

**Refugio Groundwater Conservation District
Meeting Minutes for April 22, 2025**

THE STATE OF TEXAS

REFUGIO COUNTY

The Board of Directors of the Refugio Groundwater Conservation District convened a meeting at 309 Johnson Street, Woodsboro, Texas 78393 on April 22, 2025, at 6:00 PM.

Item 1. Call the meeting to order and welcome guests.

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Mr. Borden called the meeting to order and called the roll of representatives:

Precinct 1: Mr. John Snyder, Vice President: Absent.

Precinct 2: Mr. Carroll Borden, President: Present.

Precinct 3: Ms. Cynthia Rose, Treasurer: Present.

Precinct 4: Mr. Fredric Biery, Secretary: Present.

At Large: Vacant.

General Manager: Mr. Tim Andruss: Present.

General Counsel: Mr. James Allison: Absent.

Item 2. - Receive Public Comments.

No public comments were offered at the meeting.

Item 3. - Consideration of and possible action on matters related to groundwater management, including the efforts and activities of the District regarding permitting, complaints, investigations, violations, and enforcement cases associated with permitting.

Topic 3.1 - Report

Mr. Andruss provided the following information:

Regarding Well Registration Processing for FY2025.

As of April 15, 2025, staff had received 7 well registration applications (ARWs) since October 1, 2024.

As of April 15, 2025, staff had received 20 Notices of Intent to Drill a Well (NIDWs) since October 1, 2024.

Regarding Production Permit Renewal Processing for FY2025.

As of April 15, 2025, staff had received 0 production permit renewal requests (ARPs) since October 1, 2024.

Regarding Permit Processing for FY2025.

As of April 15, 2025, staff had initiated 3 permitting request case (PRCs) since October 1, 2024.

As of April 15, 2025, staff had 1 permitting request cases pending.

a. PRC-20250407-01 - ANHUPPW-20250210-01 - KOC Land, LLC - Pending/Uncontested

As of April 15, 2025, staff had 20 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 1,814.76 acre-feet.

Regarding Groundwater Production Report Processing for CY2024.

As of April 15, 2025, staff had processed 39 groundwater production reports for the preceding calendar year since October 1, 2024.

As of April 15, 2025, staff had recorded groundwater production reports for 39 water wells reporting 954.095 acre-feet of groundwater production during CY 2024. (TWDB estimated the volume of groundwater produced for rural domestic, livestock, mining, and rig supply exempt uses in Refugio County in Year 2020 was 580 acre-feet. See: TWDB - Projected Exempt Groundwater Use Estimates.)

Regarding Manage Investigations related to Permitting Violations for FY2025.

As of April 15, 2025, staff had initiated 2 investigations related to groundwater management (i.e., permitting) since October 1, 2024.

As of April 15, 2025, staff had 2 active investigations related to groundwater management (i.e., permitting):

- a. INV- 20250122-01 - Potential Violation of Failure to Report Groundwater Production - Rice Irrigation - Active
- b. INV- 20250305-01 - Unpermitted Non-Exempt - Active

Regarding Manage Enforcement Cases related to Permitting Violations for FY2025.

As of April 15, 2025, the Board had initiated 0 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2024.

As of April 15, 2025, staff had 0 unresolved enforcement case violations related to groundwater management (i.e., permitting):

Topic 3.4 - Brackish Groundwater Assessment

Mr. Andruss provided the following information:

On January 21, 2025, the board instructed the general manager to obtain a proposal from Intera for the characterization of brackish groundwater resources in Refugio County from Dr. Young of Intera in an amount not to exceed \$20,000.

On February 11, 2025, staff request the development of a project proposal from Dr. Young of Intera for the characterization of brackish groundwater resources in Refugio County.

On April 16, 2024, Dr. Young of Intera submitted the *Proposal to Characterize and Investigate Options to Manage Brackish Resources in Jackson, Calhoun, and Refugio Counties* with a combined cost of \$60,000, \$20,000 per district, and an estimated completion period of 5 months.

Board Approved: Mr. Borden moved to authorize the general manager to 1) accept the proposal submitted by Intera related to characterizing the brackish groundwater, 2) provide notice to Intera to begin the project, and 3) share the costs of the project in an amount not to exceed \$20,000, contingent upon similar cooperation approval by Calhoun County GCD and Texana GCD. Mr. Biery seconded the motion. The motion passed unanimously.

Item 4. - Consideration of and possible action on matters related to groundwater protection including complaints, investigations, violations, and enforcement cases related to groundwater contamination and waste.

Topic 4.1 - Report

Mr. Andruss provided the following information:

Regarding Well Inspections for FY2025.

As of April 15, 2025, staff had recorded 9 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of April 15, 2025, staff had initiated 0 investigations related to Groundwater Protection since October 1, 2024.

As of April 15, 2025, staff had 1 active investigation related to Groundwater Protection:

- a. INV-20191202:1017 - Potential Contamination of Groundwater at Woodsboro Farmers Cooperative - Active

Regarding Manage Enforcement Cases related to Groundwater Protection for FY2025.

