

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 October 18, 2024, at 9:00 AM at the Dr. Pattie Dodson Health Center, 2805 N. Navarro St., 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. Robert McCan for McFaddin Ranch - Garcitas Division - Owners seeks, under permitting request case PRC-20240423-02, a historic-use production permit protecting the historic production of groundwater from a grandfathered well system comprised of grandfathered wells GW-000615, GW-001068, GW-001069, GW-001070, GW-001071 and GW-001073 located on two tracts of contiguous land owned or controlled by McFaddin Ranch - Garcitas Division, totaling 6,029 acres, near the intersection of FM 444 and Salem Road in Victoria County, Texas. The associated applications specify that the well system produced groundwater at a combined capacity of 18,000 gallons per minute (3,000 GPM per well) and was operated to produce 20,148 acre-feet of groundwater for irrigation of 3,358 acres of rice in year 1996.
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, rulemaking hearing regarding the proposed rules of the district, fees of the district, and the rules 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.

VCGCD - Meeting Packet - 20241018

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Item 1 - Convene Meeting

Management Discussion:

Staff completed the necessary public notification requirements for the meeting.

See: [VCGCD - Adm - OM - Public Notice - 20241018 - Board Meeting](#)

[VCGCD - Meeting Notice - 2024118 - Final.pdf](#)

 [Untitled Attachment](#)

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 FY2024.

As of October 10, 2024, staff had received 51 well registration applications (ARWs) since October 1, 2023.

As of October 10, 2024, staff had received 90 Notices of Intent to Drill a Well (NIDWs) since October 1, 2023.

Regarding Production Permit Renewal Processing for FY2024.

As of October 10, 2024, staff had received 18 production permit renewal requests (ARPs) since October 1, 2023.

Regarding Permit Processing for FY2024.

As of October 10, 2024, staff had initiated 51 permitting request case (PRCs) since October 1, 2023.

As of October 10, 2024, staff had 15 permitting request cases pending.

See:

1. Permitting Request Cases - PRC-20240423-02 - AVHUWS-20231220-01
2. Permitting Request Cases - PRC-20231003-01 - ANHUPPW-20230925-03
3. Permitting Request Cases - PRC-20231003-02 - ANHUPPW-20230926-01
4. Permitting Request Cases - PRC-20231226-01 - ANHUPPW-20231226-01
5. Permitting Request Cases - PRC-20240117-01 - ANHUPPW-20240117-01
6. Permitting Request Cases - PRC-20240117-02 - ANHUPPW-20240117-02
7. Permitting Request Cases - PRC-20231003-04 - AAP-20230815-01
8. Permitting Request Cases - PRC-20240508-01 - AAP-20240508-01
9. Permitting Request Cases - PRC-20240905-02 - AAP-20240726-01
10. Permitting Request Cases - PRC-20241001-01 - AAP-20240924-01
11. Permitting Request Cases - PRC-20240913-01 - ARP-20240726-01
12. Permitting Request Cases - PRC-20220329-01 - ADW-20220322-01/AOW-20220322-02
13. Permitting Request Cases - PRC-20220624-01 - ADW-20220624-01
14. Permitting Request Cases - PRC-20220705-03 - ADW-20220630-02/AOW-20220630-03
15. Permitting Request Cases - PRC-20211110-01 - ARW-20211109-01/03/ADW-20211109-05/AOW-20211109-02/04/06

As of October 10, 2024, staff had 249 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 99,312 acre-feet.

Regarding Groundwater Production Report Processing for CY2023.

As of October 10, 2024, staff had processed 248 groundwater production reports for the preceding calendar year since October 1, 2023.

As of October 10, 2024, staff had recorded groundwater production reports for 245 water wells reporting 12,439 acre-feet of groundwater production during CY 2023. (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 FY2024](#).

As of [October 10, 2024](#), staff had initiated 2 investigations related to groundwater management (i.e., permitting) since October 1, 2023.

As of [October 10, 2024](#), staff had 1 active investigations related to groundwater management (i.e., permitting).

See: [Investigations - INV-20231208.0827 - Failure to Satisfy Rules of the District - Failure to Register A Well - Active](#)

Regarding [Manage Enforcement Cases related to Permitting Violations for FY2024](#).

As of [October 10, 2024](#), the Board had initiated 25 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2023.

As of [October 10, 2024](#), staff had 2 unresolved enforcement cases related to groundwater management (i.e., permitting)..

See:

1. [Enforcement Case Violation - ECV-20231105-03 - Coletto Water - Failure to Obtain Production Permit - Active](#);
2. [Enforcement Case Violation - ECV-20231105-06 - North Victoria Utilities - Failure to Obtain Production Permit - Active](#).

