

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

NOTICE IS HEREBY GIVEN THAT ON **Wednesday May 21, 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 April 16, 2025**
- B. Elect Officers**
- C. Open Forum**
- D. Request from Casey and Stephanie Jones to Address the Board Regarding a Sewer Line Located at 6114 and 6116 Laredo in DeCordova Bend Estates**
- E. Consideration Regarding a Letter of Intent for a Long Term Wholesale Water Treatment Agreement Between Johnson County Special Utility District and Acton Municipal Utility District**
- F. Engineers Report**
- G. Consideration of Abandonment of a Lift Station Site in Exchange for an Easement for the Acton Loop Water Line Extension Improvements Project**
- H. Annexation of 396.28 Acres in the James W. Moore Survey, Abstract No. 344, Located in Hood County, Texas, Known as Pecan Plantation – Orchard 16A, Orchard 16B, Orchard 17, School House, and East Lake Phase 2, First Reading**
- I. Consideration Regarding a Proposed Fall Creek Highway Water Line Improvements Project**
- J. Operational Report**
- K. SWATS Plant Report**
- L. Consideration Regarding Appointment of Board Member to the Brazos Regional Public Utility Agency Board of Directors**
- M. Consideration Regarding a Depository Contract Extension with First National Bank**
- N. Consideration Regarding Texas County and District Retirement System Benefits upon Dissolution of Brazos Regional Public Utility Agency**
- O. Financial Report**
- P. Manager's Report**
- Q. 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: May 16, 2025


Richard English, General Manager
Acton Municipal Utility District

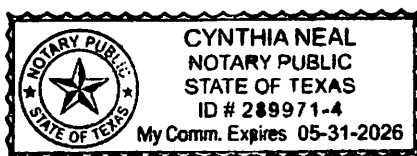
Agenda posted: www.amud.com **AMUD District Office**

ACKNOWLEDGEMENT

[illegible]

■ This instrument was acknowledged before me on the 16th day of May, 2025 by Richard English.

Seal



Cynthia Neal
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, May 21, 2025. Notice of said meeting was posted as prescribed by Chapter 54, Article 109, of the Texas Water Code.

Regular Session

May 21, 2025

Directors Present

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

Staff Present

R. English
C. Neal
R. Evart
T. Riggio

Visitors

C. Hay, P.E.,
Enprotec/Hibbs & Todd
C. Rich, P.E.,
Enprotec/Hibbs & Todd
S. Dollins, Brazos Regional
Public Utility Agency
R. Anchondo, Brazos
Regional Public Utility
Agency
S. Reid, Attorney
C. Jones
S. Jones
T. Stampen, DCBE
K. Huggins, DCBE

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 April 16, 2025.

Motion: Rose
Second: Vernon
Vote: All ayes

Abstain: Maunder

- B. Elect Officers.

After discussion, a motion was made for the slate of officers to be as follows:

Ray Lewis, President
John Featherston, Vice President
Van Vernon, Secretary
Gary Rose, Treasurer

Denny Maunder, Asst. Secretary/Treasurer

Motion: Featherston
Second: Rose
Vote: All ayes

C. Open Forum. No one signed in for open forum.

D. President Ray Lewis presented the agenda item, a request from Casey and Stephanie Jones to address the Board regarding a sewer line located at 6114 and 6116 Laredo in DeCordova Bend Estates. Attorney Steve Reid was present representing the Jones. Mr. Reid introduced himself to the Board and personally thanked the Board for their service. He briefed the Board on the issue at hand. The Jones acquired lots 367 and 368, unbeknown to them in the purchase that a sewer line runs right through the center of the property and with no reported easements to make them believe a sewer line was located on the property. They are requesting the Board relocate the line within the utility easements on the property.

R. English presented a memorandum regarding this request along with an engineer's estimate of cost to move the line of \$158,000. The sewer line was constructed in conjunction with the development of the DCBE subdivision, likely in the 1970's. Staff has offered the Jones to construct their home on the street side of the property on one side of the sewer line, and to construct their proposed swimming pool on the other side; the Jones declined this option. R. Lewis stated the request is taken under advisement. We cannot give an answer to the request at this time, the earliest will be at the next regular meeting.

After much discussion, no action was taken. This item will be considered at the next regular Board Meeting.

E. Richard English presented a memorandum dated May 16, 2025 regarding a Letter of Intent (LOI) with JCSUD for review and consideration. As stated in the memo, the LOI is a long term water treatment agreement extending beyond the current seven year contract. R. English informed the Board that our legal counsel made edits to the LOI and JCSUD Board of Directors approved the LOI with edits at their May Board Meeting.

After discussion, a motion was made to approve the terms as presented in the Letter of Intent between JCSUD and AMUD.

