

Minutes of the Regular Meeting of the
BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT #2

A regular meeting of the Board of Directors of Bastrop County Water Control and Improvement District #2 was held on Thursday, August 17, 2017, beginning at 7:30 p.m. at the Conference Center, 106 Conference Drive, Bastrop, TX. 78602.

Present BCWCID #2 Board Members:

John Creamer, President
Karen Pinard, Vice President
Sam Kier, Treasurer
Tammy Eden, Secretary
Victor Gonzalez, Director

BCWCID #2 Staff/Other Professionals:

Jim Ouellet, General Manager
Tony Corbett, Attorney
Tyler Walsh, Operations Manager
Alma Rodriguez, District Administrator

AGENDA

- 1.) Call to Order and Establish a Quorum
President Creamer called the meeting to order at 7:30 p.m. A quorum of Board members was present.
- 2.) Pledge of Allegiance
President Creamer led the Pledge of Allegiance.
- 3.) Texas State Flag
President Creamer led the Pledge of Allegiance to the Texas Flag.
- 4.) The next Board of Director's meeting will be held on Thursday, September 21, 2017 at 6:30 P.M.
President Creamer announced the next Board of Director's meeting will be held on Thursday, September 21, 2017 at 6:30 P.M.
- 5.) CONSENT AGENDA: (Consent Agenda items are generally routine.) Unless removed by a member of the Board, items listed on the consent agenda will be acted on together.
 - a. Approval of minutes from the June 29, 2017 Regular meeting.
 - b. Approval of minutes from the July 20, 2017 Regular meeting
 - c. Approval of monthly financials report for July 2017

Director Kier stated the financials are still a work in progress.

Motion: Karen Pinard moved to approve the items on under the Consent Agenda. Seconded: Sam Kier. Vote: Five (5) in favor, motion carries.

- 6.) Public comments/Announcements (The Board respectfully requests you limit your comments to three (3) minutes)
Dawn Henderson thanked the Board for changing the time of the meeting tonight and requested the Board to move Public Comments to the end of the meeting.

President Creamer stated they will take that under advisement.

Ryan Hastings stated he sent a letter to every Board member and wanted to know if everyone received it.

The Board replied yes and President Creamer stated he had a written response for him.

7.) Discussion, possible action and updates given by General Manager

New Customer Letter

A draft of the new customer letter was provided to the Board for their review along with the various inserts that will be included in New Customer Package.

The Board suggested that the information be sent to existing customers also.

Director Eden stated she is very impressed with Jim Ouellet.

Explanation of Charges Document

Enclosed is a letter defining the basis for each of the various charges which appear on the monthly water/wastewater bill. Please review and provide comments in the near future.

Accounting Transition

The conclusion of the transfer is getting closer. Bank accounts have been closed at Prosperity and consolidated. More consolidation will be taking place soon. Just waiting for all checks to clear. A few items still need to be clarified.

Repairs on Koolua Drive and Awehi Lane landslide

The TX Division of Emergency Management has told us to proceed. The bid documents are being prepared and ready to go out to bid. They should be on the street within a week. The objective is to complete the work this fall no later than November 29.

Road Construction Activities

Kokomo was paved. Halimaille is ready to be paved by the County. Work on Konahuanui is progressing.

An additional contractor, Jimmy Evans Company, has been secured to construct roads now and in the future. The company expects to start on August 28 and complete the following roads this year: Lamaloa, Papaloa, Pele Ct, North and South Kaupo, North and South Kanaio.

Discussions with a third contractor, WJC Contractors, has been very encouraging and we are positioned to have three contractors desiring to work with the District to complete the roads as the future unfolds. Such will enhance continuity, distribute risk and promote a competitive environment to increase productivity.

Outsourcing of Road Bill Production and Mailing

Now that water bills and late notices are all being outsourced, the attention has turned to achieving the same process with annual road fees and statements for road fees. The objective will be to have the fall road statements sent out via the third party mailing company.

Meter Conversion

Converting meters from manual read to radio read is active once again. The objective is to have as many done as possible this year. We will work on weekends as needed to accomplish such.

Trihalomethane's – Treatment Equipment

Sample results from the third quarter (July) were lower than April and were in compliance with regulations. Although warmer water is more conducive to formation of TTHM's, the variable of time is also a contributing components. The high demand we have been experiencing shortens the detention time in the system and influences the amount of time the formation of the TTHM's can occur. The running annual average is still above the allowable limit so an additional letter will need to go out explaining such.

The treatment equipment to address the TTHM formation was installed on August 9 and 10. Final electrical power connections need to be made and the equipment will be in operation. We look forward to observing the results and expect that compliance with the regulations will be achieved in the short term and long term.

FEMA Update

Tyler Walsh stated he will be working with Alma Rodriguez to compare cost vs what we received from FEMA.

Improved Billing Options and Updated Website

A Facebook page has been established. The address is BC wcid. Please search for Bastrop County Water District and you can find the page.

I observed a utility that offered to make a donation to a charity if a customer signed up for e bill. Such is a way to accomplish the objective without unfairly treating any customers.

