

Refugio Groundwater Conservation District

604 E. Commerce St., Refugio, Texas 78377

P.O. Box 116, Refugio, Texas 78377

Phone (361) 526-1483 | Fax (361) 526-1294 | www.rgcd.org

THE STATE OF TEXAS
REFUGIO COUNTY

The Board of Directors of the Refugio Groundwater Conservation District convened a meeting on April 18, 2022, at 6:00 PM at the First Baptist Church of Woodsboro Fellowship Hall, 309 Johnson Street, Woodsboro, Texas 78393

Meeting Attendance:

Precinct 1:	Mr. John Snyder, Treasurer	Present
Precinct 2:	Mr. Carroll Borden, President	Present
Precinct 3:	Vacant	
Precinct 4:	Mr. Fredric Biery, Secretary	Present
At Large:	Mr. Scott Carter, Vice President	Absent
General Manager:	Mr. Timothy Andruss	Present
Legal Counsel:	Mr. James Allison	Present

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

Meeting Discussion: Carroll Borden called the meeting to order at approximately 6:00 PM.

Board Action: No action taken.

Agenda Item 2: Receive public comments.

Meeting Discussion: None.

Board Action: None.

Agenda Item 3: Consideration of and possible action on matters related to groundwater management including the efforts and activities of the District regarding permitting as well as complaints, investigations, and enforcement cases associated with permitting.

3.1: Report regarding Groundwater Management

Meeting Discussion: Mr. Andruss explained the District has initiated 14 permitting request cases (PRCs) since the last report regarding permitting request cases provided on January 17, 2022.

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Mr. Andruss also explained as of April 11, 2022 there were no permitting requests or applications that are pending with the District.

Board Action: None.

3.2 – Groundwater Production Permits

Meeting Discussion: Mr. Andruss explained as of April 11, 2022, the volume of groundwater production authorized for:

- 1) water wells permitted under aggregate production permits (well fields and well systems) is 378.71 acre-feet per year,
- 2) water wells not permitted under aggregate production permits is 845.5 acre-feet per year,
- 3) with a combined total of 1,224.21 acre-feet per year.

Board Action: None.

3.3 – Groundwater Production

Meeting Discussion: Mr. Andruss explained the District mailed out 38 notices regarding the reporting of non-exempt use production during calendar year 2021. Per the rules of the District, required groundwater production reports for calendar year 2021 should be submitted by January 31, 2022.

Mr. Andruss also explained as of April 11, 2022, the District has recorded groundwater production of 235.08 acre-feet during calendar year 2021 from 14 groundwater production reports.

Attached was a list of anticipated groundwater production reports that the District did not receive.

Mr. Andruss explained on or before April 30, 2022, the District will send a letter and second notice to each well owner requesting that he or she either 1) report the groundwater production of the subject well for calendar year 2021, or 2) amend the registration with the District of the subject well indicating the well is no longer used for non-exempt purposes.

Board Action: None.

3.4 – Investigations and Enforcement Cases related to Notice of Intent to Place Casing

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Meeting Discussion: Mr. Andruss explained the District has 2 active investigations associated with well drillers apparently failing to provide notice to the District of intent to place casing into a new well boreholes. Item 4 of Rule 4.2 PERMITTING POLICIES AND PROCEDURES RELATED TO DRILLING PERMITS went into effect on December 14, 2015, and states "A person drilling a well shall provide the District with notice of intent to place casing in the borehole at least two hours and not more than three hours before placing casing in the borehole."

On January 17, 2022, the Board authorized the General Manager to notify the well driller associated with each active investigation, by certified mail, of the requirement to provide notice under Rule 4.2 of the Rules of the District and that future investigations identifying potential violations of item 4 of Rule 4.2 will result in the District engaging in enforcement proceedings and possibly levying fines; and 2) authorize the General Manager to close the investigations upon receiving the associated mail receipt.

On March 8, 2022, the District initiated an investigation associated with a well driller apparently failing to provide notice to the District of intent to place casing into a new well boreholes. The District has no previous investigations related to failing to provide notice to the District of intent to place casing associated with the subject driller, Mr. Daniel Rivera.

On March 31, 2022, the District mailed the associated notification letters to the well drillers. As of April 12, 2022, one of the investigations acted upon on January 17, 2022, remains active as the District has not received the associated mail receipt. The District mailed a second notice letter to the associated well driller on April 12, 2022.

