

# **Post Oak Savannah Groundwater Conservation District**

## **Groundwater Well Assistance Program (GWAP)**



Post Oak Savannah Groundwater Conservation District  
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## Acronyms and Abbreviations

DFC	Desired Future Condition
GAM	Groundwater Availability Models
GANA	GWAP Annual Needs Assessment
GCD	Groundwater Conservation District
GMA	Groundwater Management Area
GWAP	Groundwater Well Assistance Program
POSGCD	Post Oak Savannah Groundwater Conservation District
TWC	Texas Water Code
WARF	Well Assistance Request Form
WAWOF	Well Assistance Work Order Form

## **1.0 Introduction**

The mission of the Post Oak Savannah Groundwater Conservation District (POSGCD or District) is to provide for the conservation, preservation, protection, recharging, and prevention of waste of groundwater, and to protect groundwater users, by adopting and enforcing rules consistent with state law. The District accomplishes this mission by developing and enforcing rules to manage groundwater production and by participating in joint planning with adjacent and nearby districts to manage groundwater conditions across Groundwater Management Area (GMA) 12 and GMA 8.

Among the important considerations in managing groundwater in POSGCD are statutory requirements in the Texas Water Code (TWC) that require a balance between groundwater production and protection. TWC Section 36.0015 (b) states that one purpose of a groundwater conservation district (GCD) is “to protect property rights, balance the conservation and development of groundwater to meet the needs of the state, and use the best available science in the conservation and development of groundwater.” In addition, TWC Section 36.108 (d)(d-2) states that the desired future conditions (DFC) development through the joint planning process for districts “must provide a balance between the highest practicable level of groundwater production and the conservation, preservation, protection, recharging, and prevention of waste of groundwater and the control of subsidence in the management area.”

A potential consequence associated with providing for the highest practicable level of groundwater production and respecting groundwater as a property right is that groundwater pumping may cause water level declines resulting in the water level dropping below the pump in some wells. Therefore, POSGCD has established the Groundwater Well Assistance Program (GWAP).in order to assist well owners whose wells are projected to experience water level declines in their wells below the pump during normal operations as a result of groundwater production in GMA 12.

## **2.0 Purpose**

The primary purpose of the GWAP is to identify wells in the District which may require action to prevent the water level in the well from dropping below the pump due to groundwater level declines caused by aquifer-wide pumping. The intent is to identify wells which may be at risk of these adverse impacts up to ten (10) years in advance and provide assistance in preventing the loss of water supply in those wells. Additionally, this assistance shall include restoring a water supply to those well owners should an emergency situation arise where the water level in a well has dropped below the pump before corrective action has been taken.

A secondary purpose of the GWAP is to improve the POSGCD monitoring program and POSGCD's understanding of groundwater and aquifers in POSGCD by increasing the number of monitoring wells in the monitoring well network.

### **3.0 Annual Assessments**

The District will take a proactive approach to assessing projected impacts to existing wells in the District. Beginning in 2018, the District will annually perform evaluations which will include the most recent information and data gathered from the District's Well Monitoring Network, including localized hydrogeological studies at monitoring locations, as well as Groundwater Availability Model (GAM) simulations, using the most recent Central Queen City/Sparta/Carrizo-Wilcox GAM, and including the most recent information on projected pumping in GMA 12. This evaluation shall be known as the GWAP Annual Needs Assessment (GANA), and be performed by the District's hydrologist. The results of this assessment shall be organized into a report, and presented to the Board at a regular or called public meeting, at or before the September monthly Board meeting, and published on the District's website within 30 days of completion. The report shall estimate the year any well may require assistance under this program, with qualified wells requiring assistance within the first ten (10) years being addressed as soon as possible, and when possible, in the order identified in the report.

The report generated from the GANA shall be used to establish the annual budget for the projected needs of the Groundwater Well Assistance Program (GWAP) Fund, and may also be used in establishing guidelines for completions of water wells in certain areas of the District in the future.

### **4.0 Corrective Actions**

Actions supported by the GWAP to an affected well owner could entail, but are not limited to, lowering a pump in a well, modifying the construction of an existing well, or drilling a new well. These actions shall result in the pump being set at a depth that will exceed the anticipated 50-year water level declines as identified by the GANA evaluations. In some situations, corrective actions may include installation of a solar powered pump system, providing a connection to a local water supply corporation or municipal water supply, or digging a stock pond.