As of April 15, 2025, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2024.

As of April 15, 2025, staff had 0 unresolved enforcement case violations related to Groundwater Protection.

Topic 4.2 - Potential Contamination of Groundwater at Woodsboro Farmers Cooperative

Mr. Andruss provided the following information:

On July 17, 2023, staff provided the following report: "on July 7, 2023, the district obtained the Affected Property Assessment Report (APAR Report) for the site associated with INV-20191202:1017 - Potential Contamination of Groundwater at Woodsboro Farmers Cooperative - Active. The report had been revised in February 2023.

On page 8 of the report, the following statements were made (emphasis added):

The analytical results from the 2022 sampling event detected no constituent concentrations in soil above applicable Tier 1 Residential PCLs for any constituent. Constituent concentrations in groundwater were detected above Tier 1 Residential PCLs in MW-1 for dieldrin and in MW-1, MW-2, MW-3, MW-4, and MW-5 for nitrate. All other constituent concentrations in groundwater were low to non-detectable and did not exceed Tier 1 Residential PCLs.

Based on the findings of this report, Ardurra does not recommend any remediation or excavation of soil.

Detected constituent concentrations in groundwater for dieldrin and nitrates are either laboratory estimated quantities or likely the result of previous agricultural use of the surrounding land. Additionally, the groundwater exposure pathway is not complete, as the first groundwater bearing unit is present at an average depth of 20-25 feet (an unlikely depth to be encountered by any Site excavation) and the first groundwater bearing unit is not used as a water resource in the area.

Ardurra recommends that the Remedy B standard be used to deed-restrict the first groundwater bearing unit at the site to prevent its future use as a water resource and quarterly groundwater monitoring for one year to monitor COC concentrations and determine trend in PCLE zones.

On page 22, the following chart summarizes information related to water wells in the vicinity of the affected property:

Table 2A. Water Well Summary

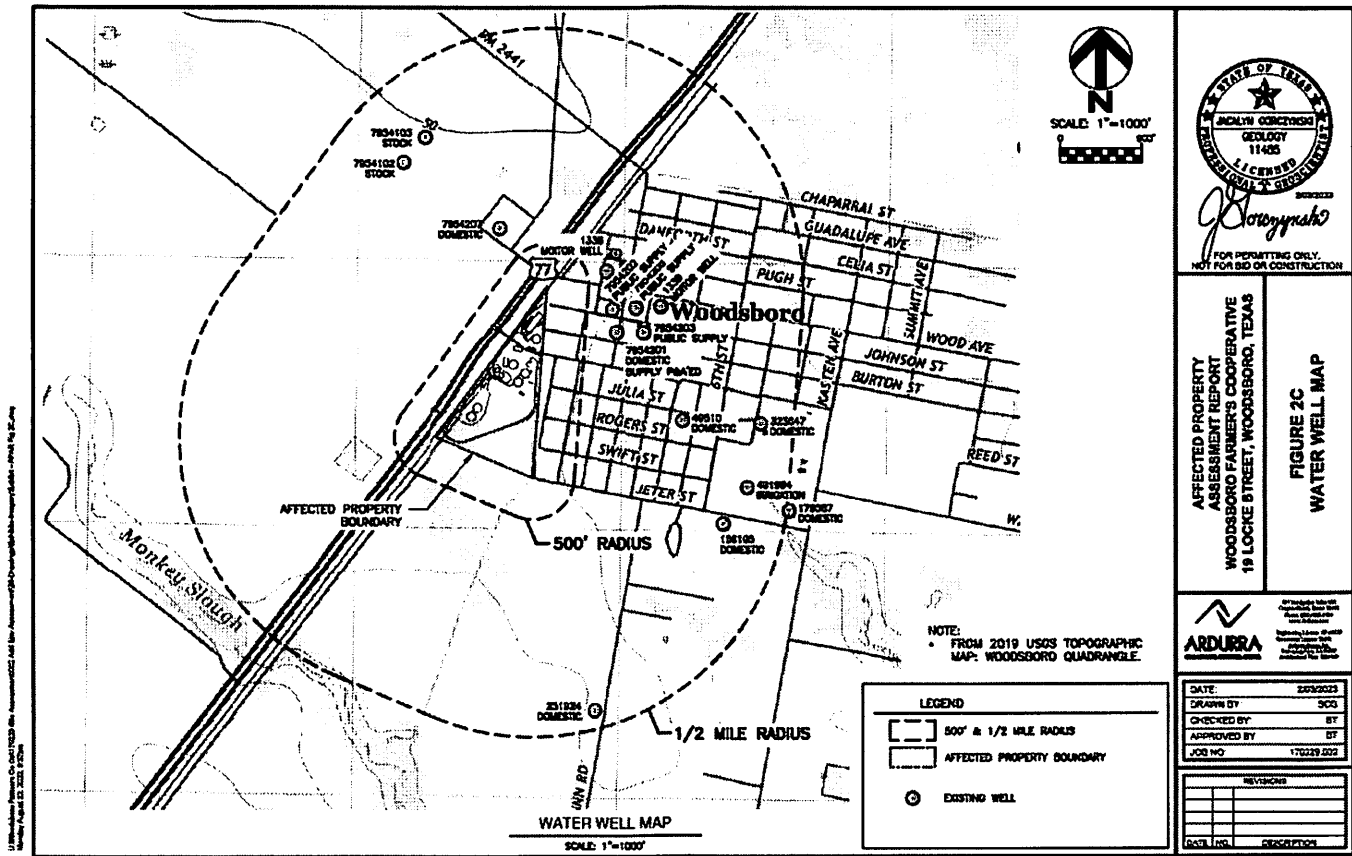
Well no. / designation	Well owner's name of record	Distance from affected property (ft.)	Screened interval/open interval (ft)	Cemented interval (ft)	Completion type	Total depth	Date drilled	Producing formation	Current water use ¹	Current status ²	Data source ³
<i>Downgradient Wells</i>											
TX237111	Woody Wilson	950	72 - 92	0 - 15	Straight Wall	92	5/1/2000		Irr	Act	TCEQ
TX237108	Emma Karstedt	1109	73 - 93	0 - 15	Straight Wall	93	4/27/2000		Dom / Irr	Act	TCEQ
<i>Cross-gradient Wells</i>											
TX49510	Frank Rodriguez					180			Dom	Act	SDRD
TX237109	John Karstedt	1267	60 - 80	0 - 15	Straight Wall	90	10/22/0999		Dom	Act	TCEQ
TX237104	Kay Nesloney	1267	60 - 80	0 - 15	Straight Wall	80	04/28/2000		Ind / Irr	Act	TCEQ
<i>Upgradient Wells</i>											
12847	City of Woodsboro	1426	80 - 170	0 - 15	Straight Wall	170	1995		PS	Act	TCEQ
12848	City of Woodsboro					322	2002		PS	Act	
79-54-201	City of Woodsboro	2218	NA	NA	NA	180	12/06/2004		Dom	P&A	SDRD
79-54-207	F.B. Rooke & Son	1267	102 - 135	NA	NA	148	1935	Lissie - Beau	Dom	Act	TWDB
79-54-203	City of Woodsboro	1426	230 - 280, 304 - 322	0 - 233	NA	400	5/28/2002		PS	Act	TCEQ
79-54-103	F.B. Rooke & Son	1690	102-135	NA	NA	916	07/00/1946	Lissie - Beaumont	Liv	Act	TWDB
79-54-102	F.B. Rooke & Son	2323	NA	NA	NA	183	1930	Goliad - Lissie	Liv	Act	TWDB

