
**Refugio Groundwater Conservation District
Meeting Minutes for May 19, 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 May 19, 2025, at 6:00 PM.

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

Mr. Borden called the meeting to order at 6:00 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.

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 May 16, 2025, staff had received 9 well registration applications (ARWs) since October 1, 2024.

As of May 16, 2025, staff had received 34 Notices of Intent to Drill a Well (NIDWs) since October 1, 2024.

Regarding Production Permit Renewal Processing for FY2025.

As of May 16, 2025, staff had received 0 production permit renewal requests (ARPs) since October 1, 2024.

Regarding Permit Processing for FY2025.

As of May 16, 2025, staff had initiated 3 permitting request case (PRCs) since October 1, 2024.

As of May 16, 2025, staff had 1 permitting request cases pending.

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

As of May 16, 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 May 16, 2025, staff had processed 39 groundwater production reports for the preceding calendar year since October 1, 2024.

As of May 16, 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 May 16, 2025, staff had initiated 2 investigations related to groundwater management (i.e., permitting) since October 1, 2024.

As of May 16, 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 May 16, 2025, the Board had initiated 0 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2024.

As of May 16, 2025, staff had 0 unresolved enforcement case violations related to groundwater management (i.e., permitting):

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 May 16, 2025, staff had recorded 9 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of May 16, 2025, staff had initiated 0 investigations related to Groundwater Protection since October 1, 2024.

As of May 16, 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 May 16, 2025, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2024.

As of May 16, 2025, staff had 0 unresolved enforcement case violations related to Groundwater Protection.

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

Topic 5.1 - Report

Mr. Andruss provided the following information:

Regarding Well Inspections for FY2025.

As of May 16, 2025, staff had recorded 9 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of May 16, 2025, staff had initiated 0 investigations related to Groundwater Protection since October 1, 2024.

As of May 16, 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 May 16, 2025, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2024.

As of May 16, 2025, staff had 0 unresolved enforcement case violations related to Groundwater Protection.

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.

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>.

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, 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:

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 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 explained that the minutes from the previous meeting were sent to the board members prior to the meeting.

See: Meeting Minutes - 20250422 - Board of Directors

Board Action: Mr. Borden moved to accept and approve the meeting minutes for April 22, 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 March 2025, have been sent to the board prior to the meeting.

The balance of all the funds of the district, as of March 31, 2025, is \$1,522,951.03

Board Action: Mr. Borden moved to accept the investment report for March 2025. Mr. Snyder seconded the motion. The motion passed unanimously.

Topic 9.4 - Financial Transaction Report

Mr. Andruss explained that as of May 19, 2025, since April 1, 2025, there have been 7 accounts payable transactions and 5 accounts receivable transactions recorded.

Topic 9.5 - Financial Reports of the District

Mr. Andruss explained provided the following information:

The internal financial reports of the District for March 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 internal control review and internal financial reports for March 2025. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.6 - 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. Borden moved to authorize the general manager to pay the following items.

1. ACCTP-20250501-01 - \$191.55 - Victoria Advocate - Revised - PRC-20250407-01
2. ACCTP-20250509-01 - \$250.00 - John Snyder - May Meeting
3. ACCTP-20250509-02 - \$250.00 - Fredric Biery - May Board Meeting
4. ACCTP-20250509-03 - \$250.00 - Carroll Borden - May Board Meeting
5. ACCTP-20250509-04 - \$840.00 - 7555 - ABM, LLC

Mr. Snyder 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 6:32 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 23rd DAY OF June A.D. 2025

Fredric Biery Director of the Refugio Groundwater Conservation District

ATTEST: Carroll E. Borch Director of the Refugio Groundwater Conservation District