

**REGULAR BOARD MEETING  
GONZALES COUNTY UNDERGROUND WATER CONSERVATION DISTRICT  
MEETING OF THE BOARD OF DIRECTORS**

The Directors of the Gonzales County Underground Water Conservation District will meet in a public session on September 12, 2023, after the public hearings at 5:30 p.m. at the Gonzales County Underground Water Conservation District Office located at 522 Saint Matthew Street, Gonzales, Texas.

**Note:** Members of the public wishing to comment **must** attend the meeting in-person. However, any person may view or listen to the meeting via audio and video conference call. No participation or public comments will be allowed via video or conference call. The Audio and Video Conference Opens 5 minutes before the 5:30 p.m. beginning of the meeting.

**GCUWCD Public Hearing Permit, Public Hearing Tax Rate, Regular Board Meeting**  
Sep 12, 2023, 5:30 – 8:30 PM (America/Chicago)  
**Please join my meeting from your computer, tablet or smartphone.**  
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The agenda is as follows:

1. Call to Order.
2. Public Comments. Limit to 3 minutes per person.
3. Consent Agenda (Note: These items may be considered and approved by one motion of the Board. Directors may request to have any consent item removed from the consent agenda for consideration and possible action as a separate agenda item):
  - a. Approval of minutes of August 08, 2023 worksop.
  - b. Approval of minutes of August 08, 2023 Regular Board Meeting.
  - c. Approval of the Financial Report.
  - d. Approval of the District's bills to be paid.
  - e. Approval of the Mitigation Fund bills to be paid.
  - f. Approval of District Manager, Administrative Staff, Board Member, Field Technician, and Mitigation Manager Expenses.
  - g. Approval of Manager's Report (monthly report, transporter usage, drought index).
  - h. Approval of Well Mitigation Manager's Report (well mitigation progress).
  - i. Approval of Field Technician's Report (well registrations, water levels, water quality).
4. Discuss and possibly take action on any item removed from Consent Agenda.
5. Discuss and possibly take action on setting the tax rate for the 2023 – 2024 fiscal year.
6. Discuss and possibly take action on revisions to the District's fiscal year 2022 – 2023 budget
7. Discuss and possibly take action on the District's fiscal year 2023 – 2023 Budget.
8. Discuss and possibly take action on the District's Western Mitigation Fund fiscal year 2023 – 2023 budget.
9. Discuss and possibly take action on the District's Eastern Mitigation Fund fiscal year 2023 – 2023 budget.
10. Discuss and possibly take action on setting a date for public hearing for District Rule amendments.
11. Discuss and possibly take action on the Groundwater Management Area (GMA13) budget share.
12. Discuss and possibly take action on the permit amendment Canyon Regional Water Authority.
13. Executive session pursuant to § 551.074 Government Code for personnel matters.
14. Discuss and possibly take action on the review and update of the Personnel Policy.
15. Discuss and possibly take action on the permit renewal request for a Wilcox irrigation permit for Mr. Jose Cruz.

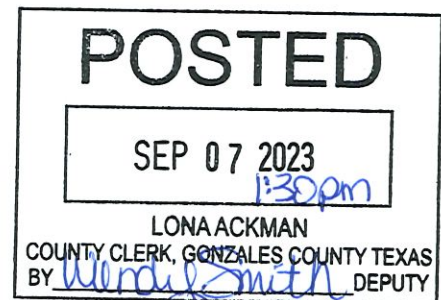
**REGULAR BOARD MEETING  
GONZALES COUNTY UNDERGROUND WATER CONSERVATION DISTRICT  
MEETING OF THE BOARD OF DIRECTORS**

16. Discuss and possibly take action on the permit renewal request for a Queen City irrigation permit for Mr. Jordan Beeman.
17. Discuss and possibly take action on the contract renewal with Halff & Associates for database web hosting.
18. Discuss and possibly take action on the Come and Take it sponsorship.
19. Presentation of legislative/legal updates from legal counsel.
20. Discussion of other items of interest by the Board and direction to management based on the items set forth above.
21. Adjourn.

The above agenda schedule represents an estimate of the order for the indicated items and is subject to change at any time. These public meetings are available to all persons regardless of disability. If you require special assistance to attend the meeting, please call 830.672.1047 at least 24 hours in advance of the meeting to coordinate any special physical access arrangements.

At any time during the meeting and in compliance with the Texas Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the Gonzales County Underground Water Conservation District Board may meet in executive session on any of the above agenda items or other lawful items for consultation concerning attorney-client matters (§ 551.071); deliberation regarding real property (§ 551.072); deliberation regarding prospective gift (§ 551.073); personnel matters (§ 551.074); and deliberation regarding security devices (§ 551.076). Any subject discussed in executive session may be subject to action during an open meeting.

**POSTED THIS THE 7th DAY OF SEPTEMBER 2023 AT \_\_\_\_\_ O'CLOCK by \_\_\_\_\_.**





**Gonzales County Underground Water Conservation District**  
**Minutes of the Board of Directors**  
**August 08, 2023**  
**Regular Board Meeting**

The regular meeting of the Board of Directors of the Gonzales County Underground Water Conservation District (the District) was called to order. Present for the meeting were directors: Mr. Bruce Tieken, Mr. Kermit Thiele, Mr. Barry Miller, Mr. Mark Ainsworth, and Mr. Mike St. John. Also present for the meeting were GCUWCD General Manager Laura Martin and Legal Counsel Greg Ellis. Other Attendees included: (See Attached List)

**Call to Order.**

The President of the Board called the meeting to order at 6:44 PM.

**Public Comments. Limit to 3 minutes per person.**

Ms. Sally Ploeger, landowner, Mr. Ted Boriak, landowner, and Mr. David Caulkins, landowner, made a public comment. A recording of the board meeting and comments received are filed at the District office, and on the District website.

**Consent Agenda (Note: These items may be considered and approved by one motion of the Board. Directors may request to have any consent item removed from the consent agenda for consideration and possible action as a separate agenda item):**

- a. **Approval of minutes of July 14, 2023 Regular Board Meeting.**
- b. **Approval of minutes of July 19, 2023 Special Called Meeting.**
- c. **Approval of the Financial Report.**
- d. **Approval of the District's bills to be paid.**
- e. **Approval of the Mitigation Fund bills to be paid.**
- f. **Approval of District Manager, Administrative Staff, Board Member, Field Technician, Mitigation Manager Expenses.**
- g. **Approval of Manager's Report (monthly report, transporter usage, drought index).**
- h. **Approval of Well Mitigation Manager's Report (well mitigation progress).**
- i. **Approval of Field Technician Report (monthly report).**

The Board of Directors took action on the Consent Agenda. including, approval of the July 11, 2023 Regular Board Minutes, July 19, 2023 Special Called Board Minutes, the Financial Report, District Bills to be paid, Mitigation Bills to be paid, District Manager, Administrative Staff, Board Member, Field Technician and Mitigation Manager Expenses, Manager's Report, Well Mitigation Manager's Report, and Field Technician Report. Mr. Barry Miller made a motion to approve the Consent Agenda. Mr. Mark Ainsworth seconded the motion. The motion passed unanimously.

**Discuss and possibly take action on any item removed from Consent Agenda.**

None.

**Discuss and possibly take action on Receipt of the Certification of 2023 Appraisal Rolls for Gonzales and Caldwell Counties.**

The Board of Directors received the 2023 Appraisal Rolls for Gonzales and Caldwell Counties. Mr. Ainsworth made a motion to accept and receive the Appraisal Rolls for Gonzales and Caldwell Counties. Mr. Mike St. John seconded the motion. The motion passed unanimously.

**Discuss and possibly take action on renewal of CD #8011 at Sage Capital Bank expiring on August 04, 2023.**

The General Manager and Board of Directors discussed the various rates offered from the local banks on Certificates of Deposit over \$100,000. Mr. Miller made a motion to roll over CD #8011 to Sage Capital Bank of

Gonzales for 18 months at a 5.15% rate. Mr. Ainsworth seconded the motion. The motion passed unanimously.

**Discuss and possibly take action on renewal of CD #8549 at Sage Capital Bank expiring on August 14, 2023.**

The General Manager and Board of Directors discussed the various rates offered from the local banks on Certificates of Deposit over \$100,000. Mr. Ainsworth made a motion to move CD#8549 to Sage Capital Bank of Gonzales for 12 months at a 5.15% rate. Mr. Kermit Thiele seconded the motion. The motion passed unanimously.

**Discuss and possibly take action on revisions to the District's fiscal year 2022 – 2023 budget.**

No action taken.

**Executive session pursuant to § 551.074 Government Code for discussion of personnel matters.**

The Board of Directors went into an executive session at 6:59 PM to discuss the Personnel Policy. The meeting was called back to order at 7:44 PM. There was no action taken in the executive session.

**Discuss and possibly take action on revisions to the District's fiscal year 2023 – 2024 budget.**

Next, the General Manager and Board of Directors discussed the District's FY 2023-2024 budget revisions. Mr. Miller made a motion to revise the District's FY 2023-2024 draft budget and provide the changes at the next meeting. No action was taken at this time.

**Discuss and possibly take action on the review and update of the Personnel Policy.**

The General Manager and Board of Directors discussed updating the Personnel Policy. Gregory Ellis, legal counsel, suggested members of the Board form a table committee. Mr. Miller and Mr. St. John agreed to be on the table committee, and provide an updated Personnel Policy during the September 12, 2023 meeting. No action was taken at this time.

**Discuss and possibly take action on setting Proposed Tax Rate for the District.**

The General Manager and Board of Directors discussed the tax rate, and the rollback rate. Mr. Miller made a motion to set a proposed tax rate of 0.003174%. Mr. St. John seconded the motion. The motion passed unanimously.

**Discussion on the District's Western Mitigation Fund fiscal year 2023 – 2024 budget.**

The General Manager and Board of Directors discussed the Western Mitigation Fund FY 2023-2024 proposed budget. No action was taken at this time.

**Discussion on the District's Eastern Mitigation Fund fiscal year 2023 – 2024 budget.**

The General Manager and Board of Directors discussed the Eastern Mitigation Fund FY 2023-2024 proposed budget. No action was taken at this time.

**Discuss and possibly take action on a permit renewal for an irrigation well in the Queen City Aquifer for Ryan Zumwalt.**

The General Manager approved the permit renewal for an irrigation well in the Queen City Aquifer for Mr. Ryan Zumwalt. No action was necessary.

**Discuss and possibly take action on a permit renewal request for a Carrizo Public Supply well for Gonzales County Water Supply Corporation at Oak Forrest.**

The General Manager approved the permit renewal for a Carrizo public supply well for Gonzales County Water Supply Corporation at Oak Forest. No action was necessary.

**Discuss and possibly take action on contracting for IT services provider.**

The General Manager and Board of Directors discussed contracting a new IT service provider. Mr. Miller made



a motion to contract Synergisdic IT Solutions. Mr. Ainsworth seconded the motion. The motion passed unanimously.

**Discuss and possibly take action on the 2024 – 2025 Engagement Letter for Legislative Services from GM Ellis Law Firm, LLC.**

Next, the Board and General Manager discussed the 2024-2025 Engagement Letter for Legislative Services from GM Ellis Law Firm, LLC. Mr. Miller made a motion to approve the 2024-2025 Engagement Letter for Legislative Services from GM Ellis Law Firm, LLC. Mr. Thiele seconded the motion. The motion passed unanimously.

**Presentation of legislative/legal updates from legal counsel.**

Greg Ellis discussed Legislative and legal updates.

**Discussion of other items of interest by the Board and direction to management based on the items set forth above.**

Discussion took place about the S.O.A.H. preliminary hearing timeline. No action was taken.

**Adjourn:**

A motion was made by Mr. Ainsworth to adjourn the meeting and Mr. St. John seconded the motion. The motion passed unanimously. The meeting adjourned at 8:13 PM.

**Approved By:**

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September 12, 2023

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**Gonzales County Underground Water Conservation District  
Investment Report  
September 12, 2023**

CD Information - District Funds							
Account	Place	Purchase Date	Purchase Value	Interest Rate	Maturity Date	As of	Amount
CD #11	Sage Capital Bank	8/4/2023	\$152,818.77	5.15%	2/4/2025	8/31/2023	\$170,872.73
CD #365	Randolph Brooks	3/28/2023	\$271,523.86	4.50%	9/28/2024	8/31/2023	\$271,589.47
CD #49	Sage Capital Bank	8/14/2023	\$250,000.00	5.15%	8/14/2024	8/31/2023	\$271,240.98
<b>Total CD's to Date</b>							<b>\$713,703.18</b>

Market Comparisons				
	Tex Pool		5.33%	8/31/2023
	6 Mo. Treasury Yield		5.48%	8/31/2023

Banking Information - District Funds				
Account	Place		As of	Amount
#59 Money Market	Sage Capital Bank		8/31/2023	\$1,305,392.94
#61 Operating	Sage Capital Bank		8/31/2023	\$21,048.53
#356 Savings	Randolph Brooks		8/31/2023	\$1.00
<b>Total Cash to Date</b>				<b>\$1,326,442.47</b>

Banking Information - Western Mitigation Fund				
Account	Place		As of	Amount
#35 Money Market	Sage Capital Bank		8/31/2023	\$1,663.11
#70 Operating	Sage Capital Bank		8/31/2023	\$769.59
<b>Total Cash to Date</b>				<b>\$2,432.70</b>

Banking Information - Eastern Mitigation Fund				
Account	Place		As of	Amount
#64 Money Market	Sage Capital Bank		8/31/2023	\$318,770.46
#98 Operating	Sage Capital Bank		8/31/2023	\$1,870.69
<b>Total Cash to Date</b>				<b>\$320,641.15</b>

**Weighted Average Maturity (WAM) \$2,363,219.50**

Using the Current Date and Maturity Date: Weighted Average Maturity (WAM) =

The overall sum of each security's par amount multiplied by its number of days to maturity, divided by the total of all investments.

Security Description	Investment Amount	CD Start Date	Reprting Period Date	Mat. Date	Mat. in Days (DTM)	WAM	CD Term
Sage Capital CD #11	\$170,872.73	8/4/2023	8/31/2023	2/4/2025	523	125.215	18 mo
Randolph Brooks CD #365	\$271,589.47	3/28/2023	8/31/2023	9/28/2024	394	149.931	18 mo
Sage Capital CD #49	\$271,240.98	8/14/2023	8/31/2023	8/14/2024	349	132.637	12 mo
<b>CD Total</b>	<b>\$713,703.18</b>					<b>407.783</b>	
#59 Money Market	\$1,305,392.94				1	0.791	
#61 Operating	\$21,048.53				1	0.013	
#365 Savings	\$1.00				1	0.000	
#35 Money Market	\$1,663.11				1	0.001	
#70 Operating	\$769.59				1	0.000	
#64 Money Market	\$318,770.46				1	0.193	
#98 Operating	\$1,870.69				1	0.001	
<b>Fund Total</b>	<b>\$1,649,516.32</b>					<b>1.000</b>	
<b>Grand Totals</b>	<b>\$2,363,219.50</b>					<b>WAM 408.783</b>	

The portfolio of the Gonzales County Underground Water Conservation District is believed to be in compliance with the District's Board approved Investment Policy, State law, and the Investment Strategy.

Signed:   
Laura Martin, Investment Officer

Dated: 09/01/2023

**GCUWCD BILLS TO BE PAID****September 12, 2023**

<b>GVTC (Local &amp; Long Distance &amp; Internet)-Paid</b>	\$	279.23
<b>City of Gonzales (Utilities)-Paid</b>	\$	296.33
<b>OuttaCyTE Technologies, LLC-Paid</b>	\$	469.50
<b>Ricoh (Copier Rental)-Paid</b>	\$	207.93
<b>Immense Impact (Annual website)-Paid</b>	\$	457.00
Caldwell County Appraisal District (2023 4th QTR Coll.)	\$	15.58
Caldwell County Appraisal District (2023 4th QTR Prop.)	\$	49.75
Gonzales Central Appraisal District (2023 4th QTR Budget Share)	\$	752.75
Gonzales Inquirer (Published Notice)	\$	255.00
Lockhart Post-Register (Published Notice)	\$	47.88
ESRI (ArcGIS Desktop)	\$	1,108.25
<b>Texas Water Conservation Association-Paid</b>	\$	445.00
<b>Intuit-QuickBooks (Monthly Subscription)-Paid</b>	\$	48.71
<b>DuBose Insurance (CNA Surety Insurance Employee)-Paid</b>	\$	100.00
Hi-Tech Pest Services	\$	95.00
<b>GoToMeeting (Monthly Phone Charge)-Paid</b>	\$	4.40
Post Office Box Rental	\$	264.00
<b>Hyatt Regency (TAGD Annual Summit)-Paid</b>	\$	561.86
<b>GoDaddy (Annual Domain Renewal)-Paid</b>	\$	22.99
<b>LJD Consuting &amp; Booking (3rd Party Audit)-Paid</b>	\$	500.00
McElroy Sullivan Miller & Weber LLP	\$	5,675.85
<b>H-E-B (Office Supplies)-Paid</b>	\$	74.97
<b>Total</b>	\$	11,731.98



**GCUWCD WMF BILLS TO BE PAID**

**September 12, 2023**


**TOTAL**

**\$0.00**

**GCUWCD EMF BILLS TO BE PAID**

**September 12, 2023**


**TOTAL**

**\$0.00**

**Gonzales County Underground Water Conservation District  
Expense Report**

Laura M. Martin

<b>Nature of Trip/Date</b>	<b>From</b>	<b>To</b>	<b>Beginning Mileage</b>	<b>Ending Mileage</b>	<b>Total Miles</b>
8/29 TAGD Groundwater Summit	Office	San Antonio	79219	79306	87
8/31 TAGD Groundwater Summit	San Antonio	Home	79306	79393	87
					0
					0
					0
				Total Miles	174
				Current Rate X	0.655
			Mileage X Rate	Subtotal	\$113.97
8/30 Hyatt Regency (Travel & Meetings)					\$15.00
8/30 Hyatt Regency (Travel & Meetings)					\$27.00
Telephone					\$70.00
Period Covered August 1-31, 2023 Approved By: Date: September 12, 2023				Total Due	\$225.97



**Gonzales County Underground Water Conservation District  
Mitigation Fund  
Expense Report**

Link Benson

<b>Nature of Trip/Date</b>	<b>From</b>	<b>To</b>	<b>Beginning Mileage</b>	<b>Ending Mileage</b>	<b>Total Miles</b>
8/3 Belmont/Mills' well	Home	Belmont	123,232	123,276	44
8/4 Ottine/Hendershot	Home	Ottine	123,325	123,363	38
8/16 Ottine/Hendershot	Home	Ottine	123,432	123,470	38
8/22 Leesville/Michael Perez	Home	Leesville	123,576	123,626	50
8/24 Smiley/4JB well	Home	Smiley	123,673	123,717	44
8/29 Delhi/Romberg well	Home	Delhi	123,798	123,855	57
8/31 Nixon/Wagner's Well Service	Home	Nixon	123,883	123,945	62
				Total Miles	333
				Current Rate X	0.655
<b>Expenses</b>				<b>Mileage Subtotal</b>	<b>\$218.12</b>
Phone					\$70.00
August 1-31, 2023 <b>Approved By:</b> <b>Date:</b> September 12, 2023				<b>Total Due</b>	<b>\$288.12</b>

**Gonzales County Underground Water Conservation District  
Field Technician  
Expense Report**

James Benedict

<b>Nature of Trip/Date</b>	<b>From</b>	<b>To</b>	<b>Beginning Mileage</b>	<b>Ending Mileage</b>	<b>Total Miles</b>
8/7 McCullough well inspection	Home	CR 456	56,314	56,354	40
8/15 Hazelett/Cure well inspection	Home	HWY 86	56,431	56,483	52
					0
					0
					0
					0
					0
					0
				Total Miles	92
				Current Rate X	0.655
				<b>Mileage Subtotal</b>	<b>\$60.26</b>
<b>Expenses</b>					
<b>Period Covered:</b> August 1-31, 2023 <b>Approved By:</b> <b>Date:</b> September 12, 2023				<b>Total Due</b>	<b>\$60.26</b>

**Gonzales County Underground Water Conservation District**  
**Manager's Report**  
**August 2023**

On August 03, 2023 I virtually attended the South-Central Texas Regional Water Planning Group (SCTRWPG, Region L) meeting. A copy of the agenda is attached and available on the District's website.

On August 04, 2023 I met with Ms. Dee Rodgers, REMAX, and Mr. Rafik Patel and associates to discuss water availability at the intersection of US I-10 and State Highway 97 for a new truck stop and gas station facility. Later that day, I met with Mr. Bob Watson to discuss district rules, permits, transfer permits, how to submit a public comment in a public meeting, and how to contest a permit application.

On August 09, 2023 I virtually attended the State Office of Administrative Hearings (SOAH), preliminary hearing to discuss and set a schedule for the Guadalupe-Blanco River Authority (GBRA) permit hearing. Later that day, I met with Mrs. Lisa Dudley, LJD Consulting, to review and discuss the third-party audit for QuickBooks.

On August 21, 2023 I met with two members of the Board of Directors Personnel Policy Committee to discuss changes and draft of the personnel policy for review.

On August 22, 2023 I met with Ms. Brittany Oligney, WT Airpark to discuss water availability at the intersection of US I-10 and State Highway 90 E between Waelder and Flatonia. Ms. Oligney is in the process of getting parcel approval for a new subdivision at this location that would require water wells.

On August 29-31, 2023 I attended the Texas Alliance of Groundwater Districts Groundwater Summit. A copy of the agenda is attached.

SSLGC's August production was about 1,538 ac-ft which is about 95% of the monthly allowable production.

CRWA's August production was about 695 ac-ft which is about 113% of the monthly allowable production.

SAWS August production was about 894 ac-ft which is about 92% of the monthly allowable production.

