

**BANDERA COUNTY RIVER AUTHORITY AND  
GROUNDWATER DISTRICT**

**Self-Evaluation Report**



***Sunset Advisory Commission  
September 2021***

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## BCRAGD Self-Evaluation Report

### I. Agency Contact Information

A. Please fill in the following chart.

**BCRAGD  
Exhibit 1: Agency Contacts**

	Name	Address	Telephone & Fax Numbers	Email Address
<b>Agency Head</b>	Dave Mauk	PO BOX 177 Bandera, Texas 78003	(830)796-7260	dmauk@bcragd.org
<b>Agency's Sunset Liaison</b>	Hayli Phillips	PO BOX 177 Bandera, Texas 78003	(830)796-6201	hphillips@bcragd.org

Table 1 Exhibit 1 Agency Contacts

### II. Key Functions and Performance

Provide the following information about the overall operations of your agency. More detailed information about individual programs will be requested in Section VII.

**A. Provide an overview of your agency's mission, objectives, and key functions.**

Bandera County River Authority and Groundwater District's ("BCRAGD" or "District") principal mission is to protect and preserve the County's water and natural resources for the State of Texas. The District also maintains local accountability of the County's water resources to help safeguard the property rights of the citizens of Bandera County. The District's objectives include safeguarding the aquifer, monitoring water quality of the Medina and Sabinal Rivers, and Medina Lake, preparing and educating the public on water safety and natural resource stewardship. (For more in-depth objectives, please see the attachment labeled "Strategic Plan 2021-2026.") The key functions of the District include but are not limited to: Aquifer Regulation, Education and Outreach, Environmental Investigations, Flood Early Warning System, Surface Water Monitoring, and Monitor Wells Program.

**B. Do your key functions continue to serve a clear and ongoing objective? Explain why each of these functions is still needed?**

Yes, our key functions mentioned above do serve a clear and ongoing objective.

Aquifer Regulation and Monitoring continues to serve the objective of conservation and protection of the State's Natural Resources and allows the District and the State to observe, evaluate, and act on water availability and quality concerns within the aquifers of Bandera County.

Education and Outreach continue to allow for the District to provide the public with the knowledge, tools, and resources that will enable for proper stewardship of the land and natural resources for the State of Texas.

The Invasive Species Monitoring Program provides the District and the general public with the knowledge and understanding of the harmful effects of non-native invasive species into ecosystems. The District participates in the Arundo Donax Control Program, which monitors, sprays for removal, and works toward eradication of the non-native species Arundo Donax. Arundo is harmful to the water resources as it consumes vast amounts of water compared to the native plant species. The District also monitors for Zebra Mussels. Zebra Mussels invade fresh bodies of water such as Lakes and Rivers, which can cause harm should they invade piping systems.

Environmental Investigations are critical to the protection of the natural resources for the State of Texas. These investigations allow the District to stop any activity that would harm either the aquifers or the natural water courses in the county, and prevent any contamination of, or harm to, these natural resources.

The two Flood Early Warning Systems on the Medina River and Sabinal River are vital to safeguarding property and preventing the loss of life during flash flooding events. These systems allow emergency management and first responders to make educated decisions with real-time information regarding road closures, evacuations, and emergency alerts.

Surface Water Monitoring provides a clear understanding of the bacteria in the water and helps to educate the public on contaminants in the River Basins and Lake in Bandera County. This information is made available to the public to facilitate better decision-making regarding water recreation and establishes a database of information regarding water quality, water flows, and periodic droughts.

The Monitor Wells Program provides quarterly data regarding the drawdown of the aquifers in Bandera County, which facilitates better Desired Future Conditions planning during the 5-year Groundwater Management Area joint planning process as required by Chapter 36 of the Texas Water Code.

**C. What, if any, functions does your agency perform that are no longer serving a clear and ongoing purpose? Which agency functions could be eliminated?**

The District is not aware of any agency functions that could be eliminated.

**D. Does your agency's enabling law continue to correctly reflect your mission, objectives, and approach to performing your functions?**

Yes, the initial enabling act in 1971 organized the District under Article 16 Section 59 of the Texas Constitution as a Conservation and Reclamation District. This legislation granted the District the powers and duties of a Water Control and Improvement District, Chapter 51, Water Code.

## **Texas Water Code, Chapter 51, Water Control and Improvement District 51.121. Purposes of District (River Authority)**

A water control and improvement district organized under the provisions of Article XVI, Section 59, of the Texas Constitution may provide for:

- (1) The control, storage, preservation, and distribution of its water and floodwater and the water of its rivers and streams for irrigation, power, and all other useful purposes;**
- (2) The reclamation and irrigation of its arid, semiarid, and other land which needs irrigation;
- (3) The reclamation, drainage, conservation, and development of its forests, water, and hydroelectric power;
- (4) The navigation of its coastal and inland water;
- (5) The control, abatement, and change of any shortage or harmful excess of water;
- (6) The protection, preservation, and restoration of the purity and sanitary condition of water within the state; and**
- (7) The preservation and conservation of all natural resources of the state.**

**The purposes stated in Subsection (b) of this section may be accomplished by any practical mean**

Further legislation in 1989 added to the District the powers and duties of a Groundwater Conservation District organized out of Chapter 36 Water code. Groundwater Conservation Districts are the state's preferred method of aquifer management.

**E. Have you previously recommended changes to the Legislature to improve your agency's operations? If so, briefly explain the recommended changes, whether or not they were adopted, and if adopted, when.**

The District recommended the Legislature codify the District's enabling legislation. Codifying the District's enabling legislation would allow for a more thorough and clear understanding of the powers and responsibilities of the District. Unfortunately, all efforts to codify the District's enabling act have failed.

In addition to the codification bill, the District recently recommended a Committee Substitute to HB 3176 (87<sup>th</sup> Legislature). The amendment would have allowed the District to regulate the construction of structures below the high water line of Medina Lake and adopt rules governing permitting all such structures except those built by a political subdivision .

**F. Do any of your agency's functions overlap or duplicate those of another local, state, or federal agency? Explain if, and why, each of your key functions is most appropriately placed within your agency. How do you ensure against duplication with other related agencies?**

The District is unique in the State of Texas. While other agencies may have similar functions, they are not as all-encompassing as Bandera County River Authority and Groundwater District.

BCRAGD is the only agency in the State of Texas with both the powers of a groundwater conservation district and the powers of a water control and improvement district. The District's powers derive from Chapter 36, Chapter 49, and Chapter 51 of the Texas Water Code. BCRAGD is the only agency that has water development and groundwater jurisdiction in Bandera County, Texas.

Please note that the District is currently in litigation with the Bexar Medina Atascosa Water Control and Improvement District No. 1 ("BMA") over which agency is responsible for protecting and managing that part of Medina Lake located in Bandera County. Although BCRAGD prevailed at the District Court level, BMA successfully argued to the 4<sup>th</sup> Court of Appeals that the suit should have been filed against BMA's directors instead of the agency. The case is continuing at the District Court level.

**G. In general, how do other states carry out similar functions?**

Some states (E.g., New Mexico) regulate both surface water and groundwater through state agencies instead of local political subdivisions. The result is that obtaining groundwater withdrawal permits takes significantly longer. Those states also do not recognize private property rights in groundwater, nor are local concerns and needs considered in the permitting process. Water is regulated differently in Texas. Locally elected Groundwater Conservation Districts tailor their regulations to the hydrology of an aquifer's local groundwater management zones and the needs of each unique constituency that relies on that aquifer. This results in more efficient management of our natural resources that considers the variability of water availability across Texas' geographical regions.

**H. What key obstacles impair your agency's ability to achieve its objectives?**

There are currently no key obstacles that impair the District's ability to achieve its objectives.

**I. Discuss any changes that could impact your agency's key functions in the near future (e.g., changes in federal law or outstanding court cases).**

The District is in ongoing litigation with the Bexar Medina Atascosa Water Control and Improvement District No. 1 regarding jurisdiction on Medina Lake in Bandera County. The favorable end of this case would allow the District to protect the water quality in Medina Lake.

**J. Aside from additional staff or funding, what are your agency's biggest opportunities for improvement in the future? For example, are there other programs or duties the agency could take on to better carry out its mission?**

The biggest opportunity for improvements would be the affirmation of jurisdiction on Medina Lake. The ongoing dispute over the jurisdiction over Medina Lake in Bandera County has made enforcing District rules geared towards protecting and preserving the Lake a difficult task. The codification of District legislation would allow for jurisdiction to be clear and concise, but BMA continues to oppose all efforts at codifying the District's enabling act. In turn, the District would be able to establish security patrols on the lake for the prevention of dangerous structures being

built in inundation areas, prevent pollution, stop illegal dumping, and any other actions that threaten the water quality of the lake and the safety of its recreationists and residents.

**K. Overall, how does the agency measure its effectiveness in carrying out its objectives?**

The District measures its effectiveness in carrying out its objectives through the District's Annual Report, which is presented every April to the Board; The staff also follows the District's Management Plan closely. The Annual Report demonstrates all District activities that comply with the District's Management Plan. Additionally, the staff undergoes Annual Performance Reviews with the General Manager and Human Resources, which gives the team members involved in achieving the objectives an opportunity to reflect on and highlight their accomplishments in carrying out key functions and objectives. The District also reviews District Teams for efficiency and accuracy of executing District goals and objectives.

**In the following chart, provide information regarding your agency's key performance measures, including outcome, input, efficiency, and explanatory measures. See Exhibit 2 Example. Please provide both key and non-key performance measures set by the Legislative Budget Board as well as any other performance measures or indicators tracked by the agency. Also, please provide information regarding the methodology used to collect and report the data.**

There are no performance measures set by the Legislative Budget Board for the District. Please see the District Management Plan's management objectives and performance standards. The District is subject to a performance audit by the State Auditor. The last audit report is attached.

**L. Please list all key datasets your agency maintains and briefly explain why the agency collects them and what the data is used for. Is the agency required by any other state or federal law to collect or maintain these datasets? Please note any "high-value data" the agency collects as defined by Texas Government Code, Section 2054.1265. In addition, please note whether your agency posts those high-value datasets on publically available websites as required by statute, and in what format.**

Please refer to Section VII. as the key datasets are mentioned in each program.

### III. History and Major Events

#### **Bandera County River Authority and Groundwater District History**

**August 30, 1971** - Bandera County River Authority was established by House Bill 988 from the 62nd Texas Legislature.

**June 14, 1989** - Springhills Water Management District was created from Senate Bill 1636 in the 71st Texas Legislature. This action combined surface water and groundwater regulation for the District and combined Springhills with Bandera County River Authority and Groundwater District.

**1991** - Springhills Water Management District adopted their first set of rules out of the Texas Water Code.

**August 20, 1998-** Springhills Water Management District adopted their first Groundwater Management Plan.

**1999** - Springhills Water Management District adopted rules out of Chapter 36 of the Texas Water Code.

**2003** - Texas Commission on Environmental Quality approved a name change from Springhills Water Management District to Bandera County River Authority and Groundwater District.

**March 11, 2004** - The Bandera County River Authority and Groundwater District adopted a new Groundwater Management Plan.

**2008** - Groundwater Management Area 9 adopts the first set of Desired Future Conditions.

**2010** - Bandera County River Authority and Groundwater District adopted their first Groundwater Management Plan that was approved by the Texas Water Development Board.

**February 24, 2010** - Bandera County River Authority and Groundwater District amended their Chapter 36 rules.

**April 8, 2010** - The Bandera County River Authority and Groundwater District adopted a new Groundwater Management Plan.

**March 8, 2012** - Bandera County River Authority and Groundwater District adopted rules from Chapter 36 on Permitted Wells.

**March 13, 2013** - Bandera County River Authority and Groundwater District amended their Chapter 36 rules.

**April 11, 2013** - The Bandera County River Authority and Groundwater District adopted a new Groundwater Management Plan.

