

**BSL**  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF JULY 16, 2024**

Lubbock County Water Control and Improvement District No. 1 (LCWCID) Board of Directors met in a **CALLED** meeting on **JULY 16, 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, KADE GARNER

**2. PUBLIC COMMENTS**

NO PUBLIC COMMENT

**3. APPROVAL OF THE MINUTES OF JUNE 11, 2024**

Director Prock made a motion to approve the minutes of the June 11, 2024, Board Meeting, Director Garner seconded, and the motion passed unanimously.

**4. NEW BUSINESS**

**4.1 Discuss, Consider, and Take Action for the physical update of the sewer system**  
Director Parsley made a motion to Discuss, Consider, and Take Action for the physical update of the sewer system. Director Prock seconded, and the motion passed.  
Director Prock made a motion to move forward with the Rail Station, beginning with the one needing the most repair. Director Parsley seconded, and the motion passed unanimously.

**4.2 Discuss, Consider, and Take Action for All Gate Fees, Season Pass Prices, and Camping Rates**  
Director Prock made a motion to Discuss, Consider, and Take Action for All Gate Fees, Season Pass Prices, and Camping Rates. Director Parsley seconded, and the motion passed.  
Tabled to a future Board Meeting.

**4.3 Discuss, Consider, and Take Action for the Board Members to Attend the AWBD Conference**  
Director Parsley made a motion to Discuss, Consider, and Take Action for the Board Members to Attend the AWBD Conference. Director Garner seconded and the motion passed.  
Tabled to a future Board Meeting

**4.4 Discuss, Consider, and Take Action for the 2 ½% increase on Lot Leases**  
Tabled to a future Board Meeting

**4.5 Discuss, Consider, and Take Action for the Call for Board of Directors Election 2024**  
Director Prock made a motion to Discuss, Consider, and Take Action for the Call for Board of Directors Election 2024. Director Garner seconded and the motion passed.  
Director Adams called for the Election for Board of Directors for Precinct 2 and Precinct 3. The filling dates are as follows July 20-August 19, 2024.  
Applications must be filed in the Administration office with Heather Purcell.  
Director Parsley made the motion to call for the Election for the Board of Directors Precinct 2 and Precinct 3. Director Garner seconded, and the motion passed unanimously.

**4.6 Discuss, Consider, and Take Action for the Call for request for proposals for General Contractor for Campgrounds S Renovation.**  
Director Prock made a motion to Discuss, Consider, and Take Action for the Call for request for proposals for General Contractor for Campgrounds S Renovation. Director Parsley seconded, and the motion passed unanimously.  
Director Prock made a motion to accept sealed bids for Campground S Renovation. Director Parsley seconded, and the motion passed unanimously.

**5. OLD BUSINESS**

**5.1 Discuss, Consider, and Take Action for BSLRIA Temporary Use Agreement**  
Director Prock made a motion to Discuss, Consider, and Take Action for BSLRIA Temporary Use Agreement. Director Parsley seconded, and the motion passed.  
Discussion of closing the resident gate if the agreement is not handled by the next Board Meeting.

**5.2 Discuss, Consider, and Take Action for the revised Airbnb addendum**  
Director Prock made a motion to Discuss, Consider, and Take Action for the revised Airbnb addendum. Director Garner seconded and the motion passed.  
Director Garner made a motion to prorate the yearly fee to 6 months for 2024. Anyone paid in full will receive a credit for 2025. All short-term rental properties must be listed on a known vacation rental site. Director Prock seconded, and the motion passed unanimously.

