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Victoria County Groundwater Conservation District  
Meeting Minutes for August 7, 2026

THE STATE OF TEXAS

VICTORIA COUNTY

The Board of Directors of the Victoria County Groundwater Conservation District convened a meeting at the Crossroads Plaza, Ste 104, 1501 E. Mockingbird Lane, Victoria, Texas on August 7, 2026, at 9:00 AM.

**Item 1 - Convene Meeting and receive a report from the general manager.**

**Topic 1.1 - Roll Call**

Ms. Dietzel called the meeting to order at 9:00 AM and called the roll of representatives:

Absent: Precinct 1 Director: Mr. Jerry Hroch, Vice President.

Present: Precinct 2 Director: Mr. Thurman Clements, Jr.

Present: Precinct 3 Director: Mrs. Barbara Dietzel, Secretary.

Absent: Precinct 4 Director: Mr. Mark Meek, President.

Present: At Large Director: Mr. Kenneth Eller.

Present: General Manager: Tim Andruss.

Absent: General Counsel: Jim Allison.

**Item 2 - Receive Public Comment**

Comments were received from the public.

**Item 9 - Consideration of and possible action on matters related to administration and management including the minutes of previous meetings, amendments to the annual budget of the district, budget recommendation for Fiscal Year 2027, tax rate for Tax Year 2026, certified tax roll for Tax Year 2026, 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, TWDB grant funding agreement, the financial audit for Fiscal Year 2025, the Annual report of the District, budget preparation and tax rates, and support services provided to and from other groundwater conservation districts.**

**Topic 9.1 - Financial Audit Services**

Mr. Andruss provided the following information:

On October 10, 2025, the board authorized Goldman, Hunt and Notz, LLP (GHN) to complete a financial audit of the district for the fiscal year ending September 30, 2025.

On July 24, 2026, Mr. Cox with GHN informed staff of their intention to present the financial audit report for the fiscal year ending September 30, 2025 to the Board.

Mr. Goldman was present, and presented the financial audit report for fiscal year ending September 30, 2025.

**Board Action:** Mr. Clements moved to 1) accept and approve the financial audit for FYE20250930, as presented, and 2) authorize the general manager to pay the invoice from GHN for the auditing services. Mr. Eller seconded the motion. The motion passed unanimously.

## **Topic 9.2 - Annual Report**

Mr. Andruss provided the following information:

On August 4, 2025, management drafted the annual report for the fiscal year ending September 30, 2025.

Regarding Management Plan Goal 7 - Addressing the Desired Future Conditions, management reviewed the consideration of water level changes of the Gulf Coast Aquifer in April 2026, the report developed by Intera titled *Application of Geostatistical Techniques to Interpret Measured 2024 and 2025 Water Levels*, water level measurements collected during the fiscal year, calendar year 2025, and 5-year rolling averages of changes in water levels. Based on this review, management recorded the following discussion within the draft annual report, which expands the discussion presented to the Board during the April 10, 2026 meeting:

"The average water level of wells measured in year 2000 was 57.5 feet below the surface.

The average water level of wells measured in calendar year 2025 was 52.1 feet below the surface.

The district, based on the report developed by Intera titled *Application of Geostatistical Techniques to Interpret Measured 2024 and 2025 Water Levels* indicate the following:

- water levels in the Chicot Aquifer of the Gulf Coast Aquifer System in Victoria County have decreased by 6.9 feet (i.e., drawdown condition) in calendar year 2025 relative to year 2000.
- water levels in the Evangeline Aquifer of the Gulf Coast Aquifer System in Victoria County have increased by 9.2 feet (i.e., recovery condition) in calendar year 2025 relative to year 2000.

- water levels of the Chicot and Evangeline Aquifers of the Gulf Coast Aquifer System in Victoria County, combined, have decreased by 0.4 feet (i.e., drawdown condition) in calendar year 2025 relative to year 2000.

The 5-year rolling average of change in water level depths for the Chicot and Evangeline Aquifers, combined, based on the report developed by Intera titled *Application of Geostatistical Techniques to Interpret Measured 2024 and 2025 Water Levels* is +3.82 feet (i.e., recovery condition).