**January 9, 2014** - Bandera County River Authority and Groundwater District adopted rules out of Chapter 51 of the Texas Water Code.

**2015** - HB 1207 and SB 363 in the 84th Texas Legislature changed the District's elections from May to November of odd numbered years.

**February 8, 2018** - The Bandera County River Authority and Groundwater District adopted a new Groundwater Management Plan.

**February 27, 2020** - Bandera County River Authority and Groundwater District adopted their most recent Chapter 36 Rules.

## IV. Policymaking Structure

**A. Complete the following chart providing information on your policymaking body members.**

**BCRAGD  
Exhibit 4: Policymaking Body**

Member Name	Term / Election Dates	Precinct
Don Sloan	4 Years 2020-2024	2
Bob Williams	4 Years 2020-2024	4
Neil Boultinghouse	4 Years 2018-2022	4
Ernest DeWinne	4 Years 2020-2024	1
Rachel Mulherin	4 Years 2018-2022	2
Conrad Striegl	4 Years 2018-2022	1
Rebeca Gibson	4 Years 2018-2022	Member at Large
Bruce Hayes	4 Years 2018-2022	3
Vacancy		3

**Table 4 Exhibit 4 Policymaking Body**

**B. Describe the primary role and responsibilities of your policymaking body.**

The policymaking body, also known as the Board of Directors, is responsible for developing and adopting rules and regulations to protect private property rights, protect water quality, and manage the water resources of Bandera County. The Board of Directors is also responsible for directing the General Manager in achieving the goals and objectives of the District, as well as acting as a tribunal during enforcement of rule violations. Additionally, the Board of Directors is responsible for conducting District business, approving or disapproving Permitted Well Applications, District finances, and taxation.

**C. How is the chair selected?**

BCRAGD does not have a chair; however, our executive officers (President, Vice President, Secretary/Treasurer, At Large) are elected by the Board of Directors during an open meeting following each election.

**D. List any special circumstances or unique features about your policymaking body or its responsibilities.**

As BCRAGD is both a River Authority and Groundwater Conservation District, the Board of Directors are elected by the voters of Bandera County. The Board members are reimbursed for actual expenses incurred, but do not receive fees of office or any other compensation. Additionally, the Board of Directors must adopt rules governed by two chapters of the Texas

Water Code (Ch. 36 & Ch. 51) rather than a single chapter. The District is responsible for both groundwater regulation and surface water protection.

**E. In general, how often does your policymaking body meet? How many times did it meet in FY 2019? In FY 2020? Explain if the policymaking body met in-person or virtually during this time.**

The BCragd Board of Directors is required to meet quarterly, however the General Manager has the authority to call a meeting outside of that quarterly schedule. In FY2019, the BCragd Board of Directors met a total 10 times, and in FY2020 met a total of 8 times. Most of the BCragd Board Meetings were held in person with social distancing and masks; the Board held only one virtual meeting in FY2020.

**F. Please list or discuss all the training the members of the agency's policy making body receive. How often do members receive this training?**

The Board of Directors receive an annual training of their responsibilities and obligations, as well as an overview of general District operations that is provided during an open meeting. Additionally, the board receives an Annual Report that provides them with a review of the District's activities, performance management goals, objectives, and mission. All board members have taken training on the Open Meetings Act and the Public Information Act.

**G. What information is regularly presented to your policymaking body to keep them informed about the agency's operations and performance?**

The BCragd Board of Directors are presented with a board book at every board meeting, which is sent to them at least 3 days before the meeting. Additionally, during the Quarterly Meetings, the General Manager gives a detailed report regarding the activities and statistics of the District from the previous quarter. The Board is also briefed about any pending concerns and given updates about future projects or actions.

The District's Annual Report is presented to the Board outlining all District programs, regional partnerships and planning, and initiatives, including Desired Future Conditions compliance.

**H. How does your policymaking body obtain input from the public regarding issues under the agency's jurisdiction? How is this input incorporated into the operations of your agency?**

The Board has established Public Comment at all Board meetings. Also, the General Manager has an open-door policy in regards to the public. Any member's concern is addressed by the General Manager in a transparent manner. Any member of the public not satisfied with the General Manager's response has the option of addressing the Board.

The General Manager and District staff routinely meet with members of the public. These meetings are often conducted as an educational event for the general public.

Recently, the Board has authorized the General Manager to establish a Stakeholder Committee to review the District's 5-year strategic plan and District programs. This Stakeholder Committee will present the Board with recommendations and comments on District programs and initiatives.

**I. If your policymaking body uses subcommittees or advisory committees to carry out its duties, fill in the following chart. See Exhibit 5 Example. For advisory committees, please note the date of creation for the committee, as well as the abolishment date as required by Texas Government Code, Section 2110.008.**

The District does not utilize subcommittees or advisory committees.

## V. Funding

**A. Provide a brief description of your agency’s funding, including information about the most recent five percent budget reduction and any funding related to disaster relief or COVID-19, if applicable.**

The District is funded through ad valorem taxes and fees collected from water well registrations, permits, and water quality testing. The District does not receive appropriations from the legislature and was not subject to a five percent budget reduction.

**B. List all riders that significantly impact your agency’s budget.**

Not applicable.

**C. Show your agency’s expenditures by strategy. See Exhibit 6 Example.**

Please see the attached Profit and Loss for October 2019 through September 2020.

**D. Show your agency’s sources of revenue. Include all local, state, and federal appropriations, all professional and operating fees, and all other sources of revenue collected by the agency, including taxes and fines. See Exhibit 7 Example.**

**BCRAGD**  
**Exhibit 7: Sources of Revenue — Fiscal Year 2020 (Actual)**

Source	Amount
Tax Revenue	\$956,076.10
Well Permits	\$23,660.00
Interest Income	\$991.87
Water Quality Testing Fees	\$4,130.00
USGS Gauge Station	\$6,800.00
Miscellaneous Income	\$354.66
<b>TOTAL</b>	<b>\$994,012.63</b>

Table 7 Exhibit 7 Sources of Revenue

**E. If you receive funds from multiple federal programs, show the types of federal funding sources. See Exhibit 8 Example.**

Not applicable.

F. If applicable, provide detailed information on fees collected by your agency. Please explain how much fee revenue is deposited/returned to the General Revenue Fund and why, if applicable. See Exhibit 9 Example.

**BCRAGD**  
**Exhibit 9: Fee Revenue — Fiscal Year 2020**

<b>Fee Description/ Program/ Statutory Citation</b>	<b>Current Fee</b>	<b>Fees Set by Statute or Rule?</b>	<b>Statutory Maximum or Minimum</b>	<b>Number of Persons or Entities Paying Fee</b>	<b>Fee Revenue</b>	<b>Where Fee Revenue is Deposited (e.g., <i>General Revenue Fund</i>)</b>
Well Registrations	\$125	Rule	n/a	121	\$15,125	General Funds
Well Permits	\$1,500	Rule	n/a	6	\$9,000	General Funds
Water Quality Testing	Bacteria: \$15/\$35 Mineral: \$10/\$20 Both: \$20/\$50	Rule	n/a	213	\$4,130	General Funds

**Table 9 Exhibit 9 Fee Revenue**

## VI. Organization

A. Provide an organizational chart that includes major programs and divisions, and shows the number of FTEs in each program or division. Detail should include, if possible, department heads with subordinates, and actual FTEs with budgeted FTEs in parenthesis.

Department	Programs	Head of Program	Program Associates	FTE for Program	FTE Budgeted
Surface Water					
	Clean Rivers Program	Field Operations Manager	Natural Resource Specialist, Surface Water Science Manager	n/a	n/a
	In-House Water Quality Sampling	Field Operations Manager	Natural Resource Specialist, Surface Water Science Manager	n/a	n/a
	Invasive Species Management	Field Operations Manager	Natural Resource Specialist, Surface Water Science Manager	n/a	n/a
Groundwater					
	Registered/ Exempt Well Program	Groundwater Science Manager	Natural Resource Specialist, Field Operations Manager, Office Coordinator, General Manager, Intergovernmental Affairs Manager	n/a	n/a
	Permitted Well Program	Groundwater Science Manager	Natural Resource Specialist, Field Operations Manager, Office Coordinator, General Manager, Intergovernmental Affairs Manager	n/a	n/a
	Monitor Well Program	Groundwater Science Manager	Natural Resource Specialist, Field Operations Manager	n/a	n/a

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	Rainfall Monitoring	Flood Science Manager	Field Operations Manager	n/a	n/a
	Geophysical Logging	Groundwater Science Manager	Natural Resource Specialist	n/a	n/a
Enforcement & Investigations					
	Environmental Investigations	Field Operations Manager	General Manager, Natural Resource Specialist, Groundwater Science Manager	n/a	n/a
Education & Community Outreach					
	ISD Education	Education & Outreach Manager	Education & Outreach Coordinator	n/a	n/a
	University Internship Program	Education & Outreach Manager		n/a	n/a
	Water Conservation & Natural Resource Stewardship Events	Education & Outreach Manager	Education & Outreach Coordinator, Surface Water Science Manager, Groundwater Science Manager, Field Operations Manager, General Manager	n/a	n/a
	Flood Early Warning Systems	Flood Science Manager	Intergovernmental Affairs Manager, General Manager, Office Manager	n/a	n/a
	Community Outreach	Education & Outreach Manager	Education & Outreach Coordinator, Surface Water Science Manager, Groundwater Science Manager, Field Operations Manager, General Manager	n/a	n/a

Resource Planning & Collaboration					
	GMA9	General Manager	Intergovernmental Affairs Manager, Groundwater Science Manager	n/a	n/a
	Region J (Plateau)	General Manager	Intergovernmental Affairs Manager	n/a	n/a
	San Antonio Regional Flood Planning Group	General Manager		n/a	n/a
	Nueces Regional Flood Planning Group	Flood Science Manager		n/a	n/a

**B. If applicable, fill in the chart below listing field or regional offices. See Exhibit 10 Example.**

**BCRAGD**  
**Exhibit 10: FTEs by Location — Fiscal Year 2021**

Headquarters, Region, or Field Office	Location	Number of Budgeted FTEs FY 2021	Number of Actual FTEs (as of SER submission)
Main Office	440 FM 3240 Bandera, TX	n/a	n/a
Lake Annex Office	10828 PR 37 Lakehills, TX	n/a	n/a
		<b>TOTAL:</b>	<b>TOTAL:</b>

Table 10 Exhibit 10 FTEs by Location

**C. What are your agency's FTE caps for fiscal years 2019–22?**

Due to the nature of the District and the cross-trainability of all 12 District employees, this is not applicable. The District dedicates several employees to various projects and programs at any given time.

**D. How many temporary or contract employees did your agency have in fiscal year 2020? Please provide a short summary of the purpose of each position, the amount of expenditures per contract employee, and the procurement method of each position.**

In Fiscal Year 2020, the District had one temporary employee in the form of an intern. The purpose of this internship is to provide understanding, knowledge, and career development for

college-aged students interested in pursuing a career in water natural resources. The District allocated \$790.00 for the short-term paid internship. Interns are selected through a process that includes an application, recommendations, and an interview.

