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Refugio Groundwater Conservation District

Meeting Minutes for August 29, 2025

THE STATE OF TEXAS REFUGIO COUNTY

The Board of Directors of the Refugio Groundwater Conservation District convened a meeting at First Baptist Church of Woodsboro Fellowship Hall, 309 Johnson Street, Woodsboro, Texas 78393 on August 29, 2025, at 6:00 PM.

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

Mr. Borden called the meeting to order at 6:10 p.m. and called the roll of representatives.

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

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.**

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

**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.**

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

**Item 5 - Consideration of and possible action on matters related to groundwater monitoring.**

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

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

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

**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.**

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

**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.**

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

**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, bills and invoices of the district, management goals and objectives of the district, 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:

The next meeting of the Board is scheduled for September 22, 2025, with each meeting to convene at 6:00 PM. Regular meetings will be rescheduled as necessary and special meeting may be scheduled to address unforeseen issues.

**Topic 9.2 - Budget recommendation for Fiscal Year 2026**

Mr. Andruss provided the following information:

Management developed a recommended budget for the fiscal year ending September 30, 2026, that attempts to fund the operations of the District in a manner that provides for 1) the accomplishment of the management plan goals and objectives, 2) the completion of certain projects and tasks associated with the administration of the district, groundwater conservation, groundwater management and permitting, groundwater monitoring, groundwater policy development, groundwater protection, groundwater research, and groundwater resource planning, and 3) the reservation of a portion of the Reserve Fund for certain conceptual projects.

The conceptual projects include 1) the cooperative implementation of a groundwater regulation evaluation and information system (-\$111,500) by CCGCD, RGCD, TGCD and VCGCD, 2) continuation of the evaluation of telemetry-based aquifer monitoring systems and the development of a dedicated aquifer monitoring site within the District (-\$645,000), and 3) the cost sharing in the development of a groundwater

availability model suitable for DFC development and District-Level modeling of proposed groundwater development projects (-\$200,00).

The recommended budget was developed based on estimates of revenue and expenses associated with a set of projects to be initiated during Fiscal Year 2026. Typically, management develops the proposed budget, anticipating the approval of a tax rate equal to the No-new-revenue tax rate (NNRTR) as calculated by the Tax Assessor - Collector for Tax Year 2025 which is \$0.01407/\$100 value.

However, in order to preserve the option of the Board to adopt a tax rate in excess of the NNR Tax Rate, the Board instructed staff to develop the budget and post a notice of the proposed tax rate with the Voter Approval Tax Rate (VATR) as calculated by the Tax Assessor - Collector for Tax Year 2025 which is \$0.01521/\$100 value. Due to public notice constraints and potential discrepancies between the VATR and the the statutory limitation that the VATR not increase the tax levy by 8%, management posted a tax rate notice for a proposed tax rate equal to \$0.01519/\$100 value. The NNRTR would produce a tax levy of \$191,500. The posted proposed tax rate would produce a tax levy of \$206,700. The VATR would produce a tax levy of \$207,060.

**Board Action:** Mr. Borden moved to adopt the recommended budget for the Fiscal Year 2026 by order. Mr. Snyder seconded the motion. The motion passed unanimously.

### **Topic 9.3 - Tax rate for Tax Year 2025.**

Mr. Andruss provided the following information:

RGCD - Tax Worksheet - 2025

RGCD - Small Taxing Unit Notice - TY2025.pdf

RGCD - Order Adopting Tax Rate - TY2026.pdf

**Board Action:** 1. Mrs. Rose opened the public hearing at 7:18 p.m. regarding the proposed tax rate. Mr. Biery seconded the motion. The motion passed unanimously. 2. Mr. Borden moved to close the public hearing at 7:20 p.m. after accepting public comments regarding the proposed tax rate. Mr. Biery seconded the motion. The motion passed unanimously. 3. Mr. Borden moved to approve and adopt the tax rate of \$0.01500/\$100 value as the adopted tax rate by order. Mr. Biery seconded the motion. The motion passed unanimously.

