

# Coastal Plains Soil and Water Conservation District #317

1402 Band Rd., Suite 200  
Rosenberg, Texas 77471  
281-232-6898x7914

## Notice of Meeting

Pursuant to Section 551.041 of the Texas Open Meetings Act, notice is hereby given that the Coastal Plains Soil and Water Conservation District #317 will meet at 3:00 p.m., Tuesday, September 9, 2025, at: USDA/Extension Office, 1402 Band Rd. Suite 200, Rosenberg, TX. 77471, and the following items will be discussed and/or acted upon:

### Agenda September 9, 2025

1. Call Meeting to Order & Establish a Quorum
2. Recognize any Visitors:  
“Public Comments” (5 minutes)
3. Review and Approve: Minutes- August Meeting
4. Unfinished Business:
  - Discussion and/or action on: None
5. New Business:
  - Review/or action on: Water Quality Management Plan (WQMP) items- *(2 status reviews/1 plan)*
  - Review/or action on: Conservation Activity Program (CAP) payment request-*(#4)*
  - Review/or action on: “Certification of Unopposed Candidates” form- *(Dale signs)*
  - Review/or action on: “Order of Cancellation”- *(Ben & Dale signs)*
  - Review/or action on: Review ATSWCD Resolutions- *(both approved for state meeting)*
  - Review/or action on: FY 25 Annual Financial Report-*due October 31*
  - Review/or action on: 4<sup>th</sup> Qtr. Cellular Data Service Request-*June/August*
  - Review/or action on: 4<sup>th</sup> Qtr. Director Mileage/Per Diem Claims-*June/August-(State)*
  - Review/or action on: Replace lost check #1554 for Ben 3<sup>rd</sup> qtr. Mileage/Per Diem-*(State)*
  - Review/or action on: August Technical Assistance Form (TA)/Performance sheet- *(State)*
  - Review/or action on: AT&T payment- *(State)*
  - Review/or action on: Gulf Coast Assn. meeting registrations-*(3 = \$105.00)-(Trust)*
  - Review/or action on: Ben & Linda mileage to Gulf Coast Meeting-*(Trust)*
  - Review/or action on: Ratify Trust Fund ck #1306 to TSSWCB for coffee break sponsorship
  - Review/or action on: Bankcard Center Payment- *(Trust)*
  - Review/or action on: TAWS Membership Renewal-*(Trust)?*
  - Review/or action on: NACD Membership Payment-*(Trust)?*
  - Review/or action on: Conservation Awards Packet- *(nominees)*
  - Review/or action on: District Director/Employee Scholarship Applications-*due now*
  - Review/or action on: FY 25 Annual Employee Evaluation
  - Review/or action on: Any late requests for Payments, Dues, Sponsorships, or Donations

6. Review Correspondence:

- None

7. NRCS Monthly Activities Report-*District Conservationist-Lewis Moore*

8. TSSWCB Monthly Field Representative Report-*Area 3 Rep.-Teresa Reese*

9. Review and Approve: Financial Report/Bank Statements –*August*

10. Review and Approve: Payment of Bills & Expenditures –*September*

11. Review: FY'25 TSSWCB Funds- *Submitted to TSSWCB for Reimbursement to the District*

12. Upcoming Events & Programs:

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- **TSSWCB Annual Meeting**-Sept. 28/Oct. 1-Kalahari Resort, Round Rock, TX

Adjourn Meeting:

**Next Meeting Date: October 14, 2025**

COASTAL PLAINS SWCD # 317  
SERVING FORT BEND COUNTY'S AGRICULTURAL NEEDS  
FOR MORE THAN 75 YEARS

The Coastal Plains Soil & Water Conservation Board may convene in executive session in accordance with sections 511.071-551.076 of the Texas Open Meetings Act on any of the above agenda items. People with disabilities who plan to attend this meeting and who may need auxiliary aid or services are requested to call 218-232-6898x3 at least two business days prior to the meeting so that the appropriate arrangements can be made.