Board Action: Mr. Borden moved to authorize the General Manager to notify the well driller associated with investigation INV-20220308.1524, by certified mail, of the requirement to provide notice under Rule 4.2 of the Rules of the District and that future investigations identifying potential violations of item 4 of Rule 4.2 will result in the District engaging in enforcement proceedings and possibly levying fines; and 2) authorize the General Manager to close the investigation upon receiving the associated mail receipt. Mr. Snyder seconded the motion. The motion passed unanimously.

3.5 – Investigations and Enforcement Cases related to Permit Violations

Meeting Discussion: Mr. Andruss explained the District has 16 active investigations associated with well drillers apparently failing to satisfy a requirement of a drilling permit. In particular, of the apparent violations related to

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the reported location to the well (GPS coordinate reported on the well log) being outside of the authorized drilling area of the associated drilling permit. Item 1 of Rule 7.1: DRILLING WELLS went into effect on December 14, 2015, and states "A person drilling a well shall locate the well within the authorized drilling area specified on a drilling permit issued by the District." Since January 2016, the District has recorded 158 well drillers logs.

The District believes the apparent violations likely arise because of imprecise or inaccurate GPS coordinates being recorded on well logs, imprecise or inaccurate information being submitted or used to identify the subject property of an application for a drilling permit resulting in the identification of an authorized drilling area that does not encompass the location intended for the new well to be drilled, or a combination of both circumstances. While instances have occurred in which the proposed well was drilled on a property or location not intended by the permit applicant, the District is not aware of this circumstance existing associated with these investigations.

On January 17, 2022, the Board 1) authorized the General Manager to notify the property owner and well driller associated with each investigation, by regular mail of the requirement to drill a well within the authorized drilling area under Rule 7.1 of the Rules of the District and that the information provided to the District suggests a violation of item 1 of Rule 7.1 may have occurred, and that if either party believes that an actual violation occurred to contact the District otherwise the investigation will be closed on March 15, 2022; and 2) authorize the General Manager to close any of the investigations that the District has not been requested to keep active by March 15, 2022. The transmittal of the notice letters was delayed until April 14, 2022. The District extended the response period to June 14, 2022.

Board Action: None.

3.6 – Investigations and Enforcement Cases related to Well Completion

Meeting Discussion: Mr. Andruss explained the District has 4 active investigations associated with well drillers apparently failing to properly complete or construct a new well. The investigations are related to the sealing of the annular space of the well, either a failure to report the annular seal information on the report. Rule 7.2: STANDARDS FOR COMPLETION OF WELLS establishes the certain requirements regarding the sealing of the annular space between the well casing and borehole and went into effect on December 14, 2015.

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The District requested a revised and complete well log in the following instances:

1. RGCD - GMa - CIE - Investigations - INV-20161117-02A - Improper Well Completion - Active
2. RGCD - GMa - CIE - Investigations - INV-20161117-05 - Improper Well Completion - Active
3. RGCD - GMa - CIE - Investigations - INV-20180126-01 - Improper Well Completion - Active
4. RGCD - GMa - CIE - Investigations - INV-20180709-01 - Improper Well Completion - Active

The District initiated enforcement cases in the following instances:

1. RGCD - GP - CIE - Enforcement Case - EC-20220412.0958 - Improper Sealing of the Annular Space of a Well - Active
2. RGCD - GP - CIE - Enforcement Case - EC-20220412.1040 - Improper Sealing of the Annular Space of a Well - Active
3. RGCD - GP - CIE - Enforcement Case - EC-20220412.1114 - Improper Sealing of the Annular Space of a Well - Active
4. RGCD - GP - CIE - Enforcement Case - EC-20220412.1139 - Improper Sealing of the Annular Space of a Well - Active

Board Action: None.

3.6.1 – Enforcement Case – EC-20220412.0958 – J. Dwayne Pawlik

Meeting Discussion: Mr. Andruss explained the District initiated enforcement case EC-20220412.0958 to resolve potential violations of the Rules of the District identified through an investigation related to improper well completion.

The evidence developed through investigation INV-20161117-01A indicates that that Mr. J. Dwayne Pawlik potentially violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 20 feet below the surface.

