare meeting open to the public.
3. Administer Oath of Office.
4. Public comment.
5. Consider and act upon approval of the minutes from the January 9, 2018, Board meeting.
6. Consider and act upon approval of invoices and reimbursements.
7. Receive reports from the following Committees\*:
  - a. Budget and Finance Committee
    - 1) Receive Monthly Financial Information
  - b. Investment Committee
  - c. Groundwater Monitoring and Database Committee
  - d. Management Plan Committee
    - 1) Receive Annual Report
8. Update and possible action regarding the process for the development of Desired Future Conditions (DFCs).

9. Consider and act upon Well Monitoring Agreement.
10. Consider and act upon compliance and enforcement activities for violations of District rules.
  - a. Hydrous Americas Cable Park, LLC
11. General Manager's Report: The General Manager will update the board on operational, educational and other activities of the District.
  - a. Update on oil and gas and disposal/injection well monitoring activities with the Railroad Commission of Texas
12. Receive presentation regarding permanent rules development.
  - a. Consider and act upon action items for rules development
13. Open forum / discussion of new business for future meeting agendas.
14. Adjourn public meeting.

\* Reports from District standing committees will include a briefing by each committee for the Board on the activities of the committee, if any, since the last regular Board meeting.

*The above agenda schedule represents an estimate of the order for the indicated items and is subject to change at any time.*

*These public meetings are available to all persons regardless of disability. If you require special assistance to attend the meeting, please call (855) 426-4433 at least 24 hours in advance of the meeting to coordinate any special physical access arrangements.*

*For questions regarding this notice, please contact Velma Starks at (855) 426-4433, at [ntgcd@northtexasgcd.org](mailto:ntgcd@northtexasgcd.org), or at 5100 Airport Drive, Denison, TX 75020.*

At any time during the meeting or work session and in compliance with the Texas Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the North Texas Groundwater Conservation District Board may meet in executive session on any of the above agenda items or other lawful items for consultation concerning attorney-client matters (§551.071); deliberation regarding real property (§551.072); deliberation regarding prospective gifts (§551.073); deliberation regarding personnel matters (§551.074); deliberation regarding security devices (§551.076); and deliberation regarding cybersecurity (§551.089). Any subject discussed in executive session may be subject to action during an open meeting.

ATTACHMENT 5

**MINUTES OF THE BOARD OF DIRECTORS' BOARD MEETING  
NORTH TEXAS GROUNDWATER CONSERVATION DISTRICT**

**TUESDAY JANUARY 9, 2018**

**MUSTANG SUD ADMINISTRATIVE OFFICES  
7985 FM 2931  
AUBREY, TEXAS**

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Members Present: Allen Knight, Ronny Young, Joe Helmberger, P.E., Evan Groeschel, and Chris Boyd,

Members Absent: Thomas Smith and Ron Sellman

Staff: Drew Satterwhite, Paul Sigle, Wayne Parkman, Theda Anderson, Carolyn Bennett, and Velma Starks

Visitors: James Beach, LBG Guyton  
Kristen Fancher, Fancher Law Firm  
Pete Schulmeyer, Collier Consulting  
Neal Welch, City of Sanger, Director Public Works  
Ronna Hartt, UTRWD

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1. Pledge of Allegiance and Invocation

President Ronny Young led the group in the Pledge of Allegiance and provided the invocation.

2. Call to order, establish quorum; declare meeting open to the public

President Young called the meeting to order 10:05, established a quorum was present, and declared the meeting open to the public.

3. Public Comment

There were no citizens present requesting to appear before the Board of Director for public comment.

4. Consider and act upon approval of the minutes from the December 12, 2017 board meeting

Motion was made by Chris Boyd to approve the minutes of the December 12, 2017 meeting. The motion was seconded by Allen Knight, and passed unanimously.

5. Consider and act upon approval of invoices and reimbursements

After review and brief discussion Joe Helmberger made the motion to approve Resolution No. 2018-01-09-1. Allen Knight seconded the motion. Motion passed unanimously.

6. Receive reports from the following Committees\*:

a. Budget and Finance Committee

1) Receive Monthly Financial Information

General Manager Drew Satterwhite reviewed the financial information with the Board.

b. Investment Committee

1) Receive Quarterly Investment Report

General Manager Drew Satterwhite reviewed the Investment Report with the Board.

c. Groundwater Monitoring and Database Committee

General Manager Drew Satterwhite informed the Board that INTERA is working on incorporating our data and cleaning up data. They will have a screen sharing session on Friday and then start turning over modules for the staff to review..

d. Management Plan Committee

1) Receive Quarterly Report

General Manager Drew Satterwhite reviewed the report with the Board.

