

Refugio Groundwater Conservation District Meeting Minutes for January 21, 2025

The Board of Directors of the Refugio Groundwater Conservation District convened a meeting at 708 Commerce St., Refugio, Texas 78377 on January 21, 2025, at 6:00 PM.

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

Mr. Borden called the meeting to order and called the roll of representatives:

Precinct 1: Mr. John Snyder, Treasurer: Present.

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

Precinct 3: Ms. Cynthia Rose: 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 comments.

Mr. Borden offered to accept public comments from attendees.

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 proved the following reports:

Regarding Well Registration Processing for FY2025.

As of January 17, 2025, staff had received 3 well registration applications (ARWs) since October 1, 2024.

As of January 17, 2025, staff had received 12 Notices of Intent to Drill a Well (NIDWs) since October 1, 2024.

Regarding Production Permit Renewal Processing for FY2025.

As of January 17, 2025, staff had received 0 production permit renewal requests (ARPs) since October 1, 2024.

Regarding Permit Processing for FY2025.

As of January 17, 2025, staff had initiated 2 permitting request case (PRCs) since October 1, 2024.

As of January 17, 2025, staff had 3 permitting request cases pending.

- [PRC-20250103-01 - AAP-20250102-01 - Bad Bull 2023 LLC.](#)
- [PRC-20241212-01 - ANHUPPWS-20241211-01 - Town of Woodsboro](#)
- [PRC-20201215-01 - ADW-20201210-01/AOW-20201210-02 - Chandra Purnama](#)

As of January 17, 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 1,891 acre-feet.

Regarding [Groundwater Production Report Processing for CY2024.](#)

As of January 17, 2025, staff had processed 9 groundwater production reports for the preceding calendar year since October 1, 2024.

As of January 17, 2025, staff had recorded groundwater production reports for 9 water wells reporting 4.76 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 January 17, 2025, staff had initiated 0 investigations related to groundwater management (i.e., permitting) since October 1, 2024.

As of January 17, 2025, staff had 0 active investigations related to groundwater management (i.e., permitting).

Staff will review all expired permits and unresolved permitting matters during the fiscal year, while processing permits due to expire during the fiscal year, to ensure all well owners and operators comply with the requirements established under the rules of the district regarding production permitting and production reporting.

Regarding [Manage Enforcement Cases related to Permitting Violations for FY2025.](#)

As of January 17, 2025, the Board had initiated 0 enforcement case violations related to groundwater management (i.e., permitting) since October 1, 2024.

As of January 17, 2025, staff had 0 unresolved enforcement cases related to groundwater management (i.e., permitting).

Topic 3.2 - Permit Hearing - PRC-20241212-01

Mr. Andruss provided the following discussion:

Mayor Kay Roach for The Town of Woodsboro seeks, under permitting request case PRC-20241212-01, a standard-capacity non-historic-use production permit authorizing the production of groundwater from a non-grandfathered well

system for municipal uses at rates not to exceed 499 gallons per minute or 249 acre-feet per year. The subject well system is located on a 2.3-acre tract of land near the intersection of 2nd Street and Johnson Street, and a 0.3-acre tract of land near the intersection of Summit Avenue and Chaparral Street, in the Town of Woodsboro, Refugio County, Texas.

On December 31, 2024, May Kay Roach submitted the applications and supplemental information to the District.

The applications and supplemental information associated with this permitting request case are considered administratively complete and contain sufficient information to evaluate the request relative to the rules of the district. On January 2, 2025, the district notified the applicant that the associated application(s) was considered administratively complete.

Per Rule 6.1(6), the applicant requested the district consider all contiguous land within the boundary of its certificate of convenience and necessity (CCN) to be under its control for the purposes of evaluating the spacing requirements, production limitations, and performance conditions of the district. The calculated area of the contiguous tracts of groundwater control is 583.89 acres. A well proposed to be drilled, constructed, and equipped to produce groundwater at a rate of 499 GPM should be offset from the nearest property line by 499 feet per RGCD Rule 2.2(2).

