

# Texas Commission on Environmental Quality

INTEROFFICE MEMORANDUM

To: Commissioners

Date: August 20, 2007

Thru: La Donna Castenuela, Chief Clerk

From: *ms*  
*for*  
*8.20.07* Al Segovia, South Texas Watermaster

Subject: Agenda Executive Summary for Approval of Fiscal Year (FY) 2008 Proposed Assessment for Annual Costs for Watermaster Operations in the South Texas Water Division Set for September 19, 2007 Uncontested Agenda

## Summary of Request:

The South Texas Watermaster Program seeks approval of its Fiscal Year (FY) 2008 proposed assessment for annual costs of operations based on its operating budget which consists of a \$50.00 base fee applicable to each assessment account. A penalty of 5.0% of any delinquent fee due shall be imposed on a person who fails to pay the required fee when due and if the person fails to pay the fee within 30 days after the day the fee is due, an additional 5.0% penalty shall be imposed. Delinquent fees will accrue interest beginning on the 61<sup>st</sup> day after the due date. The yearly interest rate on all delinquent fees required under this title is the prime rate plus one percent, as published in the *Wall Street Journal* on the first day of each calendar year that is not a Saturday, Sunday, or a legal holiday. Penalties and/or interest fees may be waived by the Executive Director for good cause. The Executive Director estimates the proposed assessment of Five Hundred Thirty Five Thousand, Nine Hundred Eighty Eight Dollars (\$535,988) will generate revenue of Five Hundred Twenty Five Thousand, Two Hundred Sixty Eight Dollars (\$525,268) for FY'08.

Authority: TWC § 11.329  
TAC § 12.1; 12.3; 12.5

## Staff Recommendation:

Approval of the South Texas Watermaster Program FY'08 Assessment for Annual Cost of Operations

Contact: Al Segovia: (210) 403-4040

TELEPHONE  
COMMISSION  
ENVIRONMENTAL  
QUALITY  
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CHIEF CLERK'S OFFICE

**TEXAS COMMISSION ON ENVIRONMENTAL QUALITY  
AGENDA ITEM REQUEST**

**AGENDA REQUESTED:** September 19, 2007  
**DATE OF REQUEST:** July 17, 2007

**NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS REQUEST, IF NEEDED:** Al Segovia, 210-403-4040; Tracy Miller 239-4127

**CONSIDERATION OF FISCAL YEAR 2008 ASSESSMENT OF ANNUAL COSTS FOR WATERMASTER OPERATIONS IN THE SOUTH TEXAS WATER DIVISION.**

Pursuant to TWC Section 11.329; and TAC Sections 12.1; 12.3; 12.5 and 304.61 of the Commission Rules, the Executive Director requests that the Commission consider Watermaster assessment of annual costs for the fiscal year beginning September 1, 2007, and ending August 31, 2008, for appropriators in the South Texas Water Division, which consists of the Nueces, San Antonio, Guadalupe, and Lavaca River Basins, as well as the Lavaca-Guadalupe Coastal Basin, the San Antonio-Nueces Coastal Basin, and the Nueces-Rio Grande Coastal Basin, except that part in Hidalgo, Cameron, Willacy, and Starr counties and approve \$535,988.00 with a municipal rate of \$0.1664 as the amount to be assessed for annual costs, with the assessment per account to consist of a \$50.00 base charge plus a use fee and/or storage fee calculated from the authorized acre-feet, and a penalty of 5.0% of any delinquent fee due imposed on a person who fails to pay the required fee when due and if the person fails to pay the fee within 30 days after the day which the fee is due, an additional 5.0% penalty shall be imposed. Delinquent fees will accrue interest beginning on the 61<sup>st</sup> day after their due date.

