EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT
MINUTES FOR WEDNESDAY AUGUST 20, 2025, 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 August 20, 2025. The meeting convened at 12:30pm, President Jim Willi presiding.
2. Pledge of Allegiance.
3. Members present in person were, President Jim Willi, Vice-President Larry Bratton, Secretary Terri Bradley, Treasurer Pat Mullaney, and Director Michael Divine. Absent was Director Ted Henley, and Director Rob Rea. Other attendees in person were General Manager James Blodgett, Office Manager Angie Crowsey, Chief Water Operator Anthony McLaughlin, and Shriram Manivannan/KSA Engineers. Other attendees by telephone/video conference were Russell Slator/The Monitor.
4. A quorum was established.
5. Motion was made by Mr. Mullaney and seconded to approve the agenda after amending item #12 to increase the amount from $11,700 to $12,450 for a $750 invoice that was left out. Motion carried unanimously.
6. **Discuss and/or take action to approve the minutes from the workshop/regular meeting on July 16, 2025**. Motion was made by Mr. Mullaney and seconded to approve the minutes from the workshop/regular meeting on July 16, 2025. Motion carried unanimously.
7. **Public Comments**. There were no public comments.
8. **Consent Agenda**: The Board requested that the Engineer's Report #8. and items under the General Managers' report #8. b(iii), b(iv) and b(v) be removed for discussion.
   a. KSA Engineer's Report
      i. Task Order #24 General Services
      ii. 2022 Bond Projects.
         1. Task Order #101210 NWWTP Catwalk **2**. Task Order #101212 SWWTP Improvement **3.**Task Order #101213 Brookshire GST. **4**. Task Order #101214 Lift Station Improv 57 & 59
      iii. Task Order #103767 South WWTP Permit Renewal.
   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.a. KSA Engineer's Report. Mr. Manivannan gave a brief update on the Brookshire GST project advising that they are almost at the end of construction. Mr. Manivannan noted that there were two change orders that are on the agenda to be approved today. He pointed out that the first change order, which is item # 9, is just a time extension for 47 days which was needed due to rain delays that interrupted some of the projects such as painting and noted that he felt that was acceptable. The second change order was for something that was missing from the plans for the switchover from the old ground storage tank to the new ground storage tank. There was a tee that was missing which will cost $4,106.72. Mr. Manivannan advised that the successful bidder for the SWWTP Improvement project and lift stations will be approved later in the meeting today, pointed out that the Hillsdale project is complete and he will remove it from that project from future reports, and noted that the SWWTP permit renewal is ongoing. Mr. Blodgett advised that the District just received the draft of the permit this morning. The Board and Mr. Blodgett discussed the catwalk project that hasn't been started yet. Mr. Blodgett advised that since we just completed the bidding process for the SWWTP project and lift stations that are up for approval later in the meeting then we will go from there to start working on the catwalk project as well as getting the guns for the SWWTP project done also. Mr. Blodgett advised that the administrative office is looking at fund balances remaining in the 2022 bond after these projects in hopes that there will be enough funds left over to complete the AMR project to add all meter sizes and then see if there are any funds remaining to request to use for the lake crossing on the southside.

8.b.(iii) Work Orders. The Board and Mr. Blodgett discussed open inspections. Mr. Blodgett explained that once taps are set an inspection work order is opened. Some inspections remain open because customers are on temporary service until construction is complete and ready for final inspection, and some that are open are inspections that fail and remain open until the customer has fixed the compliance issues and can pass the inspection before it is closed.

8.b.(iv) Project Status. Mr. Blodgett gave a recent update to the Pier 334 project advising that the District just received an email this week from them customer and the District is working with them on sewer details because the customer sent in their projected flows and the District only has a 3" sewer main in that area and they will have to put in their own sewer discharge because they are going to require a 6" or 8" based on their demands. On the Hillsdale project Mr. Blodgett advised that the District's portion of this project is completed.

