

**NOTICE OF MEETING OF
ACTON MUNICIPAL UTILITY DISTRICT
BOARD OF DIRECTORS**

NOTICE IS HEREBY GIVEN THAT ON Wednesday January 15, 2025 at 9:00 AM at the District Office located at 6420 Lusk Branch Court, the Board of Directors will hold a Meeting. This meeting is open to the public and the following items will be covered for consideration and action:

Regular Meeting

Call to Order

Recognition of Visitors

Invocation

- A. Minutes – Regular Meeting December 18, 2024
- B. Open Forum
- C. Consideration Regarding Audit Report for Fiscal Year Ending September 30, 2024
- D. Engineers Report
- E. Operational Report
- F. SWATS Plant Report
- G. Consideration Regarding the Order of Election for the May 3, 2025 Board of Directors Election
- H. Consideration Regarding the Quarterly Investment Report, 1st Quarter Fiscal Year, 4th Quarter 2024
- I. Consideration Regarding the Quarterly Write Off Accounts for Bad Debt, 1st Quarter Fiscal Year, 4th Quarter 2024
- J. Financial Report
- K. Manager's Report
- L. Items from Board Members

Adjournment

- * *The Board may vote and/or act upon each of the items listed in this agenda.*
- * *The Board reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act.*
- * *Persons with disabilities who plan to attend this meeting and who may need assistance should call the AMUD office at 817-326-4720 two working days prior to the meeting so that appropriate arrangements can be made.*

Dated: January 9, 2025



Richard English, General Manager
Acton Municipal Utility District

Agenda posted: www.amud.com

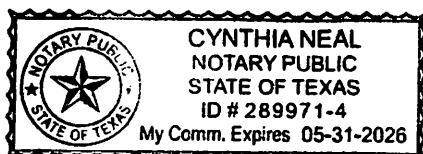
AMUD District Office

ACKNOWLEDGEMENT

STATE OF TEXAS }
 }
COUNTY OF HOOD }

This instrument was acknowledged before me on the 9th day of January, 2025 by Richard English.

Seal





Notary Public, State of Texas

MINUTES

ACTON MUNICIPAL UTILITY DISTRICT

The Board of Directors of Acton Municipal Utility District met in regular session at 9:00 a.m., Wednesday, January 15, 2025. Notice of said meeting was posted as prescribed by Chapter 54, Article 109, of the Texas Water Code.

Regular Session

January 15, 2025

Directors Present

R. Lewis
D. Cleveland
J. Featherston
G. Rose
V. Vernon

Staff Present

R. English
R. Evart
T. Riggio

Visitors

C. Hay, P.E.,
Enprotec/Hibbs & Todd
D. Hungerford, George,
Morgan & Sneed, P.C.
S. Dollins, Brazos Regional
Public Utility Agency

Directors Absent

None

Call to Order

Ray Lewis, Board President, called the meeting to order at 9:00 a.m.

Invocation

By John Featherston.

- A. After discussion, a motion was made to accept the minutes from the Regular Meeting December 18, 2024.

Motion: Cleveland
Second: Vernon
Vote: All ayes

- B. Open Forum. No one signed in for open forum.

- C. Daniel Hungerford, CPA of George, Morgan & Sneed, P.C. (GMS) presented the Audit Report for the year ended September 30, 2024. He discussed highlights of the audit and stated the audit went smoothly and had no difficulties dealing with management in performing and completing the audit. He reported the District received a clean opinion. D. Hungerford reported the District's net position current assets are up \$8 million from the previous year; the new bond for Brazos Regional Public Utility Agency (BRPUA) accounts for this. R. English stated he will check with legal to see if we will be required to have an audit performed when BRPUA dissolves and becomes a department within AMUD instead of a separate entity.

D. Hungerford reported total revenues decreased and water and sewer services decreased; less gallons of water were sold in the current year; capital grants and

contributions decreased in the current year due to developers contributing less completed water and sewer improvements. Investment earnings increased due to interest rates increasing. Water and sewer rates increased 5%. The District met all the compliance requirements. On the internal control letter to the Board, D. Hungerford reported no findings, no non-compliances, everything went smooth.

