

LAKE KIOWA SPECIAL UTILITY DISTRICT
133 Kiowa Drive South
Lake Kiowa, Texas 76240-9539
(940) 668-8391

REGULAR MEETING OF BOARD OF DIRECTORS

DATE: Wednesday, February 13, 2013

TIME: 9:00 a.m.

PLACE: 133 Kiowa Drive South, Lake Kiowa, Texas 76240

Minutes

1. **Call to Order and Declaration of Quorum:** President Jess Maxwell called the meeting to order at 9:03 a.m. Staff members present: All Directors were present except Directors, Bill White and Bill Richey. General Manager Ronny Young, Don Wortham, Ph.D. of Cobb, Fendley & Associates, Jerry Chapman and Carolyn Bennett of Greater Texoma Utility Authority and Attorney James Wilson were also present.
2. **Review and approval of minutes: January 9th, 2012 regular board meeting:** Vice President Thies made a motion to accept the January minutes as published and Director Anselmi seconded the motion and all approved.
3. **Review and approval of monthly financial report(s) and payment of bills:** Manager Young reviewed the financial report with the Board members. Vice President Thies asked about income and reserve funds and effect it would have on getting bonds in the future. Ronny stated that we may need to get a rate study in the future. Vice President Thies made a motion to accept the financial statements and pay all bills and the motion was seconded by Director Anselmi and all approved.
4. **Public Comment. (Speakers limited to 5 minutes each):** There were no public comments.
5. **New Business:**
 - (a) **Presentation by Cristina Acuna concerning joining the Texas County and Districts Retirement Systems Program (TCDRS):** Cristina discussed the plan in length and the different options to be considered. She also stated that changes in the plan could be made annually if needed after the first year. President Maxwell suggested having the Human Resource Committee to discuss the Retirement Plan and bring a recommendation back to the board.
 - (b) **Presentations by Don Wortham, Ph.D. of Cobb, Fendley & Associates and Jerry Chapman of Greater Texoma Utility Authority (GTUA) to recommend capital improvements and possible financing to the district's water system:** Don Wortham discussed the proposed CIP project that would include adding an additional elevated storage tank at well site number 4, replacement of existing pipelines, upgrading the line diameter sizes one size up, and possibly a new well in the future. Jerry Chapman and his associate Carolyn Bennett discussed the possibility of funding the project by splitting it up into two separate tax free

bond issues. They presented possible plans and payment schedules. President Maxwell stated that the Long Range Planning Committee should take a look at the information and determine if anything further was needed and then make a recommendation to the board as soon as possible.

- (c) **Consideration and possible action to approve Resolution No. 2013-001 ordering a general election to be held on May 11, 2013, for the purpose of electing two (2) directors at large to the board of directors:** Vice President Thies made a motion to adopt the Resolution for Ordinance No. 2013-001 and the motion was seconded by Director Anselmi and all approved.
- (d) **Consideration and possible action to approve Resolution No. 2013-002 ordering a special election to be held on May 11, 2013, for the purpose of electing one (1) director at large to fill a vacancy on the board of directors:** Vice President Thies made a motion to adopt the Resolution for Ordinance No. 2013-002 and the motion was seconded by Director Anselmi and all approved.
- (e) **Consideration and possible action to adopt Ordinance No. 2013-001 amending and restating Section E.22 of the Rate Order providing for a Leak Adjustment Policy:** Manager Young read the amendment to the Leak Adjustment Policy. Vice President Thies made a motion to amend the Rate Order Ordinance and Treasurer Dressel seconded the motion and all approved.
- (f) **Consideration and possible action to approve a Request for Proposals (RFP) for Depository Services for district funds:** Attorney Wilson explained the banking services proposal. He suggested approval of Manager Young to send the proposal to the local banks. Motion was made by Vice President Thies to approve and the motion was seconded by Director Anselmi and all approved.

6. **Committee reports:**

- (a) **Human Resources (HR) Committee:** There will be a meeting on Monday, February 18, 2013.
- (b) **Budget and Rates Committee:** None
- (c) **Long-range Planning and Conservation Committee:** None

7. **Old Business:**

- (a) **Consideration and possible action to regarding joining and funding options for the Texas County and Districts Retirement Systems Program (TCDRS):** No action
- (b) **Consideration and possible action to approve capital improvement plans or projects and financing:** No action

- (c) **Presentation and discussion about acquiring and implementing fixed-base water meter reading system:** Manager Young stated he had discussed the water meter reading system with Master Meter personnel and after discussion, President Maxwell suggested that the Long Range Planning Committee look over this and send back a recommendation to the board. No further action was taken.
8. **General Manager's report re: review of financial documents; water system maintenance and status; status of various projects; and recommendations for improving the water system and customer relations; and recent activities of the North Texas Groundwater Conservation District:** Manager Young stated that Maintenance was in the process of manually reading meters and comparing with Computer readings, checking for meters not picking up readings, and changing out meters that or not working. He also said we have had three service line breaks during the month and that there continues to be a problem with the VFD on the well at the dam location. The installing contractor is trying to find the culprit and get it repaired. Manager Young also stated that some miscellaneous items have been repaired and replaced at Well site #4 by the installing contractor. He also encouraged Directors going off the Board to sign up if they were going to run again by the March 1st deadline.
9. **Future agenda items:** All items tabled above
10. **Adjourn.** Motion was made by President Maxwell to adjourn at 11:15 a.m. and it was seconded by Vice President Thies and all approved.

Ronny P. Young
Ronny P. Young - Deputy Secretary