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**Texana Groundwater Conservation District  
Meeting Minutes for April 17, 2025**

THE STATE OF TEXAS  
JACKSON COUNTY

The Board of Directors of the Texana Groundwater Conservation District convened a meeting at the LNRA Headquarters Building C., 4631 F.M. 3131, Edna, Jackson County, Texas on April 17, 2025, at 6:00 PM.

**Item 1. Call the meeting to order and welcome guests.**

Item 1. Call the meeting to order and welcome guests.

Mr. Tupa called the meeting to order at 6:00 p.m. and called the roll of representatives:

Precinct 1: Mr. Boone, Vice-President: Present.

Precinct 2: Vacant.

Precinct 3: Mr. Clifford Born, Director: Present.

Precinct 4: Mr. Marr, Treasurer: Present.

At Large 1: Vacant.

At Large 2: Mr. Tupa, President: Present.

At Large 3: Mr. Robert Gendke, Jr., Secretary: Present.

General Manager: Tim Andruss: Present.

General Counsel: Jim Allison: Absent.

**Item 2. Receive public comments.**

No public comments were offered at the meeting.

**Item 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.**

**Topic 3.1 - Report**

Mr. Andruss explained the following information:

Regarding Well Registration Processing for FY2025.

As of April 14, 2025, staff had received 2 well registration applications (ARWs) since October 1, 2024.

As of April 14, 2025, staff had received 19 Notices of Intent to Drill a Well (NIDWs) since October 1, 2024.

Regarding Production Permit Renewal Processing for FY2025.

As of April 14, 2025, staff had received 0 production permit renewal requests (ARPs) since October 1, 2024.

Regarding Permit Processing for FY2025.

As of April 14, 2025, staff had initiated 2 permitting request cases (PRCs) since October 1, 2024.

As of April 14, 2025, staff had 1 permitting request cases pending.

- i. PRC-20250320-01 - ANHUPPW-20250318-01 - Undine Texas LLC. - Pending

As of April 14, 2025, staff had 149 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 164,026 acre-feet.

Regarding Groundwater Production Report Processing for CY2024.

As of April 14, 2025, staff had processed 198 groundwater production reports for the preceding calendar year since October 1, 2024.

As of April 14, 2025, staff had recorded groundwater production reports for 199 water wells reporting 21,331 acre-feet of groundwater production during CY2024. (TWDB estimated the volume of groundwater produced for rural domestic, livestock, mining, and rig supply exempt uses in Jackson County in Year 2020 was 1,581 acre-feet. See: TWDB - Projected Exempt Groundwater Use Estimates.)

Regarding Manage Investigations related to Permitting Violations for FY2025.

As of April 14, 2025, staff had initiated 3 investigation related to groundwater management (i.e., permitting) since October 1, 2024.

As of April 14, 2025, staff had 3 active investigations related to groundwater management (i.e., permitting).

1. INV- 20250414-01 - Failure to Satisfy Rules of the District - Production Reporting for CY2024 - Active
2. INV- 20250207-01 - Potential Violation of Failure to Report Groundwater Production - Rice Irrigation - Active
3. INV- 20250217-01 - 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 April 14, 2025, the Board had initiated 0 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2024.

As of April 14, 2025, staff had 0 unresolved enforcement cases related to groundwater management (i.e., permitting).

**Topic 3.2 - Off-Site Monitoring Program regarding BSA Fish Farm**

**Meeting Discussion:**

Mr. Andruss explained the following information:

On January 16, 2025, the Board approved the amendment of the waiver WV-20191219-01 related to the BSA fish farm. The amended waiver established a requirement for the District to "design and implement an off-site monitoring program for the purposes of collecting groundwater level and water quality measurements of the well field production zones within 2 miles of the fish farm to support the scientifically credible assessment of aquifer conditions."

**Board Action:** Mr. Born moved to 1) authorize the general manager to obtain a proposal from a qualified professional to review a staff-designed off-site monitoring program for the purposes of collecting groundwater level and water quality measurements of the well field production zones within 2 miles of the fish farm to support the scientifically credible assessment of aquifer conditions and 2) authorized the General Manager to initiate the an appropriate review project in an amount not to exceed \$5,000.00. Mr. Gendke seconded the motion. The motion passed unanimously.