Rule 2.2(2) states: "A person drilling or having drilled a non-grandfathered well or a replacement well for a non-grandfathered well that is not a deep-saline well shall locate the non-grandfathered well in a position that is offset from the boundary of the subject tracts of contiguous ownership of land by at least one foot (1 foot) of separation per one gallon per minute of production capacity of the non-grandfathered well."

The rules of the district provided for reducing the offset if written waivers are obtained from landowners that would be encroached upon given the proposed production rate and location.

Rule 2.2(4) states: "A person drilling or having drilled a non-grandfathered well or replacement well for a non-grandfathered well may locate the well in a position that encroaches upon spacing requirements from the property of any landowner or any owner of groundwater resources from whom a written waiver of the spacing requirements is obtained provided the waiver contains: 4.1. the printed name and signature of the landowner and the owner of groundwater resources or the authorized agent of the landowner and the owner of groundwater resources, and 4.2. states that the landowner and the owner of

groundwater resources have no objection to the proposed position of the non-grandfathered well or the replacement well for a non-grandfathered well."

The application includes waivers of spacing requirements from the two landowners identified by the applicant as being encroached upon under Rule 2.2(s): Donald E. Kingsbury and RCDM Enterprises, LLC.

Based on the review of the information provided within the associated application and supplemental information provided by the applicant, management has determined that the request is consistent with the policies and rules of the district. Accordingly, the district has not notified the applicant of the intent of the district to contested the permitting request.

On January 2, 2025, the district completed the public notice process for the permitting request case.

As of January 17, 2025, the District had not received any notices of intent to contest the permitting request.

Board Action: Mr. Borden moved to 1) cancel the permit hearing and proceed with the permitting case as an uncontested matter; and 2) issue a standard-capacity production permit to the Town of Woodsboro for the subject well system under permitting request case PRC-20241212-01 with the following conditions and the requirements established in the rules of the district now in effect:

Authorized Groundwater Production Purpose: Municipal Uses;
Authorized Groundwater Production Rate: 499 gallons per minute;
Authorized Groundwater Production: 249 acre-feet per year; and
Expiration Date: July 31, 2030.

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

Topic 3.3 - Investigation of Unreported Groundwater Production for Irrigation

Mr. Andruss provided the following discussion:

While reviewing estimates of groundwater production related to irrigation for the Texas Water Development Board (TWDB), staff identified a significant discrepancy between 1) the volume of groundwater production reported to the District for years 2022 and 2023 and 2) the volume of groundwater production for irrigation estimated by TWDB. In Jackson County, the reported groundwater production across all types of permitted uses (including irrigation) totals 25,816 AF while the estimate of groundwater use for irrigation is 61,961 AF, a difference of 36,145 AF.

Based on rice crop information retrieved from GMU's CropScope and USDA's CroplandCROS, it appears that rice irrigation may be substantially under reported to TGCD. This may be the case for RGCD as well. The image below illustrates those areas with rice crops without reported groundwater production

in close proximity. The likely unreported groundwater production associated with these areas likely account for the significant difference between your estimate and TGCD's reported production amounts.

Board Action: Mrs. Rose moved to authorize the general manager to initiate an investigation to resolve potential violations associated with any confirmed instances of failure to report groundwater production associated with rice irrigation. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 3.4 - Brackish Groundwater Assessment

Mr Andruss provided the following discussion:

With the adoption of the revised rules of the district for Refugio GCD, Calhoun County GCD, and Refugio GCD, which includes a framework for incentivizing production permitting in deep saline groundwater zones, staff has requested a cost estimate from Dr. Young of Intera for extending the technical work completed for VCGCD (See: <https://www.vcgcd.org/groundwater-research>) used to support the development of its deep-saline production zone rules. The work completed for VCGCD by Intera cost approximately \$55,000.00. Dr. Young estimated the cost at \$20,000 per county.

