

Minutes
Lakeway Municipal Utility District
Board of Directors Meeting
June 8, 2016

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

Directors Present:	Larry Burmeier Tom Brewer Lawrence Christian Don Goff Jerry Hietpas
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Staff Present:	Earl Foster Lloyd Smith
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QUORUM

1. Determine Quorum and Call to Order

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

2. Pledge of Allegiance was led by Burmeier.

CITIZENS

3. None

AGENDA ITEMS:

Burmeier moved Items #10-12 to first on the Agenda.

10. Identification, nomination and election procedures for Board Officers and Presentation.

- Foster reviewed election procedures.
- General Board Discussion
- No action was taken.

11. Election of Officers

- Brewer nominated Larry Burmeier to continue as President.
- Burmeier asked if there were other nominations; there were none.
- Brewer moved to pass by acclamation.

- Hietpas asked if Burmeier wanted the position; Burmeier indicated he did.
- Motion passed unanimously.
- Goff nominated Brewer for Vice President.
- Brewer accepted the nomination.
- Nomination passed unanimously.
- Hietpas nominated Lawrence Christian for Treasurer.
- Christian accepted the nomination.
- Nomination passed unanimously.
- Hietpas nominated Don Goff for Secretary.
- Goff accepted the nomination.
- Nomination passed unanimously.

12. Discussion/Action on Liaisons for E&O, Finance, APC, and Land Committees.

- Burmeier appointed the following Directors as Liaisons:
 - Hietpas-E&O Committee
 - Christian-Finance Committee
 - Goff-APC Committee
 - Brewer-Land Committee
- Burmeier stated that committee members need to be contacted to ensure their willingness to continue serving.
- Burmeier added that committee members who do not attend meetings should be replaced; Hietpas concurred and confirmed that the Liaison should take the lead with the Committee Chair to weed out and replace non-attendees.
- Hietpas said the E&O Committee did not have 3 In-District members and that needs to be corrected.
- It was suggested that 50% attendance would be the benchmark for replacing Committee members.
- Foster agreed to bring the Committee Resolutions to the next Board meeting for review and updates.
- No Action was taken.

4. Discussion and possible action to purchase one year subscription to the Board Book Service.

- Foster reviewed Board Book system and noted each Board Member would have an iPad to access the system.
- Each Board Member will have an LMUD email address and use the iPad for email versus using personal email for LMUD business.
- Hietpas spoke in favor of the system due to confidentiality concerns and asked about search capabilities; Foster agreed to investigate the search features.
- Burmeier and Brewer asked if the Policy Manual (Red Book) could be put on the system; Foster indicated he believed that it could.
- Burmeier asked for clarification on the cost of \$3K annually and an initial investment of approximately \$5K for the iPads; Foster confirmed.

- Hietpas moved to authorize staff to start the subscription for the Board Book service and purchase necessary hardware and software for the implementation of the program; Brewer seconded.
 - Motion passed unanimously.
5. Discussion and possible action on Pay Application #12 from “Excel Construction with reduction of retainage from 5% to 2%.
- Foster reviewed the application and the reduction.
 - General Board Discussion.
 - Brewer moved to approve; Goff seconded.
 - Motion passed unanimously.
6. Discussion and possible action on Change Order #1 from Excel Construction.
- Foster reviewed the Change Order request.
 - General Board Discussion.
 - Brewer moved to approve; Christian seconded.
 - Motion passed unanimously.
7. Discussion and possible action to reschedule July Board meeting.
- Burmeier stated the need to change the meeting due to travel conflicts.
 - General Board Discussion.
 - Hietpas move to cancel the July 13 Regular Board meeting and deal with any items necessary in the Special Budget Work Session Meeting July 27; Goff seconded.
 - Motion passed unanimously.
8. Discussion and possible action regarding Look Ahead letter from Jerry Hietpas.
- Hietpas reviewed the letter detailing suggested actions in future years.
 - General Board Discussion.
 - No action was taken.
9. Discussion and possible action to approve plans and specifications for S-5 Reuse improvements and I-4 Under Drain lift station and go out for competitive bids.
- Foster reviewed the Preliminary Engineering Scope from HDR Engineering.
 - General Board Discussion
 - Hietpas moved to authorize the General Manager to get competitive bids for the S-5 Reuse improvements and I-4 Under Drain lift station; Christian seconded.
 - Motion passed unanimously.

13. Discussion/Action on Financial Report.

- Foster reviewed the Financials.
- Brewer asked that the Check Register be excluded from the reports delivered to the Board because it is Micro Managing; there was general agreement. Foster stated the Check Register would not be included in the packets going forward.
- No Action was taken

CONSENT AGENDA:

Hietpas moved to approve the Consent Agenda; Brewer seconded. Motion passed unanimously.

- 14. Approve Minutes of Regular Meeting of April 13, 2016.
- 15. Approve Minutes of Regular Meeting of May 18, 2016.

ADJOURNMENT

The meeting was adjourned at 11:09AM.



Minutes approved on the 27th day of July, 2016.

Loyd Smith

Loyd Smith, Assistant Secretary/Treasurer

Jay Brunson

President, Board of Directors

ATTEST:

Don Goff

Secretary, Board of Directors