



**NECHES & TRINITY VALLEYS  
GROUNDWATER CONSERVATION DISTRICT**

*Protecting Anderson, Cherokee, and Henderson Counties*

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**P.O. Box 1387      501 Devereux, Ste 201      Jacksonville, Texas 75766**

Gary Douglas, President

Sam Hurley, Vice President

Terry Morrow, Treasurer

Donald Foster, Secretary

Jimmy Terrell, Director

Sean Conner, Director

Cade Wilkerson, Director

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**MINUTES OF BOARD OF DIRECTORS MEETING – October 17, 2024**

**DIRECTORS PRESENT**

Gary Douglas, President; Sam Hurley, Vice-President; Donald Foster, Secretary; Sean Conner, Director; Jimmy Terrell, Director; Terry Morrow, Director

**ALSO PRESENT**

Penny Hanson, General Manager; John Stover, Attorney

**CALL TO ORDER**

Gary Douglas, President, opened the Board meeting at 11:30 am.

**1. DECLARATION OF A QUORUM AND INVOCATION**

A quorum was declared by Donald Foster. Invocation was given by Sam Hurley.

**2. PUBLIC FORUM FOR ITEMS NOT ON THE AGENDA**

No items were discussed.

**3. PUBLIC FORM FOR ITEMS ON THE AGENDA**

No items were discussed.

**4. RECEIVE FINANCIAL STATEMENTS AND REPORTS FROM RANDY GORHAM, CPA**

The financial reports were approved on motion by Sean Conner, 2<sup>nd</sup> by Donald Foster, passed unanimously.

**5. CONSENT ITEMS: DISCUSS AND APPROVE MINUTES FOR THE SEPTEMBER 19, 2024 MEETING AND PUBLIC HEARING AND PAYMENT OF BILLS FOR NOVEMBER 1, 2024 THROUGH NOVEMBER 30, 2024.**

A motion was made to approve the minutes for the September 19, 2024 meeting and the payment of bills for November 1, 2024 through November 30, 2024 by Sean Conner, 2<sup>nd</sup> by Donald Foster, passed unanimously.

**6. HEAR AND DISCUSS REPORTS FROM STAFF**

- a. Well permits received, issued and completed
- b. Production reports and fees
- c. General manager's report

**7. RECEIVE 3<sup>RD</sup> QUARTER 2024 INVESTMENT REPORT**

The 2024 3<sup>rd</sup> Quarter Investment Report was approved on motion by Sean Conner, 2<sup>nd</sup> by Sam Hurley, passed unanimously.

**8. RECEIVE UPDATE ON MONITOR WELL PROGRAM.**

Penny Hanson updated the Board on the well monitoring in the District.

**9. APPOINT GMA-11 REPRESENTATIVE FOR THE DISTRICT**

A motion to appoint Terry Morrow as the GMA-11 representative and Sam Hurley as alternate was made by Sean Conner, 2<sup>nd</sup> by Donald Foster, passed unanimously.

**10. RECEIVE AND UPDATE AND POSSIBLY TAKE ACTION ON INCREASING EXPORT FEES**


A motion to increase the District export fees to .20 per 1,000 gallons effective January 1, 2025 was made by Sean Conner, 2<sup>nd</sup> by Sam Hurley, passed unanimously.

**11. RECEIVE UPDATE ON APPLICATIONS FOR WELL PERMITS FROM PINE BLISS LLC AND REDTOWN RANCH HOLDINGS LLC.**

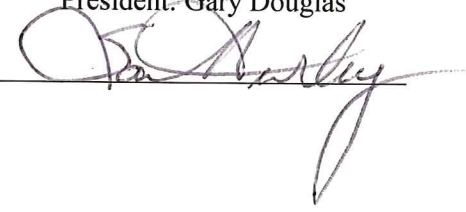
John Stover updated the Board with status of applications.