**E. List each of your agency’s key programs or functions, along with expenditures and FTEs by program. See Exhibit 11 Example.**

**BCRAGD**  
**Exhibit 11: List of Program FTEs and Expenditures — Fiscal Year 2020**

Program	Actual Expenditures FY 2020	Budgeted Expenditures FY 2021	FTE's per Program
Water Quality Conservation Programs	\$2,042.78	\$8,000.00	n/a
Clean Rivers Program	\$3,760.48	\$8,000.00	n/a
Illegal Dumping- Litter Abatement	\$420.03	\$1,000.00	n/a
Water Test Supplies	\$5,491.56	\$9,000.00	n/a
Aquifer Monitoring Wells	\$1,028.79	\$1,500.00	n/a
Well Logging & Equipment	\$94.18	\$1,000.00	n/a
Brush Control- Arundo Donax	\$3,550.00	\$5,000.00	n/a
Invasives - Zebra Mussels	\$149.74	\$1,000.00	n/a
Riparian Projects	\$50.00	\$1,000.00	n/a
USGS Flood Warning Project	\$76,170.00	\$40,000.00	n/a
USGS Gauge Total	\$30,600.00	\$30,600.00	n/a
USGS Gauge- NW Bandera County	\$6,380.00	\$6,380.00	n/a
GMA-9/DFC Compliance	\$100.00	\$3,500.00	n/a
<b>TOTAL</b>	<b>\$129,837.56</b>	<b>\$115,980.00</b>	

**Table 11 Exhibit 11 List of Program FTEs and Expenditures**

## VII. Guide to Agency Programs

### A. Provide the following information at the beginning of each program description.

**Name of Program or Function:** Clean Rivers Program

**Location/Division:** Upper Medina River Basin / Upper Nueces River Basin

**Contact Name:** Clint Carter

**Statutory Citation for Program:** Chapter 51 of the Texas Water Code

### B. What is the objective of this program or function? Describe the major activities performed under this program.

This is a collaborative effort between the District, Texas Commission on Environmental Quality (TCEQ), San Antonio River Authority, and Nueces River Authority. This program monitors surface water quality and includes biological sampling throughout Texas. BCRA GD staff collect water samples and make field measurements and observations for the San Antonio River Authority and the Nueces River Authority Clean Rivers Programs.

Each riverine sampling site consists of instantaneous field measurements of water quality utilizing a multiprobe sonde unit, collecting water samples for laboratory analysis, conducting discharge measurements utilizing a flowtracker/wading rod or a USGS stream gage, and documenting field observations. Medina Lake sampling sites consist of performing a vertical profile of instantaneous measurements for the entire depth of the waterbody, recording stage elevation, collecting water samples, and documenting field observations. These sampling sites are performed every quarter on a routine basis.

The Clean Rivers Program Biological sampling is performed on the Medina River biannually. These events consist of measuring and documenting physical habitat conditions within a specified reach of the Medina River and collecting aquatic organisms utilizing a backpack electroshocker and multiple seining techniques. Each species of aquatic organism is photographed, measured, and documented.

### C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.

TCEQ and the River Authorities use the data collected for the Clean Rivers Program to monitor the status of the State's waters and to provide a framework for managing water quality. TCEQ summarizes this data every two years and creates the Texas Integrated Report, which satisfies the requirements of the Clean Water Act. The 2020 Texas Integrated Report can be found here:

<https://www.tceq.texas.gov/waterquality/assessment/20twqi/20txir>

TCEQ manages the data derived from the Clean Rivers Program and is available for public viewing here:

<https://www80.tceq.texas.gov/SwqmisWeb/public/crpweb.faces>

The San Antonio River Authority and the Nueces River Authority conduct an audit of the data collection annually to ensure compliance with the Clean Rivers Program.

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

The Clean Rivers Program began in 1991 as TCEQ's response to the 1972 Clean Water Act. The District began its participation in the Clean Rivers Program in 2013 with six sampling sites. Currently, there are 19 sampling sites.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

This program is conducted for the general public's benefit and there are no eligibility requirements.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The Clean Rivers Program is administered by a Quality Assurance Project Plan (QAPP) prepared by the San Antonio River Authority and the Nueces River Authority, in cooperation with the Texas Commission on Environmental Quality, for each fiscal year. The QAPP serves as a signed agreement between all participants acknowledging the commitments and requirements of the program. The QAPP also identifies policies and procedures involved in their respective river basins. Please see attachment 18.1 for the San Antonio River Authority Quality Assurance Project Plan FY2020.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The District's General Fund provides the funding for this program. Partnering River Authorities and TCEQ help implement and fund the program.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

The District's In-House Sampling Program expands and complements the Clean Rivers Program by collecting surface water samples in the Upper Medina and Upper Nueces River Basins. The Clean Rivers Program offers more in depth analytics, biological sampling, and field measurements as compared to the In-House Sampling Program which is focused on bacterial monitoring and field observations. While both programs are implemented on a quarterly basis, the In-House Sampling Program increases collection frequency during the summer months.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

The District coordinates with TCEQ, NRA, and SARA to implement the program. This cooperation ensures that there is not a duplication of programs and allows for an effective and thorough implementation of the program to protect the natural resources.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

This program works with two other local river authorities and a state agency.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Not applicable.

**L. Provide information on any grants awarded by the program.**

Not applicable.

**M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

There are no legislative barriers impeding the program's performance.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

For further information, please refer to the TCEQ Clean Rivers Program website.

<https://www.tceq.texas.gov/waterquality/clean-rivers>

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

Not applicable.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

Not applicable.

**A. Provide the following information at the beginning of each program description.****Name of Program or Function:** Education & Outreach**Location/Division:** Bandera County**Contact Name:** Corrina Fox**Statutory Citation for Program:** Chapter 36 of the Texas Water Code**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The objective of the Education & Outreach program is to provide the public with the knowledge, skills, and resources to properly conserve and preserve water and the natural resources of Texas. This program includes education involvement in the independent school districts (“ISD”) in Bandera County, social media outreach, educational events for children, educational events for adults, and education regarding the Flood Early Warning Systems on the Medina and Sabinal Rivers.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

Please see the tables below.

<b>FY 2019 Education and Outreach Statistics</b>		
<b>Event Type</b>	<b>Total Number of events</b>	<b>Students reached</b>
Public Events	21	
ISD w/ NRA	7	
ISD	4	
<b>Total</b>	<b>32</b>	<b>496</b>
<b>Social Media Posts</b>		
Facebook	79	
Instagram	25	
Twitter	57	

FY 2020 Education and Outreach Statistics		
Event Type	Total Number of events	Students reached
Public Events	14	
ISD w/ NRA	2	
ISD	0	
<b>Total</b>	<b>16</b>	<b>260</b>
Social Media Posts		
Facebook	56	
Instagram	10	
Twitter	4	

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

The Education and Outreach program operates under the District’s Performance and Management Goals. This program was established in 2012.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

There are no qualifications or eligibility requirements for the District’s Education and Outreach program. While certain events are more relevant to landowners and citizens of Bandera County, they are open to the general public.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The District coordinates the Educational Involvement program in the ISD’s with the Nueces River Authority. The Nueces River Authority is responsible for scheduling ISD visits. The Nueces River Authority and BCRA GD collaborate to ensure that programming aligns with the Texas Essential

Knowledge and Skills set out by the Texas Education Agency and the performance and management goals of BCragd. The is responsible for obtaining presentation assessments from the ISDs and the number of students reached. Students also send in letters explaining their experience with the program. BCragd obtains pictures of the events to post to social media following the BCragd social media policy.

Social Media Outreach begins with creating a calendar of content that will be posted on the different social media platforms. The content is then created using digital art via content platforms and photographing field operations. The content is reviewed and approved by the Education and Outreach Manager or General Manager. Content is then posted directly to the platforms or to a social media scheduler that will then automatically update the platforms on specific days.

The Children's Educational programming outside of the ISDs begins when BCragd contacts community organizations to schedule events. BCragd prepares programs that align with age appropriateness and the District's performance and management goals.

Adult Educational Programs begin with identifying a community need. Implementation occurs with obtaining pertinent resources, including collaboration with other regional and local organizations. Some adult educational programs are offered via video presentations posted to the District website and appropriate social media platforms.

BCragd obtained a grant from the Texas Water Development Board that funds the FEWS Educational events. The District coordinates these events between the Flood Science Manager, Intergovernmental Affairs Manager, and the contractors (US Geological Survey) for the project.

BCragd issues Public Service Announcements regarding the poor quality of water in the Rivers, as well as Announcements regarding Flooding.

BCragd is a partner in TXDOT's Adopt-a-Highway.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The District's General Fund provides all of the funding for this program.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

Not applicable.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

The District works extensively with other agencies including Nueces River Authority (NRA) to ensure education projects are established throughout the region. Prior to COVID, the District routinely worked with San Antonio River Authority, Texas Water Institute, Texas AG Extension, Texas Floodplain Managers Association and other agencies and groups to coordinate education activities thus avoiding duplication of programs.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

The Nueces River Authority is contracted by the District to aid in the Educational Initiative within the ISD's. The US Geological Survey is the contractor for the Flood Early Warning Systems on the Medina and Sabinal Rivers, and as part of the contract provides education to the public regarding the FEWS as facilitated by BCRAAGD. TWDB receives quarterly and annual reports on the progress of the FEWS programs. TXDOT provides the garbage bags and removes them from the stretch of highway the District adopted.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

BCRAAGD contracts with Nueces River Authority to assist in their ISD Education Programs and Arundo Control Education Program. The ISD Education Program contracts for \$5,000.00 annually. The Nueces River Authority education team sends a detailed report, including physical production of educational materials completed in the ISD, to the BCRAAGD Education & Outreach Team.

**L. Provide information on any grants awarded by the program.**

Not applicable.

**M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

There are no legislative barriers impeding the program's performance.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

The District established the education and outreach program to provide resources and knowledge to the general public.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- **why the regulation is needed;**
- **the scope of, and procedures for, inspections or audits of regulated entities;**
- **follow-up activities conducted when non-compliance is identified;**
- **sanctions available to the agency to ensure compliance; and**
- **procedures for handling consumer/public complaints against regulated entities.**

Not applicable.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

Not applicable.

**A. Provide the following information at the beginning of each program description.**

***Name of Program or Function:*** District In-House Sampling

***Location/Division:*** Upper Medina River Basin / Upper Nueces River Basin

***Contact Name:*** Clint Carter

***Statutory Citation for Program:*** Chapter 51 of the Texas Water Code

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The objective of this program is to provide field observations and routine sampling results from the dedicated surface water sites to the public for their understanding of the *E. coli* levels in the water. This information helps allow safe water recreation. These results are available on the District website and are supplied to the newspaper, the City of Bandera, and civic groups.

If a recurring problem is identified, the District initiates an Environmental Investigation to identify the source and develop a mitigation solution. The public is notified of any potential dangers. These investigations are vital to protect the natural resources and the health and safety of the public.

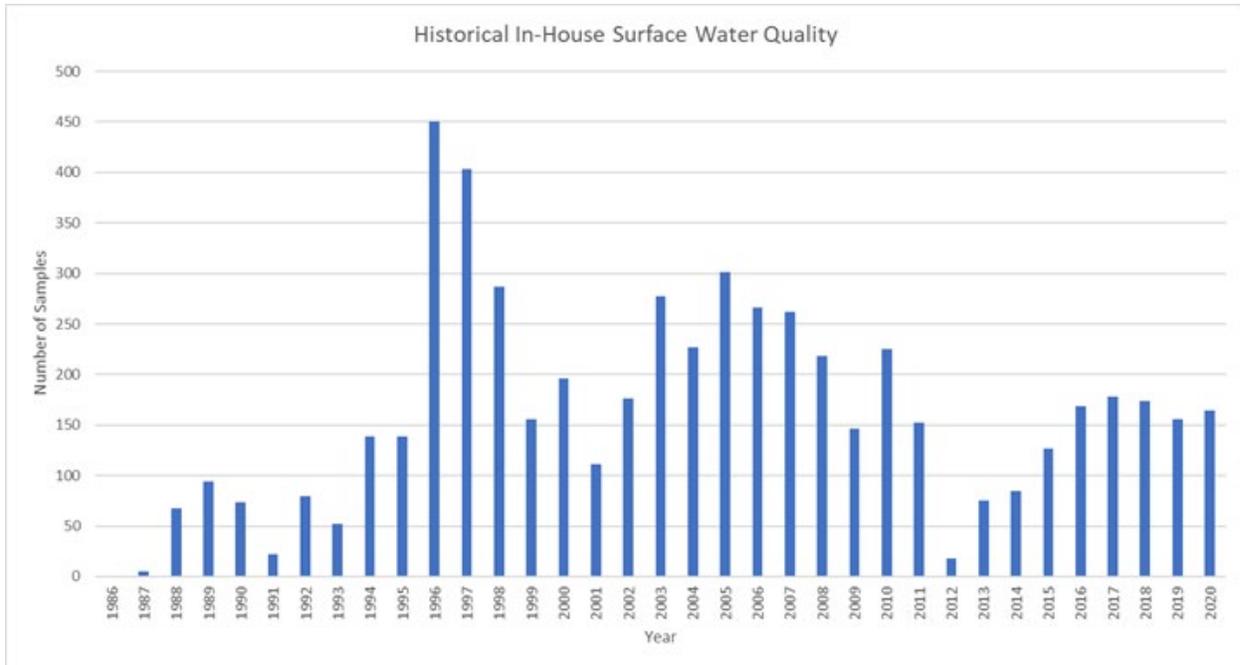
**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

Data collected from the District's In-House Sampling Program is available on the District's website. Additionally, the results are provided to the newspapers in Bandera County. The Data is available at the link below:

<https://www.bcragd.org/water-quality-testing/>

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

The District first established water quality monitoring in 1986 with mineral testing and phased in bacteria sampling in 1991.



