

## **Victoria County Groundwater Conservation District Meeting Notice and Agenda**

Notice is hereby given in accordance with the Open Meetings Act, Chapter 551, Government Code and Section 36.064 of the Texas Water Code that the Victoria County Groundwater Conservation District Board of Directors will hold a meeting on January 17, 2025, at 9:00 AM at the UHV Northwest Campus, Room 129, 1604 E. Airline Rd., Victoria, Texas.

### **AGENDA**

1. Call the meeting to order and welcome guests.
2. Receive public comments.
3. Consideration of and possible action on matters related to groundwater management including the efforts and activities of the District regarding permitting, complaints, investigations, violations, and enforcement cases associated with permitting.
  - a. Permit Hearing - Mr. Patrick Linder, Attorney for Victoria County Water Control Improvement District 1 (VCWCID1) seeks on behalf of VCWCID1, under permitting request case PRC-20231003-04, an amendment to permit AP-20101119-03 to a) expand the production area to the 0.65 acre-tract of contiguous groundwater control held by the VCWCID1 surrounding well GW-000311 and replacement well R1GW-000311 and b) transfer the validate historic production of well GW-000311 to replacement well R1GW-000311.
4. Consideration of and possible action on matters related to groundwater protection including complaints, investigations, violations, and enforcement cases related to groundwater contamination and waste.
5. Consideration of and possible action on matters related to groundwater monitoring.
6. Consideration of and possible action on matters related to groundwater conservation.
7. Consideration of and possible action on matters related to groundwater resource planning including Groundwater Management Area 15 Joint Planning and regional water planning.
8. Consideration of and possible action on matters related to groundwater policy including the management plan of the district, the rules of the district, and bills of the 89th Legislative Session of the Texas Legislature.
  - a. Potential resolution regarding compensation for directors of the district.
9. Consideration of and possible action on matters related to administration and management including the minutes of previous meetings, the annual budget of the district, bank accounts, investments, financial reports of the district, bills and invoices of the district, management goals and objectives of the district, administrative policies, staffing, consultant agreements, interlocal cooperation agreements, and support services provided to and from other groundwater conservation districts.
10. Consideration of and possible action on matters related to legal counsel report.
11. Adjourn.

The Victoria County Groundwater Conservation District may close the meeting, if necessary, to conduct private consultation with legal counsel regarding matters protected by the attorney-client privilege pursuant to Section 551.071 of the Government Code or to discuss matters regarding personnel pursuant to Section 551.074 of the Government Code. The Victoria County Groundwater Conservation District will return to open meeting, if necessary, to take any action deemed necessary based on discussion in closed meeting pursuant to Section 551.102 of the Government Code.

In Accordance with Title III of the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. Please submit your request as far as possible in advance of event you wish to attend.

**Victoria County Groundwater Conservation District  
Board of Directors**

**Notice of Public Meeting and Permit Hearing**

Notice is hereby given in accordance with the Open Meetings Act, Chapter 551, Government Code and Section 36.404 of the Texas Water Code, that the Victoria County Groundwater Conservation District will hold a public meeting on January 17, 2025, at 9:00 AM at the UHV Northwest Campus, Room 129, 1604 E. Airline Rd., Victoria, Texas. During the meeting, the Board of Directors is scheduled to conduct a permit hearing, consider, and possibly take action regarding the following permitting matter(s):

Mr. Patrick Linder, Attorney for Victoria County Water Control Improvement District 1 (VCWCID1) seeks on behalf of VCWCID1, under permitting request case PRC-20231003-04, an amendment to permit AP-20101119-03 to a) expand the production area to the 0.65 acre-tract of contiguous groundwater control held by the VCWCID1 surrounding well GW-000311 and replacement well R1GW-000311 and b) transfer the validate historic production of well GW-000311 to replacement well R1GW-000311.

Any person who intends to contest a permitting request must provide written notice of that intent to the District at the consolidated offices of the Calhoun County Groundwater Conservation District, the Refugio Groundwater Conservation District, the Texana Groundwater Conservation District, and the Victoria County Groundwater Conservation District at P.O. Box 69, Victoria, Texas 77902 at least three calendar days prior to the hearing date in this public notice. If the District does not receive a timely notice of intent to contest a permitting request, the Board of Directors may cancel the related permit hearing and take action on the permit request(s) at the next regular board meeting in accordance with the Rules of the District.

For more information regarding this matter, contact Tim Andruss, General Manager of the Victoria County Groundwater Conservation District at 361-579-6863 or at [admin@vcgcd.org](mailto:admin@vcgcd.org).

# Meeting Packet - 20250117

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# Item 1 - Convene Meeting

## Management Discussion:

Staff completed the necessary public notification requirements for the meeting.

See: Public Notice - 20250117 - Board Meeting

VCGCD - Meeting Notice - 20250117 - Final.pdf

 Untitled Attachment

See: Public Notice - 20250117 - Permit Hearing - PRC-20231003-04

VCGCD - Notice of Permit Hearing - PRC-20231003-04 - 20250117.pdf

 Untitled Attachment

VCGCD - Meeting Notice - 20250117 - Final.pdf

## Management Recommendation:

Call the meeting to order and call the roll of representatives:

Precinct 1: Mr. Jerry Hroch, Vice President : \_\_\_\_\_ .

Precinct 2: Mr. Thurman Clements, Jr., Director : \_\_\_\_\_ .

Precinct 3: Mrs. Barbara Dietzel, Secretary : \_\_\_\_\_ .

Precinct 4: Mr. Mark Meek, President : \_\_\_\_\_ .

At Large: Mr. Kenneth Eller, Director : \_\_\_\_\_ .

General Manager: Tim Andruss : \_\_\_\_\_ .

General Counsel: Jim Allison : \_\_\_\_\_ .

## Item 2 - Receive Public Comment

### Management Discussion:

None.

### Management Recommendation:

Offer to accept public comment from attendees.

## Item 3 - Groundwater Management (Permitting)

### Topic 3.1 - Report

Regarding Well Registration Processing for FY2025.

As of January 15, 2025, staff had received 8 well registration applications (ARWs) since October 1, 2024.

As of January 15, 2025, staff had received 30 Notices of Intent to Drill a Well (NIDWs) since October 1, 2024.

Regarding Production Permit Renewal Processing for FY2025.

As of January 15, 2025, staff had received 0 production permit renewal requests (ARPs) since October 1, 2024.

Regarding Permit Processing for FY2025

As of January 15, 2025, staff had initiated 1 permitting request case (PRCs) since October 1, 2024.

As of January 15, 2025, staff had 9 permitting request cases pending.

