

**Minutes of the Headwaters Groundwater Conservation District Board of Directors Regular Meeting on Wednesday September 10, 2025
Immediately following the 1:30 PM Public Hearing at the Guadalupe Basin Natural Resources Center – Boardroom 125 Lehmann Dr.,
Kerrville, Texas.**

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

Directors Present: Chris Childs – Precinct 2, President
Laurie Lowe – Precinct 4, Vice-President
John Elliott – At Large, Secretary/Treasurer
Kenneth Wilke – Precinct 3
Jeffrey Wendling – Precinct 1

Staff Present: Gene Williams, Monica Thibodeaux, Deneise Harris

Other: Richard Mosty, HGCD Attorney

Staff Absent: Michael Mann

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 13, 2025)
- **Approval of Paying of the Bills**
- **Receiving the Treasurer's Report** (August 2025)
- **Public Funds Investment Policy Reporting** (August 2025)
- **Receiving the Groundwater Report**

Director Lowe motioned to Accept the Consent Agenda. Director Wilke seconded the motion. Director Childs, Director Lowe, Director Elliott, Director Wilke and Director Wendling all voted in favor. 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, 2025 to September 30, 2026.

HEADWATERS GROUNDWATER CONSERVATION DISTRICT 2025-2026 FISCAL YEAR ANNUAL BUDGET OCTOBER 1, 2025 - SEPTEMBER 30, 2026 TAX RATE 0.008573 / \$100		
Line Item No.	FY REVENUE	2025-2026 ANNUAL BUDGET
1	PERMITS FOR WELLS	\$65,000
2	TAX COLLECTION REVENUE	\$617,458
3	CHECKING/CD INTEREST	\$7,620
	TOTAL REVENUE	\$690,078
Line Item No.	FY EXPENDITURES	2025-2026 ANNUAL BUDGET
4	APPRAISAL DISTRICT	\$6,181
5	AQUIFER INVESTIGATIONS	\$886,100
6	BENEFITS	\$59,388
7	BUILDING COSTS	\$16,000
8	TAGD DUES	\$2,700
9	EDUCATION	\$250
10	ELECTION	\$0
11	ENVIRONMENTAL - WELL PLUGGING	\$1,000
12	OFFICE EQUIPMENT	\$12,600
13	GMA9 EXPENSES	\$20,040
14	INSURANCE	\$7,884
15	OFFICE & FIELD SUPPLIES	\$11,850
16	PAYROLL EXPENSES	\$311,543
17	POSTAGE	\$1,200
18	PROFESSIONAL SERVICES	\$86,125
19	ANNUAL SUBSCRIPTIONS	\$6,282
20	SURETY BONDS	\$1,000
21	TAX COLLECTION (1% COMM)	\$6,175
22	TELEPHONE & INTERNET	\$7,000
23	TRAVEL, CONFERENCE, & TRAINING	\$5,050
24	VEHICLE OPERATION	\$5,160
	TOTAL BUDGET EXPENDITURES	\$1,267,348
FY 2025-2026 BUDGET TOTALS		2025-2026 ANNUAL BUDGET
TOTAL PROJECTED ORGANIZATIONAL EXPENDITURES FY 2025-2026 ->		\$1,267,348
LESS PROJECTED NON-OPERATIONAL EXPENDITURES FY 2025-2026 ->		-\$849,800
TOTAL PROJECTED OPERATING EXPENDITURES FY 2025-2026 ->		\$617,548
TOTAL PROJECTED REVENUE FY 2025-2026 ->		\$690,078
PROJECTED OPERATING BUDGET SURPLUS ->		\$72,530
BUDGET TOTALS		2025-2026 ANNUAL BUDGET
FISCAL YEAR BEGINNING FUND BALANCE		ON 10/1/2024 ↓ \$802,350
TOTAL PROJECTED FISCAL REVENUE		\$690,078
TOTAL FUNDS TO COVER BUDGET		\$1,282,428
PROJECTED TOTAL EXPENSES FY 2024-2025		-\$1,267,348
PROJECTED ENDING FUND BALANCE		\$25,080

Information Supplied in Compliance with Water Code 36.154 FY 2025-2026 Annual Budget

