

**BSL**  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF APRIL 9, 2024**

Lubbock County Water Control and Improvement District No. 1 (LCWCID) Board of Directors met in a **CALLED** meeting on **APRIL 9, 2024**, 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 PROCK GAVE THE INVOCATION.

**ANNOUNCEMENT OF QUORUM**

BOARD MEMBERS PRESENT: NICOLE ADAMS, DOUG PARSLEY, JOEL PROCK, AND KADE GARNER

**2. PUBLIC COMMENTS**

NO PUBLIC COMMENTS

**3. APPROVAL OF THE MINUTES OF MARCH 19, 2024**

Director Prock made a motion to approve the minutes for MARCH 19, 2024. Director Parsley seconded, and the motion passed unanimously.

**4. NEW BUSINESS**

4.1 Discuss, Consider, and Take Action for the July 6<sup>th</sup> Resident and Gate Entrance Fees  
**Director Parsley made a motion to Discuss, Consider, and Take Action for the July 6<sup>th</sup> Resident and Gate Entrance Fees, Director Prock seconded.**

**Director Prock made a motion for \$15 armband pre-purchase sales for Lubbock County residents from June 24, 2024, to July 5, 2024, each with a maximum purchase of 20 bands. Non-Lubbock County Residents sales at \$20 each. Director Parsley seconded, and the motion passed unanimously.**

**Director Parsley made a motion for resident armband pre-sale from July 1, 2024, to July 5, 2024, at \$2 each with a maximum purchase of 20 armbands. Director Garner seconded, Director Adams Aye and Director Prock abstained. The Motion passes with a three-to-one vote.**

4.2 Discuss, Consider, and Take Action for changing the Two-night minimum for tent camping to one night. **Director Parsley made a motion to Discuss, Consider, and Take Action for changing the Two-night minimum for tent camping to one night, Director Prock seconded.**

NO ACTION TAKEN

4.3 Discuss, Consider, and Take Action on Airbnb addendum and fees.

**Director Prock made a motion to Discuss, Consider, and Take Action on Airbnb addendum and fees. Director Parsley seconded, and the motion passed unanimously.**

**Director Prock made a motion for short-term rentals must have a Business License and a Signed Lot Lease Addendum will be required to list the property as a short-term rental. We change the current Addendum to \$300 per bedroom to list a short-term rental property. The Addendum must be signed by June 1, 2024, and January 1, 2025, of next year. Two or more disturbances will violate the short-term rental agreement and rental privileges will be revoked. Director Parsley seconded, and the motion passed unanimously.**

4.4 Discuss, Consider, and Take Action for the Purchase or Lease of a Vac Trailer & Mini Excavator.



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Director Prock made a motion to Discuss, Consider, and Take Action for the Purchase or Lease of a Vac Trailer & Mini Excavator, Director Parsley seconded. Director Prock made a motion to accept the bid from Yellow House for the mini excavator. Director Parsley seconded, and the motion passed unanimously. Director Prock made a motion to accept the bid from Vermeer for the vac Trailer. Director Parsley seconded, and the motion passed unanimously.

**5 OLD BUSINESS**

**Old Business**

**5.1 Discuss, Consider, and Take Action to Approve the Plans for Campground S Renovation with Autrey Engineering.**

**Director Prock made a motion to Discuss, Consider, and Take Action to Approve the Plans for Campground S Renovation with Autrey Engineering, Director Parsley seconded.**

**Director Prock made a motion to approve the plans for the renovation of campground S. Director Parsley seconded and the motion passed unanimously.**

**Director Parsley Made a motion to allow Autrey Engineering to handle the bids for campground S renovations. Director Prock seconded and the motion passed unanimously.**

**6 REPORTS**

**6.1 FINANCE REPORT BY HEATHER PURCELL**

**Heather gave the finance report for the month**

**6.2 MARKETING DIRECTOR REPORT BY SHAYNA SCOTT**

**MARKETING REPORT**

**APRIL 2024**

**MARKETING**

- Implemented website modifications over the course of the month. Shared graphic designs and illustrations on social media, namely Instagram, Facebook, and X and YouTube videos.

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- Advertising costs for the season including Spotify, Pandora, local radio, and local TV are budgeted and commercials are ready to launch. Going on local radio with Wade Wilkes (95.9 FM, Fox News Radio) on 5/10/24.
- Ad sent to Slatonite for ordinances.
- Implementing a chatbot on our website for customer experience and quicker response times.
- Met with Lamar for advertising purposes on digital billboards around Lubbock.

## **EVENTS**

- Coordinated with Llano Estacado Audubon Society, AeroCar, Texas Parks and Wildlife, and Texas A&M Forestry Services for their participation in Harwell Elementary dates at the lake and confirmed dates for participation in programs for children.
- Began planning for BBQ Cook Off that will take place on September 21, 2024. Coordinated with our Region 5 Director, Ryan Hernandez for Sanctioning under IBCA. Lifetime membership with IBCA has been established.
- Met with Wes Davis, Equipment Share
- Further planning for Wake the Canyon
- Coordinated with Polaris, they will hold a demo event for dealers on April 29 at the trails.