After discussion, a motion was made to accept the Audit Report from George, Morgan & Sneed, P.C. for fiscal year ended September 30, 2024.

Motion: Rose
Second: Vernon
Vote: All ayes

D. The Engineer's Report was presented by Chris Hay, P.E. of Enprotec/Hibbs & Todd (eHT). He reported on the following:

- WWTP #2 Improvements – Construction moving forward. Bar Constructors, Inc. (Bar) completed installation of equipment in the SBR Building, Dewatering Building, and Control Building and working toward startup of the SBR system, which is on track to begin clean water testing by the week of January 20th. Bar is also continuing to work on site civil construction around the rest of the plant site for retaining walls, dirt work, and other miscellaneous items.
- Pecan Plantation Elevated Storage Tank Improvements – The contractor, Phoenix Fabricators and Erectors, LLC completed shaft construction and intends to have the steel shell construction crew onsite by the week of January 20th. Phoenix issued an updated schedule based on current/remaining work.
- Acton Loop Water Line Extension Improvements – eHT met with JR Walker properties, owner of the shopping center at 3101 Fall Creek Highway on January 8th and discussed easement/grinder pump placement. eHT is working with Pinnacle on coordination with other property owners in efforts to obtain the remaining easements.

General Services Tasks

1. TWDB Reports

- a. 2024 Water Use Survey – eHT will begin coordination with Staff to prepare this report due to the TWDB by 3/1/2025.
- b. 2024 Water Loss Audit – eHT will begin coordination with Staff to prepare this report due to the TWDB by 5/1/2025.
- c. 2024 Water Conservation Plan Annual Report – eHT will begin coordination with Staff to prepare this report due to the TWDB by 5/1/2025.

After discussion, a motion was made to accept the Engineers Report.

Motion: Vernon
Second: Featherston
Vote: All ayes

- E. The Operational Report was presented by T J Riggio. Under wastewater, T. Riggio informed the Board no response has been received from TCEQ regarding the extension we filed in October 2024 to meet the technical requirements set forth in the Agreed Order issued June 12, 2024 to maintain compliance and avoid a penalty. T. Riggio will be submitting the required compliance data for 3 consecutive months to TCEQ. T. Riggio informed the Board that one of the blowers at WWTP No. 1 caught fire over the weekend; the blower was not equipped with a heat sensor. Power was lost to the plant, but no overflow occurred. T. Riggio informed the Board there have been multiple complaints with the odor control unit at Lift Station No. 1 in DCBE. Trying to contact the manufacturer for guidance, we may have to replace the unit or the media. This is one of the oldest units in our system; may need to be a budget item for next year. Also, at Lift Station No. 12, T. Riggio is in discussions with the contractor to start planning budgeted repairs.

T. Riggio reported WWTP No. 1 was at 53% of the average permitted flow under the existing 600K permit for the month of December; under the future 930K permit this would be 34%; WWTP No. 2 was at 53% of the average permitted flow under the existing 487K permit; under the future 820K permit this would be 31%. Both plants are within permit parameters for the month of December.

Under water, T. Riggio reported unaccounted water for the month of December is 9.62%. He reported no positive bacteriological samples for the month of December. He reported both VFD's have been installed at Booster No. 4, waiting on integration. He informed the Board that the meter change out program is on hold until the billing system updates/changes are complete, expected to be complete sometime next month. He also informed the Board that we will be performing a free chlorine conversion in February, also known as Chlorine Burnout. The purpose of the burnout is to remove any biofilm that may develop in the presence of Chloramines. We have had some water quality complaints that may indicate a conversion is needed. TCEQ and our wholesale customers have been informed that we will be performing the Chlorine Burnout. The conversion will last 2 to 4 weeks; a great amount of flushing takes place during this process. T. Riggio informed the Board that tank inspections are scheduled for late February to early March. During this time, he also scheduled a number of tank repairs.