- a. PRC-20211110-01 - ARW-20211109-01/03/ADW-20211109-05/AOW-20211109-02/04/06 - William G. Hoad - Pending
- b. PRC-20220329-01 - ADW-20220322-01/AOW-20220322-02 - Michael Dillon Hannasch - Pending
- c. PRC-20220624-01 - ADW-20220624-01 - Kenneth and Jennifer Charbula/AOW-20220624-02 - Kenneth and Jennifer Charbula - John and Gladys Stockbauer - Pending
- d. PRC-20220705-03 - ADW-20220630-02/AOW-20220630-03 - Chase Thompson - Pending
- e. PRC-20231003-01 - ANHUPPW-20230925-03 - Ray Young - Pending
- f. PRC-20231003-02 - ANHUPPW-20230926-01 - Kevin Broll - Pending

- g. PRC-20231003-04 - AAP-20230815-01 - VCWCID1 - R1GW-000311 - Pending/Contested
- h. PRC-20231226-01 - ANHUPPW-20231226-01 - The Barn - Pending/Uncontested
- i. PRC-20240913-01 - ARP-20240726-01 - Argent Trust Company, Trustee of the William M. Murphy, III Testamentary Trust - Pending/Uncontested

As of January 15, 2025, staff had 253 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 115276 acre-feet.

Regarding Groundwater Production Report Processing for CY2024.

As of January 15, 2025, staff had processed 55 groundwater production reports for the preceding calendar year since October 1, 2024.

As of January 15, 2025, staff had recorded groundwater production reports for 55 water wells reporting 1,996 acre-feet of groundwater production during CY 2024. (TWDB estimated the volume of groundwater produced for rural domestic, livestock, mining, and rig supply exempt uses in Victoria County in Year 2020 was 1,920 acre-feet. See: TWDB - Projected Exempt Groundwater Use Estimates. ).

Regarding Manage Investigations related to Permitting Violations for FY2025.

As of January 15, 2025, staff had initiated 0 investigations related to groundwater management (i.e., permitting) since October 1, 2024.

As of January 15, 2025, staff had 1 active investigations related to groundwater management (i.e., permitting).

- a. INV-20190715.1503 - Unpermitted Non-Exempt Use - Active.

Staff will review all expired permits and unresolved permitting matters during the fiscal year, while processing permits due to expire during the fiscal year, to ensure all well owners and operators comply with the requirements established under the rules of the district regarding production permitting and production reporting.

Regarding Manage Enforcement Cases related to Permitting Violations for FY2025.

As of January 15, 2025, the Board had initiated 25 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2024.

As of January 15, 2025, staff had 2 unresolved enforcement cases related to groundwater management (i.e., permitting).

See:

- a. Enforcement Case Violation - ECV-20231105-03 - Coletto Water - Failure to Obtain Production Permit - Active;
- b. Enforcement Case Violation - ECV-20231105-06 - North Victoria Utilities - Failure to Obtain Production Permit - Active.

## Topic 3.2 - Permit Hearing - PRC-20231003-04

### Previous Consideration by the Board:

#### Management Discussion:

Mr. Patrick Linder, Attorney for Victoria County Water Control Improvement District 1 (VCWCID1) seeks on behalf of VCWCID1, under permitting request case PRC-20231003-04, an amendment to permit AP-20101119-03 to a) expand the production area to the 0.65 acre-tract of contiguous groundwater control held by the VCWCID1 surrounding well GW-000311 and replacement well R1GW-000311 and b) transfer the validated historic production of well GW-000311 to replacement well R1GW-000311.

On August 14, 2023, staff of the District received an application to amend permit VP-20101119-05 seeking to transfer the authorized production from well GW-000311 to well R1GW-000311 from Mr. McCaskill on behalf of VCWCID1.

Between September 18, 2024, and December 27, 2024, staff of the District and representatives of VCWCID1 communicated regarding additional information requested for the application.

On December 27, 2024, staff of the District received a new application bundle from Mr. Patrick Linder.

VCGCD - Application Bundle - VCWCID 1 - 20241227

 Untitled Attachment

On January 3, 2025, staff of the District completed the public notice requirements with the publication of the permit hearing notice in the Victoria Advocate.

On January 6, 2025, Ms. Venglar contacted the office and spoke with the general manager, she stated she intends to contest the permitting request and would send correspondence by email and regular mail regarding the contest.

On January 6, 2025, Ms. Venglar emailed the general manager of the District that she will plan to be at the permit hearing to contest the permit for the new well in Bloomington and will follow up with an official mailed notice as well.

On January 10, 2025, staff of the District received notice of intent to contest the application by regular mail from Ms. Venglar.

On January 10, 2025, staff of the District provided notice of Ms. Venglar's intent to contest the application to the applicant by certified mail.

On January 14, 2025, staff of the District received notice of intent to contest the application from Mr. D. Hernandez and Mr. E. Hernandez by hand-delivery.

On January 15, 2025, staff of the District provided notice of Mr. D. Hernandez's and Mr. E. Hernandez's intent to contest the application to the applicant by certified mail.

On January 15, 2025, staff of the District received correspondence from Mr. Linder responding to the notices of intent to contest the permitting application.

VCGCD - VCWCID1 - Response to Contests - 20250115.pdf

 Untitled Attachment

On January 16, 2025, staff of the district forwarded Mr. Linder's response to the notices of intent to contest the permitting application to Ms. Venglar and Mr. D. Hernandez by email.

The applications and supplemental information associated with this permitting request case are considered administratively complete and contain sufficient information evaluate the request relative to the rules of the district. The applicant has not submitted a request for a district waiver in connection with the permitting request.

Based on the review of the permitting request and the supplemental documentation submitted by the agents of VCWCID1, management believes the request complies with the requirements established under Chapter 36 of the Texas Water Code and the rules of the district. See: [PRC-20231003-04 - AAP-20230815-01 - VCWCID1 - R1GW-000311](#).

AP-20101119-03.pdf

 Untitled Attachment

VP-20101119-05.pdf

 Untitled Attachment

Staff of the District made the following evaluation of the validity of the permitting request:

1. **Yes** : Does the permitting request satisfy the requirements of [TWC 36.113\(d\)](#)?
  - a. **Yes** : (1) the application conforms to the requirements prescribed by this chapter and is accompanied by the prescribed fees;
  - b. **No**: (2) the proposed use of water unreasonably affects existing groundwater and surface water resources or existing permit holders;
  - c. **Yes** : (3) the proposed use of water is dedicated to any beneficial use;
  - d. **Yes** : (4) the proposed use of water is consistent with the district's approved management plan;
  - e. **N/A** : (5) if the well will be located in the Hill Country Priority Groundwater Management Area, the proposed use of water from the well is wholly or partly to provide water to a pond, lake, or reservoir to enhance the appearance of the landscape;
  - f. **Yes** : (6) the applicant has agreed to avoid waste and achieve water conservation; and
  - g. **Yes** : (7) the applicant has agreed that reasonable diligence will be used to protect groundwater quality and that the applicant will follow well plugging guidelines at the time of well closure.
2. **Yes** : Was the subject permit unexpired and valid on the date the permitting request was submitted?