Board Action: Mr. Snyder moved to instruct the general manager to obtain a proposal from Intera for the characterization of brackish groundwater resources in Refugio County from Dr. Young of Intera. Mr. Biery seconded the motion. The motion passed unanimously.

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 discussion:

Regarding Well Inspections for FY2025.

As of January 17, 2025, staff had recorded 2 well inspection forms (WIFs) since October 1, 2024.

Regarding Manage Investigations related to Groundwater Protection for FY2025.

As of January 17, 2025, staff had initiated 0 investigations related to Groundwater Protection since October 1, 2024.

As of January 17, 2025, staff had 1 active investigation related to Groundwater Protection.

Regarding Manage Enforcement Cases related to Groundwater Protection for FY2025.

As of January 17, 2025, the Board had initiated 0 enforcement case violations related to Groundwater Protection since October 1, 2024.

As of January 17, 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 discussion:

Regarding Monitor Drought Conditions for FY2025.

As of January 17, 2025, the U.S. Drought Monitor (<https://www.drought.gov/states/texas/county/refugio>) indicates that 100% of Refugio County was experiencing abnormally dry or drought conditions. As of January 17, 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 all portions of Refugio County are experiencing abnormally dry or drought conditions.

Regarding Synoptic Aquifer Monitoring for FY2025.

As of January 17, 2025, staff had collected 0 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 January 17, 2025, staff had collected 0 water quality field measurements since October 1, 2024.

As of January 17, 2025, staff had collected 0 water quality samples since October 1, 2024.

As of January 17, 2025, staff had received 0 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.

Topic 5.2 - Consideration of and possible action on matters related to groundwater monitoring.

Mr. Andruss provided the following discussion:

On July 15, 2024, the Board accepted the proposal from Intera regarding the analysis of CY2023 water levels and authorized agreed to share the cost of the with the work with Victoria County GCD, Calhoun County GCD, and Texana GCD at a cost not to exceed \$4,500.00.

On December 18, 2024, Dr. Young submitted the report and presentation on the analysis of CY2023 water levels using the geostatistical approach for Victoria County, Calhoun County, Refugio County, and Jackson County.

Based on Table 4 of the Intera's report, water levels in Refugio County in the calendar year 2023 for the Chicot and the Evangeline Aquifers, combined, have declined 7.3 feet since the calendar year 2000. The water levels in the Chicot Aquifer, alone, have declined 7.5 feet in Refugio County and the water levels in the Evangeline Aquifer, alone, have declined 8.4 feet since the calendar year 2000.

The average water level change for the Chicot and Evangeline Aquifer in Refugio County between CY2019 and CY2023 is 5.48 feet. The image below illustrates the calculated water level changes overtime.

The spatial representation of the calculated water level change with in Refugio County in CY2023 illustrates a significant decline in water levels centered at the tri-county intersection of Refugio, Bee, and Goliad Counties in both the Chicot and Evangeline Aquifers.

Staff of the district will investigate the significant declines identified near the northwestern border of Refugio County.

Board Action: Mr. Borden moved to 1) accept the report on the analysis of CY2023 water levels using the geostatistical approach submitted by Dr. Young of Intera, and 2) authorize the general manager to pay the district's share of the cost (\$4,500). Mr. Snyder seconded the motion. The motion passed unanimously.

Topic 5.3 - Water Quality Assessment Proposal

Mr Andruss provided the following discussion:

The Board has consistently expressed interest in groundwater quality impacts associated with groundwater production. In fact, the management plan of the district states

"The district will monitor aquifer conditions in and around Refugio County in order to monitor changing water levels and water quality of groundwater resources within Refugio County. The district will make periodic assessments of aquifer conditions and will report those conditions to the Board of Directors of the district and to the public."

Furthermore, the rules of the district address groundwater quality extensively including the following:

Rule 1.2 states "The board of directors shall adopt rules pursuant to the authority of Section 36.101, Texas Water Code, for the purpose of conserving, preserving, protecting, and recharging groundwater in the district in order to

control subsidence, prevent degradation of water quality, or prevent waste of groundwater, and protect the rights of owners of groundwater resources."

