

**FLYING L PUBLIC UTILITY DISTRICT  
REGULAR MEETING – JULY 8, 2024  
MINUTES**

**CALL TO ORDER:** The July 8, 2024 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 Larry Marsh and Leslie Rector. Steve Childers and Will Dietrich are absent. **A quorum was established.**

Municipal Operations & Consulting Inc (MOC) Representative, Lonnie Wright joined the meeting by phone. Also in attendance are Field Manager Gary Geldart. Steve Childers - Office Manager Nicole Lawlis resigned.

**Guest(s) in Attendance:** Sharon Buchanan, Nancy Rowton, Bob & Bitzy Neuser, and Evette Maytum.

**PUBLIC COMMENTS:** Bob and Bitzy expressed concerns about the excessive use of water by the Resort owners and if the PUD had a plan if our Wells failed. The community Well levels are low and have dropped significantly since January 2024 Well #1 down 76' & Well #2 down 46'. It was recommended that concerned residents go to the River Authority and voice their concerns as the PUD has no jurisdiction over the Resort's excessive water use.

**APPROVE MINUTES FROM PREVIOUS MEETING:** After a review of the June 10, 2024 Budget Hearing and Regular Meeting Minutes, a **motion** was made by Rector, 2<sup>nd</sup> by Marsh to approve both the Budget Hearing and Regular Meeting Minutes as written. **Unanimous**

**FINANCIAL REVIEW & PAY MONTHLY BILLS:** Financial reports were given to the Board Members in attendance which included Expenses by Vendor Summary, Balance Sheet for June, and the Profit & Loss Prev Year Comparison for June and year-to-date. After reviewing the reports, a **motion** was made by Rector, 2<sup>nd</sup> by Marsh to accept the reports and transfer \$30,000 from Deposit Account #266 to Checking Account #816 to pay the bills totaling \$24,016.96. **Unanimous**

**REVIEW AND DISCUSS OPERATIONS**

**MOC:** Lonnie Wright, from MOC; went over the monthly Operations Report noting total revenue collected from water, sewer services, garbage, and deposits was \$22,567.85, water billed vs pumped 99%, total sewer connections 191, total water connections 338, and two water tests were done – one routine and one special, both were good. Leaks and/or flushing 5,000 gallons. Judd reminded Lonnie that we have a new rate order for the Resort going into effect this month regarding grease traps, that will need to be inspected monthly going forward. Judd also informed Lonnie about the invoice for tap installations on Knollwood being quite higher than normal with over-time charges. We have not heard back from John Montgomery about the proposal of lowering that charge in question by \$1,900. There has been a recurring breaker tripping at the water plant that should be replaced. The Pre-Approved Cut-off List was reviewed. The new rate order will be sent to us for signatures.

**OPERATIONS Field Manager** – Gary said he spoke with Republic Services requesting the dumpsters be replaced because of their condition, pretty beat-up. There will be a \$200 charge per dumpster to do the replacement. The Board decided not to replace them at this time because it wouldn't be long before they looked like the replaced ones and the funds could be put to better use. Gary gave the Board a new list showing all Resident & Builder Transactions which include Termination of Service, Request for Service, New Build & New Service, as well as Resident Reported Issues (complaints) as required.

**OLD BUSINESS: (Discuss and Take Action)**

None

**NEW BUSINESS (Discuss and Take Action)**

**Increase Deposit Fee Amount (New Service):** Leslie stated recently we have sent several accounts to collections in an attempt to recover the unpaid portion of the residents' bills not covered by the current deposit amount. After discussion, a **motion** was made by Rector, 2<sup>nd</sup> by Marsh to increase the new service deposit fee from \$250 to \$400. **Unanimous**

**Drought Restrictions Violations (Enforcement):** It was briefly discussed at the last meeting that the surcharge is the enforcement for violations of the drought restriction stages. That wasn't the opinion of all Board Members. After some discussion as to how to apply enforcement by increasing the surcharge and possibly lowering the amount of water usage down from the current level of 10,000 gallons. A few detailed options will be presented at the next meeting for consideration. **Tabled**

**Office Security:** To maintain the security of our office it was suggested to not give the MOC operators a key to the office to use the bathroom facilities. Only give operators the key to the meeting room and keep the office door locked from the inside to the bathroom. Gary will check to see which key the current operators have been given.

**Amend Manager/Administrator Job Descriptions:** It was suggested to add the requirement for those positions to attend the open Board Meetings if they live within 10 miles of the office, if not in attendance for an acceptable reason to have their oral presentation in writing to be read at the meeting in their absence, and have all documents needed for the meeting at least 2 days in advance of the meeting. It was noted those requirements should be in a Job Policy Manual not in the job description. A Policy Manuel will be investigated.

**Website & IRIS Informational System:** Leslie suggested all information that is placed through the IRIS system, except in emergency situations; should be approved by the Board. One Board Member should not be posting anything without approval from the Board in the IRIS system or on the website. The Board Members in attendance agreed.

**Contract With Bandera Co Election Official for Election Services:** This is the month we need to fill out paperwork for the November Election if necessary. Leslie and/or Larry will take care of this requirement.

**Questions/Follow-up – Discussion Only**

**Audit Process:** Leslie made a couple of suggestions to make the process of accumulating all the documents required for the audit. To keep all hard copies in folders for each month as they are received as well as scan them into the system and placed in their appropriate folders on-line. At the end of the fiscal year all hard copies will be in one place month by month. After the audit they can then be filed away with similar items.

**Executive Session Wording at the Bottom of the Agenda:** The wording at the bottom of our agenda that cites Pursuant to Texas Revised Civil Statutes Annotated 6252-17 does not appear to be accurate. That will be updated.

**Executive Session:** The open meeting was adjourned at 7:45 PM to enter Executive Session - **Personnel**

The open meeting was reconvened at 8:15 PM. Personnel matters were discussed for the open position of bookkeeper. The bookkeeper will get back to us regarding the requirements for travel expenses and hourly rate.

**Next Meeting:** The next month's regular meeting date for the Flying L PUD is scheduled for Monday August 12, 2024 at 6:30 PM at the PUD Building

**Adjourn:** Having no further business, the meeting was adjourned at 8:20 PM.

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