**12. ADJOURN**

A motion to adjourn at 12:13 pm was made by Sean Conner, 2<sup>nd</sup> by Terry Morrow, passed unanimously.

  
\_\_\_\_\_  
President: Gary Douglas

11-21-24  
\_\_\_\_\_  
DATE

Attest 

**Neches & Trinity Valleys GCD**  
**Profit & Loss Budget vs. Actual**  
 January through December 2025

**Ordinary Income/Expense**

**Income**

<b>8000 · Income Accounts</b>	
8200 · Drilling Permit Fees	40,000.00
8250 · Administrative fees	300.00
8105 · Export Fees	5,000.00
8500 · Interest Income	3,500.00
8115 · Non-meter Usage Fee	600.00
8350 · Non-metered permit fee	200.00
8460 · Non Compliance Fees	300.00
8300 · Operating Permit Fees	72,000.00
8600 · Other Income	
8110 · Pumping Payments	200,000.00
8310 · Transfer Permit Fees	200.00
<b>Total 8000 · Income Accounts</b>	<u>322,100.00</u>
<b>Total Income</b>	<u>322,100.00</u>
<b>Gross Profit</b>	<u>322,100.00</u>

**Expense**

<b>Fixed Costs</b>	
7251 · Storage rent expense	800.00
7110 · Copier Lease & Maint	2,500.00
6400 · Depreciation	
<b>6800 · Insurance</b>	
6810 · Automobile Insurance	1,200.00
6840 · Director Bonds	1,200.00
6830 · Liability Insurance	3,000.00
6820 · Property Insurance	1,200.00
6860 · Workmans Comp	1,200.00
<b>Total 6800 · Insurance</b>	<u>7,800.00</u>
7250 · Office Rent Expense	8,100.00
<b>7350 · Payroll Expenses</b>	
7356 · Employee Health Insurance	12,000.00
7368 · Retirement Employer Cont	13,000.00
7360 · Payroll Taxes	13,000.00
7355 · Salaries	98,000.00
<b>Total 7350 · Payroll Expenses</b>	<u>136,000.00</u>
<b>Total Fixed Costs</b>	<u>155,200.00</u>
<b>Variable Cost</b>	
6100 · Advertising	1,500.00
7170 · Aquifer Monitoring Equipment	1,000.00
6151 · Automobile Fuel	1,800.00
6250 · Bank Service Charges/Checks	500.00
6600 · Board Meeting Expense	5,000.00
7370 · Contract Labor	1,000.00
6650 · Employee Expense	
6660 · Conference & Training Fees	1,500.00

6695 · Other-Employee Expense	200.00
6670 · Travel	5,000.00
<b>Total 6650 · Employee Expense</b>	<u>6,700.00</u>
5008 · Licenses and Permits	100.00
7100 · Office Expense	
7165 · Software expense	5,000.00
7160 · Computer Equipment	2,500.00
7150 · Postage	500.00
7140 · misc office expense	500.00
7120 · Website maintenance	2,000.00
7115 · P.O. Box rental	150.00
7108 · toner & ink	1,500.00
7105 · office supplies	1,500.00
<b>Total 7100 · Office Expense</b>	<u>13,650.00</u>
6900 · Professional Service	
6910 · Accounting/Audit	10,000.00
6940 · Consultant Fees	5,000.00
<b>Total 6900 · Professional Service</b>	<u>15,000.00</u>
7300 · Repairs & Maintenance	
6155 · Auto Maintenance	2,000.00
7320 · Office Equipment	500.00
<b>Total 7300 · Repairs &amp; Maintenance</b>	<u>2,500.00</u>
4100 · School Outreach Expense	
4110 · Teaching Labor	2,600.00
4112 · Mileage	800.00
4115 · Misc Teaching Expense	2,000.00
<b>Total 4100 · School Outreach Expense</b>	<u>5,400.00</u>
6550 · Subscriptions & Dues	2,000.00
Telephone Services	
7610 · Cell Phone Service	1,000.00
7125 · Internet Service	1,600.00
7600 · Office Phone	3,000.00
<b>To Total Telephone Services</b>	<u>5,600.00</u>
<b>Total Expense</b>	<u>61,750.00</u>
<b>Net Ordinary Income</b>	<u>216,950.00</u>
<b>Other Income/Expense</b>	<u>105,150.00</u>
Other Expense	
6930 · Attorney Fees	15,000.00
7354 · Salaries-vacation pay	9,500.00
<b>Total Other Expense</b>	<u>24,500.00</u>
<b>Net Other Income</b>	<u>-24,500.00</u>
<b>Net Income</b>	<u><u>80,650.00</u></u>

