

BSL **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF SEPTEMBER 12, 2023**

The Lubbock County Water Control and Improvement District No. 1 (LCWCID) Board of Directors met in a **CALLED** meeting on **SEPTEMBER 12, 2023**, at 9:00 a.m. in the Administration office located at Buffalo Springs Lake in Lubbock County, Texas, at 9999 High Meadow Road, Lubbock, Texas. Notice of the meeting was legally posted in accordance with Government Code, Title 551, Open Meetings

1. CALL TO ORDER AND INVOCATION

DIRECTOR ADAMS OPENED THE MEETING AT 9 AM. DIRECTOR ADAMS GAVE THE INVOCATION.

2. ANNOUNCEMENT OF QUORUM

BOARD MEMBERS PRESENT: NICOLE ADAMS, DOUG PARSLEY, JANNETT BARCENAS, JOEL PROCK

3. PUBLIC COMMENTS

No Public Comment

4. EXECUTIVE SESSION

No action taken.

5. APPROVAL OF AUGUST 1, 2023, MINUTES

Director Parsley made a motion to approve the minutes of **AUGUST 1, 2023**, as written.

Director Prock seconded the motion. The motion passed unanimously.

6. NEW BUSINESS

4.1 Discuss, Consider and take action on the Resignation and removal on the signature card of Precinct 2 Board President Casey Hildebrandt

Director Parsley made a motion to Discuss, Consider and take action on the Resignation and removal on the signature card of Precinct 2 Board President Casey Hildebrandt. Director Prock seconded, and the motion passed unanimously.

Director Prock made a motion to accept Casey Hildebrandt resignation, Director Barcenas seconded, and the motion passed unanimously.

4.1.1 Discuss, Consider and take action on the future appointment of Precinct 2 Board Member

Director Prock made a motion to Discuss, Consider and take action on the future appointment of Precinct 2 Board Member. Director Parsley seconded, and the motion passed unanimously.

Director Prock made a motion to take resumes and set up interviews with applicants, Director Barcenas seconded, and the motion passed unanimously.

4.2 Discuss, Consider and take action on Freese and Nichols's update. (McMillian Dam)

Director Barcenas made a motion to Discuss, Consider, and take action on Freese and Nichols's update. (McMillian Dam). Director Prock seconded, and the motion passed unanimously. Heather Keister with Freese and Nichols presented an update for the McMillian Dam repairs.

4.3 Discuss, Consider, and take action on Campground S renovations.

Director Parsley made a motion to Discuss, Consider, and take action on Campground S renovations. Director Prock seconded, and the motion passed unanimously.

Director Prock made a motion to move forward with the purchase of materials for the renovation of campground S. Director Parsley seconded and the motion passed unanimously.

4.4 Discuss, Consider, and take action on the 2024 Fireworks Display schedule and funding.

Director Prock made a motion to Discuss, Consider, and take action on the 2024 Fireworks Display schedule and funding. Director Barcenas seconded, and the motion passed unanimously.

The 2024 Fireworks Display will be on July 6th and funding will be discussed at a later date.

4.5 Discuss, Consider and take action on water, sewer, and garbage rate increases.

Director Prock made a motion to Discuss, Consider, and take action on water, sewer, and garbage rate increases. Director Parsley seconded, and the motion passed unanimously.

Director Prock made a motion to begin the \$5 increase on sewer beginning on

January 1, 2024, Director Barcenas seconded, and the motion passed unanimously.

Director Prock made a motion to begin the \$2.00 increase on trash beginning October 1, 2023. Director Parsley seconded, and the motion passed unanimously. Director

Prock made a motion to increase the water in tiers of three beginning at \$.25 for the base rate up to one thousand gallons, 1 thousand to 5 thousand \$.11 per thousand gallons, 5 thousand to 9 thousand gallons or more will go up \$.13 per thousand gallons. Director Parsley seconded, and the motion passed unanimously.

4.6 Discuss, Consider, and take action for Texas Twister winter season group rates.

Director Barcenas made a motion to Discuss, Consider, and take action for Texas Twister winter season group rates. Director Parsley seconded, and the motion passed unanimously.

NO ACTION TAKEN



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4.7 Discuss, Consider and take action for Employee Medical Coverage incentive for employee families.

Director Parsley made a motion to Discuss, Consider and take action for Employee Medical Coverage incentives for employee families. Director Barcenas seconded, and the motion passed unanimously.

