

Bastrop County

WCID #2

Board Packet

for

November 16, 2023

**BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2
MEETING AGENDA**

TO: THE BOARD OF DIRECTORS OF BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2, BASTROP COUNTY, TEXAS AND TO ALL INTERESTED PARTIES:

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE GOVERNING BODY OF THE ABOVE-NAMED POLITICAL SUBDIVISION WILL BE HELD ON NOVEMBER 16, 2023 AT 6:30 P.M IN THE BOARD ROOM LOCATED AT 112 CORPORATE DRIVE, BASTROP, TX 78602.

MEETING DISCUSSION TOPICS

- 1.) Call to Order and Establish a Quorum – O’Hanlon
- 2.) Salute to Flags – O’Hanlon
- 3.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)
- 4.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular Board of Director’s Meeting scheduled for Thursday, January 18, 2024 at 6:30 p.m.
- 5.) **CONSENT AGENDA:** *(Consent Agenda items are generally routine. Unless removed by a member of the Board or General Manager, items listed on the consent agenda may be acted on together and without prior discussion.)*
 - a. Approval of minutes from the October 19, 2023 Board Meeting of the Board of Directors;
 - b. Approval of monthly financial report for October 2023; and
 - c. Approval of Release of Liens held by District on Real Property.
- 6.) Discussion regarding the following items to be presented in the General Manager’s report:
 - a. Update on District facilities, water plants and lift stations
 - b. Update on Water/Wastewater Maintenance & Improvement projects
 - c. Update on Roads maintenance & improvement projects
 - d. Employee & Administrative Update
- 7.) Discussion and review of capital improvement projects to be funded with bond proceeds– Hightower
- 8.) Discussion and possible action regarding adoption of Resolution Approving Budget for Fiscal Year 2024 – Hightower

- 9.) Discussion and possible action regarding annual review and approval of the District Investment Policy and Investment Strategies– Hightower
- 10.) Discussion and possible action regarding engagement of auditor for the District’s 2023 Fiscal Year Audit Report– Hightower
- 11.) Discussion and possible action regarding approving contract for information and technology (IT) Services – Hightower
- 12.) Discussion and possible action regarding approval of Interlocal Agreement with Bastrop County relating to 2023/2024 road improvement projects – Hightower
- 13.) Discussion and possible action regarding adoption of Order Setting Road Fees for 2024 - Hightower
- 14.) Discussion and possible action regarding adoption of Resolution Approving 2024 Road Fee Exemptions – Hightower
- 15.) Discussion and possible action regarding filing liens on all delinquent road fee accounts as of January 20, 2024 – Hightower
- 16.) Discussion regarding changes or upgrades to District notification system to the public– Hightower
- 17.) Discussion regarding Annual Performance Review for General Manager – O’Hanlon
- 18.) Executive Session-
 - A. Pursuant to Section 551.074 of the Texas Open Meetings Act, the Board may convene in Executive Session to discuss personnel matters with respect to Item No. 15 and;
 - B. The Board may also discuss in Executive Session, any other item referenced on this Agenda when authorized pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act.
- 19.) Board suggestions on future agenda items
- 20.) Adjourn

Authorized Signature

The Board of Directors may go into Executive Session at any time during the meeting pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the matters set forth on this agenda regardless of whether Executive Session is specifically referenced. No final action, decision or vote will be taken on any subject or matter in Executive Session. The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 512-321-1688 for further information.

Agenda

Item #5

Consent

Agenda

5a. Minutes

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, October 19, 2023, beginning at 6:30 p.m. The meeting was held at the District office, located at 112 Corporate Drive.

Present BCWCID #2 Board Members:

Mary Beth O'Hanlon, President
Butch Carmack, Director
Ron Whipple, Treasurer
Michele Plummer, Secretary

BCWCID #2 Staff:

Paul Hightower, General Manager
Patricia Lujan, Office Supervisor
Darrel Culberson, Comptroller
Tyler Walsh
Adam Brown

Absentees

Scott Ferguson, Vice President

Remote Participation

Tony Corbett, Attorney

- 1.) Call to Order and Establish a Quorum – O'Hanlon

By: MaryBeth O'Hanlon

Time: 6:30PM

- 2.) Salute to Flags – O'Hanlon

- 3.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)

No comments or discussion.

- 4.) Discussion and possible action regarding scheduling of future meeting dates:

- a. Regular Board of Director's Meeting scheduled for Thursday, November 16, 2023 at 6:30 p.m.

Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday November 16, 2023 at 6:30pm. Director Carmack stated that he would not be available for the November 16th meeting. Mr. Hightower stated that we needed to schedule a special meeting for accepting the sale of the bonds for November 7th @ 4pm. Director Carmack stated that he could not make that meeting but everyone else stated they could.

No further comments or suggestions.

- 5.) CONSENT AGENDA: (*Consent Agenda items are generally routine. Unless removed by a member of the Board or General Manager, items listed on the consent agenda may be acted on together and without prior discussion.*)
- a. Approval of minutes from the September 21, 2023 Board Meeting of the Board of Directors;
 - b. Approval of monthly financial report for September 2023; and
 - c. Approval of Release of Liens held by District on Real Property.

No comments regarding the September 21st Board Meeting minutes.

Mr. Culberson presented the District's financial & cash statement and stated that all the accounts were healthy and in good standing. Board expressed no issues or concerns.

Paul Hightower read the Release of Liens as noted in the report.

No further questions or comments.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the Consent Agenda.

Seconded: Michele Plummer

Vote: Four (4) in favor, one (1) absentee, motion carries.

- 6.) Discussion regarding the following items to be presented in the General Manager's report:
- a. Update on District facilities, water plants and lift stations
 - b. Update on Water/Wastewater Maintenance & Improvement projects
 - c. Update on Roads maintenance & improvement projects
 - d. Employee & Administrative Update

Mr. Hightower read the GM report as posted in the Board packet. No questions or comments

- 7.) Discussion and possible action regarding the request by Bastrop Studios for transfer of the certificated water and sewer service rights for its property from the District to the City of Bastrop – Hightower

Mr. Corbett gave his statements regarding the contract and report given to us. Mr. Corbett suggested putting this item on hold and wait to hear from the City or the landowner. Board agreed.

No further comments or discussion.

- 8.) Discussion and review of 2023 capital improvement projects to be funded with bond proceeds – Hightower

No comments or discussion. Item tabled.

9.) Discussion and review of District's FY2024 Preliminary Budget – Hightower

Mr. Hightower presented the 2nd viewing on the preliminary budget noting some minor adjustments and changes. Mr. Hightower & Mr. Culberson noted that the budget was in good shape and looked great. Final version will be ready for November presentation.

No further comments or discussion.

10.) Consider approval of a resolution authorizing actions related to the offering and sale of Bastrop County Water Control and Improvement District No. 2 Revenue Notes and related matters- Hightower

Mr. Hightower presented the resolution for the sale of the bonds, as required for the November 7th meeting.

