

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

December 20, 2021

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, within the boundaries of the District at 208 Kimberly Dr, Cleburne, TX, on December 20, 2021.

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 12:03 p.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

Brad Daniels

Randy Kirk

Marty McPherson

Paul Tischler

Barney McClure

All members of the Board were in attendance, thus constituting a quorum of the Board of Directors. Also, attending 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) attached hereto as Exhibit “A”.*

PUBLIC COMMENTS

None.

CONSENT AGENDA

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

FINANCE REPORT – Brian Watts, Comptroller

- a) Presentation of unaudited financials for the month of November 2021. Mr. Watts reported that in November, the annual and 1st quarter invoices for 2022 are sent out in accordance with the District Rules, and while the payments for the invoices aren’t due until January 10, 2022, several permittees elect to pay before then. In these cases, Mr. Watts explained

these payments are considered “unearned revenue” and are not considered as income for 2021. He continued on to explain how on the balance sheet presented at this meeting, there is a significant increase in cash balances from the end of October, with a cash balance of \$1,942,879.59 as of November 30, 2021. He confirmed this was due to the advance payments received for 2022 invoices. He added that the other impact of these early payments can be seen in the Accounts Receivable balance of \$337,237.93, and how the negative balance reflects payments on invoices not yet due. He then discussed the profit and loss report showing the true revenue for November which was \$33,250.62 and expenses for the month being \$122,527.46.

- b) Review of monthly cash flow and cash projection for 2021. Mr. Watts reported the month of November began with \$1,757,041.81 and saw deposits of \$360,532.42 into the bank account. He stated actual cash disbursements were \$174,894.64 meaning the District had a net cash inflow of \$185,637.78 bringing the District’s ending cash as of November 30, 2021 to \$1,942,679.59. Mr. Watts stated he updated his projection of cash available to reflect the advance payments and now projects close to \$2,000,000 as of the close of business on December 31, 2021/ He concluded by stating with the expectation of Rule 7.4 refunds still being projected at \$271,000, this will leave the District with sufficient cash available to meet its operating expense. Following the conclusion of Mr. Watts’ report, Director McClure made a motion to approve items a) and b) under this agenda item as presented. Director Osborn seconded the motion and the motion carried unanimously.
- c) Discussion and possible action to approve Operating Reserve Guidance Resolution. Mr. Watts presented the Operating Reserve Guidance Resolution recommended by the Budget and Finance Committee. Mr. Watts described it as a guidance document to assist the District in reserving a portion of unrestricted net assets to setup a minimum amount of cash totaling to six months of operating expenses. He added that the resolution is scheduled to be reviewed by the board every two years but could be amended as needed. Director Osborn made a motion to approve the Operating Reserve Guidance Resolution, and Director Curtis seconded the motion. The motion carried unanimously.
- d) Discuss, consider, and take action to approve Resolution #21-012 reviewing and adopting FY 2022 Operating Budget and authorize General Manager to take any and all action necessary for the implementation of this Resolution. *Copy of said Resolution #21-012 attached hereto as Exhibit “B”.* Mr. Watts presented the proposed 2022 Operating Budget and highlighted a comparison between the proposed 2022 budget and the 2021 Operating Budget, as well as a budget item to account for the water use fee refund for qualifying permittees that compounds throughout the year to provide a more accurate projection of that cost for budgeting purposes. He also discussed a transfer in from the previous year’s fund balance, which he clarified was not part of the reserve balance, to be brought in from excess receipts to help balance the budget in the case of all expenses being paid out and cover purchases made in 2021 but being paid in early 2022. He also pointed out the budget item for payroll expenses which included an increase to accommodate for an additional field technician position and a full twelve-month compensation for two employees that joined the District in the middle of 2021. Following brief discussion, Director Osborn made a motion to approve Resolution #21-012 adopting FY 2022 Operating Budget and authorizing the General Manager to take any and all

action necessary for the implementation of the Resolution. Director McClure seconded the motion and it carried unanimously.

CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE 2022 COST OF LIVING ADJUSTMENT (COLA) TO COMPENSATION RANGES IDENTIFIED IN APPENDIX B OF THE DISTRICT'S PERSONNEL POLICY – Kathy Turner Jones

Director Tischler discussed the organization chart identified in Appendix B in the Personnel Policy and how it currently reflects compensation ranges for each staff member. He explained how the COLA adjustment is not a guaranteed increase in compensation, or an amendment to the operating budget, but rather an adjustment to the compensation ranges listed in Appendix B. Director Tischler made a motion to authorize a COLA percentage increase of 5.9% to salary ranges identified in Appendix B of the District's Personnel Policy effective January 1, 2022 and as recommended by the Personnel Committee. Director Kirk seconded the motion and the motion carried unanimously.

CONSIDER AND ACT ON RESOLUTION #21-013 AMENDING ADMINISTRATIVE FEE SCHEDULE AND AUTHORIZING THE GENERAL MANAGER TO TAKE ANY AND ALL ACTION NECESSARY FOR THE IMPLEMENTATION OF THIS RESOLUTION – Kathy Turner Jones *Copy of said Resolution #21-013 attached hereto as Exhibit "C".*

Ms. Jones stated that during District Rule revisions, necessary amendments to the District's Administrative Fee Schedule were identified. She discussed a redline version of the fee schedule indicating amendments to reflect eliminating the double-listing of a change of ownership fee, as well as the addition of the fee for an application for a test well which was adopted with the approval of the District Rule amendments. Director McPherson made a motion to approve Resolution #21-013 amending the Administrative Fee Schedule and authorizing the General Manager to take any and all action necessary for the implementation of the resolution. Director Osborn seconded the motion and it carried unanimously.

DISCUSS, CONSIDER, AND TAKE ACTION TO APPROVE 2022 BOARD MEETING SCHEDULE.

Ms. Jones presented a calendar of each month in 2022 showing highlighted dates indicated as intended meeting dates, with the meetings remaining at 9:00 a.m. on the third Monday of each month except for January and February due to holidays falling on the third Monday, so those two meetings would be held on the third Tuesday instead. Following brief discussion, Director McClure made a motion to approve the 2022 board meeting schedule and Director Tischler seconded the motion. The motion carried unanimously.

GROUNDWATER MANAGEMENT AREA 8 – UPDATE ON ACTIVITIES RELATED TO JOINT PLANNING IN THE DEVELOPMENT OF DESIRED FUTURE CONDITIONS – Kathy Turner Jones

Ms. Jones stated she had no new items to report since the previous board meeting.

UPDATE ON PUBLIC OUTREACH ACTIVITIES, EDUCATIONAL AND

CONSERVATION EFFORTS – Sinclair Newby

Ms. Newby briefly discussed a recent educational presentation to 7th and 8th grade students at Grandview Junior High School on November 17 and 18, where she reported 195 students went through the Water Education Trailer during the two-day event. She mentioned another recent presentation to the members of the 2021-2022 Leadership Cleburne program during their County Day event on December 8. She concluded her report by listing several upcoming educational presentations she had scheduled in the coming months.

ENGINEERING REPORT – Wade Oliver, INTERA

- a) Overview of Hydrogeological Assessment of Aquifer Storage and Recovery and Aquifer Recharge Suitability within Prairielands GCD. Mr. Oliver discussed updates related to a study on the feasibility of Aquifer Storage and Recovery (ASR) and Aquifer Recharge (AR) suitability within the District as outlined in the District's Management Plan. He provided a brief overview of the definitions of both ASR and AR. He then discussed the economic factors considered in the feasibility of ASR, including quality and cost of source water, well engineering, and distribution cost. He explained their methodology to determine the viability of ASR by identifying a series of hydrogeological parameters weighted by importance on a scale of 0 to 1. He presented maps showing a scale of ASR suitability rating within each layer of the aquifers within the District. Next, Mr. Oliver discussed the suitability of AR projects within the District and reviewed the hydrogeologic parameters used to determine the feasibility of such projects, as well as presented a map showing AR suitability ratings across the District. Ms. Jones added that the Planning and Development Committee had reviewed the report and recommended it for presentation and approval. Director Curtis made a motion to approve the hydrogeological assessment report of Aquifer Storage and Recovery and Aquifer Recharge Suitability within Prairielands GCD. Director McPherson seconded the motion and it carried unanimously.
- b) Update on activities from District hydrogeologist. Mr. Oliver also discussed recent updates to the spacing tables on the guidance documents consistent with the amendments to the District Rules that he would be sending to Ms. Jones later that week, as well as updates on planning and strategies for the District's monitoring program.