Motion: Vernon
Second: Rose
Vote: All ayes

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

- **WWTP #2 Improvements** – Bar Constructors, Inc. (Bar) is making good progress. The SBR system is in operation and Bar has moved into Phase 2 of the construction, which includes converting the old clarifiers into chlorine contact basins and completing conversion of the old aeration basin into an equalization basin.
- **Pecan Plantation Elevated Storage Tank Improvements** – The contractor, Phoenix Fabricators and Erectors, LLC is working on painting/coating of the steel bowl. Phoenix has issued a revised schedule and tank disinfection is planned in June. C. Hay has communicated to the contractor that there will be issues if the tank is not online this summer.
- **Acton Loop Water Line Extension Improvements** – Pinnacle has made progress in obtaining easements and is nearing completion of easement acquisition. eHT is moving forward with the detailed design.

General Services Tasks

1. **TWDB Reports**
 - a. **2024 Water Use Survey** – eHT completed and submitted the survey to TWDB.
 - b. **2024 Water Loss Audit** – eHT has completed the Water Loss Audit and submitted the audit to TWDB.
 - c. **2024 Water Conservation Plan Annual Report** – eHT has completed this and submitted the report to TWDB.

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

Motion: Featherston
 Second: Rose
 Vote: All ayes

- G. Richard English presented a memorandum dated May 16, 2025 regarding abandonment of a Lift Station Site in conjunction with easement negotiations for the Acton Loop Waterline Improvements Project. As stated in the memo, in an effort to negotiate an easement through the Coker property, the landowner is requesting release of the existing sewer lift station site located on his property. This site was originally intended to collect wastewater from a potential future gravity system to serve the Walnut Creek Subdivision. Given the build-out status of this subdivision, it would be more economically served by a low pressure system, rendering the lift station site unnecessary. Staff recommends Board approval authorizing the General Manager to deed the lift station site located on the Coker property to the landowner in conjunction with the easement acquisition.

After discussion, a motion was made to authorize the General Manager to deed the lift station site located on the Coker property to the landowner in conjunction with the easement negotiations.

Motion: Rose
Second: Vernon
Vote: All ayes

- H. Richard English presented the annexation of 396.28 acres in the James W. Moore Survey, Abstract No. 344, located in Hood County, Texas, known as Pecan Plantation, Orchard 16A, Orchard 16B, Orchard 17, School House, and East Lake Phase 2, first reading. Staff has everything needed for the first reading.

After discussion, a motion was made to carry over for a second reading.

Motion: Featherston
Second: Vernon
Vote: All ayes

- I. Richard English presented the agenda item for consideration of a proposed Fall Creek Highway Water Line Improvements Project. Included under this agenda item is a memorandum from T. Riggio dated May 15, 2025 regarding a proposed easement acquisition and installation of a 20" transmission line. As stated in the memo, Developer Mack Stewart has offered AMUD approximately 1,800 LF of land to be utilized as an easement across his properties at 6315 and 6201 Fall Creek Highway, and in exchange AMUD would construct, at our cost, a water line to serve the property M. Stewart intends to develop.

Looking ahead at AMUD's future planning as outlined in eHT's 2017 Water Distribution System Study, an upgrade to the Pecan Plantation transmission line will need to happen in about 10 years. There is an immediate need for water volume in south Acton. If we can get the waterline as described in the attached 2025-2026 Fall Creek Highway Water Line Improvements - Opinion of Probable Project Cost (OPC) installed utilizing the easements offered to us by Mack Stewart, that would immediately meet the needs of south Acton while also setting us up in the future to serve the AMUD distribution system at a significant savings. Staff is recommending approval for this portion of the project, fiscal year 2026 at an approximate cost of \$1,628,000.00.

After discussion, a motion was made authorizing the General Manager to execute a Proposal for Engineering Services for the Fall Creek Highway Water Line Improvements Project.

Motion: Vernon
Second: Featherston
Vote: All ayes

J. The Operational Report was presented by T J Riggio. He informed the Board on several items – At WWTP No. 1, we are going to have to purchase another blower, waiting on a quote but expect the price to be approximately \$8,500. At LS No. 1 in DCBE, we have received the new filter media. Reported the rehab is complete at LS No. 12 in DCBE. T. Riggio informed the Board we are now using the new WWTP No. 2. There are a few issues that need to be resolved at the plant – the mixer in the sludge holding tank is not mixing; the in-plant lift station keeps getting air locked, we are requesting BAR to install air relief valves that AMUD has purchased; the chlorination automation is not working, the operators are having to adjust this manually; and the decant arm for the SBR Basin 4 will not sink and therefore will not drain. Waiting to hear from BAR for solutions. We are also needing to add a structure to house the on-site lift station as discussed at the April Board meeting.

T. Riggio reported during the month of April, WWTP No. 1 received 10.7 MG of flow (up from last month) and was at 59% of the average permitted flow under the existing 600K permit, while under the future 930K permit this would be 38%; WWTP No. 2 received 11.35 MG of flow (up from last month) and was at 78% of the average permitted flow under the existing 487K permit; under the future 820K permit this would be 46%. The percentage of flow at WWTP No. 2 is estimated due to the meter not calibrating correctly, a new meter has been installed as of May 15th. He reported both plants are within permit parameters for the month of April.

T. Riggio reported there were no positive bacteriological samples in April. He reported both VFD's have been installed at Booster Station 4. The VFDs have been integrated into our SCADA interface. Waiting on XFER #2 to be repaired before we can run start up tests. He reported SWATS B4, the Xfer pump is out of service; waiting on Precision Pump to repair. He reported at Pecan Plantation, the Landings East Development, the developer has made little progress on the sewer system, therefore we are still not selling taps for that area.

