

# Texas Alliance of Groundwater Districts

## Regular Business Meeting Agenda

Austin Crowne Plaza, May 18-19, 2016

Wednesday, May 18, 2016

### Public Funds Investment Training will run from 8:00 AM through 2:00 PM

- A. Call to Order and Invocation – **2:00 PM**
- B. Speaker Sessions
  - Record Management- Valerie Littleton & Nichelle Cunningham, EAA
  - RMBJ Introduction – Amy Bush
- C. Roll Call
- D. Membership update and announcement of new members
- E. TAGD Parliamentary Election
- F. Discussion and possible action on minutes of prior meeting
- G. Discussion and possible action on Q2 financial reports
- H. Discussion and possible action on health insurance monthly maximum & group plan
- I. Discussion and possible action on Employment Policy amendments
- J. Discussion and possible action on Record Retention & Destruction Policy
- K. University & GCD Collaboration Panel Discussion – Dr. Joe Yelderman, Ronald A. Kaiser, Dr. Andrew Sansom, Karen Huber, Dr. Ron Green
- L. Field Tech Panel Discussion – Bobby Bazan, Paul Babb, Andy Garza, Mitchell Sodek, Keith Whitworth
- M. Groundwater Topics Caucuses – permitting issues, university collaboration, GCD performance metrics

**6:00 p.m. On-site networking reception (included with registration)**

Thursday, May 19, 2016

- N. Call to Order – **8:30 AM**
- O. Parliamentary Election Result Announcement
- P. Reflections on 2016 DFC Process – Leah Adams, Wade Oliver & Bill Hutchison
- Q. Legal Issues
  - Bill Dugat - Public Information Act Update
  - Susana Canseco - Evaluating Rights in Complex Permit Applications
  - J.D. Head - GCD Protests of O&G Waste Injection Well Permit Applications at Texas RRC
  - Kristen O. Fancher – Contracting Disclosure Requirements & Groundwater Leasing Updates
- R. TDLR Update – Adam Foster
- S. Officer and Committee Reports
 

<ul style="list-style-type: none"> <li>• Executive Director (Sarah Schlessinger)</li> <li>• Executive Committee (Joe B. Cooper)</li> <li>• Legislative Committee (Dirk Aaron)</li> <li>• Bylaws Committee (Lonnie Stewart)</li> </ul>	<ul style="list-style-type: none"> <li>• Groundwater Protection (David Van Dresar)</li> <li>• Drought Preparedness (David Van Dresar)</li> <li>• Information/Education (Leah Adams, Beth Hood)</li> <li>• Legislative Subcommittees (Aaron, Shaw, Mauk)</li> </ul>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------
- T. Member and GMA Reports
- U. Other TAGD Business
- V. Adjournment

**12:00 PM On-site Legislative Committee meeting**

# **AGENDA ITEM D**

# Membership Form

## Texas Alliance of Groundwater Districts

Thank you for supporting TAGD. We welcome and encourage your participation! If you have any questions about memberships or benefits, please call 1-512-660-9622.

### Member Name

Bruce Kelley Darling

### Contact Information

First Name

Bruce

Last Name

Darling

E-mail Address

geologist@bkdarling.net

Add this e-mail to the Google Group(s)?

☒ Yes ☐ NO

Street Address

7425 Amanda ELLIS Way

City

Austin

State

Zip Code

78745

Phone Number

337-534-3067

### Membership Information

#### GCD Members

- ☐ Annual Budget \$0-\$99,999  
\$550.00
- ☐ Annual Budget \$100,000-\$249,999  
\$750.00
- ☐ Annual Budget \$250,000-\$499,999  
\$1,000.00
- ☐ Annual Budget \$500,000-\$999,999  
\$1,250
- ☐ Annual Budget \$1,000,000 and up  
\$1,500.00

#### Associate Members

- ☒ Individual or Sole Proprietorship  
\$500.00
- ☐ 501(c)(3) or Educational Institution  
\$750.00
- ☐ Small Corporation (budget < \$500,000) or Non-GCD Government Entity  
\$1,000.00
- ☐ Medium Corporation (budget \$500,000-\$1,000,000)  
\$1,250.00
- ☐ Large Corporation (budget > \$1,000,000)  
\$1,500.00

Additional E-mail addresses to be added to TAGD Google Group(s)

agnadoc@bkdarling.net

Submit application form to  
[tagdexec@texasgroundwater.org](mailto:tagdexec@texasgroundwater.org)

and send payment to  
TAGD

P.O. Box 152169  
Austin, Texas 78745

# Membership Form

## Texas Alliance of Groundwater Districts

Thank you for supporting TAGD. We welcome and encourage your participation! If you have any questions about memberships or benefits, please call 1-512-660-9622.

### Member Name

LRE Water, LLC

### Contact Information

First Name

Jordan

Last Name

Furnans

E-mail Address

Jordan.Furnans@LREWater.com

Add this e-mail to the Google Group(s)?

☒ Yes ☐ NO

Street Address

1000 Heritage Center Circle, Suite 141

City

Round Rock

State

Zip Code

TX

Phone Number

78664

### Membership Information

#### GCD Members

- ☐ Annual Budget \$0-\$99,999  
\$550.00
- ☐ Annual Budget \$100,000-\$249,999  
\$750.00
- ☐ Annual Budget \$250,000-\$499,999  
\$1,000.00
- ☐ Annual Budget \$500,000-\$999,999  
\$1,250
- ☐ Annual Budget \$1,000,000 and up  
\$1,500.00

#### Associate Members

- ☐ Individual or Sole Proprietorship  
\$500.00
- ☐ 501(c)(3) or Educational Institution  
\$750.00
- ☒ Small Corporation (budget<\$500,000) or  
Non-GCD Government Entity  
\$1,000.00
- ☐ Medium Corporation (budget \$500,000-\$1,000,000)  
\$1,250.00
- ☐ Large Corporation (budget>\$1,000,000)  
\$1,500.00

Additional E-mail addresses to be added to TAGD Google Group(s)

dave.colvin@lrewater.com

Submit application form to  
[tagdexec@texasgroundwater.org](mailto:tagdexec@texasgroundwater.org)  
and send payment to  
TAGD  
P.O. Box 152169  
Austin, Texas 78745

# **AGENDA ITEM E**

**Texas Alliance of Groundwater Districts**  
Nominating Committee Recommendations & Election Ballot  
For 2015-2017 Term

Position	Nominee	TAGD Area	GCD
Parliamentarian			
<input type="checkbox"/>	Adeline Fox	Ogallala Area	High Plains UWCD #1
<input type="checkbox"/>	Bob Patterson	North Texas Area	Northern Trinity GCD
<input type="checkbox"/>			

# **AGENDA ITEM**

## **F**

**Draft Minutes of  
Regular Business Meeting  
TEXAS ALLIANCE OF GROUNDWATER DISTRICTS  
January 27-28, 2016  
Crowne Plaza, Austin, TX**

These Minutes are a record of the items discussed, including motions on any matters that involve the TAGD Membership. The Minutes mostly follow the order on the previously distributed agenda, but may not have been discussed in that order, as noted in the Minutes.

- A. Call to Order and Invocation.** President Joe B. Cooper called the meeting to order at 1:03 PM on January 27, 2016.
- B. Speaker Sessions.**
1. TWDB Updates – Larry French
  2. TCEQ & GCDS – Cary Betz
- C. Roll Call.** Secretary Leah Adams called the roll and informed the President that 53 District Members were in attendance, comprising a quorum. A list of GCDs represented at the meeting is attached as Attachment 1.
- D. Membership update and announcement of new members.** Joe B. Cooper announced the acceptance of two new Associate Members, Smith Robertson LLP and RMBJ Geo Inc. Joe B. Cooper then welcomed any first time TAGD meeting attendees. Executive Director Sarah Schlessinger provided a membership update, introducing Beth Hood as TAGD’s new Program Administrator.
- E. Discussion and possible action on minutes of prior meeting.** Joe B. Cooper presented the minutes from the last meeting. Sarah Schlessinger proposed an amendment to the spelling of “outdoing” to “outgoing” on page four of the minutes. Joel Pigg made a motion to accept the minutes as amended. David Van Dresar seconded the motion. The motion passed unanimously.
- F. TAGD Annual Report & Membership Management Update.** Sarah Schlessinger presented the FY15 Annual Report. The report showed a 2% growth in total income from FY14 to FY15, with a Net Income of \$16,324 for FY15. Sarah Schlessinger also presented that the 2015 Texas Groundwater Summit had seen an 18% increase in summit registrants and a 23% increase in summit profits. Sarah Schlessinger reported that approximately 80% of registrants for the January 2016 Regular Business Meeting used the new credit card processing option to register for the meeting. Sarah Schlessinger introduced Beth Hood, TAGD’s new Program Administrator, to present TAGD’s new membership management platform Wild Apricot.
- G. Discussion and possible action on FY15 Q4 and FY16 Q1 finances.** Joe B. Cooper introduced Treasurer Zach Holland to present the finances for the FY15 Q4 and FY16 Q1. Steve Walthour moved to accept FY15 Q4 finances as presented, and Alan Day seconded the motion. The motion passed unanimously. Jim Conkwright moved to accept FY16 Q1 finances as presented, and Doug Shaw seconded the motion. Motion passed unanimously.
- H. Discussion and possible action on FY15 Audit.** Zach Holland stated TAGD used the same auditor as last year in the interest of continuity Sarah Schlessinger



provided a review of the Audit report. Gary Westbrook moved to approve the FY15 Audit as presented, and Harvey Everhart seconded. The motion passed unanimously.

**I. Discussion and possible action on TAGD Legislative Policy. Parliamentarian**

Kody Bessent presented the details of the legislative policy amendment to the membership. Kody stated the change would create active subcommittees within the full Legislative Committee body and define their structure and function. Discussion regarding membership desire for advance notice of subcommittee meetings followed. Ron Fieseler moved to approve the Legislative Policy amendment with the floor recommendation to change the word “affiliated” to “related” in Section 3.5. David Mauk seconded the motion. The motion passed unanimously.

**J. GCD Panel: Education in GCDs, Adeline Fox, Morgan Ayers, and Alan Day.** Sarah Schlessinger moderated a panel on groundwater conservation districts educational programs.

**K. Groundwater Topics Caucuses: Education/Outreach, ASR, and Regional Water Planning.** Joe B. Cooper asked Sarah Schlessinger to introduce the caucus themes and room structure. Sarah Schlessinger presented the caucus objective to be an opportunity to hold a roundtable discussion with colleagues that you may not otherwise have a chance to have a dialogue with. Each caucus was directed to record its three main takeaways to present to the full membership at their conclusion.

Following the caucus reports, Joe B. Cooper recessed the meeting at 5:04 PM.

**A. Call to Order.** The meeting was called to order at 8:30 A.M and Mike McGuire provided TAGD with an invocation.

**B. How to Engage your Local representative - Kody Bessent** Joe Cooper introduced Kody Bessent for his presentation.

**C. Rule Updates Since the 84<sup>th</sup> Legislature – Ty Embrey, Monique Norman, Greg Ellis, Brian Sledge.** Rule updates required by the passing of certain bills in the 84<sup>th</sup> legislature were presented.

**D. Case law Updates – Mike Gershon, Drew Miller, Greg Ellis.** Presentation on case law updates.

**E. Officer and Committee Reports.** Joe B. Cooper moved into committee reports as listed below:

1. Executive Director – Sarah Schlessinger thanked members for participating in successful caucuses. Sarah Schlessinger provided a recap of the annual report and provided a forecast of TAGD projects to come
2. Executive Committee – Joe B. Cooper introduced the committee members and discussed the committee retreat where the idea of the legislative subcommittee was created.
3. Legislative Committee – Dirk Aaron stated that 35 GCD members had signed up for the Legislative Committee and would be meeting that afternoon for their first Legislative Committee meeting.
4. Groundwater Protection – David Van Dresar stated no groundwater contamination had been reported yet in 2016. David stated the Texas Groundwater Protection Committee joint monitoring report will be ready

soon and that they are working to help TDLR biologically monitor wells and define endangered species.

5. Drought Preparedness – David Van Dresar reported that while officially no drought reported in the State, 1100 public water supply systems are operating under mandatory or voluntary restrictions and 18 water systems still on the 180-day list.
6. Information & Education – Leah Adams presented the completed 2015 salary survey to the membership. Sarah Schlessinger will make the report available to the membership.

**Member and GMA Reports.** Gary Westbrook informed TAGD membership that the TCEQ petition filed against Post Oak Savannah was dismissed and is available on their website. Joe B. Cooper stated that Middle Trinity GCD updated their rules based on the 84<sup>th</sup> legislature changes. Suzanna Consecro, a water rights attorney with TAGD member Branscomb, PC is interested in GCD water rights stories. Alan Day with the Brazos Valley GCD updated the membership on new rules in place to enforce DFCs.

