

**BSL**  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF NOVEMBER 14, 2023**

The Lubbock County Water Control and Improvement District No. 1 (LCWCID) Board of Directors met in a **CALLED** meeting on **NOVEMBER 14, 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 BARCENAS 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 OCTOBER 10, 2023, MINUTES AND OCTOBER 24, 2023**

**Director Prock made a motion to approve the minutes of OCTOBER 10, 2023, AND OCTOBER 24, 2023, as written. Director Parsley seconded the motion. The motion passed unanimously.**

**6. NEW BUSINESS**

4.1 Discuss, Consider and take action to swear in Kade Garner as the Precinct 2 Board Member. **Director Prock made a motion to Discuss, Consider and take action to swear in Kade Garner as the Precinct 2 Board Member. Director Parsley seconded, and the motion passed unanimously.** Sargent Opaitz swore in Kade Garner as the Precinct 2 Board of Directors.

4.1.1 Discuss, Consider and take action to add Kade Garner to the Peoples Bank Signature card. **Director Prock made a motion to add Kade Garner to the Peoples Bank Signature card. Director Parsley seconded, and the motion passed unanimously.**

4.1.2 Discuss, Consider and take action for the reorganization of the current Board. **Director Barcenas made a motion to Discuss, Consider and take action for the reorganization of the current Board. Director Parsley seconded, and the motion passed unanimously.**  
**Director Prock nominated Nicole Adams for President, with no other nominations Director Parsley seconded and the motion passes unanimously.**  
**Director Parsley Nominated Jannett Barcenas for Vice President, with no other nominations Director Prock seconded and the motion passes unanimously.**  
**Director Prock nominated Doug Parsley for the Secretary/Treasure with no other nominations Director Barcenas seconded and the motion passes unanimously.**

4.2 Discuss, Consider and take action for Dogs at Large in the district. **Director Prock made a motion to Discuss, Consider and take action for Dogs at Large in the district. Director Parsley seconded, and the motion passed unanimously.**  
Discussion regarding the dog at Lot 291 will be addressed by the Police Department and the General Manager.

4.3 Discuss, Consider and take action for Employee Christmas Bonus. **Director Barcenas made a motion to Discuss, Consider and take action for Employee Christmas Bonus. Director Parsley seconded, and the motion passed unanimously.**  
**Director Prock made a motion to approve the employee Christmas bonus for Full time Employees at \$1,500 and Part time Employees at \$750.00. Director Parsley seconded, and the motion passed unanimously.**

4.4 Discuss, Consider and take action on the Marina Roof. **Director Parsley made a motion to Discuss, Consider and take action on the Marina Roof. Director Prock seconded, and the motion passed unanimously.**  
No action taken, Tabled to the December Board Meeting.

**7. OLD BUSINESS**

5.1 Discuss, Review and take action for the Engineer bids for Campground S. **Director Prock made a motion to Discuss, Review and take action for the Engineer bids for Campground S. Director Parsley seconded, and the motion passed unanimously.**  
**Director Prock made a motion to move forward with Autrey Engineering for the renovation of Campground S. Director Parsley seconded, and the motion passed unanimously.**

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5.2 Discuss, Consider and take action to review the winter gate rates.

**Director Prock made a motion to Discuss, Consider and take action to review the winter gate rates. Director Barcenas seconded, and the motion passed unanimously. Director Prock made a motion to continue the winter gate rates through the month of November, which we will reevaluate in the December Board Meeting. Director Barcenas seconded, and the motion passed unanimously.**

5.3 Discuss, Consider and take action on the Addendum to the Lot Lease for short-term rentals(Airbnb). **Director Parsley made a motion to Discuss, Consider and take action on the Addendum to the Lot Lease for short-term rentals(Airbnb). Director Barcenas seconded, and the motion passed unanimously. Director Prock made a motion to approve the Addendum as is. Director Parsley seconded and the motion passed unanimously.**

**8. REPORTS**

**A. FINANCE REPORT BY HEATHER PURCELL**

Mrs. Purcell gave the finance report for the month.

