

EMERALD BAY MUNICIPAL UTILITY DISTRICT
FINAL AND APPROVED
MINUTES OF SPECIAL MEETING
JANUARY 11, 2011

The Board of Directors of the Emerald Bay Municipal Utility District met in special session on Tuesday, January 11, 2011, at 1:00 p.m. at the District office, 155 LaSalle Drive, Bullard, TX 75757. Present were Directors Dwight Cole, Jaymie Foote, Bill Harris, Deena Johnson, and Paul Randolph. District administrative assistant, Alicia Freeman, and one District resident attended the meeting.

President Harris called the meeting to order at 1:00 p.m. and advised the purpose of the meeting was to review and finalize the District's proposed personnel policies and procedures. Director Cole noted the policies and benefits pertained only to regular full-time employees of the District. Director Cole also noted that the employment application and reference thereto in the District's policy should state that all job applicants must execute a release authorizing the District to contact former employers for job performance evaluations. Further discussion centered around the accrual system for paid time off (PTO), benefits, and disciplinary actions. **Director Foote made a motion that the Board approve the personnel policies and procedures with the noted changes thereto. Upon second (Randolph), the motion was approved by unanimous consent.**

There being no further business, the meeting was adjourned at 2:10 p.m. upon motion duly made (Randolph) and seconded (Foote) with unanimous consent.

Respectfully submitted,

Deena M. Johnson
Secretary

William F. Harris
President