
**Refugio Groundwater Conservation District
Meeting Minutes for January 20, 2026**

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 at 6:00 PM.

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

Staff completed the necessary public notification requirements for the meeting.

Mr. Borden called the meeting to order at 6:02 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: Absent.

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

At Large: Vacant: Absent.

General Manager: Mr. Tim Andruss: Present.

General Counsel: Mr. James Allison: Present.

Item 2 - Receive Public Comment

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

As of January 12, 2026, staff had received 3 well registration applications (ARWs) since October 1, 2025.

As of January 12, 2026, staff had received 9 Notices of Intent to Drill a Well (NIDWs) since October 1, 2025.

Regarding Production Permit Renewal Processing

As of January 12, 2026, staff had received 0 production permit renewal requests (ARPs) since October 1, 2025.

Regarding Permit Processing

As of January 12, 2026, staff had initiated 0 permitting request cases (PRCs) since October 1, 2025.

As of January 12, 2026, staff had 0 permitting request cases pending.

As of January 12, 2026, 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 acre-feet.

Regarding Groundwater Production Report Processing

As of January 12, 2026, staff had processed 2 groundwater production reports for the preceding calendar year since October 1, 2025.

As of January 12, 2026, staff had recorded groundwater production reports for 2 water wells reporting 1.68 acre-feet of groundwater production during CY2025. (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

As of January 12, 2026, staff had initiated 0 investigation related to groundwater management (i.e., permitting) since October 1, 2025.

As of January 12, 2026, staff had 0 active investigations related to groundwater management (i.e., permitting).

Regarding Manage Enforcement Cases related to Permitting Violations

As of January 12, 2026, the Board had initiated 0 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2025.

As of January 12, 2026, staff had 0 unresolved enforcement cases related to groundwater management (i.e., permitting).

Regarding Permit Report Processing

As of January 15, 2026, staff had processed 0 permit reports to permittees since October 1, 2025.

As of January 15, 2026, staff had 0 permit report outstanding.

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

As of January 15, 2026, staff had recorded 2 well inspection forms (WIFs) since October 1, 2025.

Regarding Manage Investigations related to Groundwater Protection

As of January 12, 2026, staff had initiated 0 investigations related to groundwater protection since October 1, 2025.

As of January 1, 2026, staff had 1 active investigation related to groundwater protection.

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

Regarding Manage Enforcement Cases related to Groundwater Protection

As of January 12, 2026, the Board had initiated 0 enforcement case violations related to groundwater protection since October 1, 2025.

As of January 12, 2026, staff had 0 unresolved enforcement case violations related to groundwater protection.

Regarding Well Plugging Sponsorship

As of January 15, 2026, staff had not received any requests for assistance with well plugging since October 1, 2025.

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

Topic 5.1 - Report

Mr. Andruss provided the following information:

Regarding Drought Condition Monitoring

As of January 15, 2026, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/refugio>) indicates that 100% of Refugio County was experiencing drought conditions.

As of January 15, 2026, drought condition information related to the district and the surrounding region of Texas collected from the Water Data for Texas website (<https://www.waterdatafortexas.org/drought>) indicates that 100% of Refugio County are experiencing drought conditions.

Regarding Water Level Monitoring

As of January 15, 2026, staff had collected 2 water level measurements since October 1, 2025.

Regarding Water Quality Aquifer Monitoring

As of January 15, 2026, staff had collected 2 water quality field measurements since October 1, 2025.

As of January 15, 2026, staff had collected 0 water quality samples since October 1, 2025.

As of January 15, 2026, staff had received 0 water quality lab reports since October 1, 2025.

Regarding Advanced Aquifer Monitoring

Regarding Water Level Assessment

On January 13, 2026, Dr. Young of Intera submitted a proposal the TGCD, VCGCD, CCGCD, and RGCD for the assessment of calendar year 2024 water levels using geostatistical techniques with a fixed cost of \$19,000, or \$4,750 per district.

