

FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109
Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met Thursday, October 14, 2021, at the Prairie Star Cook Shack, 100 Ellison St., Albany, TX.

Board President Burel McKelvain called the meeting to order at 12:36 pm. Other Board members present included Sam Snyder, Robert Montgomery, Ken Hill and Sid Collinsworth. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: None present at beginning of meeting.

Review and approve September meeting minutes: Following a review of the September 16, 2021, meeting minutes, Snyder made a motion to approve the minutes as read. Montgomery seconded the motion, all voting for.

Review and approve September expenditures and financial reports: Item tabled.

Old Business –

Status of the Andy Vaughn lease agreement has not changed. Gardenhire reported still waiting on proposed lease.

Visitors arrived at the meeting at 12:41. President McKelvain paused business items and opened the floor for comments. Ex-employee Betty Barrett questioned the check she received in mail and spoke regarding passwords for computer. (Barrett exceeded the five-minute time limit but time was extended by McKelvain.) Charlotte Taggart stated the in company she works for no one shares passwords. Tammie Kelsea spoke stating she works for the school and employees only share passwords with IT when requested. Barrett requested a breakdown of what the check she received was for. There were no further comments, visitors excused themselves and business items resumed.

Gardenhire reported there was no new information on the storage tank at Pump Station #1. No action was taken.

Gardenhire reported on Right-of-Way easements stating plans to meet the following week to obtain easements. No action was taken.

New Business--

Gardenhire stated the budget currently shows capital contribution fees as an income, and per what he learned at the last conference that should only be used for capital improvements, thus the budget line item should be titled "Tap Fees". He stated he will provide an updated budget at next meeting. No action taken.

General Manager's Report:

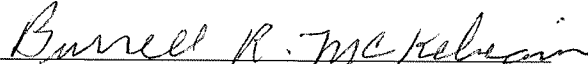
Gardenhire reported a letter would be sent out to customers regarding the rate increase within the coming weeks. He discussed the increase in meter installs, with anticipation for continual growth. Collinsworth suggested bulk meters be purchased in advance in an effort to save money. Gardenhire stated extra meters are kept on-hand as budget allows.

Gardenhire introduced new Office Administrator Carrie Holson. Holson briefly shared her background and was welcomed by the board.

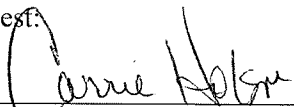
In accordance with Texas Government Code 551.074 of the Open Meetings Act the board, Snyder made a motion to convene in executive session regarding personnel matters. Motion seconded by Snyder; all voting for.

At 1:42 PM President McKelvain resumed open session of the meeting. He stated there would be no action taken from the executive session.

There being no further business, Hill made a motion that the meeting adjourn. Montgomery seconded the motion, all voting for. The meeting adjourned at 1:48 p.m.



President Burel McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:


Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met Thursday, November 4, 2021, at the Prairie Star Cook Shack, 100 Ellison St., Albany, TX.

Board President Burrell McKelvain called the meeting to order at 12:34 pm. Other Board members present included Sam Snyder, Robert Montgomery, Ken Hill, Ben Hale and Sid Collinsworth. General Manager Mark Gardenhire, Office Administrator Carrie Holson and Field Manager Tyler George were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve October meeting minutes: Following a review of the October 14, 2021, meeting minutes, Snyder made a motion to approve the minutes as read. Montgomery seconded the motion; motion carried unanimously.

Review and approve September and October expenditures and financial reports: Gardenhire and Holson discussed financial reports being converted to Quickbooks and will take a little time to have everything reconciled but will be more efficient when complete. Snyder made motion to approve the expenditures and financials as presented. Hill seconded the motion; motion carried unanimously.

Old Business –

Status of the Andy Vaughn lease agreement has not changed. Gardenhire reported still waiting on proposed lease.

Gardenhire reported there was no new information on the storage tank at Pump Station #1. No action was taken.

Gardenhire reported on Right-of-Way easements stating he and the engineer plan to meet with landowner soon to work out details of easement. No action was taken.