Rule 2.2(1) states "The district shall regulate the spacing of non-grandfathered wells and replacement wells in order to:

- 1.1. prevent or limit the drawdown of the water table or the reduction in artesian pressure,
- 1.2. prevent or limit interference between wells,
- 1.3. prevent or limit the degradation of water quality, or
- 1.4. prevent waste of groundwater."

Rule 6.1.1(4) states "The district shall limit the authorized groundwater production amount of a production permit for non-historic use of a non-exempt-use well to the degree the board of directors determines to be necessary to ensure the groundwater production from the subject well will not likely cause excessive water level declines within the district, excessive water quality changes of groundwater resources within the district, or significantly contribute to subsidence within the district."

In order to improve the ability of the district to evaluate changes to and impacts on groundwater quality, staff has obtained a proposal from Daniel B. Stephens and Associates, Inc. (DBSA) to study and document groundwater quality for Victoria, Calhoun, Refugio, and Jackson Counties as a jointly funded project of Victoria County GCD, Calhoun County GCD, Refugio GCD, and Texana GCD. As proposed the proposed work is estimated to cost approximately \$74,000.00, or \$18,500.00 per district.

Board Action: Mr. Snyder moved to 1) accept the proposal from Daniel B. Stephens and Associates, Inc. (DBSA) to study and document groundwater quality for Refugio, Victoria, Calhoun, and Jackson Counties and 2) authorize the general manager to authorize the work as proposed and cost-share in the expenses for the proposed work in an amount not to exceed \$74,000.00, contingent upon Texana GCD, Calhoun County GCD, and Victoria County GCD agreeing to the same. Mr. Biery seconded the motion. The motioned passed unanimously.

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

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

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 discussion:

Regarding Regional Water Planning Participation for FY2025.

The South Central Texas Regional Water Planning Group (Region L) met on November 7, 2024. During the meeting, the planning group continued its efforts to develop the 2026 regional water plan for the region. The next meeting of the group is scheduled to meet on January 23, 2025.

Regarding GMA 15 Joint Planning for 4th Planning Cycle in FY2025.

The representatives of Groundwater Management Area 15 met on October 10, 2024, at 9:30 AM at the offices of the Evergreen Underground Water Control District and actively began the process for developing desired future conditions for GMA 15 with the assistance of its technical consultant, Dr. Young of Intera.

Item 8 - Consideration of and possible action on matters related to groundwater policy including the management plan of the district, the rules of the district, and bills of the 89th Legislative Session of the Texas Legislature.

Topic 8.1 - Report

The topic was not discussed or acted upon during the meeting.

Topic 8.2 - Legislative Session

Mr. Andruss provided the following discussion:

The legislative session of the Texas Legislature began on Tuesday, January 14, 2025. As of January 10, 2025, staff had identified the following bills with "groundwater" within the text of the introduced bills:

89(R) HB 279 - Introduced Version - Bill Text Author: Guillen Caption: Relating to procedural requirements for uranium mining production area authorizations.

89(R) HB 873 - Introduced Version - Bill Text Author: Wilson Caption: Relating to air quality permits for aggregate production operations and concrete batch plants.

89(R) HB 914 - Introduced Version - Bill Text Author: Thompson, Senfronia Caption: Relating to repealing civil asset forfeiture provisions and establishing criminal asset forfeiture in this state.

89(R) HB 1050 - Introduced Version - Bill Text Author: Dorazio Caption: Relating to the award of attorney's fees in certain suits involving a groundwater conservation district.

89(R) HB 1322 - Introduced Version - Bill Text Author: Hopper Caption: Relating to municipal approval of subdivision plans or plats in certain municipalities.

89(R) HB 1400 - Introduced Version - Bill Text Author: Harris Caption: Relating to creation of the groundwater science, research, and innovation

fund to be administered by the Texas Water Development Board.

