

THE STATE OF TEXAS  
THE COUNTY OF LUBBOCK

The Board of Directors of the Lubbock County Water Control and Improvement District No. 1 convened in a **CALLED** meeting in the Board Room of the administration building at the entrance to Buffalo Springs Lake in Lubbock County, Texas on **Wednesday, February 1, 2017** with the following persons present:

Board Members Present: Bill Moore, President  
Casey Hildebrandt, Vice President  
Sandra Lewis, Secretary / Treasurer  
Greg Thornton, Director  
Tom Keisling, Director

Staff Present: David Denman, General Manager  
Heather Purcell, District Secretary  
Penny Jones, Promotions Director  
Gwen White, Finance Director

Guests Present: Greg Lewis, Resident  
Steve Clabaugh, Resident  
Chris Toelle, Resident

**1. Call meeting to order and Invocation**

President Bill Moore called the meeting to order with **five** members present at 3:00 pm and gave an invocation.

**2. Public Comment**

Kai and Jim Evans of Adventure Park came before the board to introduce themselves and let the board know that they would be interested in putting a ropes course, rock climbing wall, or a zip line in at Buffalo Springs Lake. The Evans asked the board if they could come back in approximately two weeks with a proposal. The board approved the request.

**3. Approve minutes of January 26, 2017**

**Director Hildebrandt made a motion to approve the minutes of January 26, 2017 as written. Director Thornton seconded the motion. Director Moore, Director Hildebrandt, Director Lewis, and Director Thornton voted aye. The motion passed.**

**4. Approve minutes of January 31, 2017**

**Director Hildebrandt made a motion to approve the minutes of January 31, 2017 as written. Director Thornton seconded the motion. The motion passed unanimously.**

**5. Utility Report by Robbie Green on water sales and loss**

Robbie Green reported that Boot Hill restroom used one million gallons of water from end of May 2016 to end of August 2016. Mr. Green guessed the other two restrooms with showers use the same amount of water. He reported there was a lot of water lost on repairs that had to be made to the line going to the water tower. The board would like all the restrooms metered. Director Keisling stated that there are 7 million gallons of water unaccounted for and this will help access where the water is going. Robbie Green stated that Lakeside Grocery store and the Marina are commercial water rates which use 3½ million gallons of water per year. Director Thornton stated he did not think we have a huge amount of water loss. Mr. Green agreed and stated the new line is in and working. Director Thornton stated that the water district is close to having everything metered and it is the responsibility of the water district to have each restroom and campground metered. Director Keisling stated the board also needs to know how much water is being used for camping fees and sewer rates with Ransom Canyon. He also said it was important to keep a history on the water usage since spikes could mean a water leak. Director Thornton asked Mr. Green if he was reading every meter. Mr. Green said every meter is getting read by Martin Noey and Randall Greenfield in approximately two 7 hour days. President Moore stated that is roughly

thirty hours a month. David Denman stated that the next day is committed to go back and re-read the meters that are misread. Mr. Green stated that there are several small towns changing over to the Zener Meter that read each meter electronically. President Moore stated that this was promoted from some questions asked at the last board and said there are no huge leaks right now. Mr. Green said if you are going to go to the new system there would be no point in putting in the meters previously discussed. If the board is not going to go that direction, than the utility department will get them installed before the summer begins. Director Thornton said he thinks the pay back is too high or too long. Director Lewis agreed with Director Thornton and said it would take twelve years and not include the man hours to replace all the meters to read them. Mr. Green suggested increasing the water rate by two dollars on each water bill to pay for the new meters. Director Hildebrandt stated that there is some trade off with the labor that could be used on other projects that could be done. President Moore asked if anyone had every investigated reading meters every three or four months and developing an averaging system like the city does with electricity. Mr. Green said to his understanding the water district could average every other month and could cause a lot of complaints. Mr. Green said the computer system the water district is using is not set up for that. Director Keisling suggested six month read of the meters that stay in the normal range all year to help save labor. Mr. Green brought it to the board's attention if the meters were only read every six months there would be no way to catch a water leak. The board agreed. Director Keisling stated that he thinks the utility department should continue to read the meters that are in place. The board of directors agreed.

