

**FLYING L PUBLIC UTILITY DISTRICT
REGULAR MEETING – DECEMBER 11, 2023
MINUTES**

CALL TO ORDER: The December 11, 2023 regular meeting, of the Flying L Public Utility District; is called to order by President Judd Ryan at 6:30 PM. Additional Board Members in attendance are Steve Childers, Leslie Rector, Larry Marsh, and Will Dietrich. **A quorum was established.** Also in attendance is MOC Representative John Montgomery, Office Manager Nicole Lawlis, Field Manager Gary Geldart, and a Manager from Armstrong, Vaughan & Associates Jacob Twomey (Auditor).

Guests(s) in Attendance: Liz Lawlis

PUBLIC COMMENTS: Liz Lawlis requested unlimited access to the PUD Building for herself and Kathleen Segura.

APPROVE MINUTES FROM PREVIOUS MEETING: After a review of the November 13, 2023 Regular Meeting Minutes, **a motion** was made by Childers, 2nd by Marsh to approve the minutes as written. **The motion passed** with one abstaining.

FINANCIAL REVIEW & PAY MONTHLY BILLS: Nicole went over the Financial Reports stating net income was a negative \$30,000 due to road repairs, auditor, four leaks and a lot of flushing causing a higher MOC bill; and we had to catch up on generator payments. After reviewing and discussing the reports, **a motion** was made by Rector, 2nd by Marsh to accept the reports and pay the monthly bills totaling \$49,919.35 with a transfer of \$42,000 from Deposit Account #266 to Deposit Account #816, both at Bandera Bank. **Unanimous**

REVIEW AND DISCUSS OPERATIONS

MOC: John from MOC went over his monthly Operations Report noting total revenue collected from water & sewer services, two water tests taken – one routine and one special, both were good. Parts for the check valves for the water plant are in, ok to pay the parts invoice from Odessa Pumps. Hydrants: Repairs will be completed by January 1, 2024. A long water tap was done on Valley Oak Drive. Well levels have improved slightly. John is trying to make sure our residents are made aware of who to call when they have questions other than billing.

PUD OPERATIONS: Gary said he and Chris will get the hanger cleaned-up. The parking lot will be repaired as soon as there is a window of opportunity in the weather of at least three days. Gary will need a list of lots that have access to sewer service. Steve will get that to Gary. We will be making road repairs using asphalt, which comes at a higher cost that hopefully will be covered by the current tap fees.

OLD BUSINESS: (Discuss and Take Action)

Revise Our Water Conservation Plan: Leslie went over a few points that were brought up at the last meeting and discussed whether to go back to the more stringent surcharge/penalties or keep them the same. The Board decided to keep the penalties the same in Stages 4 & 5 and do the same watering frequency as the River Authority. The POA will be notified that pools approved in Stage 3 have to be filled by tanker truck not from our water system and in Stages 4 & 5 they cannot be approved because they can't be topped off or filled. This directive comes from the River Authority.

Comprehensive Irrigation & Back Flow Policy: John Montgomery said the draft for this program should be completed by the January meeting, to be approved at the February meeting.

NEW BUSINESS (Discuss and Take Action)

Request by POA to Have a Key to Our Building: The biggest concern was because the number of parts in the hangar have increased along with the cost to replace them and potentially having the door be left open. Judd suggested that we improve the function of the door to automatically close and lock along with a keypad with personal codes to enter the building. Leslie asked if these improvements to the door locking system is purchased that the POA would split the cost with the PUD. Liz will look into that. **A motion** was made by Childers, 2nd by Dietrich that a key will be given to Liz and Kathleen provided no copies be made while we are waiting to install a cypher lock and improvements to the door. **Unanimous**

Approve New Sewer Rate: Mistakes were made initially when the rates were changed. Everything has been corrected. **A motion** was made by Marsh, 2nd by Rector to set the commercial sewer rate to \$18 with \$6.50 per 1,000 gallons of water used. **Unanimous** This will be in effect on January 1, 2024 billing cycle

Review and Approve Audit: Jacob Twomey went through the audit. He reminded the Board that the Annual Filing Affidavit needs to be signed and notarized and filed with the Executive Director of the Texas Water Commission (TWC) and to have one signed and notarized for the PUD Office. In their opinion the financial statements presented fairly in all material respects. Jacob said the financials show an increase in our net position partially due to water and sewer services and our expenses decreased. Steve will be educating himself in the correct way to do journal entries to ensure accuracy. **A motion** was made by Dietrich, 2nd by Marsh to approve the audit as presented. **Unanimous**

Request for Water Bill Adjustment: After some discussion **a motion** was made by Childers that if they have a bonified leak and have an invoice from a licensed plumber's repair and it would happen only once a year, eliminate penalties and be charged at the lowest water rate for the water loss – there was no second **motion failed.**

Contract Between Flying L PUD and Bandera ISD: After some discussion it was agreed that their yearly contract will be renewed at the current rate. Gary to notify BISD of this decision.

Approve New Job Descriptions for the By-laws: The Board has approved the new job titles and descriptions to be integrated into the By-laws.

Required Board Member Training: There are many Water Codes in TX and we are not sure if Chapter 6 applies to our PUD. Leslie will call the Texas Water Development Board to find out also, she will inquire about their funding/loans given out by the TWB, possibly for our new well if needed.

Amend the Budget for Parking Lot [20k] and the Cost of Community Valves [30k]: The Budget Amendments will be presented at the January 2024 Meeting.

QUESTIONS/DISCUSSION: Best Practices – The alerts will go out via phone text or email. Residents with questions/concerns should put them in writing or attend a meeting. Before a Board Member speaks in public the topic and contents will be approved by the Board. Dumpster violations were discussed. Request for Utility Service will not be an appendix to the By-laws. Our Board can consist of 5 to 13 people. Hopefully someone will volunteer to look into Government Grants for digital meters. Have the

Office Manager make sure all insurances are up-to-date. The internal water storage tank inspection is probably due in 2024.

Executive Session: An invoice for a remaining water bill for a resident that has moved will be mailed out.

Next Meeting: The next month's regular meeting date for the Flying L PUD is scheduled for Monday January 8, 2024 at 6:30 PM at the PUD Building

Adjourn: Having no further business the meeting was adjourned at 8:15 PM.

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