

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, January 9, 2013

TIME: 9:00 a.m.

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

Minutes

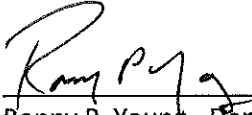
1. **Call to Order and Declaration of Quorum:** President Jess Maxwell called the meeting to order at 9:00 a.m. Staff members present: All Directors were present except Treasurer, Margaret Dressel. General Manager Ronny Young and Attorney James Wilson were also present.
2. **Approval of minutes of December 12, 2012 meeting:** Vice President Thies made a motion to accept the December minutes as published and Director Anselmi seconded the motion and all approved.
3. **Public Comment. (Speakers limited to 5 minutes each):** There were no public comments.
4. **General Manager's report re: review of financial documents; water system maintenance and status; and recommendations for system:** Manager Young said that we have had some problems with the new billing software, but those are being addressed by Masterlinx as they are reported. Letters should go out to customers in approximately one week regarding the options of viewing their accounts and paying online. He stated that we had one major leak during Christmas holidays and it couldn't be fully repaired until later due to the weather. The maintenance crew has been changing out meters and boxes. He also stated that we have had some electrical problems with the dam well site, but that Cooke County Electric is addressing those at this time. Manager Young asked Attorney James Wilson to address the next board member election and what steps need to be taken in preparation, and Attorney Wilson said that the information from the Secretary of State should be available next month and that he would prepare an outline on the rules, etc.
5. **Approval of monthly financial report(s) and payment of bills:** Manager Young reviewed the financial statements. President Maxwell questioned why there was not a comparison with last year and this year's Pumping Cost, and Manager Young stated that he needed to get a year of history with the LKSUD numbers in order to provide the comparison. Vice President Thies made a motion to accept the financial statements and pay all bills and the motion was seconded by Director White and all approved.

6. *** Receive reports from the following Committees:**
 - a. **Human Resource Committee:**

No Reports
 - b. **Budget / Rates:** No Report, but meeting will be scheduled to discuss the golf course usage rate.
 - c. **Long Range Planning / Conservation:** No Report, but Manager Young stated a meeting needed to be held to see if any changes need to be made on the Conservation Plan.
7. **Old Business:**
 - a. **Consideration and possible action requesting bids on fixed base water meter reading system:** Manager Young stated he was still working on acquisition of an antenna for a fixed base meter reading system.
 - b. **Presentation consideration and possible action on Capital Improvement Program project:** Manager Young said he has no report at this time, but the Engineers should have a presentation next month.
8. **New Business:**
 - a. **Consideration and possible action regarding joining Texas County and Districts Retirement Systems Program (TCDRS):** Manager Young stated he is expecting a representative from TCDRS to be here for the February meeting to discuss the Program.
 - b. **Consideration and possible action concerning updating of LKSUD Personnel Policy:** Attorney Wilson stated that our old Personnel Policy may need some changes and Manager Young said that he would work with him on those changes.
 - c. **Consideration and possible action concerning guidelines on billing adjustments for customer water leaks:** Manager Young stated that Section 18 of the Rate Order gives guidelines on adjusting disputed bills. He read Section 18 to the board and then suggested some changes to board and Attorney Wilson. Attorney Wilson said that he agreed and that he would make the changes and get them back to the board for approval.
9. **Update of Recent Activities of North Texas Groundwater Conservation District:** Manager Young stated the next meeting that will include a hearing on the Temporary Rules will be held Tuesday, January 15th at Denton City Hall. He also said their revenues remain good and that expenses are being kept under control.
10. **Future agenda items:** Consideration and possible action requesting bids on fixed base water meter reading system. Presentation, consideration, and possible action on (CIP) water system update project by Cobb Fendley, Consideration and possible action

regarding joining Texas County and Districts Retirement Systems Program (TCDRS), Consideration and possible action concerning updating of LKSUD Personnel Policy.

11. **Adjourn.** Motion was made by Director Richey to adjourn at 10:06 a.m. and it was seconded by Director Anselmi and all approved.



Ronny P. Young - Deputy Secretary