**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

The information gathered in this program is available to the general public without restrictions.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

District In-House Sampling is an internal program designed to monitor bacteria levels throughout the county on a routine basis. The process involves collecting water samples and documenting field observations at specific locations along the Medina River, Sabinal River, Medina Lake, and their associated tributaries. All samples collected are processed and analyzed in the District lab to quantify *E. coli* levels in units of Most Probable Number (MPN). These results are published through Public Service Announcements distributed on various media platforms to the general public.

The District In-House Sampling Program takes samples once every quarter during the Fall, Winter, and Spring. When recreational water activities are presumed to be in high demand during the summer months, the District increases the sampling process to every two weeks, when possible, to help inform the community of bacteria levels throughout the county.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The District's General Fund provides all of the funding for this program.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

The Districts Clean River Program (CRP) testing is similar to the Districts In-House water quality program. However, the In-House program is both more extensive in the frequency of testing and has a greater number of sites.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

This program augments the District's CRP testing and observations. This allows for greater and more frequent surveillance of water quality and natural resources protection.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

The District shares information on water quality results with the City of Bandera. The City uses the data to develop when and if advisories to the public need to be posted at the City park.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Not applicable.

**L. Provide information on any grants awarded by the program.**

Not applicable.

**M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.**

There are no legislative barriers impeding the program's performance.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

*E. coli* is a bacteria found in the gut of warm-blooded animals and is known to cause illness in humans when ingested. No primary contact recreation should occur if the number of *E. coli* exceeds 399 MPN (most probable number) per 100 mL of water. This standard is set by the Texas Commission on Environmental Quality in Texas Administrative Code (30 TAC §307.7). Meaning, no one should participate in activities that could result in the total submersion of the head under water if counts exceed the 399 MPN standard.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

Not applicable.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency’s particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

If a recurring problem is identified, the District initiates an Environmental Investigation to identify the source and develop a mitigation solution. The District is currently exploring bacterial source tracking to mitigate bacterial spikes. The public is notified of any identified potential health dangers. These investigations are vital to protect the natural resources and the health and safety of the public.

**A. Provide the following information at the beginning of each program description.**

***Name of Program or Function:*** Invasive Species Management

***Location/Division:*** Bandera County

***Contact Name:*** Clint Carter

***Statutory Citation for Program:*** Chapter 51 of the Texas Water Code.

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The objective of this program is to monitor and control the presence of invasive species in the Upper Medina and Sabinal River Basins. The District participates in two Texas Parks and Wildlife Programs regarding Invasive Species Management, specifically the Healthy Creek Initiative targeting Arundo Donax and Zebra Mussels. With regards to the Arundo Donax control program, the District personnel correspond with landowners in Bandera County that have Arundo Donax present on their property and would like to participate in the program. The District personnel will survey the property and contact Texas Parks and Wildlife to set up seasonal herbicide sprayers to spray the Arundo Donax periodically until the plant is either eradicated or controlled. With regards to the Zebra Mussel program, the District personnel deploy settlement samplers and monitor the presence or absence of Zebra Mussels in Medina Lake. The findings are reported to Texas Parks and Wildlife for their classification of the Lake's status.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

Performance measures for the Arundo Control Program are managed by the Texas Parks and Wildlife Department. Please visit their website for more information.

<https://tpwd.texas.gov/huntwild/wild/species/exotic/zebramusselmap.phtml>

<https://tpwd.texas.gov/landwater/water/aquatic-invasives/healthy-creeks.phtml>

The District's participation in the Zebra Mussel Program has led Texas Parks and Wildlife to release two formal press releases regarding the classification of Medina Lake associated with Zebra Mussels. The first press release classified Medina Lake as 'Positive' for Zebra Mussels. Further investigation by District staff led to the second press release in which Texas Parks and Wildlife classified Medina Lake as 'Infested'.

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

The District started participation in the Zebra Mussel Program in September 2020 and the Arundo Control Program in May 2018.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

To participate in the Arundo Donax control portion of the program, a landowner must sign a waiver/agreement to allow the District and Texas Parks and Wildlife sprayers access to the property. The District deploys the settlement samplers on boat docks and buoys with written permission from the owners.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The Arundo Donax control program is administered in accordance with the guidelines and requirements of Texas Parks and Wildlife under the Healthy Creeks Initiative. The process begins with outreach to landowners to report sightings of Arundo Donax on their properties or surrounding areas. Once aware of the Arundo Donax, the District personnel will coordinate with the property owner to have a waiver/agreement signed to survey the Arundo Donax on the property. Following the survey, the District personnel will send their report and information to Texas Parks and Wildlife to set up herbicide sprayers.

The Zebra Mussel program is performed through an active partner agreement with Texas Parks and Wildlife. Zebra Mussel monitoring includes veliger sampling (larval stage), settlement sampler deployment, and shoreline surveys. District staff communicate with Texas Parks and Wildlife on any findings regarding life stages / quantity of Zebra Mussel detection. Texas Parks and Wildlife uses this information to help determine the classification of a waterbody associated with Zebra Mussels.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The District's General Fund provides all of the funding for this program.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

While the District is a participant in these programs, the District is the only agency that works with this specific population in Bandera County. In other jurisdictions, Texas Parks and Wildlife works with the defined managing agency of the lakes to monitor, track, educate and warn the public of the dangers of Zebra Mussels. Additionally, Texas Parks and Wildlife provides funding

and technical assistance to the other agencies. The District is responsible for monitoring and tracking Zebra Mussel's in Medina Lake and reporting the findings to Texas Parks and Wildlife.

The Arundo Donax Control Program is part of the Healthy Creeks Initiative, which is a cooperation between several River Authorities, Texas Parks and Wildlife, Hill Country Alliance and individual land managers to work toward the control of Arundo Donax. In various other river basins, Texas Parks and Wildlife handles the surveys of Arundo Donax and communication with landowners. However, in BCRA GD's jurisdiction, the District communicates with individual landowners to allow access to their property to survey the Arundo Donax presence and give access to the contracted sprayers to spray herbicide on the invasive plants.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

The District works directly with TPWD to implement the program. TPWD handles contracting with the companies that treat the Arundo. The District coordinates with landowners to identify stands of Arundo and coordinates with landowners to schedule TPWD contractors to treat the stands.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

With regards to the Zebra Mussel Program, the District coordinates with Texas Parks and Wildlife on the monitoring and tracking of the Zebra Mussels. Additionally, the District hosts educational events in which Texas Parks and Wildlife's team are invited to give presentations geared toward educating the public on the harm of Zebra Mussels.

Texas Parks and Wildlife provides a no cost treatment of Arundo Donax to landowners and technical assistance to the partners of the program. BCRA GD coordinates their efforts of surveying for Arundo Donax and communicating with landowners directly with Texas Parks and Wildlife.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Not applicable.

**L. Provide information on any grants awarded by the program.**

Not applicable.

**M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

There are no legislative barriers impeding the program's performance.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

For more information on the Arundo Donax control program and the Zebra Mussel program, please visit the Texas Parks and Wildlife website.

<https://tpwd.texas.gov/huntwild/wild/species/exotic/zebramusselmap.phtml>

<https://tpwd.texas.gov/landwater/water/aquatic-invasives/healthy-creeks.phtml>

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

Not applicable.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

Not applicable.

**A. Provide the following information at the beginning of each program description.**

***Name of Program or Function:*** Monitor Wells Program

***Division:*** Groundwater Science

***Contact Name:*** Alyssa Balzen

***Statutory Citation for Program:*** Texas Water Code Ch. 36.456 regarding Desired Future Conditions

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The primary objective of this program is to monitor the aquifer levels and quality. The District is in a Priority Groundwater Management Area and is part of the Groundwater Management Area 9 (GMA 9) and Region J Planning Group. The District tracks and monitors groundwater levels to ensure compliance with the Desired Future Conditions (DFC) and to protect and track aquifer levels and conditions. This information allows the District to make management decisions based on the best available science.

Two of the DFC's for GMA 9 are

1. that the Edwards Group of the Edwards-Trinity (Plateau) has no net increase in average drawdown in Kendall and Bandera counties through 2070 and
2. to allow an average drawdown of the Trinity Aquifer of approximately 30 feet through 2060.

In addition to aquifer levels; rainfall data, groundwater age dating, geo-physical logging of wells, and gain loss studies of the river are being employed to take a holistic approach to understanding the region's water budget. The District is striving to strategically monitor and manage the surface water-groundwater interactions in the area. Studying aquifer levels, rainfall data, river flow and stage data, and Medina lake levels to identify trends and correlations, are important indicators of water quality and quantity that will aid in future policy and planning.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

This program enables BCragd to publish county-wide aquifer levels in our Quarterly Reports, thereby keeping the Board of Directors and the public informed on the availability of drinking water in the county. Please refer to the link below for data related to the Monitor Wells Program:

<https://www.bcragd.org/monitor-wells/>

This data provides information to update the modeled available groundwater for GMA 9 and ensure that the Texas Water Development Board has data to estimate the region's groundwater budget and plan for future water needs for the state.

[https://www.twdb.texas.gov/groundwater/management\\_areas/gma9.asp](https://www.twdb.texas.gov/groundwater/management_areas/gma9.asp)

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

The District monitors well levels on a quarterly basis, and plans to monitor them monthly beginning in October 2021. The District is moving forward with scientifically studying the surface water and groundwater interactions in the region.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

The District monitors 28 wells in the Middle Trinity Aquifer, 7 wells in the Lower Trinity Aquifer, and 1 in the Edwards-Trinity Aquifer. Eligible wells are selected based on their geographical diversity and landowner's permission to participate in the program. The District currently monitors wells on a quarterly basis and plans to increase sampling to a monthly rate beginning in October of 2021. Increased sampling will allow the District to better assess short-term influences on the water budget for the Edwards-Trinity Aquifer and the Middle and Lower Trinity Aquifers.

<https://www.bcragd.org/wp-content/uploads/2021/08/FY-2021-3rd-QTR-Groundwater-Evaluation-Report.docx-1.pdf>

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The twenty-nine monitoring wells are sampled each quarter on a rotating schedule. The District measures Monitor Well water levels using a sonic meter or eline. Several of the monitor wells have satellite telemetry units allowing for real time data. In addition to collecting aquifer levels, the District collects water quality samples from selected monitor wells biannually to ensure the health of the aquifer's water supply. Water quality testing evaluates pH, conductivity, Total Hardness, Total Dissolved Solids, Total Coliforms, and *E. coli*.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

The District's General Fund provides all of the funding for this program through general revenue.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

Not applicable.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

The District provides annual updates to Groundwater Management Area 9 on the status of the aquifer within the District. The BCragd is the only groundwater district in the County.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

This program does not directly work with other agencies, however the data is available to the technical consultants from Groundwater Management Area 9 for their research on Desired Future Conditions.