**Chief Clerk Must Send Notice of the Application/Hearing:** No

**Type of Matter:** Budget

**County:** The 50 Counties Within the South Texas Watermaster's Jurisdiction (Bandera, Bastrop, Blanco, Caldwell, Comal, DeWitt, Fayette, Gillespie, Goliad, Gonzales, Guadalupe, Hays, Karnes, Kendall, Kerr, Victoria, Wilson, Colorado, Jackson, Lavaca, Wharton, Calhoun, Atascosa, Bee, Bexar, Duval, Edwards, Frio, Jim Wells, Kinney, La Salle, Live Oak, Maverick, McMullen, Medina, Nueces, Real, San Patricio, Uvalde, Webb, Wilson, Zavala, Brooks, Jim Hogg, Kenedy, Kleberg, Starr, Willacy, Aransas, Refugio)

**Uncontested:** X      **Contested:**

# TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



**AN ORDER** Assessing the Annual Cost of Watermaster Operation for the South Texas Water Division for the fiscal year beginning September 1, 2007, and ending August 31, 2008: Docket No. 2007-1150-BGT South Texas Watermaster

On September 19, 2007, after proper notice and public hearing as provided in Texas Water Code §11.329, came to be considered by the Texas Commission on Environmental Quality ("Commission") the matter of cost for the Watermaster operations in the said Division for the fiscal year beginning September 1, 2007, and ending August 31, 2008. After reviewing the supporting documentation, the Commission finds as follows:

- (1) The South Texas Water Division, which consists of the Nueces, San Antonio, Guadalupe, and Lavaca River Basins, as well as the Lavaca-Guadalupe Coastal Basin, the San Antonio-Nueces Coastal Basin, and the Nueces-Rio Grande Coastal Basin, except that part in Hidalgo, Cameron, Willacy, and Starr counties;
- (2) Pursuant to Texas Water Code §11.329, the holders of water rights which are to be administered by the Watermaster may be assessed the compensation and necessary expenses of a Watermaster, assistant Watermasters and other necessary employees;
- (3) 30 Texas Administrative Code (TAC), §§304.61-304.63 set forth procedures for the assessment of costs of the Watermaster operations in the South Texas Water Division;
- (4) The compensation and necessary expenses of a Watermaster and other necessary employees for the fiscal year beginning September 1, 2007, and ending August 31, 2008, will require the amount to be assessed in the sum of FIVE HUNDRED THIRTY FIVE THOUSAND, NINE HUNDRED EIGHTY EIGHT AND NO/100 DOLLARS (\$535,988.00).
- (5) The charges, fees, formulas for assessment rates, and method for assessing and levying costs approved below constitute an equitable apportionment of costs, as required by Texas Water Code §11.329;
- (6) All requirements of Texas Water Code §11.329, and 30 TAC §§304.61-304.63 have been met.

**NOW, THEREFORE, BE IT ORDERED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY:**

- (1) That the amount of FIVE HUNDRED THIRTY FIVE THOUSAND, NINE HUNDRED EIGHTY EIGHT AND NO/100 DOLLARS (\$535,988.00) is approved as the total amount to be assessed for annual costs of the South Texas Watermaster operations in during the fiscal year beginning September 1, 2007, and ending August 31, 2008, and that such amount is assessed against the water rights holders in the South Texas Water Division in the manner described in this order and pursuant to 30 TAC §§304.61-304.63;
- (2) That the following charges, rates, fees, formulas for assessment rates and method for assessing and levying cost are approved and shall be implemented by the Executive Director:
  - (a) A base charge for each assessment account of FIFTY AND NO/100 DOLLARS (\$50.00);
  - (b) Assessment rates for each assessment account to be calculated by the Executive Director in accordance with the procedures set forth in 30 TAC §304.63;
  - (c) Assessment of costs and levy of assessments for each account in accordance with the procedures set forth in 30 TAC §304.63;
  - (d) A penalty of 5.0% of the fee due shall be imposed when the assessment is not paid on time. If the assessment is not paid within 30 days after the day on which the fee is due, an additional 5.0% penalty shall be imposed pursuant to 30 TAC Chapter 12;
  - (e) Delinquent fees accrue interest beginning on the 61<sup>st</sup> day after their due date;
  - (f) Penalties and/or interest under this section may be waived by the Executive Director for good cause;
- (3) That the Executive Director shall specify dates by which payments assessed pursuant to this order shall be paid or postmarked.