No further comments or discussion.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the benefits as presented and to add the Aflac plan.

Seconded: Ron Whipple

Vote: Four (4) in favor, one (1) absentee, motion carries.

11.) Discussion regarding changes or upgrades to District notification system to the public - Hightower

Mr. Hightower stated that we were waiting on Incode to get their side of the system fixed for us to be able and use their notification system. Mallorie is working on the ipad for the foyer and it should be up & running by the next week.

No further comments or discussion.

12.) Board suggestions on future agenda items

President O'Hanlon stated that we needed an executive item for doing the GM's review. Director Whipple asked for a discussion item for PFAS regarding water samples.

No other comments or suggestions.

13.) Adjourn **TIME: 7:22 P.M.**

Mrs. O'Hanlon called the question for adjournment.

Motion: Butch Carmack moved to adjourn.

Seconded: Ron Whipple.

Vote: Four (4) in favor, one (1) absentee, motion carries.

SIGNED: _____ Date: _____

5b. Financials

Bastrop County Water Control and Improvement District #2
Cash & Investment Report
As of October 31, 2023

Fund	Account Name	Account Number	Bank Name	Yield	Prior Month Balance	Current Balance
Standby Fund						
	Standby Operating Account	2687	Roscoe State Bank	0.00%	\$ 100,854	\$ 100,929
Standby Fund Total					\$ 100,854	\$ 100,929
Roads Fund						
	Roads Construction Account	2709	Roscoe State Bank	0.00%	\$ 107,592	\$ 64,186
	Roads Construction MMA	3131	Roscoe State Bank	1.75%	101,407	101,554
Roads Fund Total					\$ 209,000	\$ 165,740
Debt Service Fund						
	TWDB Reserve Fund - DS	0001	Texpool	3.98%	\$ 362,846	\$ 364,497
	Annual TWDB MMA - DS	4385	First National Bank	0.50%	214,130	289,245
	Wastewater Escro TWDB Loan - DS	1041	Amergy Bank		85,313	85,313
	Debt Service Fund - DS	0004	Texpool	3.98%	306,023	307,416
Debt Service Fund Total					\$ 968,312	\$ 1,046,471
Capital Fund						
	Water Capital Projects Fund	7780	First National Bank	0.50%	\$ 36,943	\$ 111,943
	Capital Project - Bond Series 2021	0005	Texpool	3.98%	4,959,809	4,982,383
Capital Fund Total					\$ 4,996,752	\$ 5,094,326
Water Fund						
	Water Operating Account	1469	First National Bank	0.50%	\$ 575,688	\$ 345,043
	Wastewater TWDB Checking	3289	First National Bank	0.00%	572	572
Operating Total:					\$ 576,260	\$ 345,615
	Wastewater /Water MMA	0002	Texpool	3.98%	\$ 1,518,103	\$ 1,525,012
	Wastewater /Water Capital	3543	First National Bank	0.50%	471,065	546,109
	Wastewater MMA (Water)	5076	First National Bank	0.50%	71,761	146,814
Water Fund Total					\$ 2,637,188	\$ 2,563,550
Total Cash & Investments					\$ 8,912,106	\$ 8,971,017

5c. Liens Release

Lien List Recap for:**OCTOBER****2023**

Total Amount of Liens Released	\$24,934.05
Road Assessments Paid	\$21,775.08
Standby Assessments Paid	\$0.00
Attorney Fees	\$2,422.95
 Total actually collected	 \$24,198.03
 Total Write-Offs	 \$1,869.00

Note: The reason the amount collected **could** be lower than the amount released is because the report must show a release amount for each lien filed. The accounts were all paid in full.

Agenda

Item #6

**General
Manager's
Report**

BOARD OF DIRECTORS
BASTROP COUNTY WCID NO. 2

General Manager's Update
November 16, 2023

6a. Update on District water plants and lift stations:

We have continued work on 2 stations. 1 new well has been set, giving us an extra 100 gpm. It did start pulling some sand which was expected so after being flushed out, we are looking pretty good for that well at Station 1. Station 3 has been doing some serious flushing trying to get the aquifer sands to settle. We are still going to have to put in a sand filter just to be safe so that it doesn't destroy our pump or motor down hole. After this, we should be up & running pretty good. We will then move onto the next station and can hopefully get all these wrapped up before the busy season next year.

6b. W/WW Maintenance & Capital Improvements update:

No updates here.

6c. Roads maintenance & improvement projects update:

Happy to report that County is back in Tahitian and paving. All of the current year roads should be receiving chip seal by the end of this week. We have 1 left from last years project, which is 300' on Kaelepulu to pave. Road crews have been doing some maintenance on other areas as well as grader training on some unimproved areas, getting roads opened up.

6d. Employee & Administrative update:

We are still short 2 road employees. We have been taking applications but not getting any decent applicants. We hope to be interviewing 2 people next week.

Agenda

Item #8

**Discussion and possible
action regarding adoption
of Resolution Approving
Budget for Fiscal Year 2024**

**A RESOLUTION APPROVING THE 2024 FISCAL YEAR OPERATING BUDGET OF
BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2**

WHEREAS, Bastrop County Water Control and Improvement District No. 2 (the "District") has been duly and lawfully created and operates pursuant to the provisions of Chapters 49 and 51 of the Texas Water Code, as amended;

WHEREAS, Title 30, Section 293.97(b), Texas Administrative Code, provides that any amendments to a fiscal year budget shall be passed and approved by a resolution of the governing board and shall be made a part of the governing board minutes; and

WHEREAS, the Board of Directors of the District desires to adopt a budget for the 2024 fiscal year in an open, public meeting, proper notice of which has been given as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 THAT:

Section 1. The Board of Directors hereby approves the 2024 fiscal year budget attached hereto as Appendix "A".

Section 2. A copy of this Resolution and the amended budget shall be attached to the meeting minutes of the Board's November 16, 2023 meeting.

Section 3. The President and Secretary of the Board are hereby authorized and directed to execute this Resolution. After this Resolution is executed, an original Resolution shall be filed in the permanent records of the District.

PASSED AND APPROVED this 16th day of November, 2023.