### **Topic 3.3 - Investigation of Failures to Report Groundwater Production for CY2024**

#### **Meeting Discussion:**

Mr. Andruss explained the following information:

On December 23, 2024, staff reviewed and updated well registration data associated for the first courtesy notice regarding groundwater production reporting.

On January 2, 2025, staff mailed out first courtesy notices.

On March 5, 2025, staff produced courtesy notices for groundwater production reporting for wells for which groundwater production reporting is required, for and groundwater production reports for CY2024 had not been received by the district.

On March 13, 2025, staff mailed out second courtesy notice for production reports for CY2024 that had not been received by the district.

On April 14, 2024, the compliance specialist initiated investigation INV- 20250414-01 - Failure to Satisfy Rules of the District - Production Reporting for CY2024 - Active.

As of April 14, 2025, the District has identified 16 wells under investigation INV- 20250414-01 for which RULE 4.2: REPORTING REQUIREMENT RELATED TO NON-EXEMPTUSE WELLS has potentially been violated by the well owner by failing to 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.

On April 14, 2025, the compliance specialist identified the owner for each of the subject wells of investigation INV- 20250414-01 . For each well, the compliance specialist classified the potential violators into the following groups based the provisions of RULE 11.10: PENALTIES of the Rules of the District:

- Group 1: Persons with one violation and no previous violations (4 potential violators);

- Group 2: Persons with multiple violations and no previous violations (0 potential violators); and
- Group 3: Persons with a previous violation of the related rule in the previous 5-year period (6 potential violators).

On or before, April 30, 2025, staff will, via certified mail, send the district's first notice of violation to owners of the subject wells.

For potential violators in Group 1, the notice of violation will inform the owner that 1) staff believes RULE 4.2: REPORTING REQUIREMENT RELATED TO NON-EXEMPT-USE was violated for calendar year 2024, 2) staff will present a list of outstanding potential violations to the Board of Directors during the Board of Director Meeting in July 2025 with a recommendation to set a \$100.00 penalty for the violation per RULE 11.10: PENALTIES of the Rules of the District unless evidence to the contrary or evidence of relevant extenuating circumstances is submitted to the District.

For potential violators in Group 3, the notice of violation will inform the owner that 1) staff believes RULE 4.2: REPORTING REQUIREMENT RELATED TO NON-EXEMPT-USE was violated for calendar year 2024, 2) staff will present a list of outstanding potential violations to the Board of Directors during the Board of Director Meeting in July 2025 with a recommendation to set a \$250.00 penalty for the violation per RULE 11.10: PENALTIES of the Rules of the District unless evidence to the contrary or evidence of relevant extenuating circumstances is submitted to the District.

**Management Recommendation:**

None.

**Topic 3.4 - Brackish Groundwater Assessment**

**Meeting Discussion:**

Mr. Andruss explained the following information:

On January 16, 2025, the board instructed the general manager to obtain a proposal from Intera for the characterization of brackish groundwater resources in Jackson County from Dr. Young of Intera in an amount not to exceed \$20,000.

On February 11, 2025, staff request the development of a project proposal from Dr. Young of Intera for the characterization of brackish groundwater resources in Jackson County.

On April 16, 2024, Dr. Young of Intera submitted the *Proposal to Characterize and Investigate Options to Manage Brackish Resources in Jackson, Calhoun, and Refugio Counties* with a combined cost of \$60,000, \$20,000 per district, and an estimated completion period of 5 months.

**Board Action:** Mr. Boone moved to authorize the general manager to 1) accept the proposal submitted by Intera related to characterizing the brackish groundwater, 2) provide notice to Intera to begin the project, and 3) share the costs of the project in an amount not to exceed

\$20,000, contingent upon similar cooperation approval by Calhoun County GCD and Refugio GCD. Mr. Marr seconded the motion. The motion passed unanimously.

**Item 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.**

**Topic 4.1 - Report**

Mr. Andruss provided the following information:

Regarding Well Inspections for FY2025.

As of April 14, 2025, staff had recorded 10 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of April 14, 2025, staff had initiated 1 investigations related to groundwater protection since October 1, 2024.

As of April 14, 2025, staff had 1 active investigation related to groundwater protection.

i. INV-20250207.1435 - Potential Groundwater Contamination - Active

Regarding Manage Enforcement Cases related to Groundwater Protection for FY2025.

As of April 14, 2025, the Board had initiated 0 enforcement case violations related to groundwater protection since October 1, 2024.

As of April 14, 2025, staff had 0 unresolved enforcement case violations related to groundwater protection.