ISSUED THIS DATE: \_\_\_\_\_

TEXAS COMMISSION ON  
ENVIRONMENTAL QUALITY

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# Texas Commission on Environmental Quality

## INTEROFFICE MEMORANDUM

**To:** Commissioners, TCEQ

**Date:** August 20, 2007

**Thru:**  John Sadlier, Deputy Director  
 Office of Compliance and Enforcement

 Carlos Rubinstein, Director  
 Texas Border Area

 Jennifer A. Sidnell, Director  
 Field Operations Support Division

**From:**  Al Segovia, South Texas Watermaster

**Subject:** Fiscal Year (FY) 2008 Proposed Assessment of Annual Costs of Operations for the South Texas Watermaster Program

The South Texas Watermaster fund is required by Texas Water Code (Code)§11.329 to pay compensation and expenses of the Watermaster and to pay expenditures for equipment, facilities, and capital expenditures necessary for Watermaster operations when recommended by the Watermaster Advisory Committee (WAC) and the Executive Director and approved by the Commission.

The attached document, "South Texas Watermaster Operations", was presented to the South Texas WAC on June 12, 2007, in San Antonio, Texas. The third column, "FY '08 Operating budget Needs" indicates the projected program needs within the FY'08 appropriation, and the "FY'07 Anticipated Expenditures" (column 2) shows projected program expenditures for the previous fiscal year. Also, attached to this memo is a copy of the public meeting notice for the June, 2007 South Texas WAC meeting that provided the thirty (30) day notice of the budget hearing as required by the Code. An additional public meeting notice was mailed on August 10, 2007 to all affected water right holders regarding this budget item scheduled for the September 19, 2007 commission agenda. A copy of that notice and the mailing affidavit from the Chief Clerk's office are also attached.

During their meeting, the WAC acknowledged the "FY'07 Anticipated Expenditures" in the amount of \$482,460, as presented. The WAC also agreed with staff's recommendation for the proposed "FY'08 Operating Budget Needs" in the amount of \$525,268. A draft copy of the WAC meeting minutes are attached for your information.

Staff recommends the "FY'08 Operating Budget Needs" in the amount of \$525,268. Using that budget amount, the program calculates its assessment based on a 98% collection rate; therefore, the total assessment amount is \$535,988 with a municipal rate of \$0.1664. This staff proposal represents a decrease of \$0.0015 from the previous year's municipal rate of \$0.1679. The calculated rate for FY'08 is expected to generate revenue in excess of the Comptroller's Biennial Revenue Estimate (BRE) when combined with the revenue estimates for the Rio Grande Watermaster Program and the Concho River Watermaster Program. This combined excess revenue collection will provide access to the contingency Watermaster appropriations as authorized in Rider 33 of the FY'08-'09 General Appropriations Act. The total estimated amount of revenue in excess of the BRE for FY'08 is \$57,184. This additional revenue is

FY'08 STWM Budget

August 20, 2007

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necessary for the Watermaster programs to be self-sufficient and not rely on funding subsidization from TCEQ.

This memorandum requests Commission approval of the South Texas Watermaster Program operating budget and assessment for FY'08. If I can be of further assistance or should you have any questions regarding this matter, please contact me at 1-210-403-0404, or Tracy Miller, Watermaster Liaison, at 239-4127.