Under water wells, T. Riggio reported that the booster pump at Well No. 15 is not working; still waiting on an impeller to be machined. Well No. 23, we are waiting on a more powerful jockey pump to inject chlorine.

After discussion, a motion was made to accept the Operational Report for December, 2024.

Motion: Featherston
Second: Vernon
Vote: All ayes

- F. Stefan Dollins presented the SWATS Plant Report. Updated the Board on financials and stated financials are on track with the prior two years. G. Rose questioned the current payable to AMUD of \$500,000. B. Evart stated this is an additional payment we gave back to them for the start of the year, after the true up was settled; this is a part of funding so they can pay their bills. In the past, this was split between AMUD and JCSUD.

Under operations, he reported total production is up from the previous year. He reported Chlorides are high for this time of year; over the past three years, Chlorides ran lower than what we are seeing now; staff is keeping an eye on this. He reported turbidity and corrosion levels are good.

S. Dollins discussed items listed on the BRPUA SWATS Projects Updates memo from Colden Rich, P.E. of eHT dated January 15, 2025.

After discussion, a motion was made to accept the SWATS Plant Report.

Motion: Featherston
Second: Cleveland
Vote: All ayes

- G. Richard English presented the Order of Election for the May 3, 2025 Board of Directors Election. The filing period is January 15, 2025 through February 14, 2025. AMUD's website lists the filing period for the elections.

After discussion, a motion was made to adopt the Order of Election for the May 3, 2025 Board of Directors election.

Motion: Rose
Second: Cleveland
Vote: All ayes

- H. Bob Evart presented the Quarterly Investment Report, 1st quarter fiscal year, 4th quarter 2024 for Board consideration. He reported it was a good quarter with Interest Income over \$700,000.

After discussion, a motion was made to approve the Quarterly Investment Report, 1st quarter fiscal year, 4th quarter calendar year 2024.

Motion: Rose
Second: Vernon
Vote: All ayes

- I. Bob Evart presented a request for Board consideration to write off the net uncollectible accounts in the amount of \$4,528.90 for 1st quarter, fiscal year, 4th quarter 2024. Year to date write off rate of revenue is 0.10%.

After discussion, a motion was made to write off the net uncollectible accounts in the amount of \$4,528.90 for the 1st quarter, fiscal year, 4th quarter 2024.

Motion: Rose
Second: Cleveland
Vote: All ayes

- J. Bob Evart presented the Financial Report for December, 2024. He reviewed the revenues and changes for overall water and sewer, water revenues from customers, wholesale water, sewer revenues from customers, other sewer revenues and impact fees. He reported expenditure totals for all departments for the month and reported the totals for revenues and expenditures are all within budget. Informed the Board that Staff reviewed the impact fee revenue in comparison with the growth of customers and found that over a 12 month period, the impact fee revenue reconciles with the growth of customers.

After discussion, a motion was made to accept the Financial Report for December, 2024.

Motion: Cleveland
Second: Rose
Vote: All ayes

- K. The General Manager's Report was presented by Richard English. He reported on the following items:
 1. The Regular Meeting for February is scheduled for 9:00 a.m., Wednesday, February 19, 2024. Committee meetings are scheduled for Thursday, February 13th.
 2. AMUD Office closed Monday, February 17th for President's Day.
 3. Articles – "Solar device transforms used tires to help purify water so that it's drinkable", G. Rose furnished us this article from www.foxnews.com., "Fluoride in drinking water poses enough risk to merit new EPA action, judge says", from www.cnn.com/2024/09/25/health; and "New water loss validation requirement takes effect", posted at texaswaternewsroom.org/articles.

Reminded the Board that today is the first day to file for a place on the AMUD Board. He informed the Board that the new crane truck we purchased is at the office if anyone wants to take look at it. He also stated the SWATS Plant update will no longer be listed in the Manager's Report; moving forward, Stefan Dollins will be updating the Board on SWATS.

After discussion, a motion was made to accept the Managers Report.