AQUA's July production was about 48 ac-ft which is about 11% of the monthly allowable production.

GBRA's August production was about 0 ac-ft which is 0 % of the monthly allowable production.

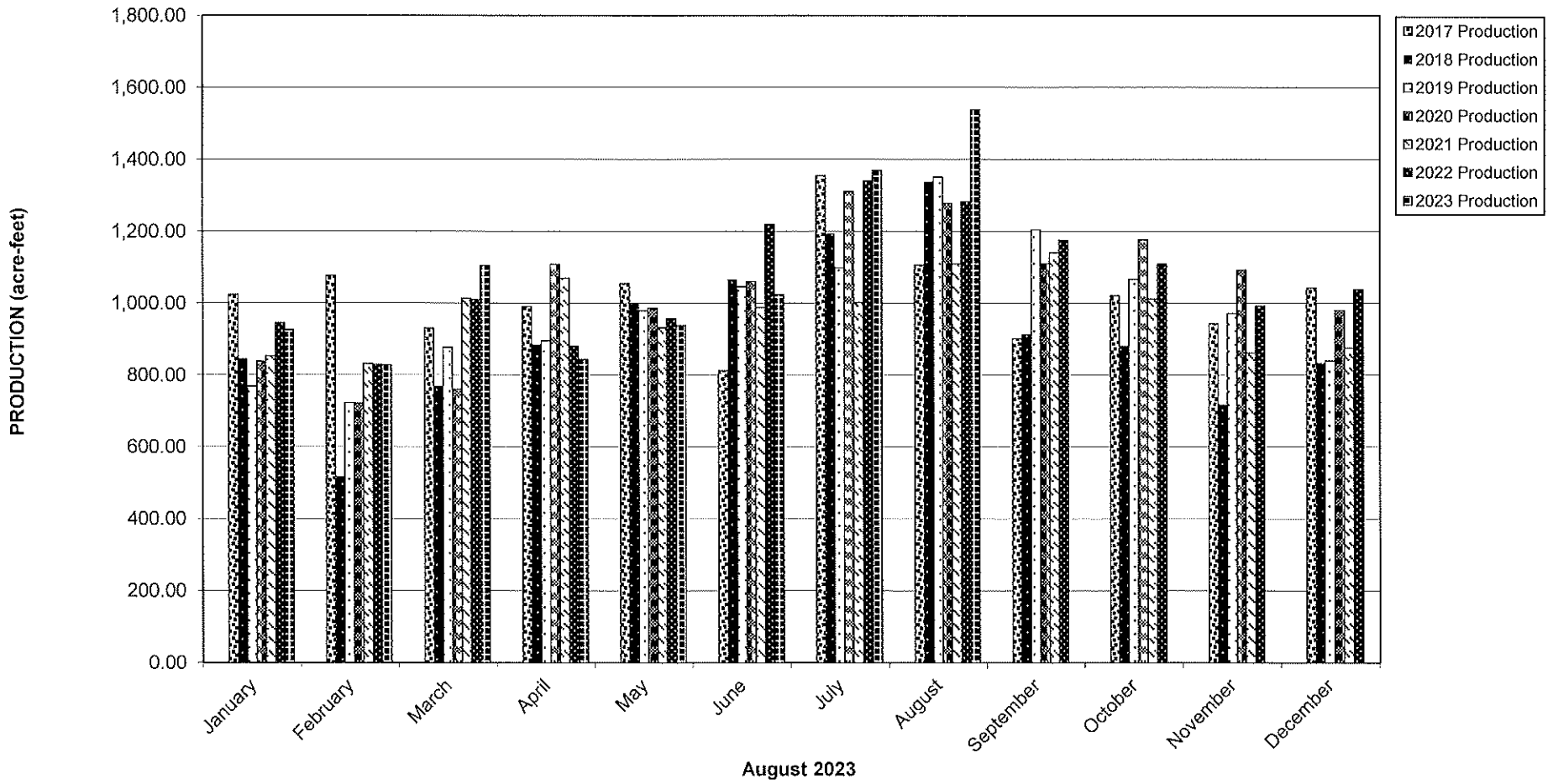
The Palmer Drought Index, as of August 29, 2023, indicates that the District is currently under D3, extreme drought conditions.



Schertz-Seguin Local Government Corporation  
Meter Reading - Usage  
2023

Date	P007 Well #1		P008 Well #2		P009 Well #3		P010 Well #4		P011 Well #5		P012 Well #6		P016 Well #7		P017 Well #8		P031 Well #9		P032 Well #10		P033 Well #11		P034 Well #12		B/W	Fees		
	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage				
Jan	542,671	3,872	287,534	0	401,618	25,444	930,626	0	943,658	51,718	67,168	1,740	14,233	16,785	168,387	42,589	2,464,272	65,416	1,868,728	44,844	2,811,645	49,291	4,179,396	0	6709	\$7,374.75		
Feb	548,796	6,125	287,534	0	414,799	13,181	935,069	4,443	986,099	42,441	81,522	14,354	14,233	0	185,753	17,366	2,532,681	68,409	1,917,346	48,618	2,866,473	54,828	4,179,396	0	6,270	\$6,587.38		
Mar	549,642	846	287,534	0	465,118	50,319	984,239	49,170	4,045	17,946	100,688	19,166	14,233	0	216,112	30,359	2,617,898	85,217	1,964,730	47,384	2,925,918	59,445	4,179,396	0	7,443	\$8,810.23		
Apr	552,387	2,745	287,534	0	490,780	25,682	16,595	32,356	36,356	32,311	124,925	24,237	14,233	0	244,732	28,620	2,667,960	50,062	1,992,253	27,523	2,977,291	51,373	4,179,396	0	5,351	\$6,738.45		
May	572,457	20,070	287,534	0	512,797	22,017	41,932	25,337	80,144	43,788	163,295	38,370	14,265	32	283,309	38,577	2,717,624	49,664	2,019,000	26,747	3,016,296	39,005	4,179,396	0	8,467	\$7,378.50		
June	612,935	40,508	287,534	0	543,998	31,201	80,579	38,647	115,586	35,442	212,044	48,749	38,940	24,676	321,728	38,419	2,728,086	10,462	2,056,446	37,446	3,044,216	27,920	4,179,488	92	9,730	\$8,095.78		
July	654,880	41,915	287,534	0	589,731	45,733	126,086	38,647	160,258	44,682	267,210	55,166	93,382	54,442	373,152	61,424	2,741,311	13,225	2,110,805	54,359	3,083,876	39,660	4,179,488	0	18,588	\$10,688.38		
Aug	695,809	40,929	287,534	0	631,114	41,383	169,953	43,857	213,360	53,092	321,291	54,081	135,013	41,631	425,777	52,625	2,765,937	24,626	2,179,263	68,458	3,132,330	48,454	4,211,514	32,026	19,822	\$12,033.50		
Sept																											\$0.00	
Oct																											\$0.00	
Nov																											\$0.00	
Dec																											\$0.00	
<b>Total Gallons*</b>	157,010		0		254,940		239,327		321,420		255,863		137,565		299,979		367,081		355,379		369,976		32,118				2,790,658	
<b>Total ac/ft</b>	481.85		0.00		782.38		734.47		986.40		785.21		422.17		920.60		1126.53		1090.62		1135.41		98.57				8564.21	
<b>Current Mo. Production in ac/ft</b>			1538.01																									
<b>% of monthly allowable for current mo.</b>					95.35																							
<b>Total ac/ft for yr</b>	8564.21						44.23																				<b>Total Dollars</b>	<b>\$67,706.95</b>

### SSLGC Monthly Production



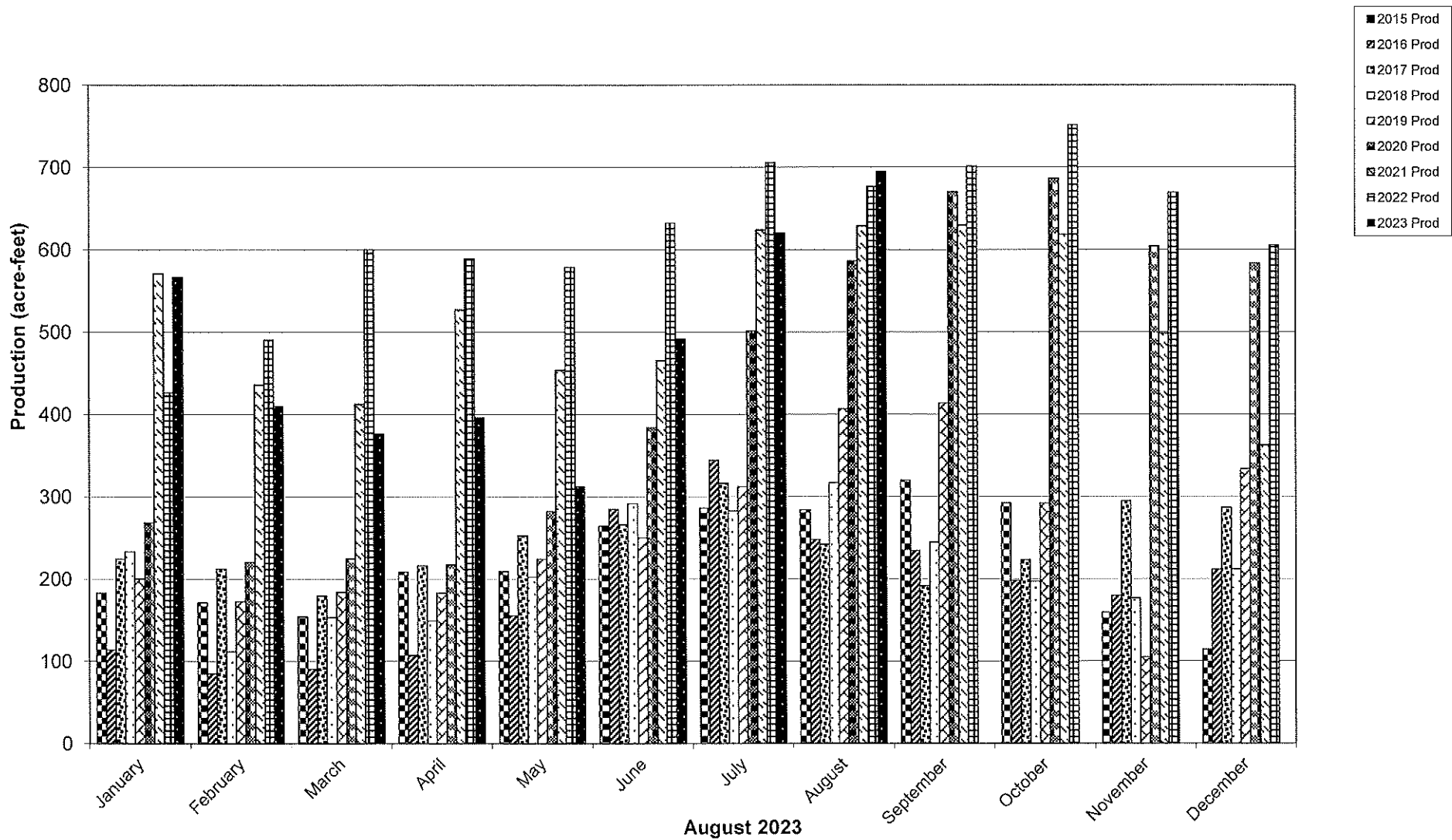
**Canyon Regional Water Authority  
Wells Ranch Water Meter Reading - Usage**

2023

Date	P030 Well #12 Bultrap Well		P029 Well #11 Coastal Field Well		P028 Well #9 Camp House Well		P027 Well #1 Tommy's Well		P086 Well #8 Chicken House		L188 Well #5 Littlefield		L189 Well #13 Bond West		L190 Well #14 Christian West		L191 Well #15 Bond East		L192 Well #16 Christian East	
	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage
Jan	1,197,368		1,386,451		1,923,007		1,566,047		553,068		865,453		695,629		772,506		1,342,880		341,413	
		14,757		17,444		21,051		2,141		23,113		27,534		2,966		22,718		42,776		10,155
Feb	1,205,681		1,398,338		1,938,191		1,556,047		569,152		887,449		713,127		788,506		1,401,650		351,245	
		8,313		11,887		15,184		0		16,084		21,996		17,498		16,000		16,770		9,832
March	1,212,778		1,410,923		1,954,878		1,556,047		577,659		912,036		733,115		807,567		1,403,532		363,440	
		7,097		12,585		16,687		0		8,507		24,587		19,988		19,061		1,882		12,195
April	1,223,080		1,423,239		1,972,332		1,556,047		595,760		934,191		750,825		827,186		1,403,549		374,705	
		10,302		12,316		17,454		0		18,101		22,155		17,710		19,619		17		11,265
May	1,230,891		1,432,742		1,985,602		1,556,047		610,510		947,591		766,033		845,518		1,403,549		384,191	
		7,811		9,503		13,270		0		14,750		13,400		15,208		18,332		0		9,486
June	1,242,053		1,446,373		2,003,685		1,556,047		632,420		960,544		787,395		870,380		1,426,405		397,625	
		11,162		13,631		18,083		0		21,910		12,953		21,362		24,862		22,856		13,434
July	1,254,803		1,461,543		2,024,798		1,556,047		657,783		982,770		811,159		895,939		1,468,264		413,981	
		12,750		15,170		21,113		0		25,363		22,226		23,764		25,559		39,859		16,356
Aug	1,272,500		1,481,676		2,047,463		1,556,047		683,354		1,010,032		837,513		922,016		1,510,072		430,778	
		17,697		20,133		22,665		0		25,571		27,262		26,354		26,077		43,808		16,797
Sept																				
Oct																				
Nov																				
Dec																				
<b>Total Gallons*</b>		89889		112669		145507		2141		153399		172113		144850		172228		167968		99520
<b>Total AC/FT</b>		275.86		345.77		446.54		6.57		470.76		528.20		444.63		528.55		515.47		305.42
<b>Current Month Production in AC/FT</b>				694.69																
<b>Percentage of monthly allowable for current mo.</b>						112.59														
<b>Total AC/FT for yr</b>		3867.67						52.27												

\* gallons in thousands

# CRWA Monthly Production

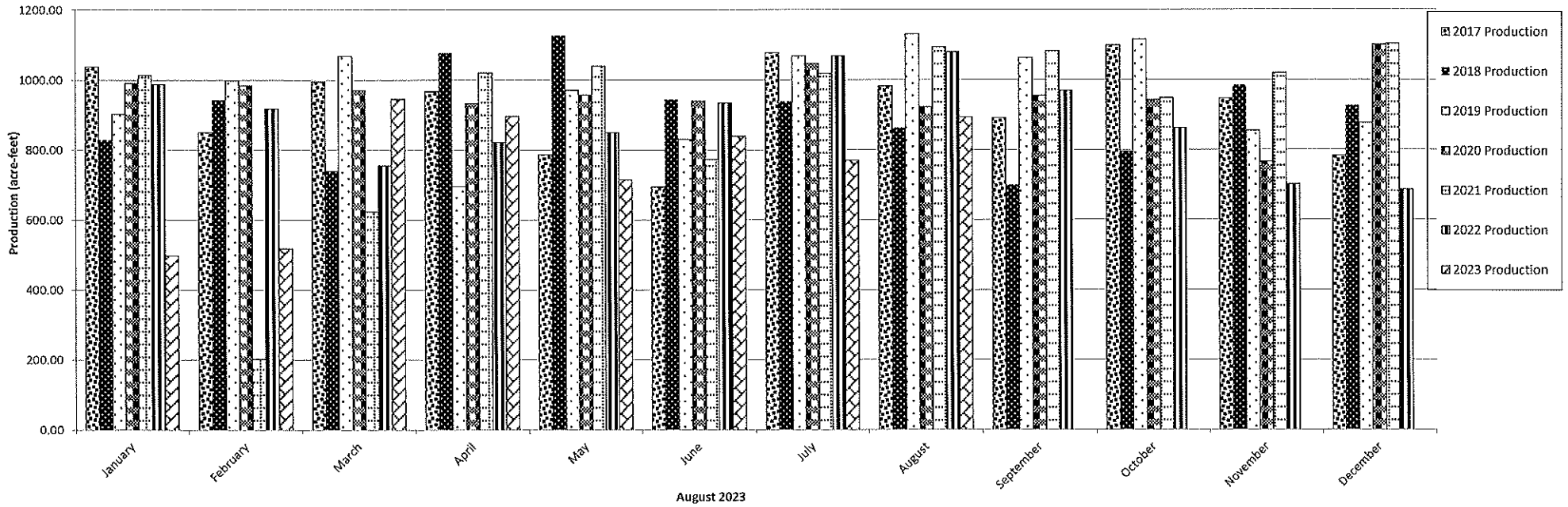


**San Antonio Water System  
Meter Reading - Usage  
2023**

Date	P036 Well WG-2		P039 Well WG-5		P040 Well WG-6		P041 Well WG-7		P042 Well WG-8		P043 Well WG-9		P044 Well WG-10		P047 Well WG-14		P048 Well WG-15		B/W	Fees
	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage		
Jan	2,529,400	2,606	2,671,288	0	4,074,058	26,247	173,589	18,727	4,233,418	25,102	3,966,583	30,939	2,940,011	0	4,158,410	30,306	3,091,462	28,158	3604.4	\$3,961.98
Feb	2,554,795	25,395	2,671,280	0	4,102,292	28,234	194,350	20,760	4,235,131	1,714	4,001,522	34,938	2,940,011	0	4,191,776	33,366	3,115,531	24,069	3,916	\$4,114.01
Mar	2,602,164	47,370	2,671,290	2	4,150,349	48,057	229,079	34,729	4,235,134	3	4,061,580	60,059	2,940,011	0	4,249,219	57,443	3,175,777	60,245	6,369	\$7,538.44
Apr	2,663,988	61,803	2,671,290	0	4,181,622	34,228	261,681	32,602	4,235,134	0	4,118,509	56,929	2,940,011	0	4,298,772	49,553	3,232,757	56,980	5,686	\$7,160.25
May	2,716,280	52,313	2,671,290	0	198,306	16,684	291,476	29,795	4,235,134	0	4,169,150	50,641	2,940,011	0	4,331,120	32,349	3,283,568	50,811	6,486	\$5,652.64
June	2,770,067	53,786	2,701,696	30,408	4,198,307	1	322,464	30,988	4,235,134	0	4,224,368	55,218	2,940,011	0	4,383,624	52,503	3,335,368	51,800	8,013	\$6,667.23
July	2,812,605	42,538	2,750,611	48,915	4,198,475	168	350,018	27,554	4,325,134	0	3,140,839	51,089	2,940,011	0	4,419,156	35,533	3,380,443	45,074	10,453	\$6,010.48
Aug	2,852,467	39,862	2,808,290	57,680	4,223,453	24,978	382,631	32,612	4,235,134	0	3,201,083	60,244	2,940,011	0	4,435,157	16,001	3,440,306	59,863	11,519	\$6,993.03
Sept																				\$0.00
Oct																				\$0.00
Nov																				\$0.00
Dec																				\$0.00
<b>Total Gallons*</b>		325,673		137,003		178,596		227,768		26,818		400,056		0		307,053		377,001		1,979,969
<b>Total ac/ft</b>		999.45		420.45		548.09		698.99		82.30		1227.73		0.00		942.31		1156.97		6,076.30
<b>Current Month Production in ac/ft</b>				893.78																
<b>% of monthly allowable for current month</b>						91.76														
<b>Total ac/ft for year</b>		6076.30					<b>% of prod. for year</b>		51.99									<b>Total Dollars</b>		<b>\$48,098.06</b>

gallons in thousands

### SAWS Monthly Production



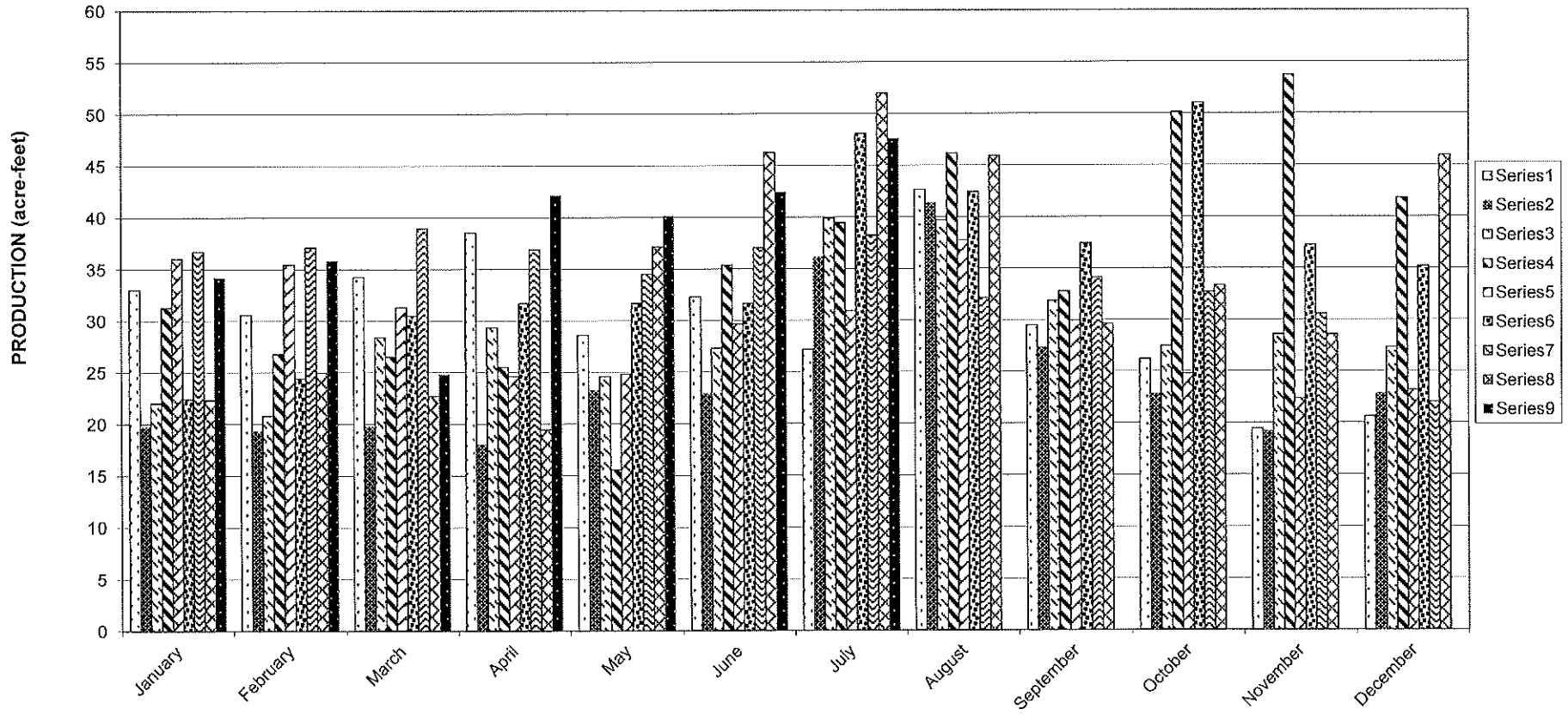
**AQUA Water Supply Corporation  
Meter Reading - Usage  
2023**