The District is located in a priority groundwater management area. Groundwater pumping data, aquifer levels, and water quality data is shared with TWDB. These data are very important and help TWDB track and model groundwater production.

The County of Bandera requires a dedicated monitor well to be established on every 100 acres included in the new subdivision. Water availability for the subdivision is established through the testing of the monitor wells. The County Commissioner Court relies on the District's interpretation of the subdivision applicant's water availability report when approving the new subdivision.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Not applicable.

**L. Provide information on any grants awarded by the program.**

Not applicable.

**M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

Groundwater monitoring requires significant time to complete. Pressure transducers make it possible to remotely monitor aquifer levels. This equipment would enable BCRA GD to obtain weekly, daily, and even hourly water levels. The cost of transducers and current but due to budget constraints, prevent the District from purchasing transducers that have not been purchased so District staff must monitor well levels that are measured by hand.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

Monitor well water levels are measured to track groundwater levels throughout Bandera County, providing data on drought conditions and aquifer health.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

The monitor well data is available to the general public without restrictions. BCRA GD uses monitor well data to gauge the overall health of the aquifer. This information is vital when granting groundwater production permits and to track and monitor DFC compliance. Also, the information from the monitor well data allows the District to elevate water availability reports during Bandera County's subdivision process.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

The District investigates any complaint associated with groundwater waste or any instance of a permittee over producing groundwater.

**A. Provide the following information at the beginning of each program description.**

**Name of Program or Function:** Well Registration and Permitting Program

**Division:** Groundwater Science

**Contact Name:** Alyssa Balzen

**Statutory Citation for Program:** Texas Water Code Ch. 36 regarding the regulation of spacing, production, and permitting of water wells.

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The objective of this program is to protect and manage the aquifers in Bandera County. The District maintains well construction and spacing rules to protect the aquifer and to curtail wells interfering with each other. The District inspects wells during the entire process to ensure compliance with District and States rules and laws. Water well samples are collected from newly drilled wells and received from the public to monitor aquifer water quality.

Landowners are required to submit well registration (exempt) applications and permit (non-exempt) application forms to drill or operate water wells. Applications are processed when received, and approval to drill a new exempt well is granted if the well application meets the exempt requirements and is approved by the General Manager. Once a water well permit application is administratively complete, it is referred to the Board for consideration at a Public Hearing.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

**BCRAGD**  
**Exhibit 12: Program Statistics and Performance Measures — Fiscal Year 2020**

Program Statistics or Performance Measures	FY 2020 Actual Performance
Well Registrations	178
Well Permits	7

[Table 12 Exhibit 12 Program Statistics and Performance Measures](#)  
*\*See Exhibit 3*

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

This program has improved significantly over time and provides the District with excellent data regarding well locations, population growth, and population density in the county.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

District rules allow one registered well per five acres. If a landowner has less than five acres, and the property was subdivided before September 1, 2002, the property is grandfathered into the program and may get a registered well. For land subdivided after September 1, 2002, the owner must obtain a permitted well instead. All commercial, irrigation, and Public Water Supply activities are required to have permitted wells.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

**Registered well process:**

- Receive application, check coordinates, legal description, acreage, state grid number, and deed. Determine exempt status.
- Conduct pre-drill inspection. Review variance request, if applicable. Issue registration, email to the well driller. File away until completion documentation is received.
- Collect a water sample, and conduct a post-drill inspection of the well. Analyze water samples for minerals and bacteria, and contact the driller if necessary. The remainder of information is entered into the Districts registered-well database, and entered into ArcGIS map.
- Finally, the file is scanned into the District's Google Drive and copy is maintained in the District's permanent records cabinet.

**Permitted well process:**

- Receive application, check coordinates, legal description, acreage, state grid number, and deed.
- Review all attachments required with the application and ensure the application is complete.
- Permit application placed on a Board of Directors meeting agenda for a Public Hearing. The Board then votes to approve or disapprove the requested water well and water withdrawal amount. After approval, a permit is sent to the applicant.
- A water sample is collected and post-drill inspection is completed after the well is drilled. The water sample is analyzed, and the driller is contacted, if necessary. The remainder of information is entered into the District's permitted well database, and entered into ArcGIS map.
- Finally, the file is scanned into the District's Google Drive and a copy is maintained in the District's permanent records cabinet.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

Registration application fees and permit application fees, and funds from the District's general fund. See Exhibit 9: Fee Revenue — Fiscal Year 2020.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

Texas Commission on Environmental Quality (TCEQ) requires permits for all Public Water Supplies in the State of Texas, so the District requires proof of the TCEQ permit before the well permit is considered administratively complete.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

Not applicable.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

The City of Bandera holds a Public Water Supply Permit for their water utilities. The District regulates this permit.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Not applicable.

**L. Provide information on any grants awarded by the program.**

Not applicable.

**M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.**

The barriers that impede the program’s performance are the population increase, demand for groundwater production, and aquifer droughts.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

Please refer to the District’s Chapter 36 Rules for any further information.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

The District requires all water well drillers in Bandera County to file their Texas Department of Licencing and Regulation (TDLR) licenses (Well Driller and/or Pump Installer License) with the District. This regulation is essential to ensure that wells are constructed according to state and county law to prevent contamination of the aquifer. It also enables the District to enforce fines on drillers who fail to follow the well construction laws.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency’s particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

Please refer to the Environmental Investigations Program for this information.

**A. Provide the following information at the beginning of each program description.**

***Name of Program or Function:*** Environmental Investigations

***Location/Division:*** Bandera County

***Contact Name:*** Clint Carter

***Statutory Citation for Program:*** District rules created out of Ch. 51 and Ch. 36 of the Texas Water Code

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The main objective of this program is to protect the natural resources of Texas. The major activities under this program include the intake of complaints, investigation of concerns, and either dismissing the complaints or taking enforcement action - including a mitigation plan to prevent further harm to the aquifers, natural resources, or surface water within Bandera County.

The District serves as a first responder in many of the environmental complaints that occur in the county. The Districts' scientific/technical expertise and regulatory authority makes it the logical entity in Bandera County to investigate environmental complaints.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

Please refer to (P) Exhibit 13: Information on Complaints Against Regulated Persons or Entities.

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

The District first adopted enforcement rules in January 1991 as the Springhills Water Management District.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

If the Environmental Complaint is based on a problem with a water well, a Water Well Driller could be impacted. Water Well Drillers are licensed by the Texas Department of Licensing and Regulation.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

The Environmental Investigations program begins with an initial complaint or concern filed with the District. Following the intake of the complaint, the District's investigators identify the property owner, perform a thorough examination of the location, evidence, etc. After the investigation, the investigators will consult with the General Manager regarding whether to take enforcement action or to dismiss the complaint.

The process for enforcement is as follows:

1. Verbal Warning or Written Notice of Violation with a mitigation plan of action when warranted.
2. If the problem is not resolved from a Notice of Violation, the General Manager will summon the individual or entity the Notice of Violation was written to before the Board of Directors for an Enforcement Hearing during a Public Meeting. During the Enforcement Hearing, the Board of Directors will hear from the violators and either dismiss the complaint or levy fines against the violator.

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).**

District's General Fund.

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

The primary purpose of District Environmental Investigations are to identify potential threats to the aquifer and the natural resources and develop and implement a strategy for correcting the issue. Texas Commission on Environmental Quality (TCEQ) also does Environmental Investigations and Public Water Supply Code Enforcement. Our District works closely with them regarding Public Water Supplies. TCEQ and the District's Environmental Investigations have different jurisdictions. TCEQ does not have authority over domestic livestock wells or non-Public Water Supply wells.

The District has jurisdiction and technical expertise to enforce natural resources related issues and regulate groundwater production in Bandera County. Since we are their local partner, TCEQ routinely refers complaints dealing with natural resources investigations to the District for investigation and enforcement. This partnership with TCEQ strengthens our ability to collectively protect and manage the natural resources of the area for the State of Texas. The District has the expertise and local knowledge to efficiently and effectively investigate potential issues.

The District routinely identifies potential violations of the water code and handles referrals from Law Enforcement and responding to 911 calls. Law enforcement in the County rely on the District's scientific, technical, and thorough understanding of environmental law to properly investigate and mitigate natural resources complaints. The District mitigates those issues and when warranted refers issues to TCEQ and other regulatory agencies as deemed appropriate.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

As TCEQ is the primary authority in Texas on environmental quality and protection concerns, the District works with TCEQ's South Texas Water Master for matters that cross into both agencies' concerns. Additionally, the District communicates transparently with the South Texas Water Master when there are issues outside of our scope that would be of concern to TCEQ. The District however is the local entity and has institutional knowledge of the area.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

The District routinely identifies potential violations of the water code and handles referrals from Law Enforcement and responds to 911 calls dealing with water quality. Law enforcement in the County rely on the District's scientific, technical, and thorough understanding of environmental law to properly investigate and mitigate natural resources complaints. The District mitigates those issues and when warranted refers issues to TCEQ, South Texas Water Master, and other regulatory agencies as deemed appropriate. The primary purpose of District investigations is to identify issues and develop a strategy for correcting the issue.

The District also works closely with TPWD including the Game Wardens, County Engineer office, County Fire Marshal, Constables, and other Law Enforcement to ensure that the natural resources are protected in the County. The District's scientific, technical, and legal expertise is instrumental in the successful implementation of these kinds of investigations. The District usually takes the lead on these investigations with other agencies playing a supporting role.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

Not Applicable.

**L. Provide information on any grants awarded by the program.**

Not Applicable.

**M. Are there any barriers or challenges that impede the program's performance, including any outdated or ineffective state laws? Explain.**

There are no legislative barriers impeding the program's performance.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

None.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

Please refer to the Well Registration and Permitting program.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary**

to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.

**BCRAGD  
Environmental Investigations  
Exhibit 13: Information on Complaints Against Regulated Persons or Entities  
Fiscal Years 2019 and 2020**

	Fiscal Year 2019	Fiscal Year 2020
Total number of complaints received from the public	22	17
Total number of complaints initiated by agency	2	1
Number of complaints pending from prior years	0	0
Number of complaints resolved	24	18
Complaints resulting in District action:	8	5
Referred to Outside Agency	7	3
Verbal Warning	1	1
Notice of Violation	0	2
Board Action / Fines	0	0

**A. Provide the following information at the beginning of each program description.**

***Name of Program or Function:*** Flood Early Warning System

***Location/Division:*** Upper Medina and Sabinal River Basins

***Contact Name:*** Larry Thomas

***Statutory Citation for Program:*** Chapter 51 of the Texas Water Code

**B. What is the objective of this program or function? Describe the major activities performed under this program.**

The District established the Medina and Sabinal River Flood Early Warning Systems to prevent the loss of life and safeguard property during flash flooding events. These systems consist of a series of hydrologic data collection gages at various locations along the Upper Medina and Sabinal Rivers. These gages provide real-time discharge (flow) rates and river water surface elevations (gage-heights) to help inform the general public and Emergency Management during excessive rain and potential flood events as a Flood Early Warning System. These data values are applied to a hydrologic environmental center - river analysis system (hec-ras) for applying to topographical control points, for developing an interactive flood inundation map (fim) of the study areas.

