

Victoria County Groundwater Conservation District

THE STATE OF TEXAS
VICTORIA COUNTY

The Board of Directors of the Victoria County Groundwater Conservation District convened a meeting at the Dr. Pattie Dodson Health Center, 2805 N. Navarro St., Room 108, Victoria, Victoria County, Texas, 77901 on September 12, 2024, at 9:00 AM.

Meeting Attendance:

Precinct 1:	Mr. Jerry Hroch, Vice President	Present
Precinct 2:	Mr. Thurman Clements, Jr., Director	Absent
Precinct 3:	Mrs. Barbara Dietzel, Secretary	Absent
Precinct 4:	Mr. Mark Meek, President	Present
At Large:	Mr. Kenneth Eller, Director	Present
General Manager:	Mr. Timothy Andruss	Present
Legal Counsel:	Mr. James Allison	Absent

Agenda Items -

1. Call the meeting to order and welcome guests.

Meeting Discussion: Mr. Meek called the meeting to order at 9:00 AM.

Board Action: None.

2. Receive public comments.

Meeting Discussion: None.

Board Action: None.

3. Consideration of and possible action on matters related to Groundwater Management including efforts and activities of the District regarding permitting, complaints, investigations, violations, and enforcement cases associated with permitting.

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.

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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 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, 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.

9.0 – Report regarding Administration and Management

Meeting Discussion: Mr. Andruss provided the following report:

Regarding Employment Management for FY2024.

No report.

Regarding Employee Health Benefits Enrollment.

No report.

Regarding Employee Retirement Plan Review.

No report.

Regarding Election Coordination for CY2024.

No report.

Regarding Financial Audit for FY2023.

No report.

Regarding Investment Management for FY2024.

No report.

Regarding Financial Record Processing and Reporting for FY2024.

No report.

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Regarding Budget Development for FY2025.

No report.

Regarding Asset Tracking for FY2024.

No report.

Regarding Public Funds Training for FY2024.

No report.

Regarding Website Improvements.

No report.

Regarding GIS Data Quality Control.

No report.

Regarding Public Notice and Meeting Coordination for FY2024.

No report.

Regarding Public Notice and GMA 15 Meeting Coordination for FY2024.

No report.

Regarding Performance Audit for FY2023.

No report.

Regarding Project Management for FY2024.

No report.

Regarding Administrative Policy Review for FY2024.

No report.

Regarding Transparency Reporting for FY2024.

No report.

Regarding Cybersecurity Training for FY2024.

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No report.

Regarding Consultant Review for FY2024.

No report.

Regarding Open Government Training for FY2024.

No report.

Regarding District Liability Insurance Review and Renewal.

No report.

Regarding Emergency Management Training for FY2024.

No report.

Regarding GCD Support for FY2024.

No report.

Regarding Digital Record Archiving for FY2024.

No report.

Regarding Physical Record Archiving for FY2024.

No report.

Board Action: None.

9.1 – Election Matters

Meeting Discussion: Mr. Andruss explained the Secretary of State Office has published Election Advisory 2024-17. Within the advisory, a number of key dates are identified regarding the upcoming elections:

- Monday, August 19, 2024 (78th day before Election Day)

- Political Subdivisions Other Than Counties: 5:00 p.m. — Last day for a candidate in a political subdivision (other than a county) to file an application for a place on the ballot for general election for officers for most political subdivisions, except as otherwise provided by the Texas Election Code. (Secs. 143.007(c), 144.005(d), Election Code; Sec. 11.055, Education Code; Chapter 286, Health & Safety Code). See Candidacy Filing outline for more details.

