

**Minutes of the Headwaters Groundwater Conservation District Board of Directors Regular Meeting on Wednesday September 11, 2024 Immediately following the 1:30 PM Public Hearing at the Guadalupe Basin Natural Resources Center – Boardroom 125 Lehmann Dr., [RECORDS MGMT.](#) Kerrville, Texas.**

**PERMANENT DOCUMENT**

**1. Call to Order, Pledge of Allegiance, Roll Call, and Certification of Quorum in Compliance with Texas Open Meetings Law.**

Directors Present: Tom Jones – Precinct 1, President  
Laurie Lowe – Precinct 4, Vice-President  
Kenneth Wilke – Precinct 3  
Chris Childs – Precinct 2

Staff Present: Gene Williams, Monica Thibodeaux, Deneise Harris, Michael Mann

Other: Richard Mosty, HGCD Attorney

Directors Absent: John Elliott – At Large, Secretary/Treasurer

**2. Public Comment - Any person may address the Board at any time on any agenda item of this meeting. Non-agenda items may only be addressed during the Public Comment section of this meeting; no formal action will be taken on the non-agenda items.**

N/A

**3. Consent Agenda**

- **Approval of the Regular Meeting Minutes** (August 14, 2024)
- **Approval of Paying of the Bills**
- **Receiving the Treasurer’s Report** (August 2024)
- **Public Funds Investment Policy Reporting** (August 2024)
- **Receiving the Groundwater Report**

Director Lowe motioned to Accept the Consent Agenda. Director Wilke seconded the motion. Director Jones, Director Lowe, Director Childs and Director Wilke all voted in favor. Director Elliott was absent. The motion passed.

4. Discussion and Possible Action, to Adopt the Proposed Budget for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2024 to September 30, 2025.

HEADWATERS GROUNDWATER CONSERVATION DISTRICT 2024-2025 FISCAL YEAR ANNUAL BUDGET OCTOBER 1, 2024 - SEPTEMBER 30, 2025 TAX RATE 0.006722	
<b>REVENUE FY 2024-2025</b>	
FEES	\$45,000
TAX REVENUE	\$579,440
BANK/CHECKING ACCOUNT INTEREST	\$4,800
<b>TOTAL REVENUE</b>	<b>\$629,240</b>
<b>EXPENDITURES FY 2024-2025</b>	
APPRAISAL DISTRICT	\$7,500
AQUIFER INVESTIGATIONS & RESEARCH	\$330,000
BENEFITS	\$59,140
BUILDING COST	\$15,500
DUES	\$2,500
EDUCATION	\$250
ELECTION	\$10,000
ENVIRONMENTAL-WELL PLUGGING	\$1,000
EQUIPMENT, NEW, REPLACEMENT, LEASE	\$9,400
GROUNDWATER MANAGEMENT AREA (GMA 9)	\$20,000
INSURANCE AUTO/PROPERTY/LIABILITY	\$7,594
OFFICE & FIELD SUPPLIES	\$7,150
PAYROLL EXPENSE (Staff/Temp/Contract Salaries)	\$301,997
POSTAGE	\$1,200
PROFESSIONAL SERVICES	\$94,375
ANNUAL SUBSCRIPTIONS	\$4,000
SURETY BONDS	\$1,000
TAX COLLECTION (1%)	\$5,794
TELEPHONE-INTERNET-WEBSITE	\$4,800
TRAVEL-CONFERENCE - TRAINING-MILEAGE	\$3,500
VEHICLE OPERATION	\$4,800
<b>TOTAL BUDGET EXPENDITURES</b>	<b>\$891,500</b>
<b>2024/2025 Budget</b>	
Total Projected Organizational Expenditures FY 2024/2025 →	\$891,500
Less Total Projected Capital Expenditures FY 2024/2025	-\$265,000
Total Projected Operating Expenditures FY 2024/2025	\$626,500
Total Projected Revenue FY 2024/2025 →	\$629,240
<b>Projected Operating Budget Surplus</b>	<b>\$2,740</b>
<b>2023/2024 Budget</b>	
Beginning Fund Balance 10/1/23	\$506,943
Total Projected Revenue FY 2023/2024	\$594,632
Total Funds to Cover 23/24 Budget	\$1,101,595
Projected Total Expense FY 2023/2024	-\$507,448
<b>Projected Ending Fund Balance 9/30/24</b>	<b>\$594,147</b>

Information Supplied in Compliance with Water Code 36.154 FY 2024-2025 Annual Budget		
<b>1. No Outstanding Obligations</b>		
<b>2. Cash on hand for each fund -July 31, 2024</b>		
CD Security State Bank		\$105,281
Operating Account - Security State Bank		\$610,970
<b>Total Assets</b>		<b>\$716,251</b>
<b>3. The amount of revenue received by the District from all sources during the previous year. (Oct. 22- Sep. 23)</b>		
Permits for Wells		\$59,602
Tax Collection		\$503,265
Temporary Investment Interest		\$558
<b>Total Revenue for Previous Year</b>	<b>2022-2023</b>	<b>\$563,425</b>
<b>4. The amount of revenue projected to be available to the District During the ensuing year.</b>		
		<b>\$629,240</b>
<b>5. The amount of the balances expected at the end of the year in which the budget is being prepared.</b>		
		<b>\$594,147</b>
<b>6. The estimated amount of Revenue and balances available to cover the proposed budget.</b>		
		<b>\$1,223,387</b>
<b>7. The estimated Tax Rate or fee revenues that will be required.*</b>		
		<b>\$0.006722</b>
The annual budget may be amended with approval from the Board of Directors.		