**Topic 4.2 - Monitoring Plan**

**Meeting Discussion:**

Mr. Boone inquired about the relationship, overlap, and interconnection of the District past and present monitoring efforts in the Southern portion of Jackson County. requested a review of the previous monitoring plan for the southern part of Jackson County to help identify the causes and facts concerning West Ranch Corp. He is seeking proposals for both mid-range and high-end options to assist with monitoring water levels and quality.

On April 17, 2025, Mr. Marr requested to monitor the fish farm using a running tape to the well or conducting a sonar check of the water wells. Mr. Marr will help in contacting property owners to ensure the process is monitored promptly.

**Board Action:** Mr. Boone moved to instruct the General Manager to develop a comprehensive monitoring program for the Southern portions of Jackson County, Texas for presentation at a future meeting.

**Item 5. Consideration of and possible action on matters related to groundwater monitoring.**

**Topic 5.1 - Report**

Mr. Andruss explained the following information:

Regarding Monitor Drought Conditions for FY2025.

As of April 14, 2025, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/jackson>) indicates that 100% of Jackson County was experiencing drought conditions.

As of April 14, 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% of Jackson County are experiencing moderate to severe drought conditions.

Regarding Synoptic Aquifer Monitoring for FY2025,

As of April 14, 2025, staff had collected 61 water level measurements since October 1, 2025.

Regarding Continuous Water Level Monitoring for FY2025.

As of April 14, 2025, staff had collected and processed 48 time-series aquifer monitoring datasets since October 1, 2025.

Regarding Baseline Water Quality Aquifer Monitoring for FY2025.

Regarding Ad-Hoc Baseline Water Quality Sampling for FY2025.

As of April 14, 2025, staff had collected 42 water quality field measurements since October 1, 2025.

As of April 14, 2025, staff had collected 0 water quality samples since October 1, 2025.

As of April 14, 2025, staff had received 0 water quality lab reports since October 1, 2025.

Regarding Annual Water Level Assessment for FY2025.

Regarding Annual Water Quality Assessment for FY2025.

Regarding Monitoring Network Assessment and Improvement Project for FY2025.

## **Item 6. Consideration of and possible action on matters related to groundwater conservation.**

### **Topic 6.1 - Report**

Mr. Andruss explained the following information:

Regarding Promote Conservation for FY2025.

On March 19, 2025, staff submitted an application to the Texas Water Development Board for the Fiscal Year 2025 Agriculture Water Conservation Grants Program on behalf of the Victoria County Groundwater Conservation District, the Calhoun County Groundwater Conservation District, the Refugio Groundwater Conservation District, and the Texana Groundwater Conservation District. The application seeks a total of \$179,200 as a grant from TWDB under this application. The cooperating districts will contribute \$60,912 to the project if the requested funding is granted by the Texas Water Development Board and accepted by the cooperating districts.

## **Item 7. Consideration of and possible action on matters related to groundwater resource planning including Groundwater Management Area 15 Joint Planning and regional water planning.**

## **Topic 7.1 - Report**

Mr. Andruss explained the following information:

### Regarding Regional Water Planning Participation for FY2025.

The Lavaca Regional Planning Group (Region P) met on January 27, 2025, and was attended by Mr. Andruss and Director Boone. Mr. Boone was elected to serve as a voting member of Region P. The Lavaca Regional Planning Group (Region P) met on February 10, 2025 at 12:30 PM at the Lavaca Navidad River Authority Office Complex. The next meeting of the Lavaca Regional Planning Group (Region P) is scheduled for May 15, 2025 at 12:30 PM at the LNRA Offices. See:

<https://www.lnra.org/water/lavaca-regional-water-planning-group/>.

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

The representatives of Groundwater Management Area 15 met on April 10, 2025, at the Ag Extension Offices in Wharton, Texas. Mr. Andruss attended the meeting to participate in 4th Cycle of the Joint Planning as required under Chapter 36 of the Texas Water Code. The next meeting is scheduled for July 10, 2025, in Victoria, Texas. See:

<https://www.vcgcd.org/groundwater-management-area-15>.

## **Topic 7.2 - Joint Planning and Desired Future Conditions**

### **Meeting Discussion:**

Mr. Andruss provided the following information:

The mission of the Texana Groundwater Conservation District is to develop sound water conservation and management strategies designed to conserve, preserve, protect, and prevent waste of groundwater resources for long-term sustainability within Jackson County for the benefit of the landowners, citizens, economy, and environment of Jackson County.

