

EMERALD BAY MUNICIPAL UTILITY DISTRICT
FINAL AND APPROVED
MINUTES OF REGULAR MEETING
FEBRUARY 18, 2013

The Board of Directors of the Emerald Bay Municipal Utility District met in regular session on Monday, February 18, 2013, at 5:30 p.m. at the District's office, 155 LaSalle Drive, Bullard, TX 75757. Present were Directors Dwight Cole, Bill Harris, Deena Johnson, and Paul Randolph. Director Jaymie Foote was excused (medical leave). Lisa Smith, District Administrator, and nine residents were in attendance.

Director Harris called the meeting to order at 5:30 p.m. and asked for comments on the Minutes of the January 21, 2013 (Regular) meeting. **Director Randolph made a motion to approve the Minutes of January 21 as written. Upon second (Cole), the Minutes were approved by unanimous consent of all directors present.**

Treasurer Cole advised that the January 31, 2013, financials were not available because of data entry problems. The financial report will be presented at the March meeting.

Lisa Smith, District Administrator, reported 30 past due notices were mailed February 8 totaling \$5,642.98 and 18 accounts remain outstanding totaling \$4,196.60. Any accounts not paid by 2/25/13 will be disconnected on that date.

Director Johnson discussed the changes proposed to the utility service billing for lessees. Johnson read into the record the suggested change to Sec. 2.02(a), Application for Services, of the District Rules as follows: Applications **for service for water and/or sewer service shall only** be made by the record owner of the property or the authorized representative of the record owner of the property ~~or the tenant of an individually metered dwelling unit~~. Director Johnson noted all Rule changes must be published in the newspaper twice within two consecutive weeks before becoming effective; therefore, this Rule change will be addressed and published at a later date when there are additional rule changes to be published to be more cost effective.

Director Johnson read into the record a proposed letter agreement to be executed by all property owners who lease their property. No lessees will be permitted to pay directly for water and/or sewer service to the leased property. All utility billings for leased properties must remain in the name of the property owner of record. The property owner will be responsible for the payment of any and all fees, late charges, disconnection and/or reconnection charges incurred by lessees. The District will not be responsible for billing and/or collecting fees from lessees. **Director Randolph made a motion to approve the letter agreement as presented to be used for all leased properties. Upon second (Harris), the Lessee utility service agreement was approved by unanimous consent of all directors present.** Director Harris noted that any current agreements allowing lessees to pay their own utility bills would be allowed to continue until the end of their lease period or they vacated the leased property.

Director Harris gave an update on the District's operations:

- 1) The District has been running all wastewater collection through the north plant for three weeks while making repairs (welding, painting, etc.) to the south plant.

Repairs to south plant should be completed this week. Repair crew is costing \$1,550/day and the District is providing the materials. The cost to paint two chambers in the south plant and two chambers in the north plant was quoted at \$40,000.

- 2) When south plant repairs are completed, work will start on the north plant. The splitter will have to be repaired and a bypass must be fabricated.
- 3) The SCADA system for Lift Station #3 is functioning and all work should be completed this week.
- 4) The problem at the golf course pump house has not been resolved but suspect it is within the BLOC programming system.
- 5) Interviewing for another electrician/operator for District operations.
- 6) Reviewing inspection fees for building permits and looking for an additional certified inspector.
- 7) Advisory Group will meet on February 19 to review the slide presentation to be made at the upcoming town hall meeting regarding water system improvements.

There being no further action or business to be discussed, the meeting was adjourned at 5:54 p.m. upon motion duly made (Randolph) and seconded (Johnson).

Respectfully submitted,

Deena M. Johnson
Secretary

William F. Harris
President

Attachments:

Delinquent Accounts as of 2/18/13

Proposed changes to Rules, Sec. 2.02

Proposed Utility Service Agreement for Leased Properties