Motion: Featherston
Second: Vernon
Vote: All ayes

L. Items from Board Members:

Vernon:

1. Kudos to Bob Evart for having everything ready for the auditors and having a good audit report.

Featherston:

None

Cleveland:

None

Rose:

None


Lewis:

None

Adjournment

A motion was made to adjourn at 10:47 a.m.

Motion: Rose
Second: Vernon
Vote: All ayes



Secretary, Board of Directors
Acton Municipal Utility District

Acton Municipal Utility District
Public Funds Investment
1st Quarter Report
Fiscal Year 2025
and 4th Quarter Report
Calendar Year 2024


This Quarterly Report is intended to be in full compliance with the
Public Funds Investment Act (Chapter 2256) & GAAP

	General Fund	General Fund At Texpool	Debt Service Fund Pre 2003	Debt Service Defined Area	Debt Service Reserve At Texpool	Certificate of Deposit	Total
Beginning Book Value	\$ 1,932,909	\$ 17,845,943	\$ 14,517	\$ 6,842	\$ 3,260,512	\$ -	\$ 23,060,722
Beginning Market Value	\$ 1,932,909	\$ 17,845,943	\$ 14,517	\$ 6,842	\$ 3,260,512	\$ -	\$ 23,060,722
Ending Book Value	\$ 1,537,779	\$ 18,473,592	\$ 14,670	\$ 6,864	\$ 3,299,579	\$ -	\$ 23,332,484
Ending Market Value	\$ 1,537,779	\$ 18,473,592	\$ 14,670	\$ 6,864	\$ 3,299,579	\$ -	\$ 23,332,484
Change in Market Value	\$ (395,129)	\$ 627,649	\$ 153	\$ 22	\$ 39,067	\$ -	\$ 271,762
Weighted Average Maturity (Days)	1.00 Days Without CD's			1.00 Days With CD's			
Weighted Average Maturity (Years)	0.0028 Years Without CD's			0.00 Years With CD's			


The attached "Quarterly Investment Report" provides details of the Investments comprising the above summary. All investments are in compliance with the District's investment strategy and the Public Funds Investment Act - Chapter 2256 of the Texas Government Code updated through the 86th Texas Legislature of 2019.



Gary Rose, Treasurer



Ray Lewis, President



Bob Evart, CPA, Comptroller



Richard English, General Manager

Acton Municipal Utility District
Public Funds Investment
1st Quarter Report
Fiscal Year 2025
and 4th Quarter Report
Calendar Year 2024

Security Type	CUSIP	Yield	Purchase	Maturity	Days to Maturity	Par	Beginning Quarter Book	Beginning Quarter Market	Ending Quarter Book	Ending Quarter Market	Fund	Interest This Quarter
TOTAL INVESTMENTS												
Cash												
							\$ 1,932,909	\$ 1,932,909	\$ 1,537,779	\$ 1,537,779	General, Payroll, Benefits, UTGCD	\$ 5,616
							\$ 17,845,943	\$ 17,845,943	\$ 18,473,592	\$ 18,473,592	General - Texpool	\$ 447,873
							\$ 14,517	\$ 14,517	\$ 14,670	\$ 14,670	Debt Service Pre 2003	\$ 48
							\$ 6,842	\$ 6,842	\$ 6,864	\$ 6,864	Defined Area Debt Service	\$ 22
							\$ 3,260,512	\$ 3,260,512	\$ 3,299,579	\$ 3,299,579	Debt Service Reserve- Texpool	\$ 39,067
											Seller Financed Note	\$ 260
CD					0	\$ -					Certificates of Deposit (1)	\$ -
CD					0	\$ -	\$ -	\$ -	\$ -	\$ -		
CD					0	\$ -						
Total Cash							\$ 23,060,722	\$ 23,060,722	\$ 23,332,484	\$ 23,332,484		\$ 492,886
Total							\$ 23,060,722	\$ 23,060,722	\$ 23,332,484	\$ 23,332,484		\$ 492,886

(1) Interest is accrued for report and paid at maturity
Market Value Change at end of Quarter \$