**P. Other TAGD Business.** Joe B. Cooper opened up other TAGD business:

- a) Kody Bessent announced he was leaving High Plains Water District to take a position with the Plains Cotton Growers, Inc. as their new Vice President of Operations & Legislative Affairs. To fill Kody's position as Parliamentarian the Executive Committee nominated Lonnie Stuart to serve as Parliamentarian pro tem until a May election. To fill the Ogallala TAGD area representative, members of the Ogallala TAGD Area caucused and selected Amber Blount as their representative.
- b) Joe B. Cooper thanked Collier Consulting for helping sponsor the TAGD meeting with their exhibition booth.

**Q. Adjournment.** Joe B. Cooper adjourned the meeting at 12:14 P.M.

Prepared and submitted by Sarah Schlessinger, Executive Director, and Leah Adams, Secretary.

Approved by the Members on \_\_\_\_\_, 2016.

---

Joe B. Cooper, President

---

Leah Adams, Secretary

**Attachment 1**  
**Members Attending the TAGD Regular Business Meeting**  
**January 27-28, 2016**

1. Bandera Co. River Authority and Groundwater District
2. Barton Springs/Edwards Aquifer Conservation District
3. Bee Groundwater Conservation District
4. Blanco-Pedernales Groundwater Conservation District
5. Bluebonnet Groundwater Conservation District
6. Brazos Valley Groundwater Conservation District
7. Central Texas Groundwater Conservation District
8. Clearwater Underground Water Conservation District
9. Coastal Bend Groundwater Conservation District
10. Coastal Plains Groundwater Conservation District
11. Coke County Underground Water Conservation District
12. Crockett County Groundwater Conservation District
13. Evergreen Underground Water Conservation District
14. Fayette County Groundwater Conservation District
15. Glasscock Groundwater Conservation District
16. Gonzales County Underground Water Conservation District
17. Headwaters Groundwater Conservation District
18. Hemphill County Underground Water Conservation District
19. High Plains Underground Water Conservation District No. 1
20. Irion County Water Conservation District
21. Jeff Davis County Underground Water Conservation District
22. Kenedy County Groundwater Conservation District
23. Kinney County Groundwater Conservation District
24. Live Oak Underground Water Conservation District
25. Llano Estacado Underground Water Conservation District
26. Lone Star Groundwater Conservation District
27. Lone Wolf Groundwater Conservation District
28. Lower Trinity Groundwater Conservation District
29. McMullen Groundwater Conservation District
30. Mesa Underground Water Conservation District
31. Mesquite Groundwater Conservation District
32. Mid-East Texas Groundwater Conservation District
33. Middle Trinity Groundwater Conservation District
34. Neches and Trinity Valley Groundwater Conservation District
35. North Plains Groundwater Conservation District
36. North Texas Groundwater Conservation District
37. Northern Trinity Groundwater Conservation District
38. Panhandle Groundwater Conservation District
39. Panola County Groundwater Conservation District
40. Pineywoods Groundwater Conservation District
41. Plateau Underground Water Conservation and Supply District
42. Plum Creek Conservation District
43. Post Oak Savannah Groundwater Conservation District
44. Prairelands Groundwater Conservation District
45. Real-Edwards Conservation and Reclamation District
46. Red River Groundwater Conservation District
47. Rolling Plains Groundwater Conservation District

- 48. Sandy Land Underground Water Conservation District
- 49. South Plains Underground Water Conservation District
- 50. Southeast Texas Groundwater Conservation District
- 51. Sterling County Underground Water Conservation District
- 52. Sutton County Groundwater Conservation District
- 53. Upper Trinity Groundwater Conservation District

**Crowne Plaza, Austin, TX**

# **AGENDA ITEM**

## **H**

**Effective Date:** 04/01/2016



**BlueCross BlueShield  
of Texas**

**TEXAS ALLIANCE OF GROUNDWATER DISTRICTS**

**Producer:** THE BROKERAGE, INC

## Small Group Business Proposal

### Quote 1

**Blue Choice PPO Network**

Plan	Ded In/Out	Office Visit/ Specialist	Coins In/Out	OPX In/Out	ER Copay*3 /ER Coins	IP In/Out	OP Surg In/Out	Ped Dental In/Out	RX**	Employee Only	Employee + Spouse	Employee + Child	Employee + Family	Total Monthly Health Cost*	Estimated Taxes and Fees
PPO Plans															
Blue Platinum Plans															
P600CHC	\$250/\$500	\$25/\$45	80%/60%	\$1250 / \$2500	\$300/80%	\$150/\$250	\$100/\$200	70%/70%	\$0/\$10/\$35/\$75/\$150	\$525.75	\$1,051.50	\$1,051.50	\$1,577.25	\$1,051.50	\$28.08
P601CHC	\$1250/\$2500	\$25/\$45	100%/100%	\$1250 / \$2500	\$300/100%	\$150/\$250	\$100/\$200	100% / 100%	\$0/\$10/\$35/\$75/\$150	\$516.14	\$1,032.29	\$1,032.29	\$1,548.43	\$1,032.28	\$27.58
Blue Gold Plans															
G620CHC	\$1000/\$2000	\$20/\$40	80%/60%	\$3900 / \$7800	\$400/80%	NA/NA	NA/NA	70%/70%	\$15/\$40/\$55	\$454.92	\$909.84	\$909.84	\$1,364.76	\$909.84	\$24.30
G622CHC	\$1250/\$2500	\$30/\$50	80%/60%	\$3500 / \$7000	\$400/80%	NA/NA	NA/NA	70%/70%	\$15/\$30/\$45	\$451.11	\$902.22	\$902.22	\$1,353.33	\$902.22	\$24.10
G623CHC	\$1250/\$2500	\$20/\$60	100%/80%	\$4500 / \$9000	\$300/100%	\$150/\$250	\$100/\$200	70%/70%	\$0/\$10/\$50/\$100/\$150	\$476.59	\$953.18	\$953.18	\$1,429.77	\$953.18	\$25.46
G616CHC	\$1500/\$3000	\$10/\$60	80%/60%	\$3500 / \$7000	\$400/80%	\$200/\$300	\$150/\$250	70%/70%	\$0/\$10/\$35/\$75/\$150	\$455.00	\$910.00	\$910.00	\$1,365.01	\$910.00	\$24.30
G617CHC	\$3000/\$6000	\$30/\$50	100%/100%	\$3000 / \$6000	\$400/100%	\$200/\$300	\$150/\$250	100% / 100%	\$0/\$10/\$50/\$100/\$150	\$451.43	\$902.87	\$902.87	\$1,354.30	\$902.86	\$24.12
G621CHC	\$3125/\$6250	\$25/\$50	100%/100%	\$3125 / \$6250	\$400/100%	NA/NA	NA/NA	100% / 100%	\$10/\$40/\$60	\$446.04	\$892.09	\$892.09	\$1,338.13	\$892.08	\$23.82
Blue Silver Plans															

# **AGENDA ITEM**

## **I**



# TAGD EMPLOYMENT POLICY

---

## **Code of Conduct**

Employees of the Texas Alliance of Groundwater Districts (TAGD) are expected to act in the best interests of the organization and in a manner that is consistent with the highest ethical standards. Employees should report any known or suspected violations of this Code of Conduct to a TAGD Officer or member of the Executive Committee. The following policies are applicable to all employees:

### **Compliance with Laws**

You are expected to comply with all laws that apply to our city, state and country. Violence will not be tolerated.

### **Conflicts of Interest**

You should avoid any outside interests that might influence, or appear to influence, decisions you make or actions you take for TAGD.

### **Outside Activities**

You should avoid activities that would have a negative impact on the performance of your job, conflict with your obligation to TAGD, or negatively impact TAGD's reputation in the community.

### **Professional Conduct**

TAGD requires employees conduct themselves in a professional manner.

### **Organization Funds and Assets**

TAGD funds and other assets are to be used only for the benefit of TAGD and not for your own personal gain.

### **Misuse of Confidential Information**

You may not use confidential information obtained through your employment with TAGD for personal gain or for any other reason except to further TAGD's interests.

## **Employee Orientation**

An ad hoc committee of the membership is responsible for orienting the Executive Director upon hiring.

It is the responsibility of the Executive Director to ensure that other new employees are oriented to TAGD. Orientation should include:

- a. An overview of TAGD's Bylaws and policies;
- b. An introduction to the organization's mission and goals (may include review of past meetings, financial reports, strategic plans, work plans, etc.);



- c. A discussion of organizational structure and introduction to co-workers with explanation of their responsibilities;
- d. A review of project and program information;
- e. A review of benefits and signing of all necessary forms;
- f. A discussion of the employees' responsibilities and organizational expectations;
- g. Getting the employee started on assignments;
- h. Developing a system for tracking assignments and progress.

## **Performance Reviews**

---

For new employees, an initial appraisal review including overall job expectations and performance, employee and supervisor goals, and specific suggestions for improvement should be conducted at the end of the first 90 days of employment.

The five TAGD Office-holders (President, Vice President, Secretary, Treasurer, and Parliamentarian) shall conduct a performance evaluation and salary review of the Executive Director on an annual basis and submit the evaluation to the Executive Committee for approval by August 1st of each year. The Executive Director shall conduct an annual performance evaluation and salary review of all other TAGD employees on or before August 1st of each year. The Executive Director is responsible for developing forms to be used in the evaluation process.

## **Compensation and Leave**

---

The salary of the Executive Director is to be determined by TAGD's voting members. The Executive Director determines salaries of other employees. The Finance and Budget Committee shall recommend for approval a total personnel budget to the voting membership at the Annual Meeting. Compensation is paid monthly. Salaries are reviewed annually in conjunction with performance reviews. Salary increases are a function of employee performance and the ability of TAGD to increase compensation. TAGD does not grant automatic annual increases, but every effort is made to compensate employees fairly, taking into account their responsibilities and performance. TAGD strives to provide compensation that is competitive with other representative organizations in the area.

## **Employment Status**

The Fair Labor Standards Act (FLSA) sets the minimum wage, equal pay, overtime pay, record keeping, and child labor standards for the country. All employees are classified into 'exempt' or 'non-exempt' categories for purposes of establishing eligibility for overtime pay under the Federal Wage and Hours Laws. The categories as defined by this Act are as follows:

### **Exempt**

Exempt employees are those employees that are exempt from overtime pay. A full-time exempt employee is salaried on a monthly basis and is regularly scheduled to work a forty (40) hour workweek, exclusive of lunch periods.

#### Non-Exempt

Non-exempt employees are those employees who must be paid overtime pay for hours worked over 40 in a given week. Non-exempt employees are hired at a specific hourly pay rate with a daily work schedule and a set number of hours in a regular workweek. Non-exempt employees will be paid at a rate of time and one-half for hours worked in excess of forty (40) hours for any workweek.

### **Overtime**

Overtime is the extra time employees work above their normal scheduled workday. In order to meet the workweek needs of TAGD, employees must be available to work overtime as necessary. We try to eliminate the need for overtime, but, if TAGD determines it is unavoidable, employees will be expected to work their share. The Executive Director will give advance notice if possible. All overtime for hourly employees must be approved in advance. If an employee works overtime without prior approval, they can be subject to disciplinary action.

The Fair Labor Standards Act states that non-exempt employees must be paid for all overtime hours. Non-exempt employees will be paid at a rate of time and one-half for all hours worked in excess of forty (40) hours for any workweek. Hours worked include all hours actually worked. Hours worked do not include leave without pay.

### **Mandatory Benefits**

#### Worker's Compensation

All employees are covered under the applicable Worker's Compensation Act Insurance that is paid in full by TAGD. To be eligible for workers' compensation benefits, an employee has to incur an accidental injury during and arising out of employment. If an employee is injured on the job, they must seek medical attention and immediately notify a TAGD Officer or the Executive Director of the occurrence.

#### Social Security

TAGD pays matching funds to the Social Security Administration under the Federal Insurance Contribution Act (FICA) for each employee.

## Voluntary Benefits

### Health Insurance

~~Texas Alliance of Groundwater Districts does not have a group health insurance plan.~~  
Texas Alliance of Groundwater Districts will reimburse 100% of the cost of health insurance up to a monthly maximum amount recommended by the Executive Director to the Finance and Budget Committee and approved by the voting members at ~~the Annual Meeting~~ a business meeting of the Alliance for salaried employees.

### Cell Phone Stipend

TAGD provides a monthly stipend in an amount recommended by the Executive Director to the Finance and Budget Committee and approved by the voting members at the Annual Meeting for employees' cell phone use.

### Holidays

Each regular full-time employee will receive 12 paid holidays, to be based on federal holidays, and agreed upon by staff at the beginning of each year.