### **5.0 Funding**

The District shall create a GWAP Fund by the end of 2018 for the purpose of fully funding this program, and monies committed to that fund shall remain encumbered for that purpose. Funding to support activities as outlined in this manual shall be funded by fees collected by the District on permitted amounts for the production and/or transport of groundwater. The amount of funding to be maintained by the District in the GWAP Fund shall be determined by the most recent GANA evaluations performed for this purpose. The projections of wells requiring assistance shall be evaluated to establish the amount of funding necessary to accomplish the purposes of the GWAP. To offset the possibility of unforeseen events resulting in the projected annual funding for the GWAP Fund exceeding available funding in any given year, the District shall, in its annual

budgeting, budget to collect fees as necessary to fund and maintain twice the amount indicated as necessary for that year according to the most recent GANA evaluation.

The GWAP shall be a stand-alone program of the District, independent of all other programs in the District's Budget. The GWAP shall be fully funded from fees collected by the District to accomplish the purpose of the program. Funds committed to the GWAP may only be expended on the GWAP, and funds budgeted for the GWAP may only be reduced by a budget amendment approved by a 2/3 majority vote of the Board after public hearings, posted with at least 10 days notice.

The District will cover all costs associated with this program for qualifying wells, except in cases where a well owner desires a method of corrective action which exceeds the costs of any appropriately identified remedies by more than five percent (5%). In the event the well owner chooses a more costly option than approved by the District, the District will cover only one hundred five percent (105%) of the District's estimated cost of the appropriately identified corrective action.

## **6.0 Administration of the Groundwater Well Assistance Program**

The GWAP will be administered by the General Manager, working in coordination with the Water Resource Management Specialist and the District's hydrogeologist. The primary responsibility of the Water Resource Management Specialist is to verify eligibility, oversee the investigation and evaluation of any application, and recommend appropriate action.

In situations where the water level in the well has dropped below the pump due to drawdowns caused by aquifer-wide pumping, District staff will endeavor to respond to requests for assistance within 24 hours and proceed with corrective actions to restore water supply as appropriate.

In instances where water supply has not been lost, the Water Resource Management Specialist will then consult with the District's hydrogeologist and recommend to the General Manager a course of action for providing assistance to a well owner as appropriate to avoid loss of water supply in the future.

All necessary evaluations must be completed for a well to qualify for funding. These evaluations may include, but not be limited to, an inspection of the well and equipment, including acquiring water level measurements, and considerations of water level data from nearby wells.

## **7.0 Eligibility Requirements for Assistance from the Groundwater Well Assistance Program**

The District will maintain a database of registered and permitted wells to establish eligibility of qualifying wells. Information maintained will include a valid and complete Well Driller's Log, as submitted to the State of Texas, and when appropriate to the District. If a valid and complete Well Driller's Log is not available, ownership, well construction, pump settings, and where possible, water levels, must be established for these wells.

To be eligible for assistance in the GWAP, a well must meet the following qualifications:

1. Well must be located in Milam or Burleson counties
2. Well must be functional and registered with the District
3. Well must be in the monitoring well network (see POSGCD website for instructions to join)
4. Well must be either a low-capacity non-exempt permitted well that produces less than 50 gallons per minute OR an exempt well used for domestic and/or livestock use as defined in the District's Rules
5. Well must be completed in any aquifer in the District other than river alluvial or terraced formations.
6. Well may not be covered by a mitigation agreement included in a permit issued by the District or required by the State of Texas.

## **8.0 Appeals of Decisions of District Staff**

Any well owner may appeal the decision of District Staff or consultants, concerning eligibility or choice of corrective actions for their well. Such appeal shall be made by the well owner to the Board of Directors.

Any appeal of evaluation by District's consultants shall be handled as follows: The District will maintain a list of independent and appropriately licensed professional geoscientists who are familiar with the geologic formations and aquifers of the District from which the well owner may select to evaluate an appeal at the District's expense. If a well owner chooses another person or entity to fulfill this role of evaluation of appeal, the person(s) performing the evaluation must be licensed professional geoscientists in the State of Texas, and their services shall be paid for by the well owner. This appeal will be considered by the District's hydrogeologist, and if disagreement remains, the matter shall be decided by the Board of Directors.

