

WYLIE NORTHEAST SPECIAL UTILITY DISTRICT  
MINUTES OF THE SPECIAL MEETING OF BOARD OF DIRECTORS

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Monday February 13, 2017 at 5:00 p.m.  
745 Parker Road, Wylie, Texas 75098

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2019  
Jimmy C. Beach

2017  
Greg Lutz  
Brenda Kellow

2018  
Clinton L. Davis  
Lance Ainsworth

**SPECIAL MEETING**

1. **Call Meeting to order.** Vice President Clint Davis called the meeting to order at 5:02 p.m. and determined that a quorum was present to conduct business. Directors present: Brenda Kellow, Clint Davis and Greg Lutz. Absent: Jimmy Beach and Lance Ainsworth. Staff present: Chester Adams, General Manager, Amanda Horst, Business Manager. Staff absent: Eddy Daniel and Attorney, James Wilson.
2. **Determine if a quorum is present to conduct business.** A quorum was present to conduct business.
3. **Consent Items:** (Approved)
  - Approval of minutes from the Special Meeting on November 22, 2016.
  - Approval of October, November and December Financials.
4. **Staff Reports:**
  - **Engineering update by Eddy Daniel, P.E.** None
  - **Legal update by James W. Wilson, J.D.** None
  - **General Manager Report.** Chester Adams reported that we are doing good on our water loss still. He then said that with the growth of the system that we would be turning the Lakeway tower on sooner this year than previous years. Chester stated that he had been working with Eddy Daniel to update the Capital Improvement Plan. Next he reported that we are still waiting on the final sewer agreement from the City of Wylie. Finally, Chester informed the board that we had hired two additional backflow inspectors as contractors to help Wayne Wilson with the workload that is increasing.
  - **Business Manager Report.** Amanda Horst began by reporting that she had completed the end of the year, 1099 and W2 responsibilities and met the deadlines. She reported that the quarterly reports had been done for the 4<sup>th</sup> quarter of 2016 as well. Next, she let the board know that she had taken a Wastewater Collections class and that she would be eligible to test for her collections license in a couple of months.
  - **President's Audit Review.** None
5. **Public Comment on non-agenda items.** None.