

## Phase 2 Kickoff Meeting Minutes

April 22, 2026

Community Name: Bull Shoals, AR

EPA Region: 6

Meeting notes in blue text

### I. Attendees Invited

| Role                                                                       | Name                             | Email                                                                              | Phone Number                  | In Attendance? |
|----------------------------------------------------------------------------|----------------------------------|------------------------------------------------------------------------------------|-------------------------------|----------------|
| EPA COR/ Technical Project Lead                                            | Laura Doody                      | <a href="mailto:doody.laura@epa.gov">doody.laura@epa.gov</a>                       | 202-938-4467                  |                |
| EPA Regional TA Coordinator/Project Officer                                | Jessica Fry                      | <a href="mailto:fry.jessica.l@epa.gov">fry.jessica.l@epa.gov</a>                   | 214-665-8308                  |                |
| Contractor's Project Managers                                              | Kevin Schmidt, P.E. (ERG)        | <a href="mailto:kevin.schmidt@erg.com">kevin.schmidt@erg.com</a>                   | 760-213-2074                  | Yes            |
|                                                                            | Kevin Stockton (ERG)             | <a href="mailto:kevin.stockton@erg.com">kevin.stockton@erg.com</a>                 | 720-789-8050                  | Yes            |
|                                                                            | Jenny Dodd (ERG)                 | <a href="mailto:jenny.dodd@erg.com">jenny.dodd@erg.com</a>                         |                               |                |
|                                                                            | Joslyn Townsend (AECOM)          | <a href="mailto:joslyn.townsend@aecom.com">joslyn.townsend@aecom.com</a>           | 417-766-8579                  | Yes            |
| Contractor's Technical Leads                                               | Scott Belz (AECOM)               | <a href="mailto:scott.belz@aecom.com">scott.belz@aecom.com</a>                     | 216-404-8079                  | Yes            |
|                                                                            | Esther Kaufman (AECOM)           | <a href="mailto:esther.kaufman@aecom.com">esther.kaufman@aecom.com</a>             |                               | Yes            |
|                                                                            | Katrina Galloway (AECOM)         | <a href="mailto:katrina.galloway@aecom.com">katrina.galloway@aecom.com</a>         |                               | Yes            |
| Community Points of Contact                                                | Michael Salentine                | <a href="mailto:maswastewater@gmail.com">maswastewater@gmail.com</a>               | 870-421-0842                  | Yes            |
|                                                                            | Bill Stahlman                    | <a href="mailto:bstahlman@cityofbullshoals.org">bstahlman@cityofbullshoals.org</a> | 870-321-4087                  | Yes            |
|                                                                            | Susan Walling                    | <a href="mailto:swalling@cityofbullshoals.org">swalling@cityofbullshoals.org</a>   | 870-445-4775<br>(city office) |                |
|                                                                            | Ed Martin                        | <a href="mailto:edmartin712@gmail.com">edmartin712@gmail.com</a>                   | 870-421-9943                  | Yes            |
| Additional Community Contacts [Arkansas Division of Environmental Quality] | Sarah Pierce                     | <a href="mailto:sarah.pierce@arkansas.gov">sarah.pierce@arkansas.gov</a>           | 501-682-0664                  |                |
|                                                                            | Tiana Toups, Enforcement Analyst | <a href="mailto:tiana.toups@arkansas.gov">tiana.toups@arkansas.gov</a>             | 501-682-0699                  | Yes            |
| Funding Agency Contact [Arkansas Department of Agriculture]                | Debby Dickson                    | <a href="mailto:debra.dickson@arkansas.gov">debra.dickson@arkansas.gov</a>         | 501-682-0548                  |                |
| TA Provider: Southwest Environmental Finance Center (SWEFC)                | A.J. Barney                      | <a href="mailto:ajbarney1@unm.edu">ajbarney1@unm.edu</a>                           | --                            | Yes            |
|                                                                            | Dawn Nall                        | <a href="mailto:dnall@unm.edu">dnall@unm.edu</a>                                   |                               | Yes            |
|                                                                            | Tammy Huynh                      | <a href="mailto:thhuynh@unm.edu">thhuynh@unm.edu</a>                               |                               |                |