7. Consider and act upon accepting resignation of a District Board Member.

President Ronny Young informed the Board that Philip Sanders, the representative of the largest water producer, the City of Anna had resigned from the Board. Joe Helmberger made the motion to accept the resignation of Philip Sanders. Allen Knight seconded the motion. Motion passed unanimously.

8. Consider and act upon Resolution of Appreciation for Philip Sanders.

President Ronny Young expressed the appreciation of the Board for the service provided by Philip Sanders. A plaque will be presented to Philip Sanders at his convenience. Allen Knight made the motion for Resolution of Appreciation for Philip Sanders. Chris Boyd seconded the motion. Motion passed unanimously.

9. Appointment of the District's Rules Committee.

Evan Groeschel, Ronny Young and Chris Boyd were appointed as the District's Rules Committee.

10. Update and possible action regarding the process for the Development of Desired Future Conditions (DFCs)

General Manager Drew Satterwhite reported that the draft MAG report would be sent to James Beach. GMA-8 will meet sometime in May.

11. Consider and act upon compliance and enforcement activities for violations of District's Rules.

No report.

- 12. General Manager’s Report: The General Manager will update the Board on operational, educational and other activities of the District.
  - a. Update on oil and gas and disposal/injection well monitoring activities with the Railroad Commission of Texas

General Manager Drew Satterwhite reported that the Railroad Commission will do additional sampling of wells in Denton County. Another letter has been sent to Cooke County requesting a representative to the Board. President Ronny Young has also communicated with Cooke County regarding the vacancy on the board.

- 13. Receive presentation regarding permanent rules development.
  - a. Consider and act upon action items for rules development

Kristen Fancher presented a presentation based on previous meeting discussions about the changes to the rules. The board discussed and asked Kristen to implement what had been discussed for review at the next meeting. Paul Sigle provided the board with a presentation on how spacing rules recently discussed by the board and staff would have affected wells in existence. James Beach provided a spacing presentation. The board decided to have the rules committee review the information.

- 14. Open forum/discussion of new business for future meetings

President Ronny Young said the Rules Committee will need to have a meeting in the near future.

- 15. Adjourn public meeting

President Young declared the meeting adjourned at 11:38 p.m.

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\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Secretary-Treasurer

ATTACHMENT 6



RESOLUTION NO. 2018-03-13-1

A RESOLUTION BY THE BOARD OF DIRECTORS OF THE NORTH TEXAS GROUNDWATER CONSERVATION DISTRICT AUTHORIZING PAYMENT OF ACCRUED LIABILITIES FOR THE MONTHS OF January & February 2018

The following liabilities are hereby presented for payment:

<u>Administrative Services</u>	<u>Amount</u>
GTUA - January 2018	20,107.19
GTUA - February 2018	23,606.54
<u>Advertising</u>	
Gainesville Daily Register - Legal Ad	201.05
<u>Consultant</u>	
WSPS, USA Inc. - Formerly LBG-Guyton for December 2017 services	4,789.25
WSPS, USA Inc. - January 2018 services	7,928.95
<u>Direct Costs</u>	
Awards Unlimited - Appreciation award Philip Sanders	132.00
Nextraq - January 2018	39.95
Nextraq - February 2018	39.95
<u>Fuel &amp; Maintenance</u>	
Blake Utter Ford - Replaced blend door actuator on F150 2011	396.31
<u>Insurance</u>	
Texoma Risk Management Fund - WC subrogation modification	1.00
<u>Meetings &amp; Conferences</u>	
Mustang SUD - February 2018 Room Rental	75.00
<u>Legal</u>	
Fancher Legal - December 2017	4,774.00
Fancher Legal - January 2018	4,032.00
<u>Software Maintenance</u>	
Aquaveo - December 2017 well database maintenance	500.00
Aquaveo - January 2018 well database maintenance	500.00
USTI - January 2018 annual software renewal	1,443.87
<u>Well Monitoring</u>	
Statewide Plat Service - December 2017	50.00
Statwide Plat Service - January 2018 search charges	50.00
 <b>GRAND TOTAL:</b>	 <b>\$ 68,667.06</b>

On motion of \_\_\_\_\_ and seconded  
by \_\_\_\_\_ the foregoing Resolution was passed and  
approved on this, the 13th day of March, 2018 by the following vote:

AYE:  
NAY:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary/Treasurer

ATTACHMENT 7 A-1

## North Texas Groundwater Conservation District

**Balance Sheet**

For General Fund (00)

February 28, 2018

**Assets**

00-01-10001	Checking Account	170,088.33
00-01-10005	Index Account	205,752.28
00-01-10010	Investments	1,000,000.00
00-01-10025	Accounts Receivable	68,257.50
00-01-10048	A/R Strittmatter Irrigation	14,000.00
00-01-10050	A/R 440 Ranch	1,500.00
00-01-12001	PP Expense	1,488.00
	<b>Total</b>	<u>1,461,086.11</u>
	<b>Total Assets</b>	<u>\$ 1,461,086.11</u>