¹ Current water use: Dom - domestic; PS - public supply/municipal; Ind - industrial; Comm - commercial; Irr - irrigation; Liv - livestock

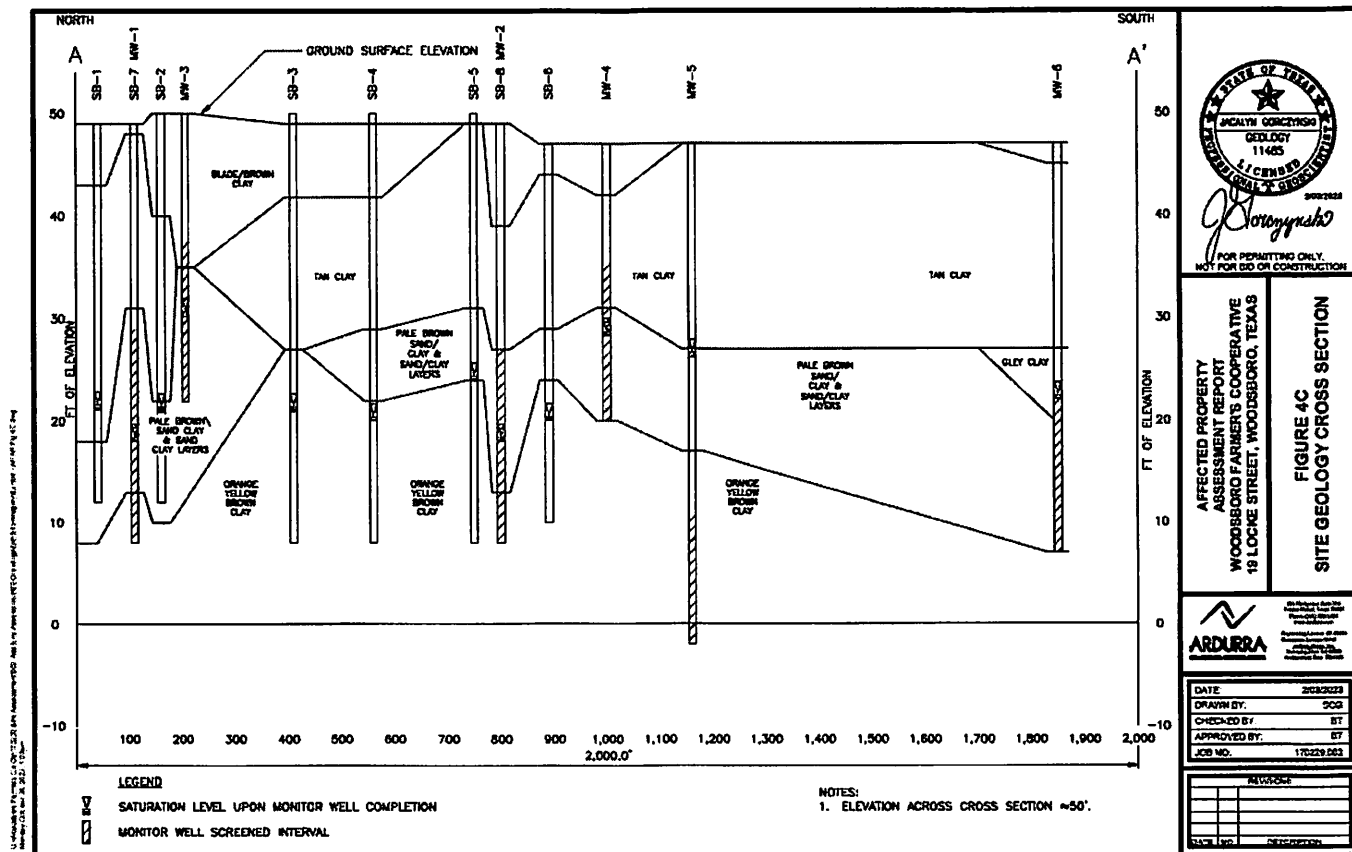
² Current status: Act - active; Ab - abandoned/not in use; SB - standby/backup; P&A - plugged and abandoned