Topic 3.2 - PRC-20240423-02 - AVHUWS-20231220-01 - McFaddin Ranch - Garcitas Division

Management Discussion:

Mr. Robert McCan for McFaddin Ranch - Garcitas Division - Owners seeks, under permitting request case PRC-20240423-02, a historic-use production permit protecting the historic production of groundwater from a grandfathered well system comprised of grandfathered wells GW-000615, GW-001068, GW-001069, GW-001070, GW-001071 and GW-001073 located on two tracts of contiguous land owned or controlled by McFaddin Ranch - Garcitas Division, totaling 6,029 acres, near the intersection of FM 444 and Salem Road in Victoria County, Texas. The associated applications specify that the well system produced groundwater at a combined capacity of 18,000 gallons per minute (3,000 GPM per well) and was operated to produce 20,148 acre-feet of groundwater for irrigation of 3,358 acres of rice in year 1996. See [PRC-20240423-02 - AVHUWS-20231220-01 - McFaddin Ranch - Garcitas Division](#).

VCGCD - Application Bundle - PRC-20240423-02.pdf

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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.

The applicant submitted an affidavit, as the affiant, stating in part the following:

"The evidence of historic use submitted to support the validation of the historic use of the well system with wells located at: GW-000615 28.959 N ; 96.916 W, GW-001068 28.9631 N ; 96.9202 W, GW-001069 28.9712 N ; 96.9251 W, GW-001070 28.972 N ; 96.9379 W, GW-001071 28.9461 N ; 96.9043 W, GW-001073 28.9457 N ; 96.8896 W is to the best of my knowledge and belief true and correct and that all available information concerning groundwater production of the subject well during the historic use validation year has been provided to the district with this application."

Based on the review of the information provided within the associated application and supplemental information provided by the applicant, the general manager has determined that the request is consistent with the policies and rules of the district. Accordingly, the general manager has not notified the applicant of the intent of the district to contested the permitting request.

On September 18, 2024, the public notice requirements for the permitting request case were completed. See: [Public Notice - 20241018 - Permit Hearing - PRC-20240423-02](#).

VCGCD - Notice of Permit Hearing for 20240719 - PRC-20240423-02 - AVHUWS-20231220-01.pdf

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As of October 16, 2024, the district had not received any notice of intent to contest the permitting request.

Management Recommendation:

Move to 1) cancel the permit hearing and proceed with the permitting case as an uncontested matter; and 2) authorize the general manager to issue a historic use permit to McFaddin Ranch - Garcitas Division - Owners under application AVHUWS-20231220-01 for well GW-000615, GW-001068, GW-001069, GW-001070, GW-001071, and GW-001073 authorizing the production of 20,148 acre-feet of groundwater per year for irrigation uses.

Topic 3.3 - Violations ECV-20231105-03 and ECV-20231105-06 - CSWR

Management Discussion:

On April 19, 2024, the Board of Directors issued Enforcement Order ECV-20231105-03 and Enforcement Order ECV-20231105-06. For each violation, the Board assessed a penalty of \$2,000.00 and additional penalties of \$200.00 per day of continuing violation.

VCGCD - Enforcement Order - ECV-20231105-03 - Packet.pdf

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VCGCD - Enforcement Order - ECV-20231105-06 - Packet.pdf

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On April 30, 2024, the enforcement orders and associated testimony packets were forwarded to Mr. Allison.

On July 25, 2024, staff of the District met with Mr. Clarence Wittwer of CSWR - Texas Utility Operating Company to discuss compliance matters that exist in VCGCD and TGCD.

On August 15, 2024, Mr. Wittwer submitted the revised application and confirmation of contiguous groundwater control for CSWR-Texas Utility Operating Company. This matter is related to Order ECV-20231105-06 adopted by the board.

VCGCD - Application Bundle - PRC-20240117-02 - Revised.pdf

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On August 26, 2024, the public notice of proposed permit issuance on September 30, 2024, was completed.

See: [Public Notice - 20240930 - Permit Issuance - PRC-20240117-02](#).