Storage Tank Construction

Discussions are under way with various storage tank manufactures and erectors. A meeting is scheduled for Friday, August 18 and Monday, August 21 to discuss options and obtain some budget pricing. Ideally, a 400,000 gallon standpipe, 100 feet in height, located at Plant 1 and an identical tank located at Plant 2 would provide substantial storage for the future.

We presently have 1630 connections and I estimate there will be a build out of 3000 connections. Based on such figures, an additional 800,000 gallons of storage in areas served by Plants 1 and 2 would be adequate to provide substantial fire protection.

Should growth occur in the area of Plant 3, additional storage would be needed in that zone also. This can be accomplished in concert with development.

Director Pinard stated that is very good information and fire protection is a major concern.

Sale of Office Building

The building has been listed for sale since March 2017. We have had passive interest but nothing has materialized. In the coming months, it is recommended a topographical survey be performed of the land where a new office is proposed. We can then begin some preliminary concepts on how best to construct a facility.

Interlocal Agreements

The Interlocal for work on Paia has been executed. The agreement is for some work improving a drainage culvert under the road.

The 2017 Interlocal agreement has been embellished to include the County performing paving on the so called "FEMA" roads the District worked on this past winter that were not part of the original road plan for 2017. The agreement will be brought to the Commissioners court for ratification in the near future.

An Interlocal for 2018-2020 has been drafted and will go before the Commissioners Court for review in the near future. The interlocal will provide for the County to perform approximately 10 miles per year for each of the next three years.

Budget Adjustment

Attached is a summary explaining a needed update to the budget for 2017.

Director Kier asked that this item be placed on the agenda for next month for approval.

- 8.) Consider and possibly take action to adopt an ORDER CALLING AN ELECTION TO AUTHORIZE THE ISSUANCE OF UNLIMITED TAX ROAD BONDS; AND CONTAINING OTHER MATTERS RELATING THERETO
Jim Ouellet presented a presentation on road Construction funding options and then presented an Order calling an Election.

Director Kier stated he looks forward to the Interlocal Agreement with the County for the completion of the roads and there are many things that the District has to work through and discuss if the bond passes.

Director Gonzalez asked Tony Corbett if the road bond doesn't pass how long does the District have to wait before presenting another bond election.

Tony Corbett stated there is no period of time you have to wait and the District could put it back on the ballot at the next voting period.

Motion: Karen Pinard moved to adopt an Order Calling an Election to Authorize the Issuance of Unlimited Tax Road Bonds. Seconded: Tammy Eden. Vote: Five (5) in favor, motion carries.

- 9.) Discussion and possible action regarding approval of Interlocal Agreement with Bastrop County for work to be performed on Paia Lane
Jim Ouellet presented the Interlocal Agreement with Bastrop County for work to be performed on Paia Lane.

Motion: Sam Kier moved to approve the Interlocal Agreement with Bastrop County for work to be performed on Paia Lane. Seconded: Tammy Eden. Vote: Five (5) in favor, motion carries.

- 10.) Discussion and possible action regarding request from Pines and Prairies Land Trust to obtain possession of the area known as the Riverside Road and Copperas Creek Watersheds
Jim Ouellet stated he received a letter from Pines and Prairies Land Trust wanted to obtain ownership of the Riverside Road and Copperas Creek Watersheds.

The Board asked that a representative from Pines and Prairies Land Trust to make a presentation to the Board at the next meeting as to what their plans are for the property.

Mac Simpson stated he has heard resentment from people in the community about how the park was transferred to the County.

Director Kier stated he would like to have a Public Hearing about transferring the land.

Mary Jo Creamer stated if the POA wanted the property back then POA would have to pay taxes on the land.

President Creamer stated that is the reason the POA transferred the land to the District.

- 11.) Board suggestions on future agenda items
- Budget amendments
 - Request from Pines and Prairies Land Trust to obtain possession of the area known as the Riverside Road and Copperas Creek Watersheds
 - FEMA regarding TEXAS Infrastructure Grant
 - Discussion on commercial rates
 - How to provide an incentive for payment of annual road in an expedited manner and discuss the timing of lien fees.
 - Hiring and retaining valuable and talented employees – will schedule for September.

- 12.) Release of Liens
Alma Rodriguez presented the Release of Liens.

Motion: Karen Pinard moved to approve the Release of Liens. Seconded: Sam Kier. Vote: Five (5) in favor, motion carries.

- 13.) The Board of Directors will meet in a closed/executive session pursuant to Texas Government Code, Chapter 551, *et seq*, to discuss the following:
- a.) Section 551.072(1)(A) and Section 551.074(2) – (1) related to real property, regarding the purchase, exchange, lease, disposition, or value of real property (2) related to Personnel Matters.

President Creamer announced at 8:51 p.m. that the Board will meet in Executive Session for the Deliberations regarding Real Property and also to seek legal advice in respect to the Bond matter.

- 14.) The Board of Directors will reconvene into open session to discuss, consider, and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, and/or related items.

No action taken in Executive Session.

- 15.) Adjournment

Motion: Victor Gonzalez moved to adjourn. Seconded: Karen Pinard. Vote: Five (5) in favor, motion carries.

MEETING ADJOURNED AT 9:30 P.M.

John A. Curran
Board Director

10/6/17
Date