

BSL  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

Lubbock County Water Control and Improvement District No. 1 (LCWCID) Board of Directors met in a **CALLED** meeting on **OCTOBER 8, 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 BARCENAS OPENED THE MEETING AT 9 AM. DIRECTOR PROCK GAVE THE INVOCATION.
ANNOUNCEMENT OF QUORUM

BOARD MEMBERS PRESENT: JOEL PROCK, JANETTE BARCENAS, KADE GARNER

2. PUBLIC COMMENTS

Dasey Achin spoke to the board regarding the crappie house lights and requested them to be put on auto sensors.

3. APPROVAL OF THE MINUTES OF SEPTEMBER 10, 2024

Director Prock made a motion to approve the Minutes of September 10, 2024. Director Garner seconded, and the motion passed unanimously.

4. NEW BUSINESS

4.1 Discuss, Consider, and Take Action for the Resignation of Nicole Adams and discuss appointing a replacement for Precinct 4.

Director Prock made a motion to Discuss, Consider, and Take Action for the Resignation of Nicole Adams and discuss appointing a replacement for Precinct 4. Director Garner seconded and the motion passed.

Director Prock made a motion to accept the Resignation of Nicole Adams, Director Garner seconded, and the motion passed unanimously.

Director Prock made a motion to interview for Precinct 4 Board Position in a special Board Meeting on November 7, 2024, at 9:00 AM. Director Garner seconded and the motion passed unanimously.

4.2 Discuss, Consider, and Take Action for Greg Thornton Boat Docks at Lots 177 Pony Express and 512 Comanche.

Director Prock made a motion to Discuss, Consider, and Take Action for Greg Thornton Boat Docks at Lots 177 Pony Express and 512 Comanche. Director Garner seconded and the motion passed.

Director Garner made a motion to approve the boat docks at Lots 177 Pony Express Trail and 512 Comanche Dr. Director Prock seconded and the motion passed unanimously.

4.3 Discuss, Consider, and Take Action for Continuation with Hildebrandt Tree Tech.

Director Prock made a motion Discuss, Consider, and Take Action for Continuation with Hildebrandt Tree Tech. Director Garner seconded, and the motion passed.

Director Prock made a motion to continue with Hildebrandt Tree Tech, Director Garner seconded, and the motion passed unanimously.

4.4 Discuss, Consider, and Take Action for Relocation of the Board Meetings to the Party House.

Director Prock made a motion to Discuss, Consider, and Take Action for Relocation of the Board Meetings to the Party House. Director Garner seconded and the motion passed.

Director Garner made a motion to move the Board Meetings to the Party House, Director Prock seconded, and the motion passed unanimously.

BSL  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

4.5 Discuss, Consider, and Take Action for the Approval of Replat for Lots 522-523 Comanche.

Director Garner made a motion to Discuss, Consider, and Take Action for the Approval of Replat for Lots 522-523 Comanche. Director Prock seconded, and the motion passed. Director Garner made a motion to accept the Replat for Lots 522, and 523 Comanche Dr. Director Prock seconded, and the motion passed unanimously.

5. OLD BUSINESS

5.1 Discuss, Consider, and Take Action for the 2024/2025 Budget.

Director Garner made a motion to Discuss, Consider, and Take Action for the 2024/2025 Budget. Director Prock seconded, and the motion passed.

Director Garner made a motion to accept the 2024/2025 Budget. Director Garner seconded, and the motion passed unanimously.

5.2 Discuss, Consider, and Take Action for Boat, ATV, UTV, Camping Fees.

Director Prock made a motion to Discuss, Consider, and Take Action for Boat, ATV, UTV, Camping Fees. Director Garner seconded and the motion passed.

Director Prock made a motion to raise ATV/UTV admission fees to \$30 per unit, Golf Cart fees to \$10 per unit, Boat/Jet Skis to \$40 per unit, Boat/Jet Ski Annual Pass to \$135 per unit. Director Garner seconded and the motion passed unanimously.

Director Garner made a motion to increase the camping fees for Campground A, B, and S to \$40 per night. Effective January 1, 2025, Director Prock seconded, and the motion passed unanimously.