3. **Yes** : Was a well plugging report submitted within ninety days (90 days) of concluding the well plugging activities associated with the well or within one hundred and twenty days (120 days) of commencing plugging activities, whichever condition occurs first, if the request seeks to amend a production permit to associate the authorized groundwater production of a plugged well to the replacement well per Rule 2.7(7)?
4. **Yes**: Was the permitting request submitted within ninety days (90 days) of concluding the well construction activities if the request seeks to amend a production permit to associate the authorized groundwater production of a plugged well to the replacement well per Rule 2.7(8)? NOTE: Well R1GW-000311 was completed on 3/20/2023. Permitting Request AAP-20230815-01 was submitted 148 days after concluding well construction activities (i.e., well completion). Based on a letter from VCWCID1's attorney, Mr. Linder, dated December 18, 2024, the improvement district contends that well construction activities did not conclude until November 2024 with the connection of the well to the improvement districts water system.
5. **NA**: Was the permitting request submitted within ninety days (90 days) of acquiring the non-exempt-use well, the non-exempt-use well field, or the non-exempt-use well system, if applicable, per Rule 4.4(8).
6. Is the amendment being sought consistent with the rules of the district and the conditions of the associate permit?
  - a. **Yes** : Rule 1.1 - REPLACEMENT WELL means a well drilled for the purposes of replacing a registered well that is deteriorated provided the new well is drilled within one hundred yards (100 yards) of and constructed in a manner consistent with the construction of the well being replaced including the production zones and the production capacity.
  - b. **Yes** : Rule 2.7(7) - A person plugging a well shall submit a complete and accurate well plugging report to the district within ninety days (90 days) of concluding the well plugging activities associated with the well or within one hundred and twenty days (120 days) of commencing plugging activities, whichever condition occurs first.

- c. **Yes:** Rule 2.7(8) - The well owner of a properly located and constructed replacement well of a plugged well used for non-exempt use associated with valid production permits shall, within ninety days (90 days) of concluding the well construction activities, submit an application to amend the valid production permits to associate the authorized groundwater production of the plugged well to the replacement well. NOTE: Well R1GW-000311 was completed on 3/20/2023. Permitting Request AAP-20230815-01 was submitted 148 days after concluding well construction activities (i.e., well completion). Based on a letter from VCWCD1's attorney, Mr. Linder, dated December 18, 2024, the improvement district contends that well construction activities did not conclude until November 2024 with the connection of the well to the improvement districts water system
- d. **Yes :** Rule 4.1(14) - The district shall require groundwater produced under a production permit to originate from non-exempt-use wells located within the production area of the production permit.
  - i. Rule 1.1 - PRODUCTION AREA means the spatial boundary and extent of the area within the boundary of ownership or control of groundwater resources associated with a production permit that: **1. encompasses the location of the subject well, subject well field, or subject well system; and encompasses sufficient area to satisfy the associated groundwater production limitations under which the permit was issued by the district if the production permit authorizes non-historic use; or 2. encompasses the location of the subject well, subject well field, or subject well system; and encompasses the portion of the ownership or control of groundwater resources associated with the validated historic use of the permit if the production permit authorizes historic use.**
- e. **N/A :** Rule 4.4.(8) - The well owner, well field owner, or well system owner of a non-exempt-use well, a non-exempt-use well field, or a non-exempt-use well system shall submit to the district an application to amend any registrations or permits within ninety days (90 days) of acquiring the non-exempt-use well, the non-exempt-use well field, or the non-exempt-use well system.
- f. **Yes :** Rule 5.2.1(1) - The applicant for an application for the protection of historic use of a grandfathered well shall include the following information and any other information the general manager may determine to be of need to evaluate the request relative to the rules of the district:
- g. **Yes :** Rule 5.2.1(1)(1.9) - a statement certifying, under penalty of law, that the well owner possesses the legal authority to produce groundwater resources from the subject well.

The image below illustrates a fundamental change to the circumstances associated with amending permit AP-20101119-03 (the aggregate production permit associated with wells

GW-000311 and GW-000312) and associated permit [VP-20101119-05](#) (the historic use protection permit for well GW-000311). The production area associated with VP-20101119-05 (blue-shaded area) encompasses well GW-000311 but does not encompass well R1GW-000311. The proposed production area (green-shaded area) encompasses well GW-000311 and well R1GW-000311.

Image of existing and proposed production area for VP-20101119-05.

 Untitled Attachment

**Management Recommendation:**

1. instruct the general manager to provide a summary of the permitting request case and key aspects of the request;
2. if a contest to the permitting request is entered by Ms. Venglar, Mr. E. Hernandez, or D. Hernandez, instruct legal counsel and staff to proceed with the necessary steps to prepare for the consideration of a contested matter.

### Topic 3.3 - Investigation of Unreported Groundwater Production for Irrigation

**Previous Consideration by the Board:** None.

**Management Discussion:**

While reviewing estimates of groundwater production related to irrigation for the Texas Water Development Board (TWDB), staff identified a significant discrepancy between 1) the volume of groundwater production reported to the District for years 2022 and 2023 and 2) the volume of groundwater production for irrigation estimated by TWDB. In Jackson County, the reported groundwater production across all types of permitted uses (including irrigation) totals 25,816 AF while the estimate of groundwater use for irrigation is 61,961 AF, a difference of 36,145 AF.

Based on rice crop information retrieved from GMU's CropScape and USDA's CroplandCROS, it appears that rice irrigation may be substantially under reported to TGCD. This may be the case for VCGCD as well. The image below illustrates those areas with rice crops without reported groundwater production in close proximity. The likely unreported groundwater production associated with these areas likely account for the significant difference between your estimate and TGCD's reported production amounts.

Image Markup of TGCD GPRs and Irrigated Land.png

 Untitled Attachment

**Management Recommendation:**

Move to authorize the general manager to initiate an investigation to resolve potential violations associated with any confirmed instances of failure to report groundwater production associated with rice irrigation.

