

AGENDA
COMAL TRINITY GROUNDWATER CONSERVATION DISTRICT
Monday May 20, 2024
9850 FM 311 Spring Branch, Texas 78070
(Curtis W. Bremer Emergency Services #4 Building 6)

NOTICE is hereby given that the CTGCD Board of Directors will meet in regular session on Monday May 20th, at 6:00 p.m. This is an open meeting, open to the public, subject to the Open Meetings Law of the State of Texas, and as required by law, notice is hereby posted providing time, place, date, and agenda thereof.

Agenda of the Regular Session of CTGCD Board of Directors:

1. Call to Order.
2. Declare a Quorum.
3. Pledge of Allegiance.
4. Introduction. Recognize Matthew Hoyt, Edwards Aquifer Authority Board Member for Comal and Guadalupe Counties, District 9
5. Public Comment: Each person's comments will be limited to three minutes. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published agenda will only be heard by the Board of Directors and no formal action, discussion, deliberation, nor comment will be made by the Board of Directors.
6. Discussion and Consideration of Approval of Consent Agenda. (Note: These items may be considered and approved as one motion. Directors may request any consent agenda item to be moved to the full agenda for consideration and possible approval as a separate item of Regular Business.)
 - a. Board Meeting Minutes, February 19, 2024.
 - b. Financial Statements and Expenditures for the First Quarter 2024.
 - c. Budget to Actuals Report for the First Quarter 2024.
7. Discuss and Consider Annual Audit Report from Armstrong, Vaughan & Associates, P.C. and Letter to the Board. Discussion to Include Auditor's Suggested Development and Adoption of Personnel Manual.
8. Discuss and Consider Authorizing GM to send a certified letter to non-exempt users not in compliance with District Rules regarding consequences, up to and including penalty fees.
9. Discuss and Consider Amendment #2 to the Intra-local Agreement with partner GCDs for Geophysical Logging Trailer.
10. Discuss and Consider Annual Re-adoption of Financial Management Policy, Ethics Policy, and Professional Services Policy.
11. General Manager's and District Activities Report
 - a. Report on prior quarter drought conditions, precipitation patterns and monitoring wells;
 - b. Report prior quarter non-exempt groundwater data;
 - c. Report on prior quarter well authorizations;
 - d. Report on CTGCD activity in support of water conservation and rainwater harvesting education.
 - e. Report on other items of importance;Standing Committee Reports:
Hiring; Hull & Johnson
Audit; Davenport & Jackson
Rules; Policies & Procedures, Johnson & Lock
Management Plan, Davenport; Brown & DiPasquale
Recognition Program; Brown & DiPasquale.

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- f. Report on most recent GMA 9 meetings (26 March 2024 Attended by Brown, Haack & White) 10th April 2024 received an invoice from CCGCD for the first quarter of 2024 in the amount \$5,485.75 showing AGS's cost for Hydrogeologic Consulting. CTGCD's portion was \$609.53. Floor to Dr. Brown.
 - g. Report on most recent GMA 10 meeting (15th April 2024 Attended by Haack & White). Floor to Carl Haack.
12. Discussion and action regarding meeting date and agenda items for next meeting and adjourn.

The Comal Trinity Groundwater Conservation District is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodation and equal opportunity for effective communications will be provided upon request. Please contact the District Representative at 830.885.2130 at least 24 hours in advance if accommodation is needed.

The Board may close the Meeting and hold an Executive Session pursuant to the Texas Open Meetings Act, Government Code, which permits closed meetings pursuant to Section 551.071 for purposes of consulting with its attorneys, Section 551.072 - deliberating about real property, Section 551.073 - deliberating about gifts and donations, Section 551.074 -deliberating about personnel matters and Section 551.076 – deliberating about security devices to discuss matters as Executive Session matters in this agenda.

This Agenda is posted as required under Tex. Gov. Code Section 551.041 outside the Comal Trinity Groundwater Conservation District office. I, H.L. Saur , hereby certify that I posted this Agenda and Public Notice of this meeting on the Comal Trinity Groundwater Conservation District's website at 12:01 p.m. on 16th May ,2024 which is at least 72 hours before the scheduled time of the meeting.

H.L. Saur, General Manager



Comal Trinity Groundwater Conservation District

Balance Sheet

As of March 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	\$1,135,995.06
Accounts Receivable	
Accounts Receivable	38,232.82
Total Accounts Receivable	\$38,232.82
Other Current Assets	
Pre-Paid Expense	860.78
Undeposited Funds	0.00
Total Other Current Assets	\$860.78
Total Current Assets	\$1,175,088.66
Fixed Assets	
Equipment	12,201.96
Total Fixed Assets	\$12,201.96
TOTAL ASSETS	\$1,187,290.62
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Customer Prepayment/Overpayment	0.00
Payroll Liabilities	5,529.30
Total Other Current Liabilities	\$5,529.30
Total Current Liabilities	\$5,529.30
Long-Term Liabilities	
DFC Planning Cycle Reserves	
GMA-10 Reserves	32,000.00
GMA-9 Reserves	26,500.00
Total DFC Planning Cycle Reserves	58,500.00
Total Long-Term Liabilities	\$58,500.00
Total Liabilities	\$64,029.30
Equity	
Retained Earnings	1,121,627.26
Net Income	1,634.06
Total Equity	\$1,123,261.32
TOTAL LIABILITIES AND EQUITY	\$1,187,290.62

Comal Trinity Groundwater Conservation District

Profit and Loss January - March, 2024

	TOTAL
Income	
CTGCD Income	
Authorization Fee	
Boring a New Exempt Well	
Domestic Well	8,400.00
Total Boring a New Exempt Well	8,400.00
Boring a New Nonexempt Well	
Less than 25000 GPD	800.00
Total Boring a New Nonexempt Well	800.00
Variance to a Rule request	300.00
Total Authorization Fee	9,500.00
Late Fees and Fines	434.01
Production	37,232.39
Total CTGCD Income	47,166.40
Non-Operating Income	
Dividend Income	77.97
Interest	10,370.07
Total Non-Operating Income	10,448.04
Total Income	\$57,614.44
GROSS PROFIT	\$57,614.44
Expenses	
Operating Expenses	
Insurance/Bonds	1,925.46
Mileage Reimbursement	
Administrative Mileage	83.75
Construction	1,063.96
GMA 10 Mileage	42.88
GMA 9 Mileage	16.75
Well Monitoring, Logging, Camera Mileage	91.79
Total Mileage Reimbursement	1,299.13
Office Productivity Software	203.88
Office Supplies	4.30
Payroll Expenses	44,389.56
Postage and Delivery	5.10
Telephone and Internet	
Cell Phone	330.19
Internet Charges	239.85
Long Distance Charges	36.33
Telephone Service Charge	158.82
Total Telephone and Internet	765.19
USPS Box Rental	170.00

Comal Trinity Groundwater Conservation District

Profit and Loss

January - March, 2024

	TOTAL
Website Hosting & Domain Name	251.76
Well Monitoring Expense	
Well Monitoring Data Service	3,960.00
Well Monitoring Hardware	3,006.00
Total Well Monitoring Expense	6,966.00
Total Operating Expenses	55,980.38
Total Expenses	\$55,980.38
NET OPERATING INCOME	\$1,634.06
NET INCOME	\$1,634.06