Below is a summary of penalties to be assessed per Enforcement Order ECV-20231105-03 with various potential dates of compliance identified:

Date of Order	Potential Compliance Date	Number of Days	Penalty	Total Daily Penalty	Total Ordered Penalty
4/19/2024	8/15/2024	118	\$2,000.00	\$23,600.00	\$25,600.00
4/19/2024	8/26/2024	129	\$2,000.00	\$25,800.00	\$27,800.00
4/19/2024	9/30/2024	164	\$2,000.00	\$32,800.00	\$34,800.00

Below is a summary of penalties to be assessed per Enforcement Order ECV-20231105-06 with various potential dates of compliance identified:

Date of Order	Potential Compliance Date	Number of Days	Penalty	Total Daily Penalty	Total Ordered Penalty
4/19/2024	8/15/2024	118	\$2,000.00	\$23,600.00	\$25,600.00
4/19/2024	8/26/2024	129	\$2,000.00	\$25,800.00	\$27,800.00
4/19/2024	9/30/2024	164	\$2,000.00	\$32,800.00	\$34,800.00

On October 14, 2024, Mr. Andruss notified Mr. Wittwer by email of the likely consideration of this matter by the Board during the meeting and the intention to recommend that the Board authorized staff and legal counsel to pursue payment of the ordered penalties unless CSWR submitted a settlement offer acceptable to Board.

On October 15, 2024, Mr. Wittwer submitted a settlement offer of \$2,500.00 on behalf of CSWR for Enforcement Order ECV-20231105-03 and Enforcement Order ECV-20231105-06.

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Management Recommendation:

Move to 1) accept the settlement offer and to accept payment of the settlement fee by cashier's check, 2) designate Enforcement Order ECV-20231105-03 and Enforcement Order ECV-20231105-06 resolved, and 3) authorize the general manager to issue the related permits in accordance with the rules of the district.

Item 4 - Groundwater Protection

Topic 4.1 - Report

Regarding Well Inspections for FY2024.

As of October 10, 2024, staff had recorded 56 well inspection forms (WIFs) since October 1, 2023.

Regarding Manage Investigations related to Groundwater Protection for FY2024.

As of October 10, 2024, staff had initiated 2 investigations related to Groundwater Protection since October 1, 2023.

As of October 10, 2024, staff had 2 active investigation 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 FY2024.

As of October 10, 2024, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2023.

As of October 10, 2024, staff had 0 unresolved enforcement case violations related to Groundwater Protection.

Item 5 - Groundwater Monitoring

Topic 5.1 - Report

Regarding Monitor Drought Conditions for FY2024.

As of October 10, 2024, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/victoria>) indicates that 0% of Victoria County was experiencing drought conditions while 100% of Victoria County was experiencing abnormally dry conditions.

As of October 10, 2024, 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 FY2024.

As of October 10, 2024, staff had collected 77 water level measurements since October 1, 2023.

Regarding Advanced Aquifer Monitoring for FY2024.

Regarding Baseline Water Quality Aquifer Monitoring for FY2024.

Regarding Ad-Hoc Baseline Water Quality Sampling for FY2024.

As of October 10, 2024, staff had collected 23 water quality field measurements since October 1, 2023.

As of October 10, 2024, staff had collected 6 water quality samples since October 1, 2023.

As of October 10, 2024, staff had received 4 water quality lab reports since October 1, 2023.

Regarding Annual Water Level Assessment for FY2024.

Regarding Annual Water Quality Assessment for FY2024.

Regarding Monitoring Network Assessment and Improvement Project for FY2024.

Regarding Synoptic Aquifer Monitoring for PVGCD for FY2024.

Topic 5.2 - Incentivizing Aquifer Monitoring Cooperation

Management Discussion:

The purpose of the groundwater monitoring program is to facilitate the coordination of activities and tasks completed by staff, consultants, and contractors to evaluate the condition of the groundwater resources within the county.

The management plan of the district establishes the following objectives to be achieved through the implementation of the groundwater monitoring program:

Management Plan Goal 4 - Addressing Natural Resource Issues

Objective 1: Develop and maintain a program to monitor the water quality of at least twelve (12) water wells within the district per year.

Management Plan Goal 7 - Addressing the Desired Future Conditions

Objective 1: Develop and maintain a program to monitor the water level of at least twelve (12) water wells within the district per year.

Objective 2: Analyze aquifer monitoring information to evaluate achievement of the desired future conditions of the district based on information available during the fiscal year.

On October 20, 2023, the Board of Directors authorized the implementation of a project to incentivize cooperation between well owners and the district regarding aquifer monitoring through the payment of access fee of \$50.00 per monitoring event to cooperating well owners. The funding was limited to \$5,000.00 during Fiscal Year 2025.

After the approval of the incentivization by the Board and the boards of Calhoun County GCD and Refugio GCD, staff mailed out approximately 100 letters to property owners in the 3-county region regarding the incentivization project. Staff received very limited interest in the offer.

Management Recommendation:

move to authorize the general manager to implement a project to incentivize cooperation with the district regarding aquifer monitoring limiting financial incentives to \$100.00 per monitoring event at a well and \$10,000.00 during the fiscal year.