New Business--

Gardenhire stated the Budget needed to be amended as previously discussed. Following discussion Montgomery made a motion to increase the capital contribution fee to \$2000 and increase customer deposits to \$300; effective for any new request/applicants. Collinsworth seconded the motion; motion carried unanimously.

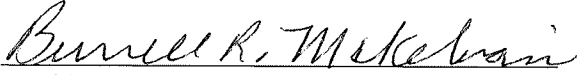
General Manager's Report:

Gardenhire opened discussion regarding purchase of a 2018 Ford Pickup to replace the 1999 pickup. Snyder made a motion to purchase a 2018 Ford Pickup, authorizing Mark Gardenhire to check with First National Bank and First Financial Bank for the best financing options. Snyder included that Gardenhire had the authority to obtain financing based on information obtained; and authority to sell the 1999 pickup. Hill seconded the motion, with Montgomery and Hale for; Collinsworth against; motion carried.

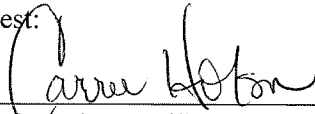
Montgomery requested an update on the John Tate line extension and Gardenhire state they are still waiting for a letter from USDA stating cost would be reimbursed and waiting for contractor selection for the project.

Gardenhire also updated the board regarding the need to extend the contract with BRA an additional 9 years to meet the 40 year contract requirements of USDA. He discussed the matter will need to be addressed with West Central Texas Municipal Water District as well.

There being no further business, Snyder made a motion that the meeting adjourn. Hill seconded the motion; motion carried unanimously. The meeting adjourned at 1:55 p.m.


President Burel McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:


Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met on Thursday, December 2, 2021, at The Feed Store 148 South Jacobs Street, Albany, TX at 12:00

Board, employees, and spouses were invited for a Christmas luncheon prior to meeting beginning.

Board President Burrell McKelvain called the meeting to order at 12:52 pm. Other Board members present included Sug Roller, Robert Montgomery, Ken Hill, Ben Hale and Sid Collinsworth. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve October meeting minutes: Following a review of the November 4, 2021, meeting minutes, Hill made a motion to approve the minutes as read. Montgomery seconded the motion; motion carried unanimously.

Review and approve September and October expenditures and financial reports: Holson presented the financial reports for September and October. After review, Montgomery made motion to approve the expenditures and financials as presented. Roller seconded the motion; motion carried unanimously.

Old Business –

Status of the Andy Vaughn lease agreement has not changed. Gardenhire reported still waiting on proposed lease.

Gardenhire stated he had a meeting set with engineer and Ms. Baggett regarding the easement that is holding up the project scheduled for Monday Dec 13th. Gardenhire informed board that the engineer had suggested narrowing the easement in an effort to decrease the cost for easement. After discussion by board, an consensus to keep easement as originally planned. Montgomery made a motion to authorize Gardenhire to take a check to the meeting to be made out for a maximum of \$32,000 to secure the needed easement and later submit a request for reimbursement to TRWA. Roller seconded the motion; motion carried unanimously.

Board also discussed the possibility of Tate installing a line himself and the FGSUD reimbursing Tate if/when FGSUD received funding for the project. Montgomery made a motion to give Gardenhire the authority to research possibilities of reimbursement and form a contract between the parties to be presented at a future date if needed. Seconded by Hill; all voting for; motion carried unanimously.

New Business--

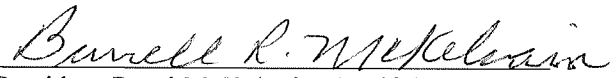
There was no new business.

General Manager's Report:

Gardenhire stated he had discussed updated during old business.

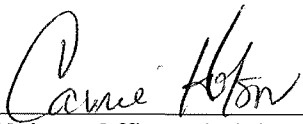
The Board entered into executive session at 1:48 PM; and reconvened to open session at 2:25PM. Montgomery made a motion to present End of the Year Bonuses to employees as follows: Carrie Holson \$1,000; Adam Cisneros \$1500; Brian Waggoner \$1500; Tyler George \$1500; Kyle Tischler \$1500; and Mark Gardenhire \$1500. Collingsworth seconded the motion; motion carried unanimously.