The management plan of the district states:

"For the purpose of managing the use of groundwater within Jackson County, the district may define sustainable use as the use of an amount of groundwater in Jackson County as a whole or any management zone established by the district that does not exceed any of the following conditions:

1. the long-term average historical groundwater production from aquifers in Jackson County established by the district prior to the establishment of the desired future condition of aquifers in a groundwater management area in which the district is located; or
2. the desired future conditions of aquifers in Jackson County established by a groundwater management area in which the district is located; or
3. The amount of modeled available groundwater resulting from the establishment of a desired future aquifer condition by the district or a groundwater management area in which the district is located; or

4. the estimated long-term average historical amount of annual recharge of the aquifer or aquifer subdivision in which the use occurs as recognized by the district ; or
5. any other criteria established by the district as being a threshold of use beyond which further use of the aquifer or aquifer subdivision may result in a specified undesirable or injurious condition."

The desired future condition (DFC) for GMA 15 is expressed as a condition to not exceed an average drawdown of 13 feet in the Gulf Coast Aquifer within GMA 15 at the end of year 2080. The DFC for Jackson County is expressed as a condition to not exceed an average drawdown of 15 feet in the Gulf Coast Aquifer within GMA 15 at the end of year 2080.

The modeled available groundwater (MAG) of the Gulf Coast Aquifer within the Jackson County is estimated to be 90,571 acre-feet per year. This MAG value was developed using the Central Gulf Coast Groundwater Availability Model recalibrated by TWDB in 2004 (CGC-GAM). The representatives of GMA 15 have decided to use the CGC-GAM for evaluation desired future conditions during the current joint planning cycle. (The representatives of GMA 15 have authorized Intera, as the technical consultant to the GMA, to evaluate the utility of the Groundwater Availability Model (GAM) for the Central and Southern Portions of Gulf Coast Aquifer System in Texas recalibrated in 2025 (CSGC-GAM) for joint planning purposes. The Board might want to consider having Intera evaluate the utility of the CSGC-GAM for district-level permitting and assessment of achievement of desired future conditions.)

As of April 14, 2025, staff had 149 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 164,026 acre-feet.

As of April 14, 2025, staff had recorded groundwater production reports for 199 water wells reporting 21,331 acre-feet of groundwater production during CY2024. (TWDB estimated the volume of groundwater produced for rural domestic, livestock, mining, and rig supply exempt uses in Jackson County in Year 2020 was 1,581 acre-feet.

Based on Intera's report and presentation on the analysis of CY2023 water levels using the geostatistical approach for Jackson County, Victoria County, Calhoun County, and Refugio County, water levels in Jackson County in the calendar year 2023 for the Chicot and the Evangeline Aquifers, combined, have recovered 0.2 feet since the calendar year 2000. The water levels in the Chicot Aquifer, alone, have recovered 2.3 feet in Jackson County and the water levels in the Evangeline Aquifer, alone, have declined 2.0 feet since the calendar year 2000. The 5-year rolling average water level change for Jackson County (CY2019 - CY2023) is 1.3 feet recovery.

TGCD - Intera - Report re 2023 Water Levels - 20241218 - Table 3.png

Table 3

Average annual water level (ft, msl) and change in the average annual water level for Jackson 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)	21.3	19.3	23.4	26.5	26.5	29.3	23.0	29.9	30.7	26.4	27.1	23.1	20.2	23.6	20.3	22.1	20.6	25.9	25.7	26.2	28.0	25.4	29.5	23.6
	change (ft)*	0.0	-2.0	2.1	5.2	5.2	8.0	1.7	8.6	9.4	5.1	5.8	6.8	-1.1	2.2	-1.0	0.8	-0.7	4.6	4.4	4.9	6.7	4.1	8.2	2.3
Evangeline	avg. WL (ft)	17.0	19.2	21.8	21.0	22.0	22.0	21.5	32.6	27.5	20.9	17.1	19.6	6.2	20.4	1.7	12.0	21.0	17.4	-3.5	15.4	15.9	12.1	13.0	15.0
	change (ft)*	0.0	2.3	4.9	4.0	5.1	5.1	4.6	15.7	10.6	3.9	0.1	2.6	-10.7	3.4	-15.2	-4.9	4.1	0.4	-20.4	-1.5	-1.0	-4.9	-4.0	-2.0
Chicot & Evangeline	avg. WL (ft)	19.0	19.1	22.5	23.6	24.2	25.6	22.2	31.2	29.0	23.5	22.0	23.8	13.1	21.9	11.0	16.9	20.7	21.5	11.0	20.8	21.9	18.7	21.1	19.2
	change (ft)*	0.0	0.1	3.5	4.6	5.2	6.6	3.1	12.2	10.0	4.5	3.0	4.8	-5.9	2.9	-8.1	-2.1	1.7	2.5	-8.0	1.7	2.9	-0.3	2.1	0.2