**C. What evidence can you provide that shows the effectiveness and efficiency of this program or function? In Exhibit 12, provide a list of statistics and performance measures that best convey the effectiveness and efficiency of this program or function. Also, please provide the calculation or methodology behind each statistic or performance measure. Please refer to, but do not repeat measures listed in Exhibit 2.**

Please visit the links below for data stored at each gage site for the Flood Early Warning Systems and the flood modeling systems:

Gage Sites:

<https://www.bcragd.org/early-flood-warning-system/>

Flood Model:

<https://webapps.usgs.gov/infrm/fdst/>

**D. Describe any important history regarding this program not included in the general agency history section, including how the services or functions have changed from the original intent. If the response to Section III of this report is sufficient, please leave this section blank.**

Beginning in 2009 through 2012, the USGS conducted a Gain-Loss study in Bandera County, TX, along the Medina River, from the headwaters of the upper watershed to downstream, just above the inflow of Medina Lake. During the Gain-Loss synopsis, discussions of the findings with BCRA GD and the County of Bandera, including Emergency Responders, and TxDot, led to

historical flood events and occurrences of the Medina River. During the Gain-Loss synopsis a USGS stream gage was installed near the confluence of the West Prong and North Prong of the Medina River. This stream-gage served as a scientific component of the gain-loss study and supported a recognized need for developing a technologically advanced hydrologic monitoring system. A cooperative partnership funding grant later became available through the Texas Water Development Board (TWDB). BCRA GD applied for and secured cost sharing grants from TWDB, to set in place a series of river gages that would create a Flood Early Warning System along the Medina River and the Sabinal River. BCRA GD collaborated and contracted with the USGS as a third party federal contractor for developing and maintaining a Flood Early Warning System along the Medina River and subsequently included the Sabinal River. The Medina River FEWS modeling of a 23 river mile reach 'interactive' Flood Inundation Map (FIM) was completed in 2019, although the operation and maintenance (O&M) of the FEWS stream-gages contractual grant requires BCRA GD to sole support financially through 2024.

The Sabinal River project FIM modeling is set to be completed in 2022, However due to regional drought related conditions with minimal hydrologic data variances required, the first three year modeling period has been extended to September 2023.

In 2016, the District applied for and was awarded a grant from the Texas Water Development Board to establish a Flood Early Warning System on the Upper Medina River. The District contracted the United States Geological Survey to operate the Flood Early Warning System. The program began in 2016 with the completion of the Medina River Flood Early Warning System occurring in 2019 and the Sabinal River Flood Early Warning System set for completion in 2022. The program was found to be necessary following several historically devastating flash floods in Bandera County.

**E. List any qualifications or eligibility requirements for persons or entities affected by this program, such as licensees, consumers, landowners, for example. Provide a statistical breakdown of persons or entities affected.**

This program is designed to aid anyone living along or visiting the Medina and Sabinal Rivers in protecting themselves, their families, and their property from flooding.

**F. Describe how your program or function is administered, including a description of the processes involved in the program or function. Include flowcharts, timelines, or other illustrations as necessary to describe agency policies and procedures. Indicate how field/regional services are used, if applicable.**

To help inform the general public, emergency managers, and other water resource decision makers about flooding events, the United States Geological Survey (USGS), in cooperation with Bandera County River Authority and Groundwater District (BCRA GD), established a flood early warning tool set for a 23 mile reach of the Medina River in Bandera County, hereinafter referred to as a Flood Early Warning System (FEWS). Similarly, a FEWS tool set is currently being established on the Upper Sabinal River watershed located in Western Bandera County, from Lost Maples TX State Park to the town of Utopia, in Uvalde County, TX. The FEWS includes a monitoring network of the USGS continuous streamflow-gaging stations and development of a

Hydrologic Environmental Center - River Analysis System (HEC-RAS) hydraulic simulation model (U.S. Army Corps of Engineers, 2016 a, b). Flood inundation maps were created and are made available to view in the USGS Flood Inundation Mapper (USGS FIM) website (U.S. Geological Survey, 2018b).

The USGS - FEWS of the Medina River and subsequently of the Upper Sabinal River watershed are administered by providing near real-time hydrologic data, available on the internet and many other social media web-based outlets. A user can view data of river stage, flow, or rainfall in real-time, directly from the USGS streamflow-gaging station using the internet and can quickly access the specific flood map corresponding to the present river stage conditions. A Flood Atlas consisting of a set of digital flood-inundation extent polygons and water depth grid maps derived from the gage height (river stage value) provides the user with corresponding inundation estimates and digital map overlays. Pre-defined user set thresholds can be established for each available hydrologic monitored condition at the streamflow-gaging station, providing the user with email or text alerts when conditions reach or exceed a user predefined threshold. This allows for critical information to be provided to the user preceding significant flooding conditions.

The National Weather Service (NWS) Advanced Hydrologic Prediction Service (AHPS), using hydrologic simulation models, (including forecast prediction streamflow rates) are primarily based on USGS streamflow real-time hydrologic data throughout the United States. This includes the hydrologic data from USGS stream-flow gage (08178880) of the Medina River at Highway 173, Bandera County that was utilized for the flood atlas and flood inundation map of the Medina River FEWS. (National Weather Service, 2018; U.S. Geological Survey, 2018a).

The USGS is the third-party Federal Contractor for BCRA GD. It is the USGS responsibility to install, maintain, collect and disseminate all manual and electronically collected hydrologic data from the FEWS gaging stations. Quality control standards are therefore applied in accordance with the Department of the Interior (DOI), Technical Water Resource Investigation (TWRI) manuals, of the Office of Surface Water (OSW), following established protocols and procedures established by the USGS Water Resource Division.

During inclement weather conditions which may have a potential flood occurrence, BCRA GD personnel monitor the FEWS gage locations, including any or all available USGS existing gages beyond the FEWS which may be influenced by the storm conditions, in addition to monitoring available weather related sources, including the NWS and local news media. BCRA GD established a Project Alert Flood Plan to be utilized if called upon to furnish information on extreme hydrological events to other agencies, emergency response, public media or local governing organizations. The BCRA GD flood response coordinator of the Flood Plan is the primary Certified Floodplain Manager (CFM) and Flood Science Manager. Within the 'Communications Section' of the BCRA GD Flood Plan, specifies the duty of the CFM or 'designee' to alert the BCRA GD General Manager of an occurrence or possibility of occurrence of such an event, who will in turn notify personnel and subject agencies as required for emergency response. (see attachment 17)

**G. Identify all funding sources and amounts for the program or function, including federal grants and pass-through monies. Describe any funding formulas or funding conventions. For**

state funding sources, please specify (e.g., general revenue, appropriations rider, budget strategy, fees/dues).

The funding sources for both Flood Early Warning Systems include TWDB grants, BCRA GD allocations from tax revenue, \$30,000 contribution from EAA, and USGS cost share amount was included for the Sabinal FEWS only. The Economic Development Committee for the City of Bandera and Bandera County are also contributors to the Upper Medina River Flood Early Warning System

Medina River Flood Early Warning System Cost Budget Allocations Table.

Task	FY 2016				FY 2017				FY 2018			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Task 1: Installation and Maintenance of Gages												
Task 2: Model Development and Calibration												
Task 3: Map Development												
Task 4: Reporting and addition to FIMP												
Task 5: Development of DSS												
	FY 2016				FY 2017				FY 2018			
<b>BCRA GD</b>	\$120,000				\$169,600				\$165,700			
<b>USGS</b>	\$25,000				\$25,000				\$25,000			
<b>Total</b>	\$145,000				\$194,600				\$190,700			

Sabinal River Flood Early Warning System Cost Budget Allocations Table.

	Year 1				Year 2				Year 3				Gage O&M
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Task 1: Install gages													
Task 1: Gage O&M													
Task 2: Flood Atlas & HEC-RAS model													
Task 3: FIM website, report publication, & data release													
Texas Water Development Board	\$50,000				\$100,000				\$80,000				
Bandera County River Authority and Groundwater District	\$25,000				\$50,000				\$40,000				
U.S. Geological Survey	\$25,000				\$50,000				\$40,000				
<b>Total Funding</b>	\$100,000				\$200,000				\$160,000				\$36,300

**H. Identify any programs, internal or external to your agency, that provide identical or similar services or functions to the target population. Describe the similarities and differences.**

National Weather Forecast (NWF) / National Oceanic and Atmospheric Administration (NOAA)

The NWS and NOAA provides predictive and current weather condition alerts, rainfall intensity, storm, and flood warnings to the general public and emergency responders for readiness preparations of regional areas and at times multiple counties simultaneously.

The USGS, FEWS provides hydrologic data collected from a stationary location in-situ, comparatively with adjacent hydrologic gages within a watershed river basin. Data is made available on the internet and various social media outlets in near real-time for each specific monitoring location, without predictive weather warning forecasts.

**I. Discuss how the program or function is coordinating its activities to avoid duplication or conflict with the other programs listed in Question H and with the agency's customers. If applicable, briefly discuss any memorandums of understanding (MOUs), interagency agreements, or interagency contracts.**

Not applicable. The District has coordinated a number of public meetings to demonstrate to local emergency services the effectiveness and accessibility of the FEWS to help make rational, educated decisions during flooding events.

**J. If the program or function works with local, regional, or federal units of government, include a brief description of these entities and their relationship to the agency.**

With regards to the actual work of gathering data, invoicing for the financial end of the programs, compiling quarterly and annual reports, hosting public meetings, etc. the program does not work with other units of government outside of the contractual obligations of the US Geological Survey. However, the Texas Water Development Board did provide grant-based funding for a large portion of the cost coverage of the program.

**K. If contracted expenditures are made through this program please provide**

- a short summary of the general purpose of those contracts overall;
- the amount of those expenditures in fiscal year 2020;
- the number of contracts accounting for those expenditures;
- the method used to procure contracts;
- top five contracts by dollar amount, including contractor and purpose;
- the methods used to ensure accountability for funding and performance; and
- a short description of any current contracting problems.

BCRAGD contracts with the USGS to create and maintain the Flood Early Warning Systems. The Medina River Flood Early Warning System was a total of \$530,300, which was equally cost-shared

between the BCRA GD and TWDB. BCRA GD received a 50% cost-share grant from TWDB. The Sabinal River Flood Early Warning System was a total of \$460,000, which was also a 50% cost-shared grant between TWDB and BCRA GD. The USGS contributed \$115,000 toward BCRA GDs obligation as reimbursable expenses.

**L. Provide information on any grants awarded by the program.**

The District was awarded two grants from Texas Water Development Board for the Flood Early Warning Systems. The 50 % cost-shared grant for the Medina River Flood Early Warning System was \$265,150, and the 50 % cost-shared grant for the Sabinal River Flood Early Warning System was \$230,000. The US Geological Survey contributed \$115,000 of in-kind expenses toward the Sabinal River Flood Early Warning System.

**M. Are there any barriers or challenges that impede the program’s performance, including any outdated or ineffective state laws? Explain.**

There are no legislative barriers that impede the programs performance, however beyond the completion of these projects, the District is the sole financial provider for the operation and maintenance (O&M) of the gage sites and maps. While this is not a present challenge, moving forward as a small taxing entity, the budget for this maintenance is very slim should any major changes occur.

**N. Provide any additional information needed to gain a preliminary understanding of the program or function.**

Several devastating flash floods in Bandera County that resulted in the loss of life and property destruction led to the creation of the Flood Early Warning Systems. These Flood Early Warning Systems allow for real-time information available to all first responders, TXDOT, the general public, and emergency management as provided resources to aid them in their efforts to protect the people of this county from experiencing any further devastating losses during high flood events. The flood inundation models that are available with these Flood Early Warning Systems demonstrate over 38 different stages of flooding along these Rivers and the reach of the waters inland. The accuracy of the Medina River FEWS, Hydrologic Environmental Center-River Analysis Model (HEC-RAS) developed for the Flood Inundation Map (FIM) resulted with an ( $R^2$ ) value 0.09998, less than 0.1.

**O. Regulatory programs relate to the licensing, registration, certification, or permitting of a person, business, or other entity. For each regulatory program, if applicable, describe**

- why the regulation is needed;
- the scope of, and procedures for, inspections or audits of regulated entities;
- follow-up activities conducted when non-compliance is identified;
- sanctions available to the agency to ensure compliance; and
- procedures for handling consumer/public complaints against regulated entities.

Not applicable.

**P. For each regulatory program, if applicable, provide detailed information on complaint investigation and resolution. Please adjust the chart headings as needed to better reflect your agency's particular programs. Please briefly explain or define terms as used by your agency, such as complaint, grievance, investigation, enforcement action, jurisdictional, etc. If necessary to understand the data, please include a brief description of the methodology supporting each measure. See Exhibit 13 Example.**

Not applicable.