## Topic 3.4 - Production Permit DSPPW-20230120-01 Status

**Previous Consideration by the Board:** None.

**Management Discussion:**

On December 17, 2024, Ms. Lauren Daniels of Westward Environmental, Inc inquired about the status and opportunity to request an amendment of the deep-saline production permit DSPPW-20230120-01 issued to the Port of Victoria on January 20, 2023. Based on a review to the relevant rules of the district and the current circumstances related to the permit, management notified Ms. Daniels that the District considers the permit automatically terminated on January 21, 2024, due to the subject well having not been constructed within 365 days of the permit issuance, and ineligible for amendment. Rule 6.2(12) of the rules of the district states "A permit shall be automatically terminated if the construction of the proposed well is not completed within 365 days of the date the production permit was issued by the district." In addition, Ms. Daniels was notified that staff would inform the board of the inquiry and seek confirmation of the determination and other guidance regarding amendment or new permit applications.

**Management Recommendation:**

None.

## Item 4 - Groundwater Protection

### Topic 4.1 - Report

Regarding Well Inspections for FY2025.

As of January 16, 2025, staff had recorded 0 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of January 16, 2025, staff had initiated 0 investigations related to Groundwater Protection since October 1, 2024.

As of January 16, 2025, staff had 2 active investigations related to Groundwater Protection.

1. Investigations - INV-20220328.0813 - Potential Contamination of Groundwater at Smitty's Food Mart Inez - Active
2. Investigations - INV-20180730.0800 - Potential Contamination of Groundwater on FM 236 and Weber Rd - Active

Regarding Manage Enforcement Cases related to Groundwater Protection for FY2025.

As of January 16, 2025, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2024.

As of January 16, 2025, staff had 0 unresolved enforcement case violations related to Groundwater Protection.

## Item 5 - Groundwater Monitoring

### Topic 5.1 - Report

Regarding Monitor Drought Conditions for FY2025.

As of January 16, 2025, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/victoria>) indicates that 0% of Victoria County was experiencing drought conditions while 61% of Victoria County was experiencing abnormally dry conditions.

As of January 16, 2025, drought condition information related to the district and the surrounding region of Texas collected from the Water Data for Texas website (<https://www.waterdatafortexas.org/drought/>) indicates that 100% portion of Victoria County are experiencing abnormally dry conditions.

Regarding Synoptic Aquifer Monitoring for FY2025.

As of January 16, 2025, staff had collected 0 water level measurements since October 1, 2024.

Regarding Advanced Aquifer Monitoring for FY2025.

Regarding Baseline Water Quality Aquifer Monitoring for FY2025.

Regarding Ad-Hoc Baseline Water Quality Sampling for FY2025.

As of January 16, 2025, staff had collected 0 water quality field measurements since October 1, 2024.

As of January 16, 2025, staff had collected 0 water quality samples since October 1, 2024.

As of January 16, 2024, staff had received 0 water quality lab reports since October 1, 2024.

Regarding Annual Water Level Assessment for FY2025.

Regarding Annual Water Quality Assessment for FY2025.

Regarding Monitoring Network Assessment and Improvement Project for FY2025.

Regarding Synoptic Aquifer Monitoring for PVGCD for FY2025.

### Topic 5.2 - Water Level Assessment Report

**Previous Consideration by the Board:** Meeting Packet - 20240719.

**Management Discussion:**

On July 19, 2024, the Board accepted the proposal from Intera regarding the analysis of CY2023 water levels and authorized Intera to proceed with the work at a cost not to exceed

\$18,000, contingent upon cost sharing arrangements being agree to by CCGCD, RGCD, and TGCD.

On December 18, 2024, Dr. Young submitted the report and presentation on the analysis of CY2023 water levels using the geostatistical approach for Victoria County, Calhoun County, Refugio County, and Jackson County.

VCGCD - Intera - Report re 2023 Water Levels - 20241218.pdf

 Untitled Attachment

VCGCD - Intera - Presentation re 2023 Water Levels - 20250113.pdf

 Untitled Attachment

Based on Table 5 of the Intera's report, water levels in Jackson County in the calendar year 2023 for the Chicot and the Evangeline Aquifers, combined, have recovered 5.6 feet since the calendar year 2000. However, the water levels in the Chicot Aquifer, alone, have declined 4.2 feet in Victoria County and the water levels in the Evangeline Aquifer, alone, have recovered 14.8 feet since the calendar year 2000.

VCGCD - Intera - Report re 2023 Water Levels - 20241218 - Table 5.png

Table 5 Average annual water level (ft. msl) and change in the average annual water level for Victoria County for the Chicot Aquifer, the Evangeline Aquifer and the Chicot & Evangeline aquifers

Aquifer	Water Level/ Change	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Chicot	avg. WL (ft)	49.8	49.2	47.8	48.8	49.6	52.6	51.8	52.0	52.4	50.9	52.8	48.0	43.5	50.1	45.5	48.2	49.9	51.4	52.0	49.9	47.9	48.6	51	45.6
	change (ft)*	0.0	-0.6	-2.0	-1.0	-0.2	2.8	2.0	2.2	2.6	1.1	3.0	-1.7	-6.3	0.3	-4.3	-1.6	0.1	1.6	2.2	0.1	-1.9	-1.2	1.1	-4.2
Evangeline	avg. WL (ft)	29.8	32.0	40.6	48.8	51.0	48.9	47.6	53.4	53.0	47.7	44.8	41.3	32.4	45.3	40.9	41.4	45.6	46.1	30.6	38.0	39.1	42.7	43.3	44.6
	change (ft)*	0.0	2.2	10.8	19.0	21.2	19.1	17.7	23.5	23.1	17.8	15.0	11.5	2.5	15.4	11.0	11.5	15.7	16.3	0.7	8.2	9.3	12.9	13.5	14.8
Chicot & Evangeline	avg. WL (ft)	41.3	42.4	46.0	50.6	51.9	52.2	51.2	54.2	54.2	50.7	50.2	46.2	39.3	49.3	44.8	46.3	49.3	50.4	42.7	45.6	45.1	47.4	48.8	46.9
	change (ft)*	0.0	1.0	4.6	9.2	10.5	10.9	9.9	12.9	12.9	9.4	8.9	4.9	-2.0	7.9	3.4	5.0	7.9	9.0	1.4	4.2	3.8	6.1	7.5	5.6

\* change is measured relative to the year 2000; avg WL is measured relative to mean sea level

**Management Recommendation:**

Move to 1) accept the report on the analysis of CY2023 water levels using the geostatistical approach submitted by Dr. Young of Intera, 2) find that the report supports the finding that the district is, as of CY2023, satisfying the desired future condition for Victoria County, and 3) authorize the general manager to pay the associated invoice for \$18,000.00 and invoice the cooperating districts for their share of the cost (\$4,500 per district).