GENERAL MANAGER'S REPORT AND UPDATE – Kathy Turner Jones

- a) Update on current administrative activities of the District. Ms. Jones reported the District's new Groundwater Management System was now officially online to the public. She also discussed several committee meetings that had been held over the previous thirty days.
- b) Enforcement. Ms. Jones reported there were a few enforcement items that would be followed up on after the holidays in order to assist permittees from being in non-compliance and facing further penalties or action.

GENERAL COUNSEL'S REPORT – Brian L. Sledge

None.

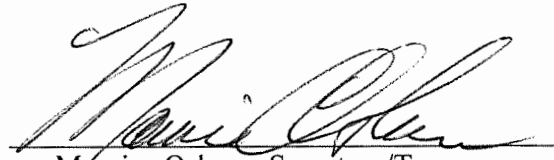
**OPEN FORUM / DISCUSSION OF NEW BUSINESS FOR FUTURE MEETING
AGENDAS**

None.

ADJOURN

There being no further business, Director McPherson made a motion to adjourn the meeting which was seconded by Director Kirk. The motion passed unanimously. The meeting was adjourned at 1:15 p.m.

PASSED, APPROVED, AND ADOPTED THIS 18th DAY OF JANUARY 2022.



Maurice Osborn, Secretary/Treasurer

Exhibit "A"

Public Hearing and Regular Board Meeting

Sign-In Sheet

December 20, 2021

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

Name	Business	Phone #	Email Address	Speaking? (YES / NO)
Chris Smith	Smith John / Chaparral	512-659-6912	chris.smith@smithjohn.com	Y
Buck Benson	BBB / MM TXI	(210) 725-9658	bbenson@barkerbensonres.com	Y
Aaron Collier	Collier Consulting	254-958-8741	aaron@collierconsulting.com	Y
DARRYL WALDOCK	AQUA TEXAS	817-367-1401	DWaldock@AquaAmerica.com	Y
JOAN R. WOOD	CORE	817-547-5554	joan@coremanagement-llc.com	—
DALE HARMAN	GARDAL	214-384-9148	dale.herman@gardal.com	can-
Dana Collier	JESUS	817-760-5220	dcollier@jesus.com	N
Ben Shanklin	Childress Engineers	817-445-1118	bens@childress-engineers.com	N



208 Kimberly Dr, Cleburne, TX 76031
Ph: 817-556-2299 Fax: 817-556-2305
www.prairielandsgcd.org

Speaker Request Form

Those wanting to comment or register support for or against a specific agenda item are asked to fill out the Speaker Request Form.

Date of Meeting: 12/20/21
Name: Aaron Collier
Address: 590 E. South Loop
City: Stephenville State: TX Zip: 76401
Email: aaron@collierconsulting.com

IF SPEAKING FOR AN ORGANIZATION:

Name of Organization: Collier Consulting / Aqua Texas
Speaker's Official Capacity: Vice President

Agenda Item No.: 2

- ☐ FOR (If applicable)
☐ Against (If applicable)

Registering Position, **NOT** Testifying _____

To speak on an item not listed on the agenda, please indicate area of interest:

comments/questions on proposed amendments

Please remember to stand and come forward as soon as you are recognized by the chair and state your name before beginning your presentation. If you have written notes you wish to present to the Board, PLEASE FURNISH AN EXTRA COPY FOR DISTRICT FILES.

The board will appreciate each speaker limiting an address on any one item to three (3) minutes. Only three speakers will be recognized **speaking for** and three speakers **speaking against** any one issue. Thank you for your cooperation.



208 Kimberly Dr, Cleburne, TX 76031
Ph: 817-556-2299 Fax: 817-556-2305
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Speaker Request Form

Those wanting to comment or register support for or against a specific agenda item are asked to fill out the Speaker Request Form.