89(R) HB 1438 - Introduced Version - Bill Text Author: Zwiener Caption: Relating to climate change planning and reporting.

89(R) HB 1523 - Introduced Version - Bill Text Author: Gerdes Caption: Relating to a prohibition on the authorization by the Texas Commission on Environmental Quality of the use of a Class V injection well for certain aquifer storage and recovery projects.

89(R) HB 1529 - Introduced Version - Bill Text Author: Goodwin Caption: Relating to production fees imposed by the Southwestern Travis County Groundwater Conservation District; authorizing an increase in the rate of the fee.

89(R) HB 1618 - Introduced Version - Bill Text Author: Harris Davila Caption: Relating to aquifer storage and recovery projects that transect a portion of the Edwards Aquifer.

89(R) HB 1633 - Introduced Version - Bill Text Author: Gerdes Caption: Relating to the criteria considered by groundwater conservation districts before granting or denying a permit or permit amendment.

89(R) HB 1643 - Introduced Version - Bill Text Author: Oliverson Caption: Relating to the authority of the Harris-Galveston Subsidence District over the North Harris County Regional Water Authority.

89(R) HB 1689 - Introduced Version - Bill Text Author: Gerdes Caption: Relating to the use of certain groundwater export fees collected by a groundwater conservation district.

89(R) HB 1690 - Introduced Version - Bill Text Author: Gerdes Caption: Relating to an application for a permit for the transfer of groundwater out of a groundwater conservation district.

89(R) SB 325 - Introduced Version - Bill Text Author: Perry Caption: Relating to county regulation of subdivisions and approval of subdivision plans or plats.

89(R) SB 444 - Introduced Version - Bill Text Author: Hinojosa, Juan "Chuy" Caption: Relating to a requirement that certain special purpose districts cause certain information to be posted on an Internet website.

89(R) SB 616 - Introduced Version - Bill Text Author: Schwertner Caption: Relating to aquifer storage and recovery projects that transect a portion of the Edwards Aquifer.

89(R) SB 624 - Introduced Version - Bill Text Author: Kolkhorst Caption: Relating to the criteria considered by groundwater conservation districts before granting or denying a permit or permit amendment.

Topic 8.3 - Reporting Requirements

Mr. Andruss provided the following discussion:

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:

Topic 8.4 - Director Compensation and Fees of Office

Mr. Andruss provided the following discussion:

On January 19, 2021, the Board of Directors adopted a resolution concerning fees of office.

Currently, the District compensates its directors for the performance of their duties under Chapter 36.060 of the Texas Water Code. See:

<https://statutes.capitol.texas.gov/Docs/WA/htm/WA.36.htm#36.060>. TWC 36.06 limits fees of office to not more than \$250 a day for each day the director actually spends performing the duties of a director and not more than \$9,000 a

year. These limits effectively limit directors to being compensated for no more than 36 days of service per year.

If the directors wish to seek an increase in the limits established under TWC 36.06 for fees for office, the Board would need to take action on this matter at the meetings to enable staff to coordinate with legislators for the possible filling of a bill during the regular legislative session beginning in January 2025.

In preparation for this matter, legal counsel has drafted a resolution for consideration by the Board.

Board Action: Mr. Biery moved to adopt the Resolution to Authorize Compensation for Directors as drafted by legal counsel and authorize staff to seek to coordinate with legislators for the possible filling of a bill during the regular legislative session beginning in January 2025 regarding the matter. Mr. Snyder seconded the motion. The motion passed unanimously.

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 discussion:

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 January 20, 2025, 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.

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 provided the following discussion:

The minutes for the previous meeting were sent the board members prior to the meeting.

Board Action: Mr. Biery moved to accept and approve the meeting minutes for October 21, 2024, as drafted. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.3 - Investments of the District

Mr. Andruss provided the following discussion:

The investment reports for July and August 2024 have been sent to the board prior to the meeting.

Board Action: Mr. Biery moved to accept the investment reports for September 2024, October 2024, and November 2024. Mr. Borden seconded the motion. The motion passed unanimously.