³ Indicate the specific primary source of well information.

On page 35, the following diagram was presented depicting the affected property and water wells in the vicinity:



On page 54, the following diagram was presented depicting the geology at the site:



On page 60, the following diagram was presented depicting the inferred groundwater flow direction:

Regarding Advanced Aquifer Monitoring for FY2025.

Regarding Baseline Water Quality Aquifer Monitoring for FY2025.

Regarding Ad-Hoc Baseline Water Quality Sampling for FY2025.

As of April 10, 2025, staff had collected 0 water quality field measurements since October 1, 2024.

As of April 10, 2025, staff had collected 2 water quality samples since October 1, 2024.

As of April 10, 2025, staff had received 1 water quality lab reports since October 1, 2024.

Regarding Annual Water Level Assessment for FY2025.

Regarding Annual Water Quality Assessment for FY2025.

Regarding Monitoring Network Assessment and Improvement Project for FY2025.

Item 6. - Consideration of and possible action on matters related to groundwater conservation.

Topic 6.1 - Report

Mr. Andruss provided the following information:

Regarding Promote Conservation for FY2025.

On March 19, 2025, staff submitted an application to the Texas Water Development Board for the Fiscal Year 2025 Agriculture Water Conservation Grants Program on behalf of the Victoria County Groundwater Conservation District, the Calhoun County Groundwater Conservation District, the Refugio Groundwater Conservation District, and the Texana Groundwater Conservation District. The application seeks a total of \$179,200 as a grant from TWDB under this application. The cooperating districts will contribute \$60,912 to the project if the requested funding is granted by the Texas Water Development Board and accepted by the cooperating districts.

Regarding Conservation Education and Teacher Professional Development for FY2025.

Item 7. - Consideration of and possible action on matters related to groundwater resource planning including Groundwater Management Area 15 Joint Planning and regional water planning.

Topic 7.1 - Report

Mr. Andruss provided the following information:

Regarding Regional Water Planning Participation for FY2025.

The South Central Texas Regional Water Planning Group (Region L) met on February 20, 2025. The next meeting of the group is scheduled to meet on May 21, 2025. See: <https://www.regionltexas.org/>.

Regarding GMA 15 Joint Planning for 4th Planning Cycle in FY2025.

The representatives of Groundwater Management Area 15 met on April 10, 2025, at the Ag Extension Offices in Wharton, Texas. Mr. Andruss attended the meeting to participate in 4th Cycle of the Joint Planning as required under Chapter 36 of the Texas Water Code. The next meeting is scheduled for July 10, 2025, in Victoria, Texas. See: <https://www.vcgcd.org/groundwater-management-area-15>.

Topic 7.2 - Joint Planning and Desired Future Conditions

Mr. Andruss provided the following information:

The mission of the Refugio Groundwater Conservation District is to develop sound water conservation and management strategies designed to conserve, preserve, protect, and prevent waste of groundwater resources for long-term sustainability within Refugio County for the benefit of the landowners, citizens, economy, and environment of Refugio County.

