



## Minutes

### BRAZOS VALLEY GROUNDWATER CONSERVATION DISTRICT

112 West Third Street  
Hearne, Texas

#### Public Hearing and Regular Board Meeting

Thursday, November 8, 2012, at 3:00 p.m.

Board Chairman Steve Beachy called the meeting to order at 3:02 p.m.

Directors present:

Steve Beachy,	President
Bryan F. Russ, Jr.	Vice-President
David Stratta,	Secretary
Kent Watson,	Treasurer
Pete Brien,	Director
Mark Carrabba,	Director
Stephen A. Boykin,	Director
Tom McDonald,	Director

Staff present:

Alan M. Day,	General Manager
Monique Norman,	Attorney
Cynthia Lopez,	Office Manager
Carlos Rodriguez,	Field Operations Manager

Call Public Hearing to order

Roll call of members present

1. Permit Hearing for the purpose of taking Public comment on the following:  
**Operating Permits**

Recall for the purpose of correcting two (2) existing Operating Permits for Nelda C. Calhoun (**BV-OP-0141 and BV-OP-0142**) to Historic Use Permits. Well sites: Two (2) wells located at 7528 Old Hearne Road, Hearne, TX 77859

2. Discussion and possible action on recall for the purpose of correcting two (2) existing Operating Permits for Nelda C. Calhoun (**BV-OP-0141 and BV-OP-0142**) to Historic Use Permits. Well sites: Two (2) wells located at 7528 Old Hearne Road, Hearne, TX 77859  
**A motion was made by David Stratta, second by Kent Watson to approve the Historic Use Permit for Nelda C. Calhoun as presented. The motion passed unanimously.**
3. Public Hearing on the Brazos Valley Groundwater Conservation District's proposed revisions to the District Water Conservation Plan.
4. Public Hearing on the Brazos Valley Groundwater Conservation District's proposed revisions to the District Drought Contingency Plan.
5. Adjourn Public Hearing

Board Chairman Steve Beachy called the Regular Board meeting to order at 3:12 p.m.

Call meeting to order  
Pledge of Allegiance  
Roll call of Board Members  
Public Comment

- a) Non agenda items (David Coleman, City of College Station) Audio on file
- b) Agenda items #15 (David Coleman, City of College Station) Audio on file

1. Discussion and possible action on the Minutes from the October 11, 2012 Regular Board Meeting. **A motion was made by Kent Watson, second by, Pete Brien, to approve the Minutes from October 11, 2012 as presented. The motion passed unanimously.**
2. Review and authorization of payments made for services rendered for the month of October 2012. **A motion was made by Bryan F. Russ, Jr., second by Stephen Boykin, to approve the payments of expenses as presented. The motion passed unanimously.**
3. Financial Reports, Cynthia Lopez, Office Manager presented the Financial Reports to the Board of Directors.
4. Discussion and possible action on proposed District Employee Retirement Plan. Presentation by Tim Krause, TCDRS representative. **A motion was made by Pete Brien, second by, David Stratta to move forward with the implementation of this retirement program at the December 2012 meeting. The motion passed.**
5. Discussion and possible action on the Arc-GIS proposal. Proposal by Erin Atkinson, Halff Associates representative. **A motion was made by Kent Watson, second by, Pete Brien to approve the Halff contract with an effective date of January 1, 2013. The motion passed unanimously.**
6. Discussion and possible action on Resolution 11-8-12.6 adopting revisions to the District Water Conservation Plan. **A motion was made by Kent Watson, second by, Pete Brien to approve the Resolution 11-8-12.6 adopting revisions to the District Water Conservation Plan as presented. The motion passed unanimously.**
7. Discussion and possible action on Resolution 11-8-12.7 adopting revisions to the District Drought Contingency Plan. **A motion was made by David Stratta, second by Bryan F. Russ, Jr., to approve the Resolution 11-8-12.7 adopting revisions to the District Drought Contingency Plan as presented. The motion passed unanimously.**
8. Discussion and possible action on Resolution 11-8-12.8 adopting revisions to the District Personnel Policy and Procedures Handbook. **A motion was made by Stephen A. Boykin, second by, Tom McDonald to approve the 11-8-12.8 adopting revision to the District Personnel Policy and Procedures Handbook with minor changes. The motion passed unanimously.**