271,762

Interest Income	Oct	Nov	Dec	Qtr Total	End Balance	Beg Balance	Gain (Loss)
FNB-GF	1,143.74	1,113.08	1,100.84	3,357.66	845,254.84	1,398,860.64	(553,605.80)
FNB-Accts Payable	387.52	384.63	467.27	1,239.42	377,338.73	231,564.79	145,773.94
FNB-Payroll	164.55	159.42	164.91	488.88	149,934.78	149,445.90	488.88
FNB-UTGCD	73.87	80.23	86.78	240.88	78,897.72	61,726.37	17,171.35
FNB-UB Refunds	34.28	31.55	31.24	97.07	27,431.41	32,581.13	(5,149.72)
FNB-TWDB 2017	64.67	62.65	64.81	192.13	58,921.86	58,729.73	192.13
TXP-GF	33,817.15	30,599.66	32,621.06	97,037.87	8,615,858.69	7,528,797.10	1,087,061.59
TXP-TWDB 2018	2,169.39	2,029.71	2,030.22	6,229.32	526,127.24	519,897.92	6,229.32
TXP-TWDB Constr	7,689.95	6,951.04	6,832.82	21,473.81	1,770,708.09	1,844,357.22	(73,649.13)
TXP-TWDB 2020	274.62	256.93	257.03	788.58	66,600.88	65,812.30	788.58
TXP-Impact Fees PPD	1,005.29	940.54	940.74	2,886.57	243,798.30	240,911.73	2,886.57
TXP-WWTP02 Imp	2,139.20	937.73	598.22	3,675.15	104,711.66	584,985.51	(480,273.85)
TXP-TWDB 2021A	580.81	543.43	543.53	1,667.77	140,862.66	139,194.89	1,667.77
TXP-Impact Fees Cur	5,472.52	5,120.22	5,121.41	15,714.15	1,327,214.39	1,311,500.24	15,714.15
TXP-Impact Fees After	194.79	182.22	182.26	559.27	47,233.04	46,673.77	559.27
TXP-W/S Improvements	23,216.21	21,721.56	21,726.81	66,664.58	5,630,476.58	5,563,812.00	66,664.58
TXP-Utility System Rev	82,318.46	75,076.95	73,780.25	231,175.66	18,976,233.34	19,850,473.25	(874,239.91)
FNB-Pro 2003	16.09	15.60	16.14	47.83	14,670.17	14,517.06	153.11
FNB-Defined Area	7.53	7.30	7.55	22.38	6,864.25	6,841.87	22.38
TXP-BR	13,605.17	12,729.31	12,732.34	39,066.82	3,299,579.07	3,260,512.25	39,066.82
Seller Fined	93.58	86.83	80.06	260.47			
				492,886.27	42,308,717.70	42,911,195.67	(602,477.97)

Acton Municipal Utility District
Public Funds Investment
1st Quarter Report
Fiscal Year 2025
and 4th Quarter Report
Calendar Year 2024

FOR QUARTER ENDING: 12/31/2024

FUND	MATURITY DATE	INVESTMENT	DAYS TO MATURITY	INVESTMENT TIMES DAYS TO MATURITY	WEIGHTED AVERAGE MATURITY	
					(DAYS)	(YEARS)
General - Cash		1,537,779	1	1,537,779		
General - Texpool		18,473,592	1	18,473,592		
CD -		-	0	-		
CD -		-	0	-		
CD -		-	0	-		
Debt Service - Pre 2002		14,670	1	14,670		
Debt Service - Def Area		6,864	1	-		
Debt Service - Bond Reserve		<u>3,299,579</u>	1	<u>3,299,579</u>		
INCLUDING CERT'S OF DEPOSIT		<u>23,332,484</u>		<u>23,325,620.11</u>	1.00	0.00
WITHOUT CD'S		<u>23,332,484</u>		<u>23,325,620.11</u>	1.00	0.00
					(1)	(2)

(1) Weighted Average Maturity Days is Total Investment x Days to Maturity divided by Total Investment column.

(2) Weighted Average Maturity Years is Weighted Average Maturity in days divided by 360.