

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

December 21, 2020

REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS

The Board of Directors (the "Board") of the Prairielands Groundwater Conservation District (the "District" or "Prairielands GCD") met in a regular board meeting, open to the public, but held via a publicly accessible webinar/telephone conference call, at 208 Kimberly Dr, Cleburne, TX.

CALL TO ORDER AND DECLARE REGULAR MEETING OPEN TO THE PUBLIC

President Charles Beseda presided and called to order the regular Board of Directors Meeting at 9:28 a.m., announcing the meeting open to the public.

ROLL CALL

The roll was called of the members of the Board of Directors, to wit:

Charles Beseda

Maurice Osborn

John Curtis

Kent Smith

Randy Kirk

Marty McPherson

Paul Tischler

All members of the Board were present, with the exception of Director Kirk, thus constituting a quorum of the Board of Directors. Also, in attendance at said meeting were Kathy Turner Jones, General Manager; Brian Sledge, General Counsel; District staff; and members of the public. *Copies of the public sign-in sheet(s) received and video conference attendee list are attached hereto as Exhibit "A".*

PUBLIC COMMENTS

None.

CONSENT AGENDA

Motion by Director Smith to approve the consent agenda. Director McPherson seconded the motion and it carried unanimously by all those who were present.

ADMINISTRATIVE AND FINANCIALS – Kathy Turner Jones

- a) Update on current administrative and financial activities of the District. Ms. Jones reported the District was starting to see revenues come in for 2021 permitted authorization amount. She stated staff have been working on communicating with

permittees about the change in the fee payment structure beginning in 2021 and promoting conservation with the refund available at the end of the year for conserved water.

- b) Discuss and consider 2021 Board Meeting Schedule. Ms. Jones presented the Board with a calendar of proposed meeting dates on the previously utilized schedule of the third Monday of each month. However, she did note the January and February meetings would need to be held on the third Tuesday of the month due to holidays that fall on the third Monday of those months. Director Osborn made a motion to approve the 2021 Board Meeting Schedule as presented by Ms. Jones. Director Smith seconded the motion, and the motion passed unanimously among all present.

UPDATE ON PUBLIC OUTREACH ACTIVITIES, EDUCATIONAL AND CONSERVATION EFFORTS – Sinclair Newby

Ms. Newby reported on her recent presentation to the Ovilla Garden Club on November 19 via audio/video conference. She also discussed a press release she distributed to the media on November 23 about the adopted amendments to the District Rules. She reported on her work with the District's account representative at AM Conservation Group on the planning and development of the WaterWise curriculum program to be implemented to 5th grade classes within the District's four counties. She concluded her report with a brief overview of upcoming events and presentations and the District's digital and social media reach for the month.

CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE COST OF LIVING ALLOWANCE (COLA) ADJUSTMENT FOR DISTRICT EMPLOYEES EFFECTIVE JANUARY 2021 BASED ON FEDERAL GOVERNMENT'S ANNUAL COLA PERCENTAGE INCREASE ANNOUNCEMENT.

Ms. Jones stated the Bureau of Labor Statistics announced the federal government Cost-Of-Living Adjustment (COLA) for 2021 will be 1.3 percent. Per the District's Personnel Policy, and contingent upon budget funding, Ms. Jones recommended the Board authorize the General Manager to disperse a 1.3 percent COLA adjustment to District employees at her discretion. Director Tischler confirmed the 2021 budget did allow for the COLA adjustment. Director Osborn made a motion to approve the General Manager to disperse the COLA adjustment to the District employees at her discretion. Director McPherson seconded the motion. The motion passed unanimously.

DISCUSS, CONSIDER AND TAKE ACTION APPROVING RESOLUTION #20-011 ADOPTING REVISIONS TO THE DISTRICT'S PERSONNEL POLICIES AND PROCEDURES AND AUTHORIZE THE GENERAL MANAGER TO TAKE ANY AND ALL ACTION NECESSARY FOR THE IMPLEMENTATION OF THIS RESOLUTION.

Ms. Jones reported the proposed amendments to the District's Personnel Policy and Procedures included adjusting the wording on the contribution limits for employee deferred compensation plans to include a statement that the contribution limit cap would coincide with the IRS standard instead of providing a numerical limit, therefore preventing the need to change the policy each time the IRS guidelines are revised. She also discussed a proposed amendment to the District's organizational chart to reflect a more comparable salary for "permitting assistant"

position. Ms. Jones confirmed there were adequate funds in the budget to allow for this amendment. Director Smith made a motion to approve Resolution #20-011 to adopt revisions to the District's Personnel Policy and Procedures and authorize the General Manager to take any and all action necessary for the implementation of the resolution. Director Tischler seconded the motion. The motion passed unanimously. *Copy of said Resolution #20-011 is attached hereto as Exhibit "B".*

GROUNDWATER MANAGEMENT AREA 8 – UPDATE ON ACTIVITIES RELATED TO JOINT PLANNING AND THE DEVELOPMENT OF DESIRED FUTURE CONDITIONS – Director Charles Beseda/Kathy Turner Jones

Ms. Jones reviewed how at the November 16 Board meeting, the Board discussed the GMA 8 adopted proposed DFCs that are now required to be heard in a public hearing and open to public comment. She said she would look at dates for January and February to hold the public hearing and confirm with Mr. Sledge and Mr. Beach.

GENERAL MANAGER'S REPORT AND UPDATE – Kathy Turner Jones

Ms. Jones reported the TWCA Groundwater Committee has been busy finalizing draft proposed legislation to be submitted in the upcoming legislative session. She also discussed two House Bills and a Senate Bill of interest.