### **Topic 9.4 - Certified tax roll for Tax Year 2025.**

Mr. Andruss provided the following information:

RGCD - Certified Appraisal Roll.pdf

RGCD - Order Approving Appraisal Roll - TY2025.pdf

**Board Action:** Mr. Snyder moved to accept and approve the appraisal roll for Tax Year 2025 and adopt the Order Approving the 2025 Appraisal Roll. Mrs. Rose seconded the motion. The motion passed unanimously.

### **Topic 9.5 - Review of Consultants**

Mr. Andruss provided the following information:

The district has obtain services from Jim Allison of Allison, Bass and Magee, Intera, Inc., and Dr. Venkatesh Uddameri in the past under approved agreements. The deliverables submitted through the services provided by each consultant have been considered acceptable by the district. The VCGCD entered into an agreement with Daniel B. Stephens and Associates in FY2024 but has not yet sought support from the firm nor received an deliverables to evaluate.

**Board Action:** Mr. Borden moved to continue the authorization for the General Manager to obtain proposals and services from Dr. Venkatesh Uddameri, Intera, Inc., and other consultants contracted with the VCGCD in accordance with the conditions established in the agreements between VCGCD and the consultants as appropriate. Mr. Snyder seconded the motion. The motion passed unanimously.

### **Topic 9.6 - FY2026 Budgetary Authorizations**

Mr. Andruss provided the following information:

In order to efficiently administer the operations of the district, the board has granted limited authority to the general manager to spend funds on certain expenses that are referred to regular and routine expenses within the constraints of the approved budget. This authorization applies to expenses such as subscription services and so on. Other expenses require board consideration and explicit authorization from the board to pay such as invoices from technical consultants and contractors as well as any non-payroll-related payment to the general manager (e.g., travel and expense reimbursements). Regardless of the procedure under which authorization is obtained to spend funds, all expenditure transactions (as well as revenue transactions) are presented to the board for review and oversight within the meeting packets of regular meetings.

When appropriate, the authorization to make payment on non-routine expense is obtained when the associated financial obligation is authorized by the board. This frequently occurs when the Board accepts a proposal from a technical consultant. However, in some instances, this procedure proves to be inefficient and hinders ability management to administer the projects of the district designed to achieve the operational objectives of the district. This circumstance frequently arises in instances where the district seeks to sponsor external activities such as proposals to promote water conservation or have a technical matter addressed by a consultant.

**Board Action:** Mr. Borden moved to authorized general manager to 1) establish budget encumbrances each recommended project excluding the amounts associated with the budget estimates for the reservations of the Reserve Fund for the conceptual projects identified in projects 3000.01 - General Groundwater Permitting, 4000.01 - General Groundwater Monitoring, and 8000.01 - General Groundwater Resource Planning, 2)

engage and pay consultants under the agreements approved by the board, and 3) award sponsorships and pay the corresponding expenses in accordance with the approved budget of the district. Mrs. Rose seconded the motions. The motions passed unanimously.

**Topic 9.7 Unpaid Invoices and Bills**

Mr. Andruss explained to the District the 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. Biery moved to authorize the general manager to pay the following items.

1. ACCTP-20250730-01 - \$250.00 - GMA Meeting July 10, 2025 - John Snyder
2. ACCTP-20250730-02 - \$250.00 - GMA Meeting - July 10, 2025 - Fredric Biery
3. ACCTP-20250829-01 - \$250.00 - Carroll Borden - August 2025 Meeting
4. ACCTP-20250829-02 - \$250.00 - John Snyder - August 2025 Meeting
5. ACCTP-20250829-03 - \$250.00 - Fredric Biery - August 2025 Meeting
6. ACCTP-20250829-04 - \$250.00 - Cynthia Rose - August 2025 Meeting

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

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

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

**Item 11.0 - Adjourn**

**Board Action:** Mr. Borden moved to adjourn the meeting at 7:52 p.m. after concluding all business of the District. Mr. Snyder seconded the motion. The motion passed unanimously.

THE ABOVE AND FOREGOING MINUTES WERE READ AND APPROVED ON THIS THE 22<sup>nd</sup> DAY OF September A.D. 2025.

[Signature] Director of the Refugio Groundwater Conservation District

ATTEST: [Signature] Director of the Refugio Groundwater Conservation District