Topic 5.3 - TWDB Grant Program

Management Discussion:

The Texas Water Development Board has established a program to facilitate water conservation in agriculture called the Agricultural Water Conservation Grants Program. Through the program, TWDB provides funding to entities such as GCDs to promote water conservation. Numerous GCDs across the state have secured funds for this purpose with meter cost-sharing being a common example of the type of program that is funded. See:

<https://www.twdb.texas.gov/financial/programs/AWCG/index.asp#:~:text=The%20Agricultural%20Water%20Conservation%20Grants%20Program%20offers%20grants%20for%20projects>.

This grants program could represent an opportunity for the district to promote water conservation through awareness of pumping impacts while simultaneously improving the district's monitoring efforts of the groundwater resources in the county if a project for cost-sharing aquifer monitoring equipment were submitted and approved.

In particular, a program to fund the procurement and installation of the WellIntel monitoring system at strategic locations around the county would enable groundwater producers, nearby landowners, and staff of district to assess groundwater production impacts in real-time.

Management Recommendation:

Move to authorize the general manager to submit a joint grant application with CCGCD, RGCD, and TGCD to TWDB for advanced aquifer monitoring equipment at well sites used to produce groundwater for agricultural purposes.

Item 6 - Groundwater Conservation

Topic 6.1 - Report

Regarding Promote Conservation for FY2024.

Regarding Conservation Education and Teacher Professional Development for FY2024.

Item 7 - Groundwater Resource Planning

Topic 7.1 - Report

Regarding Regional Water Planning Participation for FY2024.

The South Central Texas Regional Water Planning Group (Region L) met on August 1, 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 November 7, 2024. See: <https://www.regionltexas.org/>.

Regarding GMA 15 Joint Planning for 4th Planning Cycle in FY2024.

The representatives of Groundwater Management Area 15 met on [October 15, 2022](#) at 1:30 PM and upon conclusion of the Stakeholder Advisory Presentation by Texas Water Development Board staff regarding updates to the groundwater availability model for the central and southern portions of the Gulf Coast Aquifer System, on Tuesday, October 15, 2024, at the Nueces River Authority Office, 500 IH 69, Suite 805, Robstown, TX 78380.

On October 10, 2024, the district executed the agreement with Intera, Inc. on behalf of the member districts of GMA 15 that had contributed funds to the GMA 15 Joint Planning Fund for technical services to adopt a desired future conditions during the 4th Joint Planning Cycle.

Item 8 - Groundwater Policy

Topic 8.1 - Report

Regarding [Management Plan Revisions for FY2024](#).

Regarding [Rule Amendments for FY2024](#).

See: [Topic 8.2 - Rulemaking Hearing](#)

See: [Topic 8.3 - Consideration of Proposed Rule Revisions](#)

See: [Topic 8.4 - District Fees](#)

Regarding [Legislative Support and Lobbying for FY2024](#).

Topic 8.2 - Rulemaking Hearing

Management Discussion:

On September 16, 2024, the public notice for the rule making hearing was posted on the website of the district with a copy of the proposed rules and a comparison document of the proposed rules to the current rules of the district. See: [Public Notice - 20241018 - Rulemaking Hearing](#).

VCGCD - Public Hearing Notice - Proposed Rule Revision - 20241018 - Final.pdf

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VCGCD - Rules of the District - Management Proposed Revisions - 20240910 - No Markup.pdf

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On September 18, 2024, the public notice requirements for the rulemaking hearing were completed with the publication of the notice in the Victoria Advocate.

The revisions to the rules primarily include clarifications regarding the foundational policies of the district including the clarification regarding 1) non-historic use well offset from property lines, 2) maintaining well registration information with the district, 3) permit renewals associated with proposed (non-existing) wells, 4) procedures related to permit amendments, 5) production limitations for non-historic use, and 6) the elimination of unnecessary notice requirements related to notices of need to file suit in association with violations.

Management Recommendation:

Recommendation 1: move to open the rulemaking hearing.

Recommendation 2: accept public comments regarding the proposed rules.

Recommendation 3: move to close the rulemaking hearing after accepting public comment on the proposed rules.

Topic 8.3 - Consideration of Proposed Rule Revisions

Management Discussion:

None.

Management Recommendation:

Move to adopted the proposed rules as the Rules of the District, as drafted.

Topic 8.4 - District Fees

Management Discussion:

The fee schedule of the district was adopted on April 21, 2023.

The legislature revised the transfer fee limitations in Chapter 36 of the Texas Water Code:

Sec. 36.122. TRANSFER OF GROUNDWATER OUT OF DISTRICT.