**Liabilities and Fund Balance**

00-01-23100	Accounts Payable	41,301.57
00-01-23150	Well Drillers Deposits	25,800.00
	<b>Total</b>	<u>67,101.57</u>
	<b>Total Liabilities</b>	<u>67,101.57</u>
00-01-35100	Fund Balance	1,292,708.63
00-01-35110	Current Year Excess of Revenue over Expenses	163,166.99
	<b>Total</b>	<u>1,455,875.62</u>
	Excess of Revenue Over Expenditures	(61,891.08)
	<b>Total Fund Balances</b>	<u>1,393,984.54</u>
	<b>Total Liabilities and Fund Balances</b>	<u>\$ 1,461,086.11</u>

**North Texas Groundwater Conservation District**

**Statement of Revenue and Expenditures**

3/7/2018 2:44pm

Revised Budget

For General Fund (00)

For the Fiscal Period 2018-2 Ending February 28, 2018

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
<b>Revenues</b>					
00-01-46001 Well Production Fees	\$ 0.00	\$ 0.00	\$ 698,000.00	\$ 0.00	100.00%
00-01-46003 Well Registration Fees	1,500.00	1,800.00	18,000.00	2,600.00	85.56%
00-01-46010 GMA8 Fees	0.00	0.00	10,000.00	0.00	100.00%
00-01-46100 Interest Inc	0.00	0.00	1,500.00	(2,064.19)	237.61%
<b>Total General Fund Revenues</b>	<b>\$ 1,500.00</b>	<b>\$ 1,800.00</b>	<b>\$ 727,500.00</b>	<b>\$ 535.81</b>	<b>99.93%</b>
<b>Expenditures</b>					
00-01-77012 Admin-Mileage	\$ 208.33	\$ 50.99	\$ 2,500.00	\$ 354.48	85.82%
00-01-77013 Admin-Secretarial	2,500.00	868.00	30,000.00	2,443.00	91.86%
00-01-77014 Admin-Project Coordinator	1,250.00	1,488.00	15,000.00	2,688.00	82.08%
00-01-77015 Admin-GM	4,583.33	4,416.00	55,000.00	8,096.00	85.28%
00-01-77016 Admin-Clerical	2,750.00	2,016.00	33,000.00	4,278.00	87.04%
00-01-77025 Accounting	2,083.33	2,556.00	25,000.00	4,375.50	82.50%
00-01-77027 Auditing	0.00	0.00	5,500.00	0.00	100.00%
00-01-77030 Advertising	83.33	0.00	1,000.00	0.00	100.00%
00-01-77150 Consulting- Hydrogeo	7,083.33	7,928.95	85,000.00	7,928.95	90.67%
00-01-77325 Direct Cost	333.33	208.33	4,000.00	479.19	88.02%
00-01-77450 Dues & Subscription	166.67	0.00	2,000.00	53.33	97.33%
00-01-77480 Equipment	0.00	0.00	2,000.00	0.00	100.00%
00-01-77500 Fees-GMA8	916.67	0.00	11,000.00	0.00	100.00%
00-01-77550 Field Tech	10,416.67	5,992.00	125,000.00	14,169.50	88.66%
00-01-77560 Field Permitting/Geologist	5,833.33	5,106.00	70,000.00	5,106.00	92.71%
00-01-77650 Fuel/Maintenance	250.00	570.29	3,000.00	830.59	72.31%
00-01-77800 Injection Well Monitoring	58.33	0.00	700.00	50.00	92.86%
00-01-77810 Insurance	0.00	744.00	4,000.00	745.00	81.38%
00-01-77970 Legal	4,166.67	0.00	50,000.00	8,806.00	82.39%
00-01-77975 Legal-Injection	833.33	0.00	10,000.00	0.00	100.00%
00-01-78010 Meetings & Conferences	375.00	377.10	4,500.00	735.17	83.66%
00-01-78310 Rent	200.00	200.00	2,400.00	400.00	83.33%
00-01-78600 Software Maint	833.33	0.00	10,000.00	500.00	95.00%
00-01-78610 Telephone	166.67	194.09	2,000.00	388.18	80.59%
<b>Total General Fund Expenditures</b>	<b>\$ 45,091.65</b>	<b>\$ 32,715.75</b>	<b>\$ 552,600.00</b>	<b>\$ 62,426.89</b>	<b>88.70%</b>
<b>General Fund Excess of Revenues Over Expenditures</b>	<b>\$ (43,591.65)</b>	<b>\$ (30,915.75)</b>	<b>\$ 174,900.00</b>	<b>\$ (61,891.08)</b>	

ATTACHMENT 9



## AGENDA COMMUNICATION

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**DATE:** March 7, 2018

**SUBJECT:** AGENDA ITEM NO. 9

### CONSIDER AND ACT UPON WELL MONITORING AGREEMENT

#### ISSUE

Consideration of a generic well monitoring agreement for the District to use for building our monitoring network.