**Topic 5.3 - Water Quality Assessment Proposal**

**Previous Consideration by the Board:** None.

**Management Discussion:**

The Board has consistently expressed interest in groundwater quality impacts associated with groundwater production. In fact, the management plan of the district states

"The district will monitor aquifer conditions in and around Victoria County in order to monitor changing water levels and water quality of groundwater resources within Victoria County. The district will make periodic assessments of aquifer conditions and will report

those conditions to the Board of Directors of the district and to the public. The district may undertake, as necessary, investigations of the groundwater resources within Victoria County and will make the results of investigations available to the public."

Furthermore, the rules of the district address groundwater quality extensively including the following:

Rule 1.2 states "The board of directors shall adopt rules pursuant to the authority of Section 36.101, Texas Water Code, for the purpose of conserving, preserving, protecting, and recharging groundwater in the district in order to control subsidence, prevent degradation of water quality, or prevent waste of groundwater, and protect the rights of owners of groundwater resources."

Rule 2.2(1) states "The district shall regulate the spacing of non-grandfathered wells and replacement wells in order to:

- 1.1. prevent or limit the drawdown of the water table or the reduction in artesian pressure,
- 1.2. prevent or limit interference between wells,
- 1.3. prevent or limit the degradation of water quality, or
- 1.4. prevent waste of groundwater."

Rule 6.1.1(4) states "The district shall limit the authorized groundwater production amount of a production permit for non-historic use of a non-exempt-use well to the degree the board of directors determines to be necessary to ensure the groundwater production from the subject well will not likely cause excessive water level declines within the district, excessive water quality changes of groundwater resources within the district, or significantly contribute to subsidence within the district."

In order to improve the ability of the district to evaluate changes to and impacts on groundwater quality, staff has obtained a proposal from Daniel B. Stephens and Associates, Inc. (DBSA) to study and document groundwater quality for Victoria, Calhoun, Refugio, and Jackson Counties as a jointly funded project of Victoria County GCD, Calhoun County GCD, Refugio GCD, and Texana GCD. As proposed the proposed work is estimated to cost approximately \$74,000.00, or \$18,500.00 per district.

VCGCD - DBSA - Work Plan\_Four County WQ Evaluation\_12-30-2024.pdf

 Untitled Attachment

### **Management Recommendation:**

Move to 1) accept the proposal from Daniel B. Stephens and Associates, Inc. (DBSA) to study and document groundwater quality for Victoria, Calhoun, Refugio, and Jackson Counties and 2) authorize the general manager to authorize the work as proposed and cost-share in the expenses for the proposed work in an amount not to exceed \$74,000.00, contingent upon Texana GCD, Calhoun County GCD, and Refugio GCD agreeing to the same.

## Item 6 - Groundwater Conservation

### Topic 6.1 - Report

Regarding Promote Conservation for FY2025.

Regarding Conservation Education and Teacher Professional Development for FY2025.

## Item 7 - Groundwater Resource Planning

### Topic 7.1 - Report

Regarding Regional Water Planning Participation for FY2025.

The South Central Texas Regional Water Planning Group (Region L) met on November 7, 2024. During the meeting, the planning group continued its efforts to develop the 2026 regional water plan for the region. The next meeting of the group is scheduled to meet on January 23, 2025. See: <https://www.regionltexas.org/>.

Regarding GMA 15 Joint Planning for 4th Planning Cycle in FY2025.

The representatives of Groundwater Management Area 15 met on October 10, 2024, at 9:30 AM at the offices of the Evergreen Underground Water Control District and actively began the process for developing desired future conditions for GMA 15 with the assistance of its technical consultant, Dr. Young of Intera.

## Item 8 - Groundwater Policy

### Topic 8.1 - Report

Regarding Management Plan Revisions for FY2025.

Regarding Rule Amendments for FY2025.

See: Topic 8.3 - Reporting Requirements

Regarding Legislative Support and Lobbying for FY2025.

See: Topic 8.2 - Legislative Session

See: Topic 8.4 - Director Compensation and Fees of Office

### Topic 8.2 - Legislative Session

**Previous Consideration by the Board:** None.

**Management Discussion:**



The legislative session of the Texas Legislature began on Tuesday, January 14, 2025. As of January 10, 2025, staff had identified the following bills with "groundwater" within the text of the introduced bills:

89(R) HB 279 - Introduced Version - Bill Text **Author:** Guillen **Caption:** Relating to procedural requirements for uranium mining production area authorizations.

89(R) HB 873 - Introduced Version - Bill Text **Author:** Wilson **Caption:** Relating to air quality permits for aggregate production operations and concrete batch plants.

89(R) HB 914 - Introduced Version - Bill Text **Author:** Thompson, Senfronia **Caption:** Relating to repealing civil asset forfeiture provisions and establishing criminal asset forfeiture in this state.

89(R) HB 1050 - Introduced Version - Bill Text **Author:** Dorazio **Caption:** Relating to the award of attorney's fees in certain suits involving a groundwater conservation district.

89(R) HB 1322 - Introduced Version - Bill Text **Author:** Hopper **Caption:** Relating to municipal approval of subdivision plans or plats in certain municipalities.

89(R) HB 1400 - Introduced Version - Bill Text **Author:** Harris **Caption:** Relating to creation of the groundwater science, research, and innovation fund to be administered by the Texas Water Development Board.

89(R) HB 1438 - Introduced Version - Bill Text **Author:** Zwiener **Caption:** Relating to climate change planning and reporting.

89(R) HB 1523 - Introduced Version - Bill Text **Author:** Gerdes **Caption:** Relating to a prohibition on the authorization by the Texas Commission on Environmental Quality of the use of a Class V injection well for certain aquifer storage and recovery projects.

89(R) HB 1529 - Introduced Version - Bill Text **Author:** Goodwin **Caption:** Relating to production fees imposed by the Southwestern Travis County Groundwater Conservation District; authorizing an increase in the rate of the fee.

89(R) HB 1618 - Introduced Version - Bill Text **Author:** Harris Davila **Caption:** Relating to aquifer storage and recovery projects that transect a portion of the Edwards Aquifer.

89(R) HB 1633 - Introduced Version - Bill Text **Author:** Gerdes **Caption:** Relating to the criteria considered by groundwater conservation districts before granting or denying a permit or permit amendment.

89(R) HB 1643 - Introduced Version - Bill Text **Author:** Oliverson **Caption:** Relating to the authority of the Harris-Galveston Subsidence District over the North Harris County Regional Water Authority.

89(R) HB 1689 - Introduced Version - Bill Text **Author:** Gerdes **Caption:** Relating to the use of certain groundwater export fees collected by a groundwater conservation district.