There being no further business, Hill made a motion that the meeting adjourn. Collinsworth seconded the motion; motion carried unanimously. The meeting adjourned at 2:32 PM.



President Burel McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:



Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met on Thursday, January 13th at 12:00. The meeting was moved to 180 CR 148, Albany, Tx. to allow for social distancing.

Board President Burrell McKelvain called the meeting to order at 12:50 pm. Other Board members present included Robert Montgomery, Ken Hill, Ben Hale, Sam Snyder and Sid Collingsworth. Engineer Derek Turner, General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve October meeting minutes: Following a review of the December 2, 2021, meeting minutes, Hill made a motion to approve the minutes as read. Snyder seconded the motion; motion carried unanimously.

Review and approve November expenditures and financial reports: Holson presented the financial reports for November. After review, Snyder made motion to approve the expenditures and financials, including budget vs. actual report as presented. Hill seconded the motion; motion carried unanimously.

Old Business –

Gardenhire stated he had a met set with engineer and Ms. Baggett regarding the easement needed and the easement was obtained for \$32,000. He included that it was the last easement needed for that project to move forward.

Montgomery reported he and Gardenhire had met with Andy Vaughn. Vaughn had proposed giving the SUD an easement in exchange for 25,000 gallons of water per month. Board discussed options and Engineer (Turner) stated significant growth happening near north side of Cisco Lake and feels the standpipe is the best long-term solution and would help existing system in regards to pressure. He said existing pump station could be modified, but standpipe would be more effective. After thoughtful discussion amongst board, it was suggested Turner compare prices for a larger standpipe than originally discussed in an effort for long-term planning. No action was taken on the matter. Tabled until February meeting.

Gardenhire opened discussion regarding a line extension in Woodson for Jacob Valentic. Valentic was unable to obtain an easement from landowners joining SUD lines, but neighboring property owner had agreed to give easement for access through his property. Gardenhire recommended FGSUD set meter at main and let Valentic obtain easement to go across neighbor in lieu of running down County ROW. Snyder made a motion to give Valentic the option to obtain easement and set meter at main. Collingsworth seconded the motion; motion carried unanimously.

Gardenhire stated he had been calling to about obtaining a letter approving reimbursement for the Tate project upon funding but had not obtained at this time. Engineer stated he recommended getting the letter from Rural Development before moving forward. No action was taken.

New Business--

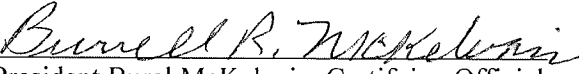
There was no new business.

General Manager's Report:

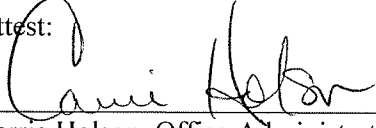
Gardenhire stated he had discussed updates during old business. He added that employee Adam Cisneros' mother-in-law had passed away and a memorial contribution would be made on behalf of FGSUD. He also informed board that employees Tyler George and Brian Waggoner had been exposed to Covid and would be in quarantine for 5 days.

Board member Snyder commented he appreciated the ability of the board members to have open discussions regarding the issues such as the standpipe and appreciates the board be pro-active for future growth.

There were no further comments and Montgomery made a motion to adjourn at 2:43 PM. Motion seconded by Hill; motion carried unanimously.


President Burel McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:


Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a called meeting Tuesday, February 8th at 11:00 at the Ice House in Albany, Texas.

Board President Burrell McKelvain called the meeting to order at 11:16 am. Other Board members present included Robert Montgomery, Ken Hill, Ben Hale, Sam Snyder, Sug Roller and Sid Collinsworth. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present. Shortly after meeting began, Accountant Mike Hamby joined the meeting.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve January meeting minutes: Following a review of the January 2022 meeting minutes, Hill made a motion to approve the minutes as read. Montgomery seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: Holson presented the financial reports for December. After review, Snyder made motion to approve the expenditures and financials, including budget vs. actual report as presented. Hill seconded the motion; motion carried unanimously.