MaryBeth O'Hanlon
President, Board of Directors

ATTEST:

Michele Plummer
Secretary, Board of Directors

Appendix "A"
Fiscal Year Budget

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

For Month Ending One Month
 Month **1**

Standby Fund
 For Month Ending 10/31/23

	Actual			Year-to-Date				PROJECTED FY 2023	PROPOSED 2024 BUDGET
	Actual Oct	Actual Nov	Actual Dec	Actual	Budget	Variance Fav (Unfav)	Annual Budget		
Revenues:									
Pine Forest Standby	\$ -	\$ -	\$ -	\$ -	\$ 4,167	\$ (4,167)	\$ 5,000	\$ 0	\$ 2,500
TV Standby	60	-	-	2,364	4,167	(1,803)	5,000	\$3,546	\$3,500
Late Fees	15	-	-	610	-	610	-	\$915	\$1,000
Attorney Fees	-	-	-	380	-	380	-	\$570	\$500
Total Revenues	\$ 75	\$ -	\$ -	\$ 3,354	\$ 8,333	\$ (4,979)	\$ 10,000	\$5,031	\$7,500
Expenditures:									
Administration									
Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ 417	\$ 417	\$ 500	\$ 0	\$ 500
Accounting Services	-	-	-	784	1,667	883	2,000	\$1,176	REMOVE
Auditing Services	-	-	-	-	2,083	2,083	2,500	\$ 0	\$2,500
Admin Allocation	-	-	-	-	4,167	4,167	5,000	\$ 0	REMOVE
Total Administration:	-	-	-	784	8,333	7,549	10,000	\$1,176	\$4,500
Total Expenditures	\$ -	\$ -	\$ -	\$ 784	\$ 8,333	\$ 7,549	\$ 10,000	\$2,352	\$7,500
Revenue Over (Under) Expenditures	\$ 75	\$ -	\$ -	\$ 2,570	\$ -	\$ 2,570	\$ -	\$2,679	\$0

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Road Maintenance

For Month Ending 10/31/23

	Actual			Year-to-Date			Annual Budget	PROJECTED FY 2023	PROPOSED 2024 BUDGET
	Actual Oct	Actual Nov	Actual Dec	Actual	Budget	Variance Fav (Unfav)			
Revenues:									
FEMA Grants	\$ -	\$ -	\$ -	\$ -	\$ 54,167	\$ (54,167)	\$ 65,000	REMOVE	REMOVE
Transfer from Road Construction	0	0	0	-	283,333	(283,333)	340,000	\$375,000	\$425,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ 337,500	\$ (337,500)	\$ 405,000	\$375,000	\$425,000
Expenditures:									
Road Maintenance									
Salary Allocations	\$ 18,763	\$ -	\$ -	\$ 212,297	\$ 120,833	\$ (91,463)	\$ 145,000	\$318,445	\$200,000
Workers' Compensation	-	-	-	-	417	417	500	\$0	\$1,500
ProfServ-Engineering	-	-	-	-	12,500	12,500	15,000	\$0	\$2,500
Legal Fees	-	-	-	-	1,667	1,667	2,000	\$0	\$2,000
Accounting Services	-	-	-	784	1,667	883	2,000	\$1,176	\$1,500
Auditing Services	-	-	-	3,200	2,917	(283)	3,500	\$4,800	\$3,500
Contractual Labor	-	-	-	-	20,833	20,833	25,000	\$24,685	\$27,500
Equipment Rental	-	-	-	7,080	33,333	26,253	40,000	\$10,620	\$15,000
R&M-Equipment	-	-	-	7,097	4,167	(2,930)	5,000	\$10,645	\$7,500
R&M-Vehicles	1,215	-	-	13,567	4,167	(9,400)	5,000	\$20,350	\$7,500
Repairs and Maintenance	239	-	-	28,126	1,667	(26,459)	2,000	\$42,189	\$20,000
Materials-Hauling	-	-	-	11,209	37,500	26,291	45,000	\$16,814	\$45,000
Repairs-Contracted	-	-	-	-	33,333	33,333	40,000	\$0	\$25,000
Misc.-Licenses & Permits	-	-	-	-	2,083	2,083	2,500	\$0	\$1,250
Misc. Office	-	-	-	-	833	833	1,000	\$0	\$1,000
Small Equipment/Hand Tools	-	-	-	1,044	417	(627)	500	\$1,565	\$1,000
Office Supplies	-	-	-	249	833	584	1,000	\$374	\$500
Safety Supplies	-	-	-	491	4,167	3,676	5,000	\$736	\$5,000
Materials	-	-	-	80,798	104,167	23,368	125,000	\$121,197	\$125,000
Total Road Maintenance	\$ 20,217	\$ -	\$ -	\$ 365,941	\$ 387,500	\$ 21,559	\$ 465,000	\$573,596	\$492,250
Road Maintenance-Capital Outlay									
Capital Outlay	\$ 505	\$ -	\$ -	\$ 80,576	\$ 8,333	\$ (72,242)	\$ 10,000	\$120,864	\$25,000
Total RM Capital Outlay	\$ 505	\$ -	\$ -	\$ 80,576	\$ 8,333	\$ (72,242)	\$ 10,000	\$120,864	\$25,000
Total Expenditures	\$ 20,722	\$ -	\$ -	\$ 446,517	\$ 395,833	\$ (50,683)	\$ 475,000	\$ 694,460	\$ 517,250
Revenue Over (Under) Expenditures	\$ (20,722)	\$ -	\$ -	\$ (446,517)	\$ (58,333)	\$ (388,183)	\$ (70,000)	\$ (319,460)	\$ (92,250)

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Road Construction
 For Month Ending 10/31/23

	Actual			Year-to-Date			Annual Budget	PROJECTED FY 2023	PROPOSED 2024 BUDGET
	Actual Oct	Actual Nov	Actual Dec	Actual	Budget	Variance Fav (Unfav)			
Revenues:									
Assessments	\$ 37,072	\$ -	\$ -	\$ 782,535	\$ 1,037,917	\$ (255,382)	\$ 1,245,500	\$1,173,803	\$1,489,503
Assessments-Prior to 97	1,290	-	-	20,455	20,833	(379)	25,000	\$30,682	\$35,000
Late Fees	-	-	-	25,018	20,833	4,185	25,000	\$37,527	\$20,000
Late Fees-Prior	-	-	-	6,975	1,250	5,725	1,500	\$10,463	\$2,500
Lien Fees	1,620	-	-	24,966	20,833	4,133	25,000	\$37,449	\$25,000
Returned Check Fee	-	-	-	30	33	(3)	40	\$45	\$50
Filing Fees	-	-	-	2,793	2,500	293	3,000	\$4,189	\$2,000
Attorney Fees	1,377	-	-	22,934	20,833	2,100	25,000	\$34,400	\$20,000
Driveway Fees	-	-	-	2,100	2,917	(817)	3,500	\$3,150	\$2,500
Deed Admin Fee	-	-	-	-	20,833	(20,833)	25,000	\$0	\$10,000
Interest-Improvements	146	-	-	8,378	833	7,545	1,000	\$12,567	\$5,000
Allocation to Maintenance Fund	-	-	-	-	(283,333)	283,333	(340,000)	\$0	-\$425,000
Transfers In	-	-	-	500,000	-	500,000	-	\$750,000	\$250,000
Total Revenues	\$ 41,506	\$ -	\$ -	\$ 1,396,183	\$ 866,283	\$ 529,900	\$ 1,039,540	\$2,094,275	\$1,436,553

Expenditures:

Road Construction

Salary Allocations	\$ 8,092	\$ -	\$ -	\$ 79,550	\$ 70,833	\$ (8,716)	\$ 85,000	\$119,324	\$175,000
Workers' Compensation	-	-	-	-	7,500	7,500	9,000	\$0	\$5,000
ProfServ-Engineering	-	-	-	12,960	137,500	124,540	165,000	\$19,440	\$115,000
ProfServ-Other	-	-	-	-	833	833	1,000	\$0	\$500
Attorney Fees (County)	-	-	-	5,146	25,000	19,854	30,000	\$7,719	\$10,000
Attorney Fees Written Off	-	-	-	-	12,500	12,500	15,000	\$0	\$7,500
Legal fees	3,169	-	-	21,109	25,000	3,891	30,000	\$31,663	\$25,000
Accounting Fees	-	-	-	4,227	9,167	4,940	11,000	\$6,341	\$10,000
Auditing Services	-	-	-	8,200	8,333	133	10,000	\$12,300	\$15,000
Maint-Agreement-Incode	-	-	-	-	8,333	8,333	10,000	\$0	\$10,000
Postage and Freight	-	-	-	6,300	6,667	367	8,000	\$9,450	\$7,500
Equipment Rental	-	-	-	40,750	1,250	(39,500)	1,500	\$61,125	\$50,000
Repairs & Maintenance	-	-	-	-	417	417	500	\$0	\$7,500
Miscellaneous Services	-	-	-	247	4,167	3,920	5,000	\$371	\$2,500
Misc.-Property Taxes	-	-	-	-	1,250	1,250	1,500	\$0	\$750
Misc.-Bad Debt	-	-	-	-	37,500	37,500	45,000	\$0	\$20,000

Misc.-Credit Card Fees	939	-	-	14,976	10,000	(4,976)	12,000	\$22,464	\$32,500
Admin Allocation	-	-	-	-	62,500	62,500	75,000	\$0	REMOVE
Lien Fees Written Off	-	-	-	-	4,167	4,167	5,000	\$0	\$1,500
Damage Claim	-	-	-	-	42	42	50	\$0	\$50
Filing Fees	-	-	-	1,203	4,167	2,964	5,000	\$1,805	\$2,500
Road Fees Written Off	-	-	-	-	20,833	20,833	25,000	\$0	\$10,000
Road Late Fees Written Off	-	-	-	-	4,167	4,167	5,000	\$0	\$1,500
Road Prior Written Off	-	-	-	-	12,500	12,500	15,000	\$0	\$10,000
Total Road Maintenance	\$ 12,200	\$ -	\$ -	\$ 194,667	\$ 474,625	\$ 279,958	\$ 569,550	\$292,001	\$519,300
<u>Road Construction-Capital Outlay</u>									
Capital Outlay - Equipment	\$ -	\$ -	\$ -	\$ -	\$ 54,167	\$ 54,167	\$ 65,000	\$ -	\$ 25,000
Capital Outlay	-	-	-	952,698	447,500	(505,198)	537,000	1,250,000	950,000
Total RM Capital Outlay	\$ -	\$ -	\$ -	\$ 952,698	\$ 501,667	\$ (451,031)	\$ 602,000	\$ 1,250,000	\$ 975,000
Total Expenditures	\$ 12,200	\$ -	\$ -	\$ 1,147,365	\$ 976,292	\$ (171,073)	\$ 1,171,550	\$1,542,001	\$1,494,300
Revenue Over (Under) Expenditures	<u>\$ 29,306</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 248,818</u>	<u>\$ (110,008)</u>	<u>\$ 358,826</u>	<u>\$ (132,010)</u>	<u>\$ 552,273</u>	<u>\$ (57,747)</u>

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Road Fund

For Month Ending 10/31/23

	Actual			Year-to-Date			Annual Budget	PROJECTED FY 2023	PROPOSED 2024 BUDGET
	Actual Oct	Actual Nov	Actual Dec	Actual	Budget	Variance Fav (Unfav)			
Revenues:									
Assessments	\$ 37,072	\$ -	\$ -	\$ 782,535	\$ 1,037,917	\$ (255,382)	\$ 1,245,500	\$1,173,803	\$1,489,503
Assessments-Prior to 97	1,290	-	-	20,455	20,833	(379)	25,000	\$30,682	\$35,000
Late Fees	-	-	-	25,018	20,833	4,185	25,000	\$37,527	\$20,000
Late Fees-Prior	-	-	-	6,975	1,250	5,725	1,500	\$10,463	\$2,500
Lien Fees	1,620	-	-	24,966	20,833	4,133	25,000	\$37,449	\$25,000
Returned Check Fee	-	-	-	30	33	(3)	40	\$45	\$50
Filing Fees	-	-	-	2,793	2,500	293	3,000	\$4,189	\$2,000
Attorney Fees	1,377	-	-	22,934	20,833	2,100	25,000	\$34,400	\$20,000
Driveway Fees	-	-	-	2,100	2,917	(817)	3,500	\$3,150	\$2,500
Deed Admin Fee	-	-	-	-	20,833	(20,833)	25,000	\$0	\$10,000
Interest-Improvements	146	-	-	8,378	833	7,545	1,000	\$12,567	\$5,000
Allocation to Maintenance Fund	-	-	-	-	(283,333)	283,333	(340,000)	\$0	REMOVE
Transfers In	-	-	-	500,000	-	500,000	-	\$500,000	\$250,000
Total Revenues	\$ 41,506	\$ -	\$ -	\$ 1,396,183	\$ 866,283	\$ 529,900	\$ 1,039,540	\$1,844,275	\$1,861,553

Expenditures:

Salary Schedule	\$ 8,092	\$ -	\$ -	\$ 79,550	\$ 70,833	\$ (8,716)	\$ 85,000	\$119,324	\$375,000
Workers' Compensation	-	-	-	-	7,500	7,500	9,000	\$0	\$6,500
ProfServ-Engineering RM	-	-	-	-	12,500	12,500	15,000	\$0	\$2,500
ProfServ-Engineering RC	-	-	-	12,960	137,500	124,540	165,000	\$19,440	\$115,000
ProfServ-Other	-	-	-	-	833	833	1,000	\$0	\$500
Attorney Fees (County)	-	-	-	5,146	25,000	19,854	30,000	\$7,719	\$10,000
Attorney Fees Written Off	-	-	-	-	12,500	12,500	15,000	\$0	\$7,500
Legal fees	3,169	-	-	21,109	25,000	3,891	30,000	\$31,663	\$27,500
Contractual Labor	-	-	-	-	20,833	20,833	25,000	\$0	\$12,500
Auditing Services	-	-	-	8,200	8,333	133	10,000	\$12,300	\$18,500
Maint-Agreement-Incode	-	-	-	-	8,333	8,333	10,000	\$0	\$10,000
Postage and Freight	-	-	-	6,300	6,667	367	8,000	\$9,450	\$7,500
Equipment Rental- RM	-	-	-	6,300	1,250	(5,050)	1,500	\$9,450	\$15,000
Equipment Rental- RC	-	-	-	40,750	1,250	(39,500)	1,500	\$61,125	\$50,000
R&M-Equipment	-	-	-	-	4,167	4,167	5,000	\$10,645	\$15,000
R&M-Vehicles	-	-	-	-	4,167	4,167	5,000	\$20,350	\$15,000
Materials-Hauling	-	-	-	-	37,500	37,500	45,000	\$16,814	\$45,000