9. Discussion and possible action on funding the District website reconstruction, addition of a conservation page, and addition of a water quality page using funds dedicated to the Education line item in the 2012 budget. **A motion was made by David Stratta, second by, Mark Carrabba, to approve the contract for website reconstruction without the indemnity. Striking "indemnity" from the "contract" (Roman numeral IV). The motion passed unanimously.**
10. Discussion and possible action on the proposed updated revisions to the District Document Retention Plan. **A motion was made by Bryan F. Russ, Jr., second by Tom McDonald to adopt the District Document Retention Plan as presented. The motion passed, opposed David Stratta.**
11. Discussion and possible action on the proposed 2013 District Budget and production fees. **No action taken on this agenda item.**
12. Discussion and possible action on naming a nominating committee for 2013 District Officers. **Steve Beachy and Bryan F. Russ, Jr. to be nominating committee for slate of officers for January 2013 meeting. No action required on this agenda item.**
13. Discussion and possible action to correct the standardized permit wording adopted May 10, 2012 referencing "metering" in the existing permit form to conform to District Rule 8.3(h). **A motion was made by David Stratta, second by Pete Brien to amend the standard permit wording to the recommended words based on referencing "metering" in the existing permit form to conform with District Rule 8.3(h). The motion passed unanimously.**
14. Discussion of District permit review process suggestions offered by the Management Committee. **A report from the Management Committee was not available due to the committee not having the opportunity to meet due to schedules. Deferred until the December 2012 meeting.**
15. Discussion to allow the General Manager to make non-substantive corrections to permits including, but not limited to, GPS coordinates, typographical errors, errors omitting approved Board action, incorrect wording, incorrect effective permit dates, incorrect permit form use, and wording in permits not authorized by Board action. **No action taken on this agenda item. District to come up with a Resolution for the December 2012 meeting.**
16. Discussion regarding a process to update all existing operating permits to the Board approved standardized permit language adopted May 10, 2012. **No action taken on this agenda item.**

17. Discussion and possible action on request for proposals on professional contracts (legal, hydrology, audit). **No action taken on this agenda item. Director's Stephen Boykin and Mark Carrabba to view request for proposals and bring back to the Board for recommendation at the December 2012 meeting.**

18. General Manager's Report

- Drought Monitor Report
- Well Monitoring Report
- GMA 12 Meeting – Milano, TX 10-18-12
- TAGD Quarterly Meeting – Lone Star GCD, Conroe, TX 10-30-12/10-31-12
- Certificates of Registration on Exempt Wells
- Letters of Water Overproduction
- Letters to Oil/Gas entities on metered water production and reporting
- Past Due invoices for 2011 BRA water production
- Billing 2012 BRA water production
- Reimbursement of operating permit fees (Siegert/Botello)
- Other District activities

**General Manager, Alan M. Day, presented the Board with the above reports for the month of November 2012. (See attached report from the General Manager)**

**Carlos Rodriguez presented the Board with the 103 wells monitored, a total of fifty-six (56) wells monitored in Robertson County, and forty-seven (47) in Brazos County.**

19. Discussion of possible future agenda items.

20. Adjourn

**Signed this 11th, day, of December, 2012**



**David Stratta, Secretary**

The Board of Directors may meet in closed session, pursuant to the Texas Open Meetings Act, Texas Government Code §§ 551.071-551.076, to:

- (1) consult with attorney;
- (2) deliberate regarding the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the District in negotiations with a third person;
- (3) deliberate a negotiated contract for a prospective gift or donation to the District if deliberation in an open meeting would have a detrimental effect on the position of the District in negotiations with a third person;
- (4) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a Board member or District employee;
- (5) to receive information from employees or question employees, but not deliberate public business or agency policy that affects public business; and
- (6) to deliberate the deployment or specific occasions for implementation of security personnel or devices.

The Board may also meet in open session on these matters as required by the Texas Open Meetings Act, Texas Government Code § 551.102.

**\*\* Agenda items may be taken out of order at the discretion of the Board Chairman**