NEW BUSINESS:

FY 2020-2021 Annual Audit Report- Mike Hamby with Hamby, Merritt & McClain reviewed the annual audit report with board, stating it was a “clean report with no significant findings”. He explained there was a decrease in overall assets, as a result of cleaning up the books to not reflect property the SUD no longer owned (such as vehicles); and that an adjustment was made to correct the reserve requirements with decreased cash in the operating fund. Hamby also suggested that the SUD review policy manuals and keep them updated as needed. Snyder made a motion to accept the 2020-21 Audit Report. Montgomery seconded the motion; motion carried unanimously.

Order of General Election for the Purpose of Electing Two At-large Board Members- McKelvain made a motion to order an election for May 7th for the purpose of filling the terms for Ken Hill and Sid Collinsworth. It was discussed that for voters to have better voting access the SUD contract with the three counties within the district to hold election. Doing so would also decrease cost if shared with counties. Collinsworth seconded the motion to order the election for May 7th, 2022; motion carried unanimously.

Old Business –

Andy Vaughn Proposal- McKelvain tabled discussion for during executive session in accordance with Texas Government Code 551.074 regarding real property matters.

Board Member Montgomery had to leave meeting early due to prior plans.

General Manager’s Report:

Gardenhire discussed the need for legal counsel for the purpose of renewing contract with BRA and read the proposed letter drafted by Todd Powell with USDA. He also discussed the number of meter installations continues to climb and is already almost double the annual estimate. Gardenhire state the proposal for the

Windfarm extension is being finalized as well. He invited board members to lookover the brochure for the annual TRWA conference and let him know if they plan to attend asap.

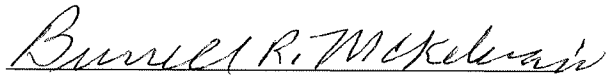
President McKelvain asked the board to convene in Executive Session regarding hiring of legal counsel, personnel matters and deliberation regarding real property.

Following the executive session, Hale made a motion to hire Eileen Hayman as legal counsel for FGSUD. Snyder seconded the motion; motion carried unanimously.

Hale made a motion that FGSUD enter contract with Andy Vaughn to accept his proposal of 25,000 gallons of water per month for as long as he or his children own the land in exchange for the easement for the standpipe (details to be put into contract with assistance of Attorney Hayman) Roller seconded the motion; motion carried unanimously.

No action was taken regarding personnel matters.

There were no further comments and Collinswoth made a motion to adjourn at 2:10 PM. Motion seconded by Hale; motion carried unanimously.



President Burrell McKelvain, Certifying Official
Fort Griffin Special Utility District

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Carrie Holson, Office Administrator

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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a called meeting Thursday, March 3, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board President Burrell McKelvain called the meeting to order at 12:49 am. Other Board members present included Ken Hill, Ben Hale, Sam Snyder, Sug Roller and Sid Collinsworth. General Manager Mark Gardenhire, Office Administrator Carrie Holson, and Field Manager Tyler George were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve February meeting minutes: Following a review of the February 2022 meeting minutes, Snyder made a motion to approve the minutes as read. Hale seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: After review, Hale made motion to approve the expenditures and financials, including budget vs. actual report as presented. Roller seconded the motion; motion carried unanimously.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that after reviewing details of contract, the attorney suggested the contract be separated into 3 parts to ensure legal clarification on all aspects. Once she completes a draft, it will be presented to the board for review.

General Manager's Report:

Gardenhire stated Adam Cisneros had passed his CDL test and Brian Waggoner passed the Pre-trip but would retake the driving on 3/4/22.

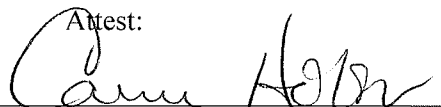
President McKelvain asked the board to convene in Executive Session regarding Evaluation of Salaries and Wages at 1:24 PM.

The meeting reconvened in Open Meeting at 2:30 PM. Hill made a motion to increase pay rate for Kyle Tishler, Adam Cisneros and Brian Waggoner to \$20/hour; and to increase the annual salary for Tyler George by \$5,000. Collinsworth seconded the motion; motion carried unanimously.