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

The representatives of Groundwater Management Area 15 have been asked to provided preliminary DFC statements for the portion of their territory within GMA 15, pumping scenarios for modeling groundwater production impacts at year 2080, and a set of water wells to be used in the assessment of socio-economic impacts. In light of water level change data, recent groundwater production data, and recent and potential changes in the regulatory framework associated with brackish groundwater, the Board might consider submitting two preliminary DFC statements and related pumping scenarios for consideration. Several scenarios are offered for consideration:

Scenario 1: DFC Reduction - preliminary Desired Future Condition for Jackson County expressed as a condition to not exceed an average drawdown of 10 feet in the Gulf Coast Aquifer at the end of year 2080 with the previous pumping distribution used to develop the DFC for Jackson County reduced by 33%.

Scenario 2: DFC Reduction and Deep - Desired Future Condition for Jackson County expressed as a condition to not exceed an average drawdown of 10 feet in the Chicot and Evangeline Aquifers, combined at the end of year 2080 with the previous pumping distribution used to develop the DFC for Jackson County reduced by 33% and as a condition to not exceed an average drawdown of 20 feet in the Burkeville and Jasper Aquifers, combined at the end of year 2080 with the previous pumping distribution used to develop the DFC for Jackson County increased to 40,000 acre-feet per year in the southern portion of Jackson County.

#### Management Recommendation:

None:

#### Item 8. Consideration of and possible action on matters related to groundwater policy including the Management Plan of the District and the Rules of the District.

##### Topic 8.1 - Report

Mr. Andruss provided the following information:

Regarding Management Plan Revisions for FY2025.

Regarding Rule Amendments for FY2025.

Regarding Legislative Support and Lobbying for FY2024.

In response to the District's resolution regarding director compensation,

Representative Louderback filed House Bill 4158

(<https://capitol.texas.gov/BillLookup/history.aspx?LegSess=89R&Bill=HB4158>). The bill, if passed, would repeal Section 8857.056, Special District Local Laws Code thereby eliminating the prohibition on compensating TGCD directors for services provided to the District in fulfilling their duties as a director.

On April 9, 2025, Mr. Andruss testified at the House Natural Resources Committee for HB 4158. The bill was left pending in the committee.

**Item 9. Consideration of and possible action on matters related to administration and management including the minutes of previous meetings, the annual budget, financial accounts, investments, financial reports of the district, bills and invoices of the district, management goals and objectives of the district, financial audit, annual report, administrative policies, staffing, consultant agreements, interlocal cooperation agreements, and support services provided to and from other groundwater conservation districts.**

**Topic 9.1 - Report**

Mr. Andruss explained the following information:

Regarding Election Coordination for CY2025.

Regarding Financial Audit for FY2024.

Regarding Investment Management for FY2025.

Regarding Financial Record Processing and Reporting for FY2025.

Regarding Budget Development for FY2026.

Regarding Asset Tracking for FY2025.

Regarding Public Funds Training for FY2025.

Regarding Website Improvements for FY2025.

Regarding Public Notice and Meeting Coordination for FY2025.

The next meetings of the Board are scheduled for July 17, 2025, and August 21, 2025, with each meeting to convene at 6:00 PM. Regular meetings will be rescheduled as necessary and special meeting may be scheduled to address unforeseen issues.

Regarding Performance Audit for FY2024.

Regarding Project Management for FY2025.

Regarding Administrative Policy Review for FY2025.

Regarding Transparency Reporting for FY2025.

Regarding Cybersecurity Training for FY2025.

Regarding Consultant Review for FY2025.

Regarding Open Government Training for FY2025.

Regarding District Liability Insurance Review and Renewal for FY2025.

Regarding Digital Record Archiving for FY2025.