89(R) HB 1690 - Introduced Version - Bill Text **Author:** Gerdes **Caption:** Relating to an application for a permit for the transfer of groundwater out of a groundwater conservation district.

89(R) SB 325 - Introduced Version - Bill Text **Author:** Perry **Caption:** Relating to county regulation of subdivisions and approval of subdivision plans or plats.

89(R) SB 444 - Introduced Version - Bill Text **Author:** Hinojosa, Juan "Chuy" **Caption:** Relating to a requirement that certain special purpose districts cause certain information to be posted on an Internet website.

89(R) SB 616 - Introduced Version - Bill Text **Author:** Schwertner **Caption:** Relating to aquifer storage and recovery projects that transect a portion of the Edwards Aquifer.

89(R) SB 624 - Introduced Version - Bill Text **Author:** Kolkhorst **Caption:** Relating to the criteria considered by groundwater conservation districts before granting or denying a permit or permit amendment.

**Management Recommendation:**

None.

## Topic 8.3 - Reporting Requirements

**Previous Consideration by the Board:**Meeting Packet - 20241018.

**Management Discussion:**

In order to clarify that reporting requirements apply to all wells used to produce groundwater used for purposes other than exempt-use purposes, regardless of any classification that may be applied to the registration of a well by the district, Rule 4.2 would benefit from the following revisions:

- 2. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ for the preceding calendar year to the district.*
- 4. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ that is accurate within ten percent (10%) of the actual volume of groundwater produced by the non-exempt use during the calendar year.*
- 5. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ for the previous calendar year (January 1 to December 31) during January of the current calendar year.*
- 6. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ using a form provided by the district.*

*7. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall include the following information when reporting the volume of groundwater produced from a ~~non-exempt-use well~~:*

**Management Recommendation:**

None.

## Topic 8.4 - Director Compensation and Fees of Office

**Previous Consideration by the Board:** None.

**Management Discussion:**

The District, not unlike other groundwater conservation district, will likely struggle to recruit new directors to serve on its board of directors if the need arises. This could result in existing directors remaining on the board longer than they had intended and could result in situations in which a quorum of directors are unable to attend regular meetings and vacant director positions going unfilled for extended periods time.

Currently, the District may compensate its directors for the performance of their duties under Chapter 36.060 of the Texas Water Code. See: <https://statutes.capitol.texas.gov/Docs/WA/htm/WA.36.htm#36.060>. TWC 36.06 limits fees of office to not more than \$250 a day for each day the director actually spends performing the duties of a director and not more than \$9,000 a year.

If the directors wish to seek an increase in the limits established under TWC 36.06 for fees for office, the Board would need to take action on this matter at the meetings to enable staff to coordinate with legislators for the possible filling of a bill during the regular legislative session beginning in January 2025.

In preparation for this matter, legal counsel has drafted a resolution for consideration by the Board.

VCGCD - Resolution to Authorize Increased Compensation for Directors - 20250117.pdf

 Untitled Attachment

**Management Recommendation:**

None.

## Item 9 - Administration and Management

### Topic 9.1 - Report

Regarding Employment Management for FY2024.

Regarding Employee Health Benefits Enrollment.

Regarding [Employee Retirement Plan Review](#).  
Regarding [Election Coordination for CY2024](#).  
Regarding [Financial Audit for FY2023](#).  
Regarding [Investment Management for FY2024](#).  
Regarding [Financial Record Processing and Reporting for FY2024](#).  
Regarding [Budget Development for FY2025](#).  
Regarding [Asset Tracking for FY2024](#).  
Regarding [Public Funds Training for FY2024](#).  
Regarding [Website Improvements](#).  
Regarding [GIS Data Quality Control](#).  
Regarding [Public Notice and Meeting Coordination for FY2024](#).

The next meeting of the Board is scheduled for the 2nd Friday in April, [April 11, 2025](#), (instead of April 18, 2025, which is an office closure day) to convene at 9:00 AM. The meeting will be held at the UHV Northwest Campus Building. Regular meetings will be rescheduled as necessary and special meeting may be scheduled to address unforeseen issues.

See: [Topic 9.2 - Minutes of Previous Meeting](#)

Regarding [Public Notice and GMA 15 Meeting Coordination for FY2024](#).  
Regarding [Performance Audit for FY2023](#).  
Regarding [Project Management for FY2024](#).  
Regarding [Administrative Policy Review for FY2024](#).  
Regarding [Transparency Reporting for FY2024](#).  
Regarding [Cybersecurity Training for FY2024](#).  
Regarding [Consultant Review for FY2024](#).  
Regarding [Open Government Training for FY2024](#).  
Regarding [District Liability Insurance Review and Renewal](#).  
Regarding [Emergency Management Training for FY2024](#).  
Regarding [GCD Support for FY2024](#).  
Regarding [Digital Record Archiving for FY2024](#).  
Regarding [Physical Record Archiving for FY2024](#).

**Management Recommendation:**

None.

## Topic 9.2 - Minutes of Previous Meeting

**Previous Consideration by the Board:**[Meeting Packet - 20241018](#).

**Management Discussion:**

The minutes for the previous meeting were sent to the board members prior to the meeting.

VCGCD - Adm - MM - Meeting Minutes - 20241018 - Board of Directors

VCGCD - Meeting Minutes - 20241018 - Final.pdf

 Untitled Attachment

**Management Recommendation:**

Move to accept and approve the meeting minutes for October 18, 2024.

## Topic 9.3 - Investments of the District

**Previous Consideration by the Board:**Meeting Packet - 20241018.

**Management Discussion:**

VCGCD - Adm - FM - Investment Report - IR-20240930-01 - FY2024M12 - September 2024

VCGCD - Investment Report - IR-20240930-01 - FY2024M12 - September 2024.pdf

 Untitled Attachment

VCGCD - Adm - FM - Investment Report - IR-20241031-01 - FY2025M01 - October 2024

VCGCD - Investment Report - IR-20241031-01 - FY25M01 - October 2024.pdf

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VCGCD - Adm - FM - Investment Report - IR-20241130-01 - FY2025M02 - November 2024

VCGCD - Investment Report - IR-20241130-01 - FY25M02 - November 2024.pdf

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As of November 30, 2024, the combined balance of all funds, on a cash-basis, totaled \$4,753,530.08.

**Management Recommendation:**

Move to accept the investment reports for September 2024, October 2024, and November 2024.