Materials	-	-	-	-	104,167	104,167	125,000	\$121,197	\$125,000	
Repairs and Maintenance	-	-	-	-	1,667	1,667	2,000	\$42,189	\$20,000	
Repairs-Contracted	-	-	-	-	33,333	33,333	40,000	\$0	\$25,000	
Miscellaneous Services	-	-	-	247	4,167	3,920	5,000	\$371	\$2,500	
Misc.-Property Taxes	-	-	-	-	1,250	1,250	1,500	\$0	\$750	
Misc.-Bad Debt	-	-	-	-	37,500	37,500	45,000	\$0	\$20,000	
Misc.-Licenses & Permits	-	-	-	-	2,083	2,083	2,500	\$0	\$1,250	
Misc. Office	-	-	-	-	833	833	1,000	\$374	\$1,000	
Safety Supplies	-	-	-	-	4,167	4,167	5,000	\$736	\$5,000	
Misc.-Credit Card Fees	939	-	-	14,976	10,000	(4,976)	12,000	\$22,464	\$32,500	
Small Equipment/Hand Tools	-	-	-	-	417	417	500	\$1,565	\$1,000	
Lien Fees Written Off	-	-	-	-	4,167	4,167	5,000	\$0	\$1,500	
Damage Claim	-	-	-	-	42	42	50	\$0	\$50	
Filing Fees	-	-	-	1,203	4,167	2,964	5,000	\$1,805	\$2,500	
Road Fees Written Off	-	-	-	-	20,833	20,833	25,000	\$0	\$10,000	
Road Late Fees Written Off	-	-	-	-	4,167	4,167	5,000	\$0	\$1,500	
Road Prior Written Off	-	-	-	-	12,500	12,500	15,000	\$0	\$10,000	
Total Road Fund	\$ 12,200	\$ -	\$ -		\$ 196,740	\$ 629,625	\$ 432,885	\$ 755,550	\$508,980	\$992,550

Road Fund-Capital Outlay

Capital Outlay - Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,167	\$ 54,167	\$ 65,000	\$ -	\$ 25,000
Capital Outlay- RM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,167	\$ 54,167	\$ 65,000	\$120,864	\$25,000
Capital Outlay- RC	-	-	-	-	952,698	447,500	(505,198)	537,000	1,250,000	950,000
Total RF Capital Outlay	\$ -	\$ -	\$ -		\$ 952,698	\$ 555,833	\$ (396,864)	\$ 667,000	\$ 1,370,864	\$ 1,000,000

Total Expenditures	\$ 12,200	\$ -	\$ -		\$1,149,438	\$ 1,185,458	\$ 36,020	\$ 1,422,550	\$1,879,844	\$1,992,550
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Revenue Over (Under) Expenditures	\$ 29,306	\$ -	\$ -		\$ 246,745	\$ (319,175)	\$ 565,920	\$ (383,010)	\$ (35,570)	\$ (130,997)
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BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Water Fund

For Month Ending 10/31/23

	Actual			Year-to-Date			2023 Annual Budget	PROJECTED FY 2023	PROPOSED 2024 BUDGET
	Actual Oct	Actual Nov	Actual Dec	YTD Actual	YTD Budget	Variance Fav (Unfav)			
Revenues:									
Irrigation-Usage	\$0	\$0	\$0	\$ 300	\$ 250	\$ 50	\$ 300	\$ 450	\$ 250
Water Late Charge Income	3,282	-	-	30,287	14,583	15,703	17,500	45,430	20,000
Water Line Bore	750	-	-	24,750	25,000	(250)	30,000	37,125	20,000
Capital Reserve Fee	19,044	-	-	188,059	170,833	17,226	205,000	282,089	175,000
Copies & Faxes	-	-	-	-	42	(42)	50	-	50
Interest-Bond	22,574	-	-	220,036	41,667	178,369	50,000	330,053	225,000
Maps Sold	-	-	-	50	208	(158)	250	75	75
Office Rents	600	-	-	6,000	6,000	-	7,200	9,000	7,200
Pools Fees	-	-	-	75	250	(175)	300	113	300
Reconnect Fee	1,350	-	-	13,500	8,333	5,167	10,000	20,250	10,000
TV Tap Fees	17,125	-	-	212,350	216,667	(4,317)	260,000	318,525	250,000
TV Water Sales	172,520	-	-	1,544,339	1,791,667	(247,327)	2,150,000	2,316,509	2,098,536
Interest-Investments	3,253	-	-	30,046	-	30,046	-	45,068	15,000
Other Miscellaneous Revenues	465	-	-	6,400	54,167	(47,767)	65,000	9,600	10,000
Proceeds From Sale	-	-	-	1,670	-	1,670	-	2,505	5,000
Transfers In	-	-	-	930,876	-	930,876	-	-	-
Total Revenues	\$240,962	\$ -	\$ -	\$3,208,737	\$ 2,329,667	\$ 879,071	\$ 2,795,600	\$ 3,416,792	\$ 2,836,411

Expenditures:

Payroll and Taxes

Salaries	\$6,374	\$0	\$0	\$ 156,926	\$ 562,500	\$ 405,574	\$ 675,000	\$ 675,000	\$ 750,000
Holidays	3,642	-	-	35,237	42,083	6,847	50,500	52,855	55,000
Annual Leave	4,741	-	-	30,549	25,000	(5,549)	30,000	45,824	35,000
Sick	4,595	-	-	25,426	16,667	(8,760)	20,000	38,139	25,000
Over Time	2,104	-	-	19,169	20,833	1,664	25,000	28,753	25,000
On Call Pay	381	-	-	4,036	20,833	16,797	25,000	6,054	15,000
Double Time	305	-	-	2,401	8,333	5,933	10,000	3,601	5,000
Personal Time	709	-	-	1,619	2,917	1,298	3,500	2,428	4,250
Bereavement	-	-	-	164	2,083	1,919	2,500	246	2,000
Jury Duty Pay	-	-	-	175	-	(175)	-	263	300
Longevity Pay	-	-	-	-	9,583	9,583	11,500	10,520	12,680
FICA Taxes	-	-	-	20,089	56,294	36,205	67,553	30,134	38,500
FUTA	-	-	-	745	833	88	1,000	1,118	2,250
SUI	-	-	-	3,332	3,333	2	4,000	4,998	6,500