(e) Except as provided by Subsection (e-1), the district may impose an export fee or surcharge using one of the following methods:

(1) a fee negotiated between the district and the exporter;

(2) for a tax-based district, a rate not to exceed 20 cents for each thousand gallons of water exported from the district; or

(3) for a fee-based district, a rate not to exceed the greater of 20 cents for each thousand gallons or a 50 percent surcharge, in addition to the district's production fee, for water exported from the district.

(e-1) Effective January 1, 2024, the maximum allowable rate a district may impose for an export fee or surcharge under Subsection (e)(2) or (e)(3) increases by three percent each calendar year.

Effective January 1, 2024, the maximum rate increased to \$0.206 cents per thousand gallons. On January 1, 2025, the maximum rate will increase to \$0.212 cents per thousand gallons. These rates equal \$67.125 per acre-foot of groundwater transferred out of the district and \$69.129 per acre-foot of groundwater transferred out of the district, respectively.

Staff have developed revisions to the fee schedule to update the fees to be assessed for the transfer of groundwater out of the district and establish fees to be assessed for excess groundwater production.

VCGCD - Resolutions - District Fee and Surcharge Schedule.pdf

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VCGCD - Schedule of Fees and Surcharges- Draft - 20241009.pdf

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Management Recommendation:

Move to adopt the draft fee schedule by resolution, as drafted.

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 meetings of the Board are scheduled for January 17, 2025, with each meeting to convene at 9:00 AM. Regular meetings will be rescheduled as necessary and special meeting may be scheduled to address unforeseen issues.

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

Management Discussion:

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

See: [Meeting Minutes - 20240719 - Board of Directors](#).

VCGCD - Meeting Minutes - 20240719 - Final.pdf

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See: [Meeting Minutes - 20240809 - Board of Directors](#).

VCGCD - Meeting Minutes - 20240809 - Final.pdf

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See: [Meeting Minutes - 20240912 - Board of Directors](#).

VCGCD - Meeting Minutes - 20240912 - Final.pdf

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Management Recommendation:

Move to accept and approve the meeting minutes for July 19,2024, August 9, 2024, and September 12, 2024.

Topic 9.3 - Financial Reports of the District

REMINDER_TASK: TOPIC 9.3 - draft topic by Administrative Coordinator.

Management Discussion:

The internal control review and internal financial reports for June, July and August 2024, have been compiled, reviewed, and forwarded to the directors prior to the meeting.

See: [Internal Control Review Reports - ICRR-20240630-01 - June 2024](#)

VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20240630-01 - June 2024 (1)

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See: [Internal Financial Reports - IFR-20240630-01 - FY2024M09 - June 2024](#)

VCGCD - Internal Financial Report - June 2024.pdf

 Untitled Attachment

See: [Internal Control Review Reports - ICRR-20240731-01 - July 2024](#)

VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20240731-01 - July 2024

 Untitled Attachment

See: [Internal Financial Reports - IFR-20240731-01 - FY2024M10 - July 2024](#)

VCGCD - Internal Financial Report - July 2024.pdf

 Untitled Attachment

See: [Internal Control Review Reports - ICRR-20240831-01 - August 2024](#)

VCGCD - Adm - FM - Internal Control Review Reports - ICRR-20240831-01 - August 2024

 Untitled Attachment

See: [Internal Financial Reports - IFR-20240831-01 - FY2024M11 - August 2024](#)

VCGCD - Internal Financial Report - August 2024

 Untitled Attachment

Management Recommendation:

Move to accept and approve the internal control review reports and the Internal financial reports for June 2024, July 2024, and August 2024.

Topic 9.4 - Financial Transaction Review

Management Discussion:

The list below identifies each accounts payable transaction that was recorded since July 6, 2024, as of October 15, 2024:

