



Walnut Creek Special Utility District

P.O. Box 657
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Springtown, Texas 76082
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Minutes for Walnut Creek SUD Board of Directors Regular Meeting September 18, 2023

Directors Present: Mike Gilley, Al Garrett, Beth Correll, Jim Cox, and Frank Henderson
Employees: James Blackwood, Denise Taylor, and Perry Day
Others Present: Bill Lohrke

The meeting was called to order by Mike Gilley, at 4:00 P.M. noting the agenda was posted in accordance with Chapter 551, Texas Local Government Code. Quorum was established. The meeting was held at the District's office located at 1155 W Highway 199 Springtown, Texas. The invocation was given by Al Garrett. The Pledge of Allegiance was led by Jim Cox.

Open Forum – The following customer spoke during the open forum.

- Jane Galvin, 128 Clayton Crossing, Springtown
 - Mrs. Galvin stated she would like to see another Q&A.
 - She asked why a late fee was added to a bill if it wasn't paid by 4:00 pm on the due date.
 - Why it's taken five years to address low water pressure areas and why TCEQ hasn't monitored the issues.
 - She stated that Walnut Creek SUD was not on the TCEQ Drought Data list.

Consent Agenda – Jim Cox moved to approve the consent agenda as presented. Seconded by Frank Henderson. Motion carried 5-0.

General Session:

- A. Review budget requests from department heads. The Board had no issues with the requested items, so they will be added to the proposed 2024 budget.
- B. Revise The Walnut Creek SUD District Policy, Section E Services and Regulations, 20) a) Customer's Responsibility. Jim Cox moved to revise the named section with "The Customer shall provide access to the meter as per the easement and service agreement. If access to the meter is hindered or denied, preventing the reading of the meter, an estimated bill shall be rendered to the Customer for the month; and a letter shall be to the effect that access could not be gained. If access is denied for a second time, a certified letter shall be sent to the customer. If access is denied for three (3) consecutive months, then service may be discontinued, and the meter removed with no further notice." Seconded by Al Garrett. Motion carried 5-0.
- C. Add item 15) Credit Card Fees to Section G Rates and Service Fees of the Walnut Creek SUD District Policy. Motion by Beth Correll to add the named section with, "The District shall charge a \$3.00 convenience fee for the use of credit/debit cards for payments up to \$2,999.99. For charges \$3,000.00 and up, the fee shall be 3 percent of the total charge." Seconded by Frank Henderson. Carried 5-0
- D. Engineer's project report – Bill Lohrke reviewed the current project report, Exhibit A.

E. Legal and professional reports

1. 2023 Bond Update – A Special Called meeting will be held Monday, September 25, 2023, and will require a super majority of board members. Jim Cox will be absent. Bids are due by 11 am and the winner will be announced at noon.
2. Update on Mass Notification System demos. Three demonstrations have been completed. The final quote wasn't received in time to get it on the agenda so a decision will be made at the next meeting.

General Manager Report

- A. Update on Construction Projects. See Exhibit B. A suggestion was made to create a tiered structure for contractors that hit our lines to deter future breaks.
- B. Meter Project Status
 - a. James Stevens couldn't attend the meeting. James Blackwood reported that the Census meters are reading at 25%. Diehl and MIUs are reading at 95 to 98%.

Mike Gilley adjourned the meeting at 4:54 P.M.



Beth Correll
Beth Correll Secretary

Exhibit A

E.S. & C. M., Inc.

Civil & Environmental Engineers · Planners · Construction Managers
Texas Registered Engineering Firm No. F-12080

September 18, 2023

Mr. James Blackwood, General Manager
Walnut Creek Special Utility District
P.O. Box 657
Springtown, Texas 76082

Engineer's Monthly Report to the Board of Directors

Dear Mr. Blackwood:

For your Board of Directors Meeting, I have listed an outline of our work for the District as follows:

I. 16" Water Distribution Lines

Engineer's Project No. 537-099

16" Water Line along State Hwy. 199, then down Newsome Mound Road to Veal Station Road.

Contractor: Acadia Services, LLC

Notice To Proceed With Construction dated April 9, 2023

Contract Amount: \$7,386,287.00

Major Bid Item: 16" PVC Pipe, 23,589 L.F.

Amount Installed to date: 21,000 L.F. Estimated

Also, Contractor working on large quantities of boring State Hwy. 199 and creek crossings. The Contractor has three construction crews working on this project. This project will be completed by October 1, 2023. This project is approximately 95% complete. We are in the process of preparing "As Built Plans".

II. 10" Water Lines to Proposed Azle I.S.D. Elementary School

Engineer's Project No. 537-099 (A)

Contractor: Timco Blasting & Coating Systems, Inc.

Notice To Proceed With Construction dated May 22, 2023

Original Contract Amount: \$979,310.00

Change Order No. 1: Contract Reduction Amount (-) \$157,685.00

New Contract Amount: \$821,625.00

We redesigned this project and followed a cross country route that would become a future subdivision street. This eliminated the expensive route along Veal Station Road.

This project has been completed and the 10" Water Line has been placed into service. We are preparing "As-Built Plans" for the District.

