

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 **Monday, February 20, 2017** with the following persons present:

BOARD MEMBERS: Bill Moore, President  
Casey Hildebrandt, Vice-President (Absent)  
Sandra Lewis, Secretary – Treasurer  
Tom Keisling, Director  
Greg Thornton, Director

Staff Present: David Denman, General Manager  
Penny Jones, Promotions Director  
Heather Purcell, District Secretary  
Sherilyn Toelle, Finance Director  
Shaun Claunch, Police Officer  
Corey McElhone, Police Officer

Guests Present: Greg Lewis, Resident  
Roger Trammel, Resident

1. Call Meeting to Order and Invocation

President Bill Moore called the meeting to order at 4:00 pm with four members present and gave an invocation.

2. Public Comment

Greg Lewis commented on items that he would like to be addressed.

3. Approve Minutes of Friday, February 10, 2017

**Director Thornton made a motion to approve the minutes of February 10, 2017, as written. Director Lewis seconded the motion. Director Moore, Director Lewis, Director Keisling, and Director Thornton voted aye. The motion passed.**

4. Reports: David Denman, General Manager

- TX Parks and Wildlife: An expert, John Clayton explained to the board the cost to increase the fishing habitat at the lake. Mr. Denman would like to move forward with ordering fish habitat and plants for approximately \$5,000.00.
- Concerning moving the gate canopy: It has to be moved and will cost \$2,700.00 to relocate it to proceed with the gate project. Ms. Jones has selected a spot that she thinks will be the greatest asset for the lake and to promote weddings and family reunions. The maintenance department will have to do some improvising on the legs. Mr. Denman would like to hire Charles Trumble Crane to move it. Director Lewis would like to know what the canopy is worth. Mr. Denman said it would be an asset for the future. Ms. Jones stated it could be used for wedding or family reunions. She told the board all the pavilions stay rented on the weekends. Director Lewis would like to consider building one instead of moving the current canopy being discussed. Director Thornton said he had a problem with moving a used canopy onto the lake which might junk up the lake. Ms. Jones said the cost would also include concrete as well as other costs. Mr. Denman stated the concrete slab would be 50 x 50. The board was ok with Trumble Crane to take it down, disassemble the canopy, and store it behind the maintenance shop at this time.
- Lot 77 has been demolished and the lot is clear and ready to sell.

**Items deferred from previous meeting**

5. Consider adopting the 2016-2017 Budget

President Moore said the budget had been explained satisfactory to him and the board and would like a motion to approve the 2016 budget. According to President Moore, the website was adjusted for the website cost and would like to hear a motion to approve the budget. Director Keisling stated he was not comfortable with the budget at all. He asked why the water district is budgeting \$200,000.00 more in income. President Moore stated that it is based on the gate fee increases. Director Keisling stated there was an increase in 2015. President Moore told Director Keisling it has been in the budget the last three times it was looked at and wondered why it was being addressed now. Director Keisling said he has asked before and would like to short change income and over estimate expense. President Moore said it is already like that and does not

include the lots already sold this year. Director Keisling said there could be bad weather and making assumptions on gate fee without factors like bad weather being figured in.

**Director Thornton made a motion to approve the budget. Motion dies from lack of a second.**

President Moore would like Mr. Denman to change the gate fees and make them only go up \$100,000.00 and put \$150,000.00 in lot sales revenue. Mr. Denman told the board that these are goals and not accurate predictions and can always be amended. President Moore asked each board member to get any changes they would like made to Mr. Denman by Friday so the budget can be approved at the next board meeting.

No action taken.

6. Consider bank accounts and reorganization

No Action Taken.

7. Consider bids for gate construction

The board spoke with Ryan from Built Rite Construction to ask questions about his bid for the new gate construction. Director Thornton asked if floor covering was figured into his bid. Ryan said no floor covering was included only installation was included. All the electrical will be code. The bid does not tie into plumbing. The price is turn-key, unless it is not something that is not up to code and has to be brought up to code. Director Thornton said the contingency is for the board for anything they wanted after the fact and ask if it could be by May 1, 2017. Ryan would like to re-evaluate the schedule since the board was dragging their feet on making a decision. He said he would be comfortable with finishing by May 15, 2017. Director Thornton said the ceiling height had come into question because of a 14 foot plate and some people ask. Ryan said he got an email from Mr. Denman and thought it was nine foot. Director Thornton would like that adjust since the window was higher than that. Ryan said it would be ok and would get a list change. Director Thornton said the windows would be wood inside and clad outside. Ryan said that is correct and had viewed the window spec sheet. Director Thornton stated that Built Rite Construction was the lowest bidder. Ryan would like the payments in four draws assuming initially 30%, then 90% with a 10% retention. Director Thornton stated the water district could break it up into four payments and after May 15<sup>th</sup> a deduction of \$100 per day. Ryan said there is a ten day late fee but felt comfortable with May 15<sup>th</sup>, weather permissible. Director Thornton said the water district would not hold him responsible for weather days. Ryan said anything over \$100,000.00 he requires 40% up front to cover the biggest costs. Built Rite Construction bid was for the basic price of \$113,264.00 and Built Rite will have a performance bond.

**Director Thornton made a motion to accept Built Rite Construction proposal for \$113,264.00 with the contingency of \$25,000.0 for a total of \$138,264.00 with the condition that it is completed by May 15<sup>th</sup>, 2017; the contingency being controlled by the water district board and the payment to the contractor being a 40% draw with three subsequent 20% draws, the last one to be made upon completion. The work will begin as soon as the contractor is available. In addition, any day not including bad weather days, past May 15, 2017 will be \$100.00 penalty per day. Director Lewis seconded the motion. Director Moore, Director Lewis, and Director Thornton voted aye. Director Keisling voted nay. The motion passed.**

8. Consider choosing a POS for the new gates

Director Moore stated he did not like the fact he wanted all the money before the product shipped. The POS Company agreed to fifty percent on order and twenty-five percent before shipment and twenty-five percent after installations, training, and testing. **Director Thornton made a motion to accept the POS bid, as quoted. Director Lewis seconded the motion. Director Moore, Director Lewis, and Director Thornton voted aye. Director Keisling voted nay. The motion passed.**

Director Moore stated that the total bid was for \$113,922.00 and suggested looking for a freight carrier.

9. Consider Choosing a Boat Slip

No Action Taken.

10. Consider choosing a boat lift

No Action Taken.

11. Consider purchasing PVC fish habitat and preservation plants.

Discussed at agenda item number four during the managers report, but no action was taken.

12. Consider relocating gate canopy. Relocate near Campground S, below Campground V.

Discussed in the managers report during agenda item number four, but no action was taken.

**New Business**

**13. Consider options for Lot 77. Trailer house has been demolished and lot is ready for sale**

Director Thornton would like to accept sealed bids for Lot 77.

**Director Keisling made a motion to accept sealed bids for Lot 77 with the minimum bid of \$40,000.00 and a \$1,000.00 per year lot lease. Director Thornton seconded the motion. Director Moore, Director Lewis, Director Keisling, and Director Thornton voted aye. The motion passed.**

**14. Remove Gwen White and add Sherilyn Toelle to bank signature**

**Director Thornton made a motion to remove Gwen White and add Sherilyn Toelle to the Western Bank signature card. Director Lewis seconded the motion. Director Moore, Director Lewis, Director Keisling, and Director Thornton voted aye. The motion passed.**

**15. Public Comment**

**16. Adjourn**

The Board of Directors adjourned at 5:05 pm.