Item 3 of Rule 7.2, states "[t]he annular space between the borehole wall and the casing of a well shall be filled with an authorized annular space sealant such that:

- i. The annular space is sealed from ground level to the top of the water producing strata, or
- ii. The annular space is sealed from ground level to a depth of one hundred (100) feet below the land surface, or

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- iii. The annular space is sealed with a minimum cumulative seal of one hundred (100) feet and such that:
 1. The annular space is filled from ground level to a depth of ten (10) feet as specified under Texas Administrative Code, Chapter 76, Water Well Drillers and Pump Installers Rules, and
 2. The seal must cross a confining layer having a thickness in excess of five (5) feet.

The primary purposes of the District establishing specific requirements relate to sealing the annular space of new wells was to 1) reduce the risk of the new wells contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality, and 2) reduce the risk of new wells allowing pollutants migrate into groundwater resources through the annular space.

In the absence of reliable well construction records demonstrating adequate sealing of the annular space of a new well, other techniques may develop credible evidence that the annual space of a new well is not contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality and is not allowing pollutants migrate into groundwater resources through the annular space. Techniques that could be investigated are cement-bond logging used in the oil and gas industry and various techniques used to assess the external mechanical integrity of certain injection wells.

Alternatively, a monitoring program could be designed and implemented that evaluates characteristics of groundwater produced from a well over time to identify issues likely related to the sealing of new wells with improperly sealed annular spaces.

Board Action: Mr. Snyder moved to:

1. find that Mr. Pawlik violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 20 feet below the surface; and
2. offer to settle these violations if the following requirements are completed by September 15, 2022:
 1. Mr. Pawlik acknowledges the violation; and
 2. Mr. Pawlik submits evidence of a credible demonstration that:
 1. the subject well was re-worked/re-construct in a manner that satisfies the annular seal requirements of Rule 7.2; or
 2. the annular seal of the subject well is sufficient to minimize the potential for contamination, degradation, or commingling of waters

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of different chemical quality and prevent pollutants from entering the well.

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

3.6.2 – Enforcement Case – 20220412.1040 – Edward J. Pawlik

Meeting Discussion: Mr. Andruss explained the District initiated enforcement case EC-20220412.1040 to resolve potential violations of the Rules of the District identified through an investigation related to improper well completion.

The evidence developed through investigation INV-20161117-03A indicates that that Mr. Edward J. Pawlik potentially violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 15 feet below the surface.

Item 3 of Rule 7.2, states "[t]he annular space between the borehole wall and the casing of a well shall be filled with an authorized annular space sealant such that:

- i. The annular space is sealed from ground level to the top of the water producing strata, or
- ii. The annular space is sealed from ground level to a depth of one hundred (100) feet below the land surface, or
- iii. The annular space is sealed with a minimum cumulative seal of one hundred (100) feet and such that:
 1. The annular space is filled from ground level to a depth of ten (10) feet as specified under Texas Administrative Code, Chapter 76, Water Well Drillers and Pump Installers Rules, and
 2. The seal must cross a confining layer having a thickness in excess of five (5) feet.

The primary purposes of the District establishing specific requirements relate to sealing the annular space of new wells was to 1) reduce the risk of the new wells contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality, and 2) reduce the risk of new wells allowing pollutants migrate into groundwater resources through the annular space.

In the absence of reliable well construction records demonstrating adequate sealing of the annular space of a new well, other techniques may develop credible evidence that the annual space of a new well is not contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality and is not allowing pollutants migrate into groundwater resources through the annular space. Techniques that could be investigated are cement-

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bond logging used in the oil and gas industry and various techniques used to assess the external mechanical integrity of certain injection wells.

Alternatively, a monitoring program could be designed and implemented that evaluates characteristics of groundwater produced from a well over time to identify issues likely related to the sealing of new wells with improperly sealed annular spaces.

Board Action: Mr. Snyder moved to:

1. find that Mr. Pawlik violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 20 feet below the surface; and
2. offer to settle these violations if the following requirements are completed by September 15, 2022:
 1. Mr. Pawlik acknowledges the violation; and
 2. Mr. Pawlik submits evidence of a credible demonstration that:
 1. the subject well was re-worked/re-construct in a manner that satisfies the annular seal requirements of Rule 7.2; or
 2. the annular seal of the subject well is sufficient to to minimize the potential for contamination, degradation, or commingling of waters of different chemical quality and prevent pollutants from entering the well.

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

3.6.3 – Enforcement Case – 20220412.1114 – Edward J. Pawlik

Meeting Discussion: Mr. Andruss explained the District initiated enforcement case EC-20220412.1114 to resolve potential violations of the Rules of the District identified through an investigation related to improper well completion.