Date of Meeting: 12/20/21
Name: DARRYL WALDOCK
Address: 9450 SILVER CREEK RD
City: FORT WORTH State: TX Zip: 76108
Email: DGWBldock@AquaAmerica.com

IF SPEAKING FOR AN ORGANIZATION:

Name of Organization: AQUA TEXAS
Speaker's Official Capacity: Area Manager
Agenda Item No.: 2. Public Comment

- ☐ FOR (If applicable)
☐ Against (If applicable)

Registering Position, NOT Testifying _____

To speak on an item not listed on the agenda, please indicate area of interest:

Please remember to stand and come forward as soon as you are recognized by the chair and state your name before beginning your presentation. If you have written notes you wish to present to the Board, PLEASE FURNISH AN EXTRA COPY FOR DISTRICT FILES.

The board will appreciate each speaker limiting an address on any one item to three (3) minutes. Only three speakers will be recognized **speaking for** and three speakers **speaking against** any one issue. Thank you for your cooperation.

Exhibit "B"

RESOLUTION NO #21-012

RESOLUTION OF THE PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT ADOPTING AN OPERATING BUDGET FOR FISCAL YEAR 2022

THE STATE OF TEXAS §

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");

WHEREAS, the District Board of Directors' (the "Board") Budget & Finance Committee has worked diligently to identify all reasonably anticipated District revenues, expenses, and activities for January 1, 2022 – December 31, 2022 budget cycle, and, after giving much consideration to these important factors, has developed a proposed 2022 budget for the Board's consideration and deliberation (the "2022 Budget");

WHEREAS, the Board has reviewed and considered the 2022 Budget;

WHEREAS, pursuant to Section 36.154 of the Texas Water Code, the District has prepared a budget that contains a complete financial statement, including a statement of the outstanding obligations of the District, the amount of cash on hand to the credit of each fund of the District, the amount of money received by the District from all sources during the previous year, the amount of money available to the District from all sources during the ensuing year, the amount of the balances expected at the end of the year in which the budget is being prepared, the estimated amount of revenues and balances available to cover the proposal budget, and the estimated fee revenues that will be required; and

WHEREAS, the Board finds that the adoption of the 2022 Budget, attached hereto as "Attachment A" and incorporated herein by this reference for all purposes, is merited to support the District's activities and related expenses from January 1, 2022, through December 31, 2022, and that the attached budget will allow the District to carry out the District's objectives and responsibilities as prescribed by the District Act and Chapter 36 of the Texas Water Code.

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 of the Prairielands Groundwater Conservation District hereby adopts an operating budget for January 1, 2022 to December 31, 2022, as provided in the budget appended hereto as "Attachment A", which is incorporated herein by this reference and is hereby approved and adopted.
3. The Board of Directors, its officers, and the District employees are further authorized to take any and all actions necessary to implement this resolution.

AND IT IS SO ORDERED

Upon motion duly made by Director Osborn, and seconded by Director McClure, and upon discussion, the Board of Directors voted 7 in favor and 0 opposed, 0 abstained, and 0 absent, and the motion thereby **PASSED** and **ADOPTED** this 20th day of December 2021.

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 20, 2021. Said resolution appears in the minutes of this meeting and has not been rescinded or modified.

Maurice Osborn
Maurice Osborn, Secretary/Treasurer



[SEAL]

"Attachment A"

Prairielands Groundwater Conservation District 2022 "Approved" Budget



2022 Annual Budget

Production Fees

Operating Production Fees	\$ 147,830
Historic Use Production Fees	\$ 1,795,783
Groundwater Compliance Production Fees	\$ 10,000
Export Production Water Use Fees	\$ 1,000
Rule 7.4 Liability Accrual (15%)	\$ (293,192)
Total Production Fees	\$ 1,661,421

Application Fees

Well Registration Fees	\$ 90,000
OP Application Fees	\$ 12,000
Exception Fees	\$ 8,000
Compliance Order	\$ 5,000
Total Application Fees	\$ 115,000

Administrative Fees

Administrative Fee	\$ 5,000
Monthly Payment Surcharge	\$ 7,500
Late Fee / Violation Fee	\$ 15,000
Interest Earned	\$ 4,000
Miscellaneous Fees	\$ 1,000
Total Administrative Fees	\$ 32,500

Transfer In from Previous Years Fund Balance	\$ 151,034
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Total Revenues	\$ 1,959,955
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Debt Service

Mortgage Interest	\$ 50,604
Mortgage Principal	\$ 40,000
Total Debt Service	\$ 90,604

Field/Technical Expense

Field Equipment	\$ 4,500
Field Supplies	\$ 3,000
Monitor Wells - Equipment	\$ 12,000
Special Projects	\$ 1,000