## South Texas Watermaster Operations

### Annual Appropriation Information

	FY06	FY07	FY08
Legislative Appropriation Amount	390,755.00	511,398.00	471,977.07
Anticipated Rider Funding			4,352.36
Estimated Fringe and SWCAP (not in Appropriation)	72,744.00	43,219.00	48,938.84
<b>Estimated Total Fund Obligation</b>	<b>\$463,499.00</b>	<b>\$554,617.00</b>	<b>\$525,268.27</b>

### FY07 Budget/Anticipated Expenditures Compared to FY08 Operating Budget Needs

Budget Categories	FY07 Adjusted Budget	FY07 Anticipated Expenditures	FY08 Operating Budget Needs	Difference from FY07 to FY08 Budget
Salaries	295,241.00	281,133.00	352,801.00	57,560.00
Longevity	9,760.00	9,760.00	11,114.00	1,354.00
Salary Enhancements (1)	21,586.00	17,096.08	8,996.43	(12,589.57)
Fringe (2)	43,219.00	43,219.00	47,093.84	3,874.84
SORM (3)	728.00	728.00	728.00	0.00
SWCAP (4)	1,432.00	1,432.00	1,845.00	413.00
LAR Capital (5)	43,500.00	43,500.00	0.00	(43,500.00)
Professional/Temp Services (6)	903.00	0.00	5,970.00	5,067.00
Travel In-State (7)	4,000.00	4,000.00	4,000.00	0.00
Travel Out-of-State	0.00	0.00	0.00	0.00
Training	1,500.00	1,500.00	1,500.00	0.00
Rent - Building (8)	0.00	30,000.00	30,000.00	30,000.00
Postage	3,100.00	3,200.00	3,200.00	100.00
Phone/Utilities	6,636.00	7,000.00	9,000.00	2,364.00
Supplies - Consumables	1,381.00	1,617.00	1,700.00	319.00
Other Operating Expenses (9)	25,406.00	3,820.00	2,500.00	(22,906.00)
Fuels/Lubricants	10,470.00	21,600.00	22,000.00	11,530.00
Rent - Machine & Other	2,789.00	2,820.00	2,820.00	31.00
Facilities, Furniture & Equip (10)	10,035.00	10,035.00	20,000.00	9,965.00
Capital Equipment - Non LAR (11)	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>\$481,686.00</b>	<b>\$482,460.08</b>	<b>\$525,268.27</b>	<b>\$43,582.27</b>

#### Notes:

- (1) Salary Enhancements are calculated based on 3.4% of 75% of total Salaries; these are projections only; actual expenditures will vary based on salary actions approved by management
- (2) Fringe includes employee benefits such as health insurance, social security insurance, and retirement
- (3) State Office of Risk Management (SORM) is a fee that is charged annually to the TCEQ; amount is estimated during budget development; actual expenditure may vary
- (4) Statewide Cost Allocation Plan (SWCAP) is a fee that is charged annually to the TCEQ for central services; amount is estimated during budget development; actual expenditure may vary
- (5) Legislative Appropriation Request (LAR) Capital includes all items exceeding \$25,000 in total agency cost (ex: vehicles, computers, monitoring equipment); must have legislative approval
- (6) Professional/Temp Services includes but is not limited to software development costs, summer interns, temporary employees
- (7) Travel In-State is capped at an agency level; an increase in WM travel funding cannot be accommodated without a corresponding decrease in travel funding in another agency program
- (8) A proportionate share of the annual TCEQ Regional Office building rent is charged to the Watermaster Program
- (9) Other Operating Expenses includes items designated by Comptrollers Office that do not fall into any remaining budget category (ex: annual vehicle inspection fees, vehicle decals, etc)
- (10) Facilities, Furniture & Equipment (FFE) includes but is not limited to non-LAR equipment less than \$5,000 in cost, non-consumable supplies, vehicle maintenance and repairs, etc
- (11) Capital Equipment - Non LAR includes capital items with a cost between \$5,000 and \$24,999

### FY08 Proposed Assessment Calculation

FY08 Operating Budget Needs	\$525,268.27
<b>Assessment Necessary Based on 98% Collection Rate</b>	<b>\$535,988.00</b>

### Historical Assessment Comparison

	FY06	FY07	FY08
<b>Total Assessment</b>	\$515,050.00	\$540,254.00	\$535,988.00
<b>Municipal Rate</b>	0.1617	0.1679	0.1664

PUBLIC MEETING NOTICE

**SOUTH TEXAS WATERMASTER ADVISORY COMMITTEE**

DATE: Tuesday, June 12, 2007

LOCATION: Texas Commission on Environmental Quality  
San Antonio Regional Office  
14250 Judson Road

TIME: 1:30 P.M.