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**5.3 Discuss, Consider, and Take Action on Lot Lease Violations / Property Clean**  
**Director Parsley made a motion to Discuss, Consider, and Take Action on Lot Lease Violations / Property Clean. Director Prock seconded, and the motion passed.**  
Directive for the General Manager to move forward

**6. REPORTS**

**FINANCE REPORT BY HEATHER PURCELL**

Heather gave the Finance Report

**6.2 MARKETING DIRECTOR REPORT BY SHAYNA SCOTT**

**MARKETING REPORT  
JULY 2024**

**MARKETING**

- Created and scheduled graphics for the week leading up to July 6th. On the day of the event, a new graphic is posted every hour throughout the day.
- Updated the Buffalo Springs Lake website with the latest event information, improved navigation and user experience based on visitor feedback, and added new sections to highlight upcoming events.
- Coordinated Pandora Radio ads, Spotify ads, and Ramar local radio ads.
- Held multiple meetings with Ben Aguilar from Lamar Advertising to finalize artwork for digital billboards. Got all of those sent and changed over before and after fireworks. Digital billboards all around town had our graphics.
- Attended a scheduled segment on Wade Wilkes' show, KRFE local radio to promote the July 6 fireworks show.
- Went on KCBD Noon Notebook on Wednesday July 4 and promoted the July 6th show.
- Filmed news for KCBD story that aired at 9:00 on Fox 34 and then 10:00 on KCBD prompting the lake.
- Stayed on top of all daily marketing duties to ensure the smooth operation and promotion of our event.
- Coordinated with Texas Tech Wake, Row, and Bass Fishing teams to help at the lake on July 6th. Tech Wake did not show up again. We canceled those passes as they have not shown up to help on multiple events.
- Met with Matt Witt and he is going to sponsor the redesign of the water fountain as long as we put his information on the fountain.
- Had a very successful July 6th Fireworks show. Heather will update with numbers, but this has been a record number for the lake.

**SCHEDULE OF EVENTS**

- August 31 - Labor Day Celebration, Hot Air Balloons
- September 24 - BBQ Cook Off
- October 5 - C.A.S.T. For Kids

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**SPONSORSHIPS**

- North Permian Well Service, \$10,000
- Equipment Share \$3000 for BBQ Cook Off
- Pollard Friendly Ford, \$20,000
- Southwest Watersports, \$2500
- Matt Witt, \$25,000 (to redesign the waterfall)
- Hub City Body Shop, \$5000
- People's Bank, \$1000
- Jason's Ice Cream- \$500
- 806 Munchies, \$500
- Red's fruit Cups, \$500
- Ken's Smart Energy, \$500

**Total for Sponsorships 2024- \$68,500**

**6.3 POLICE DEPARTMENT REPORT BY CHIEF JONES**

Chief Jones gave the police report for the month.

**6.4 MANAGERS REPORT BY BRANDON POWELL**

**BUFFALO SPRINGS LAKE AGENDA**

**RECOMMENDATIONS & MANAGERS REPORT**

**July 16th, 2024**

**NEW BUSINESS**

4.1 Physical update of the sewer system. Approve 1-2 guide rail systems for the lift stations around the district. I have spoken with Mike Neil from JCH Inc. and he informed me that for every station, JCH will have to bypass the lift station to clean the wet well and make sure the flow is diverted with diesel-powered equipment. The cost of the project will vary depending on the size of the well.

4.2 Gate Fees, Season Pass Prices, and Camping Rates. Gate fees were increased by 5% in January 2023. The median household income for Lubbock residents in 2023 was \$54,747 with the lower middle-income limit as low as \$36,680. What is the district trying to tailor to, the upper class? Why would anyone spend \$32 or more to bring a family out for a day of fishing, especially since most guests fish from the shoreline? In my opinion, the district is going to keep increasing the prices to the point, that the middle and lower economic status will not be able to afford to enjoy the lake. A prime example of middle and lower economic status is educators in the public school system. Their salaries are not conducive to today's economy and they are the type of people that need to be here the most.

4.3 Board Members to Attend the AWBD Conference.

4.4 2 ½% increase on Lot Leases. This increase is to be reviewed every 5 years.

