

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 **December 12, 2016** with the following persons present:

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

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

Guests Present: Wendell Bostwick, Resident
John Forburger, Resident
Marlene and Rick Hildebrandt, Residents
Michael Shobe, Resident
Ted and Brenda Carthel, Residents
RT Trammel, Resident
Kim Archer, Resident
Paul Hodges, Resident
Greg Lewis, Resident
Steve Clabaugh, Resident

1. CALL MEETING TO ORDER AND INVOCATION

A quorum being present, Tommy Fisher called the meeting to order at 10:00 a.m. with five members present, and gave the invocation.

2. Public Comment

- RT Trammel asked why the spillway was closed on one side. Ms. White stated that some of the concrete on the spillway needed repair and bids were being solicited.

3. Approve the minutes of November 18, 2016 Meeting

Director Keisling made a motion to approve the minutes of November 18, 2016. Director Lewis seconded the motion. The motion passed unanimously.

4. Certification of Election for Newly Elected Directors

Newly Elected Directors were given their certificate of election.

5. Statement of Officers Completion

Newly Elected Directors signed their statement of officer's completion.

6. Newly Elected Directors Oath of Office

Michael Shobe administered the oath of office to Casey Hildebrandt, Bill Moore, and Tom Keisling.

7. Election of Officers

President

Tom Keisling would like a nomination for President, Bill Moore would like a nomination for President and Sandra Lewis would like a nomination for President.

Bill Moore made a motion to nominate himself for President. Director Hildebrandt seconded the motion. Director Thornton, Director Moore, and Director Hildebrandt voted aye. Director Lewis and Director Keisling voted nay. The motion passed.

Vice President

Director Hildebrandt made a motion to nominate himself for Vice-President. Director Thornton seconded the motion. Director Thornton, Director Moore, and Director Hildebrandt voted aye. The motion passed.

Secretary / Treasurer

Director Lewis made a motion to nominate herself for Secretary / Treasurer. Director Keisling seconded the motion. The motion passed unanimously.

8. Reports

A. Police Report

B. Promotions Report

- Penny Jones gave each board member a tentative events list for 2017.
- Ms. Jones reported she has one event for the amphitheater on July 1, 2017, pending building an upper parking area and a separate gate for event goers. Ms. Jones asked for the board approval. The Board would like to make a decision at the next board meeting.
- Penny asked the board to consider new rack cards. The board ask for demos before ordering.
- Noise complaints are a big problem in the online reviews on facebook and the website. Ms. Jones would like the board to consider solutions for this problem.

C. General Manager, David Denman

- Benches are being built for the restrooms. Mirrors and hooks will also be added in all of the restrooms.
- The highway department offered the water district 33 dump loads of gravel, which is being picked up and stock piled by the maintenance barn.
- Metal picnic tables are being built as a winter project.
- All the junk behind the shop is being cleaned up and the non-working items will be auctioned off.

9. Financial Report. Three year income statement and current Balance Sheet.

Bill Moore went over a three year income statement and balance sheet he had created. No Action Taken.

10. LCWCID #1 Policies and Procedures

Manager Spending Limit

- Director Thornton made a motion to allow a \$20,000.00 monthly spending limit. Director Hildebrandt seconded the motion. The motion passed unanimously.

Board Meeting Audience

- Director Thornton limited each called upon speaker during board meeting to a two minute speaking limit, unless more discussion is needed. Director Hildebrandt seconded the motion. The motion passed unanimously.

11. Consider Revising Policy on Board President Authority.

- Director Thornton made a motion to rescind the following motion: "At all times when the board is recessed, the president or elected officer in succession shall sustain the authority of the entire board. This authority is absolute. The president or elected officer in succession shall exercise decision making with the full authority of the board. The President or officer in successions decisions shall be immediate and binding on all employees of the district and shall be obeyed until the decision or directive is altered or ratified by the entire board. Decisions and directives shall be slated on the next scheduled board agenda for review if necessary. The purpose of this policy is to enable the President or officer in succession to administer, sustain and apply the policies and intent of the board and to expedite the need for administrative cohesion with the general manager, management and personnel of the district". Director Hildebrandt seconded the motion. The motion passed unanimously.

12. Insurance Review – No Action Taken.

13. Capital Spending Budget for next three years and capital guidelines

14. Resolution to delete / add signatures on general checking account. Removal of Tommy Fisher and Tammy Brewer, add David Denman, Casey Hildebrandt, and William "Bill" Moore.

Director Keisling presented resolution to delete Tommy Fisher and Tammy Brewer from the general checking account signature card and add David Denman, Casey Hildebrandt and William "Bill" Moore to the general checking account signature card. Director Lewis seconded the motion. The motion passed unanimously.

15. New Gate Building(s) Discussion / Facelift

The board of directors discussed having a flow study done, how many people are in line that don't need to be in line, and a gate for residents separate from the public gate. The Board asked Mr. Denman to research electronic gates and report back at the next board meeting.

16. Discussion of Marina Lease

The board discussed several options for running the marina. Director Thornton suggested the lake running the marina. Director Lewis suggested Penny Jones overseeing the marina since Ms. Jones is looking to take on more responsibility. The board would like this put on the next agenda.

17. Consider established price for dirt hauling and rock hauling services for residents

Mr. Denman reported that the current price is \$60.00 or a 12 yard dump load of dirt delivered and \$70.00 for a 12 yard load of gravel delivered.

18. Consider adopting updated water and sewer tap fees for residents

The current sewer tap fee is \$650.00 and the water tap fee is \$1000.00. Mr. Denman stated that after speaking with Robbie Green, utility superintendent those prices are sufficient. Director Thornton highly recommended all new construction be required to install a new sewer tap. The board asked for this to be on the next agenda.

19. Executive Session

The Board of Directors recessed into Executive Session at 1:24 pm to discuss Personnel, Section 551.074 and Contracts, Section 551.072.

20. Reopen in Regular Session and take action, if necessary.

The Board of Directors reopened into regular session at 2:56 pm

- **Director Keisling made a motion that the Water District terminate Lot 77 lease. Director Lewis seconded the motion. The motion passed unanimously.**
- **Director Keisling made a motion that the Water District terminate Lot 538 lease. Director Hildebrandt seconded the motion. Director Thornton voted nay. Director Moore, Director Lewis, Director Hildebrandt, and Director Keisling voted aye. The motion passed.**
- **Director Keisling made a motion Lot 136 and Lot 573 allow the General Manager, David Denman speak with the lease holders to find out their intentions, if he is not satisfied with the results have each lease holder appear before the Board of Directors and present their case. Director Lewis seconded the motion.**
- The Board agreed to schedule another meeting on December 19, 2016 at 9:00 am.

21. Adjourn

The Board of Directors adjourned at 2:56 pm.