Date	F255 Delhi #1			F256 Delhi #2			Hinton Well			Fees
	Meter	Usage	Transported	Meter	Usage	Transported	Meter	Usage	Transported	
January	692,110,400	3,136.60		860,502,000	8,002.00		0.00	0.00		
			2,714.54			6,925.26			0.00	\$ 241.00
February	692,130,600	20.20		872,152,000	11,650.00		0.00	0.00		\$ -
			18.11			10,444.24			0.00	\$ 261.56
March	692,133,500	2.90		880,228,000	8,076.00		0.00	0.00		\$ -
			2.33			6,500.55			0.00	\$ 162.57
April	696,960,700	4,827.20		889,128,000	8,900.00		0.00	0.00		
			4,372.52			8,061.69			0.00	\$ 310.86
May	703,618,900	6,658.20		895,540,000	6,412.00		0.00	0.00		
			5,788.19			5,574.16			0.00	\$ 284.06
June	710,672,200	7,053.30		902,909,000	6,769.00		0.00	0.00		
			5,729.09			5,498.16			0.00	\$ 280.68
July	718,579,500	7,907.30		909,900,000	7,591.00		0.00	0.00		
			6,484.59			6,225.20			0.00	\$ 317.74
August										\$ -
September										\$ -
October										\$ -
November										\$ -
December										\$ -
<b>Total Gallons*</b>		29,606			57,400			0		
<b>Total AC/FT</b>		90.86			176.15			0.00		
<b>Current Month Production in AC/FT</b>			47.56							
<b>Percentage of monthly allowable for current month</b>				11.41						
<b>Total AC/FT for year</b>		267.01					5.34			<b>Total Dollars \$1,858.47</b>

\*gallons in thousands



### AQUA Monthly Production



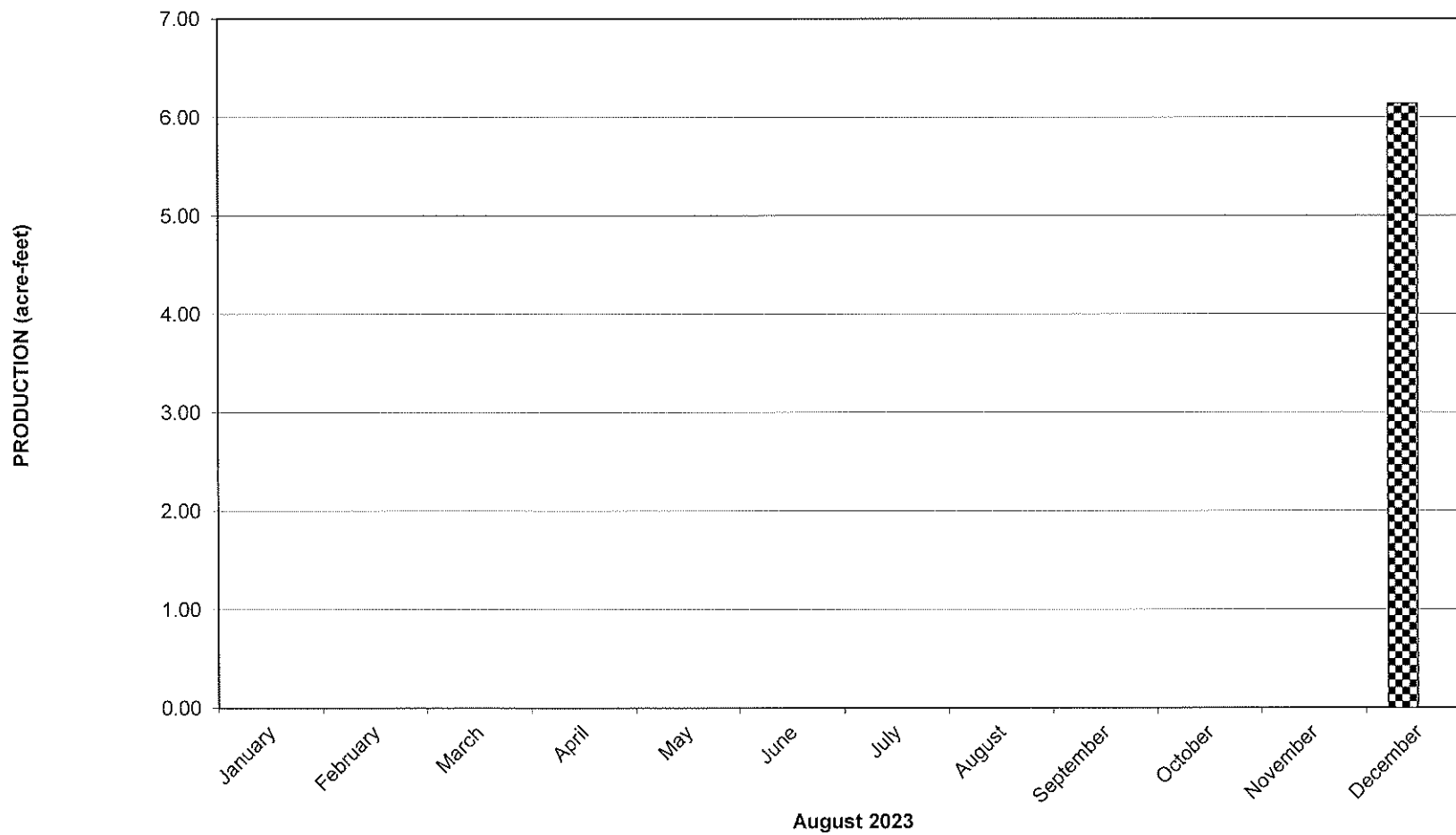
July 2023

**Gudalupe-Blanco River Authority  
Meter Reading - Usage  
2023**

Date	P059 Well #1		P060 Well #2		P061 Well #3		P062 Well #4		P063 Well #5		P064 Well #6		P065 Well #7		B/W	Fees
	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage	Meter	Usage		
Jan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
Feb	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
Mar	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
Apr	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
May	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
June	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
July	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
Aug	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.00
Sept																\$0.00
Oct																\$0.00
Nov																\$0.00
Dec																\$0.00
<b>Total Gallons*</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total ac/ft</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Current Mo. Production in ac/ft</b>				0.00												
<b>% of monthly allowable for current mo.</b>				0.00												
<b>Total ac/ft for yr</b>	0.00			<b>% of prod. for year</b>			0.00									\$0.00

gallons in thousands

### GBRA Monthly Production

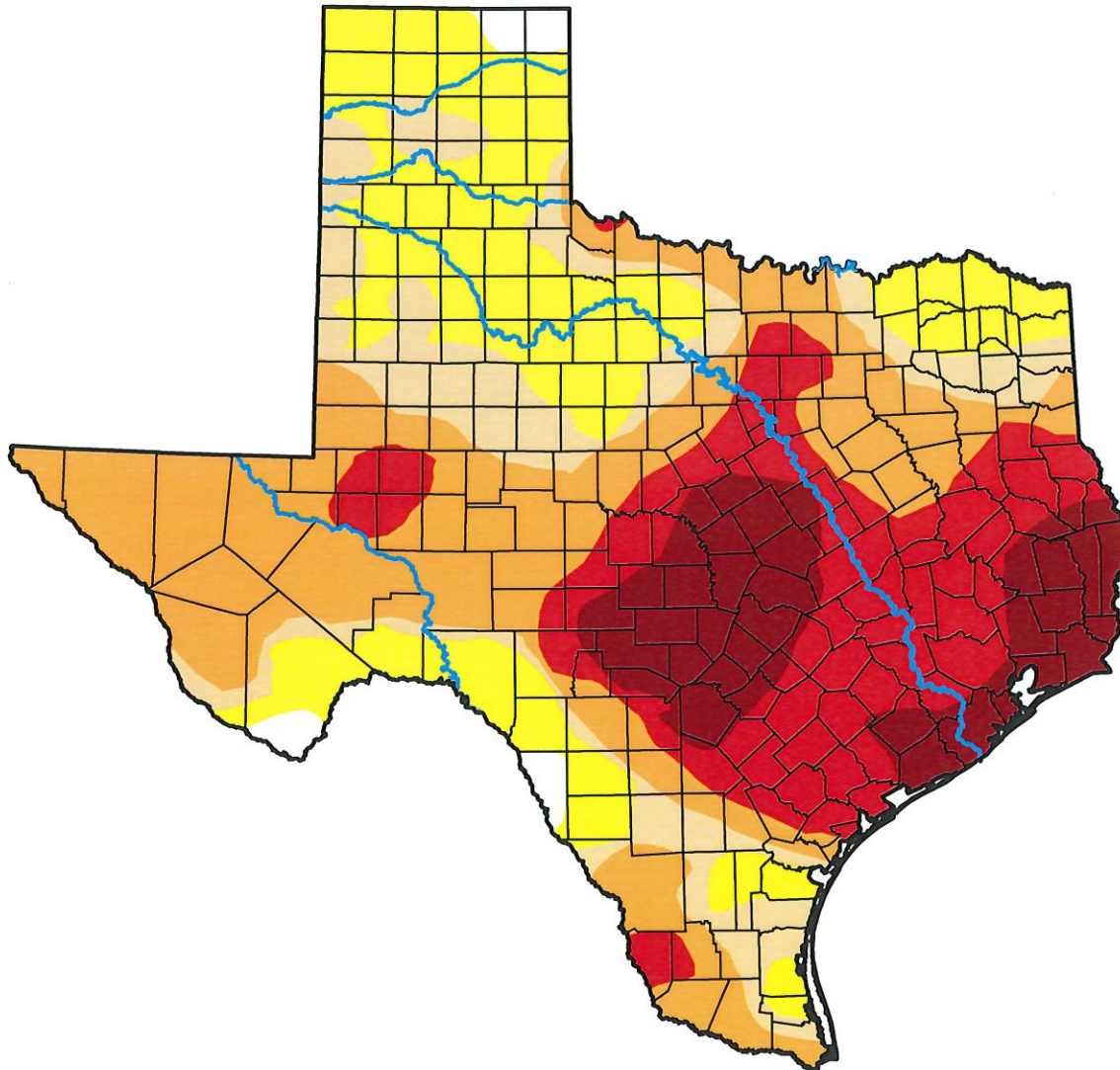


# U.S. Drought Monitor Texas

**August 29, 2023**  
(Released Thursday, Aug. 31, 2023)  
Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	1.55	98.45	75.83	61.41	32.33	12.64
<b>Last Week</b> <i>08-22-2023</i>	4.13	95.87	78.71	62.10	33.99	11.67
<b>3 Months Ago</b> <i>05-30-2023</i>	39.95	60.05	33.52	16.16	4.71	0.29
<b>Start of Calendar Year</b> <i>01-03-2023</i>	28.84	71.16	49.90	26.60	7.41	1.60
<b>Start of Water Year</b> <i>09-27-2022</i>	14.96	85.04	61.36	31.61	8.82	1.06
<b>One Year Ago</b> <i>08-30-2022</i>	9.53	90.47	76.03	52.48	26.38	5.28



Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

David Simeral  
Western Regional Climate Center



NOTICE OF OPEN MEETING OF THE  
SOUTH CENTRAL TEXAS REGIONAL  
WATER PLANNING GROUP

TAKE NOTICE that a meeting of the South Central Texas Regional Water Planning Group (SCTRWPG) as established by the Texas Water Development Board will be held on Thursday, August 3, 2023 at 9:30 AM both in person and virtually. The in person meeting will be held at the San Antonio Water System's Customer Service Building, Room CR-145, 2800 US Hwy 281 North, San Antonio, TX 78212. You can attend virtually on WebEx at <https://saws.webex.com/saws/j.php?MTID=m60644f43215fda1495802cf7ffc3e419>. The planning group members will consider and may take action regarding:

1. (9:30 AM) Roll-Call
2. Public Comment
3. Approval of the Minutes from the Previous Meeting of the South-Central Texas Regional Water Planning Group (SCTRWPG)
4. Discussion and Appropriate Action Regarding Filling Existing Vacancies and Vacancies to Result from Future Term Expirations or Resignations
5. Status Reports and Communications by TWDB
6. Status Reports and Communications Related to Regional Water Planning including reports by the Chair, Regional Liaisons, Groundwater Management Area Representatives, and Members of the Planning Group
7. Presentation by the San Antonio Water System on the 88th Legislative Session
8. Presentation by Technical Consultant Regarding:
  - a. Schedule and Progress Updates
  - b. Population and Municipal Water Demand Projections and Supporting Data
9. Discussion and Appropriate Action Regarding Recommendation for Feedback to TWDB on Population and Municipal Water Demands Data
10. Discussion and Appropriate Action Regarding the Establishment of Additional Subcommittees
11. Discussion and Appropriate Action Regarding Amendment to Task Budget
12. Schedule and Potential Agenda Items for the Next Meeting of the SCTRWPG
13. Public Comment
14. Adjourn

Comments and submissions may be submitted through email to [ccastillo@sariverauthority.org](mailto:ccastillo@sariverauthority.org). Any written documentation can be sent to Tim Andruss, Chair, South Central Texas Regional Water Planning Group, c/o San Antonio River Authority, Attn: Caye Castillo, 100 E. Guenther Street, San Antonio, TX 78204. Please direct any questions to Caye Castillo at (210) 302-4258.





2023

# TEXAS GROUNDWATER SUMMIT

Hyatt Regency Hill Country • San Antonio, TX • August 29-31

## AGENDA

### Day 1 – Tuesday, August 29

*\*Breakfast and lunch on your own on Tuesday. A discount voucher for breakfast is available to hotel guests.*

**8:00am Registration Table Opens**

**9:00am – 11:00am TAGD Annual Membership Meeting**

**1:00pm – 3:30pm Welcome Address**

Leah Martinsson, Executive Director, Texas Alliance of Groundwater Districts

**TexMesonet: a Statewide Earth Observation Data Collection Network**

Nathan Leber, TexMesonet Manager, Texas Water Development Board

**Managing Groundwater in Drought (panel discussion)**

Moderator: John Dupnik, Deputy Executive Administrator, Texas Water Development Board

Kody Bessent, Chief Executive Officer, Plains Cotton Growers, Inc.

Charlie Flatten, General Manager, Hays Trinity GCD

Amy Hardberger, Director, Texas Tech Center for Water Law and Policy

Drew Satterwhite, General Manager, Canadian River Municipal Water Authority

**Advances in Irrigation Management**

Brent Auvermann, Center Director, Texas A&M AgriLife Research Center at Amarillo

**Keynote Address**

David Yoskowitz, Ph.D., Executive Director, Texas Parks & Wildlife Department

**3:30pm – 4:00pm**

**Afternoon Break** (Sponsored by Edwards Aquifer Authority, Duval County GCD, and Fancher Legal)

**4:00pm – 5:30pm**

**Lessons from Arizona**

Sarah Porter, Director, Arizona State University - Kyl Center for Water Policy

**Correlative Rights or Correlative Wrongs? (panel discussion)**

Moderator: Robert Mace, Executive Director, The Meadows Center for Water and the Environment

James Beach, Principal, Advanced Groundwater Solutions, LLC

Britney Britten, General Manager, Panhandle GCD

Kelley Cochran, General Manager, Guadalupe County GCD

Kristen Fancher, Attorney, Fancher Legal, PLLC

**5:30pm – 6:30pm**

**Welcome Reception** (Sponsored by Halff Associates)



# 2023 TEXAS GROUNDWATER SUMMIT

Hyatt Regency Hill Country • San Antonio, TX • August 29-31

## Day 2 – Wednesday, August 30

- 7:30am**                    **Registration Table Opens**
- 8:00am – 8:30am**        **Breakfast** (Sponsored by Glasscock GCD)
- 8:30am – 10:00am**    **Welcome & Opening Remarks**  
Amber Blount, President, Texas Alliance of Groundwater Districts
- Beneath the Surface of Regional Water Planning**  
Jason Afinowicz, Principal and Vice President, Freese and Nichols
- Legislative Debrief (panel discussion)**  
Moderator: Leah Martinsson, Executive Director, Texas Alliance of Groundwater Districts  
Sarah Kinkle, Director of Policy and Legislative Affairs, Texas Water Conservation Association  
Bryan McMath, Government Relations Director, Texas Water Development Board  
Hope Wells, Water Resources Counsel, San Antonio Water System
- 10:00am – 10:30am**    **Coffee Break** (Sponsored by Edwards Aquifer Authority, Duval County GCD, and Fancher Legal)
- 10:30am – 12:00pm**    **Keynote Address**  
Glenn Hegar, Texas Comptroller
- Legislator Perspectives (panel discussion)**  
Moderator: Leah Martinsson, Executive Director, Texas Alliance of Groundwater Districts  
Senator Pete Flores, District 24, Texas Senate  
Representative Tracy King, District 80, Chairman of House Natural Resources Committee  
Senator Charles Perry, District 28, Chairman of Senate Agriculture, Water, & Rural Affairs Committee
- 12:00pm – 1:30pm**    **Luncheon** (Sponsored by North Texas GCD)
- 1:30pm – 3:00pm**        **Breakout Track A – Groundwater Fundamentals for GCD Board & Staff Members**  
**Modeling – the What, Why, and How**  
Jevon Harding, Groundwater Modeler, Texas Water Development Board  
**Understanding Well Spacing and Production Limits**  
Amy Bush, Hydrologist, RMBJ Geo  
**Conflict Rules and Avoidance**  
Barbara Boulware-Wells, Principal/Partner, The Knight Law Firm, LLP





2023

# TEXAS GROUNDWATER SUMMIT

Hyatt Regency Hill Country • San Antonio, TX • August 29-31

## Day 2 – Wednesday, August 30 (continued)

- 1:30pm – 3:00pm**     **Breakout Track B – Aquifer Science**  
**Simulating Potential Alluvial Aquifer Impacts from Conversion of an Open-Pit Mine to a Water Supply Reservoir**  
 Sorab Panday, Principal Engineer, GSI Environmental Inc.  
**Impacts of Groundwater Pumping for Hydraulic Fracturing on other Sector Wells in Aquifer Overlying the Eagle Ford Shale**  
 Peter Knappett, Associate Professor, Texas A&M University  
**Clearwater Groundwater Management Model**  
 Philip Webster, Hydrologist, RW Harden & Associates
- 1:30pm – 3:00pm**     **Breakout Track C – Thinking Outside the Box**  
**Quickstart Guide to Groundwater Availability Certifications**  
 Alyson McDonald, Senior Hydrologist, Collier Consulting  
**An Introduction to Weather Modification in Texas**  
 Jonathan Jennings, Project Meteorologist, West Texas Weather Modification Association  
**Transboundary Aquifers: The Complete Map and Binational Implications**  
 Rosario Sanchez, Senior Research Scientist, Texas A&M University
- 3:00pm – 3:30pm**     **Afternoon Break** (Sponsored by Edwards Aquifer Authority, Duval County GCD, and Fancher Legal)
- 3:30pm – 5:00pm**     **Breakout Track A (repeat) – Groundwater Fundamentals for GCD Board & Staff Members**  
**Modeling – the What, Why, and How**  
 Jevon Harding, Groundwater Modeler, Texas Water Development Board  
**Understanding Well Spacing and Production Limits**  
 Amy Bush, Hydrologist, RMBJ Geo  
**Conflict Rules and Avoidance**  
 Barbara Boulware-Wells, Principal/Partner, The Knight Law Firm, LLP
- Breakout Track B – Data, Data, and More Data**  
**Predictive and Adaptive Groundwater Management Strategies**  
 Kelly Close, Client Technology Officer, LRE Water  
**Investing in Water Level Data**  
 Chuck Dunning, VP Hydrology, WellIntel  
**Aquifer Characterization using Texture2Par**  
 Vivek Bedekar, Senior Scientist, S.S. Papadopulos and Associates, Inc.



