

Minutes
Lakeway Municipal Utility District
Board of Directors Meeting
November 13, 2019

The Board of Directors met in REGULAR session at 9:30AM at 1097 Lohmans Crossing, Lakeway, Texas, with the following:

Directors Present:	Lawrence Christian Jerry Hietpas Don Goff John Sayre Larry Burmeier
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Directors Absent:	None
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Staff Present:	Earl Foster Loyd Smith
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QUORUM

1. Determine Quorum and Call to Order

Meeting was called to order at 9:30 AM.
Burmeier declared a quorum of Directors present.

2. Pledge of Allegiance was led by Burmeier.

CITIZENS

3. None

AGENDA ITEMS:

4. Discussion and possible action to approve updated Notice to Purchaser Information form.

- Foster explained the annual issuance of the Notice to Purchaser form.
- Hietpas moved to approve the form; Goff seconded.
- General Board Discussion
- Motion passed unanimously.

5. Discussion and Possible Action to approve Professional agreement with Castleberry Engineering & Consulting, PLLC and James R. Glaser Engineering & Consulting, PLLC.

- Foster reviewed the agreements and noted this was to update the agreements.
- Sayre noted the agreements used "Lakeway" when it should be LMUD; Foster concurred.

- Goff moved to approve the agreements with the name change to LMUD; Hietpas seconded.
 - General Board Discussion.
 - Motion passed unanimously.
6. Discussion and possible action on First Amendment to the Wholesale Wastewater Capacity and Service Agreement between Lakeway Municipal Utility District and Travis County Municipal Utility District No. 12.
- Foster explained that this agreement was to Allow MUD 12 to expand their service area and also for LMUD to furnish reuse water for the new Bee Creek Sports Complex.
 - Hietpas asked why this was being serviced; Foster replied that it made sense for MUD 12 since they were the closest supplier to the new complex.
 - Hietpas moved to approve the amendment as presented; Sayre seconded.
 - General Board discussion.
 - Motion passed unanimously.
7. Discussion and possible action on Progress of Out of District pressure sewer system for the first 17 sections of Lakeway Phase 1.
- Foster noted that the location of the Lift Station to service this area had changed so that it will be further away from homes.
 - Hietpas said this is a big lift station; Foster agreed, saying there will be 3-pumps-65 horsepower each.
 - Foster mentioned how cooperative the golf course has been throughout this project, and that we will have to do some cutting to lay the lines.
 - Hietpas asked why we were cutting instead of boring under taxiways; Foster replied it was cheaper to do it that way, but that the contractor might decide to bore instead.
 - Hietpas asked what the drop-dead date was for putting the project out for bid; Foster replied that it would be the holidays in December. He noted that the City of Lakeway should approve the easement release in their December 15 meeting. Foster also said the goal was to receive 3-4 bids.
 - Hietpas asked if the project time frame is affected; Foster replied we are still looking at the May-June 2020 time frame to begin connecting Phase 1 customers.
 - Hietpas noted we don't need a fast schedule, that we could live with a later date if it was cheaper.
 - Burmeier asked if Stephanie (LMUD Public Information Liaison) was talking to the OOD customers; Earl confirmed that she is communicating with them regularly.
 - No action was taken.
8. Discussion and possible action on Financials, Calendar.

- Foster reviewed the September and FY19 financials, noting we exceeded Revenue Budget by \$40K and were under Expense Budget \$134K, another very good performance by all.
- Burmeier asked that all Board Members send their vacation schedules to Smith in order to get them all on the calendar.
- Hietpas said we need a policy on Grinder Pump service, and also a 5 year look ahead on projects. Foster noted the 5 year look ahead presented at the October meeting was pretty firm.
- Burmeier noted the December meeting might be cancelled, but that could be decided at a later date.
- No action was taken.

CONSENT AGENDA- The following consent items may be approved by one Board vote. Any Director may pull consent items from the consent agenda for discussion.

9. Approve Minutes of Regular Meeting on October 9, 2019.
10. Approve Expenditures over \$25K.
 - Burmeier asked to pull Item 11 from the consent agenda;
 - Hietpas moved to approve the Consent Agenda with Item 11 pulled; Goff seconded. Motion passed unanimously.
11. Approve Leak adjustment for 1131 Challenger. Pulled from Consent agenda for discussion.
 - Foster explained that the customer had a leak that was under a slab that resulted in an adjustment over \$2K, so it had to be brought to the Board for approval.
 - Burmeier said he didn't have a problem approving the adjustment, but with all the technology we have now how could we use it to avoid such losses.
 - Foster noted we use our technology as best we can, but we are on a two-month billing cycle and there is no way for us to detect these leaks early unless we checked each meter daily or monthly. A customer could have a leak that starts right after one billing cycle and goes almost 60 days without us knowing about it. In addition, even if we know there is a leak, it does not pinpoint it on the customer's property; we only know there is water going through the meter.
 - Burmeier said we have meters; could they be read daily?
 - Foster said "I am looking into new meters that have a fixed network that would come right into our office. With that system, customers would be able to look on their phone and see their daily usage any time. Master Meter is the one I am looking at; Horseshoe Bay has this system and I plan to go review their system. There are a couple of other customers using it in our area and I will look at them as well. This system would allow us to review high usage meters and contact the customers throughout the billing cycle".

- Burmeier asked how proactive we are now; Foster replied we are very proactive when we get the meter readings, we contact high usage customers and let them know they may have a problem.
- Burmeier asked how long until we would have a plan for the new meters; Foster replied he hopes to bring it to the Board early next year.
- Christian moved that we approve the leak adjustment as presented; Sayre seconded.
- General Board Discussion.
- Motion approved unanimously.

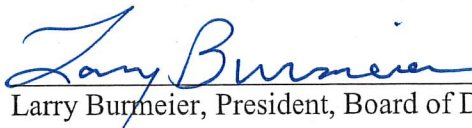
ADJOURNMENT

The meeting was adjourned at 10:40AM



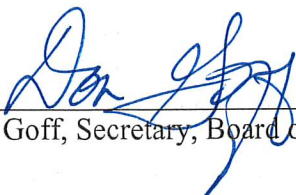
Loyd Smith, Finance/Administration Manager

Minutes approved on the 11th day of December 2019.



Larry Burmeier, President, Board of Directors

ATTEST:



Don Goff, Secretary, Board of Directors