Holiday	Day Observed
New Year's Day	January 1
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	November 11
Thanksgiving	Last Thursday in November and the following Friday
Christmas Eve	December 24
Christmas Day	December 25
Floating Holiday	May be taken in conjunction with any holiday

Holidays will be paid as a full workday to all full time employees. If any scheduled holiday falls on Saturday or Sunday, the Executive Director will decide when the holiday will be observed. Holidays which occur during an employee's vacation will be considered a holiday and will not count against vacation time. Holidays should be reported on the Time Sheet. Holiday time will not be counted in computing overtime.

### Personal Time Off

Personal Time Off (PTO) is a benefit earned through active full-time service. An employee will accrue PTO in accordance with the following table:

Completed Yrs.	Days PTO	Accrual Rate
0 through 3	15	(1.25 days/mo.)
4 through 6	20	(1.667 days/mo.)
7 or more	25	(2.08 days/mo.)

Unused PTO will roll over and can be used during the one year following its accrual. An employee can accumulate up to a maximum of two years of accrued PTO. TAGD will pay for unused accrued PTO upon separation.

## Retirement

TAGD will provide a retirement program for full time employees that meet the Internal Revenue Service eligibility requirements through a Simplified Employment Pension Plan. TAGD will contribute a percentage of the employee salary annually to the plan. The current contribution percentage is set at six (6) percent but may be modified by TAGD in the future. Employees are not eligible for retirement contributions until they have successfully completed ninety (90) calendar days of regular full-time employment.

## **Employee Business and Travel Expenses**

The reasonable cost for transportation, lodging, conference registration fees and other reasonable expenses will be covered by TAGD for its employees when traveling on TAGD-related business. All expenses incurred by staff while doing business for TAGD will be submitted to the Executive Director for approval and accompanied by itemized lists of expenses and receipts. TAGD will use the current Internal Revenue Service-authorized rate for mileage allowance.

## **Other Leave**

Family, and medical, and other leave will be established on a case-by-case basis based on organizational needs, employee performance and length of service to TAGD. In general, TAGD will strive to adhere to the Family and Medical Leave Act, but because of its small size, feasibility of a full 12-week leave may be untenable for the organization at a particular time. Alternatives will be discussed with employees on a case-by-case basis.

## **Separations**

---

### **Voluntary**

The Executive Director of TAGD may resign at any time by letter of resignation to the Executive Committee. Other employees shall submit a letter of resignation to the Executive Director. The letter should give the staff member's last date of employment, and should be signed and dated. TAGD expects all staff members to provide the maximum possible notice of intent to resign. A minimum of two weeks' notice is requested to allow for training and transference of duties.

### **At-Will Employment**

TAGD, including the Executive Director, has the right to dismiss an employee at any time, for any reason, and nothing in this policy should be interpreted as altering the at-will relationship or constituting a promise of continued employment.

### **Exit Interview**

The Executive Committee should conduct exit interviews to evaluate the circumstances surrounding the separation of an employee, whether voluntary or involuntary.

## **Harassment/Discrimination**

---

TAGD is committed to providing a work environment free of unlawful harassment and discrimination. We prohibit sexual harassment and discrimination based on sex, race, religion, color, national origin, sexual orientation, political affiliation, physical or mental disability, medical condition, marital status, age or any other basis protected by federal, state or local law or ordinance or regulation. This policy applies to all persons working for TAGD, including, employees, consultants, trainers, Board members, and interns.

# **AGENDA ITEM**

## **J**

# Texas Alliance of Groundwater Districts

## RECORD RETENTION AND DESTRUCTION POLICY

---

### **SCOPE**

All employees and officers of Texas Alliance of Groundwater Districts must comply with the requirements within this Record Retention and Destruction Policy.

### **PURPOSE**

The corporate records of Texas Alliance of Groundwater Districts (hereafter "TAGD") are important assets. Corporate records include all records produced by employees, whether paper or electronic.

Chapter 22 of the Texas Business Organization Code requires nonprofits to maintain certain types of corporate records for a specified period of time. Failure to retain those records for the minimum periods could subject an employee or TAGD to penalties and fines, obstruct justice, limit potential evidence in a lawsuit, or seriously disadvantage the Association in litigation. It is a crime to alter, falsify or destroy a document in order to prevent its use in an official proceeding.

TAGD supports the maintenance of appropriate Record Retention and Destruction Policy. This policy is intended to set guidelines and facilitate staff and officer fulfillment of the duty of care, establishes transparency and ensures compliance with a standard set of practices.

### **POLICY**

Specific documents, identified below, are subject to a retention schedule and should not be destroyed until the expiration of the schedule. TAGD's documents are kept electronically on a cloud based server.

#### **(a) Financial Records**

Financial records, including bank statements, invoices and payroll records, expense reports, proof of deductions, and other documents should be maintained for at least 7 years from the date of filing the applicable tax return. Year-end financial statements, audit reports and 990 forms should be maintained permanently and should be available for public inspection upon request.

#### **(b) Personnel Records**

TAGD should keep certain recruitment, employment, and personnel information,

including employment eligibility verification, contracts and job descriptions. TAGD should also keep personnel files that reflect performance reviews and any complaints brought against the Association or individual employee under applicable state and federal statutes. Personnel records should be maintained permanently for current employees and for 4 years after an employee's termination.

**(c) Corporate Records**

Incorporation documents, including certificate of formation, bylaws, and related documents should be kept permanently in TAGD's database. Meeting minutes and related documents should also be retained in perpetuity. Tax-exemption documents, including application for tax exemption (IRS Form 1023), IRS determination letter, and any related documents should be kept permanently and should be available for public inspection upon request.

**(d) Press Releases/Public Filings**

TAGD should retain permanent copies of all press releases and publicly filed documents in its database.

**(e) Legal Files**

Legal counsel should be consulted to determine the retention period of particular documents, but legal documents should generally be maintained for a period of 10 years.

**(f) Legal Agreements & Contracts**

Final, executed copies of legal agreements and contracts, such as mortgages and leases, should be maintained for 3 years after their expiration.

**(g) Electronic Mail**

E-mails that document any transactional material or subjects listed above should not be deleted from the server.

**Failure to comply with this Document Retention Policy may result in disciplinary action against the employee, including suspension or termination. Questions about this policy should be referred to the Executive Director, who is in charge of administering, enforcing, and updating this policy.**

---

Employee Signature

---

Date

---

Director Signature

---

Date



# **Q2 Finances**

## **Agenda Item G**

# Texas Alliance of Groundwater Districts

## Balance Sheet

As of April 11, 2016

	<u>Total</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
WellsFargo Bank - Checking	103,290.36
WellsFargo Bank - Savings	75,063.85
<b>Total Bank Accounts</b>	<b>\$ 178,354.21</b>
<b>Other current assets</b>	
Deposits	400.00
<b>Total Other current assets</b>	<b>\$ 400.00</b>
<b>Total Current Assets</b>	<b>\$ 178,754.21</b>
<b>TOTAL ASSETS</b>	<b>\$ 178,754.21</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Retained Earnings	0.00
Unrestricthed Net Assets	141,105.19
Net Income	37,649.02
<b>Total Equity</b>	<b>\$ 178,754.21</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 178,754.21</b>

Monday, Apr 11, 2016 09:48:48 AM PDT GMT-5 - Accrual Basis

**Texas Alliance of Groundwater Districts**  
**Budget vs. Actuals: FY16 Budget - FY16 P&L**  
October 2015 - September 2016

	Actual	Budget	Total over Budget	% of Budget
<b>Income</b>				
Grants and Donations		1,500.00	-1,500.00	0.00%
Interest Income	11.29	21.00	-9.71	53.76%
Meeting Income			0.00	
Leadership Training Income		4,000.00	-4,000.00	0.00%
PFIA Training		3,500.00	-3,500.00	0.00%
Regular Business Meeting Income	14,131.50	25,000.00	-10,868.50	56.53%
Texas Groundwater Summit		30,000.00	-30,000.00	0.00%
<b>Total Meeting Income</b>	<b>\$ 14,131.50</b>	<b>\$ 62,500.00</b>	<b>-\$ 48,368.50</b>	<b>22.61%</b>
Member Dues			0.00	
Membership Dues - Associates	33,250.00	30,000.00	3,250.00	110.83%
Membership Dues - Voting	74,250.00	75,000.00	-750.00	99.00%
<b>Total Member Dues</b>	<b>\$ 107,500.00</b>	<b>\$ 105,000.00</b>	<b>\$ 2,500.00</b>	<b>102.38%</b>
<b>Total Income</b>	<b>\$ 121,642.79</b>	<b>\$ 169,021.00</b>	<b>-\$ 47,378.21</b>	<b>71.97%</b>
<b>Gross Profit</b>	<b>\$ 121,642.79</b>	<b>\$ 169,021.00</b>	<b>-\$ 47,378.21</b>	<b>71.97%</b>
<b>Expenses</b>				
Meeting Expenses			0.00	
Leadership Training Expenses		2,000.00	-2,000.00	0.00%
Meeting Supplies	1,255.20	1,000.00	255.20	125.52%
Regular Business Meeting Expenses	4,011.31	9,000.00	-4,988.69	44.57%
<b>Total Meeting Expenses</b>	<b>\$ 5,266.51</b>	<b>\$ 12,000.00</b>	<b>-\$ 6,733.49</b>	<b>43.89%</b>
Office Expense	0.00		0.00	
Cell Phone	740.00	1,620.00	-880.00	45.68%
Furniture and Equipment	340.41	2,500.00	-2,159.59	13.62%
Internet		0.00	0.00	
Office Phone	88.88	180.00	-91.12	49.38%
Postage and PO Box	129.45	300.00	-170.55	43.15%
Rent	6,345.00	12,000.00	-5,655.00	52.88%
Supplies	350.44	800.00	-449.56	43.81%
Website	96.69	440.00	-343.31	21.98%
<b>Total Office Expense</b>	<b>\$ 8,090.87</b>	<b>\$ 17,840.00</b>	<b>-\$ 9,749.13</b>	<b>45.35%</b>
Personnel			0.00	
Executive Director			0.00	
Health Insurance Reimburse	0.00		0.00	
Payroll Taxes	2,653.61	5,386.00	-2,732.39	49.27%
Retirement	2,600.00	3,900.00	-1,300.00	66.67%
Salaries	33,288.78	65,000.00	-31,711.22	51.21%
Salaries-Health Insurance	1,398.84	5,400.00	-4,001.16	25.90%
<b>Total Executive Director</b>	<b>\$ 39,941.23</b>	<b>\$ 79,686.00</b>	<b>-\$ 39,744.77</b>	<b>50.12%</b>
Staff			0.00	
Payroll Taxes	1,152.73	3,856.00	-2,703.27	29.89%
Retirement	200.00	2,700.00	-2,500.00	7.41%

Salaries	13,749.99	45,000.00	-31,250.01	30.56%
Salaries-Staff Health Insur	1,318.40	5,400.00	-4,081.60	24.41%
<b>Total Staff</b>	<b>\$ 16,421.12</b>	<b>\$ 56,956.00</b>	<b>-\$ 40,534.88</b>	<b>28.83%</b>
<b>Total Personnel</b>	<b>\$ 56,362.35</b>	<b>\$ 136,642.00</b>	<b>-\$ 80,279.65</b>	<b>41.25%</b>
Professional Services			0.00	
Audit/Tax Return	6,046.00	6,000.00	46.00	100.77%
Contracted Services		1,000.00	-1,000.00	0.00%
Insurance - Bonds	1,054.71	2,000.00	-945.29	52.74%
Member Management Software	120.00		120.00	
Payroll/Bookkeeping/Banking	1,773.95	2,500.00	-726.05	70.96%
PFIA Instructor		2,000.00	-2,000.00	0.00%
Texas Legislative Service	750.00	900.00	-150.00	83.33%
<b>Total Professional Services</b>	<b>\$ 9,744.66</b>	<b>\$ 14,400.00</b>	<b>-\$ 4,655.34</b>	<b>67.67%</b>
Travel/Confer/Dues/Outreach			0.00	
Conference Fees	1,230.00	2,400.00	-1,170.00	51.25%
Member Dues/Registrations	675.00	1,300.00	-625.00	51.92%
Outreach	414.22	3,000.00	-2,585.78	13.81%
Parking	22.00		22.00	
Travel and Hotel	1,281.98	2,500.00	-1,218.02	51.28%
<b>Total Travel/Confer/Dues/Outreach</b>	<b>\$ 3,623.20</b>	<b>\$ 9,200.00</b>	<b>-\$ 5,576.80</b>	<b>39.38%</b>
<b>Total Expenses</b>	<b>\$ 83,087.59</b>	<b>\$ 190,082.00</b>	<b>-\$ 106,994.41</b>	<b>43.71%</b>
<b>Net Operating Income</b>	<b>\$ 38,555.20</b>	<b>-\$ 21,061.00</b>	<b>\$ 59,616.20</b>	<b>-183.06%</b>
<b>Net Income</b>	<b>\$ 38,555.20</b>	<b>-\$ 21,061.00</b>	<b>\$ 59,616.20</b>	<b>-183.06%</b>