NO ACTION TAKEN

7. 4.8 Discuss, Consider, and take action for Airbnb's
NO ACTION TAKEN

8. OLD BUSINESS

5.1 Discuss, Review and take action regarding Budget Considerations for the Fiscal Year 2023-2024.

Director Prock made a motion to Discuss, Review, and take action regarding Budget Considerations for the Fiscal Year 2023-2024. Director Barcenas seconded, and the motion passed unanimously.

Director Prock made a motion to approve the 2023-2024 Budget. Director Parsley seconded and the motion passed unanimously.

9. REPORTS

A. FINANCE REPORT BY HEATHER PURCELL

Mrs. Purcell gave the finance report for the month.

B. MARKETING REPORT BY SHAYNA SCOTT

MARKETING REPORT

SEPTEMBER 2023

- All social media advertising is completed with Ramar as of August 31. From September 1, 2023 going forward, I will be taking care of everything posted on social media and the website.
- On August 15, 2023 I met with the South Plains Balloon Club for their monthly meeting to discuss the possibility of getting pilots out for Labor Day. I found a lot of the balloon pilots in the west Texas area have passed and there isn't as much of an interest. At sunrise, September 2 We had a total of 4 balloons come out and set up for a couple of hours and gave tether rides to families. We also coordinated with B&J Welding Supply to provide the propane for the balloons. The guests at the lake were happy about the event and the residents even gave good feedback.
- Several area schools have reached out to us for advertising for the purpose of benefiting education funds, and booster clubs. Buffalo area schools will have banners in gyms and on the fields.
- August 25, 2023 went to Texas Tech for Hub City Fest. Hub City Fest is designed to help new and current students learn about all the Hub City has to offer. Buffalo was one of 86 booths. At HCF, Buffalo Springs Lake shared our message "Fun, Clean, Safe" and made connections with the new potential customers. This was a great time to share resources, recruit students and volunteers, and to be a part of the Texas Tech University campus.
- Met with Advertising Services Inc. about printing new shirts and sweaters to sell to customers. Also, ordered several promotional items to sell including keychains, and lanyards.

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- Planning for DigiMarCom Conference November 1-4, 2023.
- Met with Texas Tech Rowing team to discuss the possibility of using the lake for their team and competitions.
- Attended the BSLRIA meeting on Thursday September 7, to discuss a few ideas for the fall including events they would like to see happen.
- Planning for Buffalo Wallow Run and Fall Festival, scheduled for November 11, 2023.
- Created various graphics for the lake including business cards, signage, and postings for social media.
- Revamping sponsorship packages in the works to plan for next year.

EVENTS

- October 7, 2023- C.A.S.T. for Kids.
- October 28, 2023- Birds and Burgers, Audubon Society
- November 11, 2023- Buffalo Wallow Customer Appreciation Day. Buffalo Fall Festival.
- May 17-19, 2023- Wake the Canyon

C. MANAGERS REPORT BY BRANDON POWELL

Mr. Powell reported on the following items:

BUFFALO SPRINGS LAKE AGENDA RECOMMENDATIONS & MANAGERS REPORT

September 12, 2023

NEW BUSINESS

4.1 Resignation and removal on the signature card of Precinct 2 Board President Casey Hildebrandt.

4.1.1 Discuss the appointment of Precinct 2 Board Member.

Accept the resignation of President Hildebrandt and remove him from the Bank signature card. Once both items have been voted on, the board of directors will need to discuss how to move forward with the appointment of the Precinct 2 board member for the remainder of the term.

4.2 Freese and Nichols update on McMillan Dam

Heather Keister will provide a status update on McMillan Dam.

4.3 Campground S renovations

Bids will need to be sent out again for the concrete pads. A budget should be set to begin the campground renovations for water and electrical. Maintenance and Utilities Supervisors have gathered quotes for materials that are listed below. If the board of directors want to complete this project before next season, we need to have the materials ordered as soon as possible.

Water- \$5,207.50 – quote provided by Winston Water Cooler, LTD.

Electrical - \$27,660 – quote gathered by Butch Johnson.

4.4 2024 Fireworks Display Schedule and Budget.

I have spoken with Chad Stanley about scheduling July 6th for next year, and he has added us to the calendar. Last year's show cost approximately \$32,000 however, Shayna was able to acquire \$20,000 in sponsorship for last year's show. Currently, Equipment Share has committed to sponsoring 2024. I would like to



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increase our budget to extend the grand finale next year with more time or bigger shells.