## **SCHEDULE OF EVENTS**

- April 9 - Harwell Elementary
- April 19 - Morton ISD
- April 23 - Harwell Elementary
- April 29 - Polaris Demo Day

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- May 18 - National Armed Forces Day, “Go Topless” for Jeeps
- May 17-19 - Wake the Canyon
- June 1- Texas Parks & Wildlife Free Fishing Day
- June 8 - Pee Wee Fishing Tournament (Tentative)
- July 6 - Annual Fireworks Show
- August 31 - Labor Day Celebration, Hot Air Balloons
- September 24 - BBQ Cook Off
- October 5 - C.A.S.T. For Kids

**SPONSORSHIP COMMITMENTS**

- North Permian Well Service, \$10,000
- Equipment Share will spread their sponsorships out over each event.

**6.3 POLICE DEPARTMENT REPORT BY CHIEF JONES**

Chief Jones provided the police report for the month.

**6.4 MANAGERS REPORT BY BRANDON POWELL**

**BUFFALO SPRINGS LAKE AGENDA  
RECOMMENDATIONS & MANAGERS REPORT**

**April 9th, 2024**

**NEW BUSINESS**

**4.1 July 6<sup>th</sup> Fireworks display resident and gate entrance fees:**

See the attached fee schedule

**4.2 Change of Two-night minimum for tent camping to one night.**

We have had several complaints about the two-night minimum and to better accommodate our guests and potentially increase revenue, I would like to change the directive to one night.

**4.3 Air BnB addendum and fees**

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**4.4 Vac Trailer and Mini Excavator purchase.**

The reasoning behind the purchase of a Vac Trailer and Mini-Excavator is for the following reasons.

Vac Trailer - This piece of equipment was purchased using ARPA funds (\$47,190) from the federal government in November of 2021. Since the date of purchase, The district has spent \$31,764.96 in repairs to keep this equipment operational. This is the repair bill alone. This does not include the rental the district needed every time, from Equipment Share, to complete the tasks at hand and the fuel spent delivering to Garland Texas for these repairs. I am recommending we send this equipment to auction and purchase a new Vermeer 500-gallon vac trailer. Vermeer is part of the Sourcewell Government contracting which satisfies the bidding process and is one of the, if not, the best vac trailer on the market. Attached you will see the Sourcewell pricing and details of the Vermeer Vac Trailer.

Mini Excavator – Currently our backhoe is down with an estimated \$26,000 repair bill. This is more than what the machine is worth. The district backhoe was purchased well-used before I arrived in 2018. Since this predates Heather and me, we have no records of the purchase date and hours already on the machine.

Our heavy equipment operator, Chris Fisher, recommends that we move away from the backhoe because of its size and purchase a mini excavator. The district had to rent a mini excavator for three weeks to complete a sewer line repair on Lariat Loop in March of 2024. This area was a true testament to the capabilities and maneuvering of such a small machine. Most areas around the district do require a smaller machine due to the locations of our infrastructure and the detailed job to move around utility lines. Since there is such a large variety of mini excavators, I have solicited six bids from six different dealers, John Deere (\$83,755), Asco Case (\$85,900), Asco Hitachi (\$74,565), Kirby Smith Takeuchi (\$79,500), CAT (\$85,950.), Bobcat (\$97,976). As we move forward with this expense, I would like to avoid the same issues I had with the vac-trailer. We may have to spend more to get good lasting quality.

**OLD BUSINESS**

**5.1 Approval of Autrey Engineering plans for Campground S.**

See Attachment:

**MANAGER'S REPORT**

**ADMINISTRATION**

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**General Manager – Attending**

**Buffalo Springs Lake Road widths.** Started in select areas

**Buffalo Springs Lake sewer system:** This will be postponed until Maintenance is available.

**Lariat Loop** has been completed

**Bridge Pillar –** Started April 1st.

**McMillan Dam-** Construction will begin soon. Freese and Nichols have examined dig sites for materials and will be moving forward soon. As I receive more details I will keep you all informed via email.

**Ransom Canyon’s New Treatment Facility-** Ground Breaking April 12<sup>th</sup> at 10:00 am. Ransom Canyon City Manager has requested at least one of the district’s Board of Directors attend.

**Texas Parks and Wildlife Grant Resubmission –** Once the old dock is removed, we will order the new one.

**Emergency Operations Plan –** Delayed again pending Interjurisdictional agreement, Board and Village order establishment, and Resolution.

**MAINTENANCE / UTILITIES/PARKS-**

Mowing and weed eating have begun. Hired one new part-time maintenance worker with one new hire pending.

**PROMOTIONS –** Shayna Scott

**POLICE DEPARTMENT –** Chief Jones

**CUSTOMER SERVICE –** All gates are operational. One full-time employee resigned.

**7 EXECUTIVE SESSION**

NO ACTION TAKEN

**8 PUBLIC COMMENT**

No Public Comment

**9 DISCUSSION ITEMS**

No discussion items

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**10 ADJOURN**

The Board of Directors adjourned at 11:29 am

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

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