

LAKE KIOWA SPECIAL UTILITY DISTRICT

133 Kiowa Drive South
Lake Kiowa, Texas 76240-9539
(940) 668-8391

MINUTES FOR MEETING OF BOARD OF DIRECTORS

DATE: Wednesday July 13, 2016

TIME: 9:00 a.m.

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

Minutes

1. **Call to Order and Declaration of Quorum:** Meeting was called to order by President Thies at 9:00 a.m. and all Directors were present along with General Manager Ronny Young.
2. **Review and approval of minutes: June 8, 17, 2016 board meeting(s):** Director White made a motion to accept the June 8, 2016 minutes as presented and Secretary Cole seconded the motion and all approved. Director White made a motion to accept the June 17, 2016 Special Called meeting minutes with mention changes and all approved with the exception of Treasurer Richey and Director Dressel who were not present as they abstained.
3. **Public Comment. (Speakers limited to 5 minutes each):** None
4. New Business:
 - (a) **Discussion and possible action regarding accepting proposal for painting inside and outside of the LKSUD office building:** General Manager Young went over the two bids that have been received to paint the office building and answered questions concerning the bids. Vice President Bergbower made a motion to accept the bid from Keith's Home Repair and the motion was seconded by Director James. All approved.
5. Old Business:

Consent Agenda: *Directors should ask for any items that they wish discussed to be removed from this section.*

 - (a) Discussion and possible action to engage an engineering firm to provide surveying and other services required to amend the district's certificate of convenience and necessity in order to serve Lake Kiowa Property Owners Association acreage.
 - (b) Update and possible action agreeing to participate in a Regional Water Study for the purpose of developing a plan to take, treat, and distribute water to water rights holders in Collin, Cooke, Denton, and Grayson counties.
 - (c) Update on fixed base meter reading system upgrades.
 - (d) Discussion and update on the waterline replacement project 2.

6. Committee reports:
 - (a) **Human Resources (HR) Committee:** The Committee presented a copy of Appendix C from the Personnel Manual which had previously not existed. It contains an outline of Benefits provided to the employees. Treasurer Richey made a motion to accept Appendix C and make it a part of the Personnel Manual and Director White seconded and all approved.
 - (b) **Budget and Rates Committee:** None
 - (c) **Long-range Planning and Conservation Committee:** None

7. Reports:
 - (a) **General Manager re: review of contractual matters; water system maintenance and status; status of capital improvement projects; rates and finances; customer relations; employee matters; special projects; equipment, materials, and vehicles; administrative matters; and, recommendations for water system improvements:** Manager Young reviewed the un-audited final financial documents with the Directors and answered questions. He stated that there had been numerous main and service line breaks. They tend to increase with heavier usage.

 - (b) **Investment Officer re: Quarterly Financial Report:** Ronny stated that he attended the required classed to act as the Investment officer. He also said that he would have the quarterly report at the next monthly meeting.

 - (c) **Recent activities of the North Texas Groundwater Conservation District:** Ronny stated that the NTGCD had not met as the meeting was now scheduled for Tuesday the 19th.

8. **Review and accept monthly financial report(s) and approve payment of bills:** Director Dressel made a motion to accept the monthly financial reports and approve the payment of the bills. Treasurer Cole seconded the motion and all approved

9. Discussion on future agenda items: Items from the consent agenda and the Quarterly Financial Report

10. Adjourn: Meeting was adjourned at 9:48 a.m.

By: *Ronny P. Young*
Ronny P. Young, Deputy Secretary