The desired future condition for Groundwater Management Area 15 is expressed as a maximum drawdown between January 2000 and December 2080. The county-specific desired future condition for Victoria County is "5 feet of drawdown of the Gulf Coast Aquifer System."

Based on water level trends within Victoria County, the district concludes that the condition of the Gulf Coast Aquifer within Victoria County is in compliance with the district's desired future condition."

Based on the review of each management plan goal and associated performance standards, the district fully achieved the objectives established within the management plan of the district during the fiscal year.

**Board Action:** Mr. Clements moved to approve the Annual Report for Fiscal Year 2025, as drafted. Mr. Eller seconded the motion. The motion passed unanimously.

### **Topic 9.3 - TWDB Groundwater Science, Research, and Data Collection Grant Program**

Mr. Andruss provided the following information:

The District submitted a grant application to the Texas Water Development Board (TWDB) under the Groundwater Science, Research, and Data Collection Grant Program for funding of a proposed project to complete a comprehensive subsidence analysis and installation of a long-term subsidence monitoring station, with a total estimated cost of \$281,000. The grant application submitted on behalf of the cooperating districts sought a grant of \$231,000.

On June 30, 2026, the District received formal notification from TWDB that the application was selected for award. TWDB authorized the partial funding of the project in an amount of \$158,500 for two of the four proposed tasks: Task 1 - InSAR Study: collect and analyze InSAR data and Task 4 - Install Subsidence Monitoring Station.

The effects of offering partial funding of tasks proposed in the project were reviewed by INTERA, the technical consultant of the proposed project, to evaluate the feasibility of the project as terms of proposed grant agreement are developed.

INTERA informed the District that the completion of Task 1 and Task 4, without the completion of Task 2 and 3, would be beneficial and "help inform our understanding

of subsidence and support long-term subsidence modeling and evaluation of model outputs."

On July 17, 2026, the District received the draft award agreements and requirements for review. The agreement materials were forwarded to legal counsel the INTERA for review.

**Board Action:** Mr. Clements moved to 1) authorize the presiding officer and general manager to execute all necessary grant agreements and documentation associated with the grant award for the proposed project offered by TWDB under the Groundwater Science, Research, and Data Collection Grant Program upon determination of legal sufficiency by legal counsel, 2) authorize the general manager to execute the Task 1 and Task 2 of the proposed project, pay associated bills and invoices, and 3) authorize the general manager to accept reimbursement of incurred expenses for the execution Task 1 and Task 2 of the proposed project from TWDB in accordance with the executed grant agreement. Mr. Eller seconded the motion. The motion passed unanimously.

#### **Topic 9.4 - Surplus Equipment Disposal**

Mr. Andruss provided the following information:

The District has accumulated the following surplus or broken equipment that is no longer of any use: 2 printers, miscellaneous office furnishings (document racks, adjustable desk risers, computer monitors, and field equipment.

**Board Action:** Mr. Clements moved to authorize the general manager to dispose of the surplus and broken equipment. Mr. Eller seconded the motion. The motion passed unanimously.

#### **Topic 9.5 - Budget for FY2027**

Mr. Andruss provided the following information:

Management developed a draft budget for the fiscal year ending September 30, 2027, that attempts to fund the operations of the District in a manner which provides for 1) the accomplishment of the management plan goals and objectives, and 2) the completion of projects and tasks associated with the administration of the district, groundwater conservation, groundwater management and permitting, groundwater monitoring, groundwater policy development, groundwater protection, groundwater research, and groundwater resource planning.

To facilitate future comparisons of adopted budgets to financial audits and to simplify bookkeeping tasks, the draft budget has developed using a single fund referred to as the General Fund instead of developing a budget using two funds, Operating Fund and Reserve Fund.

The budget anticipates purchases and projects that are not routine in nature including the purchase of a vehicle, the purchase of spare computers, increases to pay steps, funding for conducting an election, purchase of audio-visual equipment,

GIS system improvements, increased legal expenses, increased district fees, subsidence evaluation (TWDB Grant Funding), expanded water level assessment, increased legislative support expenditures, site-specific monitoring and assessments, CGCBGF Model improvements, expanded DFC modeling.