The management plan of the district states:

"For the purpose of managing the use of groundwater within Refugio County, the district may define sustainable use as the use of an amount of groundwater in Refugio County as a whole or any

management zone established by the district that does not exceed any of the following conditions:

1. the long-term average historical groundwater production from aquifers in Refugio County established by the district prior to the establishment of the desired future condition of aquifers in a groundwater management area in which the district is located; or
2. the desired future conditions of aquifers in Refugio County established by a groundwater management area in which the district is located; or
3. The amount of modeled available groundwater resulting from the establishment of a desired future aquifer condition by the district or a groundwater management area in which the district is located; or
4. the estimated long-term average historical amount of annual recharge of the aquifer or aquifer subdivision in which the use occurs as recognized by the district ; or
5. any other criteria established by the district as being a threshold of use beyond which further use of the aquifer or aquifer subdivision may result in a specified undesirable or injurious condition."

The desired future condition (DFC) for GMA 15 is expressed as a condition to not exceed an average drawdown of 13 feet in the Gulf Coast Aquifer within GMA 15 at the end of year 2080. The DFC for Refugio County is expressed as a condition to not exceed an average drawdown of 5 feet in the Gulf Coast Aquifer within GMA 15 at the end of year 2080.

The modeled available groundwater (MAG) of the Gulf Coast Aquifer within the Refugio County is estimated to be 5,858 acre-feet per year. This MAG value was developed using the Central Gulf Coast Groundwater Availability Model recalibrated by TWDB in 2004 (CGC-GAM).

As of April 15, 2025, staff had 20 active or approved production permits recorded in the permitting database with a combined amount of authorized groundwater production per year of 1,814.76 acre-feet. As of April 15, 2025, staff had recorded groundwater production reports for 39 water wells reporting 954 acre-feet of groundwater production during CY 2024. (TWDB estimated the volume of groundwater produced for rural domestic, livestock, mining, and rig supply exempt uses in Refugio County in Year 2020 was 580 acre-feet. See: TWDB - Projected Exempt Groundwater Use Estimates.)

Based on Intera's report and presentation on the analysis of CY2023 water levels using the geostatistical approach for Jackson County, Victoria County, Calhoun County, and Refugio County, water levels in Refugio County in the calendar year 2023 for the Chicot and the Evangeline Aquifers, combined, have declined 7.3 feet since the calendar year 2000. The water levels in the Chicot Aquifer, alone, have declined 7.5 feet in Refugio County and the water levels in the Evangeline Aquifer, alone, have declined 8.4 feet since the calendar year 2000. The 5-year rolling average water level change for Refugio County (CY2019 - CY2023) is 5.5 feet of decline.

RGCD - Intera - Report re 2023 Water Levels - 20241218 - Table 4.png

Table 4

Average annual water level (ft, msl) and change in the average annual water level for Refugio County for the Chicot Aquifer, the Evangeline Aquifer and the Chicot & Evangeline aquifers

Aquifer	Water Level/Change	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Chicot	avg. WL (ft)	24.8	23.6	28.3	27.2	24.5	28.3	24.6	27.4	29.0	24.3	22.7	23.5	23.0	19.4	4.5	14.5	19.6	19.2	19.0	20.0	18.4	14.9	19.6	17.3
	change (ft)*	0.0	-1.2	3.6	2.5	-0.2	3.5	-0.1	2.6	4.3	-0.5	-2.1	-1.2	-1.8	-5.4	-20.2	-10.3	-5.2	-5.6	-5.8	-4.8	-6.4	-9.9	-5.2	-7.5
Evangeline	avg. WL (ft)	32.5	31.7	34.2	39.8	37.9	40.7	38.3	35.4	31.2	31.7	21.7	31.6	33.1	27.0	23.9	22.3	24.6	30.4	20.5	28.2	30.9	24.6	28.3	24.1
	change (ft)*	0.0	-0.8	1.6	7.2	5.3	8.1	5.8	2.8	-1.3	-0.9	-10.8	-1.0	0.5	-5.5	-8.6	-10.3	-7.9	-2.2	-12.0	-4.3	-1.7	-7.9	-4.2	-8.4
Chicot & Evangeline	avg. WL (ft)	26.3	25.4	29.1	31.0	28.8	31.8	28.9	29.0	28.5	26.1	20.7	25.6	25.8	21.4	11.9	16.7	20.4	22.8	18.6	22.4	22.6	17.8	22.2	19.0
	change (ft)*	0.0	-0.9	2.8	4.7	2.5	5.6	2.6	2.7	2.2	-0.1	-5.5	-0.7	-0.5	-4.9	-14.4	-9.5	-5.8	-3.5	-7.7	-3.9	-3.7	-8.4	-4.1	-7.3

* change is measured relative to the year 2000; avg WL is measured relative to mean sea level

The representatives of Groundwater Management Area 15 have been asked to provide preliminary DFC statements for the portion of their territory within GMA 15, pumping scenarios for modeling groundwater production impacts at year 2080, and a set of water wells to be used in the assessment of socio-economic impacts.