**PURPOSE: DISCUSS THE SOUTH TEXAS WATERMASTER PROGRAM  
PROPOSED BUDGET FOR FISCAL YEAR 2008. PUBLIC IS  
INVITED TO ATTEND, COMMENT AND PARTICIPATE.**

Note: Pursuant to Texas Water Code §11.329(b) the South Texas Watermaster is required to provide notice to water right holders, at least 30 days prior to holding a public hearing to discuss the proposed budget for the South Texas Watermaster operations. The South Texas Watermaster Advisory Committee will hold a public meeting to discuss the proposed South Texas Watermaster budget for fiscal year 2008 on June 12, 2007 at 1:30 p.m., said meeting to be held at the TCEQ San Antonio Regional Office.

**Notice Date: May 10, 2007**

**Al Segovia  
South Texas Watermaster**

**For questions or for a copy of the South Texas Watermaster budget for fiscal year 2008, please feel free to call (800) 733-2733.**

Special Notice

The South Texas Watermaster Advisory Committee, established in accordance with Texas Water Code §11.3261, serves the following purpose:

- (1) provide recommendations to the executive director regarding activities of benefit to the holders of water rights in the administration and distribution of water to holders of water rights;
- (2) review and comment to the executive director on the annual budget of the watermaster operations; and
- (3) other duties as may be requested by the executive director with regard to the watermaster operations or as requested by holders of water rights in a water division which the committee deems of benefit to the administration of water rights in water division.

The TCEQ appreciates and values input provided by the South Texas Watermaster Committee and is actively seeking interested participants to serve on the committee as vacancies become available. If you are interested in serving, or would like to nominate someone for appointment consideration, please contact the South Texas Watermaster's office at (800) 733-2733, via fax at (210) 545-4329, or email at [asegovia@tceq.state.tx.us](mailto:asegovia@tceq.state.tx.us).

South Texas Water Master Advisory Committee

Minutes

6/12/07

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Al Segovia welcomed the members and guests.

The meeting was called to order at 1:34 pm by Lynn Short.

Minutes from last meeting were not available.

Nominations were solicited for officers.

Fred Blumberg moved and Chuck Ahrens seconded to elect:

Mario Escobar - Chair

Wesley Hamff - Vice Chair

Steve Raabe - Secretary

Motion passed unanimously.

Re-elect members with expiring terms.

Wesley Hamff moved and Lynn Short seconded to recommend re-election of the following members:

Fred Blumberg, Steve Raabe, Ann Kercheville, Chuck Ahrens, Frank Granieri

Motion carried.

Discussion of Possible New Members.

Fred Blumberg will retire in July 2007. GBRA will recommend his replacement. Potential candidates for vacancies were discussed. When commitments to serve have been acquired, they will be presented for recommendation at the next South Texas Water Master Advisory Committee meeting.

Presentation on Water Right Enforcement.

Al Segovia gave a presentation on Water Right Enforcement.

Budget

Al Segovia and Tracy Callen presented the proposed FY08 budget. The FY08 Operating Budget needs totaled \$525,268.27. The assessment necessary based on 98% collection rate is \$535,988.00.

Fred Blumberg moved and Wesley Hamff seconded to recommend approval of the FY08 Budget.

Discussion of New Deputy in Lavaca Area

Patrick Brzozowski, Lavaca-Navidad River Authority requested an additional deputy to serve the most eastern section of the water master area. No action was taken on the request.