III. Reconstruct and Elevate the Partagas 300,000 Gallon Elevated Storage Tank

Engineer's Project No. 537-099 (B)

Contractor: Phoenix Fabricators & Erectors, Inc.

Notice To Proceed With Construction dated May 22, 2023

Contract Amount: \$979,310.00

Change Order No. 1: Contract Reduction Amount (-) \$157,685.00

New Contract Amount: \$901,135.00

The Reconstructed Tank has been placed into service. The Tank has been elevated and the Tank exterior was in the process of being painted, however we asked the Contractor to stop painting so that the Tank could be filled with water. The Tank Contractor was asked to return to the site when the 16" Water Main has been completed and connected to the Tank Supply Line. When the 16" Water Line is completed by October 1, then the Tank can be temporarily taken out of service so that both the exterior and interior of the Tank can be painted.

Please note that due to the extremely hot weather, the Water Distribution System could not support the tank being filled due to high water usage. When the 16" Water Line is completed by October 1, then the Tank can be filled. Likewise, the Tank can be temporarily taken out of service for completion of Tank painting when the 16" Water Line is completed and connected to water lines along Veal Station Road.

- IV. The Formal Bond Application to the T.C.E.Q. that addresses approximately 20 individual projects has been Approved by the T.C.E.Q. The \$2,516,202 surplus funds are now available. The Revenue Bonds of \$40,000,000.00 will be sold and said \$40,000,000.00 should be available by mid October.

We have completed the design for the vast majority of the 20 projects, except for the two Elevated Storage Tank sites. One site on Thomas Road, near the intersection of Dobbs Trail, has been purchased by the District. The second site between F.M. 51 and Hutcheson Hill Road is being negotiated with the property

owners. It is very important that we have the permission of the landowner to conduct needed survey work for that Proposed Elevated Storage Tank.

We have completed Water Distribution Plans for a large area between the Keeter Elevated Storage Tank and the Jay Bird Lane Booster Pump Station. We are near the completion of Water Distribution Plans along F.M. 51, however we can complete these plans, we need the Elevated Storage Tank site to be purchased between F.M. 51 and Hutcheson Hill Road. This site is the same site that we need to survey with permission of the landowner. *Thomas Rd*

- V. We are in the process of completing our Disinfection Study Report i.e., "C.T. Study", for the Surface Water Treatment Plant. We are basing said study on a daily production of 14 Million Gallons per Day (MGD). We are coordinating our work with Mr. Mike Hollway, the Chief Plant Operator.

- VI. Other Items or projects that we are addressing is a new Surface Water Treatment Plant that will be needed within the next 5 to 8 years, if not sooner. The Plant will be designed for a treatment capacity of 28 MGD. This project has been tentatively reviewed and the facility concept has been approved by the Tarrant Regional Water District (T.R.W.D.). We are in the process of reviewing the T.R.W.D.'s offer to add a secondary supply of raw water from their 96" Raw Water Line, located near the southeastern portion of the District's Service Area. This offer was to supplement the District's need for future raw water that may not be fully available from Lake Bridgeport. We completed our Preliminary Engineering Report for the needed new Water Treatment Plant on June 26, 2023. This week, we contacted Tarrant Regional Water District concerning the connection to their raw water line located near the southeast side of the District's CCN.

Other monthly work is to respond to water service requests by the subdivision developers and R.V. Park developers.

This shall conclude our Report to the Board of Directors, this 18th day of September, 2023.

Sincerely,

Bill Lohrke
Senior Project Manager

* The 16" water line project is nearing completion and should be on schedule to be finishing up construction at the end of the month. At that time filling and disinfection will begin.

* The Partagas tank has been filling up to about 13' with water demand slowing due to cooler days, this is a very good indicator that it will fill easily when the 16" line is completed and water can be pushed at a higher volume and pressure.

* Dana Bryant has been in contact with the land owners representative, about the land acquisition on South FM 51. He has shown willingness to talk about selling the property but has not contacted Dana back to set up a meeting.

* There have been 199 meters added to the system from July 1 through September 15th. That puts the total meters in the ground at 10,819.

* There have been 18 water leaks repaired throughout the system since July 1. With a water loss of around 345,000 gallons. Eight of which were caused by contractors striking lines. Bills are being sent to the contractors.

* Denise and I sat down with Boyd's City Administrator and Assistant City Administrator on Thursday 9/14/23. The Springhill addition in Boyd now has 180 homes. As part of the agreement made with Boyd for water Walnut Creek SUD will be receiving \$2500 per home, as these homes are in Walnut Creek's CCN but Boyd is providing the water. The first payment of \$450,000, should arrive within the next week. Phase 2 of this project has started and as it progresses the district will receive periodic payments.

* Boyd would also like to increase their contract from 215gpm to 405gpm. This is not for water to be pulled immediately but for a long range plan. This is something that needs to be visited with our plant operator, engineers and looked at within the terms of upcoming projects.

* The total water usage throughout the system dropped by 40% From 9/8/23 thru 9/15/23 as temperatures went down and customers received some rain. We will continue to monitor usage as the temperatures stay around 90 degrees this week.

* The districts first Q and A session went well. There were about 25 residents who attended.

* TRWD has expressed that they will be raising water rates for water sold to the district. We should know the know how much the increase is by next weeks board meeting.