2023

# TEXAS GROUNDWATER SUMMIT

Hyatt Regency Hill Country • San Antonio, TX • August 29-31

## Day 2 – Wednesday, August 30 (continued)

- 3:30pm – 5:00pm**     **Breakout Track C – Hot Topics in Groundwater Protection**  
**Eliminating Orphan Wells & Pollution Sites in Texas**  
 Virginia Palacios, Executive Director, Commission Shift  
**Anticipating and Preparing for PFAS Regulation**  
 Daniel Haddock, Director of Water Utility Services, INTERA  
**Geothermal Development and Considerations for Groundwater**  
 Ken Wisian, Associate Director, Bureau of Economic Geology
- 5:00pm – 6:00pm**     **Happy Hour Reception** (Sponsored by INTERA)
- 8:00pm – 10:00pm**   **Drinks & Desserts Networking Event** (Sponsored by Real Edwards Conservation & Reclamation District)

## Day 3 – Thursday, August 31

- 7:30am**                 **Registration Table Opens**
- 7:45am – 8:15am**     **Breakfast** (Sponsored by Prairielands GCD and Upper Trinity GCD)
- 8:15am – 10:30am**   **Welcome**  
 Leah Martinsson, Executive Director, Texas Alliance of Groundwater Districts
- Making DFCs Matter (panel discussion)**  
 Moderator: Stacey Steinbach, Executive Director, Texas Water Conservation Association  
 Billy Howe, Associate Director of Government Affairs, Texas Farm Bureau  
 Bill Hutchison, Independent Groundwater Consultant  
 Vanessa Puig-Williams, Texas Water Program Director, Environmental Defense Fund  
 Gary Westbrook, General Manager, Post Oak Savannah GCD
- Carbon Capture & Sequestration: What Does Water Have to Do With It?**  
 Ramón Treviño, Program Manager, Bureau of Economic Geology
- “All of the Above”: An ASR, MAR, and Reuse Future (panel discussion)**  
 Moderator: Neil Deeds, Principal Water Resources Engineer, INTERA  
 Scott Reinert, Water Resources Manager, City of El Paso  
 Kristi Shaw, Senior Professional Associate, HDR  
 David Smith, ASR Discipline Leader, CDM Smith  
 Steven Walden, Principal, Steven Walden Consulting





# 2023 TEXAS GROUNDWATER SUMMIT

Hyatt Regency Hill Country • San Antonio, TX • August 29-31

## Day 3 – Thursday, August 31 (continued)

**10:30am – 11:00am Morning Break** (Sponsored by Edwards Aquifer Authority, Duval County GCD, and Fancher Legal)

**11:00am – 12:15pm Keynote Address**  
L'Oreal Stepney, P.E., Board Member, Texas Water Development Board

### **Current Legal Issues (panel discussion)**

Madison Huerta, Associate, Lloyd Gosselink Rochelle & Townsend, P.C.

Emily Rogers, Managing Partner, Bickerstaff Heath Delgado Acosta

Shauna Fitzsimmons Sledge, Attorney/Partner, SledgeLaw Group

**Gonzales County Underground Water Conservation District  
Mitigation Fund Manager's Report  
August 2023**

On August 3<sup>rd</sup>, I went to the Mills' well to review for possible mitigation. The well meets the eligibility for mitigation.

On August 4<sup>th</sup>, I went to Ottine to meet with Mr. Ross Hendershot about a well for possible mitigation because the well quit flowing.

On August 16<sup>th</sup>, I went to Mr. Hendershot's well for review, and deemed it eligible for mitigation.

On August 22<sup>nd</sup>, I went to Leesville to meet with Michael Perez about possible mitigation. The well's pump was off.

On August 24<sup>th</sup>, I went to Smiley to the 4JB well to review, and try to look for who to contact about work to be done.

On August 29<sup>th</sup>, I went to Delhi to meet with Mrs. Romberg to look at a well for possible mitigation. This well is not in the Gonzales District.

On August 31<sup>st</sup>, I went to Nixon, to meet Wagener's Well Service to discuss mitigation work to be done.

DRAFT

**Gonzales County Underground Water Conservation District  
Field Technician Report  
August 2023**

On August 7<sup>th</sup>, I met with Mr. and Mrs. McCullough concerning their livestock well D 079. Everything is okay with the well now.

On August 15<sup>th</sup>, I inspected the Hazelett/Cure well on Sunny Drive, off of HWY 86 in Caldwell County. The well looked good. All the products were on site for proper completion.

On August 25<sup>th</sup>, I had a phone discussion with Levi Ballenger, with Southern Drilling about the Carruthers' newly drilled well. I confirmed the drilling process and received a video of the well's grouting. The well was grouted with Quik Grout. The process for the well was satisfactory.

DRAFT

**§26.05(b) of Property Tax Code  
Steps Required for Adoption of Tax Rate & Budget**

Entity Name: Gonzales Co. Underground Water Conservation District

Date: 08/10/2023 04:26 PM

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**Language Required in the Motion Setting This Year's Tax Rate:**

This year's proposed tax rate exceeds the no-new-revenue tax rate. The vote on the ordinance, resolution, or order setting the tax rate must be a record vote and 60% of the governing body must vote in favor of the adoption of the tax rate. A motion to adopt the ordinance, resolution, or order must be made in the following form:

I move that the property tax rate be increased by the adoption of a tax rate of 0.003174, which is effectively a 8.14 percent increase in the tax rate.

**Statement Required in the Ordinance, Resolution, or Order Setting:**

This year's levy to fund maintenance and operations expenditures exceeds last year's maintenance and operations tax levy. The following statements must be included in the ordinance, resolution, or order setting this year's tax rate. The statements must be in larger type than the type used in any other portion of the document.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.00 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-0.57.

**Statement That Must be Posted on the Home Page of Any Internet Website Operated by the Taxing Unit:**

This year's levy to fund maintenance and operations expenditures exceeds last year's maintenance and operations tax levy. The following statements must be included in the ordinance, resolution, or order setting this year's tax rate. The statements must be in larger type than the type used in any other portion of the document.

Gonzales Co. Underground Water Conservation District ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.00 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-0.57.

# 2023 Governing Body Summary #1A\*

## Benchmark 2023 Tax Rates

### Gonzales Co. Underground Water Conservation District

Date: 07/27/2023 05:46 PM

DESCRIPTION OF TAX RATE	TAX RATE PER \$100	THIS YEAR'S TAX LEVY**	ADDITIONAL TAX LEVY
Using the 2023 Adjusted Taxable Value of \$4,574,316,720	Multiplied by this Rate	Will Generate this Tax Levy	*This column is figured with the NNR Levy as the base
No-New-Revenue Tax Rate	\$0.002935	\$134,256	
One Percent \$100 Tax Increase***	\$0.002964	\$135,583	\$1,327
One Cent per \$100 Tax Increase***	\$0.012935	\$591,688	\$457,432
VAR NOT adjusted for Unused Increment Rate	\$0.003174	\$145,189	\$10,933
VAR adjusted for Unused Increment Rate	\$0.003174	\$145,189	\$10,933

\*These figures are provided as estimates of possible outcomes resulting from varying the tax rate. Please be aware that these are only estimates and should not be used alone in making budgetary decisions.

\*\*Tax levies are calculated using line 21 of the No-New-Revenue Tax Rate Worksheet and this year's frozen tax levy on homesteads of the elderly or disabled.

\*\*\*Tax increase compared to no-new-revenue tax rate.

Terms:

No-New-Revenue Tax Rate (NNR) – (last year's levy minus lost property levy) divided by (current total value minus new property value).

Voter-Approval Tax Rate – equal to the No-New-Revenue maintenance and operations tax rate times 1.035% PLUS current debt PLUS any unused increment rate.\*\* For special districts, the voter-approval tax rate provides 1.08%, PLUS current debt, but does not add the unused increment rate.

2022 Adjusted Value as of 06/30/2023	\$3,554,972,948
2023 Certified Taxable Value	\$4,566,544,367 (Gonzales = \$4,273,081,170 / Caldwell = \$293,463,197)
2023 Protested Value	\$ 7,772,353 (Gonzales = \$219,590 / Caldwell = \$7,552,763)
2023 Net Taxable Value	\$4,574,316,720

2023 New Improvement Value	\$54,365,821
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2023 No New Revenue Tax Rate	0.002935
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2023 Voter Approval Tax Rate	0.003174
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\*The above rates were calculated under the provision of Texas Property Tax Code Section 26.04(c)(2)A "Special Taxing Units." Please see Voter-Approval Tax Rate Term Listed above.



**Gonzales County UWCD  
Amended 2022-2023 Budget/Proposed 2023-2024 Budget**

**GCUWCD EXPENSES**

CATEGORIES	22-23 ESTIMATED TO DATE	22-23 BUDGET	22-23 BUDGET AMENDMENTS	22-23 AMENDED BUDGET	23-24 PROPOSED BUDGET
<b>001 Payroll Expenses</b>					
Directors' Salary	\$7,800.00	\$9,500.00		\$9,500.00	\$ 9,500.00
Manager Salary	\$80,512.50	\$88,065.00		\$88,065.00	\$90,706.95
Office Aide Salary	\$22,916.63	\$25,000.00		\$25,000.00	\$26,000.00
Temporary (Office Aide)	\$135.00	\$2,170.00		\$2,170.00	\$2,170.00
Part Time Field Technician	\$26,366.63	\$28,840.00		\$28,840.00	\$29,705.20
Well Mitigation Manager	\$60,266.63	\$65,920.00		\$65,920.00	\$67,897.60
FICA (SS & Medicare)	\$15,136.50	\$16,218.00		\$16,218.00	\$16,394.70
State Unemployment	\$42.25	\$4,028.00		\$4,028.00	\$4,071.89
Workers Compensation	\$0.00	\$2,025.00		\$2,025.00	\$2,143.10
GCUWCD Retirement Match	\$4,223.35	\$5,235.00		\$5,235.00	\$4,758.14
<b>Payroll Expense Total</b>	<b>\$217,399.49</b>	<b>\$247,001.00</b>	<b>\$0.00</b>	<b>\$247,001.00</b>	<b>\$253,347.57</b>
<b>002 Operating Expenses</b>					
Association Dues	\$2,180.00	\$2,500.00		\$2,500.00	\$2,500.00
Education	\$0.00	\$700.00		\$700.00	\$700.00
Audit Fees	\$3,230.00	\$3,000.00	(\$230.00)	\$3,230.00	\$3,000.00
Marketing/Advertisement	\$1,553.06	\$1,500.00	(\$60.00)	\$1,560.00	\$1,500.00
Office Maintenance(Pest/Janitorial/AC)	\$1,559.84	\$2,000.00		\$2,000.00	\$2,000.00
Office Utilities (Trash/Water/Elec)	\$2,276.93	\$2,500.00		\$2,500.00	\$2,500.00
Office Building Insurance	\$2,664.05	\$2,000.00	(\$700.00)	\$2,700.00	\$3,000.00
Employee Insurance (TML/Dubose)	\$2,742.16	\$3,500.00		\$2,900.00	\$3,500.00
Equip. Rental (Ricoh Copy/Scan/Fax)	\$3,905.19	\$3,500.00	(\$410.00)	\$3,910.00	\$4,000.00
Equip Maintenance	\$0.00	\$300.00	\$300.00	\$0.00	\$300.00
Internet Access GVTC	\$1,099.45	\$1,980.00	\$700.00	\$1,280.00	\$1,980.00
Software Upgrades (ESRI/Quickbook)	\$2,591.35	\$2,800.00		\$2,800.00	\$2,800.00
IT Service (Virtualis Soltuions)	\$5,164.50	\$5,520.00		\$5,520.00	\$11,000.00
Electronic Data Storage (DropBox)	\$122.00	\$400.00	\$200.00	\$200.00	\$200.00
GoToMeeting (Online Meeting Host)	\$144.00	\$400.00	\$200.00	\$200.00	\$200.00
Consultant	\$24,756.50	\$20,000.00	(\$8,000.00)	\$28,000.00	\$30,000.00
Legal	\$54,995.19	\$50,000.00	(\$5,000.00)	\$55,000.00	\$60,000.00
Lobbying	\$28,200.00	\$28,800.00	\$600.00	\$28,800.00	\$30,000.00
Office Supplies	\$1,514.05	\$2,000.00		\$2,000.00	\$2,000.00
Postage	\$551.91	\$1,000.00	\$400.00	\$600.00	\$500.00
Published Notices	\$379.38	\$1,000.00	\$600.00	\$400.00	\$500.00
Telephone/Cell Phones	\$3,789.78	\$4,000.00		\$4,000.00	\$4,000.00
Travel and Meetings	\$4,592.92	\$7,500.00	\$2,500.00	\$5,000.00	\$7,500.00
Vehicle Mileage	\$8,999.11	\$18,000.00	\$8,200.00	\$9,800.00	\$15,000.00
Website Maintenance	\$0.00	\$700.00	\$700.00	\$0.00	\$500.00
Database Hosting (Halfff/Standen)	\$5,500.00	\$5,500.00		\$5,500.00	\$5,500.00
<b>Operating Expense Total</b>	<b>\$162,511.37</b>	<b>\$171,100.00</b>	<b>\$0.00</b>	<b>\$171,100.00</b>	<b>\$194,680.00</b>
<b>003 Capital Outlay Expenses</b>					
Lab/Field Equipment	\$65.14	\$3,000.00		\$3,000.00	\$3,000.00
Office Equipment	\$0.00	\$3,000.00		\$3,000.00	\$3,000.00
Reference Materials	\$0.00	\$0.00		\$0.00	\$0.00
<b>Capital Outlay Expense Total</b>	<b>\$65.14</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>
<b>004 Project Expenses</b>					
Ground Water Testing & GW Fair	\$3,618.27	\$5,000.00		\$5,000.00	\$11,000.00
WL Recorder Equip. & Maintenance	\$0.00	\$2,000.00		\$2,000.00	\$2,000.00
Well Plugging Program	\$0.00	\$100,000.00		\$100,000.00	\$75,000.00
Well Inspection Program	\$0.00	\$10,000.00		\$10,000.00	\$10,000.00
Election Expenses	\$0.00	\$0.00		\$0.00	\$10,000.00
Post Modeling VS Actual Report	\$0.00	\$30,000.00		\$30,000.00	\$30,000.00
Eastern Drawdown Report	\$0.00	\$0.00		\$0.00	\$40,000.00
Subsidance Probability	\$0.00	\$0.00		\$0.00	\$20,000.00
Leased Property Audit	\$0.00	\$0.00		\$0.00	\$12,000.00
<b>Project Expense Total</b>	<b>\$3,618.27</b>	<b>\$147,000.00</b>	<b>\$0.00</b>	<b>\$147,000.00</b>	<b>\$138,000.00</b>
<b>005 Tax Expenses</b>					
Appraisal District Budget Share/Tax Expense	\$2,474.24	\$3,461.00		\$3,461.00	\$3,271.83
<b>Tax Expense Total</b>	<b>\$2,474.24</b>	<b>\$3,461.00</b>	<b>\$0.00</b>	<b>\$3,461.00</b>	<b>\$3,271.83</b>
<b>TOTAL ALL EXPENSES</b>	<b>\$386,068.51</b>	<b>\$574,562.00</b>	<b>\$0.00</b>	<b>\$574,562.00</b>	<b>\$595,299.40</b>

\$9500-\$15000

New IT

+DGRA Donatio

**GCUWCD INCOME**

CATEGORIES	22-23 ESTIMATED TO DATE	22-23 BUDGET	22-23 BUDGET AMENDMENTS	22-23 AMENDED BUDGET	23-24 PROPOSED BUDGET
<b>006 Tax Collection</b>					
Current Tax	\$138,684.93	\$137,554.36		\$137,554.36	\$144,942.12
Delinquent Tax	\$2,244.74	\$0.00		\$0.00	\$0.00
Penalty & Interest	\$2,151.88	\$0.00		\$0.00	\$0.00
Less Commission	(\$1,834.39)	(\$2,063.32)		(\$2,063.32)	(\$2,000.00)
Less Tax Refunds	\$60.59	\$0.00		\$0.00	\$0.00
<b>Tax Collection Total</b>	<b>\$141,307.75</b>	<b>\$135,491.04</b>	<b>\$0.00</b>	<b>\$135,491.04</b>	<b>\$142,942.12</b>
<b>007 Fees, Interest, Reimbursement</b>					
Miscellaneous Income	\$11,672.08	\$0.00		\$0.00	\$0.00
Permit Fees	\$1,840.10	\$0.00		\$0.00	\$0.00
Export Fee (SAWS/SSLGC/AQUA)	\$ 215,259.96	\$183,166.71		\$183,166.71	\$186,314.26
Interest Earned	\$13,533.37	\$6,000.00		\$6,000.00	\$10,500.00
Negotiated Fee(CRWAGBRA/ARWA)	\$258,375.77	\$247,187.34		\$284,213.35	\$247,187.34
<b>Fees and Interest Total</b>	<b>\$500,681.28</b>	<b>\$436,354.05</b>	<b>\$0.00</b>	<b>\$473,380.06</b>	<b>\$444,001.60</b>
<b>008 Transfer From Prior Year Funds</b>					
<b>Transfer Total</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL ALL FUNDING</b>	<b>\$641,989.03</b>	<b>\$571,845.09</b>	<b>\$0.00</b>	<b>\$608,871.10</b>	<b>\$586,943.72</b>
<b>DEFICIT/SURPLUS</b>					
	\$255,920.52	(\$2,716.91)		\$34,309.10	(\$8,355.68)
<b>ANTICIPATED CASH ON HAND</b>					
				Estimated Cash on Hand FYE 22-23	\$2,295,025.09
				Budget Surplus/Deficit FY 23-24	(\$8,355.68)
				<b>Total 2023-2024 FYE</b>	<b>\$2,286,669.41</b>



**Gonzales County Underground Water Conservation District  
Fiscal Year 2023 - 2024 Negotiated Fee Estimate**

**SSLGC EXPORT FEE**

SSLGC 2023 Estimate = 11,314.20 ac-ft = 3,686,746,000 gal/1,000 gal x 0.025= **\$92,168.65**

**SAWS EXPORT FEE**

SAWS 2023 Estimate = 11,200 ac-ft = 3,649,531,200 gal/1,000 gal x 0.025= **\$91,238.28**

**AQUA WSC EXPORT FEES**

<b>2020</b>	<b>2021</b>	<b>2022</b>	
\$3,100.00	\$2,872.00	\$2,750.00 (avg. = \$2,907.00)	<b>\$2,907.33</b>

**Total Est. Transport Fees** **\$186,314.26**

**GCUWCD 2023-2024 BUDGET**

**\$595,299.40**

**GCUWCD 2023-2024 PROPOSED TAXES**

**\$144,942.12**

**CRWA/ARWA/GBRA NEGOTIATED FEE**

Negotiated Fee = GCUWCD Budget - (SSLGC + SAWS + AQUA Fees) - Taxes

**\$264,043.02**

**Budgeted**

**FY 2023-**

**FY 2022-2023 +**

**2024**

**FY 2022-2023 10%**

CRWA (21.7%) =	\$57,297.33	\$52,117.41	<b>\$57,329.15</b>
ARWA (34.2%) =	\$90,302.71	\$90,089.86	<b>\$99,098.85</b>
GBRA (44.1%) =	\$116,442.97	\$116,168.50	<b>\$127,785.35</b>
	<b>\$264,043.02</b>	<b>\$258,375.77</b>	<b>\$284,213.35</b>

1. XX agrees to make an annual payment to the District in the amount of 22.8% (“XX’s Percentage Share”) of the District’s annual budget, less the amount of export fees due for that budget year from exporters whose permits or authorizations were issued or approved by the District prior to November 12, 2012 (“Existing Permittees”), and less ad valorem taxes due for that budget year. This amount is the negotiated export fee between XX and the District (the “XX Export Fee”).

2. Beginning in 2013 and continuing annually during the term of this Agreement, the District will notify XX no later than August 31 of each calendar year of the amount of the XX Export Fee. XX will remit payment of the XX Export Fee to the District on or before October 1<sup>st</sup> of each calendar year.

# Tex. Water Code Section 36.060

## Fees of Office; Reimbursement

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- (a) A director is entitled to receive fees of office of not more than \$250 a day for each day the director actually spends performing the duties of a director. The fees of office may not exceed \$9,000 a year.
- (b) Each director is also entitled to receive reimbursement of actual expenses reasonably and necessarily incurred while engaging in activities on behalf of the district.
- (c) In order to receive fees of office and to receive reimbursement for expenses, each director shall file with the district a verified statement showing the number of days actually spent in the service of the district and a general description of the duties performed for each day of service.
- (d) Section [36.052 \(Other Laws Not Applicable\)](#)(a) notwithstanding, Subsection (a) prevails over any other law in conflict with or inconsistent with that subsection, including a special law governing a specific district unless the special law prohibits the directors of that district from receiving a fee of office. If the application of this section results in an increase in the fees of office for any district, that district's fees of office shall not increase unless the district's board by resolution authorizes payment of the higher fees.
- (e) For liability purposes only, a director is considered a district employee under Chapter [101 \(Tort Claims\)](#), Civil Practice and Remedies Code, even if the director does not receive fees of office voluntarily, by district policy, or through a statutory exception to this section.

Added by Acts 1995, 74th Leg., ch. 933, Sec. 2, eff. Sept. 1, 1995. Amended by Acts 1999, 76th Leg., ch. 1354, Sec. 1, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 966, Sec. 2.42, eff. Sept. 1, 2001; Acts 2003, 78th Leg., ch. 905, Sec. 1, eff. June 20, 2003.

Amended by:

Acts 2013, 83rd Leg., R.S., Ch. 931 (H.B. [1563](#)), Sec. 1, eff. September 1, 2013.

# **Gonzales County Underground Water Conservation District Proposed Projects FY23-24**

## **Model VS Actual**

**Budgeted Amount \$25-30K**

A couple of decades has passed since the initial modeling for the large production zones in Gonzales County. This study would investigate the modeling VS the actual groundwater level data in the observation wells in Gonzales County and the outcrop.

## **Eastern Drawdown Bullseye**

**Budgeted Amount \$35-40K**

Shown on water level drawdown maps a depression of unknown origin on the Eastern portion of Gonzales County near the intersection of State Highway 97 & State Highway 304. This study would determine the causation of the drawdown and further investigate wells in that isolated area.