Regarding Physical Record Archiving for FY2025.

#### **Topic 9.2 - Minutes of Previous Meeting**

##### **Meeting Discussion:**

Mr. Andruss provided the following information:

The minutes for the previous meeting were sent to the board members prior to the meeting and informed the board members upon discussion.

**Board Action:** Mr. Boone moved to accept and approve the meeting minutes for January 16, 2025, as drafted. Mr. Gendke seconded the motion. The motion passed unanimously.

#### **Topic 9.3 - Investments of the District**

##### **Meeting Discussion:**

Mr. Andruss provided the following information:

The investment reports for December 2024, January 2025, and February 2025, have been sent to the board prior to the meeting. The balance of all the funds of the district, as of February 28, 2025, is \$1,100,362.47.

**Board Action:** Mr. Gendke moved to accept the investment reports for December 2024, January 2025, and February 2025. Mr. Boone seconded the motion. The motion passed unanimously.

#### **Topic 9.4 - Financial Transaction Review**

##### **Meeting Discussion:**

Mr. Andruss explained a list of 16 accounts payable records that were recorded since December 1, 2024, as of April 11, 2025, and a list of 16 accounts receivable records that were recorded since December 1, 2024, as of April 11, 2025.

#### **TOPIC 9.5 - Financial Reports of the District**

##### **Meeting Discussion:**

Mr. Andruss explained the following information:

The internal financial reports for the District for December 2024, January 2025, and February 2025 have been completed by the district's administrative coordinator, and forwarded to the directors prior to the meeting.

**Board Action:** Mr. Boone moved to accept and approve the financial reports for December 2024, January 2025, and February 2025. Mr. Gendke seconded the motion. The motion passed unanimously.

#### **Topic 9.6 - Unpaid Invoices and Bills**

##### **Meeting Discussion:**

Mr. Andruss explained the following information:

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

**Board Action:** Mr. Gendke moved to authorize the General Manager to pay the following items.

1. ACCTP-202500402-01 - \$191.45- 1831017 Victoria Advocate
2. ACCTP-20250409-01 - \$1,643.06 - 1161 - JC-Appraisal District
3. ACCTP-20250321-01 - \$4,500.00 - ILA-20240826-01-T VCGCD
4. ACCTP-20250415-01 - \$31,018.41 - VCGCD - 3rd Qtr 2026 Routine - 1st Qtr 2025 Reimbursement
5. ACCTP-20250417-01 - \$115.12 - Prosperity-0816 CC- DropBox

Mr. Boone seconded the motion. The motion passed unanimously.

## **Topic 9.7 - TexPool**

### **Meeting Discussion:**

Mr. Andruss provided the following information:

The District has historically invested funds in certificates of deposit at those institutions identified within the Investment Policy. The CDs have varied in terms of maturity periods ranging from 1 to 2 years. While considered liquid assets, the liquidation of a CD before maturity may result in loss of some or all interest earned on the investment. The District has not nor does it anticipate needing to liquidate current CDs. The use of CDs as investment vehicles complicates recordkeeping efforts as each CD represents an account that must be reconciled with the internal financial reports and accounted for in the investment reports of the district.

The use of investment pools, in particular TexPool ([www.texpool.com](http://www.texpool.com)), would reduce the recordkeeping efforts and improve liquidity of invested funds while receiving competitive interest rates. According to information provided by TexPool, "TexPool is the oldest and largest local government investment pool in the State of Texas. TexPool seeks to preserve principal, liquidity, and yield of capital investment consistent with the Texas Public funds Investment Act. This local government investment pool is managed and serviced by Federated Hermes, Inc., one of the nation's leading investment managers. Thirty seven states rely on Federated Hermes for some form of liquidity management."

An important consideration of a decision to authorize the investment of funds into TexPool is not insured or guaranteed by any government or government agency such as FDIC.

On January 16, 2025, the Board re-adopted the Investment Policy of the District. The policy authorizes the investment of funds in pools as authorized under Chapter 2256, Texas Government Code but does not specifically authorize the investment of funds in Texas Local Government Investment Pools ("TexPool/TexPool Prime"). A draft revision of the investment policy of the district was developed that identifies Texas Local Government Investment Pools ("TexPool/TexPool Prime") as a qualified broker/dealer with whom the District may engage in investment transactions (page 4).

### **Board Action:**

None.