Monday, May 02, 2016 07:15:09 AM PDT GMT-5 - Accrual Basis

**Texas Alliance of Groundwater Districts**  
**Check Detail**  
**January - March, 2016**

<b>Date</b>	<b>Transact ion Type</b>	<b>Name</b>	<b>Memo/Description</b>	<b>Clr</b>	<b>Amount</b>
01/06/2016	Check	Gold Key Real Estate	CHECK 1773	R	-895.00
			CHECK 1773		895.00
01/26/2016	Expense	WELLS FARGO PAYROLL	W-2 Year End Processing Fee	R	-61.50
			W-2 Year End Processing Fee		61.50
01/27/2016	Expense	WELLS FARGO Business Card	WF Bus Credit AUTO PAY 160127 90225234688193 SCHLESSINGER,SARAH	R	-1,896.64
			Amazon.com: ELH desk chair		160.52
			Texas Alliance: paypal test		1.50
			Office Depot		131.43
			Apple Store: Laptop Cover		39.95
			Hyatt Lost Pines: Executive Committee Retreat Hotel Cost		434.10
			USPS: PO Box Renewal		39.00
			TLF Greenwood Florist : Cooper Funeral		173.19
			Target		36.45
			Hyatt Lost Pines: Executive Committee Retreat Room Rental + Dinner		615.80
			Intuit QB Online		26.75
			OOMA Inc		14.74
			Wild Apricot		40.00
			Texas Legislative Services		125.00
			Moo: Business Cards		58.21
01/28/2016	Expense	WELLS FARGO PAYROLL	Texas Alliance O WF PAYROLL 160129 7145130 PAYROLL INVOICE	R	-69.29
			Texas Alliance O WF PAYROLL 160129 7145130 PAYROLL INVOICE		69.29
01/28/2016	Expense	WELLS FARGO PAYROLL	Texas Alliance O WF PAYROLL 160129 7145130 PAYROLL DD 1/26/15	R	-7,528.03
			Beth Hood		3,333.33
			Beth Hood		35.00
			Beth Hood		317.54
			Beth Hood		709.52
			Sarah Schlessinger		5,416.67
			Sarah Schlessingr		100.00
			Sarah Schlessinger		349.71
			Sarah Schlessinger		1,314.70

01/28/2016	Expense	WELLS FARGO BUSI TAX COL PAYROLL AUSTIN 7145130 1-26-15	R	-2,744.64
		WELLS FARGO BUSI TAX COL PAYROLL AUSTIN 1-26-15		-2,024.22
		Sarah Schlessinger		441.13
		Beth Hood		279.29
01/29/2016	Check	Sarah Rountree Schlessinger CHECK 1777. SRS Mileage Report for Q1	R	-645.12
		CHECK 1777		645.12
01/29/2016	Check	CHECK 1776	R	-23.39
		CHECK 1776 ELH Jan. Expense Reimbursement		23.39
02/01/2016	Check	Groundwater r Manageme nt Districts Association CHECK 1774	R	-250.00
		CHECK 1774		250.00
02/02/2016	Check	Gold Key Real Estate CHECK 1775	R	-895.00
		CHECK 1775		895.00
02/03/2016	Check	Montemayo r Hill & Companay, P.C. CHECK 1779	R	-3,983.50
		CHECK 1779		3,983.50
02/08/2016	Expense	Wells Fargo ONLINE DEP DETAIL & IMAGES - BOB	R	-3.00
		ONLINE DEP DETAIL & IMAGES - BOB		3.00
02/25/2016	Expense	WELLS FARGO Business Card WF Bus Credit AUTO PAY [REDACTED] SCHLESSINGER,SARAH	R	-4,079.32
		Austin Parking Meters		3.00
		Tx History Museum Parking		8.00
		Techsoup		55.00
		Soup Peddler Staff Training		20.29
		USPS: single purchase of postage		2.45
		USPS Roll of Stamps		49.00
		Hostgator		36.26
		Office Depot		13.48
		Office Depot		59.98
		Tx History Museum Parking		8.00
		OOMA Inc		14.84
		Office Depot		51.57

		Office Depot		23.90
		Intuit QB Online		39.95
		Rock N Roll Rental		47.00
		Crown Plaza Hotel-Austin (staff lunch)		40.64
		Crown Plaza Hotel-Austin		3,581.02
		Wild Apricot		40.00
		Capitol Visitors Parking		3.00
		Tx Legislative Services		125.00
		Crown Plaza Hotel-Reimb (overcharged us for the bar)		-85.31
		Hyatt Regency Lost Pines-Disputed		115.16
		Hyatt Regency Lost Pines-		-172.91
02/26/2016	Expense	WELLS FARGO BUSI TAX COL PAYROLL AUSTIN [REDACTED]	R	-2,753.19
		Elizabeth Hood		281.13
		Febr 2016		-2,030.93
		Sarah Schlessinger		441.13
02/26/2016	Expense	Texas Alliance O WF PAYROLL [REDACTED] DD	R	-7,545.44
		Sarah Schlessinger		5,416.67
		Sarah Schlessinger		349.71
		Sarah Schlessinger		100.00
		Sarah Schlessinger		1,314.70
		Elizabeth Hood		3,333.33
		Elizabeth Hood		341.66
		Elizabeth Hood		35.00
		Elizabeth Hood		716.23
02/26/2016	Expense	Texas Alliance O WF PAYROLL [REDACTED] PAYROLL INVOICE	R	-69.29
		Texas Alliance O WF PAYROLL [REDACTED] PAYROLL INVOICE		69.29
03/01/2016	Check	Ms. Sarah Rountree Schlessinger CHECK 1782	R	-185.71
		CHECK 1782		185.71
03/02/2016	Check	Elizabeth Hood-Reimb CHECK 1781	R	-12.19
		CHECK 1781		12.19
03/07/2016	Check	Liz Hoover CHECK 1778	R	-165.00
		CHECK 1778		165.00
03/18/2016	Check	Gold Key Real Estate CHECK 1780	R	-895.00
		CHECK 1780		895.00

03/25/2016	Expense	WELLS FARGO Business Card	WF Bus Credit AUTO PAY 160325 [REDACTED] SCHLESSINGER,SARAH	R	-732.40
			Office Depot		45.99
			Texas Water Conservation		425.00
			Soup Peddler Staff Training Lunch		28.52
			Tx Water Dev Board Updated GCD Poster Purchase		13.10
			OOMA, Inc		14.84
			Intuit QB Online		39.95
			Texas Legislative Services		125.00
			Wild Apricot		40.00
03/30/2016	Expense	QuickBooks Payroll Service	Texas Alliance O WF PAYROLL [REDACTED] PAYROLL INVOICE	R	-69.29
			Texas Alliance O WF PAYROLL [REDACTED] PAYROLL INVOICE		69.29
03/30/2016	Expense	QuickBooks Payroll Service	Texas Alliance O WF PAYROLL [REDACTED] PAYROLL DD 3/28/16	R	-7,826.05
			Elizabeth Hood		3,750.00
			Elizabeth Hood		35.00
			Elizabeth Hood		341.66
			Elizabeth Hood		852.29
			Sarah Schlessinger		5,416.67
			Sarah Schlessinger		100.00
			Sarah Schlessinger		349.71
			Sarah Schlessinger		1,314.70
03/30/2016	Expense	QuickBooks Payroll Service	WELLS FARGO BUSI TAX COL PAYROLL AUSTIN 7 [REDACTED]	R	-2,921.14
			Elizabeth Hood		313.02
			Sarah Schlessinger		441.13
			3/28/16		-2,166.99
03/31/2016	Expense	Ms. Sarah Rountree Schlessinger	WITHDRAWAL MADE IN A BRANCH/STORE To fund SEP IRA 2015	R	-2,600.00
					2,600.00
03/31/2016	Expense	Beth Hood	WITHDRAWAL MADE IN A BRANCH/STORE To fund SEP IRA 2015	R	-200.00
					200.00



# Texas Alliance of Groundwater Districts

## Reconciliation Report

**Wells Fargo Bank - Checking, Period Ending 03/31/2016**

Reconciled on: 04/11/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: Nancy Robichaux

### Summary

Statement Beginning Balance	106,855.35
Checks and Payments cleared	-15,606.78
Deposits and Other Credits cleared	+3,875.00
Statement Ending Balance	95,123.57
Register Balance as of 03/31/2016	95,123.57
Uncleared transactions after 03/31/2016	8,166.79
Register Balance as of 04/11/2016	103,290.36

### Details

#### Checks and Payments cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
03/01/2016	Check	1782	Ms. Sarah Rountree Schlessinger	-185.71
03/02/2016	Check	1781	Elizabeth Hood-Reimb	-12.19
03/07/2016	Check	1778	Liz Hoover	-165.00
03/18/2016	Check	1780	Gold Key Real Estate	-895.00
03/25/2016	Expense		WELLS FARGO Business Card	-732.40
03/30/2016	Expense		QuickBooks Payroll Service	-69.29
03/30/2016	Expense		QuickBooks Payroll Service	-7,826.05
03/30/2016	Expense		QuickBooks Payroll Service	-2,921.14
03/31/2016	Expense		Ms. Sarah Rountree Schlessinger	-2,600.00
03/31/2016	Expense		Beth Hood	-200.00
Total				-15,606.78

#### Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
03/09/2016	Deposit			3,875.00
Total				3,875.00

### Additional Information

#### Uncleared Checks and Payments after 03/31/2016

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/01/2016	Check	1785	Beth Hood	-93.45
04/04/2016	Expense		Leslie J. (Lee) Anderson, CPA, PC	-210.00
04/04/2016	Check	1786	Ms. Sarah Rountree Schlessinger	-285.12
04/06/2016	Check	1787	Farmers Insurance	-642.00
04/07/2016	Check	1784	Gold Key Real Estate	-895.00
Total				-2,125.57

#### Uncleared Deposits and Other Credits after 03/31/2016

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/04/2016	Transfer			10,292.36
Total				10,292.36

**Texas Alliance of Groundwater Districts****Reconciliation Report****WellsFargo Bank - Savings, Period Ending 03/31/2016**

Reconciled on: 04/08/2016 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: Nancy Robichaux

**Summary**

Statement Beginning Balance	75,061.94
Checks and Payments cleared	0.00
Deposits and Other Credits cleared	+1.91
Statement Ending Balance	75,063.85
Register Balance as of 03/31/2016	75,063.85

**Details**

Deposits and Other Credits cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
03/31/2016	Deposit			1.91
Total				1.91

# Gold Business Services Package

Account number: [REDACTED] ■ January 1, 2016 - January 31, 2016 ■ Page 1 of 4



TX ALLIANCE OF GROUNDWATER DISTRICTS  
PO BOX 152169  
AUSTIN TX 78715-2169

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](http://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (808)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Cash flow is one of the most critical components of success for a small or mid-sized business. Achieving a positive cash flow does not come by chance. Learn more about managing cash flow by visiting [wellsfargoworks.com](http://wellsfargoworks.com).

## Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to [wellsfargo.com/biz](http://wellsfargo.com/biz) or call the number above if you have questions or if you would like to add new services.

Business Online Banking ☒  
Online Statements ☒  
Business Bill Pay ☐  
Business Spending Report ☒  
Overdraft Protection ☐

## Activity summary

Beginning balance on 1/1	\$128,107.70
Deposits/Credits	6,305.00
Withdrawals/Debits	- 13,863.61
<b>Ending balance on 1/31</b>	<b>\$120,549.09</b>
Average ledger balance this period	\$128,083.81

Account number: [REDACTED]

**TX ALLIANCE OF GROUNDWATER DISTRICTS**

*Texas/Arkansas account terms and conditions apply*

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

## Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo store.

## Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
1/6	1773	Check		895.00	127,212.70
1/19		Document Copy Fee Reversal	5.00		127,217.70
1/20		Deposit	6,300.00		133,517.70
1/26		Texas Alliance O WF Payroll 160126 7145130 Payroll Invoice		61.50	133,456.20
1/27		WF Bus Credit Auto Pay 160127 90225234688193 Schlessinger, Sarah		1,896.64	131,559.56
1/28		Texas Alliance O WF Payroll 160129 7145130 Payroll Invoice		69.29	
1/28		Wells Fargo Busi Tax Col Payroll Austin 7145130		2,744.64	
1/28		Texas Alliance O WF Payroll 160129 7145130 Payroll DD		7,528.03	121,217.60
1/29	1776	Check		23.39	
1/29	1777	Check		645.12	120,549.09
<b>Ending balance on 1/31</b>					<b>120,549.09</b>
<b>Totals</b>			<b>\$6,305.00</b>	<b>\$13,863.61</b>	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

## Summary of checks written (checks listed are also displayed in the preceding Transaction history)

Number	Date	Amount	Number	Date	Amount	Number	Date	Amount
1773	1/6	895.00	1776 *	1/29	23.39	1777	1/29	645.12

\* Gap in check sequence.

