

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

NOTICE IS HEREBY GIVEN THAT ON Wednesday February 19, 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

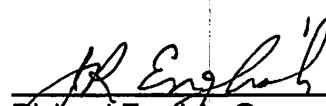
Invocation

- A. Minutes – Regular Meeting January 15, 2025
- B. Open Forum
- C. Annexation of 0.500 Acres in part of the Benjamin Green Survey, Abstract No. 196 and the Jeremiah Cambell Survey, Abstract No. 123, Located in Hood County Texas, Located in Hood County Texas, Known as 1505 Fall Creek Highway, First Reading
- D. Engineers Report
- E. Operational Report
- F. Financial Report
- G. Consideration Regarding an Amendment to Acton Municipal Utility District Holiday Schedule
- H. Manager's Report
- I. 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: February 14, 2025

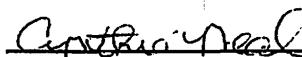
  
Richard English, General Manager  
Acton Municipal Utility District

Agenda posted: [www.amud.com](http://www.amud.com) AMUD District Office

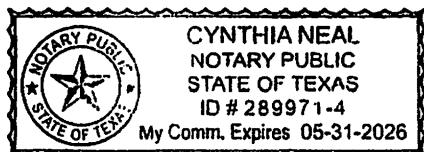
**ACKNOWLEDGEMENT**

STATE OF TEXAS      }  
COUNTY OF HOOD      }

This instrument was acknowledged before me on the 14<sup>th</sup> day of February, 2025 by Richard English.

  
Cynthia Neal  
Notary Public, State of Texas

— Seal



MINUTES

ACTON MUNICIPAL UTILITY DISTRICT

The Board of Directors of Acton Municipal Utility District met in regular session at 9:00 a.m., Wednesday, February 19, 2025. Notice of said meeting was posted as prescribed by Chapter 54, Article 109, of the Texas Water Code.

Regular Session

February 19, 2025

<u>Directors Present</u>	<u>Staff Present</u>	<u>Visitors</u>
R. Lewis	R. English	C. Hay, P.E.,
D. Cleveland	C. Neal	Enprotec/Hibbs & Todd
J. Featherston	R. Evart	C. Rich, P. E.,
G. Rose	T. Riggio	Enprotec/Hibbs & Todd
V. Vernon		D. Maunder
		S. Dollins, Brazos Regional
		Public Utility Agency
		S. Bernard, Brazos Regional
		Public Utility Agency

Directors Absent

None

Call to Order

Ray Lewis, Board President, called the meeting to order at 9:02 a.m.

R. Lewis introduced our visitor, Mr. Dennis Maunder. Mr. Maunder will be sworn in as a Board of Director of the Acton Municipal Utility District after the election date of May 3, 2025.

Invocation

By Van Vernon.

A. After discussion, a motion was made to accept the minutes from the Regular Meeting January 15, 2025.

Motion: Vernon  
Second: Cleveland  
Vote: All ayes

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

C. Richard English presented the annexation of 0.005 acres, in part of the Benjamin Green Survey, Abstract No. 196 and the Jeremiah Campbell Survey, Abstract No. 123, located in Hood County, Texas, known as 1505 Fall Creek Highway, first reading. Staff has everything needed for the first reading; R. English informed the Board that this lot is zoned for residential use, per the City of Granbury.

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

Motion: Featherston  
Second: Rose  
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 are in process of clean water testing. The WWTP must operate trouble free for 14 days, Bar has been troubleshooting items as they come up. Upon completion of the clean water testing, Bar will proceed with seeding and startup of the SBR system and move forward with conversion of the old WWTP units for support of the new system.
- Pecan Plantation Elevated Storage Tank Improvements – The contractor, Phoenix Fabricators and Erectors, LLC completed shaft construction and is proceeding with construction of the steel bowl. Anticipate welding to be complete February 21<sup>st</sup> and then raise the bowl. Tank painting appears to be on schedule. Anticipate filling the tank by April and having it in operation May, 2025.
- Acton Loop Water Line Extension Improvements – eHT updated the easements exhibits and sent them to Pinnacle for coordination with the landowners for easement approval. Pinnacle indicated that the two southern property owners and the shopping center have signed off on the easement location. There is one outstanding tract that Pinnacle is in coordination with on the project.

#### General Services Tasks

1. TWDB Reports
  - a. 2024 Water Use Survey – eHT has begun coordination with Staff to prepare this report due to the TWDB by 3/1/2025.
  - b. 2024 Water Loss Audit – eHT has begun coordination with Staff to prepare this report due to the TWDB by 5/1/2025.
  - c. 2024 Water Conservation Plan Annual Report – eHT has begun 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: Cleveland  
Second: Featherston  
Vote: All ayes

E. The Operational Report was presented by T J Riggio. He informed the Board we have started the free chlorine conversion. The conversion process will continue through March 8<sup>th</sup>. T. Riggio reported unaccounted water for the month of January is 29.97%. He reported no positive bacteriological samples in January. He reported UTGCD rate calculation for the month of January is \$0.213 per 1,000 gallons.

