

Calhoun 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 Calhoun County Groundwater Conservation District Board of Directors will hold a meeting on October 28, 2024, at 5:30 PM at the Coastal Center, 131-A N. Virginia St, Port Lavaca, 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. Danny McGuire for Port O'Connor Improvement District seeks, under permitting request case PRC-20240919-01, an amendment to permit OPWF-20221114-01 to change the proposed monitoring well location to the revised coordinates for the central, east and west monitoring wells at the well field site near the intersection of State Hwy 185 East and Trevor Street in the community of Port O'Connor, Calhoun County, Texas.
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 Calhoun 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 Calhoun 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.

CCGCD - Meeting Packet - 20241028

Table of Contents

1. [Item 1 - Convene Meeting](#)
2. [Item 2 - Receive Public Comment](#)
3. [Item 3 - Groundwater Management \(Permitting\)](#)
 - a. [Topic 3.1 - Report](#)
 - b. [Topic 3.2 - PRC-20240919-01 - AAP-20240903-01 - POCID](#)
4. [Item 4 - Groundwater Protection](#)
 - a. [Topic 4.1 - Report](#)
5. [Item 5 - Groundwater Monitoring](#)
 - a. [Topic 5.1 - Report](#)
 - b. [Topic 5.2 - Incentivizing Aquifer Monitoring Cooperation](#)
 - c. [Topic 5.3 - TWDB Grant Program](#)
6. [Item 6 - Groundwater Conservation](#)
 - a. [Topic 6.1 - Report](#)
7. [Item 7 - Groundwater Resource Planning](#)
 - a. [Topic 7.1 - Report](#)
8. [Item 8 - Groundwater Policy](#)
 - a. [Topic 8.1 - Report](#)
 - b. [Topic 8.2 - Rulemaking Hearing](#)
 - c. [Topic 8.3 - Consideration of Proposed Rule Revisions](#)
 - d. [Topic 8.4 - District Fees](#)
9. [Item 9 - Administration and Management](#)
 - a. [Topic 9.1 - Report](#)
 - b. [Topic 9.2 - Minutes of Previous Meeting](#)
 - c. [Topic 9.3 - Financial Reports of the District](#)
 - d. [Topic 9.4 - Financial Transaction Review](#)
 - e. [Topic 9.5 - Investments of the District](#)
 - f. [Topic 9.6 - Unpaid Invoices and Bills](#)
 - g. [Topic 9.7 - Forms of Payment of Penalties and Settlement Fees](#)
 - h. [Topic 9.8 - Financial Audit for the Previous Fiscal Year](#)
 - i. [Topic 9.10 - District Assets and Office Consolidation](#)
10. [Item 10 - Legal Counsel Report](#)
 - a. [Topic 10.1 - Report](#)
11. [Item 11.0 - Adjourn Meeting](#)

Item 1 - Convene Meeting

Management Discussion:

Staff completed the necessary public notification requirements for the meeting.

See: [Public Notice - 20241028 - Board Meeting](#).

[CCGCD - Meeting Notice - 20241028 - Final.pdf](#)

 [Untitled Attachment](#)

Management Recommendation:

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

Precinct 1: Mr. Steven Dierschke, Director: _____.
Precinct 2: Mr. Wesley (Clay) Brett, Vice-President: _____.
Precinct 3: Mr. Galen Johnson, Secretary: _____.
Precinct 4: Mr. Michael (Mike) Hahn, Treasurer: _____.
At Large: Mr. Harold (Danny) May, President: _____.
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 16, 2024, staff had received 4 well registration applications (ARWs) since October 1, 2023.

As of October 16, 2024, staff had received 13 Notices of Intent to Drill a Well (NIDWs) since October 1, 2023.

Regarding Production Permit Renewal Processing for FY2024.

As of October 16, 2024, staff had received 1 production permit renewal requests (ARPs) since October 1, 2023.

Regarding Permit Processing for FY2024.

As of October 16, 2024, staff had initiated 6 permitting request case (PRCs) since October 1, 2023.

As of October 16, 2024, staff had 13 permitting request cases pending.