In light of water level change data, recent groundwater production data, and recent and potential changes in the regulatory framework associated with brackish groundwater, the Board might consider submitting two preliminary DFC statements and related pumping scenarios for consideration. Several scenarios are offered for consideration:

Scenario 1: DFC Maintenance - preliminary Desired Future Condition for Refugio County expressed as a condition to not exceed an average drawdown of 5 feet in the Gulf Coast Aquifer, +/-3 feet, at the end of year 2080 with the previous pumping distribution used to develop the DFC for Refugio County.

Scenario 2: DFC Maintenance and Deep Saline Production - Desired Future Condition for Refugio County expressed as a condition to not exceed an average drawdown of 5 feet in the Chicot and Evangeline Aquifers, combined, +/- 3 feet, at the end of year 2080 with the previous pumping distribution used to develop the DFC for Refugio County unchanged and as a condition to not exceed an average drawdown of 20 feet in the Burkeville and Jasper Aquifers, combined at the end of year 2080 with the previous pumping distribution used to develop the DFC for Refugio County increased to 40,000 acre-feet per year in the southern portion of Refugio County.

Topic 7.3 - Evaluation of CSGC-GAM for District Uses

Mr. Andruss provided the following information:

Although the representatives of GMA 15 have decided, in coordination with TWDB staff, to use the Central Gulf Coast Groundwater Availability Model recalibrated by TWDB in 2004 (CGC-GAM) for evaluation desired future conditions during the current joint planning cycle instead of the draft Groundwater Availability Model for the Central and Southern Portions of Gulf Coast Aquifer System in Texas recalibrated in 2025 (draft CSGC-GAM), TWDB has indicated its intent is to use the draft CSGC-GAM for development of Modeled Available Groundwater (MAG) values. The MAG values are used by regional water planning groups for evaluation water management strategies and by GCDs to evaluate permitting requests. On April 10, 2025, the representatives of GMA 15 authorized Intera, as the technical consultant to the GMA, to evaluate the utility of the draft CSGC-GAM for joint planning purposes such as regional groundwater modeling, demonstration on DFC feasibility, and evaluating socio-economic impacts of a proposed DFC.

The GMA 15 evaluation will not assess the utility of the draft CSGC-GAM for GCD purposes such as developing district-level DFCs, evaluating aquifer impacts associated with production permit requests, assessing and predicting subsidence, assessing and predicting saltwater intrusion, or assessing and predicting the consequences of incentivizing deep saline groundwater production.

On April 21, 2025, Dr. Young of Intera submitted a proposal at management's request for the evaluation of the draft CSGC-GAM for district purposes for Refugio, Victoria, Calhoun, and Jackson Counties. The budget for the project is \$50,000, \$12,500 per district.

Board Action: Mrs. Rose moved to 1) accept and approve the project to evaluate the draft CSGC-GAM for district purposes for Refugio, Victoria, Calhoun, and Jackson Counties, and 2) authorize the general manager to pay associated invoices from VCGCD in an amount not to exceed \$12,500, contingent upon VCGCD, CCGCD, and TGCD approving the project and agreeing to cost share equally. Mr. Biery seconded the motion. The motion passed unanimously.

Item 8. - Consideration of and possible action on matters related to groundwater policy including the Management Plan of the District and the Rules of the District.

Topic 8.1 - Report

Mr. Andruss provided the following information:

Regarding Management Plan Revisions for FY2025.

Regarding Rule Amendments for FY2025.

Regarding Legislative Support and Lobbying for FY2025.

Item 9. - Consideration of and possible action on matters related to administration and management including the minutes of previous meetings, the annual budget of the district, bank accounts, investments, financial reports of the district, financial audit for FYE20240930, bills and invoices of the district, management goals and objectives of the district, Annual Report for FY2024, administrative policies, staffing, consultant agreements, interlocal cooperation agreements, and support services provided to and from other groundwater conservation districts.

Topic 9.1 - Report

Mr. Andruss provided the following information:

Regarding Election Coordination for CY2025.

Regarding Financial Audit for FY2024.

Regarding Investment Management for FY2025.

Regarding Financial Record Processing and Reporting for FY2025.

Regarding Budget Development for FY2026.

Regarding Asset Tracking for FY2025.

Regarding Public Funds Training for FY2025.

Regarding Website Improvements for FY2025.

Regarding Public Notice and Meeting Coordination for FY2025.

The next meetings of the Board are scheduled for May 19, 2025, and June 23, 2025, with each meeting to convene at 6:00 p.m. Regular meetings will be rescheduled as necessary and special meeting may be scheduled to address unforeseen issues.

Regarding Performance Audit for FY2024.

Regarding Project Management for FY2025.

Regarding Administrative Policy Review for FY2025.

Regarding Transparency Reporting for FY2025.

Regarding Cybersecurity Training for FY2025.