She highlighted the year-to-date water usage amounts in comparison to 2019 and reported that groundwater pumpage as a total was less than 2019 numbers except for Somervell County. She added that well drilling within the District continued to primarily occur in Johnson County for the previous month. She reported field staff have been working on helping verify meter readings for Historic Use Permit Applications and revising as needed to help applicants have more accurate numbers.

Ms. Jones also reported representatives from HALFF were in the office earlier in the month to do an in-person "beta" run of the District's new database system, and how the system should be ready to deploy within 30 days of the start of the new year.

There being no further discussion, President Beseda announced, "At this time, 9:58 a.m., the Board will recess into a Closed Executive Session to consult with legal counsel on items on today's agenda under Government Code Section(s) 551.071 for consultation concerning attorney-client matters. No action will be taken in closed session. At the conclusion of the closed session, the Board will reconvene in open session with the public." Director Smith left the meeting at 9:58 a.m.

At 11:55 a.m. President Beseda announced the meeting was reconvening into an open session and was open to the public.

GENERAL COUNSEL'S REPORT – THE DISTRICT'S LEGAL COUNSEL WILL BRIEF THE BOARD ON PERTINENT LEGAL ISSUES AND DEVELOPMENTS IMPACTING THE DISTRICT – Brian Sledge

None.


**OPEN FORUM / DISCUSSION OF NEW BUSINESS FOR FUTURE MEETING
AGENDAS**

None.

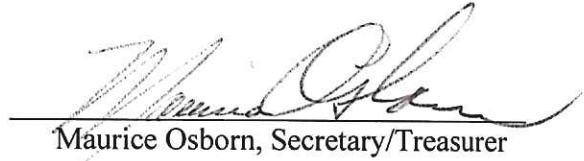
ADJOURN

There being no further business, Director McPherson made a motion to adjourn the meeting which was seconded by Director Osborn. The motion passed unanimously. The meeting was adjourned at 11:56 a.m.

PASSED, APPROVED, AND ADOPTED THIS 21st DAY OF DECEMBER 2020.



Charles Beseda, President



Maurice Osborn, Secretary/Treasurer



Sign-In Sheet

December 21, 2020

*** Note: If you are speaking, please limit to 3 minutes ***

[illegible]

Participant Name or Phone Number	Join Time	Leave Time	Duration (Minutes)
Prairielands GCD	12/21/2020 8:58	12/21/2020 11:56	178
1-512-796-8636	12/21/2020 9:00	12/21/2020 9:03	3
Buck Benson	12/21/2020 9:03	12/21/2020 11:56	173
Devin Benson (Buck Benson)	12/21/2020 8:58	12/21/2020 9:03	5
James Beach	12/21/2020 8:58	12/21/2020 9:00	2
James Beach	12/21/2020 9:12	12/21/2020 9:59	47
Manager	12/21/2020 9:00	12/21/2020 9:20	20
Randy Chitwood	12/21/2020 9:00	12/21/2020 9:59	59

Exhibit "B"

RESOLUTION NO #20-011

RESOLUTION OF THE PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT ADOPTING AMENDMENTS TO THE DISTRICT'S PERSONNEL POLICIES AND PROCEDURES

THE STATE OF TEXAS

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PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

§

WHEREAS, the Prairielands Groundwater Conservation District (the "District") was created as a groundwater conservation district by the 81st Texas Legislature under the authority of article XVI, Section 59, of the Texas Constitution, and in accordance with Chapter 36 of the Texas Water Code by the Act of May 31, 2009, 81st Leg., R.S., ch 1208, 2009 Tex. Gen. Laws 3859, codified as Chapter 8855 of the Texas Special District Local Laws Code (the "District Act"); and

WHEREAS, the District is a governmental agency and body politic and corporate; and

WHEREAS, the Board of Directors of the District has adopted, in writing, a Personnel Policies and Procedure Manual for the District, which provides important information concerning conditions, policies, guidelines, rules, benefits, and procedures of employment for all employees of the District; and

WHEREAS, the Board of Directors of the District has determined that certain revisions and updates to the Personnel Policy and Procedures are required, such revisions and updates now incorporated into the Personnel Policies and Procedures Manual attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT AS FOLLOWS:

1. The above recitals are true and correct;
2. The Board of Directors for the Prairielands Groundwater Conservation District hereby adopts recommended changes to Personnel Policies and Procedure Manual for the District.
3. That the Personnel Policies and Procedure Manual shall be applicable to all employees and shall govern the relationship between the District and the employees of the District until amended, repealed or replaced.

4. That such Personnel Policies and Procedure Manual supersedes any and all personnel policies previously adopted by the Board of Directors.
5. That the General Manager of the District is further authorized to take any and all action necessary to implement this Resolution and its Policies as practicable and in coordination with benefit renewal(s) and plan changes(s).

AND IT IS SO ORDERED

PASSED AND ADOPTED this 21st day of December 2020.

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

By: Charles Beseda
Charles Beseda, Board President

ATTEST:

I, Maurice Osborn, certify that I am Secretary/Treasurer of the Prairielands Groundwater Conservation District organized and existing under the laws of the State of Texas, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the District duly and properly called and held on December 21, 2020. Said resolution appears in the minutes of this meeting and has not been rescinded or modified.

Maurice Osborn
Maurice Osborn, Secretary/Treasurer

[SEAL]