The evidence developed through investigation INV-20161117-04A indicates that that Mr. Edward J. Pawlik potentially violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 15 feet below the surface.

Item 3 of Rule 7.2, states "[t]he annular space between the borehole wall and the casing of a well shall be filled with an authorized annular space sealant such that:

- i. The annular space is sealed from ground level to the top of the water producing strata, or

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- ii. The annular space is sealed from ground level to a depth of one hundred (100) feet below the land surface, or
- iii. The annular space is sealed with a minimum cumulative seal of one hundred (100) feet and such that:
 1. The annular space is filled from ground level to a depth of ten (10) feet as specified under Texas Administrative Code, Chapter 76, Water Well Drillers and Pump Installers Rules, and
 2. The seal must cross a confining layer having a thickness in excess of five (5) feet.

The primary purposes of the District establishing specific requirements relate to sealing the annular space of new wells was to 1) reduce the risk of the new wells contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality, and 2) reduce the risk of new wells allowing pollutants migrate into groundwater resources through the annular space.

In the absence of reliable well construction records demonstrating adequate sealing of the annular space of a new well, other techniques may develop credible evidence that the annual space of a new well is not contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality and is not allowing pollutants migrate into groundwater resources through the annular space. Techniques that could be investigated are cement-bond logging used in the oil and gas industry and various techniques used to assess the external mechanical integrity of certain injection wells.

Alternatively, a monitoring program could be designed and implemented that evaluates characteristics of groundwater produced from a well over time to identify issues likely related to the sealing of new wells with improperly sealed annular spaces.

Board Action: Mr. Snyder moved to:

1. find that Mr. Pawlik violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 20 feet below the surface; and
2. offer to settle these violations if the following requirements are completed by September 15, 2022:
 1. Mr. Pawlik acknowledges the violation; and
 2. Mr. Pawlik submits evidence of a credible demonstration that:
 1. the subject well was re-worked/re-construct in a manner that satisfies the annular seal requirements of Rule 7.2; or

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2. the annular seal of the subject well is sufficient to minimize the potential for contamination, degradation, or commingling of waters of different chemical quality and prevent pollutants from entering the well.

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

3.6.4 – Enforcement Case – 20220412.1139 – Tomas Salinas

Meeting Discussion: Mr. Andruss explained the District initiated enforcement case EC-20220412.1139 to resolve potential violations of the Rules of the District identified through an investigation related to improper well completion.

The evidence developed through investigation INV-20211203.0914 indicates that that Mr. Tomas Salinas potentially violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 15 feet below the surface.

Item 3 of Rule 7.2, states "[t]he annular space between the borehole wall and the casing of a well shall be filled with an authorized annular space sealant such that:

- i. The annular space is sealed from ground level to the top of the water producing strata, or
- ii. The annular space is sealed from ground level to a depth of one hundred (100) feet below the land surface, or
- iii. The annular space is sealed with a minimum cumulative seal of one hundred (100) feet and such that:
 1. The annular space is filled from ground level to a depth of ten (10) feet as specified under Texas Administrative Code, Chapter 76, Water Well Drillers and Pump Installers Rules, and
 2. The seal must cross a confining layer having a thickness in excess of five (5) feet.

The primary purposes of the District establishing specific requirements relate to sealing the annular space of new wells was to 1) reduce the risk of the new wells contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality, and 2) reduce the risk of new wells allowing pollutants migrate into groundwater resources through the annular space.

In the absence of reliable well construction records demonstrating adequate sealing of the annular space of a new well, other techniques may develop credible

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evidence that the annular space of a new well is not contaminating or diminishing the quality of groundwater resources through the commingling of waters of different chemical quality and is not allowing pollutants migrate into groundwater resources through the annular space. Techniques that could be investigated are cement-bond logging used in the oil and gas industry and various techniques used to assess the external mechanical integrity of certain injection wells.

Alternatively, a monitoring program could be designed and implemented that evaluates characteristics of groundwater produced from a well over time to identify issues likely related to the sealing of new wells with improperly sealed annular spaces.

