

**LLANO COUNTY MUD #1**  
**BOARD OF DIRECTORS MEETING**  
**10/31/2017**

The Llano County Municipal Utility District #1 Board of Directors held a Regular Scheduled Meeting on October 31, 2017 at 10:30 a.m., at the District Office.

Board member(s) present: Rod Bond, Bruce Lomax, Warner Tweed, L.D. Stewart, and John Walters

Board member(s) absent: None

Also present were General Manager, Angela Thomas

**1. PLEDGE OF ALLEGIANCE**

**2. PUBLIC COMMENTS AND DISCUSSION**

No public comment

**3. REVIEW AND DISCUSS REMAINING DRAINAGE ISSUES**

The Board discussed the open drainage issues for Packsaddle and Golf Course. Tony Plumlee with Willis Engineering was not able to submit a cost proposal by this meeting. L.D. Stewart and Warner Tweed have met with Mr. Plumlee several times to determine the work needed to correct the drainage concerns. Mr. Plumlee has contacted a contractor but there has been no cost proposal submittal.

**4. DISCUSSION AND ACTION TO APPROVE THE MINUTES OF TAX HEARING AND THE REGULARLY SCHEDULED BOARD MEETING HELD ON SEPTEMBER 26, 2017**

Bruce Lomax made a motion to approve the Tax Hearing and regularly scheduled board meeting minutes held on September 26, 2017. Warner Tweed seconded the motion. All members present were in favor. Motion passed.

**5. SELECT A REPRESENTATIVE FOR THE LLANO CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS 2018-2019 TERM**

The Board of Directors appoints someone from the District to the Llano Central Appraisal District Board for a two year term. Bill Stevens has offered to sit on the Appraisal Board. Warner Tweed made a motion to appoint Bill Stevens to the Llano Central Appraisal District Board of Directors. John Walters seconded the motion. All members present were in favor. Motion passed.

**6. REVIEW AND POSSIBLE ACTION TO APPROVE AN INTERLOCAL AGREEMENT BETWEEN LLANO COUNTY MUD #1 AND LLANO COUNTY FOR ROAD REPAIRS AND MAINTENANCE**

Bruce Lomax made a motion to approve the Interlocal Agreement with Llano County for October 1, 2017 through September 30, 2018. Warner Tweed seconded the motion. All members present were in favor. Motion passed.

**7. REVIEW AND POSSIBLE ACTION TO APPROVE THE FIRE-FIGHTING SERVICE AGREEMENT WITH THE CITY OF HORSESHOE BAY**

L.D. Stewart made a motion to approve the Fire-Fighting Service Agreement with the City of Horseshoe Bay for the period of November 1, 2017 through October 31, 2017. Warner Tweed seconded the motion. All members present were in favor. Motion passed.

The Board requested Angela Thomas obtain a description of the responsibilities of the MUD and the Fire Department. The District wants to make sure we are having the fire hydrants checked and maintenance as necessary. The Board also discussed the rate of .09696 is less than the proposed verbal rate of .1000. Angela Thomas will speak with legal counsel and auditors to determine what can be done with the excess funds.

Bruce Lomax made a motion to assign the excess for 2016 of \$8,266 to Fire Reserve in the General Fund. John Walters seconded the motion. All members present were in favor. Motion passed.

**8. REVIEW AND APPROVE THE QUARTERLY INVESTMENT AND FINANCIAL REPORTS**

Angela Thomas provided an update on the quarterly investment and financial reports. Warner Tweed made a motion to approve the quarterly investment report. John Walters seconded the motion. All members present were in favor.

John Walters made a motion to approve the quarterly financial report with the corrections on the Year to Date report for capital outlay to \$45,080 and expense to \$10,610 in the Street & Light Account to reflect the same totals has the report. Warner Tweed seconded the motion. All members present were in favor.

Rod Bond states the accumulated depreciation in the Sewer Fund needs to be reviewed for items that should be taken off and requests Angela Thomas provide an Original Budget vs. Actuals report at the November meeting.