On January 14, 2026, Dr. Young of Intera submitted, at managements request, proposal the TGCD, VCGCD, CCGCD, and RGCD for the assessment of calendar years 2024 and 2025 water levels using geostatistical techniques with a fixed cost of \$24,000, or \$6,000 per district.

Regarding Water Quality Assessment

On December 6, 2025, Neil Blandford of Daniel B. Stephens and Associates (DBSA) submitted a draft report regarding the general groundwater quality within Victoria, Jackson, Calhoun, and Refugio Counties. Suggested revisions and requests were submitted to DBSA.

Regarding Subsidence Assessment

Regarding Monitoring Effort Assessment and Improvement

Topic 5.2 - Water Level Assessment

Mr. Andruss provided the following information:

On January 14, 2026, Dr. Young of Intera submitted, at managements request, proposal the TGCD, VCGCD, CCGCD, and RGCD for the assessment of calendar years 2024 and 2025 water levels using geostatistical techniques with a fixed cost of \$24,000, or \$6,000 per district.

Board Action: Mr. Borden moved to approve the proposal and share the cost of the project with VCGCD, CCGCD, and TGCD in an amount not to exceed \$6,000.00. Mr. Snyder seconded the motion. The motion passed unanimously.

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

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

The South Central Texas Regional Water Planning Group (Region L) will meet on February 5, 2026 at 9:30 AM. See: <https://www.regionltexas.org/>.

Regarding GMA 15 Joint Planning for 4th Planning Cycle

The representatives of Groundwater Management Area 15 met on January 8, 2026, at the consolidated offices of Victoria County, Calhoun County, Refugio, and Texana GCD in Victoria, 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. See: <https://www.vcgcd.org/groundwater-management-area-15>.

The representatives have completed most of the tasks and activities to complete the process of proposing a desired future condition for Groundwater Management Area 15. The representatives approved numerous proposals to amend the adopted desired future condition for Groundwater Management Area 15. Those proposals included eliminating the GMA-Wide DFC and changes to the County-Specific DFCs for Goliad and Matagorda Counties.

The next meeting of GMA 15 is scheduled for April 9, 2026. A special meeting is anticipated for March 12, 2026.

On December 9, 2025, the District was notified of petitions of inquiry filed with TCEQ seeking an a review of the activities of Corpus Christi Aquifer Storage and Recovery Conservation District (CCASRCD). CCASRCD is a member district of Groundwater Management Area 15. Staff and legal counsel are monitoring the developments in the case.

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

Regarding Rule Amendments

Regarding Legislative Support and Lobbying

Topic 8.2 - Management Recommended Rule Revisions

Mr. Andruss provided the following information:

Previously, the Board authorized the drafting of proposed rule changes and publication of rulemaking notices for this meeting. Management had anticipated the completion of the brackish groundwater characterization project to support the proposal of designated deep saline production zones. The project is not complete which has contributed to the postponement of drafting proposed rule revisions.

Staff anticipates the completion of the project in February 2026.

Board Action: Mr. Snyder moved to authorize the general manager and legal counsel to a draft set of proposed rules as well as publish and post all required notices to conduct a rulemaking hearing during the meeting scheduled on April 20, 2026. Mr. Biery seconded the motion. The motion passed unanimously.

Item 9 - Consideration of and possible action on matters related to administration and management including the minutes of previous meetings, amendments to 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. Anduss provided the following information:

Regarding General Administration

For the past couple of weeks, staff have been addressing a significant issue regarding the records and work management system, Evernote Teams, used by RGCD and the other cooperating districts. Evernote provided CCGCD one billing cycle to either convert its Evernote Teams account to a new software tier referred to Evernote Enterprise or discontinue its use of the system. The price structure of Evernote Enterprise is not based on the number users as is Evernote Teams. Rather, Evernote Enterprise pricing is based on usage. Given CCGCD's long and extensive use of Evernote to manage workflows and the resulting records of the district, the annualized costs for CCGCD's subscription to Evernote would have jumped from \$2,500 to \$9,600.