Regarding Consultant Review for FY2025.

Regarding Open Government Training for FY2025.

Regarding District Liability Insurance Review and Renewal for FY2025.

Regarding Digital Record Archiving for FY2025.

Regarding Physical Record Archiving for FY2025.

Topic 9.2 - Minutes of Previous Meeting

Mr. Andruss provided the following information:

The minutes for the previous meeting were sent the board members prior to the meeting.

Board Action: Mr. Borden moved to accept and approve the meeting minutes for March 24, 2025, as drafted.

Mrs. Rose seconded the motion. The motion passed unanimously.

Topic 9.3 - Investments of the District

Mr. Andruss provided the following information:

The investment reports for February 2025, have been sent to the board prior to the meeting.

The balance of all the funds of the district, as of February 28, 2025, is \$1,520,702.30. Certificate of Deposit 65382 matures on April 21, 2025.

Board Action: Mr. Biery moved to accept the investment reports for February 2025. and authorize the general manager to receive the funds from CD 65382 and invest the same funds with TexPool. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.4 - Financial Transaction Report

Mr. Andruss provided a list of accounts payable records that were recorded since March 1, 2025, as of April 17, 2025 and a list of accounts receivable records that were recorded since March 1, 2025 as of April 17, 2025.

Topic 9.5 - Financial Reports of the District

Mr. Andruss provided the following information:

The internal financial reports of the District for February 2025, have been compiled by the districts administrative coordinator and sent to the directors prior to the meeting.

Board Action: Mr. Biery moved to accept and approve the financial reports for February 2025. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.6 - Unpaid Invoices and Bills

Mr. Andruss provided the following information:

The District has outstanding accounts payable invoices that are not considered regular and routine for which the District has received the goods and services billed for under the invoices.

Board Action: Mr. Borden moved to authorize the general manager to pay the following items. Mrs. Rose seconded the motion. The motion passed unanimously.

1. ACCTP-20250408-01 - \$5,508.58 - TML-IRP Premium.
2. ACCTP-20250415-01 - \$250.00 - Cynthia Rose - April 2025 Meeting.
3. ACCTP-20250415-02 - \$250.00 - Carroll Borden - April 2025 Meeting.
4. ACCTP-20250415-03 - \$250.00 - John Snyder - April 2025 Meeting.
5. ACCTP-20250415-04 - \$250.00 - Fredric Biery - April 2025 Meeting.
6. ACCTP-20250415-05 - \$5,166.25 - VCGCD - September 2023.
7. ACCTP-20250415-06 - \$30,178.50 - VCGCD - 3rd Qtr 2026 Agreement - 1st Qtr 2025 Reimburse.
8. ACCTP-20250415-07 - \$1,020.00 - ABM - Inv# 7381.
9. ACCTP-20250421-01 - \$205.30 - Victoria Advocate - Notice Proposed Permit Issuance.

Topic 9.7 - Financial Audit for FYE20240930

Mr. Andruss provided the following information:

On October 21, 2024, the board authorized Goldman, Hunt and Notz to complete a financial audit of the district for the fiscal year ending September 30, 2024.

On April 6, 2025, Mr. Cox with Goldman, Hunt and Notz, LLP informed staff of their intention to present the financial audit report for the fiscal year ending September 30, 2024.

Mr. Cox of Goldman, Hunt, and Notz presented the financial audit for the fiscal year ending September 30, 2024.

Board Action: Mr. Borden moved to accept the financial audit with the revisions that Mr. Cox suggested. Mrs. Rose seconded the motion. The motion passed unanimously.

Topic 9.8 - Performance Audit for FY2024

Mr. Andruss presented the annual report for Fiscal Year 2024 to the Board.

Board Action: Mr. Borden moved to adopt the Annual Report for the Fiscal Year 2024, as drafted. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.9 - Training Records

Mr. Andruss provided the following information:

On April 8, 2025, Director Boone of TGCD inquired about training records for the directors of TGCD. In response to the inquiry, staff have investigated training records for TGCD and the District.

The following is an audit of required documentation for directors:

Precinct 1: Mr. John Snyder

RGCD - Statement of Officer - J. Snyder - 20200812

RGCD - Oath of Office Statement of Officer - J. Snyder - 20200812

Precinct 2: Mr. Carroll Borden

NOT FOUND

Precinct 3: Ms. Cynthia Rose

RGCD - Statement of Officer - Cynthia Rose - 20231204

RGCD - Oath of Office - Cynthia Rose - 20231204

Precinct 4: Mr. Fredric Biery

NOT FOUND

The directors of the district are required to complete training related to open meetings offered by the Office of the Attorney General.

Open Meetings Act Training

Per the website of the Attorney General of Texas (<https://www.texasattorneygeneral.gov/open-government/governmental-bodies/pia-and-oma-training-resources/open-meetings-act-training>):

"Members of a governmental body subject to the Open Meetings Act (OMA) are required to participate in education training sessions pursuant to section 551.005 of the Texas Government Code. The training requirement applies to all elected or appointed officials who participate in meetings subject to the OMA. However, it does not apply to public officials who do not conduct business in meetings subject to the OMA. For example, law enforcement officials, auditors, or county clerks are not required to complete training under the OMA.