## **Subsidence Probability**

**Budgeted Amount \$20K**

The last subsidence study for TWDB was conducted in 2017 for the state of all aquifers. This study would investigate the probability of subsidence in Gonzales County for all aquifers, and for surrounding areas over an extended period of time. This study would also provide a percentage of aquifer remaining before subsidence would be a considered occurrence.

## **Leased Property Audit & Map**

**Budgeted Amount \$10-12K**

This would be a small-scale project to combine all of the leased property for large scale projects to create a single use map. The project would also verify property owner and leased information with the appraisal district records from Gonzales and Caldwell Counties.

## **Water Quality Samples Fair**

**Budgeted Amount \$6K**

Utilizing the funds received (\$5,997.08) from the Dewitt-Gonzales River Authority (DGRA). The District would open up for a water quality fair to the community. Landowners could bring in their samples, and at no cost to them have a water quality analysis completed for Bacteria, pH, Nitrates & Nitrites, Hydrogen Sulfide, Total Dissolved Solids, and Salinity at a certified laboratory. The results would be documented, a report generated, copies provided to the landowners, and to the public on the District website & open meeting.



## General Manager

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**From:** Blandford, Neil <nblandford@geo-logic.com>  
**Sent:** Monday, September 11, 2023 9:43 AM  
**To:** General Manager  
**Cc:** Blandford, Neil; Kirby, Paul; Hopson, Kevin  
**Subject:** Cost Estimates for Possible Projects

Laura,

Please find a summary below – these are rough cost estimates of course based on my understanding of what you are after, but they should be close enough for budgeting purposes. Let me know if you have any questions.

1. Project 1 – Modeled Versus Actual Pumping
  - a. Description – Some of the first predictions for DFCs etc. were in 2000 and 2004, before the GAM was available. She would like to do a modeling post-audit regarding the predictions, and look at the prior predictions and compare those modeling predictions and pumping amounts to the pumping that has actually occurred over the past 20 years.
  - b. Assumptions
    - i. The past/earlier models can be readily obtained
    - ii. Pumping records can be obtained from the District or other sources
    - iii. Deliverable:
  - c. Estimated cost: **\$25-30K**
2. Project 2 – Identify Source of High (Bullseye) Drawdown in Eastern Portion of the District.
  - a. Description – There is a region of high drawdown that Laura referred to as a bullseye and she would like to investigate the reason for that drawdown. She is thinking of some field work to take water levels, and she mentioned something about artesian wells in that area.
  - b. Assumptions
    - i. Wells in the region of concern can be accessed for taking water levels
    - ii. Water levels can be obtained without pulling pumps/instrumentation from wells
    - iii. District will spearhead or assist with identification of wells to take water levels, obtaining access, etc.
    - iv. Deliverable: Completion report on data collection, results and conclusions
  - c. Estimated cost: **\$35-40K**
3. Project 3 – Probability of Subsidence Over Time in Gonzales UWCD and Immediately Adjoining Counties
  - a. Assumption; Project would be a survey of existing studies/past work regarding this issue (no field work)
  - b. Deliverable: Summary report or technical memorandum
  - c. Estimated Cost: **\$20K**
4. Project 4 – Develop a Combined Leased Property Map
  - a. Assumptions
    - i. Property parcel map is electronically available
    - ii. Leased property can be linked to the parcels through lease information provided by the District
    - iii. Deliverable: map(s) and calculated acreage; brief memorandum on approach and results
  - b. Estimated Cost: **\$10-12K**

**T. Neil Blandford, PG**

Principal Hydrologist/Senior Vice President

**Daniel B. Stephens & Associates, Inc.**

Gonzales County UWCD  
 2022-2023 Amended Budget  
 2023- 2024 Proposed Budget  
 Eastern Mitigation Fund

GCUWCD EXPENSES					
CATEGORIES	22-23 ESTIMATED TO DATE	22-23 BUDGET	22-23 BUDGET AMENDMENTS	22-23 AMENDED BUDGET	23-24 PROPOSED BUDGET
<b>002 Operating Expenses</b>					
Audit Fees	\$2,730.00	\$3,000.00	\$0.00	\$3,000.00	\$3,000.00
Legal	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00
<b>Operating Expense Total</b>	<b>\$2,730.00</b>	<b>\$5,500.00</b>	<b>\$0.00</b>	<b>\$5,500.00</b>	<b>\$5,500.00</b>
<b>003 Capital Outlay Expenses</b>					
Field Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00
Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
<b>Capital Outlay Expense Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,500.00</b>
<b>004 Project Expenses</b>					
Ground Water Testing	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00
Well Mitigation (contractors)	\$13,355.20	\$310,000.00	\$0.00	\$310,000.00	\$310,000.00
<b>Project Expense Total</b>	<b>\$13,355.20</b>	<b>\$312,500.00</b>	<b>\$0.00</b>	<b>\$312,500.00</b>	<b>\$312,500.00</b>
<b>TOTAL ALL EXPENSES</b>	<b>\$13,355.20</b>	<b>\$318,000.00</b>	<b>\$0.00</b>	<b>\$318,000.00</b>	<b>\$321,500.00</b>
<b>GCUWCD INCOME</b>					
CATEGORIES	22-23 ESTIMATED TO DATE	22-23 BUDGET	22-23 BUDGET AMENDMENTS	22-23 AMENDED BUDGET	23-24 PROPOSED BUDGET
<b>006 Export Fee Surcharges</b>					
ARWA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Export Fee Surcharge Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>007 Fees, Interest, Reimbursement</b>					
Mitigation Fund MM	\$1,491.18	\$1,000.00	\$0.00	\$1,000.00	\$1,500.00
<b>Interest Total</b>	<b>\$1,491.18</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,500.00</b>
<b>TOTAL ALL FUNDING</b>					<b>\$1,500.00</b>
<b>DEFICIT/SURPLUS</b>					<b>(\$320,000.00)</b>

Estimated Cash on Hand FYE 22-23	\$320,424.64
Budget Surplus/Deficit	(\$320,000.00)
<b>ANTICIPATED CASH ON HAND</b>	
<b>TOTAL 2023 - 2024 FYE</b>	<b>\$424.64</b>



Gonzales County UWCD  
2022-2023 Amended Budget  
2023-2024 Proposed Budget  
Western Mitigation Fund

GCUWCD EXPENSES					
CATEGORIES	22-23 ESTIMATED TO DATE	22-23 BUDGET	22-23 BUDGET AMENDMENTS	22-23 AMENDED BUDGET	23-24 PROPOSED BUDGET
<b>002 Operating Expenses</b>					
Audit Fees	\$2,730.00	\$3,000.00		\$3,000.00	\$3,000.00
Legal	\$0.00	\$2,500.00		\$2,500.00	\$2,500.00
<b>Operating Expense Total</b>	<b>\$2,730.00</b>	<b>\$5,500.00</b>	<b>\$0.00</b>	<b>\$5,500.00</b>	<b>\$5,500.00</b>
<b>003 Capital Outlay Expenses</b>					
Field Equipment	\$0.00	\$0.00		\$0.00	\$2,500.00
Office Equipment	\$0.00	\$0.00		\$0.00	\$1,000.00
<b>Capital Outlay Expense Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,500.00</b>
<b>004 Project Expenses</b>					
Ground Water Testing	\$0.00	\$2,500.00		\$25,000.00	\$2,500.00
Well Mitigation (contractors)	\$296,933.22	\$300,000.00		\$300,000.00	\$175,000.00
<b>Project Expense Total</b>	<b>\$296,933.22</b>	<b>\$302,500.00</b>	<b>\$0.00</b>	<b>\$325,000.00</b>	<b>\$177,500.00</b>
<b>TOTAL ALL EXPENSES</b>	<b>\$299,663.22</b>	<b>\$308,000.00</b>	<b>\$0.00</b>	<b>\$330,500.00</b>	<b>\$186,500.00</b>
GCUWCD INCOME					
CATEGORIES	22-23 ESTIMATED TO DATE	22-23 BUDGET	22-23 BUDGET AMENDMENTS	22-23 AMENDED BUDGET	23-24 PROPOSED BUDGET
<b>005 Export Fee Surcharges</b>					
CRWA	\$42,349.20	\$42,000.00		\$0.00	\$58,223.20
SSLGC	\$65,396.54	\$69,500.00		\$0.00	\$64,518.06
SAWS	\$60,825.56	\$65,000.00		\$0.00	\$61,352.21
<b>Initial Payment Total</b>	<b>\$168,571.30</b>	<b>\$176,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$184,093.47</b>
<b>007 Fees, Interest, Reimbursement</b>					
Mitigation Fund MM	\$88.60	\$200.00		\$0.00	\$250.00
<b>Interest Total</b>	<b>\$88.60</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250.00</b>
Transfer Total					
<b>TOTAL ALL FUNDING</b>					<b>\$184,343.47</b>
DEFICIT/SURPLUS					(\$2,156.53)

Estimated Cash on Hand FYE 22-23	\$2,432.63
Budget Surplus/Deficit	(\$2,156.53)
ANTICIPATED CASH ON HAND	
<b>TOTAL 2023- 2024 FYE</b>	<b>\$276.10</b>



GONZALES COUNTY  
UNDERGROUND WATER CONSERVATION DISTRICT

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# Personnel Policy

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~~Original Adopted~~ Revision 1.0: 1989  
~~February 12, 2008~~

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Revision 1.0 March 10, 2020

Revision 2.0: ~~August~~ September 08 12, 2023

Gonzales County Underground Water Conservation District  
Personnel Policy for Employees

The Gonzales County Underground Water Conservation District (GCUWCD, the District) was created by order of the Texas Commission on Environmental Quality (TCEQ), formerly the Texas Natural Resource Conservation Commission (TNRCC), on November 19, 1993. GCUWCD serves the areas of Gonzales County and the southeast portion of Caldwell County. The Gonzales County Underground Water Conservation District includes approximately 573.440 acres of Gonzales County and 77.440 acres in Caldwell County.

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GCUWCD has fostered an environment of conservation, and preservation through data collection and the rule making process. The staff of GCUWCD roles is to support the Board of Directors in completion of the GCUWCD mission.

Our Mission

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The mission of the Gonzales County Underground Water Conservation District is to conserve, preserve, protect and prevent waste of groundwater resources. It shall be the policy of the Board of Directors that the most efficient use of groundwater in the District is to provide for the needs of the citizens and ensure growth for future generations.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

**INTRODUCTION**

It is the policy of the Gonzales County Underground Water Conservation District (the District) to maintain a Personnel Policy Manual to inform all employees of applicable policies and procedures and to help employees better understand their role in the organization.

**Objectives**

The objectives of the Personnel Policy Manual are as follows:

- To ensure uniform understanding and application of the District personnel policies and procedures;
- to identify the authority and responsibility for administering personnel policies and procedures;
- to standardize the handling of recurring personnel administration matters; and
- to provide a basis for informing and counseling employees as well as training supervisors in personnel administration.

**Official Policy**

This manual contains the approved personnel policies and procedures for the District. The contents have been approved by the General Manager and Board of Directors. The manual is intended to serve as a primary medium of communication to inform management, supervisors, and employees concerning personnel matters.

**Responsibilities**

Employees are expected to read and understand the policies, and to direct any questions they may have to their supervisor or the General Manager.

Supervisors shall ensure employees are adequately informed of the policies and the policies are administered in a consistent and impartial manner.

**Reservation**

The District retains the right to revise, cancel, or otherwise change any of the published or unpublished personnel policies and procedures at its discretion. Notices of changes are provided to employees through the usual channels of communication. The changes are effective immediately when the notice is given unless otherwise stated in the notice.

**Disclaimer**

The contents of the manual are to serve merely as a guideline with respect to uniform and consistent treatment of employees. Employment with the District is at will and nothing contained in this manual is intended to create, nor should be construed as creating, an employee contract, a contractual right of continued employment, or any restriction on traditional prerogatives of the District in the management of its workplace. The contents of the manual are subject to revision at any time by the General Manager and Board of Directors.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

**EMPLOYMENT AT WILL**

Employees of the District have the right to terminate their employment at any time. The District reserves the same right to terminate the employment relationship at any time with or without notice or cause. Moreover, such an "at will" employment relationship may be modified only by a written document signed by both the General Manager and the affected employee.

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**EQUAL EMPLOYMENT OPPORTUNITY**

The District is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, gender, pregnancy, age, national origin, disability, genetic information, veteran status, sexual orientation, gender identity or any other status or condition protected under the law.

The District recruits, hires, trains, disciplines, promotes, and demotes individuals in all job titles without regard to race, religion, color, sex, gender, pregnancy, age, national origin, disability, genetic information, veteran status, sexual orientation, gender identity or any other status or condition protected by law.

The District ensures that all personnel actions such as compensation, benefits, transfers, layoffs, returns from layoffs, training, education, and social and recreational programs are administered without regard to race, religion, color, sex, gender, pregnancy, age, national origin, disability, genetic information, veteran status, sexual orientation, gender identity or any other status or condition protected by law.

To the extent reasonably possible, the District will accommodate qualified individuals with disabilities in the application, hiring, and employment process. Reasonable accommodation is available to all qualified employees and applicants, so long as the accommodation does not create an undue hardship for the District, and can be provided without posing a substantial or imminent safety risk. Disabled individuals requiring accommodations should notify the General Manager or their immediate supervisor. The District requests sufficient notice, when possible, to give time to arrange the accommodation.

If any employee has a suggestion, problem, or complaint with regard to equal employment, he or she should contact a supervisor or the General Manager. Employees will not be retaliated against for making a complaint about unlawful discrimination.

**WORKPLACE HARASSMENT**

The law prohibits workplace harassment on the basis of race, religion, color, sex, gender, pregnancy, age, national origin, disability, genetic information, veteran status, sexual orientation, gender identity or any other status or condition protected by law, including any form of unwelcome sexual advances or harassment, racial or ethnic slurs, religious intimidation, insults relating to any of the protected characteristics listed above.

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

The District will investigate all charges or complaints of discrimination and if warranted, appropriate disciplinary action will be taken.

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**No-Tolerance Policy for Harassment**

Harassment must be severe and pervasive to be illegal under the law, however, the District prohibits all forms of harassment even if the conduct would not qualify as unlawful. The District will not tolerate harassment of its employees, whether committed by a fellow employee, a member of management, a vendor, an elected official, or a client. Harassment is prohibited both during work hours and at any work-sponsored social function or other event. All employees, including supervisors and managers, will be subject to disciplinary action, up to and including termination, for any act of harassment. Harassment includes not only written or verbal comments, but any action over email, text message, or social media posting.

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**Definition of Sexual Harassment**

- Sexual harassment, one form of harassment, is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:
- Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment, such as conditioning a raise in salary on the submission to sexual advances;
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, such as requiring a potential new hire to go out with a supervisor prior to extending a job offer; or
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, such as frequent sexually-explicit comments directed at an employee.

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**Examples of sexual conduct violating this policy could include, but are not limited to:**

- Unwelcome sexual flirtations, touching, advances or propositions;
- Verbal abuse of a sexual nature, including jokes or stories;
- Graphic or suggestive comments about an individual's dress or body;
- Physical touching of a sexual nature;
- Sexually degrading words used to describe an individual;
- Sexually suggestive objects or pictures (whether printed out or on a personal or District device);
- Comments about one's sexual desirability or lack of desirability; or
- Gender stereotypes about men or women.

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**Non-Sexual Harassment**

Examples of other types of workplace conduct that violate this policy include, but are not limited to derogatory comments, jokes, stories, images, or writings about race, religion, color, sex, pregnancy, age, national origin, disability, genetic information, veteran status, sexual orientation, gender identity or gender expression, or any other status or condition

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

protected by law; sending, showing, sharing, or distributing in any form, inappropriate jokes, pictures, comics, stories, etc., via electronic communications and/or on social media; or verbal, physical, written or electronic conduct that is threatening, intimidating, bullying or hostile.

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**How to Report Harassment to the Department**

If an employee feels he/she is being harassed, or if an employee has knowledge of workplace harassment, he/she must immediately notify the General Manager. All reports will be promptly investigated in as confidential a manner as possible, while still conducting a prompt and thorough investigation. It is the District's expectation and requirement that as an employee, you will participate in the investigation if asked for relevant information. Based on the findings of the investigation, the District will take prompt action to remedy any circumstances of workplace harassment.

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**Retaliation is Prohibited**

Any individual making a report of workplace harassment will not be retaliated against for making such report. If an employee feels he/she has been retaliated against for making a report or for participating in an investigation, he/she should report it to the General Manager immediately. Anyone found to have retaliated against an employee for making a complaint of workplace harassment or for participating in an investigation will be subject to disciplinary action up to and including termination.

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Failure of a supervisor to report allegations of harassment will lead to disciplinary action if it is determined that the supervisor had knowledge but did not report the information immediately to the appropriate management.

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Any questions regarding this policy or its enforcement should be directed to the General Manager.

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**I. PRE-EMPLOYMENT AND SELECTION POLICY**

General \_\_\_\_\_ Board Approval \_\_\_\_\_  
Date \_\_\_\_\_

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The Gonzales County Underground Water Conservation District (GCUWCD) is an equal opportunity employer and will not discriminate against any individual on the basis of race, color, sex, religion, political affiliation, age, or national origin in recruitment, selection, assignment, placement, promotion, transfer, or termination.

It is the policy of the District to recruit and select applicants for employment solely on the basis of job-related qualifications and ability to perform a job. The decision to employ is determined first by need, and second, by which applicant best meets the requirements for the open position. Policies regarding promotion and transfers are likewise based solely on job requirements, job performance, and qualifications.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

**Administrative Guidelines**

- Applications are accepted at any time for all positions. Applications are considered for existing vacancies only. The specific position applied for must be entered on the application form.
- Applications are maintained in active status for 90 days, then kept on file in the District office indefinitely.
- Initial screening and interviews of applicants are conducted by the supervisor of the vacant position.
- The Board of Directors has final decision making in all new hires.

**Selection Procedures**

**Job Description**

The supervisor must ensure that a job description for the vacant position has been prepared and updated, if needed.

**Recruitment**

- If the position is not filled from within the District, the supervisor posts the vacancy notice internally for five working days.
- If there is no qualified applicant from within the District, the supervisor reviews applications on file that were submitted during the past 90 days.
- If no previously submitted applications are appropriate, the supervisor may advertise for the position and/or seek referrals from the Texas Employment Commission, local newspapers, and online resources.
- The supervisor may initiate an external search simultaneously with an internal search, if deemed appropriate.

**Final Selection Determination**

- The hiring supervisor interviews applicants in a timely manner and selects the most qualified applicant.
- The supervisor then submits the application forms to the General Manager, along with documentation of their reasons for selecting the applicant.
- The supervisor conducts reference checks on the applicant and verifies the validity of licenses or certificates, if appropriate.
- After approval from the General Manager, the supervisor makes a conditional offer of employment to the applicant, subject to any applicable post-offer background checks, and schedules a time for completion of new-hire forms and a physical examination, if appropriate.

**Conditions of Employment Eligibility**

**Employment Applications**

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

Applicants must complete an application form. Any material or intentional misrepresentation of facts or failure to report pertinent data on the employment application shall be grounds for termination of employment if discovered after hire. A preemployment investigation will be conducted into the background of all candidates who have received a conditional job offer, including, where appropriate for the position, education, employment, driving, financial, and criminal history, and a pre-employment drug screen when deemed necessary.

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An applicant is disqualified from employment by the District if the applicant does not meet the minimum requirements or qualifications of the position sought, knowingly misrepresents a statement on the application form, submits an incomplete application, commits fraud during the selection process, or is not legally permitted to hold the position. Continued employment is subject to maintaining minimum qualifications, such as a valid Texas driver's license and current certification, as required for the position.

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**Background Checks**

The District does not automatically screen out candidates based on criminal history. If a criminal history check discloses a record of criminal activity, the appropriateness and desirability of the applicant or employee will be evaluated, taking into consideration the following factors:

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- Nature and seriousness of offense;
- Relevance of offense to individual's job responsibilities;
- Time elapsed since commission of offense;
- Age of individual when offense was committed; and
- Final disposition of case.

All discretionary decisions made under this policy must be approved by the General Manager.

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For positions where driving a vehicle is a documented job requirement, an offer of employment may be conditioned upon the satisfactory results of a review of the applicant or employee's driving record. Employees in a position with driving responsibilities must show a valid Texas driver's license and must be insurable by the District's vehicle insurance policy.

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An offer of employment may be conditioned upon the satisfactory results for a review of the applicant or employee's financial records for certain fiduciary positions or positions with access to sensitive information.

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**Medical Examination**

For positions where physical capacity is a documented job requirement, an offer of employment may be conditioned upon the satisfactory results of a medical examination.

**Drug Testing**



**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

An offer of employment may also be conditioned upon the satisfactory results of a drug test for certain safety-sensitive positions. All post-offer, pre-employment physicals and drug tests will be paid for by the District and will be performed by a doctor or clinic selected by the District. The expense of a subsequent drug test or re-test to determine re-hire qualifications will be borne by the employee. Applicants refusing to take a drug test will not be further considered for employment. Applicants will normally not be permitted to begin work until completion of drug testing with negative results.

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**Proof of Eligibility to Work**

All new hires will be required to complete an I-9 form within three business days of employment. These documents must verify the new hire's identity as well as his/her legal status to work in the United States.

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**Eligibility of Minors**

The District requires all employees to be at least 18 years of age to work.

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**GENERAL WORK RULES**

**Hours of Operation**

Hours of operation are determined by the General Manager and generally extend from 8 a.m. on Monday to 5 p.m. on Friday each week, with the second Tuesday of every month reserved for monthly board meetings. Supervisors shall implement schedules to meet these general requirements and to provide for other specific requirements of the District. Individual employees may be directed by the General Manager to work special hours or shifts as required to ensure the successful completion of the District mission.