Board Action: Mr. Snyder moved to:

1. find that Mr. Salinas violated RULE 7.2: STANDARDS FOR COMPLETION OF WELLS by failing to seal the annular space of the subject well beyond 20 feet below the surface; and.
2. offer to settle these violations if the following requirements are completed by September 15, 2022:
 1. Mr. Salinas acknowledges the violation; and
 2. Mr. Salinas submits evidence of a credible demonstration that:
 1. the subject well was re-worked/re-construct in a manner that satisfies the annular seal requirements of Rule 7.2; or
 2. the annular seal of the subject well is sufficient to minimize the potential for contamination, degradation, or commingling of waters of different chemical quality and prevent pollutants from entering the well.

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

Agenda 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.

4.1 – Investigations and Enforcement Cases related to Groundwater Protection

Meeting Discussion: Mr. Andruss explained on April 12, 2022, the District closed investigation RGCD - GP - CIE - Investigations - INV-20200129:0444 - Potential Contamination of Groundwater at 102 Main Street, Tivoli due to a lack of evidence of groundwater contamination existing at the nearest well sites operated by

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Refugio County WCID 1. A review of lab results posted to the TCEQ website for the public well system indicated that VOCs were not detected.

As of April 12, 2022, the District had an active investigation (RGCD - GP - CIE - Investigations - INV-20191202:1017 - Potential Contamination of Groundwater at Woodsboro Farmers Cooperative - Active) related to groundwater protection. The District opened the investigation in response to notifications received from TCEQ regarding a contamination event. The District contacted TCEQ to obtain a status report for the case. As of March 29, 2022, the responsible party had installed additional monitoring wells, collected additional groundwater samples, and requested a 60-day extension to revising the affected parties report. The District will continue to monitor the case and report to the Board regarding any changes at the meeting scheduled for July 18, 2022.

Board Action: None.

Agenda Item 5: Consideration of and possible action on matters related to Groundwater Monitoring.

5.1 – Report regarding Groundwater Monitoring

Meeting Discussion: Mr. Andruss explained the District completed the synoptic water level and water quality monitoring efforts in February 2022. The District received authorization to collect water level and water quality measurements from four wells within Refugio County not previously monitored.

Board Action: None.

5.2 – Drought Monitoring

Meeting Discussion: Mr. Andruss explained the U.S. Drought Monitor, produced through a partnership between the National Drought Mitigation Center at the University of Nebraska-Lincoln, the United States Department of Agriculture, and the National Oceanic and Atmospheric Administration, indicates that southern portion of Refugio County was experiencing dry or drought conditions as of January 6, 2022.

Board Action: None.

Agenda Item 6: Consideration of and possible action on matters related to Groundwater Conservation including cost-sharing on a conservation education project.

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6.1 – Cost-Sharing related to Promotion of Groundwater Conservation.

Meeting Discussion: Mr. Andruss explained the VCGCD Board approved the proposal submitted by professors Teresa La Sage-Clements and Dmitri Sobolev for professional teacher development and associated student camp focusing on groundwater conservation. Dr. Le Sage informed the District on March 31, 2022, that the professional development sessions are being planned for June 7, 2022, and the purchase of supplies were underway. The District will participate in the professional development sessions.

Board Action: None.

Agenda 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.

7.1 – Report regarding Groundwater Resource Planning

Meeting Discussion: Mr. Andruss explained The 2026 Regional and 2027 State Water Plan draft population and water demand projections have been released by TWDB. This information can be viewed using an interactive dashboard at the following address:

<http://www.twdb.texas.gov/waterplanning/data/dashboard/index.asp>

There were two graphics attached.

The first illustrating historic and projected water demands for Refugio County. TWDB project a total water demand for 2, 724 acre-feet in year 2070.

The second illustrating historic and projected population for Refugio County. TWDB project a population of 7,687 for year 2020 (2020 Census population equals 6,741) and a population of 8,213 in year 2070.

Mr. Andruss also explained the District participated in the Region L Regional Water Planning Group Meeting convened on November 4, 2021. The District will participate in the Region L Regional Water Planning Group Meeting scheduled for February 3, 2022.

The representatives of Management Area 15 were scheduled to meet on April 14, 2022, to continue its joint planning efforts. At the meeting, the representatives will consider accomplishments of member districts and management plans of certain

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member districts. The Desired Future Condition submitted to TWDB in December 2021, has not been designated as administratively complete as of April 12, 2022.

Board Action: None.

Agenda Item 8: Consideration of and possible action on matters related to Groundwater Policy including the Management Plan of the District and draft revisions to the Rules of the District and fee schedule.