Gardenhire added that bids had been received to the John Tate and the project and requested board award the bid to JT Ditching so the project could begin. Snyder made a motion to hire JT Ditching for construction of the John Tate line extension on Cr 117. Roller seconded the motion; motion carried unanimously.

There were no further comments and Hale made a motion to adjourn at 2:37 PM. Motion seconded by Collinsworth; motion carried unanimously.

President Burrell McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:

Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109
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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a called meeting Thursday, April 4, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board President Burrell McKelvain called the meeting to order at 12:48 am. Other Board members present included Ken Hill, Ben Hale, Sam Snyder, Robert Montgomery and Sid Collinsworth. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve March meeting minutes: Following a review of the February 2022 meeting minutes, Montgomery made a motion to approve the minutes as read. Hill seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: After review, Snyder made motion to approve the expenditures and financials, including budget vs. actual report as presented. Montgomery seconded the motion; motion carried unanimously.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that he had sent the proposed contract (broken into 3 parts) to Vaughn, but has not heard back yet.

General Manager's Report:

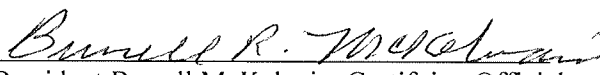
Gardenhire stated the Tate project is scheduled to begin as soon as contractor is available.

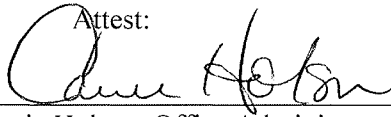
Gardenhire also expressed appreciation to the board for allowing him to participate as a board member for TRWA and enjoyed the experience of going to DC to lobby for water rights. He stated he had been asked to serve on the executive committee as secretary, but wanted the boards blessings before accepting the position. Board members congratulated Gardenhire on the position and agreed it was good to have a voice within TRWA.

Boardmember Hill excused himself from the meeting, to attend a track meet.

Gardenhire announced an upcoming auction and requested approval of board to bid on a Polaris and trailer. After discussion, Snyder made a motion to approve Gardenhire bid upon and purchase a Polaris and trailer at his discretion, as he sees reasonable for the SUD. Montgomery seconded the motion; Hale for; Collinsworth opposed.

There were no further comments and Hale made a motion to adjourn at 1:48 PM. Motion seconded by Collinsworth; motion carried unanimously.


President Burrell McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:

Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109
Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a called meeting Thursday, May 12, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board President Burrell McKelvain called the meeting to order at 12:20 am. Other Board members present included Ken Hill, Ben Hale, Robert Montgomery and Sug Roller. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve April meeting minutes: Following a review of the April 4, 2022 meeting minutes, Roller made a motion to approve the minutes as read. Montgomery seconded the motion; motion carried unanimously.

Board member Roller had to be excused to return to work.

Review and approval of expenditures and financial reports: After review, Hale made motion to approve the expenditures and financials, including budget vs. actual report as presented. Montgomery seconded the motion; motion carried unanimously.

President McKelvain thanked Board Member Ken Hill for his years of service to FGSUD and presented him with a plaque of appreciation. Fellow board members shared comments and their appreciation for Hill always being logical, composed, for looking at the big picture and being an overall blessing to the district. Hill expressed his appreciation to the district and fellow board members for their efforts in not only providing water but managing the budget as well.

New Business-

President McKelvain swore in new board member Gary Roans, and Roans recited the Oath of Office as well. Incoming board member Sid Collinsworth was not present.

Montgomery made a motion to leave officers as they are: President-Burrell McKelvain; Vice-President Sam Snyder; Secretary- Sug Roller. Hale seconded the motion; motion carried unanimously.

Hale made a motion that no changes be made to the signatory cards on First National or First Financial bank accounts. Roans seconded the motion; motion carried unanimously.

President McKelvain stated that Collinsworth had requested the board discuss Grazing Rights at the Water Plant. Board members did not see need to make any changes and tabled the issue.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that he has been working with Vaughn's attorney to finalize the contract.

General Manager's Report:

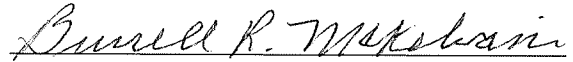
Gardenhire stated the line was finally in the ground for the Tate project and water test will be ran the next week.