## II. Phase 2 Project Overview and Objectives

- **Brief Project Overview:**
  - Bull Shoals, AR is facing challenges with its collection system.
    - The city's wastewater pipes are 50+ years old and need replacing
    - 30+ miles of pipes, mountainous area
    - Large infiltration/inflow (I&I) issues
- **TA Provider:** Southwest Environmental Finance Center (SWEFC)
- **RealWaterTA Engineering Support Technical Assistance:**
  - The project entails phase two evaluations of the existing collection system and preparation of a preliminary engineering report (PER).
- **RealWaterTA Engineering Support Team Scope of Work:**
  - Task 1: Smoke Testing Assistance
    - AECOM and City of Bull Shoals (City) staff will work together to perform smoke testing of the sanitary collection system. The City recently purchased smoke testing equipment and will perform testing on areas identified in the Flow Monitoring Study Report.
    - AECOM will assist Bull Shoals by developing a smoke testing plan that will include areas to smoke, methods and for testing, and documentation procedures.
    - City staff will perform all field work associated with smoke testing. AECOM will review the results of smoke testing and provide a summary and analysis of the field work.
  - Task 2: Field Investigations
    - Based on the Task 1 work, the data will be prioritized for any additional field investigations. This may include proposed Pole Camera Inspection, Closed-Circuit Television (CCTV) Inspection, Sewer Cleaning, and/or Dye Testing. Included in the scope is CCTV and dye testing for five thousand (5000) linear feet of sanitary sewer and five thousand (5000) linear feet of storm sewer, and ten (10) dye test points. If pole camera or sewer cleaning are recommended, they will be addressed via a change order.
    - AECOM will develop a detailed plan for field investigations with cost estimates for each task based on the Task 1 findings. All work will be approved by ERG/City of Bull Shoals prior to executing field work.
    - AECOM will prepare a report to document the field investigation performed. The report will include a summary including a map of inspections, table of findings, and recommendations for next steps that will include developing recommendations for improvements to the sewer system.
  - Task 3: Preliminary Engineering Report (PER)
    - AECOM will provide a draft PER report within 30 days of the completion of the field inspections and submit a final report within 10 days after the client reviews the comments.

### III. Workplan and Timeline:

Below is the anticipated timeline for the main project tasks/deliverables. The anticipated completion dates below will likely all be pushed back due to the discussion below on waiting for the transmission line corridor to be cleared and settling on a scope of work for field work.

| Task / Deliverable                               | Lead TA Provider | Anticipated Completion Date | Completion Date |
|--------------------------------------------------|------------------|-----------------------------|-----------------|
| 1. Kick-Off Meeting                              | ERG Team         | April 2026                  | April 22, 2026  |
| 2. Smoke Testing Plan                            | ERG Team         | May 2026                    |                 |
| 3. Smoke Testing and Field Work Summary/Analysis | ERG Team         | May 2026                    |                 |
| 4. Field Investigations Plan                     | ERG Team         | May 2026                    |                 |
| 5. Pre-site visit meeting                        | ERG Team         | May 2026                    |                 |
| 6. Site Visit                                    | ERG Team         | June 2026                   |                 |
| 7. Field Investigations Report                   | ERG Team         | June 2026                   |                 |
| 8. Draft PER                                     | ERG Team         | July 2026                   |                 |
| 9. Final PER                                     | ERG Team         | August 2026                 |                 |

### IV. Smoke Testing

- Bull Shoals has completed some smoke testing
  - Bull Shoals can provide GPS locations of smoke testing and circle locations on a map for AECOM review
  - Bull Shoals also can provide examples of how they are recording data for AECOM to review.
  - Esther and Scott will look for template for documentation of smoke testing and share with Bull Shoals.
  - SWEFC will provide example of excel form for tracking smoke testing results and example of cloud based system.

### V. Field Investigations

- Field Inspection by AECOM – CCTV and dye testing for five thousand (5000) linear feet of sanitary sewer and five thousand (5000) linear feet of storm sewer, and ten (10) dye test points.
  - Does not include pole camera or sewer cleaning at this time, but can be added by change order if needed.
  - See discussion below on potential changes to field inspection scope.
- Timeline for site visit: TBD, see open discussion below.

### VI. Preliminary Engineering Report

- Will be provided following completion of field investigations.

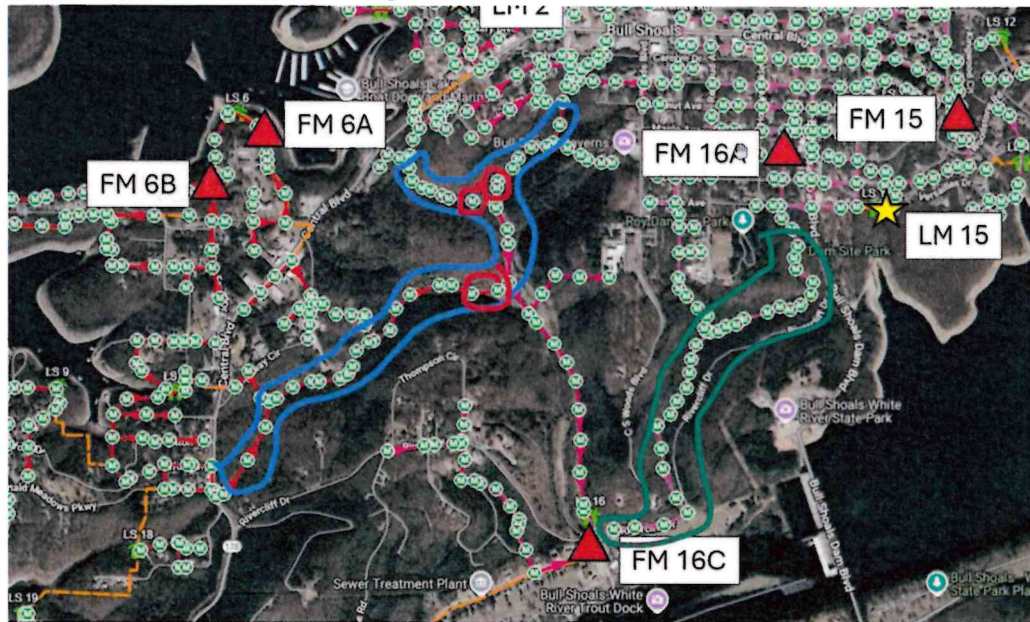
### VII. Open Discussion

- FM16C manhole location is only a few inches above downstream connection and frequently water backs up into this manhole when lift station 16 is above capacity. Therefore, results