Meeting adjourned @ 3:18 pm.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

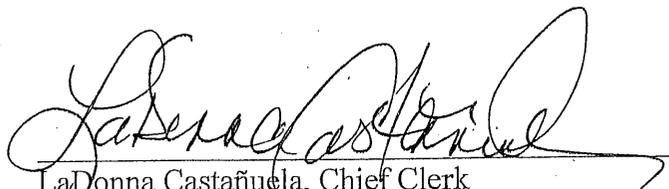


STATE OF TEXAS §

COUNTY OF TRAVIS §

I, LaDonna Castañuela, Chief Clerk of the Texas Commission on Environmental Quality, do hereby certify that the Notice of Consideration of the Proposed Assessment of Annual Costs for the South Texas Watermaster Program was mailed on the 10<sup>th</sup> day of August, 2007, to the persons on the attached mailing list.

Given under my hand and the seal of the Texas Commission on Environmental Quality, this 13<sup>th</sup> day of August, 2007.

  
LaDonna Castañuela, Chief Clerk  
Texas Commission on Environmental Quality

(SEAL)

Kathleen Hartnett White, *Chairman*  
Larry R. Soward, *Commissioner*  
H. S. Buddy Garcia, *Commissioner*  
Glenn Shankle, *Executive Director*



## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

### **NOTICE OF CONSIDERATION OF PROPOSED ASSESSMENT OF ANNUAL COSTS FOR THE SOUTH TEXAS WATERMASTER PROGRAM**

The Commissioners of the Texas Commission on Environmental Quality will consider the South Texas Watermaster Operation's budget and proposed assessment for costs for September 1, 2007 through August 31, 2008 (TCEQ Fiscal Year 2008), during a public meeting at:

**9:30 A.M. in Building E, Room 201S  
located at 12100 Park 35 Circle  
in Austin, Texas on  
September 19, 2007**

This item is Docket No) 2007-1150-BGT, Consideration of an Order assessing costs of Watermaster operations in the South Texas Water Division which consists of the Nueces, San Antonio, Guadalupe, and Lavaca River Basins, as well as the Lavaca-Guadalupe Coastal Basin, the San Antonio-Nueces Coastal Basin, and the Nueces-Rio Grande Coastal Basin, except that part in Hidalgo, Cameron, Willacy, and Starr counties.

The compensation and necessary expenses of the South Texas Watermaster Operations for the fiscal year is Five Hundred Twenty Five Thousand Two Hundred Sixty Eight Dollars (**\$525,268.00**). Of this amount, Four Hundred Twenty Thousand Four Dollars (**\$420,004.00**) are needed for program staff base salaries and benefits (including longevity, salary enhancements, and fringe) and the remaining One Hundred Five Thousand Two Hundred Sixty Four Dollars (**\$105,264.00**) are needed for program operating costs. Based on a 98% collection rate, these necessary expenses require a total assessment of Five Hundred Thirty Five Thousand Nine Hundred Eighty Eight Dollars (**\$535,988.00**) with a municipal rate of **\$0.1664**.

This notice is provided to all holders of water rights as required by the Texas Water Code Section 11.329. You may attend this meeting and provide comments to the Commission concerning this item. Persons with disabilities who have special communication or other accommodation needs who are planning to attend this meeting should contact the Office of Administrative Services Facilities Liaison at (512) 239-0080. Requests should be made as far in advance as possible.

The South Texas Watermaster Advisory Committee (WAC) discussed and approved the proposed assessment and budget during a public meeting in San Antonio, Texas, on June 12, 2007. The public was invited to attend this WAC meeting via notice dated May 10, 2007.

If you have any questions or would like a copy of the proposed budget, please contact the South Texas Watermaster's office at (800) 733-2733, via fax at (210) 545-4329, or email at [asegovia@tceq.state.tx.us](mailto:asegovia@tceq.state.tx.us).