#### **Topic 9.8 - Financial Audit for FYE20240930**

##### **Meeting Discussion:**

Mr. Andruss presented the performance audit for FY2024:

On October 17, 2024, the board authorized Goldman, Hunt and Notz, LLP, to complete a financial audit of the district for the fiscal year ending September 30, 2024.

On March 18, 2025, Mr. Cox with Goldman, Hunt and Notz, LLP, informed staff of their intention to present the financial audit report for the fiscal year ending September 30, 2024.

Mr. Cox of Goldman, Hunt, and Notz presented the findings and report for the financial audit for the fiscal year ending September 30, 2024.

**Board Action:** Mr. Gendke moved to accept and approve findings and report for the financial audit for the fiscal year ending September 30, 2024.. Mr. Marr seconded the motion. The motion passed unanimously.

#### **Topic 9.9 - Performance Audit for FY2024**

Mr. Andruss provided the following information:

On April 16, 2025, staff compiled the annual performance report for the fiscal year ending September 30, 2024. Based on the review of the activities and projects of the Texana Groundwater Conservation District between October 1, 2023, and September 30, 2024, and an assessment of the performance standards, management has determined that all goals and associated objectives established within the Management Plan of the District have been fully or partially achieved during the fiscal year ending September 30, 2024. Under Management Plan Goal 5 - Addressing Drought Conditions, the District established a objective to "review drought condition information related to the District and the surrounding region of Texas collected from the following website at least four meetings of the Board of Directors during the fiscal year: <https://www.waterdatafortexas.org/drought/>." Drought conditions were reviewed at the following meetings: January 18, 2024, April 18, 2024, and July 18, 2024.

See: [Texana Groundwater Conservation District - Annual Report for Fiscal Year 2024](#).

**Board Action:** Mr. Gendke moved to accept the Performance Audit for Fiscal Year 2024, as drafted. Mr. Boone seconded the motion. The motion passed unanimously.

#### **Topic 9.10 - Commendations of Service**

##### **Meeting Discussion:**

Mr. Andruss provided the following information:

On January 10, 2025, Director Boone requested that staff draft commendations for service for those directors that had resigned there position with the Board.

On April 1, 2025, staff drafted commendations for the following directors: Robert Martin, Bowen Malek, Clarence Schomburg, Denis Zacek, Fredrick Woodland, Jim

Revel, Johnny Dugger, Kenneth Koop, Michael Skalicky, and Ray Brundrett.

**Board Action:** Mr. Boone moved to accept and approve the commendations for service for resigned directors. Mr. Tupa seconded the motion. The motion passed unanimously.

### **Topic 9.11 - Training Records**

#### **Meeting Discussion:**

Mr. Andruss provided the following information:

On April 8, 2025, Director Boone inquired about training records for the directors of the district.

The following is an audit of required documentation for directors:

**Precinct 1: Mr. John Boone**

**Precinct 3: Mr. Clifford Born**

**Precinct 4: Mr. Charles Marr**

**At Large 2: Mr. Alton Tupa**

**At Large 3: Mr. Robert Gendke, Jr.**

The directors of the district are required to complete training related to open meetings offered by the Office of the Attorney General.

#### **Open Meetings Act Training**

Per the website of the Attorney General of Texas

(<https://www.texasattorneygeneral.gov/open-government/governmental-bodies/pia-and-oma-training-resources/open-meetings-act-training>):

"Members of a governmental body subject to the Open Meetings Act (OMA) are required to participate in education training sessions pursuant to section 551.005 of the Texas Government Code. The training requirement applies to all elected or appointed officials who participate in meetings subject to the OMA. However, it does not apply to public officials who do not conduct business in meetings subject to the OMA. For example, law enforcement officials, auditors, or county clerks are not required to complete training under the OMA.

The law requires that members subject to the OMA complete training within 90 days of taking the oath of office or otherwise assuming the responsibilities of office."

The website of the Attorney General of Texas provides a video for the training. Upon completion of the training course video, a certificate of course completion is displayed for the trainee. Staff will upload any training certificates related to the Open Meetings Act into the records of the district upon receipt.

The attached file is an example of the certificate generated by the website after completing the course.

#### **Public Information Act Training**

Per the website of the Attorney General of Texas

(<https://www.texasattorneygeneral.gov/open-government/governmental-bodies/pia-and->

[oma-training-resources/public-information-act-training](#)):

"Texas Government Code section 552.012 requires elected or appointed public officials to complete an open records training course. The training requirement applies to:

1. a member of a multimember governmental body;
2. the governing officer of a governmental body that is headed by a single officer rather than by a multimember governing body; or
3. the officer for public information of a governmental body, without regard to whether the officer is elected or appointed to a specific term.