#### BACKGROUND

In the District's new management plan, the District has committed to taking over the monitoring activities of water levels in the District from the TWDB. The District also has a well monitoring plan put together by James Beach, the District's Hydrogeologist. The conclusion of the well monitoring plan recommends we continue monitoring the TWDB wells as well as adding additional wells to our network for DFC monitoring purposes.

In order to begin adding wells into the District's monitoring plan, the District staff is proposing to strategically identify wells within the District to request permission to begin monitoring. The selection process will be based on location, aquifer, accessibility, and the well owner's ability to shut down the wells for 24+ hours prior to level measurements. The staff would begin by trying to add public water supply wells as they are typically easier to contact and also because most public water supply wells have air measurement lines which make the measurement process much easier. If we are unable to get a satisfactory network developed from public water supply wells alone, we would propose to use this agreement to send to other well owners that may have a well in a desired area and aquifer.

As discussed in past Board Meetings, the District staff would ultimately like to have constant level monitoring devices in a number of wells throughout the District, but these will be more difficult to obtain because they would likely be wells that are not equipped and would require a more elaborate process to identify, investigate and contract.

#### CONSIDERATIONS

The District's legal counsel recommends having a letter agreement in place that indemnifies both parties and presents a clear understanding of what we intend to do by collecting the data.

The District staff and legal counsel have worked together to develop the attached letter agreement.

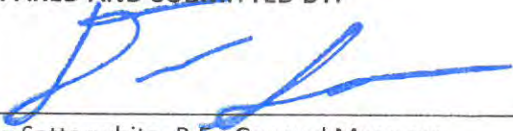
#### STAFF RECOMMENDATIONS

The staff recommends authorizing the execution of the Letter Agreement with well owners that the District staff identifies as candidates for our water level monitoring network.

#### ATTACHMENTS

Letter Agreement

PREPARED AND SUBMITTED BY:

A handwritten signature in blue ink, appearing to be 'Drew Satterwhite', written over a horizontal line.

Drew Satterwhite, P.E., General Manager



ATTACHMENT 11

North Texas Groundwater Conservation District

Well Registration Summary  
As of January-31-2018

Well Type	Total Registered Collin County	Total Registered Cooke County	Total Registered Denton County	Total NTGCD	New Registrations since Dec-31-2017
Agriculture	6	11	35	52	0
Commercial / Small Business	6	8	27	41	0
Domestic Use (household / lawn watering at residence)	78	316	560	956	12
Filling a pond or other surface impoundment**	44	13	61	119	2
Golf course irrigation	15	2	21	38	0
Industrial / Manufacturing	7	10	8	26	0
Irrigation	76	5	167	249	5
Leachate	0	0	0	0	0
Livestock Watering	7	58	38	103	0
Monitoring	0	0	0	0	0
Municipal / Public Water System	33	70	219	322	0
Other	10	6	26	42	0
Piezometer	0	0	0	0	0
Poultry	0	0	0	0	0
Solely to supply water for rig actively***	1	1	7	9	0
Supplying water for oil or gas production*	0	5	54	60	0
Not Specified	14	10	39	64	0
SUM	297	515	1262	2081	19

North Texas Groundwater Conservation District

Well Registration Summary  
As of February-28-2018

Well Type	Total Registered Collin County	Total Registered Cooke County	Total Registered Denton County	Total NTGCD	New Registrations since Jan-31-2018
Agriculture	6	11	35	52	0
Commercial / Small Business	6	8	27	41	0
Domestic Use (household / lawn watering at residence)	78	320	574	974	18
Filling a pond or other surface impoundment**	44	14	63	122	3
Golf course irrigation	15	2	21	38	0
Industrial / Manufacturing	7	10	8	26	0
Irrigation	76	5	169	251	2
Leachate	0	0	0	0	0
Livestock Watering	7	58	39	104	1
Monitoring	0	0	0	0	0
Municipal / Public Water System	33	70	220	323	1
Other	10	6	31	47	5
Piezometer	0	0	0	0	0
Poultry	0	0	0	0	0
Solely to supply water for rig actively***	1	1	7	9	0
Supplying water for oil or gas production*	0	5	54	60	0
Not Specified	16	10	39	66	2
SUM	299	520	1287	2113	32

ADJOURN