8.b.(v) Operations Report. The Board and Mr. Blodgett discussed the generators project. It was noted that the District is paying half of the amount due for the grant with Henderson County today. Mr. Blodgett advises the check is in with the bills to be approved to be paid today and signed in the amount of $133,925.00. Mr. Blodgett also advised that the contractors have already been onsite, and materials have already been received for them to start and anticipate the project to start soon. The Board asked about the training videos that were recommended for potential new hires to review. Mr. Blodgett advised that the staff had started this project and have gathered documents and pictures and have considered doing a power point with pictures instead of just a video. The Board said that they would like to see videos and recommended maybe doing a mix of both were the videos were embedded and could be played also. Mr. Blodgett advised that the new goal is set for next month.

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

9. **Discuss and/or take action to approve change order #1 for Mayim Municipal builders to extend the substantial completion date to October 28, 2025, for the Brookshire GST project for the 2022 bond projects**. Motion was made by Ms. Bradley and seconded to approve change order #1 for Mayim Municipal builders to extend the substantial completion date to October 28, 2025, for the Brookshire GST project for the 2022 bond projects. Motion carried unanimously.
10. **Discuss and/or take action to approve change order #2 for Mayim Municipal builders for additional scope for tank switchovers for the Brookshire GST project for the 2022 bond projects**. Motion was made by Mr. Mullaney and seconded to approve change order #2 for Mayim Municipal builders for additional scope for tank switchovers for the Brookshire GST project for the 2022 bond projects. Motion carried unanimously.
11. **Discuss and/or take action to approve the successful bidder for task order #101212 SWWTP Improvement and task order #101214 Lift Station Improvement for #57 & #59**. The Board discussed the three bids. Motion was made by Mr. Mullaney and seconded to approve the successful bidder as J & K Excavation LLC for task order #101212 SWWTP Improvement in the amount of $2,391,073.58 and task order #101214 Lift Station Improvement for #57 & #59 in the amount of $764,799.83. Motion carried unanimously.
12. **Discuss and/or take action to approve an additional $12,450 for the rental of a mobile belt press for an unbudgeted 2025-2026 capital improvement expenditure to be paid out of the Operating Reserves account. (Originally approved $18,000 now would be $30,450 together)**. Motion was made by Ms. Bradley and seconded to approve an additional $12,450 for the rental of a mobile belt press for an unbudgeted 2025-2026 capital improvement

expenditure to be paid out of the Operating Reserves account. (Originally approved $18,000 now would be $30,450 together). Motion carried unanimously.

13. **Discuss and/or take action to perform the annual review of the District's investment policy**. Motion was made by Mr. Bratton and seconded to perform the annual review of the District's investment policy. Ms. Crowsey advised that there were no significant changes to the policy, only a few grammar corrections that were shown in red in the policy. Motion carried unanimously.
14. **Discuss and/or take action to authorize the finance committee and the General Manager to review and approve a new contract for the District's electric provider**. Motion was made by Mr. Divine and seconded to authorize the Finance Committee and the General Manager to review and approve a new contract for the District's electric provider. Mr. Blodgett advised that currently the District is paying 4.2 cents per kilowatt and will be locked in until 2028. Mr. Blodgett advised that this will be for a new contract and will increase approximately 2 cents per kilowatt. Ms. Crowsey advised that right after the winter storm in 2021 the District was saved from the high increase in electricity costs by these contracts. Motion carried unanimously.
15. **Discuss and/or take action to accept the resignation of Board member Rob Rea**. Motion was made by Mr. Bratton and seconded to accept the resignation of Board member Rob Rea. Ms. Crowsey announced that now that the board officially has an vacant seat that the District will now start taking application for appointment to the board. Motion carried unanimously.
16. **Committee Reports**.
    a. **Operations Committee**. No report.
    b. **Personnel Committee**. No report
    c. **Finance Committee**. No report.
17. **Review and discuss the July 2025 financial reports**. The Board reviewed the financials. Mr. Mullaney pointed out that there was a discrepancy in the Budget analysis report on the year to date but that the monthly totals on the report looked correct. Ms. Crowsey advised that the Bookkeeper was currently reviewing the report and making the corrections, and the report would be submitted back to the board immediately.
18. **Discuss and/or take action to approve the payment of bills**. Motion was made by Mr. Mullaney and seconded to approve the payment of bills. Motion carried unanimously.
19. Motion was made by Mr. Bratton and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the meeting at 1:18pm.

Jim Willi
Board President

09/17/2025
Date