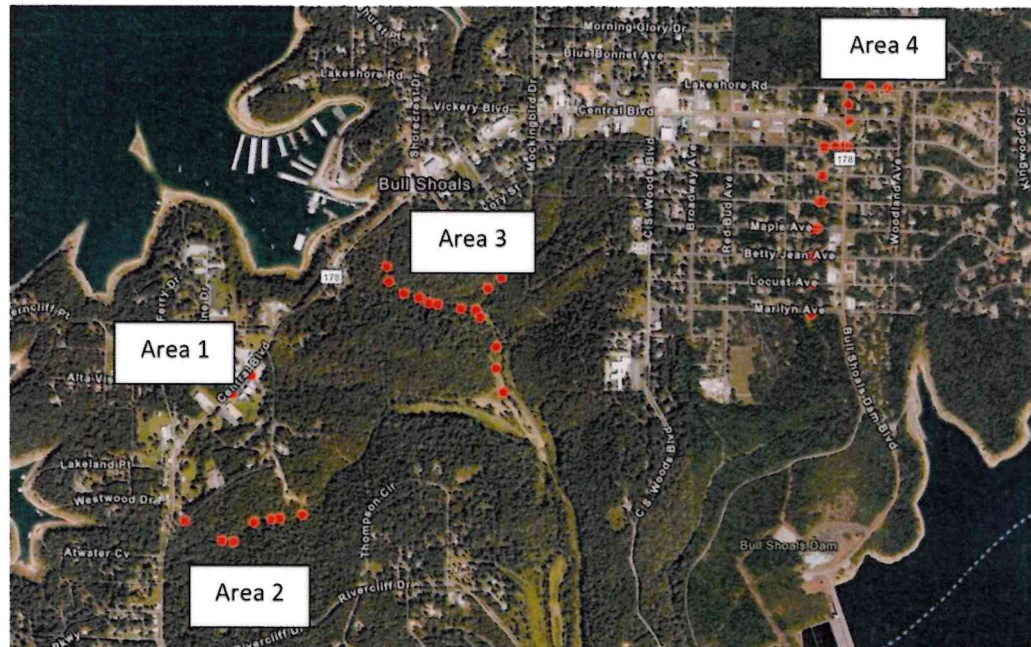


showing high peaking factors for FM16C may be misleading and not representative of the upstream sewer to FM16C and instead is reflective of backups in the line.

- Transmission line discussion
  - Blue area in image below has lots of issues along transmission line and creek bed. Access to this area is currently restricted to washed out roads and overgrown vegetation. Bill is trying to figure out how to get access and if the City can build / repair access roads that have washed out or become overgrown. Will take 3-4 months to clear and be able to access.
  - Green area in image below is where the line has been replaced. Red circles are locations for three potential flow metering locations.



- Orange are the areas where pole camera has already been complete



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- What are the chances these areas could be cleared to allow access for either pole camera or CCTV? The City is currently evaluating options to hire a contractor or purchase their own equipment to clear vegetation and restore access routes. Recommend purchasing equipment instead of hiring out to be able to maintain long term.
- Potential timeline is to start clearing next month if the City can get approval from City Council at the end of this month.
- AJ (SWEFC) is in process of purchasing CCTV and might have access to equipment in two months.
- Is it worth doing a scope shift to try and add flow monitoring to these areas highlighted above? Or instead stick with scope of pole camera / CCTV of these areas since they are already tagged as areas with issue?
  - Flow monitoring may not be helpful because the City already knows the transmission line corridor is an issue.
  - Plan will be to let Bull Shoals try and clear the area and get an update next month to be able to start planning field work.
- Bull Shoals would like to provide a plan to ADEQ by the end of this month to show progress and plan moving forward.
- Bull Shoals CIP cost estimate
- Project schedule (see anticipated completion dates, above)
  - Will likely be pushed back due to discussion on potential scope changes above.

### Next Steps

- Bull Shoals perform smoke testing and share results with ERG / AECOM
- AECOM and SWEFC will provide examples of documentation for smoke testing. SWEFC will also share excel form and example of cloud-based system for documentation of smoke testing.
- AECOM review smoke testing and provide recommendations for documentation



- Bull Shoals will provide update on timeline for clearing and generating access to the transmission line corridor for inspection efforts
- Develop Project Meeting Schedule for next meeting in late May.