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**H. Probationary Period**

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

All full-time employees working 1804 hours per month or part-time employees working less than 1840 hours per month will work on a probationary basis for the first six months of their employment with the GCUWCD. Part time employees are considered working less than 120 hours per month. At the end of the six-month probationary period (or at any time during and up to the end of the six-month period) the employee's job performance will be evaluated. At this time, the employee's continued employment with the GCUWCD will be determined.

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**Overtime**

Employees are expected to work overtime when necessary, as determined by the supervisor.

Supervisors shall notify employees of the necessity for overtime work in advance, if possible. During emergency situations, employees are expected to stay after normal work hours or to report to work after work hours without advance notification.

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**Attendance**

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

Regular and prompt attendance is required of all employees. Employees are required to be at their workplace in accordance with the work schedules established by their supervisor.

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Employees are expected to be at their workplace or on official duty during scheduled hours or to be officially excused by their supervisor. Supervisors shall ensure that absences from duty, and the reasons for the absences are recorded on time reports or other documents as needed.

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**Inclement Weather**

If inclement weather circumstances prevent an employee from reporting to work as scheduled, the employee must notify the appropriate supervisor as soon as possible.

If District offices are to be closed due to inclement weather, official notice is made through SMS message and/or direct call, and email. In the absence of an official closure notice, or a delayed opening notice, District offices are open for business.

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An employee who does not report to work due to inclement weather on a day that District offices are otherwise open for business, must notify his/her supervisor immediately. The employee must report the absence on his/her timesheet for payroll purposes. Accrued vacation and personal leave may be used. Sick leave, however, may not be used, as it can only be used in the case of a bona fide illness. The General Manager may, at his or her discretion, grant paid administrative leave to an employee who is absent due to road conditions or other safety or practical considerations.

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**Work Conduct Guidelines**

The District has established principles for employees to use as a guide for day-to-day interaction with other employees and the public. These core values are listed below:

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• **TEAMWORK.** We value the varied skills and contributions of all employees, internally working together as a team every day to provide an efficient and highly functioning service to the community.

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• **ACCOUNTABILITY.** We will be accountable to its legislative mandate and develop and enforce a properly vetted regulatory plan that is based on the best available science.

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• **STEWARDSHIP.** Protecting all the District's resources from the dangers of subsidence is our primary mission, motivation, and the driving force in our regulatory actions and plans.

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• **INTEGRITY.** We regard all whom we interact with at the District with kindness, esteem and dignity – treating everyone in a way that we would want to be treated and recognizing that actions express values.

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• **DIVERSITY.** The District is committed to providing the best possible service to all those that rely on water in the region while valuing and encouraging collaboration among the wealth of diversity inherent to our community.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

To assist employees with understanding the District's expectations regarding employee conduct and to provide specific guidelines to assist in the smooth operation of the District's business, the following is a list of conduct that is not tolerated by the District. This list of conduct that is not tolerated is not intended to be all-inclusive and employees may be disciplined or terminated for behavior that is not listed below;

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- Violation of the District's Conflict of Interest policy; commission of any violation of law or regulation (regardless of criminal conviction), failure to report a criminal arrest, charge, indictment, or conviction, or performing acts of dishonesty.
- Conviction (including pleading guilty or nolo contendere) of a non-traffic related Class C Misdemeanor or above. If an employee is arrested, charged and/or indicted based on a criminal offense that the District does not believe the employee committed, then the employee will either be a) returned to work pending resolution of the charge, or b) placed on paid administrative leave if, in the General Manager's discretion, the employee's active employment status would create undue disruption to the operations of the District or harm its reputation.
- Excessive or unwarranted absenteeism or tardiness: failing to report to work without a satisfactory reason, or to notify the supervisor within a reasonable time period (usually 30 minutes before start of shift), or leaving work early without authorization. Unscheduled absence without notification to supervisor will result in automatic termination upon a two-day no-call/no-show.
- Falsification of District records, including failure to accurately record hours worked, falsifying time records, mileage records, expense reports, chronologies, applications, internal statements and reports, or any other departmental documentation.
- Performing excessive personal work (personal phone calls, e-mails, texting, computer use, meetings) on District time or District equipment.
- Unsatisfactory appearance, hygiene, and dress for assigned duties.
- Lack of attention to job duties, wasting time, sleeping on the job, hindering others in the performance of their jobs, or leaving workstations without permission.
- Spreading rumors, misleading other employees, creating a hostile work environment, using abusive language toward another, or other disruptive behavior.
- Playing of practical jokes, engaging in horseplay, fighting, or otherwise causing a disruption in an inappropriate manner.
- Unauthorized possession or use of another's property.
- Disclosing confidential District information outside the District, or treating such information carelessly.
- Immoral, obscene, or indecent conduct on the District's premises, during working hours, or while using the District's systems or equipment.
- Violating the District's Harassment or Discrimination policies.
- Gambling on District premises.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

- Refusing to follow lawful directions from supervisors or showing other forms of insubordination; refusal to work overtime or be on call when required.
- Intentional or negligent damaging of District property.
- Giving false statements or refusing to cooperate fully with any District investigation.
- Failing to maintain continued job competency or appropriate character.
- Violating the District's Drug and Alcohol-Free Workplace Policy.
- Failure to report known violations of District policies.
- Violating any other policies and procedures of the District whether in place now or added at a later date, or acting in a manner considered detrimental or disruptive to District operations.

**OUTSIDE EMPLOYMENT POLICY**

Holding a position with the District is the primary employment for regular, full-time employees. Outside or secondary employment includes any job or position in which an employee provides goods or services in consideration of payment of any type.

**Considerations**

Employees may be allowed to pursue outside employment only when the employment does not conflict with the operation and business of the District. Work requirements, including overtime and availability for emergency recall, have precedence over any outside employment.

Requests for approval of outside employment are subject to the written, prior approval of the requesting employee's supervisor and the General Manager. Authorization to work at an outside job may be rescinded at any time by the supervisor or General Manager.

**EMPLOYEE SAFETY POLICY**

The commitment to safety is a condition of employment for all employees. Employees are expected to observe safety practices, rules and operating procedures, as well as instructions relating to the efficient performance of their work. All employees are responsible for:

- following safety procedures and protecting themselves, fellow workers, the public, equipment, and facilities;
- reporting all accidents, injuries, and illnesses, regardless of how slight, immediately to the responsible supervisor;
- reporting immediately to the responsible supervisor all unsafe conditions encountered;
- attending safety training meetings when requested;
- reporting to work free from the effects of drugs or alcohol;
- notifying supervisor of the use of prescription drugs and any known side effects when use of such drugs inhibit the ability of the employee to perform his job safely; and
- maintaining his or her work area and facility in a clean, orderly, and safe condition.

Responsibilities of all personnel are delineated in the District's Safety Program.

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Gonzales County Underground Water Conservation District  
Personnel Policy for Employees

WORKPLACE VIOLENCE

The District will tolerate no intimidation or threats of violence by or among employees. Even jokes about violence or threats of violence are strictly prohibited. Any employee who is a victim of threats or other intimidating or violent behavior, either from a coworker or others, shall immediately report the conduct to his or her supervisor or the General Manager. In addition, any employee who is aware that others are being intimidated or receiving threats of violence must report the conduct immediately. In emergency situations, the employee should call the police by dialing 911.

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POLICY ON USE OF EQUIPMENT AND PROPERTY

Employees may not operate any vehicle, piece of construction equipment, or machine unsupervised until they have attained the necessary skills and proficiency as determined by the responsible supervisors. Employees may use equipment of the District only for its intended purpose. Users are responsible for the proper maintenance and treatment of the equipment. Employees may not use equipment, vehicles, tools, material, or other property of the District for personal use, either on the premises of the District or elsewhere. This prohibition does not include inconsequential use, such as accepting limited personal calls on District telephones. Equipment, vehicles, tools, material, or other property of the District may not be removed or appropriated for the personal use or gain of an employee.

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ELECTRONIC COMMUNICATIONS, COMPUTER, SOCIAL MEDIA, AND INTERNET POLICY

To facilitate business communications and work-related research, the District provides staff access to various types of electronic communications equipment, systems and networks, including but not limited to the following: Internet access, telephones and voice mail, wireless devices, computers and related equipment, email, texting, instant messaging and other communication means ("e-communications").

All materials, information and software created, transmitted, downloaded or stored on the District's e-communications systems and networks are the property of the District, and employees have no reasonable expectation of privacy in such information. The District has the ability and reserves the right, at its discretion, to monitor, access, retrieve, intercept, read and delete any communication or information that is created on, received through or sent from the system, regardless of any individual employee passwords. Additionally, any data created, sent or received that involves conducting of District business, even on personal devices, are the property of the District. Any information or communications regarding District business or on District devices is subject to open-records and records retention laws and may result in disclosure to law enforcement or third parties.

Employees may access the Internet and use equipment for appropriate non-business purposes during breaks in accordance with the provisions of this policy. Any personal use

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

of the District's communications systems or equipment must not interfere with the job duties of the employee or co-workers. Inappropriate use includes but is not limited to the following: transmitting, accessing, displaying, posting, recording, downloading or distributing obscene, harassing, sexually explicit, racially offensive, or any other material that would violate the District's policies, and transmitting any confidential or proprietary information. Transmissions covered by this policy include email, text messages, instant messages, and online applications and postings.

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Employees using the District's communication systems and equipment should not use those to send (upload) or receive (download) copyrighted materials, trade secrets or similar materials without prior authorization from management. Employees who post material on social media and other Internet sites, blogs, or other public forums must take extreme caution not to appear to be representing the District in any manner, whether during or after their working hours.

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In accordance with the Statewide Plan for Preventing Use of Prohibited Technology in State Agencies the District will not allow employees to download any of the technologies listed as of January 23, 2023 at <https://dir.texas.gov/information-security/prohibited-technologies>.

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Employee has the right to speak out as private citizens on matters of public concern, so long as the speech does not unduly disrupt the operations or mission of the District. On-line behavior, whether on or off duty, must not otherwise disparage, reflect badly upon, or misrepresent the District or its interests in any manner. Using hate speech, harassing, bullying, defaming, or demeaning coworkers through on-line posting violates this policy. The District has the right to monitor such sites and protect its interests.

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**SOLICITATION POLICY**

"Solicitation" means any oral or written communication that requests or encourages contributions of money, time, or other items of value for: any fund or collection; participation in any organization; or purchase of any merchandise or service. Unauthorized solicitations of employees by other employees on the premises of the District while either employee is on work time are prohibited. Solicitations for recognized charities, and other purposes designated by the General Manager, may be authorized by the General Manager. Soliciting by anyone outside the District is prohibited on the premises of the District.

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**DRUG AND ALCOHOL-FREE WORKPLACE POLICY**

The policy of the District is to eliminate drug and alcohol use at work in order to maintain a safe and healthful working environment for all employees. The use of drugs and other substances covered by this policy is inconsistent with the behavior expected of employees, subjects all employees and visitors to our facilities to unacceptable safety risks, and undermines the ability of the District to operate effectively and efficiently. Specific purposes of this policy are to:

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

- establish and maintain a safe, healthy working environment for all employees;
- ensure the reputation of the District and its employees within the community and industry at large;
- reduce the number of accidental injuries to persons or property;
- reduce absenteeism and tardiness in order to improve productivity;
- provide rehabilitation assistance for any employees who seek such help; and
- provide for a testing process.

This policy establishes expected standards of conduct for all employees, and it states the potential disciplinary actions that may be taken if the standards are violated. The District is also concerned with prevention of drug abuse and will provide information and education on the dangers of such behavior.

The requirements of this policy extend to the use of alcoholic beverages, inhalants, marijuana, prescription drugs, and illegal drugs. Prohibited drugs include prescription drugs or over-the-counter drugs that are not being used as intended, or which were obtained under false pretenses, and prescription drugs that were not prescribed to the affected employee by a licensed healthcare provider.

Standards of Conduct

- All employees are prohibited from using, being under the influence of, or having in their system, alcohol, marijuana, intoxicating inhalants, or illegal/prohibited drugs during working hours, while driving a District vehicle, or while performing work duties.
- No alcoholic beverage will be brought or consumed on the premises of the District or in District vehicles.
- Employees using over-the-counter or prescription drugs that impair their work performance or adversely affect safety shall notify their supervisor upon reporting to work. The District reserves the right to limit, suspend, or modify the employee's work activity, or otherwise reasonably accommodate such adverse effect or risk.
- Reasonable and limited consumption of alcohol is permitted at certain duty-related social events, such as conference receptions. However, no employee in a work-related capacity may ever be impaired because of excessive use of alcohol, and all employee conduct expectations remain in effect at such functions.

Any employee who violates these standards will be subject to disciplinary action, including termination. The sale, possession, transfer, or purchase of illegal drugs on District property, or while conducting business for the District is strictly prohibited. Such action will be reported to the appropriate law enforcement officials.

Treatment

Any employee who feels he or she has developed an addiction to or dependence on alcohol, inhalants, or drugs is encouraged to seek assistance.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

While the District does not sponsor or endorse any specific drug and alcohol treatment programs, such programs are available through public and private health care facilities in our area. Affected employees are encouraged to seek assistance for themselves and their dependents. The group health insurance offered to employees and their dependents may provide limited coverage for expenses related to drug and alcohol treatment programs.

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All inquiries about treatment assistance will be kept strictly confidential and will be disclosed only to those persons who have a legitimate business need to know the information. To avoid disciplinary action or termination for drug or alcohol use, an employee must voluntarily come to seek treatment BEFORE the District discovers the employee has violated this Policy. An employee who is being treated for an alcohol or other drug problem may be placed on medical leave of absence by the District, and will be subject to all rules, policies, and procedures governing such leaves of absence. These guidelines apply only to one requested leave of absence. Any request for additional leaves of absence for drug or alcohol treatment will be handled on a case-by-case basis, and granted only at the sole discretion of the District, and as required by law.

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The District does not offer, nor require participation in drug and alcohol abuse education and training programs. However, various public and private facilities in the area offer such programs and affected employees are encouraged to seek assistance.

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**Testing**

Confidential drug testing may occur at these times:

- Pre-employment physicals or pre-job drug tests, for certain qualifying positions.
- Following a workplace accident where medical treatment is required.
- When there is reasonable suspicion of a violation of this policy.

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If an employee's behavior or performance or other credible evidence creates a reasonable belief that he or she is violation of this policy, the employee's supervisor, the General Manager, or, in his absence a concurrence of two supervisors, may require a drug test.

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If test findings are positive for drugs or alcohol, the employee will be subject to disciplinary action up to and including discharge. The District will select the tests to be performed and the doctor or clinic to perform the testing.

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Employees who refuse to be tested or unreasonably delay testing following a workplace accident, or where reasonable suspicion or a special need is present, will be subject to disciplinary action up to and including discharge.

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**CONFLICT OF INTEREST POLICY**

**General**

Employees of the District are prohibited from seeking or obtaining personal gain in any

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Gonzales County Underground Water Conservation District  
Personnel Policy for Employees

manner that compromises the interests of the District or taking any other action that creates the appearance of impropriety by or on behalf of the District.

Personal Financial Interests

The following are examples of situations involving financial transactions of the District that create conflicts in interest. However, the below list is not intended to be all-inclusive and employees may be disciplined or terminated for behavior that is not listed below:

- An employee or employee's family having a financial interest in contractors or suppliers doing business with the District.
- Acquiring a financial interest in property in which the District has expressed an interest in obtaining.
- Facilitating the purchase and/or re-sale of the District's groundwater credits to family members, friends, or other persons connected to an employee of the District whose relationship with the employee is such that the sale of credits creates the appearance of impropriety and/or frustrates the purpose of the District's Water Conservation Program.

Business Gifts and Entertainment

Employees should not accept gifts, other than token gifts of minimal value, such as key chains, pens, caps and the like, from suppliers of goods and services or other organizations doing business with the District. A "gift" does not include a reasonable meal accepted as a guest.

Responsibilities

All employees are expected to adhere to the highest standards of conduct in the business affairs of the District. If an employee has any doubt about the appropriateness of any action or business relationship, the employee should discuss the situation with his or her supervisor. Employees should report to their immediate supervisor any action that appears to be in violation of policies.

WORK HOURS AND OVERTIME POLICY

Salary Statement

In regards to the General Manager, salary shall be set by the GCUWCD Board of Directors.

In regards to other employees, salary shall be set by the GCUWCD Board of Directors.

The Fair Labor Standards Act (FLSA) requires that non-exempt employees be compensated at a rate of one and one-half their regular rate of pay for each hour actually worked over 40 hours in a designated seven-day work period. For purposes of calculating overtime, the District's designated work period is Saturday at 12:00 a.m. through Friday at 11:59 p.m.

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Gonzales County Underground Water Conservation District  
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Employees may not work overtime without approval from their supervisor.

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Administrative Guidelines

Supervisors may authorize overtime in accordance with established standards and directives from the General Manager. Generally, overtime should be authorized only to meet circumstances of a temporary, emergency nature. All overtime hours must be authorized in advance by the supervisor AND/OR the General Manager. Non-exempt employees may not work overtime at their own initiative. Non-exempt employees who work overtime without prior approval will be subject to disciplinary action. This includes the employee checking voice mail and e-mail during non-working hours or during time off from work, work taken home, and weekend work, all of which must be pre-approved by the supervisor and the next level manager. Employees who work overtime without prior approval, and when no supervisor knows or should have known they were working, will not be compensated for the overtime worked.

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Only time actually worked, not vacation and other paid or unpaid absences, are used in computing overtime pay.

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Employees in designated exempt executive, administrative, or professional positions are not eligible for overtime pay.

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Supervisors shall ensure that overtime hours are recorded on time reports and other documents as needed.

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Compensatory Time

Compensatory time, issued at a rate of one- and one-half hours for each hour worked in excess of 40 hours in a seven-day work period, may be provided to all non-exempt employees in lieu of overtime payments. The use of compensatory time in lieu of overtime payment must be understood by the employee prior to the performance of the work. Compensatory time should be taken in the same pay period in which it is earned, to the extent this is possible. Employees are required to use compensatory time before using other types of leave.

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The District will approve the use of compensatory time unless such use will have an unreasonable disruption to the operation of the District. For example, if too many employees wish to use compensatory time at the same time and District services would be interrupted, then some of the leave requests will need to be postponed. The District may compel the use of compensatory time for scheduling or budgetary reasons.

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Compensatory time must be recorded on time sheets when it is earned. Accrued, unused compensatory time will be paid out upon separation of employment at the employee's current rate. At any time during employment, at the District's discretion, all or part of the employee's accrued, unused compensatory time may be cashed out. If an employee is promoted from a nonexempt to an exempt position, any accrued compensatory time will be cashed out at the employee's rate prior to the promotion.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

**Nursing Women Breast Milk Expression (Pumping) Policy**

The District supports the practice of expressing breast milk, and reasonably accommodates its employees who have a need to do so during working hours. Employees who are nursing women are allowed reasonable break time. If regularly scheduled breaks and meal times are not sufficient, nursing women may take additional time for a reasonable break. These additional breaks are not considered compensable working time and should be deducted from the total time worked. Employees may choose to use accrued paid leave for this purpose. Nursing women should notify their immediate supervisor or the General Manager of their need for this accommodation so that arrangements can be made to provide a private, comfortable break location.

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**DISCIPLINE POLICY**

**Observance of Rules and Policies**

Employees who violate work rules or policies of the District are subject to disciplinary action, including possible termination. Disciplinary action may also be imposed for performance contrary to training or failure to carry out instructions. Discipline may also result from other unacceptable conduct or performance, even though not specifically prohibited by a particular work rule or policy.

**Responsibilities**

Supervisors are responsible for ensuring proper performance and conduct of employees under their supervision. The General Manager is responsible for monitoring disciplinary actions and assisting supervisors in handling and documenting situations that require more than a verbal warning.

**General Procedure**

When a supervisor determines that disciplinary action is needed, the supervisor shall conduct an interview with the employee, when possible, for the following purposes.

- To allow the employee to explain his or her account of the circumstance(s) in question.
- To provide the employee with a clear understanding of the supervisor's observations and expectations.
- To proceed with disciplinary action, if warranted.

**Forms of Disciplinary Action**

The following steps are intended to provide a range of disciplinary actions that may be used to fit the circumstances of the violation. The steps will not necessarily be taken in the order listed, and the District may enforce any level of disciplinary action including immediate termination. These are examples only, and the District may use other forms of disciplinary action if circumstances warrant.



**Gonzales County Underground Water Conservation District**  
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- **Initial Warning.** This step is intended to inform the employee that the violations of policy or other conduct are unacceptable. The immediate supervisor may deliver an initial warning without management approval. The supervisor then writes a memorandum documenting the circumstances and the action taken. The memorandum is sent to the General Manager and a copy acknowledged by the employee is entered in the employee's personnel file.
- **Second Warning.** This is a formal notification that poor performance or violation of rules or policies has jeopardized the employee's status and that continuation of these practices may result in termination. The supervisor documents the questionable actions in as much detail as possible and consults with the General Manager prior to issuing the warning. The supervisor prepares a letter informing the employee of the seriousness of the situation and potential consequences. A copy of the letter, acknowledged by the employee is placed in the employee's personnel file.
- **Suspension.** This is a short period of time off without pay to provide notice that the employee is facing a possible discharge if performance does not improve. If suspension is indicated, the supervisor consults with the General Manager. The General Manager reviews the case with the supervisor who determines the amount of time for the suspension. The supervisor also prepares a letter of direct warning to the employee of the seriousness of the situation and potential consequences. A copy of the letter, acknowledged by the employee is placed in the employee's personnel file.
- **Termination.** If a supervisor believes that termination is indicated, the supervisor may instruct the employee to leave work on paid administrative leave and await instructions. The supervisor reviews the circumstances and supporting documentation with the General Manager. When a decision has been reached, the General Manager formally notifies the employee of the decision in writing.