The law requires that the specified public officials complete the training course within 90 days of taking the oath of office or otherwise assuming the responsibilities of office. A public official may assign a public information coordinator to satisfy the training requirement for the public official if the coordinator is primarily responsible for administering the responsibilities of the public official or governmental body under the Public Information Act. The designated coordinator is required to complete the training course within 90 days of the date the coordinator assumes the duties as coordinator."

The website of the Attorney General of Texas provides a video for the training. Upon completion of the training course video, a certificate of course completion is displayed for the trainee. The attached file is an example of the certificate generated by the website after completing the course. Mr. Andruss serves as the officer for public information of the district.

### **Cybersecurity Training**

Per Chapter 2054 of the Government Code

(<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.2054.htm>):

*Sec. 2054.5191. CYBERSECURITY TRAINING REQUIRED: CERTAIN EMPLOYEES AND OFFICIALS.*

*(a) Each state agency shall identify state employees who use a computer to complete at least 25 percent of the employee's required duties. At least once each year, an employee identified by the state agency and each elected or appointed officer of the agency shall complete a cybersecurity training program certified under Section 2054.519.*

*(a-1) At least once each year, a local government shall:*

*(1) identify local government employees and elected and appointed officials who have access to a local government computer system or database and use a computer to perform at least 25 percent of the employee's or official's required duties; and*

*...*

*(2) require the employees and officials identified under Subdivision (1) to complete a cybersecurity training program certified under Section 2054.519.*

State-certified training related to cybersecurity can be accessed from the website of the Texas Municipal League - Risk Pool (<https://info.tmlirp.org/cyber-security-training>).

The District does not have employees and none of the directors satisfy the condition under Sec. 2054.5191(a-1)(1). The district obtains services from employees of the Victoria County Groundwater Conservation District via an interlocal agreement. The employees of the Victoria County Groundwater Conservation District are required to complete a cybersecurity training program certified under Section 2054.519.

**Public Funds Investment Act and Public Funds Collateral Act Training**

The individual that serves an investment officer of the district are required to complete training on the investment and collateralization of public funds. Mr. Andruss serves as the investment officer for the district.

**Board Action:**

None.

**Topic 9.12 - Prosperity Agreement**

**Meeting Discussion:**

Mr. Andruss provided the following information:

The district received a Public Funds Collateral and Pledge Agreement from Prosperity Bank to be signed.

**Board Action:** Mr. Gendke moved to accept and approve the Public Funds Collateral and Pledge Agreement provided by Prosperity Bank. Mr. Marr seconded the motion. The motion passed unanimously.

**Topic 9.13 - Credit Card Account and Routine Expenses**

**Meeting Discussion:**

Mr. Andruss provided the following information:

To improve administrative efficiency and reduce the likelihood of interruption of subscriptions and the District being charged for terminated services such as internet services, phone services, and computer subscription fees, staff intend to use the VCGCD credit card account to pay existing subscription fees and miscellaneous expenses instead of the credit card of the District.

**Board Action:** Mr. Boone moved to authorize the general manager to cancel the credit card account of the District, pay regular and routine subscription fees and miscellaneous expenses using the credit card account of VCGCD, and reimburse VCGCD for incurred expenses for TGCD via interlocal agreement invoices. Mr. Gendke seconded the motion. The motion passed unanimously.

**Item 10. Consideration of and possible action on matters related to legal counsel report.**

The item was not discussed or acted upon during the meeting.

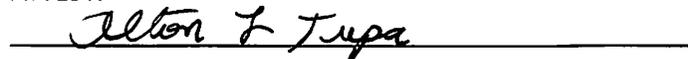
**Item 11. Adjourn Meeting**

**Board Action:** Mr. Boone moved to adjourn the meeting at approximately 8:23 p.m., after concluding all business of the District. Mr. Gendke seconded the motion. The motion passed unanimously.

THE ABOVE AND FOREGOING MINUTES WERE READ AND APPROVED ON THIS THE 17 DAY OF JULY A.D. 2015

  
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Director of the Texana Groundwater Conservation District

ATTEST:

  
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Director of the Texana Groundwater Conservation District