Total Payroll and Taxes	\$ 22,850	\$ -	\$ -	\$ 299,867	\$ 771,294	\$ 471,427	\$ 925,553	\$ 899,932	\$ 976,480
<u>Benefits and Insurance</u>									
Retirement-Life	\$14,774	\$0	\$0	\$ 134,359	\$ 70,833	\$ (63,526)	\$ 85,000	\$ 201,538	\$ 115,000
Health Insurance-Other	944	-	-	27,787	1,250	(26,537)	1,500	41,680	20,000
Insurance-Dental	1,083	-	-	9,400	6,667	(2,733)	8,000	14,099	10,000
Insurance-Life	-	-	-	9,709	7,083	(2,625)	8,500	14,563	14,000
Insurance-Medical	25,999	-	-	223,818	220,833	(2,985)	265,000	335,728	245,000
Insurance-Vision	285	-	-	2,463	2,917	454	3,500	3,694	4,000
Medical	16,067	-	-	98,222	833	(97,389)	1,000	147,333	60,000
Wellness Program	1,416	-	-	1,416	833	(583)	1,000	2,124	1,000
Workers' Compensation	16,770	-	-	22,105	3,333	(18,771)	4,000	33,157	10,000
Total Benefits and Insurance	\$ 77,337	\$ -	\$ -	\$ 529,278	\$ 314,583	\$ (214,695)	\$ 377,500	\$ 793,917	\$ 479,000

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Water Fund (cont.)

For Month Ending 10/31/23

	Actual			Year-to-Date			PROJECTED FY 2023	PROPOSED 2024 BUDGET
Other Administrative Costs								
ProfServ-Engineering	\$0	\$0	\$0	\$ 36,765	\$ 29,167	\$ (7,598)	\$ 35,000	\$ 55,148
ProfServ-Answering Service	-	-	-	2,645	2,500	(145)	3,000	3,968
Payroll Processing Fee	267	-	-	3,013	4,000	987	4,800	4,520
Cleaning-Office	-	-	-	2,200	2,083	(117)	2,500	3,300
Pest Control	258	-	-	2,386	833	(1,553)	1,000	3,579
Legal Fees	5,175	-	-	18,296	12,500	(5,796)	15,000	27,444
Accounting Services	91	-	-	6,204	18,750	12,546	22,500	9,306
Auditing Services	-	-	-	12,330	12,500	170	15,000	18,495
Security Agreement	32	-	-	274	2,083	1,809	2,500	411
Maint Agreement-Incode	5,965	-	-	35,053	29,167	(5,886)	35,000	52,579
Insurance-Property	9,780	-	-	9,780	4,583	(5,197)	5,500	14,671
Insurance-General Liability	1,506	-	-	1,506	750	(756)	900	2,259
Insurance-Vehicle	10,683	-	-	10,683	1,417	(9,266)	1,700	16,024
Insurance-E&O	2,145	-	-	2,145	417	(1,729)	500	3,218
Insurance-Wells	-	-	-	-	4,583	4,583	5,500	-
Insurance-Bonding	-	-	-	175	884	709	1,061	263
Insurance-Misc	368	-	-	368	167	(201)	200	551
Reserve Fund Requirement *see not	-	-	-	-	1,667	1,667	2,000	-
Travel-Air	-	-	-	-	-	-	65,000	-
Travel-Lodging	1,446	-	-	4,056	2,500	(1,556)	3,000	6,084
Travel-Meals	199	-	-	1,148	2,083	935	2,500	1,723
Travel-Rental Car	161	-	-	161	208	47	250	242
Communication-Telephone	329	-	-	6,841	8,333	1,493	10,000	10,261
Electricity-Office Bldg	346	-	-	3,091	5,000	1,909	6,000	4,637
Postage and Freight	3,377	-	-	16,229	12,500	(3,729)	15,000	24,344
Communication/Radios	2,592	-	-	5,192	8,333	3,141	10,000	7,788
Fax	-	-	-	-	83	83	100	-
Office Supplies	274	-	-	10,664	4,167	(6,497)	5,000	15,996
Printing	134	-	-	1,201	8,333	7,132	10,000	1,802
Advertising	-	-	-	361	417	55	500	542
Internet Services	559	-	-	4,745	2,500	(2,245)	3,000	7,118
Misc. Licenses & Permits	-	-	-	-	1,000	1,000	1,200	-
Misc-Credit Card Fees	-	-	-	26,782	37,500	10,718	45,000	40,173
Bank Fees	8,089	-	-	23,177	417	(22,760)	500	34,765
Misc-Late Fees	-	-	-	-	1,250	1,250	1,500	-
								65000

Mileage Reimbursement	177	-	-	584	1,667	1,083	2,000	875	1,500
Vehicle Usage	-	-	-	-	1,667	1,667	2,000	-	1,500
Pre-Employment Screening	-	-	-	126	833	707	1,000	189	1,000
Public Notice	52	-	-	739	2,500	1,761	3,000	1,108	2,500
Dues, Licenses, Subscriptions	3	-	-	4,385	833	(3,552)	1,000	6,578	3,500
Computer Supplies / Equipment	2,230	-	-	6,455	4,167	(2,288)	5,000	9,682	5,000
Computer Expense	2,803	-	-	21,966	12,500	(9,466)	15,000	32,949	20,000
Office Equipment Lease	749	-	-	15,776	12,500	(3,276)	15,000	23,664	12,500
Janitorial Supplies	147	-	-	256	167	(89)	200	384	250
Misc. Office	-	-	-	4,598	2,500	(2,098)	3,000	6,897	5,000
Election Costs	-	-	-	-	2,500	2,500	3,000	-	3,000
Education/Training	506	-	-	4,224	4,167	(57)	5,000	6,336	5,000
Total Other Administrative	\$ 60,443	\$ -	\$ -	\$ 306,580	\$ 268,676	\$ (37,904)	\$ 387,411	\$ 459,870	\$ 392,950

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Water Fund (Cont.)