#### **6. Maintenance progress / update report by David Denman**

- David Denman stated the bathrooms at the marina were under heavy construction to complete from head to toe and then Mike Gryder asked us to stop due to his super bowl party. After the super bowl party the maintenance department will clean and paint the floors with oil based paint.
- There was a discussion in a board meeting about getting a CDL License for each of drivers or some of drivers for the truck. Mr. Green stated that the current dump truck is illegal and will take money to get it update to where it will be legal. The brake and drum are no longer available for the dump truck. It will not pass DOT. Director Thornton stated he does not want to see the truck on the highway (does not want it to leave the lake) or be used on crowded weekends. He wants someone who is really confident driving it at the lake. The board agreed.
- Aubrey Spear who is an engineer with the City of Lubbock met with Mr. Denman to show the request for Pinkies. Lubbock cannot legally sell them water, but they can sell it to Buffalo Springs Lake and the water district can sell it to Pinkies. Director Thornton stated that was part of an agreement the board had signed that Pinkies will pay for the line and the water district will charge a commercial rate. Mr. Denman stated it is still another thirty day out before a decision will be made.

#### **7. Manager Report by David Denman (Employee Wage History, Letters, and Property Update #136)**

- Lot 136 will be transferring to Justin Martin who is a builder. Mr. Martin is planning to level that property and have a new property completed within a year.
- Lot 77 is awaiting paperwork for the water district attorney.
- Jessica Febre at Lot 536 purchased the demo permit today.
- The board received a list of all the letters sent to residents to comply with lot lease requirements.
- Mr. Denman sent each board member an email with two options for employee wages. President Moore stated that the board members did not express an opinion on the amount of money to be raised to the employees. President Moore said it is not the boards business to make those decisions. The board just wanted the data that Mr. Denman gave the board that showed the current status of each employee. The board ask Mr. Denman to decide with what information he has what you need to do with these employees, but Mr. Hildebrandt suggested there be some mechanism with which to discuss with them the reasons for the amount that you gave them, what their goals need to be, etc. The employees need that. The board needs that in each employees file. Mr. Denman stated he needs more time to get to know the employees and get out and go with them in field before he feels qualified to sit down and talk with each of them. Mr. Denman stated that it is his budget proposal because what should have been done last September and approved is now being catch up. Raises will be part of the budget approval if the board feels that is justified.

#### **8. Financial Summary by Bill Moore**

President Moore gave each board member a financial performance showing December net appreciation the water district took in which totaled \$176,000.00 revenue, of which \$128,000.00 was lot lease money. In expenditures \$173,000 was spent in the categories listed. This left the water district revenue over cost of \$3,000.00. \$838,000.00 was the cash ending in the month of December broken down into the following categories; checking account, election fund, the general fund, the infrastructure, the utility account, water tanks, roads, and lot sales. President Moore assed the money un-appropriated money would be \$110,000.00 in the election fund since the water district is paying about \$17,000.00 a year on a debt. \$300,000.00 in the infrastructure, \$145,000.00 from the lot sales, that is over half a million dollars, un-appropriated. In January on the income statement are actual performances from last year; January \$84K in revenue and \$213,000.00 in expenses. President Moore stated there was a huge vacillation in expenses from January to February to March to April to May. The actual money the water district has in the bank at the end of January is \$795,000.00 broken down into the following categories; checking went down to \$99, the election fund went up a little bit, general fund stayed the same, infrastructure, utilities and water basically stayed the same, roads went up by about the \$13 or \$14 we put in there every month. The lot sales stayed the same, which gives the water district \$795,000.00. The difference between last year's cash at the end of January and this year's cash is up \$94,000.00.

**9. Follow up on New Gate Construction / Point of Sales System / Gate Operations**

Director Keisling would like to change the open area on the gate and enclose it. The board told Director Keisling that a motion to approve the plans had already been approved.

**10. Executive Session**

The Board of Director met in Executive Session as authorized under Article 6252-17, Section Paragraph (f) and (g). The Board convened into Executive Session at 5:02 pm.

- (a) Personnel, Section 551.074
- (b) Contracts, Section 551.072

**11. Reopen in regular session and take action if necessary**

The Board of Directors reopened into regular session at 6:10 pm

**12. Report from David Denman, General Manager – No Action Taken.**

**13. Public Comment**

**14. Adjourn**

The Board of Directors adjourned at 6:11 pm.