Director Lowe motioned to Adopt the Proposed Budget for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2024 to September 30, 2025. Director Wilke seconded the motion. Director Jones, Director Lowe, Director Childs and Director Wilke all voted in favor. Director Elliott was absent. The motion passed.

5. **Discussion and Possible Action, after Notice and Hearing, to Adopt the Proposed Tax Rate of \$0.006722 for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2024 to September 30, 2025 by Roll Call Vote and Resolution 2024-03.**

Director Lowe motioned to Adopt the Proposed Tax Rate of \$0.006722 for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2024 to September 30, 2025 by Roll Call Vote and Resolution 2024-02. Director Wilke seconded the motion. Director Jones, Director Lowe, Director Childs and Director Wilke all voted in favor. Director Elliott was absent. The motion passed.

Roll Call Vote:

Tom Jones (Pct. 1) – Yes

Chris Childs (Pct. 2) – Yes

Kenneth Wilke (Pct. 3) – Yes

Laurie Lowe (Pct. 4) – Yes

John Elliott (At Large) – Absent

6. **Discussion and Possible Action, to Approve/Authorize the HGCD Holiday Schedule for 2024-2025.**



**Headwaters GCD  
Holiday Schedule 2024-2025**

<b>2024-2025 HOLIDAY SCHEDULE</b>		
<b>COLUMBUS DAY</b>	<b>MONDAY</b>	<b>10/14/2024</b>
<b>VETERANS DAY</b>	<b>MONDAY</b>	<b>11/11/2024</b>
<b>THANKSGIVING DAY</b>	<b>THURSDAY</b>	<b>11/28/2024</b>
<b>THANKSGIVING FRIDAY</b>	<b>FRIDAY</b>	<b>11/29/2024</b>
<b>CHRISTMAS EVE</b>	<b>TUESDAY</b>	<b>12/24/2024</b>
<b>CHRISTMAS DAY</b>	<b>WEDNESDAY</b>	<b>12/25/2024</b>
<b>NEW YEAR'S HOLIDAY</b>	<b>WEDNESDAY</b>	<b>01/01/2025</b>
<b>MARTIN LUTHER KING DAY</b>	<b>MONDAY</b>	<b>01/20/2025</b>
<b>PRESIDENTS' DAY</b>	<b>MONDAY</b>	<b>02/17/2025</b>
<b>GOOD FRIDAY</b>	<b>FRIDAY</b>	<b>04/18/2025</b>
<b>MEMORIAL DAY</b>	<b>MONDAY</b>	<b>05/26/2025</b>
<b>INDEPENDENCE DAY</b>	<b>FRIDAY</b>	<b>07/04/2025</b>
<b>LABOR DAY</b>	<b>MONDAY</b>	<b>09/01/2025</b>

Director Wilke motioned to Approve/Authorize the HGCD Holiday Schedule for 2024-2025. Director Childs seconded the motion. Director Jones, Director Lowe, Director Childs, and Director Wilke all voted in favor. Director Elliott was absent. The motion passed.

7. **Discussion and Response to Petition for Rulemaking regarding Rule Changes to Rule #12.C in the Headwaters Groundwater Conservation District Rules (Revised July 10, 2024).**

**Comments and arguments were presented by:**

Ronnie Buchert – Center Point, TX

Richard Bohnert – Center Point, TX

Hugh Jons – Comfort, TX

Director Childs motioned to Accept the Rule Change to Rule #12.C in the Headwaters Groundwater Conservation District Rules (Revised July 10, 2024). Director Lowe seconded the motion. Director Jones and Director Lowe voted in favor. Director Childs and Director Wilke voted opposed. Director Elliott was absent. The motion failed.

8. **General Manager's Report**

- **Drought Update**

No Action Taken.

9. **Action, if any, resulting from Executive Session.**

N/A

10. **Directors Request for Agenda Items for Next Meeting.**

Director Lowe requested information and details on the Ellenberger Aquifer, any data, status, availability or general knowledge pertaining to Kerr County be shared.

11. **Adjournment**

Director Wilke motioned to Adjourn. Director Childs seconded the motion. Director Jones, Director Lowe, Director Childs, and Director Wilke all voted in favor. The motion passed.

**APPROVED:**



**Tom Jones**  
**Board of Directors, President**



**Laurie Lowe**  
**Board of Directors, Vice President**