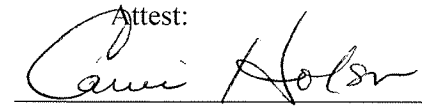
Gardenhire also informed board that there had been issues with Pump Station #5 and SCADA had been updated, along with a few plumbing and electrical issues that needed addressed.

Gardenhire said there was a concerning leak at the intersection of Hwy 209 & Hwy 283, that appears to be under the highway and that Marty-Smith had been contracted to assist with repairs.

It was also noted that Adam Cisneros and Brian Waggoner had attended classes in Abilene to obtain hours towards licensing.

There were no further comments and Montgomery made a motion to adjourn at 1:44 PM. Motion seconded by Hale; motion carried unanimously.


President Burrell McKelvin, Certifying Official
Fort Griffin Special Utility District

Attest:

Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a called meeting Thursday, June 2, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board President Burrell McKelvain called the meeting to order at 12:31 pm. Other Board members present included, Ben Hale, Robert Montgomery, Sam Snyder, and Sug Roller. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve April meeting minutes: Following a review of the May, 2022 meeting minutes, Snyder made a motion to approve the minutes noting a correction of “Roans” to “Roan”. Montgomery seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: Due to the meeting falling so early in the month, financials were unavailable and tabled until the June meeting.

New Business-

President McKelvain swore in new board member Sid Collinsworth, and Collinsworth recited the Oath of Office as well.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that he has been working with Vaughn’s attorney to finalize the contract. Draft copies were provided to the board members. Gardenhire suggested the board consider laying a 6 inch line across the property to have in place for future development.

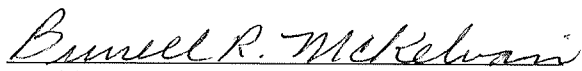
Collinsworth discussed he had been approached regarding leasing the “Plant Property” offering \$10/acre. Gardenhire stated once the contract with Vaughn is complete, it could possibly be only a few months before project construction begins. Following deliberation, Snyder made a motion to continue the existing lease with Billy Holson until the project starts. Montgomery seconded the motion; Hale and Roller in favor; Collinsworth opposed; motion carried.

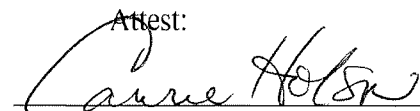
General Manager’s Report:

Gardenhire stated there was a concerning leak at the intersection of Hwy 209 & Hwy 283, at last month’s meeting, but it was determined it was not a leak. He also reported the line had been tested on Tate project and passed; and the Momentum had requested purchasing bulk water, but the system was not able to provide.

Gardenhire invited board members to attend the annual BRA meeting on Tuesday, June 21st at 10:30. President McKelvain commented that the BRA meetings are very informative.

There were no further comments and Snyder made a motion to adjourn at 1:20 PM. Motion seconded by Montgomery; motion carried unanimously.


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FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a meeting Thursday, July 7, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board Vice-President Sam Snyder called the meeting to order at 12:27 pm. Other Board members present included, Ben Hale, Robert Montgomery, Gary Roan, Sid Collinsworth and Sug Roller. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve June meeting minutes: Following a review of the June, 2022 meeting minutes, Montgomery made a motion to approve the minutes. Roller seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: Following review of the May financials, Montgomery made a motion to approve financials and budget report. Hale seconded the motion; the motion carried unanimously.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that the contract with Andy Vaughn had been finalized and copies were provided to board. Montgomery made a motion to approve the contract with Andy Vaughn for easement for the standpipe project to begin and stated he appreciated the diligence of Gardenhire and the board and was confident this will be a project that will greatly benefit future generations. Roan seconded the motion; the motion carried unanimously.

General Manager's Report:

Gardenhire reported the BRA meeting was very informative and the lakes are all in good shape and that it was good to hear about plans of future availability from the Brazos River.


Gardenhire also reported 29 meter installations have been made so far this fiscal year.