4.5 Call for Board of Directors Election 2024

4.6 Call for request for proposals for General Contractor for Campgrounds S Renovation. Autrey Engineering is no longer in business due to personal reasons. At

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this point, I would like the board to grant me the ability to go ahead and post the Request for Proposal for a General Contractor to start Campground S in October.

## **OLD BUSINESS**

### **5. Old Business**

#### **5.1 BSLRIA Temporary Use Agreement**

The BSLRIA has had exactly two months to review and come up with any desired change requests to the agreement.

#### **5.2 Revised Airbnb addendum**

Consideration requests for residents with Air BnB's.

1. The short-term rental addendum to the ground lease agreement under paragraph five subheadings A, B, and C contains stipulations that the short-term rental agreement must be in writing, and puts restrictions on the number of occupants.

Certain residents believe this is a particularly onerous and unnecessary request on the part of the district, all agreements through Airbnb or VRBO or memorialized online- all guests, contact information, and previous rental history are included. This was brought to my attention and some residents including the person who sent this "consideration" to me, feel it is completely unnecessary to have this additional requirement of an in writing lease for every rental. It is being requested that residents would submit that the Airbnb/VRBO online contract satisfies the stipulations of paragraph five as well as sub-item C and no additional agreement should be necessary.

Some residents use property managers to run listings online- and in addition to that process, some residents vet every individual who stays on their property.

Mr., loppolo, in particular, mandates a large security deposit to decrease the chances that someone who will stay there will violate house rules regarding the number of guests on the property, smoking and pets as well as a loud noise that is a disturbance to the neighbors. He wants to ensure short-term guests respect all other residents around his home and their properties as well. If they do so, they forfeit their deposit, period.

Mr. loppolo would submit that as the district wishes to curtail large parties, unauthorized guests, and disturbances, they consider requesting short-term rental operators implement the above-outlined safeguards, which he believes, respectfully, would be far more effective than what I see written in paragraph five currently.

2. Fees should be prorated monthly for the year: when Airbnb operators sign the lease addendum agreement that was effective on July 1st, the fees due should represent July through December and not revert to January- to do so is to asses fees in arrears before the agreement was signed and does not pass the muster.

I have had several conversations with Mr. loppolo and other residents, who did not want to be mentioned, and all respectfully submit these small, reasonable requests to the board for consideration and ask that they be swiftly approved so that Mr. loppolo and others may sign the addendum and move forward as a united body of residents and board members.

5.3 Lot Lease Violations / Property Clean-up Notifications. Most residents completed the cleanup except for a few. New letters will need to be sent out again soon.

**MANAGER'S REPORT**

**ADMINISTRATION**

**District Manager –**

This month has been solely focused on the fireworks show on the 6<sup>th</sup>.

**District Secretary and Park Ranger Position –** This position will be posted August 1<sup>st</sup>.

**Buffalo Springs Lake Road widths.** Postponed again due to infrastructure problems and summer activities beginning.

**Bridge Pillar –** This project is at a standstill until Digg Commercial completes the project on 4<sup>th</sup> Street in Lubbock.

**McMillan Dam-** \$220,000 has been paid to Freese and Nichols for the first phase of the McMillan Dam.

**Emergency Operations Plan –** All documents have been sent to TDEM and waiting for approval.

**MAINTENANCE / UTILITIES/PARKS-**  
Maintenance has pulled 5 pumps this month.

**PROMOTIONS –** Shayna Scott

**POLICE DEPARTMENT –** Chief Jones

**CUSTOMER SERVICE –** No updates

**7. EXECUTIVE SESSION**

Adjourned for Executive Session at 12:02 pm

**8. PUBLIC COMMENT**

No Public Comment

**9. DISCUSSION ITEMS**

Reopen from Executive session at 12:47 pm

**Director Prock made a motion for a yearly evaluation of Heather and Brandon. Brandon will do evaluations on the staff. Director Parsley seconded, and the motion passed.**

**10. ADJOURN**

Adjourned at 12:49 PM

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

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