**9. REVIEW AND POSSIBLE ACTION TO APPROVE WATER RATE INCREASES**

The Board discussed water rate increases to raise the water fund income to a level to handle the debt payment, administrative costs currently being paid from the General Fund, cover operating expenses and be able to build reserves for Capital improvements. The rate increase would become effective January 1, 2018 and an explanation and notice will be published in the Annual District Update to be sent prior to January. Rod Bond, Bruce Lomax and Angela Thomas will meet prior to the November 28, 2017 meeting and provide the proposed increases for approval at the regular board meeting.

**10. REVIEW, DISCUSS, AND POSSIBLE ACTION TO APPROVE BUILDING PERMIT REVISIONS**

Angela Thomas presented changes/additions to the building permit process. A road cut/boring permit was added for locations needing to make cuts across the road to install utilities to a lot across from an existing property for boat docks and raw water irrigation. This permit would require the owner/contractor pay a \$500 deposit and \$500 road use fee to ensure that the cut is made and repaired properly. A second addition to the permit would be for the driveway; to ensure that a Director from the Street committee reviews the driveway plans and determines whether a culvert will be required. The proposed road use fee is \$100 and a deposit of \$1,000.

Warner Tweed made a motion to approve the additions of the road/cut boring permit, driveway permit and fees as discussed. L.D. Stewart seconded the motion. All members present were in favor. Motion passed.

**11. DISCUSS AND REVIEW WATER TREATMENT PLANT ACTION PLAN**

The Board discussed the proposed scope of work and fee for James Miertschin & Associates, Inc. The conclusion was to setup a meeting with Miertschin and the water committee to go over the scope of work and start with the evaluation and then cost study. The Board requested Angela Thomas contact the City of Horseshoe Bay, Ridge Harbor and Cottonwood Shores to see what the percent of the design and engineering fees were for their water treatment plant projects to determine a fair cost comparison.

John Walters made a motion to move forward with the study from James Miertschin & Associates, Inc. with a maximum cost of \$13,000. Bruce Lomax seconded the motion. All members present were in favor. Motion passed.

**12. GENERAL MANAGERS REPORT**

Angela Thomas provided an update stating the Operator, Tim Webb has completed, approximately five, new water and sewer installs. The Lift Station pumps have been installed and the road repairs for Deerhaven and Blue Lake have been completed. Mrs. Thomas received week long training in Governmental Finance and Sharon Bowen will be attending training for the AMR Meters and Basic Financial Accounting Training this month as well. Angela and Sharon have been working on their objectives to present at the November Board Meeting.

**13. COMMITTEE REPORTS**

FINANCE & PLANNING-  
LEGAL AFFAIRS-

STREETS AND LIGHTS/TRASH DISPOSAL- Warner Tweed spoke with Commissioner Peter Jones regarding the Llano County MUD #1 sign on the county road not meeting the reflective standards of TXDOT. Mr. Tweed requested the County order the sign, and invoice the MUD. Mr. Tweed also requested the County mow the roadways as the deer have increased and are hard to see with the current grass levels. The Board requested Angela Thomas hire someone to fix the 6 or 7 leaning sign poles with concrete in District.

WATER DISTRIBUTION SYSTEM- Bruce Lomax requested an update on the back up for the current Operator. Angela Thomas states an Operator is currently covering two weekends a month and an additional Operator is being sought for weekend and call-out coverage rotations.

SEWER SYSTEMS- Bruce Lomax requested Angela Thomas have the Deerhaven Lift Station landscape maintained.

**14. EXPENDITURES REQUIRING APPROVAL**

None

**15. EXECUTIVE SESSION**

**16. NEW BUSINESS/OLD BUSINESS**

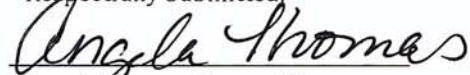
L.D. Stewart made a motion to modify the automobile reimbursement policy from \$45 to \$50 effective 10/1/2017. The reimbursement was originally setup in 2000 and has not been increased since. John Walters seconded the motion. All members present were in favor. Motion passed.

**17. SET DATE AND TIME FOR NEXT MEETING**

The next regularly scheduled meeting will be held 11/28/2017 at 10:30 am.

Warner Tweed made a motion to adjourn at 1:05 pm. L.D. Stewart seconded the motion. All members present were in favor. Motion passed.

Respectfully Submitted,



Angela Thomas, General Manager  
Llano County MUD 1