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**TERMINATION PAY POLICY**

The final paycheck for terminating employees is issued not later than the next regularly scheduled payday following their termination. Termination pay for hourly employees is based on the number of hours worked in the pay period. Termination pay for salaried employees whose termination does not coincide with the end of a pay period is prorated by the number of days actually worked in the pay period. Termination pay includes any accrued compensatory time of nonexempt employees and accrued vacation.

**III. SALARY STATEMENT** \_\_\_\_\_ Board Approval \_\_\_\_\_

Date

A. In regards to the General Manager, salary shall be set by the GCUWCD Board of Directors.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

~~B. In regards to other employees, salary shall be set by the GCUWCD Board of Directors.~~

~~IV. ANNUAL LEAVE~~

~~Board Approval \_\_\_\_\_~~

~~Date \_\_\_\_\_~~

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~~A. Annual leave for full time employees shall accrue at the following rates:~~

<u>TERM OF EMPLOYMENT</u>	<u>RATE</u>
6 mos.-1Yr.	1 <del>Week</del> (5 days)
Over 1Yr.	2 Weeks (10 days)
<del>1Yr.-3Yr.</del>	<del>2 Weeks (10 days)</del>
<del>4Yr.-5Yr.</del>	<del>2 Weeks + 1 Day (11 days)</del>
<del>5Yr.-6Yr.</del>	<del>2 Weeks + 2 Days (12 days)</del>
<del>6Yr.-7Yr.</del>	<del>2 Weeks + 3 Days (13 days)</del>
<del>7Yr.-8Yr.</del>	<del>2 Weeks + 4 Days (14 days)</del>
<del>8Yr.-+ (Max)</del>	<del>3 Weeks (15 days)</del>

~~An employee who has completed his/her probationary period, he/she will have qualified for 5 days paid vacation (provided no vacation time was taken up to that point). At the end of the first thru third year the employee will qualify for 10 days paid vacation per year. Every year after fourth (4) year anniversary will increase by one (1) day each year to a maximum of fifteen (15 days) or (3 Work Weeks) at the eighth (8th) year anniversary.~~

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~~B. In the event that a paid holiday falls within an annual leave period, the holiday will not be charged as annual leave.~~

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~~• Annual leave may be accumulated and carried over from one year to the next. All employees are encouraged to take annual leave from the standpoint that everyone needs a break in their routine from time to time. Therefore, accumulation of annual leave will be limited to 10 days.~~

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~~• If an employee is terminated or chooses to resign, the employee is entitled to receive payment for unused annual leave, except as such compensation must be charged to the employee to recover funds owed to the GCUWCD by such employee.~~

~~• An employee is not entitled to take annual leave during the six-month probationary period unless approved by the General Manager and the Board of Directors or, in the case of the General Manager, approved solely by the Board of Directors.~~

~~• Part time and/or temporary employees do not receive annual leave.~~

~~• Annual leave must be approved by the General Manager.~~

~~• Employees must notify the General Manager of their intent to take annual leave no later than two weeks prior to the intended start date of the annual leave requested.~~

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

The General Manager shall have the right to deny annual leave if, by taking it at the time requested, the absence of the employee would adversely affect the continuity and effectiveness of District operations. In order to maintain continuity concerning District operations and effectiveness, the General Manager shall have the right to reschedule any approved annual leave.

- Employees leaving the employ of the GCUWCD will have deducted from their last salary check any unearned vacation leave taken.

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Gonzales County Underground Water Conservation District  
Personnel Policy for Employees

~~Gonzales County Underground Water Conservation District~~  
~~Personnel Policy for Employees~~

- ~~C. Annual leave may be accumulated and carried over from one year to the next. All employees are encouraged to take annual leave from the standpoint that everyone needs a break in their routine from time to time. Therefore, accumulation of annual leave will be limited to 10 days.~~
- ~~D. If an employee is terminated or chooses to resign, the employee is entitled to receive payment for unused annual leave, except as such compensation must be charged to the employee to recover funds owed to the GCUWCD by such employee.~~
- ~~E. An employee is not entitled to take annual leave during the six month probationary period unless approved by the General Manager and the Board of Directors or, in the case of the General Manager, approved solely by the Board of Directors.~~
- ~~F. Part time and/or temporary employees do not receive annual leave.~~
- ~~G. Annual leave must be approved by the General Manager.~~
- ~~H. Employees must notify the General Manager of their intent to take annual leave no later than two weeks prior to the intended start date of the annual leave requested. The General Manager shall have the right to deny annual leave if, by taking it at the time requested, the absence of the employee would adversely affect the continuity and effectiveness of District operations. In order to maintain continuity concerning District operations and effectiveness, the General Manager shall have the right to reschedule any approved annual leave.~~
- ~~I. Employees leaving the employ of the GCUWCD will have deducted from their last salary check any unearned vacation leave taken.~~

V. SICK LEAVE

Board Approval \_\_\_\_\_  
Date \_\_\_\_\_

Full time employees of the GCUWCD shall accumulate sick leave at the rate of one day per month of employment.

- ~~A.~~
- ~~B. Probationary employees shall not be entitled to take sick leave until completion of 3 months of continuous service~~
- ~~C. Part time and/or temporary employees do not receive sick leave benefits.~~
- ~~D. Sick leave may be carried over from year to year and shall be allowed to accumulate.~~

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

- The General Manager shall have the right, on behalf of the GCUWCD, to request physician's verification (in writing) for proof of illness requiring sick leave. In the case of the General Manager, the Board of Directors shall retain that right.

E.

**General**

Paid sick leave may be taken when illness, injury, or pregnancy significantly impairs the employee's ability to function, when the employee is contagious, or when the employee has an appointment with a health care provider. An employee may also use sick leave to care for a person in the 1<sup>st</sup> degree of consanguinity or "Family Member": defined as parent, child, spouse, spouse's child (stepchild), spouse's parent, child's spouse, parent's spouse (stepparent); ill or injured family members, or to take such family members to appointments with health care providers.

"Child" includes any child for whom the employee is primarily responsible at the time of the leave, and, if 18 years of age or over, lives in the employee's household and/or is dependent on the employee for care. A "parent" need not live with the employee or be otherwise dependent, but does not include in-laws unless living with the employee.

Employees may also use two days of sick leave as bereavement leave in the case of the death of an immediate family member. "Immediate family" for purposes of bereavement leave is defined as an employee's spouse, parents, stepparents, parents-in-law, children, stepchildren, grandchildren, brothers, sisters, nephews, nieces, uncles, aunts, or grandparents." Employees may request to use accrued vacation leave for additional days off beyond two days, subject to supervisory approval. Verification of the employee's relationship to the deceased may be requested at the supervisor's discretion.

Sick leave is not to be used for any other purpose than stated above.

Accrual of Sick Leave Beginning September 15, 2023

Beginning September 15, 2023, sick pay will be accrued per pay period and employees will not receive a bulk accrual of hours at the beginning of the year. Employees should direct any questions about this new policy to the General Manager.

Regular full-time employees earn sick leave at the rate of four hours per pay period, and may accumulate up to 1.040 hours (130 days/26 workweeks). Sick leave is accrued per pay period and is available for use upon accrual at the end of each pay period. A supervisor may authorize an advance of the current pay period's sick leave on a case-by-case basis. However, only the General Manager can authorize sick leave to be taken from a future month's accrual and such a request will be considered on a case-by-case basis. Any sick leave advanced but unearned at separation from employment will be reimbursed by the employee.

Once an employee has reached the maximum of 1.040 hours/130 days, he or she does not

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

accrue additional sick leave unless or until his or her sick leave account falls below the 130 days maximum. Regular part-time employees who work at least one-half time (20 hours per week or more) shall be eligible for sick leave to one-half the amount of a full-time employee. Temporary employees, whether full-time or part-time, do not earn sick leave.

Upon separation from District employment for any reason, no portion of unused sick leave will be paid out.

**Required Sick Leave:**

For the safety and protection of our workforce and customers, employees may not come to work while they are contagious. Employees are required to stay at home if they have symptoms of the flu or other contagious illnesses and should immediately alert their supervisor at the outset of their symptoms. Employees should not return to work until their symptoms have completely subsided and, if enacted by the General Manager, any mandatory quarantine period has expired. The District may require documentation from employees indicating that they may return to work.

If an employee comes to work showing symptoms of contagion, the employee shall be sent home and required to use accrued sick leave if available. If an employee must take required sick leave and does not have accrued sick leave available, then the District will determine whether other leave or unpaid leave is available according to the District's policies. The District may allow employees an advance in sick leave or usage of sick pool leave to cover periods of contagion. If a healthcare provider immediately certifies that the employee was sent home in error, then the employee will be reimbursed for any leave time or pay lost.

**HOLIDAYS**

All District offices are closed and every employee receives a paid regular holiday, according to their normal schedule, in observance of the following National holidays as specified in Texas Government Code Chapter 662 Section 662.003:

<u>New Year's</u>	<u>January 1st</u>
<u>Martin Luther King Jr. Day</u>	<u>3rd Monday in January</u>
<u>President's Day</u>	<u>3rd Monday in February</u>
<u>Memorial Day</u>	<u>Last Monday in May</u>
<u>Independence Day</u>	<u>July 4<sup>th</sup></u>
<u>Labor Day</u>	<u>1st Monday in September</u>
<u>Veteran's Day</u>	<u>November 11<sup>th</sup></u>
<u>Thanksgiving Day</u>	<u>4th Thursday in November</u>
<u>Christmas Day</u>	<u>December 25th</u>

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

All District offices are closed and every employee receives a paid regular holiday, according to their normal schedule, in observance of the following State holidays as specified in Texas

Government Code Chapter 662 Section 662.003:

Friday after Thanksgiving	
Christmas Eve	December 24th
Day after Christmas	December 26 <sup>th</sup>

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**MATERNITY LEAVE**

**VI. EMERGENCY LEAVE**

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

The Board of Directors recognizes that not all individual needs for emergency leave can be categorized or reduced to writing. The Board grants to the General Manager the authority to decide on requests for emergency leave on a case-by-case basis. Absence from the job may be granted with or without pay based on the circumstances, the amount of time off requested and whether or not the employee can show reasonable cause for

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

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needing time away from the job. Accrued vacation leave taken in connection with emergency leave should be approved by the General Manager prior to taking time off.

Death within the family or among close friends constitutes adequate need for emergency leave.

**Eligibility Requirements for Maternity Leave**

The District is exempt from the Family Medical Leave Act (FMLA). Full-time, part-time, or temporary employees may be eligible for Maternity Leave as long as they are on the payroll and meet the requirements:

- The employee has worked for GCUWCD for at least 12 months at the time the leave began.
- The employee will work for the GCUWCD for a minimum of 12 months upon return to work.

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Gonzales County Underground Water Conservation District  
Personnel Policy for Employees

employees are entitled to 6 weeks of maternity leave if the meet the above requirements and will be compensated at half the normal salary rate.

Qualifying Reasons for Leave

Eligible employees are entitled to paid, job-protected leave during a 6-month period for the following reasons:

- The birth and subsequent care of the employee's newborn child;
- Placement of a child with the employee for adoption or foster care, and to care for that child.

Work During Maternity Leave

Employees may choose to work during their maternity leave at a modified schedule agreed upon with the employee, their supervisor, the general manager, or the board of directors of the District. Compensation of an employee on a modified work schedule during maternity leave will be determined by the board of directors.

EMERGENCY LEAVE

The Board of Directors recognizes that not all individual needs for emergency leave can be categorized or reduced to writing. The Board grants to the General Manager the authority to decide on requests for emergency leave on a case-by-case basis. Absence from the job may be granted with or without pay based on the circumstances, the amount of time off requested and whether or not the employee can show reasonable cause for needing time away from the job. Accrued vacation leave taken in connection with emergency leave should be approved by the General Manager prior to taking time off.

Death within the family or among close friends constitutes adequate need for emergency leave.

In the event of a disaster or other emergency, as declared by the General Manager, the General Manager has the discretion to take the following actions:

- Adjust employees' schedules;
- Allow telecommuting for one or all employees; and/or
- Direct employees to observe medical quarantines and not report to work based on the health and safety of the employees and/or the status of the District's buildings.

Examples of instances that may warrant Emergency Leave include, but are not limited to, natural disasters such as floods and tornadoes, public health emergencies, or any other situation where the General Manager believes it would be adverse to public health and/or safety for staff to work under their regular schedules.

Paid Emergency Leave Available

If a qualifying disaster or emergency is declared, the General Manager may, at his or her sole discretion, grant paid administrative leave for time not worked (Emergency Leave), or may determine that affected employees must use accrued paid time off for time not

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

worked. The District may require documentation from employees requesting Emergency Leave sufficient to justify the need to be absent from work.

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**Telecommuting Procedures**

If telecommuting becomes necessary due to a declared disaster or emergency, the District will identify employees who are eligible to work remotely and provide those employees necessary technology and other resources for remote work. Employees are eligible to work remotely if they can perform the essential functions of their position from their home.

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The District understands that in the event of a disaster or emergency, schools and daycares may close. To the extent that eligible employees with children are unable to remotely work their usual schedule, the General Manager will work with employees to modify schedules and/or workloads for the telecommuting period.

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Exempt employees that are eligible to telecommute will receive full pay during any mandatory telecommuting period. Employees will be required to work from home during these periods, unless they are sick. Non-exempt employees will only be paid for the time they are actually working remotely. Employees should be mindful to sign in and out of timekeeping systems accordingly.

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Employees that cannot work from home are not eligible for regular pay during mandatory telecommuting periods, but may use their accrued sick leave and/or vacation pay. Additionally, the General Manager may provide paid Emergency Leave at his or her sole discretion during mandatory telecommuting periods. The District may allow employees an advance in sick or vacation leave to cover mandatory telecommuting periods.

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**Maximum Allowable Leave**

With the exception of leaves of absence for military service or jury duty, employees absent for a six-month period will be terminated regardless of the reason for the absence. The District will comply with the ADA when additional, limited time off is necessary to accommodate the employee's disability, such leave is for a specified, finite time period, the leave can be granted without undue hardship to the District, and the employee is otherwise qualified for the position.

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**Military Leave**

The District complies with all state and national laws relating to employees in reserve or active military service and does not discriminate against employees who serve in the military. The District supports its employees and their service in state and national military units and provides them with a number of military leave benefits. However, temporary employees who have brief or non-recurrent positions with the District and who have no reasonable expectation that their employment with the District will continue indefinitely or for a significant period of time are generally ineligible for reemployment rights under this policy.

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**Gonzales County Underground Water Conservation District  
Personnel Policy for Employees**

This policy covers employees who serve in the state or federal uniformed services in a voluntary or involuntary basis, including active duty, active duty for training, initial active duty for training, inactive duty training, and full-time State or National Guard duty, the Reserves, state or federally authorized urban search and rescue teams, and covered service for the National Disaster Medical System.

**Notice to District of Need for Leave**

Employees must provide as much advance written or verbal notice to the District as possible for all military duty (unless giving notice is impossible, unreasonable, or precluded by military necessity). Absent unusual circumstances, such notice must be given to the District no later than 24 hours after the employee receives the military orders. To be eligible for paid military leave, employees must complete and submit the necessary documentation, including the official documents setting forth the purpose of the leave and, if known, its duration. This documentation must be given to the General Manager as far in advance of the leave as possible.

**Paid Leave for Training and Duty**

Paid Leave for Up to 15 Days. Employees eligible for military leave under this policy are entitled under Texas law to 15 working days per fiscal year of paid military leave, when engaged in authorized training or service. The paid leave days may be consecutive or scattered throughout the year.

Other Paid Leave. Employees who are not eligible for paid military leave or who have exhausted all available paid military leave may, at their option, use any other available paid leave time (i.e., vacation leave) to cover their absence from work.

Unpaid Leave. After an employee has exhausted all available paid military leave (including any other paid leave time that the employee chooses to use to cover a military absence), the employee will be placed on leave without pay for up to five years.

Benefits. The District will continue to provide employees on paid military leave with most department benefits.

**Group Health**

The District does not provide health insurance.

**Other Benefits**

While on paid military leave, employees continue to accrue vacation, sick leave and other benefits provided to other employees on paid leave. While on unpaid military leave, employees are generally ineligible for most District-provided benefits.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

Benefit accruals, such as vacation and sick leave, do not accrue while an employee is on unpaid leave, including unpaid military leave. While on unpaid military leave, benefit accruals will be suspended and will resume upon the employee's return to active employment. Once an employee returns to work following an unpaid leave, he/she will be treated as though he/she was were continuously employed for purposes of determining benefits based on length of service, such as vacation accrual.

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**Returning from Leave.**

Re-employment Rights. In most cases, employees who complete their military service will be re-employed in their previous position or a similar position with the District. Federal law requires that employees returning from military leave be rehired in the position they would have had with reasonable certainty if they had been continuously employed. Since most jobs and promotions in the District are not awarded based on seniority, it is impossible to know what job an employee might have had if he/she had been continuously employed. This means most employees returning from military leave will typically be restored to the job they had at the time they left on leave.

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**Deadline to Notify District of Intent to Return to Work.**

The deadline for an employee to return to work and/or notify the District that he/she intends to return to work following military leave depends upon how long the employee's military service lasted;

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- For service of less than 31 days, employees have eight hours following their return home from service to report for their next scheduled work period.
- For service between 31 days and 180 days, employees have 14 days following their release from service to apply for reemployment.
- For service of more than 180 days, employees have 90 days following their release from service to apply for reemployment.

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These deadlines may be extended for two years or more when an employee suffers service related injuries that prevent him/her from applying for reemployment or when circumstances beyond the employee's control make reporting within the time limits impossible or unreasonable.

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**Required Documentation**

To qualify to return to work, an employee returning from leave must provide documentation of the length and character of his/her military service. Also, evidence of discharge or release under honorable conditions must be submitted to the District if the military leave lasted more than 31 calendar days.

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**Rights to Continued Employment.**

Employees who serve in the military for more than 6 months will not be discharged by the District without cause for one year following the date of their reemployment.

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

Employees who serve for between one and six months will not be discharged without cause for six months following the date of their reemployment.

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Employees who serve for 30 days or less are given no protection under federal law from discharge without cause.

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Changed Circumstances. If the District's circumstances have changed to such an extent that it would be impossible or unreasonable to reemploy an employee, the District has no legal obligation to reemploy an employee following his/her return from military leave. For example, a reduction-in-force that eliminates the position held by an employee returning from leave excuses the District from its obligation to reemploy the employee. In addition, the District is not required to make efforts to qualify returning employees for particular positions or to make accommodations for employees who suffered service-related disabilities when such efforts or accommodations would impose an undue hardship on the District.

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**ELECTION DAY VOTING**

Employees are encouraged to exercise their right to vote in local, state and national elections. Employees whose work schedule does not permit sufficient time to vote outside of working hours on Election Day will be allowed additional paid time off (up to two hours) to vote. Employees are generally expected to vote either before or after work, but they will be given adequate time off to vote on Election Day if their schedules do not permit them to vote between 7:00 a.m. and 7:00 p.m. If necessary, for example where an employee is required to work overtime, paid time off is granted to the extent necessary (no more than two hours) by the supervisor.

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**VII. HOLIDAYS**

Board

Approval

**BENEFITS POLICY**

**Employee Classifications**

- **Regular.** Full-time employment in an annual budgeted position.
- **Regular Part-Time.** Employment in an annual budgeted position, but working at least 20 hours per week and less than 32 hours in an average week.
- **Temporary.** Employment in a position established for a specified period and seasonal employment. A temporary position may be either full-time or part-time.

**Group Health Program**

The District does not provide the option of health insurance.

**Group Life Insurance Program**

The District does not provide a term life and accidental death and dismemberment insurance policy.

Date



Gonzales County Underground Water Conservation District  
Personnel Policy for Employees

The following days shall be considered paid holidays for full time employees.

1. New Year's Day
2. Washington's Birthday (observed)
3. Good Friday
4. Memorial Day
5. Independence Day
6. Labor Day
7. Thanksgiving Day
8. Friday after Thanksgiving Day
9. Christmas Eve Day
10. Christmas Day

When an official holiday falls on a Saturday or a Sunday, the holiday will be observed on the previous Friday or following Monday, respectively.

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VIII. Retirement Benefits

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

GCUWCD provides 3% of the full-time employee's base salary to be deposited in to an approved retirement account in addition to social security on a monthly basis. The retirement fund is immediately vested and should an employee decide to resign or be terminated, the moneys in the fund are his/hers. The retirement fund will begin to accumulate funds after one year of full-time employment by the District. Retirement benefits will begin on January 1, 1999. The employee will retain a policy and company of their choice.

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IX. WORKMAN'S COMPENSATION I  
INSURANCE

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

Coverage is provided as required by law. GCUWCD provides all employees with workers' compensation insurance if a job-related injury or illness occurs.

An employee who suffers an occupational injury or illness, however minor, should report the incident to their supervisor as soon as possible after it occurs. The supervisor or other designated person shall ensure that emergency treatment is obtained for employees who may become injured or ill on the job. Upon notification of an injury, the immediate supervisor shall investigate and provide information to the person responsible for workers' compensation records and claims and to the safety. An employee returning to work from a lost-time injury must have a release from the attending physician. An employee who is off duty due to an occupational injury shall report by telephone at least

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**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

once each week to their supervisor and keep the supervisor apprised of the employee's status.

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**X. Accident Reporting Procedures**

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

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Should an employee of the GCUWCD become injured in the course of his/her duties and require medical attention, he/she should notify the General Manager prior to obtaining medical attention. If the injury is of an emergency nature, the employee should seek

**Gonzales County Underground Water Conservation District**  
**Personnel Policy for Employees**

medical attention and have someone contact the General Manager for him/her. At an appropriate time (either before or shortly after seeking medical attention), the injured employee shall fill out all of the appropriate accident reporting forms. In the case of the General Manager becoming injured, he/she shall notify a Board member and proceed to seek medical attention. All injuries incurred on the job, whether or not they require medical attention, shall be reported and proper documentation shall be affected.