Prairilands Groundwater Conservation District

2022 "Approved" Budget



2022 Annual Budget	
Travel/Training/Education	\$ 3,000
Vehicle Expense-Fuel	\$ 7,500
Water Meter Calibration	\$ 2,000
Vehicle Repair & Maintenance	\$ 3,500
Total Field/Technical Expense	\$ 36,500
<u>Insurance Expense</u>	
Errors & Omissions	\$ 2,500
Insurance-Property	\$ 13,000
Liability/Bonds/Other	\$ 3,500
Vehicle Insurance	\$ 4,500
Total Insurance Expense	\$ 23,500
<u>Legal Expense</u>	
General Counsel	\$ 70,000
Injection Well Monitoring	\$ 2,000
Legislative/Government Relations	\$ 50,000
Outside Counsel	\$ 10,000
Total Legal Expense	\$ 132,000
<u>Meeting/Travel/Training Expense</u>	
Board Member Travel Expense	\$ 10,000
General Manager Meeting/Travel	\$ 12,000
Mileage Reimbursements	\$ 2,500
Staff Meeting/Travel Expense	\$ 2,500
Total Travel/Training Expense	\$ 27,000
<u>Office/Occupancy Expense</u>	
Custodial Services	\$ 18,000
Software Expense	\$ 5,000
Internet/Managed IT Service	\$ 32,200
Lawn Maintenance/Landscaping	\$ 3,500
Office Equipment	\$ 12,000
Office Supplies	\$ 8,000
Kitchen Supplies	\$ 1,000
Postage Expense	\$ 2,200
Utilities	\$ 11,210
Telephone	\$ 13,750
Waste Disposal	\$ 1,500

Prairielands Groundwater Conservation District

2022 "Approved" Budget



		2022 Annual Budget
Security	\$	590
Building Repair & Maintenance	\$	5,000
Website/Hosting	\$	3,500
Total Office/Occupancy Expense	\$	117,450
<u>Administrative/Operating Expense</u>		
Awards & Recognition	\$	1,000
Bank Charges	\$	1,000
Dues & Subscriptions	\$	6,000
GMA 8 / NTGCD	\$	500
Merchant/Processing Fees	\$	500
Miscellaneous	\$	2,500
Public Hearing Notices	\$	3,000
Recording Fees	\$	1,000
Contingency	\$	102,000
Total Administrative/Operating	\$	117,500
<u>Payroll Expense</u>		
Salaries & Wages	\$	664,500
Payroll Tax Expense	\$	50,834
Pension Expense	\$	70,703
Health Insurance	\$	116,649
FSA - Flex Plan	\$	1,000
Total Payroll Expense	\$	903,686
<u>Professional Services Expense</u>		
Audit Fee	\$	14,000
UIC Injection Well - Professional	\$	1,000
Payroll Service Fee	\$	1,800
Total Professional Services	\$	16,800
<u>Hydro-Geologist/Science</u>		
General Consulting	\$	135,000
Total Hydro-Geologist/Science	\$	135,000
<u>DataBase Management</u>		
Annual Hosting	\$	5,000
Updates/Maintenance	\$	15,000

Prairielands Groundwater Conservation District

2022 "Approved" Budget



	2022 Annual Budget
Total DataBase Mangement	\$ 20,000
<u>Public Relations/Education</u>	
Advertising/Printing	\$ 8,000
Conservation Demonstration	\$ 10,000
Conservation/Educ - Trailer	\$ 20,000
Conservation/Education	\$ 8,000
Vehicle Fuel & Maintenance	\$ 5,000
Public Relations- Miscellaneous	\$ 3,000
Rainwater Demonstration Project	\$ 15,000
Travel/Training/Education	\$ 4,000
Curriculum	\$ 15,000
Total Public Relations/Education	\$ 88,000
<u>Vehicle Expense</u>	
Fuel	\$ 3,000
Vehicle Maintenance	\$ 1,000
Total Vehicle Expense	\$ 4,000
<u>Capital Expenses</u>	
Well Monitoring Expansion	\$ 150,000
Weather Station	\$ 15,000
Truck Purchase (3)	\$ 82,915
Total Capital Expense	\$ 247,915
Total Expenses	\$ 1,959,955
Excess/(Deficit)	\$ 0