On July 28, 2026, the District received the 2026 Tax Rate Calculation Worksheet from the Victoria County Tax Assessor-Collector.

On August 5, 2026, the District received corrected 2026 Tax Rate Calculation Worksheet from the Victoria County Tax Assessor-Collector.

On August 5, 2026, Management developed two draft budgets: 1) a budget anticipating the approval of a tax rate equal to the No-New-Revenue Tax Rate calculated by the Tax Assessor - Collector for Tax Year 2026, and 2) a budget anticipating the approval of a tax rate equal to the Voter-Approval Tax Rate calculated by the Tax Assessor - Collector for Tax Year 2026.

The budgeted expenditures in both versions of the draft budget total \$2,121,600. In both versions of the draft budget, budgeted expenditures exceed budgeted revenue for the fiscal year. If all expenditures are authorized and all budgeted expenses are realized, reserve funds would be diminished.

The total tax levy anticipated from adopting the No-New-Revenue Tax Rate is \$766,000. The total tax levy anticipated from adopting the Voter-Approval Tax Rate is \$840,300.

The budget for Fiscal Year 2027 should be adopted by order.

#### **Topic 9.6 - Tax Rate for Tax Year 2026**

Mr. Andruss provided the following information:

The Tax Rate for Tax Year 2025 is \$0.00670/\$100 value. The total tax levy for Tax Year 2025 is \$752,651.

The No-New-Revenue Tax Rate for Tax Year 2026 is \$0.00660/\$100 value. The total tax levy for Tax Year 2026 anticipated from adopting the No-New-Revenue Tax Rate is \$766,000.

The Voter-Approval Tax Rate for Tax Year 2026 is \$0.00724/\$100 value. The total tax levy for Tax Year 2026 anticipated from adopting the Voter-Approval Tax Rate is \$840,300.

**Board Action:** Mr. Eller moved to propose a tax rate less than or equal to the Voter-Approval Tax Rate for Tax Year 2026 of \$0.00724/\$100 value and instruct staff to publish all necessary notices to consider and adopt a tax rate at the meeting of the Board of Directors scheduled for September 11, 2026. Mr. Clements seconded the motion. The motion passed unanimously with a vote of 3 ayes and 0 nays.

#### **Topic 9.7 - Appraisal Roll for Tax Year 2026**

Mr. Andruss provided the following information:

On July 22, 2026, the Chief Appraiser of the Victoria Central Appraisal District certified the 2026 Appraisal Roll.

On August 5, 2026, the District received corrected documentation related to the corrected 2026 Tax Rate Calculation Worksheet from the Victoria County Tax Assessor-Collector.

The 2026 Certified Appraisal Roll should be adopted by order.

### **Topic 9.8 - Employee Compensation and Benefits**

Mr. Andruss provided the following information:

The District established pay scales for each type of employee with the previous adoptions of the budgets of the district. The scales are comprised of 5 steps with each incremental step representing a 5% increase in wage. The scales are used to 1) establish budget recommendations, 2) establish pay rates for new employees, and 3) develop recommendations regarding merit-based pay increases for individual employees. Each pay step for each position has been adjusted by 3.5% based on the U.S Bureau of Labor and Statistics June 2026 Consumer Price Index for the South Region for Size Class B/C.

| General Manager            |        | Step 1    | Step 2    | Step 3    | Step 4    | Step 5    |
|----------------------------|--------|-----------|-----------|-----------|-----------|-----------|
| Salary / Exempt            | Yearly | \$114,000 | \$120,000 | \$126,300 | \$132,900 | \$139,800 |
|                            | Hourly | \$54.81   | \$57.69   | \$60.72   | \$63.89   | \$67.21   |
| Compliance Specialist      |        | Step 1    | Step 2    | Step 3    | Step 4    | Step 5    |
| Hourly / Non-Exempt        | Yearly | \$59,200  | \$62,300  | \$65,500  | \$68,900  | \$72,500  |
|                            | Hourly | \$28.46   | \$29.95   | \$31.49   | \$33.13   | \$34.86   |
| Administrative Coordinator |        | Step 1    | Step 2    | Step 3    | Step 4    | Step 5    |
| Salary / Exempt            | Yearly | \$55,000  | \$57,800  | \$60,800  | \$64,000  | \$67,300  |
|                            | Hourly | \$26.44   | \$27.79   | \$29.23   | \$30.77   | \$32.36   |
| Monitoring Technician      |        | Step 1    | Step 2    | Step 3    | Step 4    | Step 5    |
| Hourly / Non-Exempt        | Yearly | \$50,700  | \$53,300  | \$56,100  | \$59,000  | \$62,100  |
|                            | Hourly | \$24.38   | \$25.63   | \$26.97   | \$28.37   | \$29.86   |

