

Refugio Groundwater Conservation District Meeting Notice and Agenda

Notice is hereby given in accordance with the Open Meetings Act, Chapter 551, Government Code and Section 36.064 of the Texas Water Code that the Refugio Groundwater Conservation District Board of Directors will hold a meeting on May 18, 2026, at 6:00 PM at First Baptist Church of Woodsboro Fellowship Hall, 309 Johnson Street, Woodsboro, Texas.

AGENDA

1. Call the meeting to order and welcome guests.
2. Receive public comments.
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.
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.
5. Consideration of and possible action on matters related to groundwater monitoring.
6. Consideration of and possible action on matters related to groundwater conservation.
7. Consideration of and possible action on matters related to groundwater resource planning including Groundwater Management Area 15 Joint Planning and regional water planning.
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.
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.
 - a. Filling the Vacancy of the At-Large Director Position of the District
10. Consideration of and possible action on matters related to legal counsel report.
11. Adjourn.

The Refugio Groundwater Conservation District may close the meeting, if necessary, to conduct private consultation with legal counsel regarding matters protected by the attorney-client privilege pursuant to Section 551.071 of the Government Code or to discuss matters regarding personnel pursuant to Section 551.074 of the Government Code. The Refugio Groundwater Conservation District will return to open meeting, if necessary, to take any action deemed necessary based on discussion in closed meeting pursuant to Section 551.102 of the Government Code.

In Accordance with Title III of the Americans with Disabilities Act, we invite all attendees to advise us of any special accommodations due to disability. Please submit your request as far as possible in advance of event you wish to attend.

Item 1 - Convene Meeting

Table of Contents

1. [Item 1 - Convene Meeting](#)
2. [Item 2 - Receive Public Comment](#)
3. [Item 3 - Groundwater Management \(Permitting\)](#)
4. [Item 4 - Groundwater Protection](#)
5. [Item 5 - Groundwater Monitoring](#)
6. [Item 6 - Groundwater Conservation](#)
7. [Item 7 - Groundwater Resource Planning](#)
8. [Item 8 - Groundwater Policy](#)
9. [Item 9 - Administration and Management](#)
 - a. [Topic 9.1 - Report](#)
 - b. [Topic 9.2 - Minutes of Previous Meeting](#)
 - c. [Topic 9.3 - Investments of the District](#)
 - d. [Topic 9.4 - Financial Transaction Report](#)
 - e. [Topic 9.5 - Financial Reports of the District](#)
 - f. [Topic 9.6 - Unpaid Invoices and Bills](#)
 - g. [Topic 9.8 - Filling Vacancy of the At-Large Director Position](#)
10. [Item 10.0 - Legal Counsel Report](#)
11. [Item 11.0 - Adjourn Meeting](#)

Management Discussion:

Staff completed the necessary public notification requirements for the meeting.

See: [Public Notice - PN-20260518-01 - Board Meeting](#)

[RGCD - Meeting Notice - 20260518 - Final.pdf](#)



File

Management Recommendation:

Call the meeting to order and call the roll of representatives:

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

Precinct 2: Mr. Carroll Borden, President: _____ .

Precinct 3: Ms. Cynthia Rose, Treasurer: _____ .

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

At Large: Vacant: _____ .

General Manager: Mr. Tim Andruss: _____ .

General Counsel: Mr. James Allison: _____ .

Item 2 - Receive Public Comment

Item 3 - Groundwater Management (Permitting)

Item 4 - Groundwater Protection

Item 5 - Groundwater Monitoring

Item 6 - Groundwater Conservation

Item 7 - Groundwater Resource Planning

Item 8 - Groundwater Policy

Item 9 - Administration and Management

Topic 9.1 - Report

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

Management Discussion:

The minutes for the previous meeting 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 context in which those actions were taken. The minutes for the previous meeting were sent to the board members prior to the meeting.

See: RGCD - Meeting Minutes - 20260420



File

Management Recommendation:

Move to accept and approve the meeting minutes for April 20, 2026, as drafted.

Topic 9.3 - Investments of the District

Management Discussion:

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 were sent to the board prior to the meeting.

See: RGCD - Investment Report - IR-20260331-01 - FY26M06 - Final



File

The balance of all funds of the district as of March 31, 2026, was \$1,588,874.94.

Management Recommendation:

Move to accept the investment reports for March 2026.

Topic 9.4 - Financial Transaction Report

Management Discussion:

The list below identifies each accounts payable transaction that was recorded since April 1, 2026, as of May 18, 2026:

1. [RGCD - ACCTP-20260401-01 - \\$3,287.90 - TML - Risk Pool - 2026 - Liability Insurance](#)
2. [RGCD - ACCTP-20260401-01 - \\$880.00 - No. 7787 - ABM, LLC - Sept. - Oct. 2025 - Legal Consultation](#)
3. [RGCD - ACCTP-20260407-01 - \\$31,500.00 - VCGCD - RR Fees 2027 - ILA-202604-01-R](#)
4. [RGCD - ACCTP-20260409-01 - \\$838.35 - VCGCD - ILA-202204-02-R - Dec25-Feb26 Reimb.](#)
5. [RGCD - ACCTP-20260420-01 - \\$250.00 - C. Borden - April Board Meeting](#)
6. [RGCD - ACCTP-20260420-02 - \\$250.00 - J. Snyder - April Board Meeting](#)
7. [RGCD - ACCTP-20260420-03 - \\$250.00 - F. Biery - April Board Meeting](#)
8. [RGCD - ACCTP-20260420-04 - \\$250.00 - C. Rose - April Board Meeting](#)
9. [RGCD - ACCTP-20260420-05 - \\$100.00 - Jeanette Sabino - Well Access Fees](#)
10. [RGCD - ACCTP-20260518-01 - \\$250.00 - C. Borden - May Board Meeting](#)
11. [RGCD - ACCTP-20260518-02 - \\$250.00 - J. Snyder - May Board Meeting](#)
12. [RGCD - ACCTP-20260518-03 - \\$250.00 - F. Biery - May Board Meeting](#)

The list below identifies each accounts receivable transaction that was recorded since [April 1, 2026](#) as of [May 18, 2026](#):

1. [RGCD - ACCTR-20260407-01 - \\$1,297.67 - RC Tax Assessor - Collections](#)
2. [RGCD - ACCTR-20260422-01 - \\$1,446.56 - RC Tax Assessor - April Tax Collections](#)

Topic 9.5 - Financial Reports of the District

Management Discussion:

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.

See: RGCD - Adm - FM - ICRR-20260331-01 - March 2026



File

See: RGCD - Financial Transaction Registry - FY2026 20260331



File

Management Recommendation:

Move to accept and approve the financial reports for March 2026.

Topic 9.6 - Unpaid Invoices and Bills

Management Discussion:

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.

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](#)

Management Recommendation:

Move 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](#)

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

Management Discussion:

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 affect to should be make 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."

Management Recommendation:

None.

Item 10.0 - Legal Counsel Report

Item 11.0 - Adjourn Meeting

Management Recommendation:

Move to adjourn the meeting after concluding all business of the District.