1. No Outstanding Obligations	\$0
2. Cash on hand for each fund -July 31, 2025	
CD Security State Bank	\$210,841
Operating Account - Security State Bank	\$547,085
Total Assets	\$757,925
3. The amount of revenue received by the District from all sources during the previous year. (Oct. 2023- Sep. 2024)	
Permits for Wells	\$58,027
Tax Collection	\$549,349
Temporary Investment Interest	\$4,900
Other Income - Sale of Used Vehicle	\$11,111
Total Revenue for Previous Year (2023-2024)	\$623,387
4. The amount of revenue projected to be available to the District During the ensuing year. (2025-2026)	\$690,078
5. The amount of the balances expected at the end of the year in which the budget is being prepared. (2024-2025)	\$602,350
6. The estimated amount of Revenue and balances available to cover the proposed budget.	\$1,292,428
7. The estimated Tax Rate or fee revenues that will be required.*	\$0.006573

The annual budget may be amended with approval from the Board of Directors.

Director Wendling motioned to Adopt the Proposed Budget for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2025 to September 30, 2026. Director Lowe seconded the motion. Director Childs, Director Lowe, Director Elliott, Director Wilke, and Director Wendling all voted in favor. The motion passed.

5. **Discussion and Possible Action, after Notice and Hearing, to Adopt the Proposed Tax Rate of \$0.006573 for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2025 to September 30, 2026 by Roll Call Vote and Resolution 2025-02.**

Director Elliott motioned to Adopt the Proposed Tax Rate of \$0.006573 for the Headwaters Groundwater Conservation District for the Fiscal Year October 1, 2025 to September 30, 2026 by Roll Call Vote and Resolution 2025-02. Director Lowe seconded the motion. Director Childs, Director Lowe, Director Elliott, Director Wilke and Director Wendling all voted in favor. The motion passed.

Roll Call Vote:

John Elliott (At Large) – Yes

Jeffrey Wendling (Pct. 1) – Yes

Chris Childs (Pct. 2) – Yes

Kenneth Wilke (Pct. 3) – Yes

Laurie Lowe (Pct. 4) – Yes

6. **Discussion and Possible Action, to Approve/Authorize the HGCD Holiday Schedule for 2025-2026.**



HEADWATERS GCD

2025-2026 HOLIDAY SCHEDULE		
COLUMBUS DAY	MONDAY	10/13/2025
VETERAN'S DAY	TUESDAY	11/11/2025
THANKSGIVING DAY	THURSDAY	11/27/2025
THANKSGIVING FRIDAY	FRIDAY	11/28/2025
CHIRSTMAS EVE	WEDNESDAY	12/24/2025
CHRISTMAS DAY	THURSDAY	12/25/2025
NEW YEAR'S DAY	THURSDAY	01/01/2026
MARTIN LUTHER KING DAY	MONDAY	01/19/2026
PRESIDENT'S DAY	MONDAY	02/16/2026
GOOD FRIDAY	FRIDAY	04/03/2026
MEMORIAL DAY	MONDAY	05/25/2026
INDEPENDENCE DAY (OBSERVED)	FRIDAY	07/03/2026
LABOR DAY	MONDAY	09/07/2026

Director Wendling motioned to Approve/Authorize the HGCD Holiday Schedule for 2025-2026. Director Wilke seconded the motion. Director Childs, Director Lowe, Director Elliott, Director Wilke and Director Wendling all voted in favor. The motion passed.

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

Director Wilke would like the Groundwater Report to be moved from the Consent Agenda to the General Manager's Report with a briefing on the well levels and information from the hydrographs to be presented to the Board.

Director Lowe requested an agenda item to discuss goals to be set by the Board and the District.

****ZOOM MEETING ENDS****

8. **Executive Session** - *The Headwaters Groundwater Conservation District Board of Directors at any time during a regular or special meeting may conduct an executive session in compliance with the Texas Open Meetings Act, Chapter 551 Government Code; Section 551.074- Personnel Matters. This section permits executive session deliberations concerning an individual officer or employee. Final action, decision, or vote on a matter deliberated in an executive session under this chapter may only be made in an open meeting.*


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

Director Lowe motioned to accept the Retirement request of Gene Williams to be effective October 1, 2025. Director Elliott seconded the motion. Director Wendling motioned to appoint Monica Thibodeaux as interim General Manager. Director Lowe seconded the motion. Director Childs, Director Lowe, Director Elliott, Director Wilke and Director Wendling all voted in favor. The motions passed.

10. **Adjournment**

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

APPROVED:



Chris Childs

Board of Directors, President



John Elliott

Board of Directors, Secretary/Treasurer