

MENARD COUNTY UNDERGROUND WATER DISTRICT
Minutes of the Regular Meetings of the Board of Directors
September 18, 2026

Pursuant to notice posted in accordance with law, the Board of Directors of the Menard County Underground Water District held a meeting at 1:00 p.m. at the at the Menard County Courthouse, 206 San Saba, Menard, Texas. Directors Present were Dr. Sheridan Duncan, Jim Wright, Jay Kothmann, Lisa Brown and Dick Winters. Staff Present was Meredith Allen and Lydia Damon. Guests were Debra Roberson, James McBee, Denisa McBee and Paul Mews.

1. Board President Dr. Sheridan Duncan called the meeting to order at 1:00 pm after establishing a quorum.
2. No public comment was heard.
3. Meredith Allen spoke of the outcome of the Commissioner's Court meeting held on Monday, September 14, 2026. The District's counteroffer to the rental agreement was an agenda item. At the conclusion of the meeting the Commissioner's Court offered the District three options concerning office space. First option is stay in current office and pay full rent of \$895.02; second option was to pay the amount in the counteroffer of \$500 but exchange offices with the County Attorney on the fourth floor; third option is to move out of the Courthouse. Meredith then explained that if the Board recommends moving out of the Courthouse, there are two options for rental properties. One is an independent office of similar size to the current office, located at 111 Ellis Street, for \$300 per month rent. A photo of the space was made available for the Board to review. The second option was offered by Avana Bank. Avana Bank stated the District could share space with their employees for no rental fee, as long as the District's banking was moved to Avana. Meredith Allen reminded the Board that the District is subject to the Public Funds Investment Act and our own Investment Policy, which states that banking services must be bid through a Request for Proposal process. The District could not move banking operations without following this process or it would be in violation of its own policy.
4. After discussion, a motion was made by Jim Wright to move from the Courthouse to the 111 Ellis Street office. The motion was seconded by Dick Winters. The motion carried unanimously. Meredith Allen discussed administrative issues that need to be taken care of with a special request to allow the District to install new flooring. Administrative issues include District phone, internet, electricity and a mini-split for climate control. The landlord did state verbally to Meredith and Lydia Damon that there could be rental reduction for improvements made to the office space. A motion was made by Dick Winters to authorize the Manager and Office Manager to take care of all logistical matters for the office move. The motion was seconded by Jay Kothmann. The motion carried unanimously.
5. The Board meeting was relocated to 111 Ellis for all Board members to view the new space. After reviewing the space, Jay Kothmann made a motion to adjourn. The motion was seconded by Dick Winters. The motion passed unanimously. The meeting was adjourned at 1:41 p.m.



Presiding Officer