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## SUTTON COUNTY UNDERGROUND WATER CONSERVATION DISTRICT

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**Board Meeting**  
**July 8, 2025 – 9:00 a.m.**  
**Edwards Plateau Soil & Water Conservation District Board Room**  
**301 S. Crockett Ave.**  
**Sonora, Texas**

### **Minutes**

Directors Present: Robert Mayer, Erika Campbell, Wheless Baker and Chacho Cahill

Directors Absent: James Archer

District Staff Present: Meredith Allen, Sofia Galindo and Lana Tolleson

#### **Board Meeting**

**1. Call Meeting to Order**

Board President Robert Mayer called the Board Meeting to order at 9:02 a.m.

**2. Action, Discuss, or Consider Resignation Letter from Charles “Butch” Taylor, Precinct 3**

The District received a resignation letter from Charles “Butch” Taylor, Director for Precinct 3 stating the need to resign from the board due to health issues. After thanking Dr. Taylor for his many years of service to the Board, a motion was made by Director Erika Campbell to accept Taylor’s resignation letter with a second by Director Wheless Baker. The motion passed unanimously.

**3. Action, Discuss, or Consider Appointment of new Director to fill unexpired term for Precinct 3**

Baker made a motion to appoint Carl J. “Chacho” Cahill to fill the unexpired term for Director for Precinct 3. The motion received a second from Campbell. Those voting in favor of the motion: Baker, Campbell, and Mayer. Those voting against the motion: none. The motion passed unanimously.

**4. Swearing In Ceremony for new Director, Precinct 3**

Sutton County Judge Jody Harris was present to administer the Statement of Office and Oath of Office for Carl J. Cahill, Precinct 3.

**5. Action, Discuss, or Consider Election of Officers**

After discussion with newly sworn-in board members, Director Chacho Cahill made a motion to elect Erika Campbell as Treasurer. The motion received a second from Baker and passed unanimously.

**6. Recognize Visitors - Any person or group wishing to speak to the Board on any item on the Agenda will be allowed 5 minutes**

Cole Ruiz, Attorney for Sutton County UWCD

**7. Water Level and Rainfall Report**

Technician Sofia Galindo presented the water level and rainfall reports.

**8. Quarterly Well Registration Report**

Galindo presented the Quarterly Well Registration report.

**9. Action, Discuss, or Consider Approval of Minutes of the May 13, 2025 Board Meeting**

Campbell made a motion to approve the minutes of the May 13, 2025 Board meeting with a second by Baker. The motion passed unanimously.

**10. Action, Discuss, or Consider Approval of Bills and Financial Statements for May 2025**

Operations Manager Lana Tolleson reviewed the bills and financial statements for May 2025 and answered questions from the Directors. Campbell made a motion to approve the bills and financial statements for May 2025 with a second by Baker. The motion passed unanimously.

**11. Action, Discuss, or Consider Signatory on District Bank Accounts and Investments**

After discussion, Baker made the following motion:

1. All Directors, plus the Consulting Manager and the Operations Manager, will sign the bank signature card for the District's checking account and Money Market account. All checks will require two signatures.
2. Only the President, Treasurer and Operations Manager will sign the bank signature card for the District's Investments/Certificates of Deposit.

The motion was seconded by Cahill and passed unanimously.

**12. Action, Discuss, or Consider Approval of Quarterly Investment Report – 3rd Quarter FY 2024-2025**

Tolleson reviewed the Quarterly Investment Report for the 3rd quarter of FY 2024-2025. Cahill made a motion to approve the Quarterly Investment Report. The motion was seconded by Baker and passed unanimously.

**13. Action, Discuss, or Consider Board Discussion on Financial Matters**

After discussion and consultation with Cole Ruiz, the District's attorney, and Ryan Smith, the District's auditor (via Zoom), Baker made a motion to designate the District's fund balances (CDs and MMA) as listed on the proposed FY 25/26 draft budget as follows:

1. Operating Reserves
2. District Vehicles/Equipment
3. Capital Expenditures
4. Research/Education
5. Legal Reserves/Compliance

The motion was seconded by Campbell and passed unanimously.

**14. Action, Discuss, or Consider Property Struck Off to the Taxing Jurisdictions for Delinquent Property Taxes. The Properties being identified as R100221, R100844, and R101573.**

Cahill made a motion to accept the bids received for the following:

1. R100221 - \$2,000 from Fred Chavez
2. R100844 - \$4,000 from Ruben Q. White
3. R101573 - \$3,500 from Dora Isabel Lopez

The motion was seconded by Baker and passed unanimously.

**15. FY 25/26 Budget Workshop**

The Directors reviewed the proposed draft budget for FY 25/26 and made adjustments as needed

**16. Action, Discuss, or Consider Proposed Draft Budget for FY 25/26 and set Public Hearing date**

Campbell made a motion to approve the amended draft budget and set the public hearing date for Tuesday, August 12<sup>th</sup> beginning at 9:00 a.m. The regular board meeting will follow. The motion was seconded by Baker and passed unanimously.

**17. Executive Session: Deliberations about Personnel Matters: In accordance with Texas Government Code 551.074**

The Board of Directors convened into Executive Session at 10:50 a.m.

**18. Action Reconvene into Open Session and Consider Action, if any, regarding decisions discussed in Executive Session**

The Board of Directors reconvened into Open Session at 11:20 a.m. Campbell made a motion to provide a retention incentive to each staff member of \$2,497.21 from the Reserve for Salary Administration budget line item payable before September 30<sup>th</sup>. The motion was seconded by Baker and passed unanimously.

**19. Consulting Manager's Comments**

- a. **GMA** – Consulting Manager Meredith Allen reported that GMA 7 will hold a meeting in Sonora at the Civic Center on August 14<sup>th</sup> to discuss DFCs.  
Allen also informed the Board that the 4H Water Ambassadors will make their annual trip to the Devil's River on July 22<sup>nd</sup>.
- b. **Legislative Update** – Allen and Attorney Cole Ruiz gave the Directors an update on legislative bills that passed and those that will be taken up in special session.

**20. Operations Manager's Comments**

- a. TAGD Groundwater Summit – August 19-21** – Tolleson reminded the Directors that the annual Groundwater Summit will be held in San Antonio August 19 – 21. Directors Campbell and Cahill will be attending, along with Allen, Galindo and Tolleson.

**21. Director Comments/Directives to Staff**

Pay incentives to employees by end of August.

Thanks to Attorney Cole Ruiz for attending the meeting and providing guidance

**22. Action, Discuss, or Consider meeting adjournment**

Baker made a motion to adjourn at 11:47 a.m. with a second by Campbell. The motion passed unanimously.

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Presiding Officer

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Date

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Attesting Signature