

BLUFF DALE WATER SUPPLY CORP
AMPSS Zoom Meeting
January 25, 2024

Recitation of Authority

Bluff Dale Water Supply Corporation was selected by TWDB for the AMPSS, Asset Management Program for Small Systems. Patrick Kading, the project point of contact, sponsored a Zoom meeting with the Bluff Dale Water Board on January 25, 2024, at 2:30 pm. at the Bluff Dale Community Center, 175 Holt St., Bluff Dale, Texas 76433.

Quorum

The Officers present at such meeting were:

DENNIS MCNAUGHTEN – PRESIDENT
FRANK MADDY – VICE PRESIDENT
DEBORAH MORRIS – SEC/TREASURER
RICHARD SKINNER – DIRECTOR

Lou Stone and LaNell McNaughten were not able to attend.

Quorum was present. Dennis called the meeting to order at 2:30 pm.

No other visitors or members attended.

Asset Management Program for Small Systems (AMPSS) is funded through the state revolving funds. You must be eligible to be considered. Only (5) water systems and (5) wastewater systems are selected.

The water group selected by the Bluff Dale Water Board from the TWDB list will be the contract manager for the project. They will receive, review, approve, and pay the invoices for the project.

The agreement is a contract with TWDB and requires Bluff Dale Water staff time of at least 80 hours throughout the project, mostly in the beginning stages.

The project gives the water system \$100,000.00 per project. It won't be paid into the water system finances but will be handled by the contract manager.

Scoring and ranking are what the water system selection was made from.

AMPSS provides asset management tools for short or long-term planning.

Some of the things for the AMPSS program are:

- 1) Inventory of all existing assets
- 2) The location of all assets
- 3) The date the assets were put into service.
- 4) The warranty of each asset
- 5) The age of existing assets
- 6) The condition of existing assets
- 7) Criticality
 - a) How much risk to the water system if the asset fails?
 - b) What are the consequences to the water system if the asset fails?

Current Financials:

- 1) Rate Study – efficient finances to meet needs – possibly rate increases.
- 2) What is your plan – if an asset needs to be replaced?

Emergency Preparedness Plan:

- 1) Resilience of system
- 2) Assets that are critical to management planning
 - a) Electrically
 - b) Source assessment and planning.
 1. Adequate – long-term or add another source of water.
 2. Energy Assessment – efficiency

Operations Manual:

- 1) Quick Guide for Manual
 - a) Summary Guide
- 2) Appliance Requirements – TCEQ Rules and Requirements
 - a) Keep in one place.
- 3) Training for Staff
 - a) Procedures.
 - b) How to Keep up to date.
 - c) How to Implement procedures.

Presentation To Governing Body:

- 1) How to use AMP
- 2) Tools for Planning
- 3) Have a good idea of your water system needs
- 4) Use AMP tool for making decisions.

Question: Will there be a checklist given to us by the Contractor?

Start Date:

- 1) Submitting selection of contractor form by February 22, 2024.
- 2) Will get set up with the contractor.
- 3) Looking at April or May 2024

Duration of Plan is the time contractor is selected to:

- 1) 9 Months – Draft of Asset Management Plan
- 2) 1 Year – Finish plan and submit.
- 3) 1 Year 1 Month – Presentation to governing body and management in place.
- 4) After – All hands training.
- 5) After 8 to 10 months – The contractor comes back to the Water system for follow-up.
- 6) After the follow-up report will be sent to TWDB.
- 7) After another presentation to the governing body.
- 8) Contract is 2 years – approximate completion total time.

Question: Can you combine projects? (a) Lead and Copper Inventory? (b) Asset Management plan?

Answer: FMT will help with Lead and copper inventory.

Be sure and ask the company you are considering as the contractor for your AMPSS what program they are using. It is beneficial to know what the program's renewable cost will be. The initial set-up cost will be included with the subscription and is reimbursable through the contract manager.

Question: Conflict with contract manager if already using an engineer or firm water system is familiar with?

Answer: The only potential conflict is the current payroll. Patrick will get back with a better answer and confirm the information.

To start the process.....

- 1) Apply with selection choice for contract manager.
- 2) What is the water system expectation for the program?
- 3) Get all documents together and in an accessible location to move quickly in setting up the program.

Submittal selection may be a conflict. Will follow up with the water company.