8.1 – Review of Draft Rule Revisions and Draft Fee Schedule

Meeting Discussion: Mr. Andruss explained the staff of the District are currently drafting revision to the Rules of the District for the purposes of eliminating unnecessary regulations, streamlining procedures, improving groundwater regulation and long-term management of groundwater resources within Refugio County.

To improve the readability of the rules, the sentence structure has been standardized to be consistent throughout the document (sentence structure: <the relevant persons> <shall, shall not, or may> <requirement>) and the items reorganized in terms of sequence and location within the document.

Below is a listing of the intentional policy changes for which the draft language of the rules is being developed:

1. elimination of provisions related to drilling permits while maintaining the provisions such as certain well spacing requirements, requiring notice of casing placement;
2. replacement of the standard 50-foot property line offset for non-grandfathered wells with a with a production-capacity based offset ratio – 1 foot per GPM;
3. develop a hierarchical method for differentiating between permitting cases associated with relatively low-impact groundwater production (i.e., standard-capacity production) and high-impact groundwater production (high-capacity production) that includes a significant increase to the thresholds used for differentiating cases (from 250 GPM to 500 GPM or 250 AFY) and the examination of proposed and existing permitting on all associated contiguous tracts of groundwater ownership;
4. clarification of the effects of plugging a permitted well;
5. development of procedures for petitioning for changes to the rules of the District;
6. clarification of policies related to permitting public water supply systems and the use of CCN as boundaries of groundwater control for permitting purposes;

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7. development of policy and procedure for special well construction areas as special groundwater management zones;
8. expansion of the authority of the general manager to issue standard-capacity production permits;
9. incorporation of the provisions of the enforcement policy into the rules;
10. addition of rules related to curtailment and reduction of groundwater production.

Board Action: None.

Agenda Item 9: Consideration of and possible action matters related to performance management.

9.1 – Report regarding Performance Management of the District

Meeting Discussion: Mr. Andruss explained on February 10, 2022, the District compiled the annual performance report for the fiscal year ending September 30, 2021. The report was forwarded to the directors prior to the meeting. Based on the review of the activities and projects of the Refugio Groundwater Conservation District between October 1, 2020 and September 30, 2021 and an assessment of the performance standards, the District has determined that all goals and associated objectives established within the Management Plan of the District have been fully achieved during the fiscal year ending September 30, 2021.

Board Action: Mr. Borden moved to accept and approve the annual performance report for the fiscal year ending September 30, 2021. Mr. Biery seconded the motion. The motion passed unanimously.

Agenda Item 10: Consideration of and possible action on matters related to meeting management including minutes of previous meetings.

10.1 – Report regarding Meeting Management

Meeting Discussion: Mr. Andruss explained the next meetings of the Board is scheduled for July 18, 2022, August 15, 2022 (Budget and Tax Rate Matters), and October 17, 2022 with each meeting to convene at 6:00 PM. Special meeting may be scheduled to address unforeseen issues.

Board Action: None.

10.2 – Minutes of Previous Meeting

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Meeting Discussion: Mr. Andruss explained the minutes for the meeting held on January 17, 2022, were sent the board members prior to the meeting.

Board Action: Mr. Biery moved to accept and approve the meeting minutes for January 17, 2022, as drafted. Mr. Borden seconded the motion. The motion passed unanimously.

Agenda Item 11: Consideration of and possible action on matters related to financial management including the annual budget of the district, bank accounts, investments, financial reports of the district, bills and invoices of the district.

11.1 – Financial Reports and Records

Meeting Discussion: Mr. Andruss explained the financial records for March 2022 have been compiled, reviewed, and sent to the board members prior to the meeting.

Board Action: Mr. Snyder moved to accept and approve the financial records for March 2022. Mr. Biery seconded the motion. The motion passed unanimously.

11.1.1 – Financial Transaction Review

Meeting Discussion: Mr. Andruss explained there was 2 lists attached. The first identifying each accounts payable transaction that was recorded since January 1, 2022 as of April 12, 2022. The second identifying each accounts receivable transaction that was recorded since January 1, 2022, as of April 12, 2022.

Board Action: None.