Topic 9.4 - Financial Transaction Review

Mr Andruss provided a list of accounts payable transactions that were recorded since October 1, 2024 to January 18, 2025 and a list of accounts receivable transaction that were recorded since October 1, 2024 to January 18, 2025.

Topic 9.5 - Financial Reports of the District

Mr. Andruss provided the following discussion:

The internal financial reports of the District for September 2024, October 2024, and November 2024, have been compiled by Ms. Davenport, Administrative Coordinator, and sent to the directors prior to the meeting.

Board Action: Mr. Borden moved to accept and approve the financial reports for September 2024, October 2024, and November 2024. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.6 - Unpaid Invoices and Bills

Mr. Andruss provided the following 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.

Board Action: Mrs. Rose moved to authorize the General Manager to pay the outstanding bills and invoices for goods and services received by the district. Mr. Snyder seconded the motion. The motion passed unanimously.

- ACCTP-20241219-01 - \$390.00 - Allison, Bass & Magee, LLP
- ACCTP-20241219-02 - \$30,319.59 - VCGCD - Interlocal Agreement
- ACCTP-20250121-01 - \$30,561.80 - VCGCD - Interlocal Agreement
- ACCTP-20250121-03 - \$210.00 - Allison, Bass & Magee
- ACCTP-20250121-04 - \$250.00 - Carroll Borden - January Meeting
- ACCTP-20250121-05 - \$250.00 - John Snyder - January Meeting
- ACCTP-20250121-06 - \$250.00 - Fredric Biery - January Meeting
- ACCTP-20250121-07 - \$250.00 - Cynthia Rose - January Meeting

Topic 9.7 - Certification of 2024 Tax Levy

Mr. Andruss provided the following discussion:

On September 27, 2024, Ms. Kelley, Refugio County Tax Assessor-Collector, requested that the Board consider and approve the 2024 tax levy calculations for Tax Year 2024. The total tax levy is \$190,639.13.

Board Action: Mr. Snyder moved to accept and approve the 2024 tax levy and special assessment as provided by the Refugio County Tax Assessor-Collector. Mr. Biery seconded the motion. The motion passed unanimously.

Topic 9.8 - Review of Administrative Policies

Mr. Andruss provided the following discussion:

The following links represent the administrative policies in effect as of January 18, 2025:

- the By-Law of the District as adopted on January 9, 2023; and
- the Investment Policy of the District as adopted on October 16, 2023.

Board Action: Mr. Borden moved to re-adopt the following policies as the administrative policies of the District:

- the By-Law of the District as adopted on January 9, 2023; and
- the Investment Policy of the District as adopted on October 16, 2023.

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

Topic 9.9 - Election of Officers

Mr. Andruss provided the following discussion:

The By-Laws of the District require the election of four officers, President, Vice-President, Secretary, and Treasurer, each January.

On January 9, 2023, the Board passed a motion to 1) elect: Mr. Borden as President of the Board; Mr. Carter as Vice-President of the Board; Mr. Biery as Secretary of the Board; and Mr. Snyder as Treasurer of the Board. The office

of Vice-President is considered unfilled with the resignation of Scott Carter as a director of the district.

Board Action: Mr. Snyder moved to 1) elect: Mr. Borne as President of the Board; Mr. Snyder as Vice-President of the Board; Mr. Biery as Secretary of the Board; Mrs. Rose as Treasurer of the Board, and 2) authorize the general manager to submit an updated district information form to TCEQ. Mr. Biery seconded the motion. The motion passed unanimously.

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

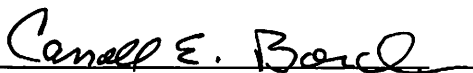
The item was not discussed or acted upon during the meeting.

Item 11.0 - Adjourn Meeting

Board Action: Mr. Borne moved to adjourn the meeting at 7:30 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 16th day of FEB., 2025

ATTEST:


District Director


District Director