## **9.0 Groundwater Well Assistance Program Contact Information**

The POSGCD Water Resource Management Specialist will be the primary point of contact for the well owners. The Water Resource Management Specialist contact information for the GWAP is listed below:

Post Oak Savannah Groundwater Conservation District  
Water Resource Management Specialist  
310 East Avenue C  
Milano, Texas 76556

Phone: 512.455.9900  
Toll-free: 800.231.8196  
Fax: 512.455.9909  
Email: [gwap@posgcd.org](mailto:gwap@posgcd.org)

## **9.1 Handling Requests for Assistance**

All requests for assistance from the GWAP must be reviewed and pre-approved by the District and all work must be completed by the District's pre-approved contractors. No work will be conducted on wells which fail to qualify for the GWAP. All requests shall be submitted to the District on the Well Assistance Request Form (WARF). A copy of the WARF is included in Appendix A.

In an emergency situation, such as an incident that occurs on a weekend or holiday, verbal approval from the District to the District's approved contractors shall suffice in lieu of a completed WARF, and the WARF shall be completed as soon as possible. All work performed shall be reported to the Board at the next regularly scheduled meeting.

## **10.0 Agreements and Scheduling**

### **10.1 Well Assistance Agreement**

Prior to beginning any well assistance work, the well owner must sign the Well Assistance Work Order Form (WAWOF) accepting the corrective strategy selected and approved by the District. After the owner signs the WAWOF, POSGCD will sign to commit funding from the GWAP Fund to implement the corrective action. These funds will be released to the contractor after the work has been completed.

### **10.2 Contractor Scheduling**

A well owner may select from the list of pre-qualified water well drillers to conduct well assistance work. If the selected water well driller is unable to accept the work at the time of selection due to other obligations, the well owner may either select another pre-qualified water well driller or a water well driller who agrees to the rates identified in the Unit Cost Schedule, and meets all other criteria as outlined in this GWAP and necessary to perform the corrective and approved work. Prior to the selection of a driller, a timeline for performing the work will be negotiated and become a part of the contract with the driller.

### **10.3 Well Corrective Work**

The District shall issue the selected water well driller a completed WAWOF that describes the work to be performed and the pre-determined costs to complete the work. If, during the course of the approved work, unforeseen conditions occur that require changes in the negotiated scope of work, a water well driller must first get an amendment to the WAWOF approved by the District before

conducting the changed scope of work. All work must be completed to the satisfaction of POSGCD in order for the water well driller to receive payment.

#### **10.4 Standard Practices**

All water well drillers contracted for work with the District shall be properly licensed and use standard practices acceptable to the Texas Department of Licensing and Regulation for Water Well Drillers and Water Well Pump Installers.

### **11.0 Groundwater Well Assistance Fund Driller's Contract**

The terms and conditions governing the work performed by the driller shall be spelled out in a GWAP Driller's contract. Such terms will include but not be limited to qualifications, unit costs, insurance and liability as well as payment provisions. A sample contract is available from the District.

### **12.0 Groundwater Well Assistance Program Fund Management**

The District has an investment policy which is in compliance with various provisions of Texas law relating to the investment and security of funds of districts. Sections 36.155 and 36.156 of the TWC and Chapters 2256 and 2257 of the Government Code are applicable to the investment of the District's funds, including the investment funds associated with the GWAP. The investment policy addresses the methods, procedures, and practices that must be used to ensure effective and judicious fiscal management of the District's funds. The District purchases various insurance policies, including the bonding of all directors and employees of the District.

### **13.0 Recordkeeping and Reporting**

The District shall maintain records and supporting documentation for all GWAP Fund work in accordance with the District Bylaws. By January 31<sup>st</sup> of each year following the creation and initial funding of the GWAP Fund, the District shall make available to the public an accounting of GWAP Fund revenues and expenses, information regarding the water well drillers qualified to perform work on behalf of the District, and a report summarizing the well assistance claims that were inspected, evaluated or completed.



**APPENDIX A:  
WELL ASSISTANCE REQUEST FORM**



**Post Oak Savannah Groundwater Conservation District  
Well Assistance Request Form**

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

Name of Well Owner: \_\_\_\_\_

Address of Well Owner: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Well Location: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Driller Log Available (y/n): \_\_\_\_\_

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

Well Depth: \_\_\_\_\_

Pump Depth: \_\_\_\_\_

Well Screen Information: \_\_\_\_\_

Aquifer/Formation: \_\_\_\_\_