

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, July 10, 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. All Directors were present except Secretary John Anselmi and Director Bill White. Staff members present: General Manager Ronny Young and Attorney James Wilson were present.
2. **Review and approval of minutes:** June 12th, 2013 regular board meeting. Director Bob Bergbower made a motion to accept the June minutes as published and Director Bill Richey seconded the motion and all approved.
3. **Public Comment. (Speakers limited to 5 minutes each):** There were no public comments.
4. **New Business:**
 - (a) **Consideration and possible action regarding approval of Lake Kiowa Special Utility District Personnel Policies:** Vice President Jack Thies made a motion to table approval of Personnel Policies until the HR Committee had time to go over them, and Director Bill Richey seconded the motion and all approved.
 - (b) **Consideration and possible action to adopt Ordinance 2013-002 setting new residential water rates to begin with the September billing:** Manager Ronny Young explained Appendix B of the Ordinance regarding the rate change and after some discussion, Vice President Jack Thies made a motion to adopt Ordinance 2013-002 with Appendix B setting new residential water rates to begin with the September billing. Director Bill Richey seconded the motion and all approved.
 - (c) **Consideration and possible action to adopt 2013/2014 annual budget:** Manager Young discussed the budget on a line item basis and answered questions from the directors. After additional discussion, Vice President Thies made a motion to adopt 2013/2014 annual budget, Director Bob Bergbower seconded the motion and all approved.
 - (d) **Consideration and possible action to approve the lease of a copy machine:** Director Bergbower made a motion to approve the lease of a new Ricoh MPC3502 copy machine, Vice President Thies seconded the motion, and all approved.

- (e) **Consideration and possible action to engage Cobb and Fendley to complete a bidding package for Project #1 of the Capital Improvement Program:** Manager Ronny Young stated that he had spoken with Attorney John Rapier regarding the requirements for submitting a bid package for Project #1 of the Capital Improvement Program. Ronny also stated the Attorney Rapier made a suggestion to offer the package to the banking industry first to see if there was any interest in bidding the project before going the route of selling bonds. After discussion, Vice President Thies made a motion to engage Cobb and Fendley to complete the bidding package for Project #1 of the Capital Improvement Program, Director Richey seconded the motion and all approved.
- (f) **Consideration and possible action to make changes to the LKSUD adjustment policy to include malfunctioning irrigation controllers:** After some discussion, Vice President Thies made a motion to authorize Manager Young to make a one-time adjustment to the account of Mike Middleton for his excess water bill due to a malfunction of his irrigation controller, with the stipulation that Mr. Middleton must provide a receipt and visual proof of a battery backup device being placed in service preceding the irrigation control box. Director Bergbower seconded the motion and all approved unanimously.
- (g) **Consideration and possible action to publish the names and addresses of Drought Contingency Plan violators on the LKSUD website:** Attorney Wilson stated that he would research the legality of this matter before any action should be taken. Vice President Thies made a motion to table, Director Richey seconded and all approved.

5. **Committee reports:**

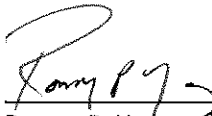
- (a) **Human Resources (HR) Committee:** No report
- (b) **Budget and Rates Committee:** No additional report
- (c) **Long-range Planning and Conservation Committee:** No report

6. **Old Business:**

- (a) None

7. **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 he was still researching the purchase of a boring machine and that he would have some information in the near future. He also stated there have been several main breaks recently and that there have been a few service line breaks due to the high usage and rising temperatures. He stated that the main pump had went out at the Raymond Brown station but that it had been replaced by a spare pump and that the other has been sent off for repair. He also reviewed the financial documents with the board. Manager Young stated his term of office as president of the North Texas Groundwater Conservation District has ended and displayed the plaque he had received to the board.

8. **Review and approval of monthly financial report(s) and payment of bills:** A motion was made by Vice President Thies, seconded by Treasurer Margaret Dressel, to approve the monthly financial report and payment of bills as presented. A vote was taken and the motion passed unanimously.
9. **Future agenda items:** (a) Approval of capital improvement plans or projects and financing, (b) Approval of Lake Kiowa Special Utility District Personnel Policies and (c) LKSUD Adjustment Policy to include Malfunctioning Irrigation Controllers.
10. **Adjourn:** Motion was made by Vice President Jack Thies to adjourn at 11:07 a.m. and it was seconded by Director Bob Bergbower and all approved.

By:  _____
Ronny P. Young, Deputy Secretary