Under water wells, T. Riggio reported we lost the pump at Well No. 14, planning to re-pipe the well; at Well No. 15 we received the impeller to repair the booster pump; Well No. 20 is down; at Well No. 23 we received the jockey pump to repair the Well, crews are making adjustments to the fittings because the jockey pump has larger fittings than the pump being replaced; Well No's. 26 and 30 are currently off.

T. Riggio reported WWTP No. 1 was at 48% of the average permitted flow under the existing 600K permit for the month of January; under the future 930K permit this would be 31%; WWTP No. 2 was at 64% of the average permitted flow under the existing 487K permit; under the future 820K permit this would be 38%. R. Lewis questioned the percentage of flow at WWTP No. 2; R. English stated the flows are typically more volatile during rain events in Pecan Plantation due to the sandy soil. T. Riggio will compare the flow percentages from both plants in the dry weather months. Both plants are within permit parameters for the month of January.

T. Riggio informed the Board that the meter change out program is temporarily on hold due to the new billing software conversion, anticipate early in March to start changing meters again. He reported new media has been ordered for Lift Station No. 1 in DCBE, working with the vendor for a quote on a new bio-cube unit. R. English stated we are working to finalize the documentation for WWTP No. 1 project with Texas Water Development Board, once finalization is complete, leftover project funds will be used for a total rebuild of Lift Station No. 11 in DCBE.

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

Motion: Cleveland  
Second: Vernon  
Vote: All ayes

F. Bob Evart presented the Financial Report for January, 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.

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

Motion:           Featherston  
Second:           Rose  
Vote:             All ayes

G. Richard English presented a memorandum dated February 13, 2025 regarding a proposed amendment to the AMUD holiday schedule. Currently, the District has 11 scheduled holidays. As stated in the memo, in recent years more entities, including Hood County and City of Granbury have adopted the federal holidays of MLK and Juneteenth, giving them 14 holidays. R. English is not recommending we observe these holidays at this time, however he would like to add a “floating holiday” to the holiday schedule, allowing employees to take a personal day off, such as birthday, anniversary, etc., with General Manager approval. In this way, the office should be able to remain open while allowing the employees to observe a 12<sup>th</sup> holiday.

After discussion, a motion was made to approve adding a “Floating Holiday” to AMUD’s holiday schedule.

Motion:           Vernon  
Second:           Rose  
Vote:             All ayes

H. The General Manager’s Report was presented by Richard English. He reported on the following items:

1. The Regular Meeting for March is scheduled for 9:00 a.m., Wednesday, March 26, 2025. Committee meetings are scheduled for Thursday, March 20<sup>th</sup>.
2. The Semi-Annual Impact Fee Advisory Committee Meeting is scheduled for Wednesday, February 26<sup>th</sup> at 3:30 p.m.
3. Senate Bill No. 1243, filed by Senator Birdwell. The Bill is being filed as a Statewide bill; a local bill is also being drafted.
4. Texas Water 2025 Conference – Informed Board that eHT will be hosting a dinner at Vick and Anthony’s on Thursday.
5. The May 3, 2025 election for AMUD Board of Directors will be cancelled during the regular meeting in March, there will be an agenda item listed for cancellation.
6. Articles – R. English presented an executed Resolution from the Hood County Commissioners Court regarding the proposed dissolution of the Brazos Regional Public Utility Agency, he also presented an article from Hood County News, “Commissioners request dissolution of Brazos Regional Public Utility Agency”. Other articles presented are “County adopts Master Thoroughfare Plan map” from Hood County News; “Dangerous ‘forever chemicals’ found in Johnson County soil and water, disaster declared”, “New EPA limits on ‘forever chemicals’ in drinking water could cost \$1.5 billion per year to implement”, “Why is the EPA regulating PFAS and what are these ‘forever chemicals’?” from

[www.nbcdfw.com/news/local/](http://www.nbcdfw.com/news/local/); and "Texas has a big water problem. This state lawmaker hopes he has the solution" from [www.oaoa.com/local-news/texas](http://www.oaoa.com/local-news/texas).

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

Motion:      Featherston  
Second:      Cleveland  
Vote:      All ayes

I. Items from Board Members:

Vernon:  
None

Featherston:  
None

Cleveland:  
None

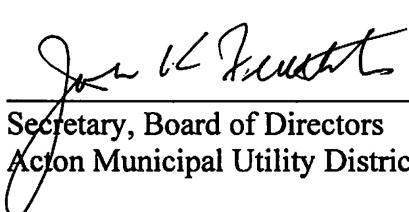
Rose:  
None

Lewis:  
None

Adjournment

A motion was made to adjourn at 10:12 a.m.

Motion:      Rose  
Second:      Cleveland  
Vote:      All ayes

  
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Secretary, Board of Directors  
Action Municipal Utility District