11.2 – Unpaid Accounts Payable

Meeting Discussion: Mr. Andruss explained 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:

1. RGCD - Adm - FM - Accounts Payable - ACCTP-20220330-01 - \$780.00 - Allison, Bass & Magee, LLP - Invoice# 6538 - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED

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2. RGCD - Adm - FM - Accounts Payable - ACCTP-20220401-01 - \$5,965.84 - VCGCD- District Invoice- ILA-202112-01-R - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED
3. RGCD - Adm - FM - Accounts Payable - ACCTP-20220401-02 - \$5,413.28 - VCGCD- District Invoice - ILA-202201-01-R - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED
4. RGCD - Adm - FM - Accounts Payable - ACCTP-20220401-03 - \$5,740.82 - VCGCD- District Invoice- ILA-202202-01-R - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED
5. RGCD - Adm - FM - Accounts Payable - ACCTP-20220405-01 - \$150.00 - VCGCD- Legislative Services- ILA-202107-01-R-LS - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED
6. RGCD - Adm - FM - Accounts Payable - ACCTP-20220405-02 - \$150.00 - VCGCD- Legislative Services- ILA-202109-01-R-LS - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED
7. RGCD - Adm - FM - Accounts Payable - ACCTP-20220411-01 - \$1,168.16 - TML-IRP - TR-YYYYMMDD-SQ-D - \$AMOUNT - ACCOUNTID - UNRECONCILED

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

11.3 – Financial Audit for FY2021

Meeting Discussion: Mr. Andruss explained the Board authorized Goldman, Hunt and Notz to conduct a financial audit of the District for the fiscal year ending September 30, 2022, on October 18, 2022.

The District initiated the project associated with the financial audit of the District for the fiscal year ending September 30, 2022, on December 20, 2021.

Mr. Cox of Goldman, Hunt, and Notz has informed the District that he intended to present the findings of the financial audit of the District for the fiscal year ending September 30, 2021, at this meeting.

Mr. Cox made his presentation, as well as gave out packets of information regarding the annual audit for fiscal year ending September 30, 2022.

Board Action: Mr. Borden moved to accept the report by Mr. Cox regarding the annual audit for fiscal year ending September 30, 2022. Mr. Snyder seconded the motion. The motion passed unanimously.

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Agenda Item 12: Consideration of and possible action on matters related to office administration and management including administrative policies and bylaws, election of officers of the board, staffing, consultant agreements, interlocal cooperation agreements, and support services provided to and from other groundwater conservation districts.

12.1 – Report regarding Administration and Management

Meeting Discussion: Mr. Andruss explained the District is required to submit certain reports to the Texas Comptroller on an annual basis. The District submitted the required reporting to the Texas Comptroller regarding 1) finances and tax and 2) eminent domain authority on March 30, 2022.

The District completed the 2022 Census of Governments, Survey of Public Employment and Payroll on April 13, 2022.

Board Action: None.

12.2 – Review of Administrative Policies

Meeting Discussion: Mr. Andruss explained the Board reviewed the administrative policies of the District on January 19, 2021.

Board Action: Mr. Borden moved to:

1. Revoke all existing administrative policies, excluding the administrative policies established within the RGCD - GPo - PRu - District Rules - Adopted - 20151214, and
2. Re-adopt the following policies as the administrative policies of the District:
 1. RGCD - Adm - AO - Administrative Policies - By-Laws - Adopted 20210119
 2. RGCD - Adm - AO - Administrative Policies - Enforcement Policy - Adopted 20170227
 3. RGCD - Adm - AO - Administrative Policies - Investment Policy - Adopted 20210119
 4. RGCD - Adm - AO - Administrative Policies - Permitting Procedure Policy - Adopted 20170320

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

12.3 – Election of Officers of the Board

Meeting Discussion: Mr. Andruss explained the By-Laws of the District require the election of four officers, President, Vice-President, Secretary, and Treasurer,

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each January. Currently, Mr. Borden serves as President of the Board; Mr. Carter serves as Vice-President of the Board; Mr. Biery as Secretary of the Board; and Mr. Snyder serves as Treasurer of the Board. The Board elected officers on January 19, 2021.

The District submitted an updated district information form to TCEQ on September 16, 2021.

Board Action: Mr. Borden moved 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; and 2) authorize the General Manager to submit an updated district information form to TCEQ. Mr. Biery seconded the motion. The motion passed unanimously.

Agenda Item 13: Consideration of and possible action on matters related to legal counsel report.

Meeting Discussion: None

Board Action: None.

Agenda Item 14: Adjourn

Meeting Discussion: None.

Board Action: Mr. Snyder moved to adjourn the meeting 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 18 day of July, 2022

ATTEST:

Camell E. Borden
District Director

Freddie Biery
District Director