



Emerald Bay Municipal Utility District
Regular Meeting Minutes
Monday, April 19, 2021

The Board of Directors of the Emerald Bay Municipal Utility District met in regular session on Monday, April 19, 2021 at the District Office, 155 LaSalle Road, Bullard, TX 75757. Present were Directors Barry Botti, Dwight Cole, Inge Grant, Bill Harris, and Becky Kirkpatrick. District Business Manager, Laurie Threet, was also in attendance.

President Harris called the meeting to order at 4:30 PM.

President Harris made a motion that the minutes of the January 18, 2021 meeting be approved. Director Botti seconded the motion, and the motion passed unanimously.

Director Botti presented the financial report, noting that administrative expenses had been higher due to fees currently being paid to Express Personnel Services. These fees should roll off the books within 45 days. Director Botti made a motion to approve the financial report as presented, Director Cole seconded the motion, and the motion passed unanimously.

Director Botti then presented the amended budget review, noting there had been minor adjustments but no changes in revenue. There were no questions and Director Botti made a motion to approve the budget review. Director Grant seconded, and the motion passed unanimously.

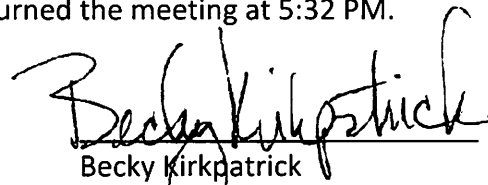
President Harris presented the operations report, noting that he will begin looking for another employee as Lori Wiginton has resigned her position. He will continue to move forward with plans to place generators at existing lift stations, and has begun taking bids to repaint the water tank. Plans are to complete the painting before summer. Plans to add a storage building to the MUD property continue. Encore has been out to examine the power poles and determine if the meter will be moved.

District Business Manager Laurie Threet presented information on delinquent accounts and on the status of backflow device compliance. She also presented the revised job description of Office Administrator/Bookkeeper and for District Business Manager. Applications are currently

being accepted for the Administrator/Bookkeeper position. President Harris made a motion to accept the documents as presented, Director Grant seconded, and the motion passed unanimously.

There being no further business, Director Harris adjourned the meeting at 5:32 PM.

William F Harris
President



Becky Kirkpatrick
Secretary

Attachments:
Job Description for Office Administrator/Bookkeeper
Job Description for District Business Manager