5.3 Discuss, Consider, and Take Action for Bids for Campground S.

Director Prock made a motion to Discuss, Consider, and Take Action for Bids for Campground S. Director Garner seconded, and the motion passed.

Item Tabled to a future Board Meeting.

5.4 Discuss, Consider, and Take Action for the Revised Airbnb Addendum (update)

Director Prock made a motion to Discuss, Consider, and Take Action for the Revised Airbnb Addendum (update). Director Garner seconded and the motion passed.

The General Manager updated the Board with the current Airbnb homes at Buffalo Springs Lake.

No Action was taken

6. REPORTS

FINANCE REPORT BY HEATHER PURCELL

Heather gave the Finance Report

6.2 MARKETING DIRECTOR REPORT BY SHAYNA SCOTT

MARKETING REPORT

OCTOBER 2024



LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024

- Created graphics for the King of the Grill BBQ Cook Off and developed social media posts to promote it.
- Coordinated with local businesses (Scoggin Dickey Parts Center, Zaz Marine, Great Plains Distributors) for promotional items for the cook off swag bags.
- Worked closely with head judge Melody Vinson on BBQ Cook Off-related questions and logistics.
- Spoke with Joel Prock, Colt Carr, and Kade Eperson, VP of TSCEC, to organize a dirt bike race in October.
- Attended the ABC Rodeo committee meeting on September 10, 2024 to plan another BBQ Cook Off for March 22, 2025.
- Worked with Brenton Mitchell on the Fight Another Day event, resulting in a \$1,700 donation to the charity.
- Made multiple trips to Slate Group to pick up signage and trophies for the King of the Grill BBQ Cook Off.
- Purchased supplies at Sam's Club and transported them from the party house to the Buffalo Barn for the Cook Off.
- Stuffed swag bags with promotional items for the King of the Grill BBQ Cook Off.
- Was physically present at Buffalo Springs Lake for setup tasks from Wednesday to Saturday prior to BBQ Cook off September 18-21, 2024.
- Coordinated Cook Off registration with Tish, though noted areas for improvement in the process.
- Compiled an expense report for the King of the Grill BBQ Cook Off.
- Posted the BBQ Cook Off winners on Facebook and updated the website for upcoming events.
- Made necessary updates to the website to reflect upcoming events, ensuring all information was accurate and up to date.
- Worked with Josh Faupel from Ramar to finalize the lake's email migration.
- Coordinated with Heather on resolving a check issue for BBQ Cook Off winners.

BSL **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

- Worked with Glenda Kelly on the Boy Scouts and Audubon Society event for September 30th, 2024 with the Cub Scouts, Photos posted online.
- Worked with Troy White multiple times throughout the month preparing for C.A.S.T for Kids on October 5, 2024.
- Finalized details with Matt Witt for his waterfall sponsorship and prepared a written agreement for the donation. Brandon has this draft to submit to Jody Jenkins, Buffalo Springs Lake attorney.
- Worked with Taylor Feneis from Polaris to coordinate a WOTT Demo Day on October 16, 2024, at the lake, during which the trails will be closed.
- Worked with Todd Sterner from Can-Am to coordinate Can-Am Off-Road Dealer Training on November 5-7, 2024, at the lake, with trail closures during these days.
- Collaborated with Landon King at Townsquare Media and his local radio stations for a press release on the King of the Grill BBQ Cook Off.

SCHEDULE OF EVENTS

- October 5 - C.A.S.T. For Kids
- October 16 - Polaris WOTT Demo Day (ATV Trails)
- November 5-7, Can-Am Off Road Dealer Training (ATV Trails)
- November 9- Buffalo Wallow

SPONSORSHIPS

- North Permian Well Service, \$10,000
- Equipment Share \$3000 for BBQ Cook Off
- Pollard Friendly Ford, \$20,000
- Southwest Watersports, \$2500
- 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

BSL  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

Total for Sponsorships 2024- \$43,500

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**

October 8th, 2024

NEW BUSINESS

4.1 Accept the resignation of Board President Nicole Adams.

See the attached resignation letter submitted by Mrs. Adams. Moving forward, The board of directors will need to accept the resignation and decide on the approach to take for appointing a replacement. In the past, the board of directors has conducted interviews and selected from the applicants.

