

Engineering and Operations Committee Meeting

Minutes

October 17, 2019

The E&O meeting convened at 1:35 P.M., Thursday, October 17, 2019, at the Lakeway Municipal Utility District's office located at 1097 Lohman's Crossing, Lakeway, Texas 78734-4459.

The following Engineering and Operations (E&O) Committee Members, General Manager (GM), and Board Liaison were in attendance:

Phil Lanier, *Committee Chairperson*,
Earl Foster, *General Manager, Lakeway M.U.D.*,
Bob Rives, *Committee Member (Secretary)*,
Wayne Seime, *Committee Member (Vice Chairperson)*.

Not in attendance:

John Sayre, Board Member and Board Liaison to Committee,

and notice:

Paula Crawley, *Committee Member*, resigned from the committee.

The meeting's agenda had been distributed via *BoardBook* to all committee members on October 16th, 2019. The designated agenda for the meeting was:

1. Discussion and possible action on *Engineers' Standard Agreement for Professional Services*, Christianne Castleberry and Jim Glaser,
2. Discussion and possible action on progress of Out-of-District pressure sewer system for the first 17 sections of Lakeway Phase 1,
3. Discussion and possible action on *Future Capital Improvement Plan*,
4. Discussion and possible action on Committee luncheon November 19th,
5. Other discussions.

Mr. Lanier opened the meeting with Mr. Foster discussing item one. He presented copies of the *Engineers' Standard Agreement for Professional Services* for Christianne Castleberry and Jim Glaser. The agreements were the same as earlier ones written about 5-years ago except for a new 3.2% increase in rates. The existing rate is \$125 and the proposed new rate is \$129. There was a motion from the committee, "That it is the consensus of the Committee that the *Engineers' Standard Agreement for Professional Services* for Castleberry and Glaser should be approved by the Board including the rate change." The motion was seconded. With no further discussions

Mr. Lanier asked for a vote of the committee members and the committee indicated that they were 100% in agreement.

Continuing, Mr. Foster gave an update on the progress of the Out-of-District's sewer system. Work and budget are basically on schedule. Mr. Foster remarked that his crew was having some difficulties with the bore-direction tool because of the hammer quitting on them during down-hole drilling operations. LMUD is checking with the dealer that we got the machine from for their advice on how to correct the situation. He also said that he is still getting emergency calls regarding failed septic systems in old Lakeway and stated that LMUD does their best to help home owners with their emergencies. He also related that two workers in the wastewater section left the company and he is looking for replacements indicating that because of the very low unemployment in our area skilled workers are difficult to find. There was no discussion on the lift station's structural and electrical engineering plans and subsequent bid call timing.

On agenda item number three Mr. Foster presented his *LMUD Future Capital Improvements 5-Year Outlook (2020-2024)*. The well-designed concept schedule was divided into three parts: Water Treatment & Distribution System Improvements, Wastewater Collection Treatment & Reuse System Improvements, and Miscellaneous Internal Operational Modifications & Improvements. The chart indicates the degree of activity/effort for each project, and all of the projects have a source code along with a brief description of the job. He indicated that in the future he will provide a financial control sheet to go along with the outlook schedule. The chart is an excellent concept schedule that allows engineering, management, and the Board to quickly see the future layout of company efforts and thus plan accordingly.

The fourth agenda discussion brought smiles to all the committee members and the committee was in full agreement to the November 19th luncheon.

In other discussions Mr. Foster noted that he has an upcoming meeting with City of Lakeway regarding negotiations for a swap or purchase of land for the pond by S-5. Whatever is the best deal would have to be approved or not approved by the Board.

The next meeting was scheduled for Thursday, November 21st, 2019, at 1:30 PM. With no other business Mr. Lanier adjourned the meeting at 2:32 PM.

The minutes have been read and approved by e-mail:

The minutes approved this 23rd day of October, 2019.

Yeas__3__, Nays__0__.

Robert G. Rives, Secretary, E&O Committee, L.M.U.D.