## VIII. Statutory Authority and Recent Legislation

A. Fill in the following charts, listing citations for all state and federal statutes that grant authority to or otherwise significantly impact your agency. Do not include general state statutes that apply to all agencies, such as the Public Information Act, the Open Meetings Act, or the Administrative Procedure Act. Provide information on Attorney General opinions from FY 2015–2020, or earlier significant Attorney General opinions, that affect your agency’s operations.

**BCRAGD**  
**Exhibit 14: Statutes / Attorney General Opinions**

**Statutes**

Citation / Title	Authority / Impact on Agency <i>(e.g., “provides authority to license and regulate nursing home administrators”)</i>
HB 988 of the 62nd Legislature	Established Bandera County River Authority
SB 1636 of the 71st Legislature	Established Springhills Water Management District
Texas Water Code Chapter 36	Relating to Groundwater Conservation Districts
Texas Water Code Chapter 49	Relating to all Water Districts
Texas Water Code Chapter 51	Relating to Water Control and Improvement Districts

Table 14 Exhibit 14 Statutes

**Attorney General Opinions**

Attorney General Opinion No.	Impact on Agency
GA -0337	Whether certain Bandera County River Authority and Groundwater District directors' interests constitute conflicts of interest under chapter 171 of the Local Government Code or other law.
GA -0392	Qualifications for members of the board of the Bandera County River Authority and Groundwater District.
GA -0896	Whether certain kinds of electronic communication among members of the board of directors of a river authority constitute a violation of the Open Meetings Act, chapter 551 of the Government Code.

Table 15 Exhibit 14 Attorney General Opinions

B. Provide a summary of significant legislation regarding your agency by filling in the charts below or attaching information already available in an agency-developed format. Briefly summarize the key provisions. For bills that did not pass but were significant, briefly explain the key provisions and issues that resulted in failure of the bill to pass (e.g., opposition to a new fee, or high cost of implementation). Place an asterisk next to bills that could have a major impact on the agency. See Exhibit 15 Example.

**BCRAGD**  
**Exhibit 15: Legislation**

**Legislation Enacted**

Bill Number	Author	Legislative Session	Summary of Key Provisions
HB 988		62 (1971)	Established Bandera County River Authority
SB 1636   HB 3015	Sims   Edge	71 (1989)	Established Springhills Water Management District
HB 1207   SB 363	Fraser   Murr	84 (2015)	Change of Election Date for BCRAGD Directors
HB 3839	Buckingham	85 (2017)	Allowed for the capping and plugging of abandoned wells in Bandera County.

Table 16 Exhibit 15 Legislation Enacted 87th Leg

**Legislation Not Passed**

Bill Number	Author	Legislative Session	Summary of Key Provisions / Reason Bill Did Not Pass
HB 1086	Miller	82 (2011)	The Codification of BCRAGD. Re: water districts in Bandera County.
HB 3898	Hildebran	83 (2013)	The Codification of BCRAGD. Re: water districts in Bandera County.

Table 17 Exhibit 15 Legislation Not Passed 87th Leg

## IX. Major Issues

### ISSUE: Management of Medina Lake

#### A. Brief Description of Issue

One of the most significant issues facing the District relates to the management of Medina Lake. There are ongoing disputes involving BCRA GD and BMA, however none of the parties involved in the management of the lake, such as the Texas Commission on Environmental Quality (TCEQ), the Texas Parks and Wildlife Department (TPWD) and BMA, manage the lake bottom. The first issue is whether BMA owns the Medina Lake bottom. Even if BMA owns all or part of the Medina Lake bottom, that district has not demonstrated any interest in protecting the lake from excavations in the lake bottom, fences and other structures that create boating hazards, or illegal dumping. To date, there is no oversight over the lake, which has led to many environmental concerns. The lack of proper management has created dangerous conditions on the lake causing concern for public safety while on the lake enjoying recreational activities.

#### B. Discussion

**Background.** Include enough information to give context for the issue. Information helpful in building context includes:

- What specific problems or concerns are involved in this issue?
- Who does this issue affect?
- What is the agency's role related to the issue?
- Any previous legislative action related to the issue?

BCRA GD has the will, the resources, and the technical ability to manage and protect the Lake. As a WCID, BCRA GD already has the authority to manage the lake, and currently protects the resources through water quality surveillance and testing, environmental investigations, and invasive species monitoring.

There are several problems regarding jurisdiction over Medina Lake. There is continued confusion amongst other agencies and the general public as to who is responsible for the lake and who properly holds jurisdiction over Medina Lake in Bandera County. During the 87th Legislative Session, Representative Lopez filed HB 3176, and offered a committee substitute that would have given BCRA GD clear jurisdiction to require permits for structures on Medina Lake. Unfortunately, the bill did not pass. Rep. Lopez filed the bill because he was made aware of a fence being built on the lake bottom in areas that are frequently

inundated. When lake levels return to normal, that fence will present a very dangerous boating hazard. Even though BMA obtained a deed to the property in 2006, they haven't done anything to stop the fence from being built. BCRA GD could manage this issue in Bandera County if it had clear authority to require permits for structures on the lake bottom.

### C. Possible Solutions and Impact

Provide potential recommendations to solve the problem. Feel free to add a more detailed discussion of each proposed solution, including:

- How will the proposed solution fix the problem or issue?
- How will the proposed change impact any entities or interest groups?
- How will your agency's performance be impacted by the proposed change?
- What are the benefits of the recommended change?
- What are the possible drawbacks of the recommended change?
- What is the fiscal impact of the proposed change?

BCRA GD is currently managing and monitoring water quality and invasive species in the Lake in Medina and Bandera counties. It would make sense for BCRA GD to also manage and protect the lake bottom to protect the natural resources and safeguard the public.

The best possible solution to this issue would be to codify the District's enabling Act. Codification would allow the District to not only organize its legislative authority, it would also clarify jurisdiction over Medina Lake. The District's programs to monitor water quality and invasive species presence on Medina Lake is allowed by Chapter 51 of the Texas Water Code. Unfortunately, BMA also claims Chapter 51 authority in Bandera County, creating confusion over which district has jurisdiction. Codification would help clarify any questions regarding jurisdiction. This solution would not only benefit the District but also the general public. This would allow the District to dedicate more time, financial resources, and knowledge to protecting and preserving the natural resources of Medina Lake. BCRA GD could also prevent activities that could cause harm to people who utilize the lake for recreational activities.

Complete this section for **each** issue. Copy and paste components A through C as many times as needed to discuss each issue. ***See Major Issue Example.***

## X. Other Contacts

A. Fill in the following charts with updated information on people with an interest in your agency, and be sure to include the most recent email address.

**BCRAGD  
Exhibit 16: Contacts**

**Interest Groups**

*(groups affected by agency actions or that represent others served by or affected by agency actions)*

Group or Association Name/ Contact Person	Address	Telephone	Email Address
Friends of Hondo Canyon   Margo Denke	11035 FM 470 Tarpley, TX 78883	830-460-1523	friendsofhondocanyon@gmail.com
Hill Country Alliance   Daniel Oppenheimer	1322 HWY 290 W, Suite D, Dripping Springs, TX 78620	210-287-0478	Daniel@hillcountryalliance.org
Texas Water Foundation   Sarah Schlessinger	P.O. Box 13252 Austin, Texas 78711-3252	(512) 318-2128	sarah@texaswater.org
Texas Water Conservation Association   Stacey Steinbach	3755 S. Capital of TX Hwy, Ste. 105, Austin, TX 78704	(512) 472-7216	ssteinbach@twca.org
Texas Alliance of Groundwater Districts   Leah Martinson	P.O. Box 90277 Austin, TX 78709	(512) 596-3101	leah@texasgroundwater.org

**Table 18 Exhibit 16 Interest Groups**

**Interagency, State, or National Associations**

*(that serve as an information clearinghouse or regularly interact with your agency)*

Group or Association Name/ Contact Person	Address	Telephone	Email Address
San Antonio River Authority   Jeanette Hernandez	100 East Guenther St. San Antonio, Texas 78204	210-302-3283	jhernandez@sara-tx.org
Nueces River Authority   John Byrum	539 HWY 83 S. Uvalde, TX 78801	830-278-6810	jbyrum@nueces-ra.org
Edwards Aquifer Authority   Marcus Gary	900 E. Quincy, San Antonio, TX 78215	210-222-2204	mgary@edwardsaquifer.org
USDA- Natural Resource Conservation Services   Kristy Oates	101 South Main Street Temple, TX 76501	254-742-9800	kristy.oates@usda.gov
United States Geological Survey   Doug Schnoebelen	5563 De Zavala Suite 290 San Antonio, TX 78249	210-691-9262	dschnoebelen@usgs.gov
Blanco Pedernales Groundwater Conservation District   Ron Fiesler	PO Box 1516 Johnson City, Tx 78636	830-868-9196	manager@blancogw.org
Cow Creek Groundwater Conservation District   Micah Voulgaris	PO Box 1557 Boerne, TX 78006	830-816-2504	manager@ccgdc.org

Trinity Glenrose Groundwater Conservation District   George Wissman	PO Box 1589 Helotes, TX 78028	210-698-1155	g.wissmann@trinityglenrose.com
Headwaters Groundwater Conservation District   Gene Williams	125 Lehmann Dr. Suite 202 Kerrville, TX 78028	830-896-4110	gene@hgcd.org
Comal Trinity Groundwater Conservation District   H.L. Saur	PO Box 664 Spring Branch, TX 78070	830.885.2130	admin@comaltrinitygcd.com
Hays Trinity Groundwater Conservation District   Charlie Flatten	PO Box 1648 Dripping Springs, TX 78620	512-858-9253	gm@haysgroundwater.com
Medina County Groundwater Conservation District   David Caldwell	1607 Avenue KHondo, TX 78861	(830) 741-3162	gmmcgcd@att.net
Southwestern Travis County Groundwater Conservation District   Rick Scadden	13333-A-Highway 71 West Bee Cave, TX 78738	512-276-2875	scadden@swtcgcd.org

Table 19 Exhibit 16 Interagency, State, and National Association

***Liaisons at Other State Agencies***

*(with which your agency maintains an ongoing relationship, e.g., the agency's assigned analyst at the Legislative Budget Board, or attorney at the Attorney General's office)*

<b>Agency Name / Relationship / Contact Person</b>	<b>Address</b>	<b>Telephone</b>	<b>Email Address</b>
Texas Water Development Board   John Dupnik	1700 North Congress Avenue Austin, TX 78701	(512) 936-0861	john.dupnik@twdb.texas.gov
Texas Commission on Environmental Quality   Angela Sanders	14250 Judson Road San Antonio, TX 78233-4480	(800) 733-2733	watermaster@tceq.texas.gov
Texas Parks and Wildlife   Angela England	505 Staples Rd, Building 1 San Marcos, TX 78666	512-289-2740	angela.england@tpwd.tx.gov

Table 20 Exhibit 16 Liaisons at Other State Agencies

## XI. Additional Information

**A. Texas Government Code, Section 325.0075 requires agencies under review to submit a report about their reporting requirements to Sunset with the same due date as the SER. Include a list of each agency-specific report that the agency is required by statute to prepare and an evaluation of the need for each report based on whether factors or conditions have changed since the statutory requirement was put in place. Please do not include general reporting requirements applicable to all agencies, reports that have an expiration date, routine notifications or notices, posting requirements, federally mandated reports, or reports required by G.A.A. rider. If the list is longer than one page, please include it as an attachment. See Exhibit 17 Example.**

**BCRAGD  
Exhibit 17: Evaluation of Agency Reporting Requirements**

Report Title	Legal Authority	Due Date and Frequency	Recipient	Description	Is the Report Still Needed? Why?
Annual Report	BCRAGD/ TWDB	Annually in April	BCRAGD Board	Annual Report of the District activities for the previous fiscal year.	Yes. This is required by the District Management Plan that is reviewed and approved by the Texas Water Development Board.
Financial Audit	TCEQ and Ch. 36 of the Texas Water Code	Annually in December	BCRAGD Board and TCEQ	An annual financial audit of the District's financial management.	Yes. The District is funded by tax revenue so an audit is legislatively mandatory under Ch. 36 of the Texas Water Code.