1. ACCTP-20240719-01 - \$2,526.00 - Allison, Bass & Magee
2. ACCTP-20240719-01 - \$2,526.00 - Allison, Bass & Magee, LLP
3. ACCTP-20240719-02 - \$270.00 - Allison, Bass & Magee
4. ACCTP-20240719-02 - \$270.00 - Allison, Bass & Magee, LLP
5. ACCTP-20240719-03 - \$748.00 - Victoria Advocate
6. ACCTP-20240719-04 - \$3,585.39 - Cardmember Service
7. ACCTP-20240719-05 - \$45.56 - Candace Whittley
8. ACCTP-20240719-06 - \$495.00 - Caitlynn Davenport
9. ACCTP-20240719-07 - \$747.05 - Tim Andruss - TEC-20240705-01
10. ACCTP-20240719-08 - \$11.59 - Kenneth Eller
11. ACCTP-20240729-01 - \$176.88 - TEC-20240729-01
12. ACCTP-20240730-01 - \$127.00 - UHV - Conservation Education
13. ACCTP-20240730-02 - \$86.00 - UHV - Conservation Education
14. ACCTP-20240730-03 - \$176.88 - Candace Whittley - TEC-20240729-01
15. ACCTP-20240731-01 - \$5,530.86 - TCDRS - June 2024
16. ACCTP-20240731-02 - \$6,805.98 - IRS - June 2024
17. ACCTP-20240731-03 - \$3,105.85 - TML - July 2024
18. ACCTP-20240801-01 - \$6,172.09 - July Payroll - Tim Andruss
19. ACCTP-20240801-02 - \$3,798.36 - July Payroll - Caitlynn Davenport
20. ACCTP-20240801-03 - \$4,187.61 - July Payroll - Mike Benavides
21. ACCTP-20240801-04 - \$2,929.87 - July Payroll - Candace Whittley
22. ACCTP-20240801-05 - \$3,673.58 - July Payroll - Brent Immenhauser
23. ACCTP-20240822-01 - \$1,976.78 - Office Systems
24. ACCTP-20240822-02 - \$3,617.59 - Victoria Central Appraisal District - 3rd Quarter
25. ACCTP-20240822-03 - \$2,000.00 - VCGCD - GMA15 Funding
26. ACCTP-20240822-04 - \$60.56 - Xerox
27. ACCTP-20240822-05 - \$1,050.56 - Cardmember Service
28. ACCTP-20240822-06 - \$665.31 - Caitlynn Davenport - August Travel
29. ACCTP-20240822-07 - \$176.88 - Candace Whittley - TEC-20240821-01
30. ACCTP-20240822-08 - \$14,800.00 - Goldman, Hunt and Notz
31. ACCTP-20240830-01 - \$6,172.08 - August Payroll - Tim Andruss
32. ACCTP-20240830-02 - \$3,798.37 - August Payroll - Caitlynn Davenport
33. ACCTP-20240830-03 - \$4,020.05 - August Payroll - Mike Benavides
34. ACCTP-20240830-04 - \$2,808.24 - August Payroll - Candace Whittley
35. ACCTP-20240830-05 - \$3,520.49 - August Payroll - Brent Immenhauser
36. ACCTP-20240831-01 - \$5,907.26 - TCDRS - July 2024
37. ACCTP-20240831-02 - \$7,265.26 - IRS - July 2024
38. ACCTP-20240831-03 - \$3,105.85 - TML - August 2024
39. ACCTP-20240912-01 - \$11.99 - Kenneth Eller
40. ACCTP-20240912-02 - \$3,600.00 - Cardmember Service - Pre-Payment
41. ACCTP-20240926-01 - \$6,172.10 - September Payroll - Tim Andruss
42. ACCTP-20240926-02 - \$3,798.37 - September Payroll - Caitlynn Davenport
43. ACCTP-20240926-03 - \$3,851.46 - September Payroll - Mike Benavides
44. ACCTP-20240926-04 - \$3,044.00 - September Payroll - Candace Whittley
45. ACCTP-20240926-05 - \$3,367.39 - September Payroll - Brent Immenhauser
46. ACCTP-20240930-01 - \$5,781.78 - TCDRS - August 2024
47. ACCTP-20240930-02 - \$7,110.50 - IRS - August 2024

48. ACCTP-20240930-03 - \$3,105.85 - TML - September 2024

The list below identifies each accounts receivable transaction that was recorded since July 6, 2024, as of October 15, 2024:

1. ACCTR-20240715-01 - \$1,438.39 - VTAC - Tax Collections
2. ACCTR-20240715-01 - \$20.00 - Victtec - ECV-20240429-14
3. ACCTR-20240715-02 - \$20.00 - Jose Celedon Jr. - ECV-20240429-12
4. ACCTR-20240715-03 - \$20.00 - William Murphy III - ECV-20240429-07
5. ACCTR-20240715-04 - \$143.90 - Xerox - Refund
6. ACCTR-20240729-01 - \$368.92 - VTAC - Tax Collections
7. ACCTR-20240730-01 - \$983.63 - VTAC - Tax Collections
8. ACCTR-20240730-02 - \$1,408.04 - VTAC - Tax Collections
9. ACCTR-20240731-01 - \$436.20 - Interest
10. ACCTR-20240731-02 - \$296.34 - Interest
11. ACCTR-20240731-03 - \$723.75 - Interest
12. ACCTR-20240731-04 - \$723.75 - Interest
13. ACCTR-20240731-05 - \$453.78 - Interest
14. ACCTR-20240731-06 - \$716.49 - Interest
15. ACCTR-20240731-07 - \$4,430.86 - Interest
16. ACCTR-20240731-08 - \$20.77 - Interest
17. ACCTR-20240731-09 - \$9.00 - Interest
18. ACCTR-20240802-01 - \$5,166.25 - RGCD - District Invoice - March 2024
19. ACCTR-20240802-02 - \$5,166.25 - RGCD - District Invoice - April 2024
20. ACCTR-20240802-03 - \$5,166.25 - RGCD - District Invoice - May 2024
21. ACCTR-20240802-04 - \$5,166.25 - RGCD - District Invoice - June 2024
22. ACCTR-20240802-05 - \$2,366.41 - RGCD - District Invoice - Reimbursement
23. ACCTR-20240802-06 - \$7,166.25 - CCGCD - District Invoice - March 2024
24. ACCTR-20240802-07 - \$7,166.25 - CCGCD - District Invoice - April 2024
25. ACCTR-20240802-08 - \$7,166.25 - CCGCD - District Invoice - May 2024
26. ACCTR-20240802-09 - \$7,166.25 - CCGCD - District Invoice - June 2024
27. ACCTR-20240802-10 - \$216.37 - CCGCD - District Invoice - Reimbursement
28. ACCTR-20240802-11 - \$20.00 - Clarence Wittwer - ECV-20240429-09
29. ACCTR-20240802-12 - \$1,047.92 - PVGCD
30. ACCTR-20240809-01 - \$20.00 - James Cook - Enforcement Case
31. ACCTR-20240814-01 - \$7,166.25 - TGCD - District Invoice - January 2024
32. ACCTR-20240814-02 - \$7,166.25 - TGCD - District Invoice - February 2024
33. ACCTR-20240814-03 - \$7,166.25 - TGCD - District Invoice - March 2024
34. ACCTR-20240814-04 - \$7,166.25 - TGCD - District Invoice - April 2024
35. ACCTR-20240814-05 - \$7,166.25 - TGCD - District Invoice - May 2024
36. ACCTR-20240814-06 - \$7,166.25 - TGCD - District Invoice - June 2024
37. ACCTR-20240814-07 - \$889.29 - TGCD - District Invoice - Reimbursement
38. ACCTR-20240822-01 - \$2,000.00 - Refugio GCD - GMA15 Dues
39. ACCTR-20240822-01 - \$2,500.00 - TML IRP - Refund
40. ACCTR-20240822-02 - \$2,000.00 - Victoria County GCD - GMA15 Dues
41. ACCTR-20240822-03 - \$1,000.00 - Evergreen UWCD - GMA15 Dues
42. ACCTR-20240822-04 - \$2,000.00 - Pecan Valley GCD - GMA15 Dues
43. ACCTR-20240822-05 - \$1,000.00 - Bee GCD - GMA15 Dues
44. ACCTR-20240831-01 - \$451.95 - Interest
45. ACCTR-20240831-02 - \$306.77 - Interest
46. ACCTR-20240831-03 - \$749.92 - Interest
47. ACCTR-20240831-04 - \$749.92 - Interest
48. ACCTR-20240831-05 - \$470.20 - Interest
49. ACCTR-20240831-06 - \$718.31 - Interest

50. [ACCTR-20240831-07 - \\$4,455.27 - Interest](#)
51. [ACCTR-20240831-08 - \\$22.22 - Interest](#)
52. [ACCTR-20240831-09 - \\$9.24 - Interest](#)
53. [ACCTR-20240912-01 - \\$2,000.00 - Colorado County GCD - GMA15 Dues](#)
54. [ACCTR-20240912-01 - \\$7,166.25 - CCGCD - District Invoice - July 2024](#)
55. [ACCTR-20240912-02 - \\$2,000.00 - Coastal Bend GCD - GMA15 Dues](#)
56. [ACCTR-20240912-02 - \\$7,166.25 - CCGCD - District Invoice - August 2024](#)
57. [ACCTR-20240912-03 - \\$2,000.00 - Calhoun County GCD - GMA15 Dues](#)
58. [ACCTR-20240912-03 - \\$7,166.25 - CCGCD - District Invoice - September 2024](#)
59. [ACCTR-20240912-04 - \\$2,000.00 - Texana GCD - GMA15 Dues](#)
60. [ACCTR-20240912-04 - \\$7,166.25 - TGCD - District Invoice - July 2024](#)
61. [ACCTR-20240912-05 - \\$7,166.25 - TGCD - District Invoice - August 2024](#)
62. [ACCTR-20240912-06 - \\$7,166.25 - TGCD - District Invoice - September 2024](#)
63. [ACCTR-20240912-07 - \\$5,166.25 - RGCD - District Invoice - July 2024](#)
64. [ACCTR-20240912-08 - \\$5,166.25 - RGCD - District Invoice - August 2024](#)
65. [ACCTR-20240912-09 - \\$5,166.25 - RGCD - District Invoice - September 2024](#)
66. [ACCTR-20240923-01 - \\$1,197.07 - PVGCD](#)
67. [ACCTR-20240923-01 - \\$2,000.00 - Coastal Plains GCD - GMA15 Dues](#)
68. [ACCTR-20240923-02 - \\$2,500.00 - 7-Eleven - Enforcement Case](#)
69. [ACCTR-20240925-01 - \\$157,000.00 - TGCD - Interlocal Agreement](#)
70. [ACCTR-20240925-02 - \\$157,000.00 - RGCD - Interlocal Agreement](#)
71. [ACCTR-20240925-03 - \\$157,000.00 - CCGCD - Interlocal Agreement](#)