**B. MARKETING REPORT BY SHAYNA SCOTT**

**MARKETING REPORT  
NOVEMBER 2023**

- Planning with Buffalo Wallow Run, Fall Festival, and community garage sale scheduled for November 11, 2023.
- Met with Angie Winn on KCBD Noon Notebook Friday, November 8, 2023 to promote the Fall Festival.
- Revamping sponsorship packages for next year.
- Audubon Society hosted a “Birds and Burgers” event on October 28. Glenda Kelly was very appreciative, the event was successful. She brought several people out to see the Nature Trails, and had Nirvana Burger cater the event.
- Made changes to the website throughout the month.
- Posted new graphics and designs to social media including Instagram, and Facebook.
- Created and emailed newsletters and emails for the month of September to update residents.
- More apparel is in stock in the office for sale including new sweatshirts and hooded sweaters.
- Attended the DigiMarCon conference in Dallas on November 2-3. DigiMarCon is a premier digital marketing conference that brings together industry professionals, experts, and enthusiasts from around the world. This event provides a dynamic platform for attendees to gain valuable insights into the ever-evolving world of digital marketing. DigiMarCon features a wide range of presentations, workshops, and interactive sessions, covering topics such as social media marketing, content strategy, data analytics, and emerging digital trends. It offers an opportunity to network with like-minded professionals, exchange ideas, and discover innovative strategies to enhance digital marketing efforts. DigiMarCon serves as a hub for knowledge sharing, fostering

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collaboration, and staying at the forefront of the rapidly changing digital landscape. Whether you're a seasoned marketer or just starting your digital journey, DigiMarCon offers a valuable experience to help you succeed in the digital marketing realm.



**Buffalo Springs Lake**  
Lubbock, Texas, USA

**EVENTS**

- November 11, 2023- Buffalo Wallow Customer Appreciation Day. Buffalo Fall Festival.
- May 17-19, 2023- Wake the Canyon
- July 6, 2024- Annual fireworks show "You've seen the rest, now come see the best"

C. **Police Department Report by Chief Jones**  
Chief Jones gave the police report for the month.

D. **MANAGERS REPORT BY BRANDON POWELL**  
Mr. Powell reported on the following items:

**BUFFALO SPRINGS LAKE AGENDA**

**RECOMMENDATIONS & MANAGERS REPORT**

**October 10th, 2023**

**NEW BUSINESS**

**4.1 Swearing in of Kade Gardner**

**4.1.1 Addition to Peoples Bank signature card**

To be approved by the Board of Directors

**4.2 Dogs at Large within the District Boundaries**

Law Enforcement has had to respond to Lot 291 on several occasions for a dog at large. This dog has struck fear into several residents and I believe it is only a matter of time before the dog bites someone. The problem we are facing is the refusal to accept the ordinances from the Precinct 2 Justice of the Peace. Our ordinances have yet to be coded at the county, because of this JP, we are unable to adjudicate.

**4.3 Employee Christmas Bonus**

See attached proposal

**4.4 Marina Roof**

I have received a quote of \$9,700 to repair and reinforce the existing covered awning at the Marina. My recommendation for this is, we find another approach

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to the Marina. I recommend we discuss this in executive session as there are other items with the Marina and roof I would like to discuss.

**OLD BUSINESS**

**5.1 Discuss Airbnb** - Adopt the proposed addendum to the lot lease for short-term rentals completed by the district's attorney

**5.2 Campground S Renovations** - Accept the engineering bids received

**5.3 Winter Gate Rates** – Review October's discounted rates and decide whether to continue or stop the discounted rate.

**MANAGER'S REPORT**

**ADMINISTRATION**

**Bridge Pillar** – No further updates.

**McMillan Dam** – No further updates.

**Ransom Canyon's New Treatment Facility**- No further updates.

**Pesticide Certification** – no further updates.

**National Weather Service** – Discussing the installation time frame once the NWS receives the equipment for precipitation monitoring.

**Texas Parks and Wildlife Grant Resubmission** - I received a call from John Clayton the biologist for Texas Parks and Wildlife with an update about another grant opportunity for the fishing piers. Since we scored so high on the last one and got knocked out at the last minute, he found funding through the Conservation License Plate funding. However, the grant will only cover one pier and a maximum of \$10K leaving us to pick up the other \$14K. John is submitting the application and we should hear back in the February/March time frame.

**Emergency Operations Plan** – has been completed on our end and is awaiting final approval through TDEM.

**MAINTENANCE / UTILITIES** The Beautification Project started in mid-October

**PROMOTIONS** – Shayna Scott

**POLICE DEPARTMENT** – Chief Jones

**CUSTOMER SERVICE** – MTP replaced the exit gate box on November 10th.

**9. EXECUTIVE SESSION**

The Board of Directors went into Executive Session at 10:35 am

**10. REOPEN IN REGULAR SESSION AND TAKE ACTION IF NECESSARY**

The Board of Directors reopened into regular session at 12:01 pm.

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Director Prock made a motion to discount the annual passes for Black Friday and Cyber Monday by 20%. Director Barcenas seconded, and the motion passed unanimously.

**11. PUBLIC COMMENT**

No Public Comment

**12. DISCUSSION ITEMS**

**13.**

**14. ADJOURN**

The Board of Directors adjourned at 12:02 pm

Nicole Adams Vice President \_\_\_\_\_  
Lubbock County WCID No. 1

Date: \_\_\_\_\_