

**FLYING L PUBLIC UTILITY DISTRICT
REGULAR MEETING – AUGUST 10, 2020
M I N U T E S**

CALL TO ORDER: The August 10, 2020 regular meeting, of the Flying L Public Utility District; is called to order by Vice President Don Bateman at 6:31 PM. Additional Board Members in attendance are June Baker and Austin Christensen. Patrick Raab is absent. Also, in attendance are Recording Secretary Leslie Rector, Field and Office Administrator Steve Childers, and Water and Wastewater Operator Jerry Hefley.

A quorum was established.

Guest(s) in Attendance: Frank & Salley Reyes and Chris Molnar

PUBLIC COMMENT: None

MINUTES OF PREVIOUS MEETING: After a review of the July 13, 2020 Regular Meeting Minutes, a **motion** was made by Christensen, 2nd by Baker to approve the Minutes from the July 13th meeting. **Unanimous**

Financial Review: Steve explained to the Board the different financial reports he prepared for the meeting, which included the Vendor Expense Summary and the Balance Sheet. Because of its unreliability, a new printer was purchased for the office. Steve ran it past Patrick before purchasing. Steve will speak with Eric Ede to make sure all the figures are recorded in the correct physical year before submitting for audit. About 35% of our customers have signed up for on-line bill-pay. There is renewal for Quick-books payroll. It will cost about \$650 for the six employees. He will look for a cheaper alternative. There are several customer files missing important paperwork such as Customer Service Inspection (to prevent cross-connections leading to potential contaminant hazards) and Backflow Preventer tests. Steve will take care of a few repairs needed in the office. Steve asked the Board if they still wanted to keep the customer initial deposits or return it after a set amount of time. The Board discussed it and decided to keep the deposit retention system as is.

REVIEW AND PAY BILLS: After reviewing the Vendor Expense Summary and the Balance Sheet a **motion** was made by Christensen, 2nd by Baker to accept the reports and pay the bills with a transfer of \$27,516 from M&O #266 to Bandera Bank #816. **Unanimous**

Bandera Bank & Hondo Bank:	\$452,370.54
Savings & CDs at Randolph Brooks FCU:	\$217,475.66
FUND BALANCE:	\$669,846.20

REPORT OF MONTHLY WORK PROJECTS AND OPERATION: Jerry reported a leak was repaired at the Wastewater Plant. It was a line that wasn't being used and now is sealed off. He has one more leak then he will start on the meter boxes.

On the Wastewater-side – one of the rebuilt blowers failed. He changed the oil thinking it would quiet the blower but it had to be taken off-line even after performing additional work on it. It may still be repairable, he will take it apart and confer with the company. A new blower will cost about \$2,500 and will be ordered from a company in Austin. Jerry will start loading the scrap metal to be hauled off. He will need assistance from the ranch equipment to load the heavy pieces. He completely cleaned the big lift station, it's spotless and the effluent seems to be better after scrubbing the walls. The next lift station to be cleaned will be the one on the golf course by Fairway Dr. He will coordinate with the Ranch to use their water supply. He will order a part for the fire hydrant at Lift Station A so he can use that water source to clean that one.

Doug Stevens, Ranch Owner; had a sewer spill at his lift station. He contacted the PUD believing the PUD was responsible for the repair cost. History: when the Time-Share buildings were constructed the only way to tie into the sewer system was for the Ranch to install their own lift station because the main they need to use is at a higher elevation, otherwise the buildings would be on septic.

Steve Childers informed the Board there is a resident named Loy Burkes that has been coming up in the morning to open the dumpsters on pick-up day and routinely cleans up the area. After discussing this with Jerry, who currently is responsible for dumpster clean up; Steve will speak with Loy about taking over the daily responsibility of keeping the area clean with compensation. This will be put it on next month's agenda.

OLD BUSINESS (Discuss and Consider)

Drought Restrictions: The Board decided not to change the Water Conservation Stage at this time. Waiting on a current Well level on Well #2. Well #1 was 196". **Tabled**

Kathy Robertson, Bookkeeper: This bookkeeper charges \$50/hr. The Board discussed using her on an as-needed expense. This should lessen as Steve requires less assistance.

Water & Sewer Rates and Water & Sewer Taps: Steve brought the figures on the most recent bills for new construction lines and taps and all of them severely exceed the current rates. All the PUD wants to do is break even. More information was requested to establish either the same rate for all or for each new customer to pay the actual bill from the contractor installing the lines. Jerry will look into other water district's rate systems.

Hydrant Maintenance Program and Schedule: Jerry stated, at this time; 2 more hydrants need to be rebuilt. He will call to get that started this month. There are also 2 blow-offs, which is just a pipe sticking out of the ground. They do not meet TCEQ specifications. They would need to be brought up to code with small hydrants probably about \$1,000 each.

Banking Procedures: Steve provided bank CD rates for the maturing CD at Randolph Brooks. He also said all the signers at all the banks are not the same. A Board member will have to assist him until he gains access to the bank information at all locations. Questions that need answers: Whom do you want on the signature cards? How much money do you want in each bank? **A motion** was made by Christensen, 2nd by Baker to move the funds from RBFC maturing CD #10012 to Bandera Bank to purchase a 3 year CD yielding 1%. **Unanimous**

NEW BUSINESS (Consider for Action and Review):

Resignation of Steve Childers From the Board: **A motion** was made by Christensen, 2nd by Baker to accept Steve Childers' resignation from the Board. **Unanimous**

Adopt a Proposed Tax Rate for 2020: Steve presented the Board figures to assist in making a decision for the 2020 proposed tax rate. After reviewing the figures, **a motion** was made by Christensen, 2nd by Bateman to set the proposed 2020 tax rate the same as last year @ .40/\$100. **The motion passed** with 2 yes and 1 no. Steve will run the notice in the Bandera Bulletin for one week and schedule the Proposed Tax Hearing on September 14th before the regular meeting.

BISD Billing Proposal: Steve presented a different way to bill BISD for their sewer service. Jerry Hefley recommends no more than 6 months at a time in case they have to be denied access due to our sewer permit capacity with additional hook-ups in the community. Jerry will review the permit numbers and the flows and inform the Board on where we currently are within the permitted capacity. The more flow the more chemicals are needed. After discussing the pros and cons it will be tabled until next month to review Jerry's information. **Tabled**

Equipment to Measure Well Depths: Jerry will look up the cost of well depth gauges for the next meeting. **Tabled**

Tree Maintenance on PUD Lot: PUD owns a lot on Valley Oak Drive. There was a complaint by David Hartman regarding BEC lines and trees along the fence. It seems to be a POA issue with the trees. If it's the PUD's property it will be taken care of.

Next Meeting: The next month's regular meeting date for the Flying L PUD is scheduled for Monday, September 14, 2020 at 6:30 PM.

Adjourn: Having no further business, the meeting was adjourned at 7:46 PM

Presented for review and approval,
Leslie L. Rector, Recording Secretary
for the Flying L Public Utility District