## Monthly service fee summary

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to [wellsfargo.com/feefaq](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 01/01/2016 - 01/31/2016		Standard monthly service fee \$14.00	You paid \$0.00
<b>How to avoid the monthly service fee (complete 1 AND 2)</b>		Minimum required	This fee period
1) Have any <b>ONE</b> of the following account requirements			
• Average ledger balance	\$7,500.00	\$128,084.00	<input checked="" type="checkbox"/>
• Qualifying transaction from a linked Wells Fargo Business Payroll Services account	1	4	<input checked="" type="checkbox"/>
• Qualifying transaction from a linked Wells Fargo Merchant Services account	1	0	<input type="checkbox"/>
• Total automatic transfers to an eligible Wells Fargo business savings account	\$25.00	\$0.00	<input type="checkbox"/>
• Enrollment in a linked Direct Pay service through Wells Fargo Business Online	1	0	<input type="checkbox"/>
• Combined balances in linked accounts, which may include	\$10,000.00		<input checked="" type="checkbox"/>
- Average ledger balances in business checking, savings, and time accounts			
- Most recent statement balance of Wells Fargo business credit cards, Wells Fargo Business Secured Credit Card, BusinessLine® line of credit, Wells Fargo Small Business Advantage® line of credit, Working Capital Line of Credit, Advancing Term Line of Credit, and BusinessLoan® term loan			
- Combined average daily balances from the previous month for Wells Fargo Business PrimeLoan <sup>SM</sup> , Commercial Equity Loan, Commercial Refinance Loan, Commercial Purchase Loan, Commercial Equity Line of Credit, Small Business Advantage® loan, Equipment Express® loan, and Equipment Express® Single Event loan			
2) Complete the package requirements			
• Have qualifying linked accounts or services in separate categories*	3		<input checked="" type="checkbox"/>

\*Includes Wells Fargo business accounts and services such as debit card, savings accounts, active Online Banking, credit card, loans and lines of credit.  
C2/C2

---

### Account transaction fees summary

<i>Service charge description</i>	<i>Units used</i>	<i>Units included</i>	<i>Excess units</i>	<i>Service charge per excess units (\$)</i>	<i>Total service charge (\$)</i>
Transactions	11	200	0	0.50	0.00
<b>Total service charges</b>					<b>\$0.00</b>

■ **Notice:** Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

©2010 Wells Fargo Bank, N.A. All rights reserved. Member FDIC. NMLSR ID 399801

# Business Market Rate Savings

Account number: [REDACTED] ■ January 1, 2016 - January 31, 2016 ■ Page 1 of 3

**WELLS  
FARGO**

TX ALLIANCE OF GROUNDWATER DISTRICTS  
PO BOX 152169  
AUSTIN TX 78715-2169

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](http://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (808)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Cash flow is one of the most critical components of success for a small or mid-sized business. Achieving a positive cash flow does not come by chance. Learn more about managing cash flow by visiting [wellsfargoworks.com](http://wellsfargoworks.com).

### Activity summary

Beginning balance on 1/1	\$75,058.23
Deposits/Credits	1.92
Withdrawals/Debits	- 0.00
<b>Ending balance on 1/31</b>	<b>\$75,060.15</b>
Average ledger balance this period	\$75,058.23

Account number [REDACTED]

**TX ALLIANCE OF [REDACTED] DWATER DISTRICTS**

*Texas/Arkansas account terms and conditions apply*

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

### Interest summary

Interest paid this statement	\$1.92
Average collected balance	\$75,058.23
Annual percentage yield earned	0.03%
Interest earned this statement period	\$1.92
Interest paid this year	\$1.92
Total interest paid in 2015	\$22.51

## Transaction history

<i>Date</i>	<i>Description</i>	<i>Deposits/ Credits</i>	<i>Withdrawals/ Debits</i>	<i>Ending daily balance</i>
1/29	Interest Payment	1.92		75,060.15
<b>Ending balance on 1/31</b>				<b>75,060.15</b>
<b>Totals</b>		<b>\$1.92</b>	<b>\$0.00</b>	

*The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.*

## Monthly service fee summary

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to [wellsfargo.com/feefaq](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 01/01/2016 - 01/31/2016	Standard monthly service fee \$6.00	You paid \$0.00
<b>How to avoid the monthly service fee</b>	Minimum required	This fee period
Have any <b>ONE</b> of the following account requirements		
· Average collected balance	\$500.00	\$75,058.00 <input checked="" type="checkbox"/>
· Total automatic transfers from an eligible Wells Fargo business checking account	\$25.00	\$0.00 <input type="checkbox"/>

YC/YC



■ **Notice:** Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

Sheet Seq = 0013445  
Sheet 00002 of 00002

# Gold Business Services Package

Account number: [REDACTED] ■ February 1, 2016 - February 29, 2016 ■ Page 1 of 4

**WELLS  
FARGO**

TX ALLIANCE OF GROUNDWATER DISTRICTS  
PO BOX 152169  
AUSTIN TX 78715-2169

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](http://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (808)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Cash flow is one of the most critical components of success for a small or mid-sized business. Achieving a positive cash flow does not come by chance. Learn more about managing cash flow by visiting [wellsfargoworks.com](http://wellsfargoworks.com).

## Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to [wellsfargo.com/biz](http://wellsfargo.com/biz) or call the number above if you have questions or if you would like to add new services.

Business Online Banking ☒  
Online Statements ☒  
Business Bill Pay ☐  
Business Spending Report ☒  
Overdraft Protection ☐



## IMPORTANT ACCOUNT INFORMATION

Periodically, we may evaluate the timing of statements, monthly service fee assessment and interest payments to your accounts. We may adjust the timing in order to align your statement, monthly service fee assessment (if any) and interest payment dates with one another. You may receive a partial statement that reflects activity and interest payments from the last statement date to the date of the change. No monthly service fees will be assessed during a partial statement period and there will be no impact to your interest rate or compounding frequency.

### Activity summary

Beginning balance on 2/1	\$120,549.09
Deposits/Credits	5,885.00
Withdrawals/Debits	- 19,578.74
<b>Ending balance on 2/29</b>	<b>\$106,855.35</b>
Average ledger balance this period	\$119,069.64

Account number: [REDACTED]

Texas/Arkansas account terms and conditions apply

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

**Overdraft Protection**

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo store.

**Transaction history**

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
2/1	1774	Check		250.00	120,299.09
2/2	1775	Check		895.00	119,404.09
2/3		Deposit	2,625.00		
2/3		Deposit	3,260.00		
2/3	1779	Check		3,983.50	121,305.59
2/8		Online Dep Detail & Images - Bob		3.00	121,302.59
2/25		WF Bus Credit Auto Pay 160225 90225234688193 Schlessinger,Sarah		4,079.32	117,223.27
2/26		Texas Alliance O WF Payroll 160229 7145130 Payroll Invoice		69.29	
2/26		Wells Fargo Busi Tax Col Payroll Austin 7145130		2,753.19	
2/26		Texas Alliance O WF Payroll 160229 7145130 Payroll DD		7,545.44	106,855.35
<b>Ending balance on 2/29</b>					<b>106,855.35</b>
<b>Totals</b>			<b>\$5,885.00</b>	<b>\$19,578.74</b>	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

**Summary of checks written** (checks listed are also displayed in the preceding Transaction history)

Number	Date	Amount	Number	Date	Amount	Number	Date	Amount
1774	2/1	250.00	1775	2/2	895.00	1779 *	2/3	3,983.50

\* Gap in check sequence.

**Monthly service fee summary**

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to [wellsfargo.com/feefaq](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 02/01/2016 - 02/29/2016		Standard monthly service fee \$14.00	You paid \$0.00
<b>How to avoid the monthly service fee (complete 1 AND 2)</b>		Minimum required	This fee period
1) Have any <b>ONE</b> of the following account requirements			
• Average ledger balance	\$7,500.00	\$119,070.00	<input checked="" type="checkbox"/>
• Qualifying transaction from a linked Wells Fargo Business Payroll Services account	1	3	<input checked="" type="checkbox"/>
• Qualifying transaction from a linked Wells Fargo Merchant Services account	1	0	<input type="checkbox"/>
• Total automatic transfers to an eligible Wells Fargo business savings account	\$25.00	\$0.00	<input type="checkbox"/>
• Enrollment in a linked Direct Pay service through Wells Fargo Business Online	1	0	<input type="checkbox"/>
• Combined balances in linked accounts, which may include	\$10,000.00		<input checked="" type="checkbox"/>
- Average ledger balances in business checking, savings, and time accounts			
- Most recent statement balance of Wells Fargo business credit cards, Wells Fargo Business Secured Credit Card, BusinessLine <sup>®</sup> line of credit, Wells Fargo Small Business Advantage <sup>®</sup> line of credit, Working Capital Line of Credit, Advancing Term Line of Credit, and BusinessLoan <sup>®</sup> term loan			
- Combined average daily balances from the previous month for Wells Fargo Business PrimeLoan <sup>SM</sup> , Commercial Equity Loan, Commercial Refinance Loan, Commercial Purchase Loan, Commercial Equity Line of Credit, Small Business Advantage <sup>®</sup> loan, Equipment Express <sup>®</sup> loan, and Equipment Express <sup>®</sup> Single Event loan			

---

**Monthly service fee summary (continued)****How to avoid the monthly service fee (complete 1 AND 2)**

Minimum required

This fee period

2) Complete the package requirements

- Have qualifying linked accounts or services in separate categories\*

3



\*Includes Wells Fargo business accounts and services such as debit card, savings accounts, active Online Banking, credit card, loans and lines of credit.  
C2/C2

---

**Account transaction fees summary**

<i>Service charge description</i>	<i>Units used</i>	<i>Units included</i>	<i>Excess units</i>	<i>Service charge per excess units (\$)</i>	<i>Total service charge (\$)</i>
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	27	200	0	0.50	0.00
<b>Total service charges</b>					<b>\$0.00</b>

■ **Notice:** Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

©2010 Wells Fargo Bank, N.A. All rights reserved. Member FDIC. NMLSR ID 399801

# Business Market Rate Savings

Account number: 1 [REDACTED] ■ February 1, 2016 - February 29, 2016 ■ Page 1 of 3

**WELLS  
FARGO**

TX ALLIANCE OF GROUNDWATER DISTRICTS  
PO BOX 152169  
AUSTIN TX 78715-2169

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](http://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (808)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Cash flow is one of the most critical components of success for a small or mid-sized business. Achieving a positive cash flow does not come by chance. Learn more about managing cash flow by visiting [wellsfargoworks.com](http://wellsfargoworks.com).



## IMPORTANT ACCOUNT INFORMATION

Periodically, we may evaluate the timing of statements, monthly service fee assessment and interest payments to your accounts. We may adjust the timing in order to align your statement, monthly service fee assessment (if any) and interest payment dates with one another. You may receive a partial statement that reflects activity and interest payments from the last statement date to the date of the change. No monthly service fees will be assessed during a partial statement period and there will be no impact to your interest rate or compounding frequency.

### Activity summary

Beginning balance on 2/1	\$75,060.15
Deposits/Credits	1.79
Withdrawals/Debits	- 0.00
<b>Ending balance on 2/29</b>	<b>\$75,061.94</b>
Average ledger balance this period	\$75,060.15

Account number: [REDACTED]

**TX ALLIANCE OF GROUNDWATER DISTRICTS**

*Texas/Arkansas account terms and conditions apply*

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

## Interest summary

Interest paid this statement	\$1.79
Average collected balance	\$75,060.15
Annual percentage yield earned	0.03%
Interest earned this statement period	\$1.79
Interest paid this year	\$3.71
Total interest paid in 2015	\$22.51

## Transaction history

Date	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
2/29	Interest Payment	1.79		75,061.94
<b>Ending balance on 2/29</b>				<b>75,061.94</b>
<b>Totals</b>		<b>\$1.79</b>	<b>\$0.00</b>	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

## Monthly service fee summary

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to [wellsfargo.com/feefaq](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 02/01/2016 - 02/29/2016	Standard monthly service fee \$6.00	You paid \$0.00
<b>How to avoid the monthly service fee</b>	Minimum required	This fee period
Have any <b>ONE</b> of the following account requirements		
· Average collected balance	\$500.00	\$75,060.00 <input checked="" type="checkbox"/>
· Total automatic transfers from an eligible Wells Fargo business checking account	\$25.00	\$0.00 <input type="checkbox"/>

YCYC

## Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Deposited Items	0	20	0	0.50	0.00
Cash Deposited (\$)	0	5,000	0	0.0030	0.00
<b>Total service charges</b>					<b>\$0.00</b>



## General statement policies for Wells Fargo Bank

■ **Notice:** Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

You must describe the specific information that is inaccurate or in dispute and the basis for any dispute with supporting documentation. In the case of information that relates to an identity theft, you will need to provide us with an identity theft report.

