
**Refugio Groundwater Conservation District
Meeting Minutes for June 23, 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, 3096 Johnson Street, Woodsboro, Texas 78393 on June 23, 2025, at 6:00 PM.

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

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: Present.

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

At Large: Vacant: _____ .

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 for FY2025.

As of June 20, 2025, staff had received 9 well registration applications (ARWs) since October 1, 2024.

As of June 20, 2025, staff had received 38 Notices of Intent to Drill a Well (NIDWs) since October 1, 2024.

Regarding Production Permit Renewal Processing for FY2025.

As of June 20, 2025, staff had received 0 production permit renewal requests (ARPs) since October 1, 2024.

Regarding Permit Processing for FY2025.

As of June 20, 2025, staff had initiated 3 permitting request case (PRCs) since October 1, 2024.

As of June 20, 2025, staff had 1 permitting request cases pending.

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

As of June 20, 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 June 20, 2025, staff had processed 39 groundwater production reports for the preceding calendar year since October 1, 2024.

As of June 20, 2025, staff had recorded groundwater production reports for 39 water wells reporting 954,095 acre-feet of groundwater production during CY2024. (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 June 20, 2025, staff had initiated 3 investigations related to groundwater management (i.e., permitting) since October 1, 2024.

As of June 20, 2025, staff had 3 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
- c. INV- 20250403-01 - Failure to Submit Notices of Intent to the District - Active

Regarding Manage Enforcement Cases related to Permitting Violations for FY2025.

As of June 20, 2025, the Board had initiated 0 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2024.

As of June 20, 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 June 20, 2025, staff had recorded 9 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of June 20, 2025, staff had initiated 0 investigations related to Groundwater Protection since October 1, 2024.

As of June 20, 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 June 20, 2025, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2024.

As of June 20, 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 Monitor Drought Conditions for FY2025.

As of June 20, 2025, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/refugio>) indicates that 0.27% of Refugio County was experiencing drought conditions.

As of June 20, 2025, 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 73 of Refugio County are experiencing abnormally dry conditions.

Regarding Synoptic Aquifer Monitoring for FY2025.

As of June 20, 2025, staff had collected 6 water level measurements since October 1, 2024.

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 June 20, 2025, staff had collected 0 water quality field measurements since October 1, 2024.

As of June 20, 2025, staff had collected 2 water quality samples since October 1, 2024.

As of June 20, 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 April 30, 2025, staff reviewed and updated the content maintained on the website of the district regarding groundwater conservation. See:

<https://www.rgcd.org/groundwater-conservation>.

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 July 2, 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.

As of June 20, 2025, staff has identified two areas of the Rules of the District that would benefit from revision:

In order to clarify that reporting requirements apply to all wells used to produce groundwater used for purposes other than exempt-use purposes, regardless of any classification that may be applied to the registration of a well by the district, Rule 4.2 would benefit from the following revisions:

2. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ for the preceding calendar year to the district.

4. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ that is accurate within ten percent

(10%) of the actual volume of groundwater produced by the non-exempt use during the calendar year.

5. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ for the previous calendar year (January 1 to December 31) during January of the current calendar year.

6. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall report the volume of groundwater produced from the ~~non-exempt-use well~~ using a form provided by the district.

7. The owner of ~~groundwater resources produced from a non-exempt-use well~~ well that produced groundwater for non-exempt-use purposes shall include the following information when reporting the volume of groundwater produced from a ~~non-exempt-use well~~:

In order to properly refer to the surface water bodies to be considered when developing certain production permit applications, Rule 6.3 should be revised to reference surface water bodies adjacent to and within the District.

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 July 29, 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 - 20250519 - Board of Directors

Board Action: Mr. Biery moved to accept and approve the meeting minutes for May 19, 2025, as drafted. Mr. Snyder seconded the motion. The motion passed unanimously

Topic 9.3 - Investments of the District

Mr. Andruss provided the following information:

The investment reports for April and May 2025, have been sent to the board prior to the meeting.

Board Action: Mr. Borden moved to accept the investment reports for April and May 2025.

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

Topic 9.4 - Financial Transaction Report

Mr. Andruss explained that as of May 1, 2025, since June 23, 2025, there have been 8 accounts payable transactions and 6 accounts receivable transactions recorded.

Topic 9.5 - Financial Reports of the District

Mr. Andruss explained to the board that staff are working to revise the internal financial transaction tracking database to support the use of project ids and encumbrances for monitoring budget performance and tracking revenue and expenses of the District, as well as improve the associated internal financial reports.

Topic 9.6 - Unpaid Invoices and Bills

Lisa 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-20250603-01 - \$996.71 - RC Appraisal District - 2025 - 3rd Qtr. Invoice 2369
2. ACCTP-20250623-01 - \$250.00 - Carroll Borden - June 2025 Meeting

3. ACCTP-20250623-02 - \$250.00 - John Snyder - June 2025 Meeting
4. ACCTP-20250623-03 - \$250.00 - Fredric Biery - June 2025 Meeting
5. ACCTP-20250623-04 - \$250.00 - Cynthia Rose - June 2025 Meeting

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

Item 10 - Consideration of and possible action on matters related to legal counsel report.

Mr. Allison provided an update on the 89th Legislative Session. Mr. Allison stated that a Special Session will be held on July 21, 2025, and will give the district any updates.

Item 11.0 - Adjourn

Board Action: Mr. Borden moved to adjourn the meeting at 6:55 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 29th DAY OF

July A.D. 2025.

 Director of the Refugio Groundwater
Conservation District

ATTEST:
 Director of the Refugio Groundwater
Conservation District