New Business-

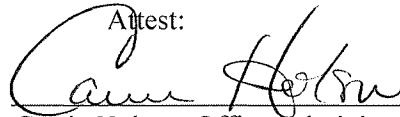
Gardenhire discussed the Rural Development project and stated closing instructions have been sent in for approval. The project was initially a \$4.2 million project, but due to increased cost is expected to be just under double. He stated he hopes to receive funds from USDA to help offset cost.

Gardenhire included that leaks had been minimal , but some had been large, including one on the bridge crossing.

There were no further comments and Collinsworth made a motion to adjourn. Motion seconded by Montgomery; motion carried unanimously.



Vice-President Sam Snyder, Certifying Official
Fort Griffin Special Utility District

Attest:


Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109

Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a meeting Thursday, August 12, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board Vice-President Sam Snyder called the meeting to order at 12:26 pm, per request of President McKelvain (who was also present). Other Board members present included, Ben Hale, Robert Montgomery, Gary Roan, Sid Collinsworth and Sug Roller. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve July meeting minutes: Following a review of the July, 2022 meeting minutes, Roller made a motion to approve the minutes. Hale seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: Following review of the June financials, Montgomery made a motion to approve financials and budget report. Roller seconded the motion; the motion carried unanimously.

President McKelvain resumed conducting the meeting.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that the contract with Andy Vaughn had been dropped off and he was waiting for Vaughn to call to say contract had been reviewed/signed and was ready to be picked up.

Gardenhire reported Rural Development is still under the waiting period for closing instructions and that he had received a letter from TWDB that the raw water line had been approved. Engineer suggest FGSUD wait to take bids together for both projects.

New Business-

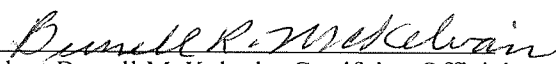
Board reviewed the proposed engagement letter for 2021-2022 audit, including the cost increase. Snyder made a motion to accept the proposal by Merritt, McClain & Hamby for the 2021-22 audit. Motion seconded by Montgomery; motion carried unanimously.

General Manager's Report:

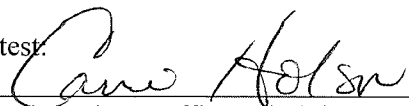
Gardenhire wants the board to be thinking about amending the policy for RV/mobile home hookups. TCEQ had changed the rules regarding how many meters are required per slot and that new legislation is on the way. He reported the SUD has already had a request for a customer to serve 9-10 spots with one meter.

Collinsworth said he also had something not on agenda for the boards' future consideration. He stated he understood FGSUD only would need 20 acres of the 60 acres purchased for the plant project and recommended the SUD sell the additional acreage in lieu of paying interest on unused land. Gardenhire stated it was discussed previously that dirt would need to be moved for building the ponds and that the SUD should wait until that is completed. Collinsworth requested Gardenhire visit with the engineer to find out how many acres are/could be needed.

There were no further comments and Snyder made a motion to adjourn the meeting at 1:45pm. Motion seconded by Roan; motion carried unanimously.


President Burrell McKelvain, Certifying Official
Fort Griffin Special Utility District

Attest:


Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109

Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a meeting Thursday, September 1, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Board President Burrell McKelvain called the meeting to order at 12:44 pm. Board members present included, Robert Montgomery, Gary Roan, and Sug Roller. General Manager Mark Gardenhire, Office Administrator Carrie Holson and Field Manager Tyler George were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve meeting minutes: Following a review of the August 2022 meeting minutes, Roller made a motion to approve the minutes. Montgomery seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: Following review of the July financials, Montgomery made a motion to approve financials and budget report. Roan seconded the motion; the motion carried unanimously.

New Business-

Board reviewed the proposed 2022-2023 Budget. President McKelvain opened discussion regarding including employee raises in the budget figures. After discussion Montgomery made a motion approve the 2022-2023 Budget, including a 5% raise for all employees; with a notation that the budgeted payroll expense will include end of year performance bonuses for all employees. Roller seconded the motion; the motion carried unanimously with McKelvain and Roan also voting in favor. Board expressed appreciation for employees, noting the 5% should not be expected in the future, but that they felt with the current inflation rates it was justifiable for this year.