Management Recommendation:

None.

Topic 9.5 - Investments of the District

Management Discussion:

The investment reports for June, July and August 2024 have been compiled, reviewed and sent to the board members prior to the meeting.

See: [Investment Report - IR-20240630-01 - FY2024M09 - June 2024](#)

VCGCD - INV-20240630-01.pdf

 Untitled Attachment

See: [Investment Report - IR-20240731-01 - FY2024M10 - July 2024](#)

VCGCD - INV-20240731-01.pdf

 Untitled Attachment

See: [Investment Report - IR-20240831-01 - FY2024M11 - August 2024](#)

VCGCD - INV-20240831-01.pdf

 Untitled Attachment

Management Recommendation:

Move to approve and accept the investment reports for June 2024, July 2024, and August 2024.

Topic 9.6 - Unpaid Invoices and Bills

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-20241018-01 - \\$2,650.00 - Allison, Bass and Magee, LLP](#)
2. [ACCTP-20241018-02 - \\$1,110.19 - Tim Andruss - TEC-20241015-01](#)

Topic 9.7 - Forms of Payment of Penalties and Settlement Fees

Management Discussion:

The district has accepted payments of penalties and settlement fees in the form of personal and business checks. Recently, district experienced a situation in which the violator (7-Eleven) stopped payment on a business check used to pay a penalty fee. The stop payment resulted in the district incurring a bank fee of \$12.00 and additional administrative processing to investigate, report and re-process the payment. In addition, several business violators at the other cooperating districts have requested the districts provide administrative information to register as vendors. This is an additional administrative cost incurred by the districts to resolve violations caused by other parties.

Management Recommendation:

Move to limit the acceptable form of payment for penalties and settlement fees to cashier's check or money order made payable to the Texana Groundwater Conservation District.

Topic 9.8 - Financial Audit for the Previous Fiscal Year

Management Discussion:

Mr. Goldman of Goldman, Hunt, and Notz LLP has expressed his firm's interest in performing the financial audit of the District for FY2024.

Management Recommendation:

Move to accept the offer of Goldman, Hunt, and Notz LLP to perform the financial audit for the fiscal year ending September 30, 2024, authorize the general manager to execute the associated engagement letter, and authorize the firm to begin the audit upon development of the internal financial reports for September 30, 2024.

Topic 9.9 - Office Consolidation

Management Discussion:

Staff continue to consolidate the offices of CCGCD, RGCD, and TGCD with the VCGCD office and hire additional staff to service the cooperating districts.

Mr. John Johnston, County Engineer for Victoria County, continues to investigate the possibility of the district moving its office to 311 E. Constitution St., in Victoria. The working concept is the renovation of a 2,200 square foot office space (approximate size) on the first floor of the building (the old Victoria Advocate Building). The cost of renovations (to be incurred by the district) are anticipated to cost approximately \$100 per square foot. The rental fee is anticipated to be \$20 per square foot with lease term of 5 or 10 years and inflation adjustment provisions.

Management Recommendation:

None.

Topic 9.10 - Interlocal Cooperation Agreement with PVGCD

Management Discussion:

The Board approved an interlocal cooperation agreement with Pecan Valley GCD in 2020 related to the provision of aquifer monitoring services by VCGCD staff. The agreement has been reviewed by staff and drafted revisions to the agreement to reflect an updated term, clarification of the services to be offered, the charge rates that would apply.

Management Recommendation:

Move to authorize the presiding office to execute the interlocal cooperation agreement with Pecan Valley GCD as draft upon determination of legal counsel that the agreement is legally sufficient.

Item 10 - Legal Counsel Report

Topic 10.1 - Report

Management Discussion:

None.

Management Recommendation:

None.

Item 11.0 - Adjourn Meeting