4.5 Water, Sewer, and Garbage collection rates and increases

We received written notification of water rate increases from the city of Lubbock which prompted a review of the audits for the past 5 years. After review, I noticed that in 4 out of the past 5 years, our lowest loss was \$45,000 and our highest was \$190,000. We are basically running our water system at cost and utilizing the gate revenue for repairs, maintenance, labor, lift stations, etc. Costs to provide a service should include not only the usage but also the aforementioned. The average loss between the past 5 years has been \$110,988.75. The simplest formula to calculate an increase to make up the loss is to divide the total number of connections (356 including meters at campsites and bathrooms), divided by 12 (months in a year). The total would be a \$25.98 increase for each resident and the district. This increase can be applied to the base charge, tiers 1, 2, and 3, sewer and disposal expenses. These values will be evaluated every year once the audits are completed.

Garbage collection is a stand-alone since the district does not maintain any of the dumpsters, poly-carts, or roll-off dumpsters. This increase comes from the vendor directly. At this time, Polycarts will increase from \$11 to \$15, 2-yard dumpsters from \$40 to \$55, and 3-yard dumpsters from \$55 to \$65.

4.6 Texas Twister request for winter group rates.

Crystal would like to host group events from November to January. These would include, but are not limited to rehearsal dinners, anniversary/birthday parties, company parties, and Christmas parties. These would be private events that we would the marina would host. Crystal is requesting that during the winter, we offer the same deal that we offer for our party house or other renting venues. We offer discounted rates for groups when renting the party house, groups over 30 have a discounted rate.

4.7 Nolan Ray with Clayton Homes Lot 230 Chuckwagon Road

Admin staff have searched older minute books to find the directive that mobile/modular homes were not allowed at BSL. However, due to the number of years and pages to research, we have yet to find the directive. I will mention that new homes at BSL have been built on-site during my tenure here. I recommend tabling this item until more research can be completed. Also, approval letters from the surrounding property owners need to be gathered stating each homeowner would approve or not approve.

4.8 Employ Medical Coverage

We have been faced with the challenges of retaining staff and competing with other agencies and cities. During a couple of exit interviews with our departing, I learned that the sole reason for leaving was not the pay but the medical benefits for families. Employees cannot afford to add families to the medical insurance since the employee has to pay for the coverage. On average, the net income for one employee is \$1,177 bi-weekly. To add child(ren) only, the monthly cost to the employee is \$582.42. To add spouse and child(ren), the monthly cost to the employee is \$1,177.78. After much discussion with the department heads, we have concluded that an incentive for retention would be for the district to offer a coverage percentage for family healthcare. Heather has compiled a worksheet that describes the costs if the district was to pay a percentage for healthcare.

Old Business

5.1 Discuss AirBnB's

5.2 Budget Considerations for the Fiscal Year 2023-2024.

MANAGER'S REPORT

ADMINISTRATION

Bridge Pillar – Repairs will begin in December or January.

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McMillan Dam – Brief will be presented by Heather Kiester from Freese and Nichols.

Ransom Canyon's New Treatment Facility- Contractors are currently excavating the new drying beds for the facility. The best-case scenario is the new facility will be completed by October next year.

Texas Parks and Wildlife Grant- BSL scored very well on this grant and was initially approved. Since TPWD wanted to reevaluate the logistics and spend the funds on certain projects like sand and gravel and invasive species, we have been knocked out of the running.

PROMOTIONS – Shayna Scott

MAINTENANCE / UTILITIES Earls plumbing completed a sewer line repair at lot 603 Comanche which extended into the road. The affected area has been filled and repaved.

Due to several frivolous complaints reported to TCEQ by residents, Oscar Martinez submitted his 2-week notice on September 6th, 2023. I have arranged with Cory Needham at Ransom Canyon to collect our water samples upon Oscar's departure.

POLICE DEPARTMENT – Chief Jones

CUSTOMER SERVICE – Gates has been running very well. However, we have had staff out with COVID which has forced us to temporarily unman the gates after midnight.

POLICE DEPARTMENT – Chief Jones

CUSTOMER SERVICE – Nothing to report.

10. EXECUTIVE SESSION

The Board of Directors went into Executive Session at 11:37 am

11. REOPEN IN REGULAR SESSION AND TAKE ACTION IF NECESSARY

The Board of Directors reopened into regular session at 12:24 p.m.

12. PUBLIC COMMENT

No Public Comment

13. DISCUSSION ITEMS

14. ADJOURN

The Board of Directors adjourned at 12:31 pm

Nicole Adams Vice President _____
Lubbock County WCID No. 1

Date: _____



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