See:

1. PRC-20191126-01 - ADW-20191126-01/03/AOW-20191126-02/04 - LaSalle WCID # 1A - Pending
2. PRC-20200310-02 - ADW-20200207-01/03/05/07/AOW-20200207-02/04/06/08 - Alan Roberts, Roberts Ranch and Investments- Pending
3. PRC-20200401-01 - ADW-20200401-01/03/05/07/AOW-20200401-02/04/06/08 - Trull Service - Pending
4. PRC-20200710-01 - ADW-20200707-01/03/05/ AOW-2020070702/04/06 - Monterrey Cove, LLC - Pending
5. PRC-20201228-01 - ADW-20201218-01/AOW-20201218-02 - Justin B. Boyd - Pending
6. PRC-20210416-02 - ADW-20210412-02/04-AOW-20210412-03/05- ARW-20210416-01- 03 - Son Thanh Nguyen/Brandon Nam Van Nguyen - Pending
7. PRC-20210617-02 - ADW-20210518-01/AOW-20210518-01 - R2 Investments, LLC - Pending
8. PRC-20210701-01 - ADW-20210526-01/AOW-20210526-02 - Mark Dietzel/Big Bear Shrimp and Seafood - Pending
9. PRC-20210713-01 - ADW-20210713-01/AOW-20210713-02 - Antonio Santos - Pending
10. PRC-20220317-02 - ADW-20220308-01/AOW-20220314-01 - D and T River Properties LLC - Pending
11. PRC-20230921-02 - ANHUPPW-20230616-01 - Justin Boyd - Pending/Uncontested
12. PRC-20240814-01 - ANHUPPW -20240814-01 - RANCHO TRES EFES LTD CO - Pending/Uncontested
13. PRC-20240919-01 - AAP-20240903-01 - POCID - Pending/Uncontested

As of October 16, 2024, staff had 45 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 5,677 acre-feet.

Regarding Groundwater Production Report Processing for CY2023.

As of October 16, 2024, staff had processed 83 groundwater production reports for the preceding calendar year since October 1, 2023.

As of October 16, 2024, staff had recorded groundwater production reports for 82 water wells reporting 9,465 acre-feet of groundwater production during CY2023. (TWDB estimated the volume of groundwater produced for rural domestic, livestock,

mining, and rig supply exempt uses in Calhoun County in Year 2020 was 206 acre-feet. See: [TWDB - Projected Exempt Groundwater Use Estimates](#).).

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

As of [October 16, 2024](#), staff had initiated 2 investigations related to groundwater management (i.e., permitting) since [October 1, 2023](#).

As of [October 16, 2024](#), staff had 1 active investigations related to groundwater management (i.e., permitting).

See: [Investigations - INV-20231208.1441 - Failure to Satisfy Rules of the District - Failure to Register a Well](#)

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

As of [October 16, 2024](#), the Board had initiated 8 enforcement case violations related to groundwater management (i.e., permitting) since [October 1, 2023](#).

As of [October 16, 2024](#), staff had 0 unresolved enforcement cases related to groundwater management (i.e., permitting)..

Topic 3.2 - PRC-20240919-01 - AAP-20240903-01 - POCID

Management Discussion:

Mr. Danny McGuire for Port O'Connor Improvement District seeks, under permitting request case PRC-20240919-01, an amendment to permit OPWF-20221114-01 authorizing to change the proposed monitoring well location to the revised coordinates for the central, east and west monitoring wells at the well field site near the intersection of State Hwy 185 East and Trevor Street in Calhoun County, Texas. See: [Permitting Request Cases - PRC-20240919-01 - AAP-20240903-01 - POCID - Pending/Uncontested](#), [Production Permits - OPWF-20221114-01 - Port O'Connor Improvement District - Executed](#), and [Waivers and Variances - WV-20221114-01 - POCID - Approved/Unexecuted](#).

CCGCD - Application Bundle - PRC-20240919-01.pdf

 Untitled Attachment

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. On September 26, 2024, the district notified the applicant that the associated application(s) was considered administratively complete.

The applicant has submitted a request for a district waiver in connection with the permitting request.

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 26, 2024, the public notice requirements for the permitting request case were completed. See: [Public Notice - 20241028 - Permit Hearing - PRC-20240919-01](#)

CCGCD - Notice of Permit Hearing - 20241028 - PRC-20240919-01 - Final.pdf

 Untitled Attachment

As of October 22, 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 an amendment to permit OPWF-20221114-01 and waiver WV-20241114-01 authorizing to change the proposed monitoring well location to the revised coordinates for the central, east and west monitoring wells.

Item 4 - Groundwater Protection

Topic 4.1 - Report

Regarding [Well Inspections for FY2024](#).

As of [October 16, 2024](#), staff had recorded 13 well inspection forms (WIFs) since [October 1, 2023](#).

Regarding [Manage Investigations related to Groundwater Protection for FY2024](#).

As of [October 16, 2024](#), staff had initiated 0 investigations related to Groundwater Protection since [October 1, 2023](#).

As of [October 16, 2024](#), staff had 0 active investigation related to Groundwater Protection.

Regarding [Manage Enforcement Cases related to Groundwater Protection for FY2024](#).

As of [October 16, 2024](#), the Board had initiated 0 enforcement case violations related to Groundwater Protection since [October 1, 2023](#).