Presently, the District pays a \$85.28 monthly fee for its Evernote Teams subscription. Evernote has not scheduled the District's Evernote subscription for conversion to Evernote Enterprise. Therefore, a precise cost associated with the future conversion is unknown.

Based on CCGCD's Evernote usage as compared to the Evernote usage of RGCD, TGCD, and VCGCD, management anticipated the combined cost of multiple subscriptions would approach \$48,000 for CY2026. In response to the deadline to take action regarding CCGCD's Evernote subscription and the substantial cost increases anticipated for the other cooperating district, management immediately investigated alternatives.

Only two viable options were identified: 1) consolidation of all archive and work management content of the cooperating district into a single Evernote Enterprise subscription or 2) migration of archive content to the Joplin and Joplin Cloud system and the consolidation of all work management content within a single Evernote Enterprise solution.

Based on the outcomes of staff's efforts evaluate and implement the options, the only feasible option was to migration of archive content to the Joplin and Joplin Cloud system at €6.69/user/month (with 3 users, the cost currently converts to \$240.40 per year per district) and the consolidation of all work management content within a single Evernote Teams subscription.

Staff have completed the consolidation of work management tasks under a single Evernote Teams subscription and anticipate completing the archive migration process in January 2026. When the archive migration for the District is complete, management will discontinue the District's subscription to Evernote Teams.

Management anticipates the technology costs associated with work management and records management will be less than the costs anticipated prior to the change in Evernote's subscription costs.

Regarding Director Compensation Processing

As of January 13, 2026, staff have process 2 fees of office payments during FY2026:

1. ACCTP-20251009-01 - \$250.00 - Carrol Borden
2. ACCTP-20251009-02 - \$250.00 - John Snyder
3. ACCTP-20251009-03 - \$250.00 - Fredric Biery
4. ACCTP-20251028-01 - \$250.00 - Carroll Borden
5. ACCTP-20251028-04 - \$250.00 - John Snyder
6. ACCTP-20251117-01 - \$250.00 - Carroll Borden
7. ACCTP-20251117-02 - \$250.00 - John Snyder
8. ACCTP-20251117-03 - \$250.00 - Fredric Biery
9. ACCTP-20251117-04 - \$250.00 - Cynthia Rose
10. ACCTP-20251216-01 - \$250.00 - C. Borden
11. ACCTP-20251216-02 - \$250.00 - C. Rose
12. ACCTP-20251216-03 - \$250.00 - F. Biery
13. ACCTP-20251216-04 - \$250.00 - J. Snyder
14. ACCTP-20251216-05 - \$250.00 - C. Borden
15. ACCTP-20260120-01 - \$250.00 - C. Borden
16. ACCTP-20260120-02 - \$250.00 - John Snyder
17. ACCTP-20260120-03 - \$250.00 - Fredric Biery

i. Regarding Financial Audit

Staff's efforts to address the Evernote System issues delayed the authorization for Goldman, Hunt, and Notz (GHN) to initiate the audit for FYE20250930. On January 12, 2026, management authorized GHN to proceed with the audit of the District.

Regarding Technology

In the future, the District will be required to ensure all content on the website of the District is ADA-compliant. Given the number of records published to the website of the District and the effort and cost required to make and maintain ADA-compliant files on the website, staff will immediately undertake a project unpublish and remove all records from the website whose publication is not required. Presently, the District has 301 files that are considered "Not Accessible" as an ADA-compliant record on the website of the district.

In November 2025, management received an special discount offer from Justin Erickson, Special District Manager for Streamline (website hosting service for the District) offering a subscription service to automate the process of providing ADA-compliant records to users of the websites of the District, VCGCD, CCGCD, and TGCD at a monthly cost of \$200 per district. Costs associated with a one-time revision of files is offered as a per page services estimated at a cost of \$7 per page

Regarding Public Notice Coordination

The next meeting of the Board are scheduled for February 17, 2026, 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.