## Account Balance Calculation Worksheet

1. Use the following worksheet to calculate your overall account balance.
2. Go through your register and mark each check, withdrawal, ATM transaction, payment, deposit or other credit listed on your statement. Be sure that your register shows any interest paid into your account and any service charges, automatic payments or ATM transactions withdrawn from your account during this statement period.
3. Use the chart to the right to list any deposits, transfers to your account, outstanding checks, ATM withdrawals, ATM payments or any other withdrawals (including any from previous months) which are listed in your register but not shown on your statement.

**ENTER**

**A.** The ending balance  
shown on your statement . . . . . \$

**ADD**

B. Any deposits listed in your register or transfers into your account which are not shown on your statement.	\$ _____
	\$ _____
	\$ _____
	+ \$ _____
..... <b>TOTAL</b>	\$ _____

**CALCULATE THE SUBTOTAL**

(Add Parts A and B)

..... **TOTAL \$**

**SUBTRACT**

**C.** The total outstanding checks and withdrawals from the chart above . . . . . - \$

**CALCULATE THE ENDING BALANCE**

(Part A + Part B - Part C)

This amount should be the same  
as the current balance shown in  
your check register . . . . . \$ \_\_\_\_\_

[illegible]



# Gold Business Services Package

Account number: [REDACTED] ■ March 1, 2016 - March 31, 2016 ■ Page 1 of 4

**WELLS  
FARGO**

TX ALLIANCE OF GROUNDWATER DISTRICTS  
PO BOX 152169  
AUSTIN TX 78715-2169

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](http://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (808)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Cash flow is one of the most critical components of success for a small or mid-sized business. Achieving a positive cash flow does not come by chance. Learn more about managing cash flow by visiting [wellsfargoworks.com](http://wellsfargoworks.com).

## Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to [wellsfargo.com/biz](http://wellsfargo.com/biz) or call the number above if you have questions or if you would like to add new services.

Business Online Banking  
Online Statements  
Business Bill Pay  
Business Spending Report  
Overdraft Protection



## IMPORTANT ACCOUNT INFORMATION

Periodically, we may evaluate the timing of statements, monthly service fee assessment and interest payments to your accounts. We may adjust the timing in order to align your statement, monthly service fee assessment (if any) and interest payment dates with one another. You may receive a partial statement that reflects activity and interest payments from the last statement date to the date of the change. No monthly service fees will be assessed during a partial statement period and there will be no impact to your interest rate or compounding frequency.

### Activity summary

Beginning balance on 3/1	\$106,855.35
Deposits/Credits	3,875.00
Withdrawals/Debits	- 15,606.78
<b>Ending balance on 3/31</b>	<b>\$95,123.57</b>
Average ledger balance this period	\$108,042.04

Account number: [REDACTED]

**DISTRICTS**

*Texas/Arkansas account terms and conditions apply*

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

**Overdraft Protection**

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo store.

**Transaction history**

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
3/1	1782	Check		185.71	106,669.64
3/2	1781	Check		12.19	106,657.45
3/7	1778	Check		165.00	106,492.45
3/9		Deposit	3,875.00		110,367.45
3/18	1780	Check		895.00	109,472.45
3/25		WF Bus Credit Auto Pay 160325 90225234688193 Schlessinger, Sarah		732.40	108,740.05
3/30		Texas Alliance O WF Payroll 160331 7145130 Payroll Invoice		69.29	
3/30		Wells Fargo Busi Tax Col Payroll Austin 7145130		2,921.14	
3/30		Texas Alliance O WF Payroll 160331 7145130 Payroll DD		7,826.05	97,923.57
3/31		Withdrawal Made In A Branch/Store		200.00	
3/31		Withdrawal Made In A Branch/Store		2,600.00	95,123.57
<b>Ending balance on 3/31</b>					<b>95,123.57</b>
<b>Totals</b>			<b>\$3,875.00</b>	<b>\$15,606.78</b>	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

**Summary of checks written** (checks listed are also displayed in the preceding Transaction history)

Number	Date	Amount	Number	Date	Amount	Number	Date	Amount
1778	3/7	165.00	1781	3/2	12.19	1782	3/1	185.71
1780 *	3/18	895.00						

\* Gap in check sequence.

**Monthly service fee summary**

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to [wellsfargo.com/feefaq](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 03/01/2016 - 03/31/2016	Standard monthly service fee \$14.00	You paid \$0.00
<b>How to avoid the monthly service fee (complete 1 AND 2)</b>	Minimum required	This fee period
1) Have any <b>ONE</b> of the following account requirements		
• Average ledger balance	\$7,500.00	\$108,042.00 <input checked="" type="checkbox"/>
• Qualifying transaction from a linked Wells Fargo Business Payroll Services account	1	3 <input checked="" type="checkbox"/>
• Qualifying transaction from a linked Wells Fargo Merchant Services account	1	0 <input type="checkbox"/>
• Total automatic transfers to an eligible Wells Fargo business savings account	\$25.00	\$0.00 <input type="checkbox"/>
• Enrollment in a linked Direct Pay service through Wells Fargo Business Online	1	0 <input type="checkbox"/>
• Combined balances in linked accounts, which may include	\$10,000.00	<input checked="" type="checkbox"/>
• Average ledger balances in business checking, savings, and time accounts		
• Most recent statement balance of Wells Fargo business credit cards, Wells Fargo Business Secured Credit Card, BusinessLine® line of credit, Wells Fargo Small Business Advantage® line of credit, Working Capital Line of Credit, Advancing Term Line of Credit, and BusinessLoan® term loan		

**Monthly service fee summary (continued)****How to avoid the monthly service fee (complete 1 AND 2)**

Minimum required

This fee period

- Combined average daily balances from the previous month for Wells Fargo Business PrimeLoan<sup>SM</sup>, Commercial Equity Loan, Commercial Refinance Loan, Commercial Purchase Loan, Commercial Equity Line of Credit, Small Business Advantage<sup>®</sup> loan, Equipment Express<sup>®</sup> loan, and Equipment Express<sup>®</sup> Single Event loan

## 2) Complete the package requirements

- Have qualifying linked accounts or services in separate categories\*

3



\*Includes Wells Fargo business accounts and services such as debit card, savings accounts, active Online Banking, credit card, loans and lines of credit.  
C2/C2

**Account transaction fees summary**

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Cash Deposited (\$)	0	7,500	0	0.0030	0.00
Transactions	10	200	0	0.50	0.00
<b>Total service charges</b>					<b>\$0.00</b>

**IMPORTANT ACCOUNT INFORMATION**

Overdraft Fee Waiver Clarification: We will waive any overdraft fees if both your ending daily account balance (posted balance) and your available balance (which includes pending transactions) are overdrawn by \$5 or less and there are no items returned for insufficient funds at the end of our nightly processing. This fee waiver is associated with the total overdrawn balance, not the dollar size of the transaction(s) contributing to the overdrawn balance. To find out more about online banking tools that Wells Fargo offers to help you manage and track your spending, visit [wellsfargo.com/biz/online\\_banking](https://wellsfargo.com/biz/online_banking). For additional information, see your Account Agreement, speak with a local banker, or call the phone number on the top of your statement.

■ **Notice:** Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

## Account Balance Calculation Worksheet

- ENTER**

**ADD**

**CALCULATE THE SUBTOTAL**

(Add Parts A and B)

..... TOTAL \$

**SUBTRACT**

**C.** The total outstanding checks and withdrawals from the chart above . . . . . - \$

**CALCULATE THE ENDING BALANCE**

(Part A + Part B - Part C)

This amount should be the same  
as the current balance shown in  
your check register . . . . . \$ .

[illegible]

# Business Market Rate Savings

Account number: [REDACTED] ■ March 1, 2016 - March 31, 2016 ■ Page 1 of 4

**WELLS  
FARGO**

TX ALLIANCE OF GROUNDWATER DISTRICTS  
PO BOX 152169  
AUSTIN TX 78715-2169

## Questions?

Available by phone 24 hours a day, 7 days a week:  
Telecommunications Relay Services calls accepted

**1-800-CALL-WELLS** (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: [wellsfargo.com/biz](http://wellsfargo.com/biz)

Write: Wells Fargo Bank, N.A. (808)  
P.O. Box 6995  
Portland, OR 97228-6995

## Your Business and Wells Fargo

Cash flow is one of the most critical components of success for a small or mid-sized business. Achieving a positive cash flow does not come by chance. Learn more about managing cash flow by visiting [wellsfargoworks.com](http://wellsfargoworks.com).



## IMPORTANT ACCOUNT INFORMATION

Periodically, we may evaluate the timing of statements, monthly service fee assessment and interest payments to your accounts. We may adjust the timing in order to align your statement, monthly service fee assessment (if any) and interest payment dates with one another. You may receive a partial statement that reflects activity and interest payments from the last statement date to the date of the change. No monthly service fees will be assessed during a partial statement period and there will be no impact to your interest rate or compounding frequency.

### Activity summary

Beginning balance on 3/1	\$75,061.94
Deposits/Credits	1.91
Withdrawals/Debits	- 0.00
<b>Ending balance on 3/31</b>	<b>\$75,063.85</b>
Average ledger balance this period	\$75,061.94

Account number: [REDACTED]

**TX ALLIANCE OF GROUNDWATER DISTRICTS**

*Texas/Arkansas account terms and conditions apply*

For Direct Deposit use

Routing Number (RTN): [REDACTED]

For Wire Transfers use

Routing Number (RTN): [REDACTED]

## Interest summary

Interest paid this statement	\$1.91
Average collected balance	\$75,061.94
Annual percentage yield earned	0.03%
Interest earned this statement period	\$1.91
Interest paid this year	\$5.62
Total interest paid in 2015	\$22.51

## Transaction history

Date	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
3/31	Interest Payment	1.91		75,063.85
<b>Ending balance on 3/31</b>				<b>75,063.85</b>
<b>Totals</b>		<b>\$1.91</b>	<b>\$0.00</b>	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

## Monthly service fee summary

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to [wellsfargo.com/feefaq](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 03/01/2016 - 03/31/2016	Standard monthly service fee \$6.00	You paid \$0.00
<b>How to avoid the monthly service fee</b>	Minimum required	This fee period
Have any <b>ONE</b> of the following account requirements		
· Average collected balance	\$500.00	\$75,062.00 <input checked="" type="checkbox"/>
· Total automatic transfers from an eligible Wells Fargo business checking account	\$25.00	\$0.00 <input type="checkbox"/>

YC/C

## Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Deposited Items	0	20	0	0.50	0.00
Cash Deposited (\$)	0	5,000	0	0.0030	0.00
<b>Total service charges</b>					<b>\$0.00</b>



## IMPORTANT ACCOUNT INFORMATION

---

Overdraft Fee Waiver Clarification: We will waive any overdraft fees if both your ending daily account balance (posted balance) and your available balance (which includes pending transactions) are overdrawn by \$5 or less and there are no items returned for insufficient funds at the end of our nightly processing. This fee waiver is associated with the total overdrawn balance, not the dollar size of the transaction(s) contributing to the overdrawn balance. To find out more about online banking tools that Wells Fargo offers to help you manage and track your spending, visit [wellsfargo.com/biz/online\\_banking](https://wellsfargo.com/biz/online_banking). For additional information, see your Account Agreement, speak with a local banker, or call the phone number on the top of your statement.

■ **Notice:** Wells Fargo Bank, N.A. may furnish information about accounts belonging to individuals, including sole proprietorships, to consumer reporting agencies. If this applies to you, you have the right to dispute the accuracy of information that we have reported by writing to us at: Overdraft Collections and Recovery, P.O. Box 5058, Portland, OR 97208-5058.

## Account Balance Calculation Worksheet

- ENTER**

**ADD**

**CALCULATE THE SUBTOTAL**

(Add Parts A and B)

..... **TOTAL \$** \_\_\_\_\_

**SUBTRACT**

**C.** The total outstanding checks and withdrawals from the chart above . . . . . - \$

**CALCULATE THE ENDING BALANCE**

(Part A + Part B - Part C)

This amount should be the same  
as the current balance shown in  
your check register . . . . . \$ .