**NECHES AND TRINITY VALLEYS  
GROUNDWATER CONSERVATION DISTRICT  
TECHNOLOGY POLICY**

This policy applies to all Neches and Trinity Valleys Groundwater Conservation District (the "District") full and part-time employees, contractors, paid or unpaid interns, and other users of District networks. All District employees are responsible for complying with this policy.

**I. COVERED APPLICATIONS ON DISTRICT-OWNED OR LEASED DEVICES**

Except where approved exceptions apply, the use or installation of covered applications is prohibited on all District-owned or -leased devices, including cell phones, tablets, desktop and laptop computers, and other internet-capable devices.

The District will identify, track, and manage all District-owned or -leased devices including mobile phones, tablets, laptops, desktop computers, or any other internet-capable devices to:

- A. Prohibit the installation of a covered application.
- B. Prohibit the use of a covered application.
- C. Remove a covered application from a District-owned or -leased device that was on the device prior to the passage of S.B. 1893 (88<sup>th</sup> Leg, R.S.).
- D. Remove an application from a District-owned or -leased device if the Governor issues a proclamation identifying it as a covered application.

The District will manage all government-owned or leased mobile devices by implementing the security measures listed below:

- A. Restrict access to "app stores" or unauthorized software repositories to prevent the installation of unauthorized applications.
- B. Maintain the ability to remotely wipe non-compliant or compromised mobile devices.
- C. Maintain the ability to remotely uninstall unauthorized software from mobile devices.
- D. Other Governmental Entity-implemented security measures.

## **II. ONGOING AND EMERGING TECHNOLOGY THREATS**

To provide protection against ongoing and emerging technological threats to the government's sensitive information and critical infrastructure, DPS and DIR will regularly monitor and evaluate additional social media applications or services that pose a risk to this state.

DIR will annually submit to the Governor a list of social media applications and services identified as posing a risk to Texas. The Governor may proclaim items on this list as covered applications that are subject to this policy.

If the Governor identifies an item on the DIR-posted list described by this section, then the District will remove and prohibit the covered application.

The District may also prohibit social media applications or services in addition to those specified by proclamation of the Governor.

## **III. COVERED APPLICATION EXCEPTIONS**

The District may permit exceptions authorizing the installation and use of a covered application on government-owned or -leased devices consistent with the authority provided by Texas Government Code Chapter 620.

Texas Government Code Section 620.004 only allows the District to install and use a covered application on an applicable device to the extent necessary for:

- (1) Providing law enforcement; or
- (2) Developing or implementing information security measures.

If the District authorizes an exception allowing for the installation and use of a covered application, the District must use measures to mitigate the risks posed to the state during the application's use.

The District must document whichever measures it took to mitigate the risks posed to the state during the use of the covered application.

#### **IV. POLICY COMPLIANCE**

The District will verify compliance with this policy through various methods, including but not limited to, IT/security system reports and feedback to leadership.

An employee found to have violated this policy may be subject to disciplinary action, including termination of employment.

#### **V. POLICY REVIEW**

This policy will be reviewed annually and updated as necessary to reflect changes in state law, additions to applications identified under Texas Government Code Section 620.006, updates to the prohibited technology list posted to DIR's website, or to suit the needs of the District.

Adopted: November 21, 2024