The recommended budget expenditures for employment totals -\$766,100 and is based on funding all 7 full-time employee positions at pay step 5. Management has evaluated the performance of the District's current employees (2 compliance specialist, 2 administrative coordinators, and 2 aquifer monitoring technician and considers their performance worthy of a merit-based step increase.

| <b>Budget Detail</b>                                   | <b>General Fund Expense</b> |
|--------------------------------------------------------|-----------------------------|
| Accounting Services - Payroll Processing               | \$(2,500)                   |
| Employee Benefits - Health                             | \$(50,400)                  |
| Employee Benefits - Retirement                         | \$(83,100)                  |
| Employee Wages - Administrative                        | \$(134,600)                 |
| Employee Wages - Managerial                            | \$(139,800)                 |
| Employee Wages - Technical - Monitoring                | \$(124,200)                 |
| Employee Wages - Technical - Permitting and Compliance | \$(145,000)                 |
| Employment Fees - Accrued Leave Conversion             | \$(41,600)                  |
| Employment Fees - Social Security and Medicare         | \$(44,800)                  |
| Employment Fees - State Unemployment                   | \$(100)                     |
| <b>Total</b>                                           | <b>\$(766,1000)</b>         |

**Board Action:** Mr. Clements moved to increment the following employees to the following FY2027 wage step:

- General Manager to Step 4,
- Compliance Specialist 1 to Step 5,
- Compliance Specialist 2 to Step 2,
- Administrative Coordinator 2 to Step 5, and
- Aquifer Monitoring Technician 2 to Step 3.

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

### **Topic 9.9 - Review of Consultants**

Mr. Andruss provided the following information:

The district has obtain services from Allison, Bass and Magee, Intera, Inc., WSP USA, Inc., Daniel B. Stephens and Associates, Inc., and Collier Consulting, Inc., in the past

under approved agreements. The deliverables submitted through the services provided by each consultant have been accepted by the district.

**Board Action:** Mr. Clements moved to authorize 1) the general manager to seek term extensions until September 30, 2027, to the existing agreements with Intera, Inc., WSP USA, Inc., Daniel B. Stephens and Associates, and Collier Consulting, and 2) the president to approve the extensions to the respective service agreements. Mr. Eller seconded the motion. The motion passed unanimously.

#### **Topic 9.10 - Unpaid Invoices and Bills**

Mr. Andruss provided the following information:

The District has outstanding bills and invoices that are NOT considered regular and routine nor has the Board previously authorized the requested payment.

**Board Action:** Mr. Eller moved to authorize the general manager to pay the following items:

1. ACCTP-20260807-01 - \$250.00 - Barbara Dietzel - August Meeting
2. ACCTP-20260807-03 - \$250.00 - Kenneth Eller - August Meeting
3. ACCTP-20260807-04 - \$3,739.15 - Allison, Bass & Magee, LLP

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

#### **Item 11 - Adjourn**

##### **Topic 11.0 - Adjourn Meeting**

**Board Action:**

Mr. Eller moved to adjourn the meeting after concluding all business of the District at approximately 10:12 AM. Mr. Clements seconded the motion. The motion passed unanimously.

THE ABOVE AND FOREGOING MINUTES WERE READ AND APPROVED ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ A.D. \_\_\_\_\_.

\_\_\_\_\_  
Director of the Victoria County  
Groundwater Conservation District

ATTEST:

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Director of the Victoria County  
Groundwater Conservation District