[illegible]



Prepared For	TAGD SARAH SCHLESSINGER
Account Number	
Statement Closing Date	01/06/16
Days in Billing Cycle	33
Next Statement Date	02/04/16
Credit Line	\$8,000
Available Credit	\$6,037

For 24-Hour Customer Service Call:  
800-225-5935

Inquiries or Questions:  
WF Business Direct PO Box 29482  
Phoenix, AZ 85038-8650

Payments:  
Payment Remittance Center PO Box 6426  
Carol Stream, IL 60197-6426

Payment Information

New Balance	\$1,896.64
Current Payment Due	\$37.00
Current Payment Due Date	01/27/16

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$637.37
Credits	-	\$15.84
Payments	-	\$637.37
Purchases & Other Charges	+	\$1,912.48
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$1,896.64

Promotional Balance Summary

0% Purchases	\$1,896.64
--------------	------------

Promotional balance(s) shown with a 0% interest rate do not include any fees or finance charges that may have been assessed with the transaction.

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	0.000%	0%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.240%	.06641%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

See reverse side for important information.

5596 YTG 1 7 4 160106 0 PAGE 1 of 4 1 0 5921 0200 BXIK 01DQ5596



----- DETACH HERE -----

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	
New Balance	\$1,896.64
Total Amount Due	\$37.00
Current Payment Due Date	01/27/16

Amount Enclosed: \$



Print address or phone changes: Work ( )



PAYMENT REMITTANCE CENTER YTG  
PO BOX 6426 8  
CAROL STREAM IL 60197-6426

TAGD  
SARAH SCHLESSINGER  
PO BOX 152169  
AUSTIN TX 78715-2169

**If your card is ever lost or stolen:**

Please notify us immediately by calling: 1-800-225-5935, 24 hours a day, 7 days a week.

**Questions about your statement:**

If you have a question about your statement, please write to us within 30 days after the statement was mailed to you. Please use a separate letter and include your account number and the date of the statement in question. Please refer to the front of the statement for our Inquiry mailing address.

**For all your personal or business financial service needs  
Visit us at [www.wellsfargo.com](http://www.wellsfargo.com)**

**Important Payment Information:**

**Payments made at a Wells Fargo banking location.** Payments can be made at a Wells Fargo location that provides teller services. When making a payment at a Wells Fargo store you must present a separate check for each account being paid. A single check cannot be used to pay multiple accounts.

**Payments by mail.** Mail your check and the payment coupon to the Payment Remittance Center address printed on this statement. For fastest delivery, please use the enclosed window envelope. If using a single check to pay multiple accounts, we must receive a completed payment coupon for each account being paid or a list showing the full account number and amount to be credited to each account. If you are paying multiple accounts with a single check, the total of the check must equal the sum of the payments to be applied to each individual account, with at least the total minimum payment due for all accounts.

**Payments by phone.** If you are authorized to transact on the account, you may be able to initiate a payment by calling the Customer Service number listed on the front of this statement.

**Payments made using Wells Fargo Online Banking or Wells Fargo Mobile.** If you have access to the account via Wells Fargo Online Banking or Mobile you may be able to make a payment depending on your level of access.

**Automatic Payments.** You can establish automatic payments to this credit account from a Wells Fargo deposit account or any other financial institution. For enrollment information, please contact our Customer Service number listed on the front of this statement.

**Timing of payments by mail or payments made at a Wells Fargo store.** Payments that are received by mail or in a Wells Fargo store as of 5 p.m. on any business day will be credited as of the date of receipt. Payments we receive after 5 p.m. or on non-business days will be credited as of the next business day. Payments made at other Wells Fargo locations may not be credited for up to five business days.

**When a payment is considered late.** If your payment is received or initiated any time after the Due Date, it is considered late and your account will be subject to a late fee.

Important Information

\$0 - \$1,896.64 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 01/27/16. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

TOTAL \*FINANCE CHARGE\* BILLED IN 2015\$0.00

TOTAL \*FINANCE CHARGE\* PAID IN 2015\$0.00

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
12/07	12/07	2443106AM2E03532V	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA	Office Furniture & Equipment: Desk Chair	160.52
12/07	12/07	2449215AMS15AFS8A	PAYPAL *TEXASALLIAN 402-935-7733 CA	Meeting Expense: Paypal Test Charge	1.00
12/07	12/07	2449215AMS15ATSPL	PAYPAL *TEXASALLIAN 402-935-7733 CA	Meeting Expense: Paypal Test Charge	0.50
12/09	12/09	2444574AR2XM898HZ	OFFICE DEPOT #477 AUSTIN TX	Office Supplies: Binders and Index Dividers	131.43
12/09	12/09	2469216AR00QP2N0Z	APPLE STORE #R085 AUSTIN TX	Office Furniture & Equipment: Beth's macbook cover/case	39.95
12/11	12/11	2461043AV231ZJ994	HYATT REGENCY LOST PINES LOST PINES TX	Travel & Hotel: Staff Hotel & Food for EC Retreat	434.10
12/15	12/15	2416407AXQ5Q2M66K	USPS PO BOXES 66101510 800-3447779 DC	PO Box: 3 month renewal	39.00
12/15	12/15	2471705AY4EYWT6PA	TLF GREENWOOD FLORIST AND817-3363883 TX	Outreach: Joe B. Cooper 's father's funeral	173.19
12/16	12/16	2416407AY2LR8BEDF	TARGET 00010611 AUSTIN TX	Office Equipment: sponge, sponge holder and electric kettle	36.45
12/22	12/22	2461043B6231YZFZ2	HYATT REGENCY LOST PINES LOST PINES TX	Meeting Expense: Executive Committee Retreat	615.80
12/25	12/25	2469216B7001RQH9J	INTUIT *QB ONLINE 800-286-6800 CA	Bookkeeping: monthly quickbooks	42.59
12/28	12/28	F592100BA00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	637.37	
12/31	12/31	2469216BD00K53YSB	OOMA,INC 888-711-6662 CA	Business Phone: monthly charge	14.74
12/31	12/31	7470340BD00J20GZT	WILD APRICOT 416-410-4059 CD	Professional Services: monthly membership management	40.00
01/01	01/01	2427074QJ07JLARD3	TEXAS LEGISLATIVE SERVICE512-4767596 TX	Monthly charge	125.00
01/01	01/01	7469216QH009MZFGG	INTUIT *QB ONLINE 800-286-6800 CA		2.64
01/01	01/01	7469216QH009MZGYR	INTUIT *QB ONLINE 800-286-6800 CA		2.64
01/01	01/01	7469216QH009MZHKN	INTUIT *QB ONLINE 800-286-6800 CA	Reimbursement of Tax Charges	2.64
01/01	01/01	7469216QH009MZH0A	INTUIT *QB ONLINE 800-286-6800 CA		2.64
01/01	01/01	7469216QH009MZH9M	INTUIT *QB ONLINE 800-286-6800 CA		2.64
01/01	01/01	7469216QH009MZJSJ	INTUIT *QB ONLINE 800-286-6800 CA		2.64
01/04	01/04	2480197QL2M154G92	MOO.COM www moo com RI	Office Supplies: Sarah & Beth business card purchase	58.21

Wells Fargo News

What can Messages and Alerts do for your business?

Wells Fargo Business Online® can deliver timely updates on your business credit card account via email or text. Alerts allow you to control and receive only the messages that are important to you. Sign up for Alerts during your Wells Fargo Online session by going to the Messages and Alerts tab.

This page intentionally blank



**If your card is ever lost or stolen:**

Please notify us immediately by calling: 1-800-225-5935, 24 hours a day, 7 days a week.

**Questions about your statement:**

If you have a question about your statement, please write to us within 30 days after the statement was mailed to you. Please use a separate letter and include your account number and the date of the statement in question. Please refer to the front of the statement for our Inquiry mailing address.

**For all your personal or business financial service needs  
Visit us at [www.wellsfargo.com](http://www.wellsfargo.com)**

**Important Payment Information:**

**Payments made at a Wells Fargo banking location.** Payments can be made at a Wells Fargo location that provides teller services. When making a payment at a Wells Fargo store you must present a separate check for each account being paid. A single check cannot be used to pay multiple accounts.

**Payments by mail.** Mail your check and the payment coupon to the Payment Remittance Center address printed on this statement. For fastest delivery, please use the enclosed window envelope. If using a single check to pay multiple accounts, we must receive a completed payment coupon for each account being paid or a list showing the full account number and amount to be credited to each account. If you are paying multiple accounts with a single check, the total of the check must equal the sum of the payments to be applied to each individual account, with at least the total minimum payment due for all accounts.

**Payments by phone.** If you are authorized to transact on the account, you may be able to initiate a payment by calling the Customer Service number listed on the front of this statement.

**Payments made using Wells Fargo Online Banking or Wells Fargo Mobile.** If you have access to the account via Wells Fargo Online Banking or Mobile you may be able to make a payment depending on your level of access.

**Automatic Payments.** You can establish automatic payments to this credit account from a Wells Fargo deposit account or any other financial institution. For enrollment information, please contact our Customer Service number listed on the front of this statement.

**Timing of payments by mail or payments made at a Wells Fargo store.** Payments that are received by mail or in a Wells Fargo store as of 5 p.m. on any business day will be credited as of the date of receipt. Payments we receive after 5 p.m. or on non-business days will be credited as of the next business day. Payments made at other Wells Fargo locations may not be credited for up to five business days.

**When a payment is considered late.** If your payment is received or initiated any time after the Due Date, it is considered late and your account will be subject to a late fee.

Important Information

\$0 - \$4,252.23 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 02/25/16. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

TOTAL *FINANCE CHARGE* BILLED IN 2015	\$0.00
TOTAL *FINANCE CHARGE* PAID IN 2015	\$0.00

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
12/22	01/07	2461043D7232J6ZJ6	HYATT REGENCY LOST PINES LOST PINES TX	Erroneous charge being disputed	115.16
01/05	01/07	2469216QN00R1Z98P	AUSTIN PARKING METERS AUSTIN TX	Parking: Farm Bureau Meeting	3.00
01/06	01/07	2471705QN4YQA0T2H	TX HISTORY MUSEUM PARKING AUSTIN TX	Parking: TWDB Board Meeting	8.00
01/07	01/07	2449215QPLS8527SK	TECHSOUP 415-633-9300 CA	Adobe Pro Software Purchase	55.00
01/09	01/09	2407105QSWMN4EKBY	SOUP PEDDLER -LAMAR AUSTIN TX	Outreach: Staff Training lunch	20.29
01/11	01/11	2416407QVQ5GQXK5Z	USPS 48041595524803595 AUSTIN TX	Postage: roll of 5 stamps	2.45
01/14	01/14	2416407QYQ5EETMAX	USPS 48041501234804088 AUSTIN TX	Postage: roll of 100 stamps	49.00
01/17	01/17	2443105D10REE57X8	HOSTGATOR.COM PS://SIGNUP.H TX	Website: annual site lock and code guard	36.26
01/18	01/18	2444574D32XJAS82Q	OFFICEMAX/OFFICE DEPOT677 AUSTIN TX	Office (\$13.48)& Meeting Supplies (\$59.98)	73.46
01/19	01/19	2471705D34YG3B72A	TX HISTORY MUSEUM PARKING AUSTIN TX	Parking: TWDB Board Meeting	8.00
01/22	01/22	2469216D600MHZETR	OOMA,INC 888-711-6662 CA	Office Phone: monthly cost	14.84
01/25	01/25	2444574DA2XH2L5EN	OFFICE DEPOT #477 AUSTIN TX	Meeting (\$51.49) & Office Expense (\$23.90)	75.47
01/25	01/25	2469216D900AQ4VP6	INTUIT *QB ONLINE 800-286-6800 CA	Quickbooks: monthly cost	39.95
01/26	01/26	2480163DB8ABHS9PX	ROCK N ROLL 512-447-5305 TX	Meeting Expense: AV & Audio Rental	47.00
01/27	01/27	2427074DQQAT6KT3N	CROWN PLAZA HTL - ASTN RS AUSTIN TX	Meeting Expense: staff lunch	40.64
01/27	01/27	F592100DB00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	1,896.64	
01/30	01/30	2427074DEQZES8RAV	CROWN PLAZA HOTEL 512-3235466 TX	Meeting Expense: January Business Meeting	3,581.02
01/31	01/31	7470340DF004H3E9A	WILD APRICOT 416-410-4059 CD	Professional Services: monthly membership management	40.00
02/01	02/01	2427074DH07NZN6X9	TEXAS LEGISLATIVE SERVICE512-4767596 TX	Monthly charge	125.00
02/02	02/02	2471705DH7JEGJQX0	CAPITOL VISITORS PARKING AUSTIN TX	Parking: House Natural Resources Committee Meeting	3.00
02/03	02/03	7427074DJQZLT0R14	CROWN PLAZA HOTEL AUSTIN TX	Meeting Expense: Reimbursement for incorrect reception charge	85.31

Wells Fargo News

What can Messages and Alerts do for your business?

Wells Fargo Business Online® can deliver timely updates on your business credit card account via email or text. Alerts allow you to control and receive only the messages that are important to you. Sign up for Alerts during your Wells Fargo Online session by going to the Messages and Alerts tab.

