Refugio Groundwater Conservation District
Meeting Minutes for May 18, 2026

THE STATE OF TEXAS
REFUGIO COUNTY

The Board of Directors of the Refugio Groundwater Conservation District convened a meeting at the First Baptist Church of Woodsboro Fellowship Hall, 309 Johnson Street, Woodsboro, Texas 78393 on May 18, 2026, at 6:00 PM.

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

Mr. Andruss explained that the staff completed the necessary public notification requirements for the meeting.

The Staff completed the necessary public notification requirements for the meeting.

Board Action: Mr. Borden called the meeting to order at 6:00 PM 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 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. Andruss provided the following information:

The next meetings of the Board is scheduled for June 15, 2026, 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 - Minutes of Previous Meeting

Mr. Andruss explained the minutes from the previous meeting that were drafted by the Administrative Coordinator, reviewed by the alternate Administrative Coordinator, and available to the directors for review prior to the meeting. The minutes appear to accurately reflect the actions taken by the board and the contest which those actions were taken. 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 April 20, 2026, as drafted. Mr. Snyder seconded the motion. The motion passed unanimously.

Topic 9.3 - Investments of the District

Mr. Andruss explained that the investment report for March 2026 have been developed by Lisa Ramirez, Administrator Coordinator and reviewed and approved by Caitlynn Davenport, Investment Officer of the District and was sent to the board prior to the meeting.

As of March 31, 2026, the districts cash-basis fund balance totaled $1,588,874.94.

Board Action: Mr. Snyder moved to accept the investment reports for March 2026. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.4 - Financial Transaction Report

Mr. Andruss provided the following information:

Since April 1, 2026, as of May 18, 2026, there have been 12 accounts payable transactions and 2 accounts receivable transaction recorded.

Topic 9.5 - Financial Reports of the District

Mr. Andruss explained that the internal financial report of the District for March 2026 has been compiled by the district administrative coordinator and sent to the directors prior to the meeting.

Board Action: Mr. Biery moved to accept and approve the financial reports for March 2026. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.6 - Unpaid Invoices and Bills

Mr. Andruss explained that 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. RGCD - ACCTP-20260518-01 - $250.00 - C. Borden - May Board Meeting
2. RGCD - ACCTP-20260518-02 - $250.00 - J. Snyder - May Board Meeting
3. RGCD - ACCTP-20260518-03 - $250.00 - F. Biery - May Board Meeting

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

Topic 9.8 - Filling Vacancy of the At-Large Director Position

Mr. Andruss explained that on April 27, 2026, Mr. Borden notified management of a potential candidate to fill the vacant at-large director position. If the board wishes to appoint a qualified and willing individual to fill a vacancy on the Refugio Groundwater Conservation District Board of Directors, a motion to that effect should be made and approved. After passage of the motion, the newly appointed director should make the statement of officer and take oath of office and complete the associated forms for the records of the District.

The SPECIAL DISTRICT LOCAL LAWS CODE CHAPTER 8854 related to the creation of the District specifies:

"Sec. 8854.054. QUALIFICATIONS FOR OFFICE. (a) To be qualified to be a candidate for or to serve as director at large, a person must be a registered voter in the district. (b) To be a candidate for or to serve as director from a county commissioners precinct, a person must be a registered voter of that precinct, except as provided by Section 8854.052(d)."

The WATER CODE CHAPTER 36 related to groundwater conservation districts specifies under Sec 36.051:

"(c) Vacancies in the office of director shall be filled by appointment of the board. If the vacant office is not scheduled for election for longer than two years at the time of the appointment, the board shall order an election for the unexpired term to be held as part of the next regularly scheduled director's election. The appointed director's term shall end on qualification of the director elected at that election."

Board Action: Mr. Borden moved to appoint Stephanie Blaschke to the position of Director At-Large to fill the existing vacancy. Mr. Snyder seconded the motion. The motion passed unanimously.

Mrs. Blaschke executed the Statement of Officer and took the Oath of Office.

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

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

Item 11.0 - Adjourn Meeting

Board Action: Mr. Borden moved to adjourn the meeting at 7:10 PM, 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 ______ DAY OF _______________________________ A.D. _________.

____ Director of the Refugio Groundwater Conservation District

ATTEST:
____ Director of the Refugio Groundwater Conservation District