As of October 16, 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 22, 2024, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/calhoun>) indicates that 19.9% of Calhoun County was experiencing drought conditions.

As of October 22, 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 entire area of Calhoun County is experiencing abnormally dry conditions or drought conditions.

Regarding Synoptic Aquifer Monitoring for FY2024.

As of October 22, 2024, staff had collected 11 water level measurements since October 1, 2023.

Regarding Advanced Water Level Monitoring for FY2024.

Regarding Baseline Water Quality Aquifer Monitoring for FY2024.

Regarding Ad-Hoc Baseline Water Quality Sampling for FY2024.

As of October 22, 2024, staff had collected 6 water quality field measurements since October 1, 2023.

As of October 22, 2024, staff had collected 1 water quality samples since October 1, 2023.

As of October 22, 2024, staff had received 1 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.

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 23, 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 2024.

After the approval of the incentivization by the Board and the boards of Victoria 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: [Agriculture Water Conservation Grants | Texas Water Development Board](#).

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 VCGCD, 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, 2024](#) 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](#).

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

Topic 8.2 - Rulemaking Hearing

Management Discussion:

On September 25, 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 -](#)

[20241028 - Rulemaking Hearing.](#)

CCGCD - Public Hearing Notice - Proposed Rule Revision - 20241028.pdf

 Untitled Attachment

CCGCD - Rules of the District - Management Proposed Revision - 20240917 - No Markup.pdf

 Untitled Attachment

On September 25, 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 adopt 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 24, 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 per thousand gallons. On January 1, 2025, the maximum rate will increase to \$0.212 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.

CCGCD - Resolutions - District Fee and Surcharge Schedule.pdf

 Untitled Attachment

CCGCD - Schedule of Fees and Surcharges- Draft - 20241023.pdf

 Untitled Attachment

Management Recommendation:

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

Item 9 - Administration and Management

Topic 9.1 - Report

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 [Public Notice and Meeting Coordination for FY2024](#).

The next meetings of the Board are scheduled for [January 28, 2025](#), with each meeting to convene at 5:30 PM. Regular meetings will be rescheduled as necessary and special meeting may be scheduled to address unforeseen issues.

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 [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 July 22, 2024 and August 26, 2024 were sent to the board members prior to the meeting.

See: [Meeting Minutes - 20240722 - Board of Directors](#).

CCGCD - Meeting Minutes - 20240722 - Final.pdf

 Untitled Attachment

See: [Meeting Minutes - 20240826 - Board of Directors](#)

CCGCD - Meeting Minutes - 20240826 - Final.pdf

 Untitled Attachment

Management Recommendation:

Move to accept and approve the meeting minutes for July 22, 2024, and August 26, 2024, as drafted.

Topic 9.3 - Financial Reports of the District

REMINDER_TASK: TOPIC 9.3 - draft topic by Administrative Coordinator.

REMINDER_TASK: TOPIC 9.3 - review topic by General Manager.

Management Discussion:

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

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

See: [Internal Financial Reports - IFR-20240630-01 - FY2024-M09 - June 2024](#).

CCGCD - Internal Financial Report - June 2024 - Revised.pdf

 Untitled Attachment

See: [Internal Control Review Reports - ICRR-20240731-01 - July 2024](#).
See: [Internal Financial Reports - IFR-20240731-01 - FY2024-M10 - July 2024](#).
CCGCD - Internal Financial Report - July 2024 - Revised.pdf

 Untitled Attachment

See: [Internal Control Review Reports - ICRR-20240831-01 - August 2024](#).
See: [Internal Financial Reports - IFR-20240831-01 - FY2024-M11 - August 2024](#).
CCGCD - Internal Financial Report - August 2024 - Revised.pdf

 Untitled Attachment

Management Recommendation:

Move to accept the internal control review and 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 17, 2024 as of October 23, 2024:

1. [ACCTP-20240722-01 - \\$180.00 - ABM](#)
2. [ACCTP-20240722-02 - \\$216.37 - VCGCD - Reimbursement - February-June 2024](#)
3. [ACCTP-20240722-03 - \\$43.66 - McCreary, Veselka, Bragg & Allen](#)
4. [ACCTP-20240722-04 - \\$162.36 - Prosperity Bank](#)
5. [ACCTP-20240722-05 - \\$3.00 - Victoria Advocate](#)
6. [ACCTP-20240722-06 - \\$7,166.25 - VCGCD - June 2024](#)
7. [ACCTP-20240723-01 - \\$600,000.00 - Transfer to 3520](#)
8. [ACCTP-20240826-01 - \\$9,100.00 - Goldman, Hunt & Notz](#)
9. [ACCTP-20240826-02 - \\$120.00 - Allison, Bass & Magee, LLP](#)
10. [ACCTP-20240826-03 - \\$157,000.00 - VCGCD - FY2024 Fees re New 5 Year ILA](#)
11. [ACCTP-20240826-04 - \\$7,166.25 - VCGCD - July 2024](#)
12. [ACCTP-20240826-05 - \\$7,166.25 - VCGCD - August 2024](#)
13. [ACCTP-20240826-06 - \\$7,166.25 - VCGCD - September 2024](#)
14. [ACCTP-20240826-07 - \\$345.42 - Prosperity Bank](#)
15. [ACCTP-20240826-08 - \\$6.00 - Victoria Advocate](#)
16. [ACCTP-20240826-09 - \\$2,078.52 - Calhoun County Appraisal District](#)
17. [ACCTP-20240826-10 - \\$2,000.00 - VCGCD - GMA 15 Funding](#)
18. [ACCTP-20240826-11 - \\$186.37 - McCreary, Veselka, Bragg & Allen](#)
19. [ACCTP-20240906-01 - \\$200,000.00 - Transfer to 4152](#)
20. [ACCTP-20240924-01 - \\$513.51 - Prosperity Bank](#)

The list below identifies each accounts receivable transaction that was recorded since July 17, 2024 as of October 23, 2024:

1. [ACCTR-20240723-01 - \\$600,000.00 - Transfer from 4152](#)
2. [ACCTR-20240731-01 - \\$3,587.08 - Interest](#)
3. [ACCTR-20240731-02 - \\$132.91 - Interest](#)
4. [ACCTR-20240807-01 - \\$77.99 - Tax Collections](#)
5. [ACCTR-20240807-02 - \\$1,407.41 - Tax Collections](#)
6. [ACCTR-20240814-01 - \\$549.27 - Tax Collections](#)
7. [ACCTR-20240814-02 - \\$330.28 - Tax Collections](#)
8. [ACCTR-20240826-01 - \\$381.21 - Tax Collections](#)
9. [ACCTR-20240826-02 - \\$884.27 - Tax Collections](#)
10. [ACCTR-20240831-01 - \\$4,732.71 - Interest](#)
11. [ACCTR-20240831-02 - \\$38.85 - Interest](#)
12. [ACCTR-20240906-01 - \\$200,000.00 - Transfer to 3520](#)
13. [ACCTR-20240912-01 - \\$80.07 - Tax Collections](#)
14. [ACCTR-20240912-02 - \\$95.72 - Tax Collections](#)

Management Recommendation:

None.

Topic 9.5 - Investments of the District

Management Discussion:

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

CCGCD - Adm - FM - Investment Report - IR-20240630-01 - FY2024M09 - June 2024.

CCGCD - INV-20240630-01

 Untitled Attachment

CCGCD - Adm - FM - Investment Report - IR-20240731-01 - FY2024M10 - July 2024.

CCGCD - INV-20240731-01

 Untitled Attachment

CCGCD - Adm - FM - Investment Report - IR-20240831-01 - FY2024M11 - August 2024.

CCGCD - INV-20240831-01

 Untitled Attachment

Management Recommendation:

Move to 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-20241028-01 - \$360.00 - Allison, Bass & Magee, LLP.
2. ACCTP-20241028-02 - \$1,400.00 - Higginbotham.

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, the Victoria County GCD 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 Calhoun County 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 1) accept the offer of Goldman, Hunt, and Notz LLP to perform the financial audit for the fiscal year ending September 30, 2024, 2) authorize the general manager to execute the associated engagement letter, 3) authorize the firm to begin the audit upon development of the internal financial reports for September 30, 2024, and 4) instruct the general manager to develop and present to the board a request for proposal for auditing services for the audit of the financial records for the fiscal year ending September 30, 2025.

Topic 9.10 - District Assets and Office Consolidation

Management Discussion:

To undertake the consolidation of administrative office with VCGCD, staff have:

1. secured a central post office box (P.O. Box 69, Victoria, Texas 77902) for the districts,
2. initiated the transfer of the physical records and fire proof cabinets to the VCGCD office,
3. investigated options for transferring surplus equipment and furnishing to Calhoun County,
4. begun investigation for consolidating existing phone lines,
5. posted job notices with the Texas Workforce Commission, on the VCGCD website, and on Indeed,
6. begun the process for identifying a new location of the consolidated offices.

Mr. Allison developed a draft interlocal agreement to be used to properly transfer excess equipment and furnishings to Victoria County GCD.

CCGCD - Interlocal Cooperation Agreement - Office Equipment and Furnishings.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

Management Discussion:

None.

Management Recommendation:

Move to adjourn the meeting after concluding all business of the District.

Note Template Link: [CCGCD - Adm - MM - Meeting Packet - YYYYMMDD](#)