

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT
MINUTES FOR WEDNESDAY DECEMBER 20, 2023, 12:30 PM**

1. A meeting of the Board of Directors for East Cedar Creek FWSD was held at the Administration building in Gun Barrel City, Tx on December 20, 2023. The meeting convened at 12:30pm, President Jim Willi presiding.
2. Pledge of Allegiance.
3. Members present in person were, President Jim Will, Vice-President Bill Goheen, Secretary Joe Lomonaco, Director Rob Rea, and Director Pat Mullaney. Absent was Treasurer Ted Bayless and Director Larry Bratton. Other attendees in person were Operations Manager David Hollaway, Office Manager Angie Crowsey, and Shriram Manivannan/KSA Engineers. Other attendees by telephone/video conference were General Manager James Blodgett and Russell Slayton/The Monitor.
4. A quorum was established.
5. Motion was made by Mr. Mullaney and seconded to adopt the Agenda. Motion carried unanimously.
6. **Discuss and/or take action to approve the minutes from the regular meeting on November 15, 2023.** Motion was made by Mr. Rea and seconded to approve the minutes from the regular meeting on November 15, 2023. Motion carried unanimously.
7. **Public Comments.** President Willi stated he would like to salute management for a job well done on the employee awards banquet held last week.
8. **Consent Agenda:** The Board requested that under the General Manager's Report that item b(v) be removed for discussion.
 - a. KSA Engineer's Report
 - i. Task Order #24 General Services
 - ii. **2017-2018 Bond Projects.** 1) Task Order #35 Meter Replacement (AMR).
 - iii. **2022 Bond Projects.**


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| 1) Task Order #101208 Generators | 2) Task Order #101209 Master Plan |
| 3) Task Order #101210 NWWTP Catwalk | 4)a Task Order #101211 SWWTP Improvement |
| 4)b Task Order #101212 SWWTP Improvement | 5) Task Order #101213 Brookshire GST |
| 6) Lift Station Improvement #57 & #59 | 7) Task Order #101215 Southside AMR. |
 - b. General Manager's Monthly Report.
 - i. Key Monthly Activities.
 - ii. Staff Changes.
 - iii. Work Orders.
 - iv. Project Status.
 - v. Operations Report.

Without objections the Board discussed the following consent agenda items.

8.b(v) Operations Report. The Board discussed the water loss on southside. Mr. Lomonaco stated that he had put together some reports showing some comparisons from last month to this month Mr. Manivannan/KSA Engineers advised that they planned on doing an onsite visit at the water plant and the raw intake on the southside today to review. Mr. Manivannan also stated that they may look into putting clamp on meters to check the flows and pressure settings for the plan. The Board asked what would happen to the over payment paid to the Tarrant regional for the extra water if it was found to be an error and Mr. Goheen advised the District would have to prove proof. The Board discussed looking at data to rule out data error. Ms. Crowsey advised that she had worked with the Bookkeeper to put the same data into an old spreadsheet from over 10 years ago where water loss was normal to double check the formulas and still came out with the same results of water loss. Mr. Hollaway advised that the District has started installing the AMR meters on the south side and are going into their third subdivision. Mr. Manivannan and Mr. Hollaway discussed locations to install the clamp on meters at the plant. A report should be available from KSA Engineers next month.

Motion was made by Mr. Goheen and seconded to approve the consent agenda. Motion carried unanimously.

9. **Discuss and/or take action to approve to purchase lift station pumps not to exceed the amount of \$40,000 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement.** Motion was made by Mr. Lomonaco and seconded to approve to purchase lift station pumps not to exceed the amount of \$40,000 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement. Motion carried unanimously.
10. **Discuss and/or take action to approve to purchase trash pumps not to exceed the amount of \$5,000 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement.** Motion was made by Mr. Rea and seconded to approve to purchase trash pumps not to exceed the amount of \$5,000 to be paid out of Operating Reserves for a budgeted expenditure for the 2023/2024 Capital Improvement. Mr. Hollaway explained that the trash pumps are used to pump water out of the ditches dug by the employees to expose water lines. The pumps are not submersible and sit on top of the ground with hose running to pump the water out. Motion carried unanimously.
11. **Committee Reports.**
 - a. **Personnel Committee.** There was no report.
 - b. **Operations Committee.** There was no report.
 - c. **Finance Committee.** Mr. Goheen advised that there was no report but did note that they would be meeting soon to review the draft budget coming up for the 2024/2025 fiscal year.
12. **Review and discuss the November 2023 financial reports.** The Board reviewed the financials and asked about the interest from banks and if that was helping the debt ratio. Ms. Crowsey advised that they could have the Bookkeeper run a report removing the interest. The Board asked about the interest made off the bonds and reporting those. Ms. Crowsey advised that they have a arbitrage company that is with Hilltop and that they will be helping review the data to see what the District will be paying back as the District can only make up to the amount of percentage that the bonds were financed at. The Board discussed the AMR project on southside where the District's staff was installing the meters and asked if the labor could be paid out of the 2022 bond. Ms. Crowsey advised that she would have to get with their financial bond advisors to see if that was possible.
13. **Discuss and/or take action to approve the payment of bills.** Motion was made by Mr. Lomanaco and seconded to approve the payment of bills. Motion carried unanimously.
14. Motion was made by Mr. Rea and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the meeting at 1pm.



Jim Willi
Board President

01/17/2024
Date