4.2 Lot 512 and Lot 177 request the building of boat docks.

Greg Thornton has submitted plans for constructing boat docks on lots 177 Pony Express Trail and 512 Comanche. The plans are attached, please review and, make note of the length of the boat dock for 512 (stretching 40' into the water).

4.3 Continuation of tree trimming with Hildebrandt Tree Tech.

As part of the lake beautification, I would like to continue tree trimming with Hildebrandt's to remove and prune trees across from the campgrounds and public use area across from lot 107. The last total for the removal of dead limbs and pruning was \$21,800.

4.4 Relocation of board meetings to the party house.

Due to the rising number of staff and limited office space, Heather and I would like to relocate and utilize the party house for our monthly board meetings. We would also like to turn the current board room into four offices, or cubicles, for Tish, Heather, Shayna, and Butch.

4.5 Approval of replat for lots 522 and 523 Comanche.

BSL  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

Greg Thornton has had Centerline Engineering do a re-plat of these 2 lots for the lot line between them to be moved to the old fence line that was in place since buildings and such were built over the property line. The line has a shifter about 6 feet into the original Lot 522. I have spoken to the neighbor, Robert McGuire about the re-plat and he has informed me that has approved said re-plat.

OLD BUSINESS

5. Old Business

5.1 2024/2025 Budget

See the budget attachments prepared by the admin staff.

5.2 Boat, ATV, UTV, Camping Fees

Evaluation and discussion of fees as per the board of director's request.

5.3 Open-sealed bids for the Campground S General Contractor.

This item was tabled from the last board meeting. The district received three (3) bids for the General Contractor, Lonnie Howard Construction, GT Construction, and MAD Everything Concrete. In the last board meeting, I requested this selection be postponed until information regarding the cut-and-fill report could be obtained. Several attempts have been made with Brandon Autrey and Caleb Bostwick to acquire the report but have been unsuccessful. The Engineered Plans from Autrey Engineering did not include this portion which included the live images with all layers, including coordinates, to do a cut and fill for proper drainage.

In our meetings, discussions, and review of the plans, Mr. Howard has informed me that his company has the engineering staff on hand to correct the cut and fill issue and will include it in his proposal.

5.4 Revised Airbnb addendum (update)

Jody Jenkins has prepared letters to certain residents who are not in compliance with the lot lease addendum.

MANAGER'S REPORT

BSL  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

ADMINISTRATION

District Manager – Crystal has had two companies out to repair the gas pump. Currently, Plains Pump Company has repaired the gas pump and my understanding is the pump is functional. Currently, the pump is still shut off pending an inspection report by VTECH environment services. VTECH was on site on October 1st. There is a high probability that the pump and surrounding soil will need to be removed.

Waterfall Progress- Currently, the district's attorney has a draft contract which is being reviewed. Once the contract is approved, Mr. Witt will submit the funds for the waterfall.

McMillan Dam- I will provide you all with a spreadsheet sent by Freese and Nichols describing the process and timeline.

Emergency Operations Plan – A few corrections are being submitted due to turnover and new assignments with staff.

MAINTENANCE / UTILITIES/PARKS-

Station alarm at lot 6 lift station- float was stuck and fixed after the call was initiated.

TCEQ investigation- Butch is continuing to correct the discrepancies we received before he took over the administration of utilities.

Five water meters have been changed due to corrosion, leaks, and old age.

Concrete dock- This dock has been removed and will need to be replaced soon.

7. EXECUTIVE SESSION

Adjourned for Executive Session at 10:20 am

8. PUBLIC COMMENT

No Public Comment

9. DISCUSSION ITEMS

Reopen from Executive session at 11:20 am

10. ADJOURN

Adjourned at 11:24 am

BSL  **LUBBOCK COUNTY WCID NO. 1 BOARD OF DIRECTORS MINUTES OF OCTOBER 8, 2024**

Janette Barcnas Vice President _____
Lubbock County WCID No. 1

Date: _____