Exhibit "C"

RESOLUTION NO #21-013

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

RESOLUTION AMENDING ADMINISTRATIVE FEE SCHEDULE FOR THE PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT PURSUANT TO §36.205 OF THE TEXAS WATER CODE

THE STATE OF TEXAS

§
§
§

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 Section 59, Article XVI, 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 at TEX. SPEC. DIST. LOC. LAWS CODE ANN. ch. 8855 (“the District Act”);

WHEREAS, pursuant to said Act, the Board of Directors of the District has the permitting and general management powers granted under Chapter 36 of the Texas Water Code;

WHEREAS, § 36.205(a) of the Texas Water Code authorizes a groundwater conservation district to set fees for administrative acts of the District;

WHEREAS, on September 20, 2021, the Board of Directors adopted an amended Administrative Fee Schedule effective immediately; and

WHEREAS, upon adoption of amended rules on December 20, 2021, the District staff review has determined corrections to the administrative fee schedule as previously approved are necessary and appropriate.

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

1. The “amended” administrative fee schedule attached hereto is hereby adopted as the administrative fee schedule of the District;
2. The administrative fee schedule so adopted shall be effective beginning January 1, 2022, and continue in effect until modified by the Board of Directors.
3. The administrative fee schedule so adopted shall supersede any and all such fees previously adopted by Resolution or other action of the Board of Directors.

4. The General Manager is further authorized to take any and all reasonable action necessary for the implementation of this resolution.

AND IT IS SO ORDERED

PASSED AND ADOPTED this 20th day of December 2022.

PRAIRIELANDS GROUNDWATER CONSERVATION DISTRICT

By: Charles Bend
President

ATTEST:

I, Maurice Osborne 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 20, 2021.
Said resolution appears in the minutes of this meeting and has not been rescinded or modified.

Maurice Osborne
Secretary

[SEAL]





Attachment

ADMINISTRATIVE FEE SCHEDULE

OF THE

PRAIRIE LANDS GROUNDWATER CONSERVATION DISTRICT

Effective:

January 1, 2022

Administrative Fees:

1. **Change of Ownership** = \$100
2. **Recording Fees** (County Clerk's Office) = Actual Cost + 10%
3. **Publication Fees** = \$75 per applicable well spacing application
4. **Well Spacing Tool** = \$250 for each additional run of tool (1 run included with application)
5. **Returned Check** fee = \$50
6. **Certified/Return Receipt Mailing** for non-compliance or violations of District Rules = Cost or minimum of \$10
7. **Meter Verification** re-inspection = \$250 each site visit
8. **Well Abandonment/Capping** Re-Inspection = \$500 a well
9. **Request for GPS Well Location and/or Verification** of GPS Location = \$100 per well
10. **Monthly Payment of Permitted Water Use Fees** = surcharge of five (5) percent on the amount owed for the ensuing month
11. **Credit Card Fee** = not to exceed five (5) percent of the transaction
12. **Late Fee** = \$25.00 or ten (10) percent of the total amount due and owing
13. **Transfer of Authorization to Produce** = \$250

Application Fees:

1. Exception to **Minimum Tract Size** Requirements:
 - a. Exception that does **NOT** require Notice and Hearing = \$250.
 - b. Exception that **DOES** require Notice and Hearing = \$750.
2. Exceptions to **Well Spacing** Requirements:
 - a. Exception that does **NOT** require Notice and Hearing = \$250.
 - b. Exception that **DOES** require Notice and Hearing = \$750.
3. **Well Registration** Fee = \$500 per "new" well
 - a. Application to Amend Well Registration = NC
 - b. Application to Extend Well Registration Completion requiring Board approval = \$250

4. **Replacement Well** Application Fee:
 - a. Authorization does **NOT** require Notice and Hearing = \$250.
 - b. Authorization **DOES** require Notice and Hearing = \$750.
5. Application for **Operating Permit** = \$1,000
6. Application to **Amend Operating Permit**:
 - a. Additional Production Authorization= \$750
 - b. Add well ONLY with NO additional Production Authorization = \$1000
7. Application for **Test Well** = \$150
8. Application for **Compliance Order** = \$1,500
9. **Permit Renewal** = \$150 per well