Old Business –

Andy Vaughn Proposal- Gardenhire informed board that the contract with Andy Vaughn had been updated as requested by Mr. Vaughn. After review, Roan made a motion to approve the Easement Agreement and Lease Contract with Andy Vaughn. Montgomery seconded the motion; the motion carried unanimously.

Gardenhire reported Rural Development is still under the waiting period for closing instructions.

General Manager's Report:

Gardenhire shared news with board that there are areas outside the current CCN that FGSUD may be available to expand into. Board looked at maps and where the expansions are possible.

Gardenhire also presented a map of the future plant property provided by the engineer (as requested the previous board meeting). After looking at the plans for utilizing dirt assets on the property; and discussing the possibilities of future growth, the board members present expressed preferences to keep all of the plant property at this time.

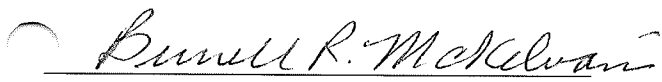
Board members reviewed the RVS Directors report comparing water sold vs. water pumped.

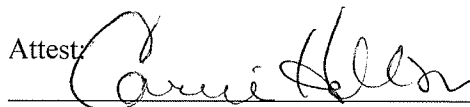
Gardenhire informed board that he would be sending Holson to the TRWA Professionals Conference in October, and Waggoner and Cisneros would be attending classes for license Nov 1-3 as well as taking online classes. He added that he and Roller would be taking Public Investment Training online in October as well.

Gardenhire stated he had not taken his vacation for this year due to trying to stay available to complete the agreements with Andy Vaughn; and requested he carry a week of vacation over to the upcoming year. Board members stated they had no problems with said request.

Board discussed upcoming meetings and it was suggested the December meeting be changed to December 8th.

There were no further comments and Montgomery made a motion to adjourn the meeting at 2:22pm. Motion seconded by Roan; motion carried unanimously.


President Burrell McKelvin, Certifying Official
Fort Griffin Special Utility District

Attest: 
Carrie Holson, Office Administrator

FORT GRIFFIN SPECIAL UTILITY DISTRICT

1180 C.R. 109

Albany, TX 76430

FORT GRIFFIN SPECIAL UTILITY DISTRICT Board of Directors met in a meeting Thursday, October 3, 2022 at noon, at 100 Ellison Street, Albany, Texas.

Vice-President Sam Snyder called the meeting to order at 12:03 pm. Board members present included Robert Montgomery, Sid Collinsworth and Sug Roller. General Manager Mark Gardenhire and Office Administrator Carrie Holson were also present.

Visitor Comments, limited to five minutes: No visitors present.

Review and approve meeting minutes: Following a review of the September 2022 meeting minutes, Montgomery made a motion to approve the minutes. Collinsworth seconded the motion; motion carried unanimously.

Review and approval of expenditures and financial reports: Following review of the August financials, Montgomery made a motion to approve financials and budget report. Roller seconded the motion; the motion carried unanimously.

New Business-

There was no new business.

Old Business –

Gardenhire reported Rural Development had provided closing instructions and engineer expects advertising for bids to begin mid-October. Once that process happens, funds not covered will be requested from national funds. Holson mentioned a bank account will need to be opened as part of the closing instructions. Snyder made a motion to open an account at First National Bank Albany with Mark Gardenhire, Carrie Holson, Burrell McKelvain and Robert Montgomery serving as signators on said account. Montgomery seconded the motion; the motion carried unanimously.

General Manager's Report:

Gardenhire reported that Teresa Eddington was unable to continue to provide meals for board meetings but welcomed the board to continue to use her building. Upon discussion regarding appreciation for use of the building (and associated cost) Montgomery made a motion to pay \$100/month for use of the Cook Shack and continue monthly meetings there. Snyder seconded the motion; motion carried unanimously.

There were no further comments and Roller made a motion to adjourn the meeting at 12:28pm. Motion seconded by Montgomery; motion carried unanimously.



Vice-President Sam Snyder, Certifying Official
Fort Griffin Special Utility District

Attest:



Carrie Holson, Office Administrator