Board Action: Mr. Borden moved to authorize the General Manager to take the necessary actions to ensure the website of the District is ADA compliant, including subscribing to a cost effective service to address compliance of online content. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.2 - Minutes of Previous Meeting

Mr. Andruss provided the following information:

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

Board Action: Mr. Borden moved to accept and approve the meeting minutes for December 16, 2025, as drafted. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.3 - Investments of the District

Mr. Andruss provided the following information:

The investment reports for October, November, and December 2025, have been sent to the board prior to the meeting.

The balance of all the funds of the district, as of October 31, 2025, is \$1,421,524.64.

The balance of all the funds of the district, as of November 30, 2025, is \$1,512,839.62.

The balance of all the funds of the district, as of December 31, 2025, is \$1,554,595.77.

On January 8, 2026, the District deposited an additional \$100,000.00 into the District's TexPool account.

Board Action: Mr. Biery moved to accept the investment reports for October, November, and December 2025. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.4 - Financial Transaction Report

Mr. Andruss explained that as of January 20, 2026, and since December 1, 2026, there have been 16 accounts payable transactions and 5 accounts receivable transactions

recorded.

Topic 9.5 - Financial Reports of the District

Mr. Andruss provided the following:

The internal financial reports and internal control review report for October, November, and December 2025, have been compiled by Lisa Ramirez, and sent to the directors prior to the meeting.

Board Action: Mr. Snyder moved to accept and approve the financial reports for October, November, and December 2025. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.6 - Unpaid Invoices and Bills

Mr. Andruss provided the following:

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:

1. ACCTP-20251226-01 - \$560.00 - INV. 7748 - ABM, LLC - 2025 June
2. ACCTP-20260115-01 - \$31,500.00 - VCGCD - ILA-202601-01-R - R R Fees 2025 1st. Qtr 2027
3. ACCTP-20260115-02 - \$3,650.88 - VCGCD - ILA-202201-02-R - June - De. 2025 Reimb.
4. ACCTP-20260120-01 - \$250.00 - C. Borden - Jan. Board Meeting
5. ACCTP-20260120-02 - \$250.00 - John Snyder - Jan. Board Meeting
6. ACCTP-20260120-03 - \$250.00 - Fredric Biery - Jan. Board Meeting
7. ACCTP-20260120-05 - \$420.00 - No.1790 - 2026 Analytics Data Service - WellIntel

Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.7 - TWDB Funding Opportunities

Mr. Andruss provided the following information:

On December 17, 2025, the District received notice of the following:

The Texas Water Development Board (TWDB) is now accepting applications for Fiscal Year 2026 Agricultural Water Conservation Grants. Applications are due to the TWDB by Wednesday, March 18, at 2:00 p.m. CST.

Up to \$1,500,000 in grant funding is available to eligible political subdivisions and state agencies for agricultural water conservation projects that improve irrigation efficiency, enhance resilience to weather extremes and climate variability, and promote innovation in agriculture. Selected projects will further water conservation in

the state and serve the public interest by supporting the implementation of water conservation strategies identified in the state and regional water plans.

For more information, please view the full request for applications and application instructions on the TWDB's website.

The TWDB will host webinars on January 8, January 22, and February 4 that will provide additional information about the program and the application process. Please register in advance.

On January 8, 2026, Jean Perez of TWDB, notified the representatives of GMA 15 that the TWDB. Natalie Ballew of TWDB, notified groundwater conservation districts provided more information:

The TWDB plans to open the application period for Groundwater Science, Research, and Data Collection Grants next week. The application period will be open next Friday, January 16, 2026 through Friday, March 13, 2026, 2pm.

Staff will develop one or more applications for funding related to 1) improving aquifer monitoring, or 2) improving modeling impacts of groundwater development projects in the central portions of the Gulf Coast Aquifer.

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

Mr. Allison was present and gave a report.

Item 11.0 - Adjourn

Board Action: Mr. Borden moved to adjourn the meeting at approximately 7:22 p.m. after concluding all business of the District. Mr. Snyder seconded the meeting. The motion passed unanimously.

THE ABOVE AND FOREGOING MINUTES WERE READ AND APPROVED ON THIS THE 17th DAY OF February A.D. 2024.

[Signature] Director of the Refugio
Groundwater Conservation District

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