This page intentionally blank



Prepared For	TAGD SARAH SCHLESSINGER
Account Number	
Statement Closing Date	03/04/16
Days in Billing Cycle	29
Next Statement Date	04/06/16
Credit Line	\$8,000
Available Credit	\$7,232

For 24-Hour Customer Service Call:  
800-225-5935

Inquiries or Questions:  
WF Business Direct PO Box 29482  
Phoenix, AZ 85038-8650

Payments:  
Payment Remittance Center PO Box 6426  
Carol Stream, IL 60197-6426

Payment Information

New Balance	\$732.40
Current Payment Due	\$25.00
Current Payment Due Date	03/25/16

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$4,252.23
Credits	-	\$172.91
Payments	-	\$4,079.32
Purchases & Other Charges	+	\$732.40
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$732.40

Promotional Balance Summary

0% Purchases	\$732.40
--------------	----------

Promotional balance(s) shown with a 0% interest rate do not include any fees or finance charges that may have been assessed with the transaction.

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	0.000%	0%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.240%	.06641%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

See reverse side for important information.

5596 YTG 1 7 4 160304 0 PAGE 1 of 4 1 0 5921 0200 BXIK 01DQ5596



----- DETACH HERE -----

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	
New Balance	\$732.40
Total Amount Due	\$25.00
Current Payment Due Date	03/25/16



Print address or phone changes: \_\_\_\_\_  
Work ( ) \_\_\_\_\_

Amount Enclosed: \$

⏏  
PAYMENT REMITTANCE CENTER YTG  
PO BOX 6426 8  
CAROL STREAM IL 60197-6426

TAGD  
SARAH SCHLESSINGER  
5307 W HIGHWAY 290  
AUSTIN TX 78735-8960  
⏏

**If your card is ever lost or stolen:**

Please notify us immediately by calling: 1-800-225-5935, 24 hours a day, 7 days a week.

**Questions about your statement:**

If you have a question about your statement, please write to us within 30 days after the statement was mailed to you. Please use a separate letter and include your account number and the date of the statement in question. Please refer to the front of the statement for our Inquiry mailing address.

**For all your personal or business financial service needs  
Visit us at [www.wellsfargo.com](http://www.wellsfargo.com)**

**Important Payment Information:**

**Payments made at a Wells Fargo banking location.** Payments can be made at a Wells Fargo location that provides teller services. When making a payment at a Wells Fargo store you must present a separate check for each account being paid. A single check cannot be used to pay multiple accounts.

**Payments by mail.** Mail your check and the payment coupon to the Payment Remittance Center address printed on this statement. For fastest delivery, please use the enclosed window envelope. If using a single check to pay multiple accounts, we must receive a completed payment coupon for each account being paid or a list showing the full account number and amount to be credited to each account. If you are paying multiple accounts with a single check, the total of the check must equal the sum of the payments to be applied to each individual account, with at least the total minimum payment due for all accounts.

**Payments by phone.** If you are authorized to transact on the account, you may be able to initiate a payment by calling the Customer Service number listed on the front of this statement.

**Payments made using Wells Fargo Online Banking or Wells Fargo Mobile.** If you have access to the account via Wells Fargo Online Banking or Mobile you may be able to make a payment depending on your level of access.

**Automatic Payments.** You can establish automatic payments to this credit account from a Wells Fargo deposit account or any other financial institution. For enrollment information, please contact our Customer Service number listed on the front of this statement.

**Timing of payments by mail or payments made at a Wells Fargo store.** Payments that are received by mail or in a Wells Fargo store as of 5 p.m. on any business day will be credited as of the date of receipt. Payments we receive after 5 p.m. or on non-business days will be credited as of the next business day. Payments made at other Wells Fargo locations may not be credited for up to five business days.

**When a payment is considered late.** If your payment is received or initiated any time after the Due Date, it is considered late and your account will be subject to a late fee.

Important Information

\$0 - \$732.40 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 03/25/16. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

TOTAL \*FINANCE CHARGE\* BILLED IN 2015\$0.00

TOTAL \*FINANCE CHARGE\* PAID IN 2015\$0.00

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
12/22	02/05	7461043DV232GNHKF	HYATT REGENCY LOST PINES LOST PINES TX	Meeting Supplies: Reimb.	172.91
02/03	02/05	2444574DK2XKYA5BG	OFFICE DEPOT #477 AUSTIN TX	Office Supplies Printing Paper	45.99
02/09	02/09	2469216DR00PYVVFP	TEXAS WATER CONSERVATI 512-472-7216 TX	Conference Dues	425.00
02/12	02/12	2426979DV2XX2DRXL	SOUP PEDDLER -LAMAR AUSTIN TX	Outreach:staff training	28.52
02/18	02/18	2471705E23TH7V49A	TX WATER DEV BOARD TNRI512-9360876 TX	Office Supplies: Updated GCD Poster	13.10
02/23	02/23	2469216E600Q8K2B8	OOMA,INC 888-711-6662 CA	Office Phone: Monthly	14.84
02/25	02/25	2469216E800L3X19Y	INTUIT *QB ONLINE 800-286-6800 CA	Accounting: quickbooks monthly	39.95
02/25	02/25	F592100E800CHGDDA	AUTOMATIC PAYMENT - THANK YOU	4,079.32	
03/01	03/01	2427074EE07VJ4W63	TEXAS LEGISLATIVE SERVICE512-4767596 TX	Monthly Professional Service	125.00
03/01	03/01	7470340ED002RYJ5P	WILD APRICOT 416-410-4059 CD	Member Management Software: Monthly	40.00

Wells Fargo News

What can Messages and Alerts do for your business?

Wells Fargo Business Online® can deliver timely updates on your business credit card account via email or text. Alerts allow you to control and receive only the messages that are important to you. Sign up for Alerts during your Wells Fargo Online session by going to the Messages and Alerts tab.

This page intentionally blank

Prepared For	TAGD SARAH SCHLESSINGER
Account Number	
Statement Closing Date	04/06/16
Days in Billing Cycle	33
Next Statement Date	05/05/16
Credit Line	\$8,000
Available Credit	\$7,495

For 24-Hour Customer Service Call:  
800-225-5935

Inquiries or Questions:  
WF Business Direct PO Box 29482  
Phoenix, AZ 85038-8650

Payments:  
Payment Remittance Center PO Box 6426  
Carol Stream, IL 60197-6426

Payment Information

New Balance	\$496.70
Current Payment Due (Minimum Payment)	\$25.00
Current Payment Due Date	04/27/16

Thank you for using our Automatic Payment service. See the **Important Information** section below for your next scheduled payment.

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$732.40
Credits	-	\$0.00
Payments	-	\$732.40
Purchases & Other Charges	+	\$496.70
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$496.70

Promotional Balance Summary

0% Purchases	\$496.70
--------------	----------

Promotional balance(s) shown with a 0% interest rate do not include any fees or finance charges that may have been assessed with the transaction.

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	0.000%	0%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.240%	.06641%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

See reverse side for important information.

5596 YTG 1 7 4 160406 0 PAGE 1 of 4 1 0 5921 0200 BXIK 01DQ5596



----- DETACH HERE -----

Detach and mail with check payable to "Wells Fargo" to arrive by Current Payment Due Date.

Make checks payable to: Wells Fargo

Account Number	
New Balance	\$496.70
Total Amount Due (Minimum Payment)	\$25.00
Current Payment Due Date	04/27/16

Amount Enclosed: \$



Print address or phone changes:

Work ( )

PAYMENT REMITTANCE CENTER YTG  
PO BOX 6426 8  
CAROL STREAM IL 60197-6426

TAGD  
SARAH SCHLESSINGER  
4009 BANISTER LN STE 355  
AUSTIN TX 78704-7040

**If your card is ever lost or stolen:**

Please notify us immediately by calling: 1-800-225-5935, 24 hours a day, 7 days a week.

**Questions about your statement:**

If you have a question about your statement, please write to us within 30 days after the statement was mailed to you. Please use a separate letter and include your account number and the date of the statement in question. Please refer to the front of the statement for our Inquiry mailing address.

**For all your personal or business financial service needs  
Visit us at [www.wellsfargo.com](http://www.wellsfargo.com)**

**Important Payment Information:**

**Payments made at a Wells Fargo banking location.** Payments can be made at a Wells Fargo location that provides teller services. When making a payment at a Wells Fargo store you must present a separate check for each account being paid. A single check cannot be used to pay multiple accounts.

**Payments by mail.** Mail your check and the payment coupon to the Payment Remittance Center address printed on this statement. For fastest delivery, please use the enclosed window envelope. If using a single check to pay multiple accounts, we must receive a completed payment coupon for each account being paid or a list showing the full account number and amount to be credited to each account. If you are paying multiple accounts with a single check, the total of the check must equal the sum of the payments to be applied to each individual account, with at least the total minimum payment due for all accounts.

**Payments by phone.** If you are authorized to transact on the account, you may be able to initiate a payment by calling the Customer Service number listed on the front of this statement.

**Payments made using Wells Fargo Online Banking or Wells Fargo Mobile.** If you have access to the account via Wells Fargo Online Banking or Mobile you may be able to make a payment depending on your level of access.

**Automatic Payments.** You can establish automatic payments to this credit account from a Wells Fargo deposit account or any other financial institution. For enrollment information, please contact our Customer Service number listed on the front of this statement.

**Timing of payments by mail or payments made at a Wells Fargo store.** Payments that are received by mail or in a Wells Fargo store as of 5 p.m. on any business day will be credited as of the date of receipt. Payments we receive after 5 p.m. or on non-business days will be credited as of the next business day. Payments made at other Wells Fargo locations may not be credited for up to five business days.

**When a payment is considered late.** If your payment is received or initiated any time after the Due Date, it is considered late and your account will be subject to a late fee.

Important Information

\$0 - \$496.70 WILL BE DEDUCTED FROM YOUR ACCOUNT AND CREDITED AS YOUR AUTOMATIC PAYMENT ON 04/27/16. THE AUTOMATIC PAYMENT AMOUNT WILL BE REDUCED BY ALL PAYMENTS POSTED ON OR BEFORE THIS DATE.

Transaction Details

Trans	Post	Reference Number	Description	Credits	Charges
03/03	03/05	2449398EG61KWKBLA	ACE PARKING 3619 THE WOODLANDS TX	Parking: TWCA Conference	20.00
03/04	03/05	2449398EH61KWKBD2	ACE PARKING 3619 THE WOODLANDS TX	Parking: TWCA Conference	15.00
03/07	03/07	2401339EK00X67HDV	ROLLING IN THYME & DOUGH DRIPPING SPRI TX	Outreach: Travel Staff Lunch	19.20
03/15	03/15	2463923EWS66HQB46	TIFF'S TREATS 512-4732600 TX	Outreach: legislative committee room thank you	35.00
03/22	03/22	2469216F200LG73RP	OOMA,INC 888-711-6662 CA	Office Phone: monthly	14.84
03/25	03/25	2469216F500GJF1S1	INTUIT *QB ONLINE 800-286-6800 CA	Accounting: quickbooks monthly	39.95
03/25	03/25	F592100F500CHGDDA	AUTOMATIC PAYMENT - THANK YOU	732.40	
03/28	03/28	2416407F8Q5FHHNES	USPS 48041101834805721 AUSTIN TX	PO Box Reenwal 6 months	70.00
03/29	03/29	2462573FAJASTDEW3	TAMU 02 PARKING GARAGE COLLEGE STATI TX	Parking: A&M Conference	5.00
03/30	03/30	2462573FBJAVFP7BM	TAMU 02 PARKING GARAGE COLLEGE STATI TX	Parking: A&M Conference	4.00
03/31	03/31	2449215FBS0ZGZ7QX	GOVERNMENT PAYMENTS 956-682-3466 TX	Clerical Duties: appraisal district payment	44.71
03/31	03/31	7470340FB00BMSLN9	WILD APRICOT 416-410-4059 CD	Membership management: monthly	40.00
04/01	04/01	2405522FD2Q9DY08G	AUSTIN THEATRE ALLIANCE 512-692-0514 TX	Conference Dues: Thirst for Water Talk	64.00
04/01	04/01	2427074FD080AZG3B	TEXAS LEGISLATIVE SERVICE512-4767596 TX	Monthly Professional Service	125.00

Wells Fargo News

Now there are no foreign transaction fees when you make international purchases or travel outside of the U.S. With your Wells Fargo Business Card, you can take your business anywhere around the world and have the confidence you'll get:

- No foreign transaction fees on your purchases
- Enhanced security with chip card technology

"No foreign transaction fees" applies to business credit cards issued by Wells Fargo, and this account in particular. For information on other Wells Fargo credit and debit cards, please see your account agreement or visit [wellsfargo.com](https://www.wellsfargo.com).

This page intentionally blank