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**Refugio Groundwater Conservation District  
Meeting Minutes for February 17, 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 6:01 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: Absent.

**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.**

Mr. Andruss provided a summary of the rules and regulations for groundwater production permitting, including details regarding high-capacity on-historic use permitting and deep-saline, non-historic-use 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.**

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

**Item 6 - Consideration of and possible action on matters related to groundwater 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.**

**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.**

**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 Director Compensation Processing

As of February 13, 2026, staff have processed 21 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
18. ACCTP-20260217-04 - \$250.00 - C. Rose
19. ACCTP-20260217-03 - \$250.00 - F. Biery
20. ACCTP 20260217 02 \$250.00 J. Snyder
21. ACCTP 20260217 01 \$250.00 C. Borden

Regarding Public Notice and Meeting Coordination

The next meetings of the Board is scheduled for April 20, 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 provided the following:

The minutes for January 20, 2026, were drafted by the Administrative Coordinator, reviewed by the alternate Administrative Coordinator, and made 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 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 January 20, 2026, as drafted. Mr. Biery seconded the motion. The motion passed unanimously.

**Topic 9.3 - Financial Transaction Report**

Mr. Andruss explained that as of February 17, 2026, and since January 1, 2026, there have been 11 accounts payable transactions and 7 accounts receivable transactions recorded.

**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:** Ms. Rose moved to authorize the general manager to pay the following items:

1. ACCTP-20260217-01 - \$250.00 - C. Borden - February Board Meeting
2. ACCTP 20260217 02 \$250.00 J. Snyder February Board Meeting
3. ACCTP 20260217 03 \$250.00 F. Biery February Board Meeting
4. ACCTP-20260217-04 - \$250.00 - C. Rose - February Board Meeting

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

**Topic 9.7 - Review of Administrative Policies**

Mr. Andruss provided the following items:

In order to ensure that the bylaws of the District conform with relevant statutes and present practices of the District, management has drafted certain revisions to the previously adopted bylaws of the District in consultation with legal counsel of the District. The revisions (1) remove superfluous or repetitive material or (2) revise the provisions of the Bylaws to conform to Chapter 36, Water Code, or current district policies.

**Board Action:** Mr. Borden moved to adopt the following policies as the administrative policies of the District, as presented: By Laws. 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 approximately 7:13 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 \_\_\_\_\_  
DAY OF \_\_\_\_\_ A.D.

Canell E. Borden Director of the Refugio  
Groundwater Conservation District

ATTEST:  
Frederic Biery Director of the Refugio  
Groundwater Conservation District