The law requires that members subject to the OMA complete training within 90 days of taking the oath of office or otherwise assuming the responsibilities of office."

The website of the Attorney General of Texas provides a video for the training. Upon completion of the training course video, a certificate of course completion is displayed for the trainee. Staff will upload any training certificates related to the Open Meetings Act into the records of the district upon receipt. The attached file is an example of the certificate generated by the website after completing the course.

Public Information Act Training

Per the website of the Attorney General of Texas (<https://www.texasattorneygeneral.gov/open-government/governmental-bodies/pia-and-oma-training-resources/public-information-act-training>):

"Texas Government Code section 552.012 requires elected or appointed public officials to complete an open records training course. The training requirement applies to:

1. a member of a multimember governmental body;
2. the governing officer of a governmental body that is headed by a single officer rather than by a multimember governing body; or
3. the officer for public information of a governmental body, without regard to whether the officer is elected or appointed to a specific term.

The law requires that the specified public officials complete the training course within 90 days of taking the oath of office or otherwise assuming the responsibilities of office. A public official may assign a public information coordinator to satisfy the training requirement for the public official if the coordinator is primarily responsible for administering the responsibilities of the public official or governmental body under the Public Information Act. The designated coordinator is required to complete the training course within 90 days of the date the coordinator assumes the duties as coordinator."

The website of the Attorney General of Texas provides a video for the training. Upon completion of the training course video, a certificate of course completion is displayed for the trainee. The attached file is an example of the certificate generated by the website after completing the course. Mr. Andruss serves as the officer for public information of the district.

Cybersecurity Training

Per Chapter 2054 of the Government Code (<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.2054.htm>):

Sec. 2054.5191. CYBERSECURITY TRAINING REQUIRED: CERTAIN EMPLOYEES AND OFFICIALS.

(a) Each state agency shall identify state employees who use a computer to complete at least 25 percent of the employee's required duties. At least once each year, an employee identified by the state agency and each elected or appointed officer of the agency shall complete a cybersecurity training program certified under Section 2054.519.

(a-1) At least once each year, a local government shall:

(1) identify local government employees and elected and appointed officials who have access to a local government computer system or database and use a computer to perform at least 25 percent of the employee's or official's required duties; and

...

(2) require the employees and officials identified under Subdivision (1) to complete a cybersecurity training program certified under Section 2054.519.

State-certified training related to cybersecurity can be accessed from the website of the Texas Municipal League - Risk Pool (<https://info.tmlirp.org/cyber-security-training>).

The District does not have employees and none of the directors satisfy the condition under Sec. 2054.5191(a-1)(1). The district obtains services from employees of the Victoria County Groundwater

Conservation District via an interlocal agreement. The employees of the Victoria County Groundwater Conservation District are required to complete a cybersecurity training program certified under Section 2054.519.

Public Funds Investment Act and Public Funds Collateral Act Training

The individual that serves an investment officer of the district are required to complete training on the investment and collateralization of public funds. Mr. Andruss serves as the investment officer for the district.

Topic 9.10 - Credit Card Account and Routine Expenses

Mr. Andruss provided the following information:

Staff have identified numerous subscription charges on the credit card statements of the district that appeared inappropriate. In response, staff have attempted to contact the associated companies (e.g. ATT) to investigate the charges and ultimately submitted disputes to the credit card company related to those charges.

To improve administrative efficiency and reduce the likelihood of interruption of subscriptions and the District being charged for terminated services such as internet services, phone services, and computer subscription fees, staff intend to use the VCGCD credit card account to pay existing subscription fees and miscellaneous expenses instead of the credit card of the District.

Presently, the District has a credit balance on it credit card account of \$632.94.

Board Action: Mr. Biery moved to authorize the general manager to 1) cancel the credit card account of the District, 2) request payment of the credit owed the District from the credit card, 3) pay regular and routine subscription fees and miscellaneous expenses using the credit card account of VCGCD, and 4) reimburse VCGCD for incurred expenses for RGCD via interlocal agreement invoices. Mrs. Rose seconded the motion. The motion passed unanimously.

Item 10.0 - Consideration of and possible action on matters related to legal counsel report.

The item was not discussed or acted upon during the meeting.

Item 11.0 - Adjourn.

Board Action: Mr. Borden moved to adjourn the meeting at 8:00 p.m. after concluding all business of the District. Mr. Biery seconded the motion. The motion passed unanimously.

THE ABOVE AND FOREGOING MINUTES WERE READ AND APPROVED ON THIS THE 19th DAY OF

May A.D. 2025

John Engel Director of the Refugio Groundwater Conservation District

ATTEST: Fredric Biery Director of the Refugio Groundwater Conservation District