**Table 21 Exhibit 17 Agency Reporting Requirements**

*Note: If more than one page of space is needed, please provide this chart as an attachment, and feel free to convert it to landscape orientation or transfer it to an Excel file.*

**B. Does the agency's statute use "person-first respectful language" as required by Texas Government Code, Section 325.0123? Please explain and include any statutory provisions that prohibit these changes.**

The District is not a health and human services agency; therefore it is not directly applicable. However, all BCRAGD job descriptions comply with the Equal Employment Opportunity Act and the Americans with Disabilities Act.

**C. Please describe how your agency receives and investigates complaints about the agency and its operations.**

The District established a policy on how to handle complaints regarding the District Operations. Under this policy, either a staff member takes in the complaint by giving a detailed account of the complaint, or the complainant may fill out a complaint form. All complaint information is immediately given to the General Manager. Then the General Manager reviews the complaint and establishes if it warrants action, in which case the General Manager will act accordingly. If the complaint is not resolvable by the General Manager, he will take the complaint before the Board of Directors at the next scheduled Board meeting. In addition, all Board of Directors' meeting agendas include a public comment period where members of the public may comment on any matter related to the District's operations, including complaints about the District and its operations.

**Fill in the following chart detailing information on complaints received about your agency and its operations. Do not include complaints received about people or entities you regulate.**

This is not applicable as our District has not received any complaints regarding the District's operations.

**BCRAGD**

**Exhibit 18: Complaints Against the Agency — Fiscal Years 2019 and 2020**

	Fiscal Year 2019	Fiscal Year 2020
Number of complaints received	0	0
Number of complaints resolved	0	0
Number of complaints dropped / found to be without merit	0	0
Number of complaints pending from prior years	0	0
Average time period for resolution of a complaint	n/a	n/a

Table 22 Exhibit 18 Complaints Against the Agency

**D. Fill in the following charts detailing your agency’s Historically Underutilized Business (HUB) purchases. See Exhibit 19 Example. Sunset is required by law to review and report this information to the Legislature.**

**BCRAGD  
Exhibit 19: Purchases from HUBs**

***Fiscal Year 2018***

<b>Category</b>	<b>Total \$ Spent</b>	<b>Total HUB \$ Spent</b>	<b>Percent</b>	<b>Agency Specific Goal*</b>	<b>Statewide Goal</b>
Heavy Construction	n/a	n/a	n/a	n/a	11.2%
Building Construction	n/a	n/a	n/a	n/a	21.1%
Special Trade	n/a	n/a	n/a	n/a	32.9%
Professional Services	\$248,902.87	\$0.00	0%	n/a	23.7%
Other Services	\$4,000.00	\$4,000.00	100%	n/a	26.0%
Commodities	n/a	n/a	n/a	n/a	21.1%
<b>TOTAL</b>	<b>\$252,902.87</b>	<b>\$4,000.00</b>	<b>0.7233%</b>		

**Table 23 Exhibit 19 HUB Purchases for FY 2018**

\* If your goals are agency specific-goals and not statewide goals, please provide the goal percentages and describe the method used to determine those goals. (TAC Title 34, Part 1, Chapter 20, Rule 20.284)

***Fiscal Year 2019***

<b>Category</b>	<b>Total \$ Spent</b>	<b>Total HUB \$ Spent</b>	<b>Percent</b>	<b>Agency Specific Goal</b>	<b>Statewide Goal</b>
Heavy Construction	n/a	n/a	n/a	n/a	11.2%
Building Construction	n/a	n/a	n/a	n/a	21.1%
Special Trade	n/a	n/a	n/a	n/a	32.9%
Professional Services	\$146,702.80	\$0.00	0%	n/a	23.7%
Other Services	\$0.00	\$0.00	0%	n/a	26.0%
Commodities	n/a	n/a	n/a	n/a	21.1%
<b>TOTAL</b>	<b>\$146,702.80</b>	<b>\$0.00</b>	<b>0%</b>		

**Table 24 Exhibit 19 HUB Purchases for FY 2019**

**Fiscal Year 2020**

Category	Total \$ Spent	Total HUB \$ Spent	Percent	Agency Specific Goal	Statewide Goal
Heavy Construction	n/a	n/a	n/a	n/a	11.2%
Building Construction	n/a	n/a	n/a	n/a	21.1%
Special Trade	n/a	n/a	n/a	n/a	32.9%
Professional Services	\$78,214.00	\$0.00	0%	n/a	23.7%
Other Services	\$3,500.00	\$3,500.00	100%	n/a	26.0%
Commodities	n/a	n/a	n/a	n/a	21.1%
<b>TOTAL</b>	\$81,714.00	\$3,500.00	4.82%		

Table 25 Exhibit 19 HUB Purchases for FY 2020

**E. Does your agency have a HUB policy? How does your agency address performance shortfalls related to the policy? (Texas Government Code, Section 2161.003; TAC Title 34, Part 1, Rule 20.286c)**

The BCragd Board of Directors has a contracting and procurement policy in compliance with Texas Government Code Chapter 2155.

**F. For agencies with contracts valued at \$100,000 or more: Does your agency follow a HUB subcontracting plan to solicit bids, proposals, offers, or other applicable expressions of interest for subcontracting opportunities available for contracts of \$100,000 or more? (Texas Government Code, Section 2161.252; TAC Title 34, Part 1, Rule 20.285)**

The District has never had a contract valued at \$100,000 or more. However, should such a contract opportunity arise in the future, the District will follow the requirements of the Texas Government Code, Section 2161.252 and TAC Title 34, Part 1, Rule 20.285.

**G. For agencies with biennial appropriations exceeding \$10 million, answer the following HUB questions.**

The District does not receive biennial appropriations from the State, nor has it ever budgeted over \$10 million for any two years, so these questions are not applicable.

- 1. Do you have a HUB coordinator? If yes, provide name and contact information. (Texas Government Code, Section 2161.062; TAC Title 34, Part 1, Rule 20.296)**
- 2. Has your agency designed a program of HUB forums in which businesses are invited to deliver presentations that demonstrate their capability to do business with your agency? (Texas Government Code, Section 2161.066; TAC Title 34, Part 1, Rule 20.297)**
- 3. Has your agency developed a mentor-protégé program to foster long-term relationships between prime contractors and HUBs and to increase the ability of HUBs**

to contract with the state or to receive subcontracts under a state contract? (Texas Government Code, Section 2161.065; TAC Title 34, Part 1, Rule 20.298)

H. Fill in the charts below detailing your agency’s Equal Employment Opportunity (EEO) statistics. See Exhibit 20 Example. Sunset is required by law to review and report this information to the Legislature. Please use only the categories provided below. For example, some agencies use the classification “paraprofessionals,” which is not tracked by the state civilian workforce. Please reclassify all employees within the appropriate categories below.

**BCRAGD  
Exhibit 20: Equal Employment Opportunity Statistics**

**1. Officials / Administration**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2018	3	0%	8.1%	0%	22.4%	67%	38.8%
2019	4	0%	8.1%	0%	22.4%	75%	38.8%
2020	3	0%	8.1%	0%	22.4%	67%	38.8%

Table 26 Exhibit 20 EEO Statistics for Officials/Administration

**2. Professional**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2018	4	0%	10.9%	0%	20.3%	25%	54.5%
2019	4	0%	10.9%	0%	20.3%	25%	54.5%
2020	5	0%	10.9%	0%	20.3%	40%	54.5%

Table 27 Exhibit 20 EEO Statistics for Professionals

**3. Technical**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
2018	1	0%	14.4%	0%	29.2%	0%	55.2%
2019	1	0%	14.4%	0%	29.2%	0%	55.2%
2020	1	0%	14.4%	0%	29.2%	0%	55.2%

Table 28 Exhibit 20 EEO Statistics for Technical

**4. Administrative Support**

Year	Total Number of Positions	Percent African-American	Statewide Civilian Workforce Percent	Percent Hispanic	Statewide Civilian Workforce Percent	Percent Female	Statewide Civilian Workforce Percent
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2018	1	0%	14.3%	0%	36.4%	100%	71.6%
2019	1	0%	14.3%	0%	36.4%	100%	71.6%
2020	1	0%	14.3%	0%	36.4%	100%	71.6%

**Table 29 Exhibit 20 EEO Statistics for Administrative Support**

**I. Does your agency have an equal employment opportunity policy? How does your agency address performance shortfalls related to the policy?**

The District has an equal employment opportunity policy within the employee manual and all District job descriptions.

## **XII. Agency Comments**

Provide any additional information needed to gain a preliminary understanding of your agency.

For more information please visit: <https://www.bcragd.org/>

## ATTACHMENTS ---

Create a separate file and label each attachment (e.g., Attachment 2\_Annual Reports) and include a list of items submitted. Attachments may be provided in electronic form or through links to agency webpages.

### Attachments Relating to Key Functions, Powers, and Duties

1. If the agency publishes a version of its enabling statute and/or rules, please include an electronic copy.
2. Annual reports published by the agency from FY 2018–20.
3. Internal or external newsletters published by the agency in FY 20.
4. List of studies that the agency is required to do by legislation or riders.
5. List of legislative or interagency studies relating to the agency that are being performed during the current interim.
6. List of studies from other states, the federal government, or national groups/associations that relate to or affect the agency or agencies with similar duties or functions. Provide links if available.
7. If applicable, a list describing the type of personal information of license holders the agency publishes on its website. Please also explain if and how license holders can opt out of this publication.

### Attachments Relating to Policymaking Structure

8. Biographical information (e.g., education, employment, affiliations, and honors) or resumes of all policymaking body members. ***Attachment 8 Example.***
9. Board training manuals and copies of any policies related to the board's duties and responsibilities.
10. Employee manuals and copies of any policies related to staff's duties and responsibilities.
11. Copies of any other significant policies adopted by the board.

### Attachments Relating to Funding

12. Agency's Legislative Appropriations Request for FY 2022–23.
13. Annual financial reports from FY 2018–20.
14. Operating budgets from FY 2018–20.

15. If applicable, a list of all contracts above \$1 million. Please include a brief explanation of the contract, as well as the amount and term of the contract. Do not include purchase orders in this list.

#### **Attachments Relating to Organization**

16. If applicable, a map to illustrate the regional boundaries, headquarters location, and field or regional office locations.
17. Any flowcharts showing the operations of the agency, such as complaint resolution processes, disciplinary or enforcement procedures, etc.
18. If applicable, a list and brief explanation of all active memorandums of understanding and information sharing agreements the agency has entered into. Indicate whether these are required by statute, rule, or something else.

#### **Attachments Relating to Agency Performance Evaluation**

19. Quarterly performance reports completed by the agency in FY 2019–20.
20. Performance reports presented to the agency’s board of directors in FY 2018–20, if different from the reports in Attachment 16.
21. Performance reports submitted to the Legislative Budget Board from FY 2018–20.
22. Any recent studies on the agency or any of its functions conducted by outside management consultants or academic institutions.
23. Agency’s current internal audit plan.
24. Agency’s current strategic plan.
25. List of internal audit reports from FY 2016–20 completed by or in progress at the agency.
26. List of State Auditor reports from FY 2016–20 that relate to the agency or any of its functions.
27. Any customer service surveys conducted by or for your agency in FY 2019–20.
28. Any reports created under Texas Government Code, Section 2110.007 regarding the usefulness and costs of the agency’s advisory committees.
29. A description of the agency’s review of existing rules as required by Texas Government Code, Section 2001.039, and for the last eight years, a brief description of the rules reviewed by date and the result the review.