## Topic 9.4 - Financial Transaction Review

**Previous Consideration by the Board:** Meeting Packet - 20241018.

**Management Discussion:**

The list below identifies each accounts payable transaction that was recorded since October 18, 2024, as of January 15, 2025:

1. ACCTP-20241018-01 - \$11.59 - Kenneth Eller - Donuts
2. ACCTP-20241018-02 - \$499.15 - Caitlynn Davenport - September Travel
3. ACCTP-20241018-01 - \$2,650.00 - Allison, Bass and Magee, LLP
4. ACCTP-20241018-02 - \$1,110.19 - Tim Andruss - TEC-20241015-01
5. ACCTP-20241018-02 - \$12.56 - Xerox

6. ACCTP-20241018-03 - \$18.00 - Victoria County Clerk
7. ACCTP-20241018-04 - \$353.21 - Cardmember Service
8. ACCTP-20241018-05 - \$400.00 - Bosart Lock & Key
9. ACCTP-20241018-06 - \$2,493.85 - Victoria Advocate
10. ACCTP-20241018-07 - \$423.80 - Victoria Advocate
11. ACCTP-20241018-08 - \$21.80 - Xerox
12. ACCTP-20241101-01 - \$6,377.69 - Tim Andruss - October Payroll
13. ACCTP-20241101-02 - \$3,726.45 - Caitlynn Davenport - October Payroll
14. ACCTP-20241101-03 - \$4,743.82 - Mike Benavides - October Payroll
15. ACCTP-20241101-04 - \$3,782.22 - Brent Immenhauser - October Payroll
16. ACCTP-20241101-05 - \$3,992.40 - Tim Andruss - October Payroll - PTO Payout
17. ACCTP-20241101-06 - \$948.75 - Caitlynn Davenport - October Payroll - PTO Payout
18. ACCTP-20241101-07 - \$4,995.26 - Mike Benavides - October Payroll - PTO Payout
19. ACCTP-20241101-08 - \$8,278.59 - TCDRS - October Payroll
20. ACCTP-20241101-09 - \$10,762.10 - IRS - October Payroll
21. ACCTP-20241101-10 - \$2,497.64 - TML - October Payroll
22. ACCTP-20241101-11 - \$29.85 - Intuit - October Payroll Processing Charge
23. ACCTP-20241118-01 - \$18,638.88 - Victoria County
24. ACCTP-20241118-02 - \$178.75 - Office Systems
25. ACCTP-20241118-03 - \$4,870.00 - WellIntel, Inc.
26. ACCTP-20241118-04 - \$478.38 - Caitlynn Davenport - October 2024 Travel
27. ACCTP-20241118-05 - \$2,059.10 - Cardmember Service
28. ACCTP-20241118-06 - \$5.98 - Xerox Corporation
29. ACCTP-20241118-07 - \$6,139.70 - TML IRP
30. ACCTP-20241118-08 - \$45.00 - Office Systems
31. ACCTP-20241118-09 - \$48,927.86 - Victoria TAC
32. ACCTP-20241120-01 - \$200,000.00 - Fund Transfer - 5242 to 3566
33. ACCTP-20241201-01 - \$6,377.69 - Tim Andruss - November Payroll
34. ACCTP-20241201-02 - \$3,726.44 - Caitlynn Davenport - November Payroll
35. ACCTP-20241201-03 - \$4,141.13 - Mike Benavides - November Payroll
36. ACCTP-20241201-04 - \$3,467.10 - Brent Immenhauser - November Payroll
37. ACCTP-20241201-05 - \$5,076.26 - TCDRS - November Payroll
38. ACCTP-20241201-06 - \$6,462.56 - IRS - November Payroll
39. ACCTP-20241201-08 - \$17.06 - Intuit - November Payroll Processing Charge
40. ACCTP-20241201-09 - \$371.34 - Harland Clarke
41. ACCTP-20241217-01 - \$50.00 - Jesus Estrada - Well Access Fee - DFR-20240816-01
42. ACCTP-20241217-02 - \$400.00 - UHV - Meeting Room Reservation
43. ACCTP-20241217-03 - \$327.63 - Caitlynn Davenport - November 2024 Travel

44. ACCTP-20241217-04 - \$22.07 - Xerox
45. ACCTP-20241217-05 - \$3,437.93 - Cardmember Service
46. ACCTP-20241217-06 - \$339.90 - Victoria Advocate
47. ACCTP-20241217-07 - \$5,218.68 - Victoria CAD - 1st Quarter
48. ACCTP-20241218-01 - \$1,050.00 - Higginbotham - Bonds
49. ACCTP-20241218-02 - \$760.00 - Infiniti Communications - Phone System
50. ACCTP-20241218-03 - \$874.99 - Infiniti Communications - Phone System
51. ACCTP-20241219-01 - \$350.00 - Bosart - Move Fire Proof Cabinet
52. ACCTP-20241231-01 - \$6,377.70 - Tim Andruss - December Payroll
53. ACCTP-20241231-02 - \$3,726.45 - Caitlynn Davenport - December Payroll
54. ACCTP-20241231-03 - \$4,322.55 - Mike Benavides - December Payroll
55. ACCTP-20241231-04 - \$3,624.67 - Brent Immenhauser - December Payroll
56. ACCTP-20241231-05 - \$2,684.93 - Makayla Scott - December Payroll
57. ACCTP-20241231-06 - \$5,913.13 - TCDRS - December Payroll
58. ACCTP-20241231-07 - \$7,318.44 - IRS - December Payroll

The list below identifies each accounts receivable transaction that was recorded since October 18, 2024, as of January 15, 2025:

1. ACCTR-20241022-01 - \$457.62 - Interest
2. ACCTR-20241023-01 - \$685.46 - Tax Collections
3. ACCTR-20241024-01 - \$20.00 - APTIM Freedom Ventures
4. ACCTR-20241028-01 - \$11,983.58 - Office Systems - Refund
5. ACCTR-20241028-02 - \$2,500.00 - CSWR - ECV-20231105-03 & ECV-20231105-06
6. ACCTR-20241031-01 - \$1,919.27 - Interest
7. ACCTR-20241031-02 - \$4,489.54 - Interest
8. ACCTR-20241031-03 - \$22.22 - Interest
9. ACCTR-20241031-04 - \$11.42 - Interest
10. ACCTR-20241101-01 - \$584.15 - Tax Collections
11. ACCTR-20241104-01 - \$455.65 - Interest
12. ACCTR-20241104-02 - \$457.33 - Interest
13. ACCTR-20241106-01 - \$142.59 - VTAC - Tax Collections
14. ACCTR-20241108-01 - \$756.26 - Interest
15. ACCTR-20241108-02 - \$756.26 - Interest
16. ACCTR-20241120-01 - \$200,000.00 - Fund Transfer - 5242 to 3566
17. ACCTR-20241122-01 - \$474.17 - Interest
18. ACCTR-20241130-01 - \$1,743.11 - Interest
19. ACCTR-20241130-02 - \$4,178.42 - Interest
20. ACCTR-20241130-03 - \$23.65 - Interest
21. ACCTR-20241130-04 - \$11.05 - Interest

**Management Recommendation:**

None.