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- Political Subdivisions Other Than Counties (General Election):
Deadline for political subdivisions to order a general election to be held on Tuesday, November 5, 2024. (Sec. 3.005).
- Friday, August 23, 2024 (74th day before Election Day)
 - Political Subdivisions Other Than Counties: 5:00 p.m. — Deadline for write-in candidates to file Declarations of Write-In Candidacy (PDF) for regular officers for city, school district, library district, junior college district, hospital district, common school districts, Chapter 36 and 49 Water Code districts, and other political subdivision elections, unless otherwise provided by law. (Secs. 144.006(b), 146.054(b), 146.055, Election Code; Secs. 11.056, 11.304, 130.0825, Education Code; Secs. 326.0431, 326.0432, Local Government Code; Sec. 285.131, Health and Safety Code; Secs. 36.059, 49.101, 63.0945, Water Code). See Candidacy Filing outline and Local Candidates' Guide for more information.
- Monday, August 26, 2024 (71st day before Election Day)
 - Political Subdivisions Other Than Counties: Recommended first day that a general or special election must be cancelled if all filing deadlines have passed, each candidate for an office listed on the ballot is unopposed (except as discussed below), and write-in votes may be counted only for names appearing on a list of write-in candidates. The Certification of Unopposed Candidates for Other Political Subdivisions (PDF) may be used to certify candidates as unopposed. Also, see our Sample Order of Cancellation (PDF).

The terms of the following offices are scheduled to expire in November 2024:

- Director, Precinct 2; (currently held by Thurman Clements Jr.)
- Director, Precinct 4; (currently held by Mark Meek)
- Director, At-Large; (currently held by Kenneth Eller)

As of September 10, 2024, the District had not received applications for a place on the ballot.

Board Action: Mr. Eller moved to cancel the election for all positions by order. Mr. Hroch seconded the motion. The motion passed unanimously.

9.2 – FY2024 and FY2025 Budget Amendments

Meeting Discussion: Mr. Andruss explained with the execution of the interlocal cooperation agreements with Calhoun County GCD, Refugio GCD, and Texana GCD, staff have drafted appropriate revision to the FY2024 and FY2025 budgets to accurately reflect the funds to be contributed before September 30, 2024 and the funds to be contributed during FY2025 by the cooperating districts.

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Board Action: Mr. Eller moved to approve the recommended amendments to the FY2024 Budget and the FY2025 Budget. Mr. Hroch seconded the motion. The motion passed unanimously.

9.3 – Office Consolidation and Equipment

Meeting Discussion: Mr. Andruss explained with the execution of the interlocal cooperation agreement for administrative services through September 30, 2029, with Calhoun County GCD, Refugio GCD, and Texana GCD, staff need to prepare for the consolidation of the cooperating GCD offices with the VCGCD office.

Staff is investigating options to relocate the office of the district to the office building at 311 E. Constitution St in Victoria (Old Victoria Advocate Building) which is owned by the County of Victoria. Staff estimate that the new office space would need to be approximately 2,300 sf in size to accommodate staff, storage, and a large meeting room for board meetings.

On September 10, 2024, the RGCD Board passed a motion to authorize 1) the sale of any office furniture and equipment to VCGCD for a fair market value as determined by VCGCD Board and 2) the donation of the remaining office and equipment to the Refugio County Animal Control Office on the condition that the office properly dispose of all unwanted and remaining furniture and equipment in the office, within the limits of the law. The RGCD possesses two desks, 2 work tables, six chairs, and an office printer that would be of use to the district during the transition period.

On September 11, 2024, Mr. Allison informed me that transfer of assets from RGCD to VCGCD would require an interlocal cooperation agreement for that purpose.

Board Action: Mr. Eller moved to authorize the general manager to undertake the administrative consolidation of the offices of CCGCD, RGCD, and TGCD with the VCGCD office including the consolidation of phone lines and mailing addresses to a common post office box. Mr. Hroch seconded the motion. The motion passed unanimously.

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

11. Adjourn.

11.0 – Adjourn Meeting

Meeting Discussion: None.

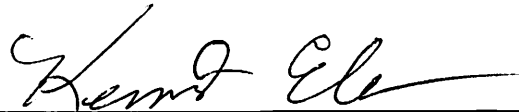
Board Action: Mr. Eller moved to adjourn the meeting at 9:54 AM after concluding all business of the District. Mr. Hroch seconded the motion. The motion passed unanimously.

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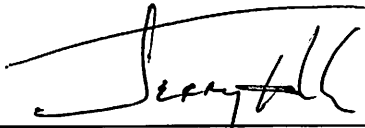
THE ABOVE AND FOREGOING MINUTES WERE READ AND APPROVED ON THIS

THE 18 DAY OF October A.D. 2024.



Director of the Victoria County Groundwater Conservation District

ATTEST:



Director of the Victoria County Groundwater Conservation District