**XI. JURY LEAVE**

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

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The District encourages its employees to fulfill their civic duty by serving on a jury if called. Employees may be authorized to be absent from work with pay when required to appear before a court for jury duty. Employees of GCUWCD will be granted paid civic leave, up to a maximum of four weeks per year, to serve on a jury. Any regular, full-time employee who receives a notice to appear for jury duty or is subpoenaed as a witness should notify the General Manager immediately and provide proof of service. The employee will receive pay for the time spent serving on a jury during the employee's normal working hours up to the limit. If additional time is needed, the employee may use accrued paid leave, and then unpaid leave, all of which is protected. When an employee has completed jury service, the employee shall return to work for the remainder of scheduled working hours.

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**XII. COMPENSATORY LEAVE**

Board Approval \_\_\_\_\_

Date \_\_\_\_\_

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All hourly employees are expected to perform their assigned duties during the hours of 8:00 am to 5:00 PM, Monday through Friday (except holidays). However, at certain times and under certain situations, an employee may be required to work on weekends or

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**COME AND TAKE IT**  
**OCT 6TH - 8TH**

# **SPONSORSHIP PACKET - 2023**





# Sponsorship Benefits

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## Celebration Grounds

Your business logo will be displayed in prominent locations on celebration grounds.

## Ticket Booth

Your business logo will be posted on the Ticket Booth window for food and beverages, and beer tent.

## Web Badge

You will receive a personalized digital graphic of proof of sponsorship for your website and social media pages.

## Print Advertising

Your logo will be included in our featured sponsors area on all print advertisements

## Main Stage

Your business logo will be prominently displayed on the very exclusive top banner signage located on the main concert stage

## Volunteer Shirt

Everyone looks for a volunteer for direction and celebration questions! Get your logo listed on the Volunteer T-Shirts, and receive exposure at Come & Take It.

## Circle Display Monument

Your logo will be displayed in the middle of Independence Square.

## Promotional Posters

Your business logo will appear on Come & Take It Celebration promotional posters and flyers.

## Grounds Signs

Your logo will be displayed on mobile signs on the celebration grounds.

## Promo Items

Your business logo will be featured on promotional items handed out during the celebration - items such as koozies, etc

## Announcements

Your business will be included in announcements scheduled throughout the celebration, stage recognition, and more.

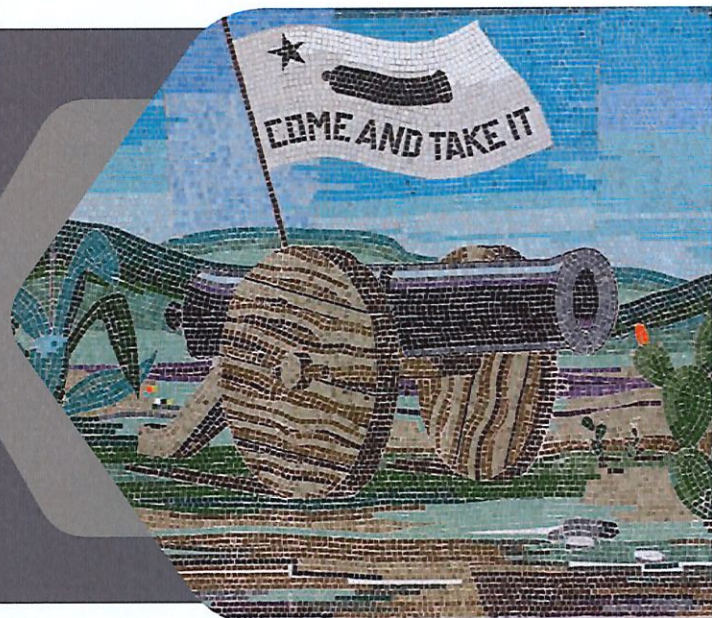
## Website

The Gonzales Chamber website receives a lot of website traffic in the weeks leading to the Celebration. Your logo will be featured in the Sponsor area on the Come & Take It Chamber webpage.



**\$1,200,000 Impact**

The Come & Take It Celebration brings in a \$1.2 million economic impact to the Gonzales area.





# Sponsorship Levels



**Immortal 32**  
\$10,000

Festival Grounds, Web Badge, Print Ads, Main Stage, Volunteer Shirt, Promo Posters, Ground Signage, Promo Items, Announcements, Website, Memorabilia, Tent Signage, Vouchers, Newspaper Promo, Online Promotion, QR Code, Beer Bucket Sponsor



**Texas Hero**  
\$5,000

Web Badge, Print Ads, Main Stage, Volunteer Shirt, Promo Posters, Ground Signage, Promo Items, Announcements, Website, Memorabilia, Tent Signage, Vouchers, Newspaper Promo, Online Promotion, QR Code



**Lone Star**  
\$2,500

Main Stage, Volunteer Shirt, Promo Posters, Ground Signage, Promo Items, Announcements, Website, Memorabilia, Tent Signage, Vouchers, Newspaper Promo, Online Promotion, QR Code



**Old Eighteen**  
\$1,500

Promo Items, Announcements, Website, Memorabilia, Tent Signage, Vouchers, Newspaper Promo, Web Badge, Grounds Sign, Tall Flags, Online Promotion, QR Code



**Runaway Scrape**  
\$1,000

Ticket Booth, Announcements, Website, Memorabilia, Vouchers, Newspaper Promo, Ticket Booth, Ground Sign, Online Promotion, QR Code



**Pioneer**  
\$750

Ground Signage, Promo Items, Announcements, Website, Memorabilia, Vouchers, Newspaper Promo, Circle Square, Online Promotion, QR Code



**Cannon Ball**  
\$500

Web Badge, Print Ads, Ground Signage, Promo Items, Website, Memorabilia, Vouchers, Newspaper Promo, Online Promotion



**Two-Step**  
\$250

Website, Newspaper Promo, Online Promotion



**Spark**  
\$100

Web Badge, Print Ads, Online Promotion

RECEIVED AUG 10 2023

8-7-2023

To: Gonzales Co. UWCD  
Board of Directors

FROM: JOSE R. CRUZ  
1405 FM 1979  
SAN MARCOS, TX. 78666  
Mobile Phone 512-787-6284

Re: Drilling and Production  
Permit Renewal for  
GCP 01-08-04

Requesting that the District Board of Directors  
can consider the renewing of the Permit for  
GCP 01-08-04, which is due to expire on Sept. 11, 2023  
your consideration on this matter is greatly appreciated.

Jose R. Cruz



  
**Gonzales County Underground Water Conservation District**

522 Saint Matthew Street  
P.O. Box 1919  
Gonzales, TX 78629  
Phone: 830.672.1047  
Fax: 830.672.1387

**Drilling and Production Permit  
Irrigation Well  
Permit No.: GCP-01-08-04  
GCUWCD Well ID No.: P015**

**Permit Issued To:** José Cruz

**Mailing Address:** 1405 FM 1979  
San Marcos, TX 78666

**Telephone Number:** 830.379.1424 Home

**Date Original Application Filed:** July 11, 2004  
**Date of Public Hearing on Original Application:** August 11, 2004  
**Date Original Permit Granted:** August 10, 2004  
**Date First Permit Renewal Request Granted:** September 12, 2006  
**Date Second Permit Renewal Request Granted:** September 12, 2008  
**Date Third Permit Renewal Request Granted:** September 09, 2013  
**Date Fourth Permit Renewal Request Granted:** September 11, 2018  
**Current Permit Expiration Date:** September 11, 2023

**Production Permit Provisions:** Total production is limited to 73 acre-feet per year  
*The rate of production from a well or well field may vary throughout the year; however, the total production in a calendar year beginning on January 1st and ending on December 31st shall not exceed the permitted production for that year. Individual well production rates are allowed to increase up to 150% of the permitted production rate during peak demand periods*

**Aquifer Production Allocation:** 1.0 acre-foot per acre from the Wilcox Aquifer

**Maximum Pumping Capacity of Water Well:** Limited to 489 gpm by the minimum well-to-property boundary offset distance in Rule 18.A

**Number of Acres Irrigated:** 31

**Maximum Pump Size:** 50 gpm  
*Production for peaking is allowed to exceed the permitted capacity in any monthly period so long as the yearly production does not exceed the permitted production rate for the calendar year beginning on January 1<sup>st</sup> and ending on December 31<sup>st</sup>.*

**Term of Production Permit:** 5 years  
*A permittee holding a drilling and production permit due to expire shall file a written request to reissue the permit to the General Manager no later than 30 days prior to the expiration date of the permit. The permit shall remain effective until final Board action on the reissue of the permit. Requests to reissue a permit shall be subject to review for substantial compliance with the rules of the District by the General Manager.*

*Any permit subject to reissue shall after due consideration and an affirmative vote by the Board be reissued for a period of five years in accordance to the rules in effect at the time of reissue.*

*The District is not required to renew a permit under this section if the applicant:*

- a. is delinquent in paying a fee required by the district;*
- b. is subject to a pending enforcement action for a substantive violation of a district permit, order, or rule that has not been settled by agreement with the district or a final adjudication; or*
- c. has not paid a civil penalty or has otherwise failed to comply with an order resulting from a final adjudication of a violation of a district permit, order, or rule.*

*An application for renewal of a permit that also requests a major amendment is subject to notice and hearing, and final approval by the Board. During consideration of a contested renewal application, the permit shall remain effective until final Board action on renewal of the permit.*

#### **Additional Conditions Applicable to Drilling and Production Permit:**

##### **A. Special Provisions**

This drilling and production permit was granted by the Board of Directors with the following special provisions:

1. None

##### **B. General Conditions**

Acceptance of the permit by the person to whom it is issued constitutes acknowledgment of and agreement to comply with all of the terms, provisions, conditions, limitations, and restrictions of these rules including, but not limited to, the following:

1. Permits are granted in accordance with the provisions of the Texas Water Code and the Rules, Management Plan and Orders of the District, and acceptance of the permit constitutes an acknowledgment and agreement that the permittee will comply with the Texas Water Code, the District Rules, Management Plan, Orders of the District Board, and all the terms, provisions, conditions, requirements, limitations and restrictions embodied in a permit.
2. A permit confers no vested rights in the holder, and it may be revoked or suspended, or its terms may be modified or amended pursuant to the provisions of the District's Rules.
3. The operation of a well for the authorized withdrawal must be conducted in a non-wasteful manner. In the event the groundwater is to be transported a distance greater than one-half mile from the well, it must be transported by pipeline to prevent waste caused by evaporation and percolation.
4. The permittee must keep records of the amount of groundwater produced and the purpose of the production and such records shall be available for inspection by District representatives. Immediate written notice must be given to the District in the event production exceeds the quantity authorized by a permit, or the well is either polluted or causing pollution of the aquifer. **Please submit your annual water usage to the District each January.**
5. A well site must be accessible to District representatives for inspection, and the permittee agrees to fully cooperate in any reasonable inspection of the well and well site by District representatives.
6. Applications for which a permit is issued are incorporated in the permit and thus permits are granted on the basis of and contingent upon the accuracy of the information supplied in the application and any amendments to the application. A finding that false information has been supplied is grounds for immediate revocation of a permit. In the event of conflict between the provisions of a permit and the contents of the application, the provisions of the permit shall control.
7. Suspension or revocation of a permit may require immediate cessation of all activities granted by the permit.



8. Violation of a permit's terms, conditions, requirements or special provisions is punishable by civil penalties provided by the District's Rules.
9. Where ever special provisions in a permit are inconsistent with other provisions or District Rules, the special provisions prevail.
10. Changes in the withdrawal and use of groundwater during the term of a permit may not be made without prior approval of a permit amendment authorizing the change issued by the District.

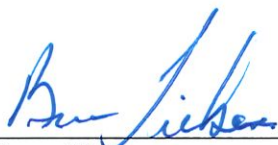
**C. Change of Ownership**

A drilling or production permit may be transferred to another person through change of ownership of the well provided all permit conditions remain in compliance with District Rules and the District is notified, in advance, of the proposed change in ownership. The General Manager is authorized to effectuate the permit transfer.

**D. Enforcement of Rules**

All Rules duly adopted, promulgated and published by this District shall be enforced as provided for under Chapter 36, Texas Water Code.

1. The District may enforce Chapter 36, Texas Water Code and its Rules by injunction, mandatory injunction, or other appropriate remedy in a court of competent jurisdiction.
2. The Board by rule may set reasonable civil penalties for breach of any rule of the District not to exceed \$10,000 per day per violation, and each day of a continuing violation constitutes a separate violation in accordance with Chapter 36.102 of the Texas Water Code.
3. A penalty under Chapter 36, Texas Water Code or the District's Rules is in addition to any other penalty provided by the law of this state and may be enforced by complaints filed in a court of competent jurisdiction in Gonzales County.
4. If the District prevails in any suit to enforce its Rules, it may, in the same action, recover reasonable fees for attorneys, expert witnesses, and other costs incurred by the District before the court. The amount of the attorney's fees shall be fixed by the court.
5. A public hearing shall be called by the Board before any enforcement action is undertaken.
6. The Board shall notify the appropriate person or entity alleged to have committed a violation of the rules of the District by certified mail return receipt requested or by publication in a newspaper of general circulation in the District of the date of the public hearing to hear testimony about the circumstances regarding the enforcement action. Notice must be provided at least ten (10) days prior to the public hearing.



Bruce Ticken  
President  
Gonzales County UWCD

9-11-18

Date

## General Manager

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**From:** Jordan Beeman <jbeeman@icloud.com>  
**Sent:** Monday, August 7, 2023 10:58 AM  
**To:** General Manager  
**Subject:** GCP 12-13-01

Hi Laura,

I am writing to you to request to renew Beeman Family Limited Land Partnership permit GCP 12-13-01 for another term.

Thank You!

Jordan Beeman



.....

## Gonzales County Underground Water Conservation District

522 Saint Matthew Street  
P.O. Box 1919  
Gonzales, TX 78629  
Phone: 830.672.1047  
Fax: 830.672.1387

**MAILED**  
11/15/2018

**Drilling and Production Permit  
Irrigation Well  
Permit No.: 12-13-01  
GCUWCD Well ID No: P055**

**Permit Issued To:** Beeman Family Limited Land Partnership

**Mailing Address:** PO Box 628  
Flatonina, TX 78941

**Telephone Number:** 361.865.2121

**Date Original Application Filed:** September 04, 2013

**Date of Public Hearing on Original Application:** December 10, 2013

**Date Original Permit Granted:** December 10, 2013

**Date First Permit Renewal Request Granted: Date of Board Meeting:** November 13, 2018

**Production Permit Provisions:** Total production is limited to 200 acre-feet per year

*The rate of production from a well or well field may vary throughout the year; however, the total production in a calendar year beginning on January 1st and ending on December 31st shall not exceed the permitted production for that year. Individual well production rates are allowed to increase up to 150% of the permitted production rate during peak demand periods*

**Aquifer Production Allocation:** 1.0 acre-foot per acre from the Queen City Aquifer

**Pumping Capacity of Water Well:** Limited to 1338 gpm by the minimum well-to-property boundary offset distance in Rule 18.A

**Term of Production Permit:** 5 years

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*An application for renewal of a permit that also requests a major amendment is subject to notice and hearing, and final approval by the Board. During consideration of a contested renewal application, the permit shall remain effective until final Board action on renewal of the permit.*

## Additional Conditions Applicable to Drilling and Production Permit:

### A. Special Provisions

1. None

### B. General Conditions

Acceptance of the permit by the person to whom it is issued constitutes acknowledgment of and agreement to comply with all of the terms, provisions, conditions, limitations, and restrictions of these rules including, but not limited to, the following:

1. Permits are granted in accordance with the provisions of the Texas Water Code and the Rules, Management Plan and Orders of the District, and acceptance of the permit constitutes an acknowledgment and agreement that the permittee will comply with the Texas Water Code, the District Rules, Management Plan, Orders of the District Board, and all the terms, provisions, conditions, requirements, limitations and restrictions embodied in a permit.
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3. A penalty under Chapter 36, Texas Water Code or the District's Rules is in addition to any other penalty provided by the law of this state and may be enforced by complaints filed in a court of competent jurisdiction in Gonzales County.
4. If the District prevails in any suit to enforce its Rules, it may, in the same action, recover reasonable fees for attorneys, expert witnesses, and other costs incurred by the District before the court. The amount of the attorney's fees shall be fixed by the court.
5. A public hearing shall be called by the Board before any enforcement action is undertaken.
6. The Board shall notify the appropriate person or entity alleged to have committed a violation of the rules of the District by certified mail return receipt requested or by publication in a newspaper of general circulation in the District of the date of the public hearing to hear testimony about the circumstances regarding the enforcement action. Notice must be provided at least ten (10) days prior to the public hearing.

  
\_\_\_\_\_  
Bruce Ticken  
President  
Gonzales County UWCD

11-13-2018  
\_\_\_\_\_  
Date

**GCUWCD Web Hosting – 2023-2024  
Task Order Authorization No. 006  
August 31, 2023**

<b>Scope of Work:</b>	1. October 1, 2023 – September 30, 2024 Web Hosting Fee
<b>Deliverables:</b>	1. N/A
<b>Items Furnished by GCUWCD:</b>	1. N/A
<b>Fees:</b>	1. \$5,500.00  Total Fee: \$5,500.00  This is a lump sum fee contract and will be invoiced upon signed agreement of the Task Order.

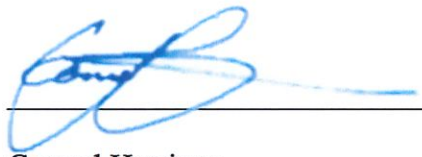
Halff Associates is performing the services above under the terms and conditions described in the **Agreement For Professional Services On A Task Order Basis**, dated July 31, 2018, between Halff Associates and the Gonzales County Underground Water Conservation District (GCUWCD). Halff Associates will bill the above described services under AVO 34614.

Submitted

Approved

**Halff Associates, Inc.**

Gonzales County Underground Water Conservation District



Conrad Harrison \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Title: Software Development Team Leader\_

Title: \_\_\_\_\_

Date: August 31, 2023\_\_\_\_\_

Date: \_\_\_\_\_



## General Manager

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**From:** kelley@gcgcd.org  
**Sent:** Friday, August 11, 2023 8:41 AM  
**To:** General Manager  
**Subject:** RE: GMA 13 update - draft agenda

Good morning Laura -

The cost breakdown for each district has already been approved when we approved the interlocal agreement and when we approved the contract with Bill Hutchison.

It's up to each GCD how they want to fund the account. You can pay your portion all up front and Evergreen will write checks from the account to pay each invoice. Or you can wait until we get the invoice and then send money to Evergreen to pay Bill.

\$5,767.50 is 7.69% of \$75,000

Gonzales has \$490.11 balance remaining in the GMA account so Gonzales will owe a total of \$5,277.39 if my Friday morning math is correct.

My board decided to pay it over time and not in one lump sum. It is each GCD's option. Bill will invoice the GMA after the Sept. meeting. I don't know the amount, but I do know it will be more than we have in the coffer.

Evergreen UWCD	30.77%
Gonzales County UWCD	7.69%
Guadalupe County GCD	7.69%
McMullen GCD	7.69%
Medina County GCD	7.69%
Plum Creek GCD	7.69%
Uvalde County UWCD	7.69%
Wintergarden GCD	23.08%

District	% Budget	Total Paid	Balance Remaining
		<b>\$52,500.00</b>	<b>\$6,372.75</b>
Evergreen UWCD	30.77%	\$16,153.85	\$1,961.09
Gonzales County UWCD	7.69%	\$4,038.46	\$490.11
Guadalupe County GCD	7.69%	\$4,038.46	\$490.11
McMullen GCD	7.69%	\$4,038.46	\$490.11

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**From:** [kelley@gcgcd.org](mailto:kelley@gcgcd.org) <[kelley@gcgcd.org](mailto:kelley@gcgcd.org)>  
**Sent:** Thursday, August 10, 2023 9:35 AM  
**To:** Debbie Farmer <[wgcd@wgcd.net](mailto:wgcd@wgcd.net)>  
**Cc:** Bill Hutchison <[billhutch@texasgw.com](mailto:billhutch@texasgw.com)>  
**Subject:** GMA 13 update - draft agenda

Good Morning GMA 13 –

In preparation for our upcoming Planning Group meeting (Sept. 15<sup>th</sup>) – I have a working draft agenda to share. Please take a look and let me know if you have any edits/suggestions/comments/additions/etc.

Some/most of us will be at TAGD the last week of August – advanced input would be greatly appreciated 😊  
Our deadline to post the agenda will be **Sept. 1<sup>st</sup>** – (Labor Day weekend holiday).

I have a few notes to help clarify some of the action items.

1. Declaration of Quorum and Call Meeting to Order
2. Welcome and Introductions
3. Public Comment
4. **Discussion and possible action to approve new GMA 13 representative for Evergreen UWCD**

As you probably know by now, Diane Savage has retired.

Darrell Brownlow has joined the EUWCD board and has been selected to represent EUWCD on the GMA 13 board. Administratively, we will welcome our new member. Welcome Darrell.

5. **Discussion and possible action to (s)elect GMA 13 representative for Region L**

Diane served as the GMA 13 representative for Region L – so we will need to appoint a new person. {Not it!! 😊} – Joking aside, it is my understanding we already have a volunteer. Darrell has expressed interest. We will take nominations at the meeting and take it to vote. Feel free to nominate yourself if you are interested.

6. Discussion and possible action on the minutes of the meeting held February 17, 2023
7. **Update/Report on Financials**

Dr. Bill will be ready to invoice the GMA after the Sept. meeting. FYI - It will be time for each GCD to fund the account.

8. **Legislative updates from 88<sup>th</sup> session**

I have a quick update on Leg that passed specific to GMAs (HB 3278) – will be in your board packet.

9. **Discussion and possible action re: website for GMA 13**