## Topic 9.5 - Financial Reports of the District

**Previous Consideration by the Board:** [Meeting Packet - 20241018](#).

**Management Discussion:**

The internal control review and internal financial reports for September 2024, October 2024, and November 2024, have been compiled by Ms. Davenport, Administrative Coordinator, and forwarded to the directors prior to the meeting.

[VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20240930-01 - September 2024](#)

[VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20240930-01 - September 2024](#)

 Untitled Attachment

[VCGCD - Adm - FM - Internal Financial Reports - IFR-20240930-01 - FY2024M12 - September 2024](#)

[VCGCD - Internal Financial Report - FY2024M12.pdf](#)

 Untitled Attachment

[VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20241031-01 - October 2024](#)

[VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20241031-01 - October 2024.pdf](#)

 Untitled Attachment

[VCGCD - Adm - FM - Internal Financial Reports - IFR-20241031-01 - FY2025M01 - October 2024](#)

[VCGCD - Internal Financial Report - October 2024 - Revised.pdf](#)

 Untitled Attachment

[VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20241130-01 - November 2024](#)

[VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20241130-01 - November 2024.pdf](#)

 Untitled Attachment

[VCGCD - Adm - FM - Internal Financial Reports - IFR-20241130-01 - FY2025M02 - November 2024](#)

[VCGCD - Internal Financial Report - November 2024.pdf](#)

 Untitled Attachment

**Management Recommendation:**

Move to accept and approve the internal control review reports and the Internal financial reports for September, October and November 2024.



## Topic 9.6 - Unpaid Invoices and Bills

**Previous Consideration by the Board:** Meeting Packet - 20241018.

### **Management Discussion:**

The District has outstanding accounts payable invoices that are not considered regular and routine for which the District has received the goods and services billed for under the invoices.

### **Management Recommendation:**

Move to authorize the general manager to pay the following items:

1. ACCTP-20250117-02 - \$1,620.00 - Allison, Bass & Magee
2. ACCTP-20250117-03 - \$3,525.00 - Allison, Bass & Magee
3. ACCTP-20250117-11 - \$2,517.05 - Dell
4. ACCTP-20250117-12 - \$576.47 - Tim Andruss - TEC-20250116-01
5. ACCTP-20250117-13 - \$229.46 - Tim Andruss - TEC-20250116-02

## Topic 9.7 - Review of Administrative Policies

**Previous Consideration by the Board:**Meeting Packet - 20230120.

### **Management Discussion:**

On January 20, 2023, the Board re-adopted the following policies as the administrative policies of the District:

1. Leave Accrual Policy - Adopted 20230120
2. Rules of Procedure, Conduct & Decorum at Meetings of VCGCD - Adopted 20230120
3. Water Well Plugging and Capping - Adopted 20230120
4. Investment Policy - Adopted 20230120
5. Records Management Policy - Adopted 20230120
6. Injection Well - Adopted 20230120
7. E-Logging Policy - Adopted 20230120
8. Capitalization - Adopted 20230120
9. By-Laws of the District - Adopted 20230120

Recently, a staff member has been summoned to jury duty and questions have arisen regarding the administrative policy regarding missed work hours related to jury duty. Management has drafted a basic policy statement for consideration for inclusion in the Leave Accrual Policy of the District as follows:

#### **Use of Accrued Leave for Jury Duty**

Staff members summoned for or selected for jury duty shall not be required to use accrued leave to account for work hours missed while in consideration for or in service as a jury member. Staff members summoned for consideration as or serving as a juror may be required to provide documentation from the court regarding the dates and times service was required.

**Management Recommendation:**

Move to re-adopt the following policies as the administrative policies of the District:

1. Leave Accrual Policy - Adopted 20230120 (revised with the jury duty provisions).
2. Rules of Procedure, Conduct & Decorum at Meetings of VCGCD - Adopted 20230120
3. Water Well Plugging and Capping - Adopted 20230120
4. Investment Policy - Adopted 20230120
5. Records Management Policy - Adopted 20230120
6. Injection Well - Adopted 20230120
7. E-Logging Policy - Adopted 20230120
8. Capitalization - Adopted 20230120
9. By-Laws of the District - Adopted 20230120

## Topic 9.8 - Election of Officers

**Previous Consideration by the Board:**Meeting Packet - 20230120.

**Management Discussion:** the By-Laws of the district require the election of four officers, President, Vice-President, Secretary, and Treasurer, each January. Currently, Mr. Meek serve as President; Mr. Hroch serves as Vice-President; Mrs. Dietzel serves as Secretary; Mr. Clements serves as Treasurer.

**Management Recommendation:** move to 1) re-elect the existing officers, and 2) authorized the General Manager to submit an updated district information form to TCEQ.

## Topic 9.9 - End-of-Year Budget Amendments for FY2024

**Previous Consideration by the Board:** None.

**Management Discussion:**

In order to adjust the budget for FY2024 to align with the actual expenditures authorized by the Board, a series of budget amendments have been drafted for the FY2024 Budget. The recommended amendments (i.e., decreases to budgeted revenue or increases to budget expenses) were developed with the goal of adjusting the budgeted revenue and expenses to more closely align with actual revenue and actual expenditures.

VCGCD - FY2024 - EOY Amendment Recommendations.pdf



Untitled Attachment

**Management Recommendation:**

Move to approve the recommended end-of-year budget amendments, as drafted.

## Topic 9.10 - District Assets and Office Consolidation

**Previous Consideration by the Board:** None.

**Management Discussion:**

On October 28, 2024, the Board of Directors of the Calhoun County Groundwater Conservation District authorized the execution of the Interlocal Agreement Between Calhoun County Groundwater Conservation District and Victoria County Groundwater Conservation District related to excess equipment, as drafted. The agreement authorizes VCGCD to accept, utilize and dispose of excess office equipment and furnishings of CCGCD in order to proceed with the consolidation of the administrative offices of both district.

CCGCD - Interlocal Agreement - CCGCD-VCGCD - Office Equipment - 20241028.pdf

 Untitled Attachment

**Management Recommendation:**

Move to authorize the general manager to execute the Interlocal Agreement Between Calhoun County Groundwater Conservation District and Victoria County Groundwater Conservation District related to excess equipment, as drafted.

## Item 10 - Legal Counsel Report

### Topic 10.1 - Report

**Management Discussion:**

None.

**Management Recommendation:**

None.

## Item 11.0 - Adjourn Meeting