T. Riggio reported unaccounted water for the month of April is 18.97%; the 12 month rolling average is 13.32%. Under water wells, T. Riggio reported Well No's 9 and 26 are back in operating service as of May 20th; Well No. 11 lost production, we are coordinating with the power company to pull this well; Well No. 14 is back in service as of this month; and Well 28 had level transducer issues, the well is back in service as of May 20th.

After discussion, a motion was made to accept the Operational Report for April, 2025.

Motion: Featherston
Second: Maunder
Vote: All ayes

K. Stefan Dollins, Brazos Regional Public Utility Agency (BRPUA) General Manager presented the SWATS Plant Report. He stated there are no action items this month.

He updated the Board on financials and stated financials are on track. Under operations, he reported chlorides have doubled; this is most likely due to releasing more water from Possum Kingdom. Chlorides for the City of Granbury are high as well. S. Dollins informed Board they had a TCEQ inspection last week, all went good, no violations.

Colden Rich, P.E. of eHT was present and discussed items listed on the memorandum regarding SWATS project updates. He informed the Board that a meeting was held May 2nd to review options available for the possible expansion of the RO skids. The options are listed on the memo, with option 3 appearing to be the best option. Under the WTP Discharge Permit Renewal, we are awaiting final permit approval by TCEQ. The direct filtration full scale pilot report has been completed and submitted to TCEQ for review. eHT is evaluating the existing solids handling systems to determine options available for modifications in an effort to reduce solids currently being stockpiled in the waste ponds.

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

Motion: Featherston
Second: Vernon
Vote: All ayes

- L. Richard English presented a memorandum dated May 16, 2025 regarding the appointment of a Board Member to the BRPUA Board. The entire AMUD Board makes up the BRPUA Board. D. Maunder was sworn in as a Director for AMUD on May 15th. Staff recommends appointment of Denny Maunder to fill the vacancy on the BRPUA Board of Directors, effective immediately.

After discussion, a motion was made to appoint D. Maunder to the BRPUA Board of Directors, effective immediately.

Motion: Rose
Second: Vernon
Vote: All ayes

- M. Bob Evart presented a depository contract extension with First National Bank for consideration. The District has the option to extend the contract one more year before we will need to bid for a new depository agreement. The extension commences 7/1/2025 and last through 6/30/2026.

After discussion, a motion was made to approve extending the depository contract one year.

Motion: Rose
Second: Featherston
Vote: All ayes

- N. Richard English presented a memorandum dated May 21, 2025 from Bob Evart regarding TCDRS combination AMUD and BRPUA. Upon dissolution of BRPUA, Staff recommends to combine/assume the BRPUA plan with AMUD versus termination of the BRPUA plan. Assuming BRPUA under AMUD will allow the retirees with BRPUA to continue receiving COLA. The other difference in retirement benefits is that currently AMUD employees pay 5% to retirement with a 2 to 1 match from the District. BRPUA employees pay 6% to retirement with a 2 to 1 match. Staff recommends aligning benefits and raising AMUD to 6% with a 2 to 1 match.

After discussion, a motion was made to combine/assume BRPUA under AMUD's plan.

Motion: Vernon
Second: Rose
Vote: All ayes

- O. Bob Evart presented the Financial Report for April, 2025. 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.

Under Items of Interest, G. Rose questioned why we did a bore on Acton Meadows Court. T Riggio stated we have one customer on Acton Meadows Court, the other homes are all on private wells.

B. Evart informed the Board that the mail service company we were using to mail water bills shut down without notice. A local company out of Fort Worth is handling this for us now.

After discussion, a motion was made to accept the Financial Report for April, 2025.

Motion: Rose
Second: Vernon
Vote: All ayes

- P. The General Manager's Report was presented by Richard English. He reported on the following items:
1. The Regular Meeting for June is scheduled for 9:00 a.m., Wednesday, June 18, 2025. Committee meetings are scheduled for Thursday, June 12th.
 2. The AMUD Office will be closed Monday, May 26th in observance of Memorial Day.
 3. Senate Bill No. 1243 – Dissolution of Public Utility Agency. Informed Board he attended the committee meetings in Austin and met with the staffers. All went well.

4. Articles – “Salt to solution: Desalination’s role in Texas’ water supply” from texaswaternewsroom.org/articles.

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

Motion: Featherston
Second: Maunder
Vote: All ayes

Q. Items from Board Members:

Vernon:
None

Featherston:
None

Rose:
None

Maunder:
None

Lewis:

1. Welcomed Denny Maunder to the AMUD Board.
2. Committee assignment structure - Request assignments to be as follows:
Operational Committee, J. Featherston and D. Maunder; and the Finance Committee, G. Rose and V. Vernon.

Adjournment

A motion was made to adjourn at 12:08 p.m.

Motion: Featherston
Second: Vernon
Vote: All ayes



Secretary, Board of Directors
Acton Municipal Utility District