For Month Ending 10/31/23

	Actual			Year-to-Date				PROJECTED FY 2023	PROPOSED 2024 BUDGET
Operations									
Yard Maintenance-Mowing	\$700	\$0	\$0	\$ 7,280	\$ 5,000	\$ (2,280)	\$ 6,000	\$ 10,920	\$ 9,000
Labor-Service Lines & Taps	-	-	-	12,500	83,333	70,833	100,000	18,750	50,000
Fuel, Gasoline and Oil	825	-	-	24,807	29,167	4,360	35,000	37,210	40,000
Electricity-Pump Station	-	-	-	414	6,667	6,253	8,000	621	10,000
Garbage Removal	337	-	-	3,314	1,000	(2,314)	1,200	4,971	1,500
Electricity-Wells	7,255	-	-	57,578	41,667	(15,912)	50,000	86,368	50,000
Electricity-Maint Bldg	349	-	-	2,935	2,917	(18)	3,500	4,402	3,500
Water-Maint Bldg	-	-	-	-	1,667	1,667	2,000	-	-
Cleaning-Maint Bldg	275	-	-	2,200	2,500	300	3,000	3,300	3,000
Equipment Rental	-	-	-	-	4,167	4,167	5,000	-	5,000
R&M-Equipment	7	-	-	9,254	8,333	(920)	10,000	13,881	15,000
R&M-Well Maintenance	551	-	-	7,650	33,333	25,683	40,000	11,476	35,000
R&M-Vehicles	1,705	-	-	14,066	6,250	(7,816)	7,500	21,099	20,000
Repairs & Maintenance	10,516	-	-	50,360	20,833	(29,527)	25,000	75,540	35,000
Repairs-Contracted	-	-	-	26	1,250	1,224	1,500	39	2,500
Contract Labor	9	-	-	45,002	4,167	(40,835)	5,000	67,503	75,000
R&M-Backflow Inspection	-	-	-	375	417	42	500	563	500
Building Maintenance & Repairs	-	-	-	1,181	12,500	11,319	15,000	1,772	5,000
Water Samples	257	-	-	5,697	8,333	2,637	10,000	8,545	20,000
Water Well Admin Service Fee	1,635	-	-	9,810	250	(9,560)	300	14,715	150
TCEQ Fees	-	-	-	9,168	-	(9,168)	-	13,752	15,000
Damage Claim	-	-	-	-	4,167	4,167	5,000	-	5,000
Filing Fees	-	-	-	-	417	417	500	-	500
Meter Testing	-	-	-	-	208	208	250	-	250
License	-	-	-	50	2,083	2,033	2,500	75	2,500
OP Supplies-Hand Tools	-	-	-	2,904	4,167	1,263	5,000	4,356	5,000
OP Supplies-Uniforms	1,909	-	-	8,339	8,333	(6)	10,000	12,509	10,000
Meters & Supplies	1,050	-	-	20,250	-	(20,250)	-	30,375	15,000
OP Supplies-Chemicals	2,437	-	-	18,673	20,833	2,160	25,000	28,009	25,000
Safety Supplies	-	-	-	3,762	6,250	2,488	7,500	5,644	7,500
Small Equipment Purchase	-	-	-	-	3,333	3,333	4,000	-	5,000
Materials	2,156	-	-	54,386	70,833	16,448	85,000	81,578	100,000
Materials-Hauling	-	-	-	25,473	-	(25,473)	-	38,210	25,000
Miscellaneous Services	852	-	-	1,529	8,333	6,805	10,000	2,293	5,000

Depreciation Expense	-	-	-	-	229,167	229,167	275,000	-	275,000	
Total Operations	\$ 32,824	\$ -	\$ -	\$ -	\$ 398,982	\$ 631,875	\$ 232,893	\$ 758,250	\$ 598,473	\$ 875,900
Allocations										
Salary Allocations to WW	\$ -	\$ -	\$ -	\$ -	\$(65,000.00)	\$(65,000.00)	\$(78,000.00)			\$(135,000)
Admin Allocations	-	-	-	-	(104,167)	(104,167)	(125,000)			REMOVE
PPE Allocations	-	-	-	-	(187,500)	(187,500)	(225,000)			(175,000)
Total Allocations	\$ -	\$ -	\$ -	\$ -	\$ (356,667)	\$ (356,667)	\$ (428,000)			(310,000)
Total Expenses	\$193,454	\$ -	\$ -	\$ -	\$1,534,707	\$ 1,629,762	\$ 95,054	\$ 2,020,714	\$ 2,752,192	\$ 2,414,330

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Water Fund (Cont.)

For Month Ending 10/31/23

	Actual			Year-to-Date				PROJECTED FY 2023	PROPOSED 2024 BUDGET
Net Ordinary Income	\$ 47,508	\$ -	\$ -	\$ 1,674,030	\$ 699,905	\$ 974,125	\$ 774,886	\$664,600	\$422,081
Debt Service									
Interest Expense	\$ -	\$ -	\$ -	\$ 81,481	\$ 125,000	\$ 43,519	\$ 150,000		
Total Debt Service	\$ -	\$ -	\$ -	\$ 81,481	\$ 125,000	\$ 43,519	\$ 150,000	\$150,000	\$ 150,000
Capital Outlay/Projects									
Capital Outlay-Equipment	\$0	\$0	\$0	\$ 9,584	\$ 37,500	\$ 27,916	\$ 45,000		\$0
Capital Outlay-Vehicles	-	-	-	36,276	37,500	1,224	45,000	\$36,276	\$0
Capital Outlay	28,963	-	-	1,172,400	54,167	(1,118,233)	65,000	\$1,000,000	\$3,250,000
Capital Outlay-Culverts	-	-	-	100,300	29,167	(71,133)	35,000	\$100,000	\$100,000
Line Extension	-	-	-	-	20,833	20,833	25,000		\$45,000
Water Tank Main	-	-	-	1,710	75,000	73,290	90,000		\$90,000
Water Well Cap Improv	-	-	-	-	50,000	50,000	60,000		\$25,000
Building Capital	-	-	-	9,211	8,333	(878)	10,000		\$5,000
Total Capital Outlay Projects	\$ 28,963	\$ -	\$ -	\$ 1,329,481	\$ 312,500	\$ (1,016,981)	\$ 375,000	\$1,136,276	\$3,515,000
BOND CIP FUNDS								\$1,000,000	\$3,250,000
Revenue Over (Under) Expenditures	\$ 18,546	\$ -	\$ -	\$ 263,068	\$ 262,405	\$ 663	\$ 249,886	\$378,324	\$7,081

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)

Wastewater Fund

For Month Ending 10/31/23

	Actual			Year-to-Date			Annual Budget	PROJECTED FY 2023	PROPOSED 2024 BUDGET
	Actual Oct	Actual Nov	Actual Dec	Actual	Budget	Variance Fav (Unfav)			
Revenues:									
Wastewater Fees	\$ 69,995	\$ -	\$ -	\$ 689,303	\$ 645,833	\$ 43,470	\$ 775,000	\$ 1,033,955	\$ 847,969
Wastewater Tap Fees	19,416	-	-	281,301	208,333	72,968	250,000	421,951	300,000
Wastewater Bore	-	-	-	13,500	20,833	(7,333)	25,000	20,250	25,000
Commercial Fees	3,164	-	-	30,930	33,333	(2,404)	40,000	46,395	35,000
Debt Service Reserve Fee	7,436	-	-	73,245	83,333	(10,089)	100,000	109,867	85,000
Interest-Investments	7,007	-	-	61,680	12,500	49,180	15,000	92,520	45,000
Interest-Reserves	-	-	-	-	250	(250)	300	-	-
Total Revenues	\$107,018	\$ -	\$ -	\$1,149,959	\$ 1,004,417	\$ 145,542	\$ 1,205,300	\$ 1,724,938	\$ 1,337,969

Expenditures:

Administration

Salary Allocations	\$ 11,561	\$ -	\$ -	\$ 113,642	\$ 104,167	\$ (9,475)	\$ 125,000	\$ 170,463	\$ 135,000
Medical	-	-	-	895	833	(61)	1,000	\$1,342	\$1,000
Workers' Compensation	-	-	-	-	6,250	6,250	7,500	\$0	\$5,000
ProfServ-Engineering	-	-	-	-	4,167	4,167	5,000	\$0	\$5,000
Legal Fees	4,752	-	-	5,952	4,167	(1,786)	5,000	\$8,929	\$5,000
Accounting Services	91	-	-	5,733	16,667	10,934	20,000	\$8,599	REMOVE
Auditing Services	-	-	-	12,300	12,500	200	15,000	\$18,450	\$15,000
Cleaning-Office	275	-	-	1,925	-	(1,925)		\$2,888	\$1,500
Travel-Lodging	81	-	-	1,123	417	(706)	500	\$1,685	\$1,500
Travel-Rental Car	-	-	-	-	167	167	200	\$0	\$500
Travel-Meals	34	-	-	112	167	54	200	\$168	\$500
Communication-Telephone	163	-	-	2,010	833	(1,177)	1,000	\$3,016	\$1,500
Maint Agreement-Incode	-	-	-	-	5,000	5,000	6,000	\$6,000	\$3,000
Insurance-Property	-	-	-	-	4,167	4,167	5,000	\$5,000	\$2,500
Insurance-General Liability	-	-	-	-	1,250	1,250	1,500	\$1,500	\$2,500
Insurance-Vehicle	-	-	-	-	2,500	2,500	3,000	\$3,000	\$3,500
Insurance-E&O	-	-	-	-	667	667	800	\$800	\$1,250
Insurance-Misc.	-	-	-	-	667	667	800	\$800	\$1,000
Office Supplies	40	-	-	774	208	(565)	250	\$1,161	\$500
Education/Training	506	-	-	3,024	1,667	(1,357)	2,000	\$4,536	\$2,500
Total Administration	\$17,502	\$0	\$0	\$147,490	\$166,458	\$18,968	\$199,750	\$ 238,335	\$ 188,250

Operations

Yard Maintenance-Mowing	\$700	\$0	\$0	\$ 7,200	\$ 6,250	\$ (950)	\$ 7,500	\$ 10,800	\$ 7,500
Contract Labor	9	-	-	34,961	-	(34,961)		52,441	\$50,000
Labor-Service Lines & Taps	-	-	-	5,250	20,833	15,583	25,000	7,875	\$20,000
Fuel, Gasoline and Oil	825	-	-	24,704	16,667	(8,037)	20,000	37,055	\$30,000
Electricity-Lift Station	475	-	-	4,030	4,167	136	5,000	6,045	\$6,500
Wastewater Service City of Bastrop	13,512	-	-	82,351	-	(82,351)		123,526	\$165,000
Equipment Rental	-	-	-	1,303	2,083	780	2,500	1,955	\$2,500
R&M-Equipment	7	-	-	8,961	7,083	(1,877)	8,500	13,441	\$10,000
R&M-Lift Station-Water	-	-	-	-	6,250	6,250	7,500	-	\$7,500
R&M-Lift Station-WW	-	-	-	-	2,083	2,083	2,500	-	\$2,500
R&M-Vehicles	1,686	-	-	13,148	8,333	(4,815)	10,000	19,722	\$15,000
Repairs & Maintenance	2,653	-	-	23,271	6,250	(17,021)	7,500	34,907	\$8,000

	Actual			Year-to-Date			Annual Budget	PROJECTED	PROPOSED
	Actual Oct	Actual Nov	Actual Dec	Actual	Budget	Variance Fav (Unfav)		FY 2023	2024 BUDGET
Operations (cont.)									
Grinder Pump Repair	\$ -	\$ -	\$ -	\$ -	\$ 41,667	\$ 41,667	\$ 50,000	\$ -	\$ 40,000
Op & Maint-City	-	-	-	31,324	120,833	89,509	145,000	\$46,986	\$0
Tools And Equipment	-	-	-	-	2,917	2,917	3,500	\$0	\$2,500
Op Supplies - Hand Tools	-	-	-	1,802	-	(1,802)		\$2,703	\$1,500
Miscellaneous Services	-	-	-	-	833	833	1,000	\$0	\$1,000
TCEQ Fees	-	-	-	3,939	2,667	(1,272)	3,200	\$5,909	\$3,500
Filing Fees	-	-	-	800	625	(175)	750	\$1,200	\$750
Meter Testing	-	-	-	-	188	188	225	\$0	\$250
License	-	-	-	-	500	500	600	\$0	\$750
Lift Station Admin Service Fee	-	-	-	-	2,083	2,083	2,500	\$0	\$1,500
Op Supplies -Chemicals	-	-	-	-	2,083	2,083	2,500	\$0	\$1,500
Safety Supplies	147	-	-	1,980	6,250	4,270	7,500	\$2,970	\$5,000
Small Equipment Purchase	-	-	-	-	833	833	1,000	\$0	\$1,000
Materials	1,212	-	-	99,254	37,500	(61,754)	45,000	\$148,881	\$75,000
Materials-Hauling	-	-	-	243	-	(243)		\$365	\$5,000
Depreciation Expense	-	-	-	-	404,167	404,167	485,000	\$0	\$0
Total Operations	\$ 21,226	\$ -	\$ -	\$ 344,520	\$ 703,146	\$ 358,626	\$ 843,775	\$ 516,780	\$ 463,750
Total Expenses	\$ 38,728	\$ -	\$ -	\$ 492,010	\$ 869,604	\$ 377,594	\$ 1,043,525	\$ 755,115	\$ 652,000
Net Ordinary Income	\$ 68,290	\$ -	\$ -	\$ 657,949	\$ 134,813	\$ 523,136	\$ 161,775	\$ 969,823	\$ 685,969
Debt Service									
Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ 132,167	\$ 132,167	\$ 158,600		
Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ 132,167	\$ 132,167	\$ 158,600	\$ 158,600	\$ 165,000
Capital Outlay/Projects									
Impr.- WW Systems	\$ -	\$ -	\$ -	\$ -	\$ 20,833	\$ 20,833	\$ 25,000	25,000	125000
Capital Outlay-Equipment	1,009	-	-	10,593	8,333	(2,260)	10,000	5,000	0
Capital Outlay-Vehicles	-	-	-	36,276	37,500	1,224	45,000	36,276	0
WW Line Extensions	-	-	-	-	20,833	20,833	25,000		25000
Capital Outlay-Grinder Pumps	-	-	-	136,856	83,333	(53,522)	100,000	115,000	125000
Total Capital Outlay/Projects	\$ 1,009	\$ -	\$ -	\$ 183,725	\$ 170,833	\$ (12,892)	\$ 205,000	181,276	275,000
Revenue Over (Under) Expenditures	\$ 67,281	\$ -	\$ -	\$ 474,224	\$ (168,188)	\$ 642,411	\$ 525,375	\$ 947,147	\$ 245,969

Agenda

Item #9

**Discussion and possible action
regarding annual review and
approval of the District Investment
Policy and Investment Strategies**

**BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2
ORDER AFFIRMING INVESTMENT POLICY AND INVESTMENT STRATEGIES**

THE STATE OF TEXAS §

COUNTY OF BASTROP §

WHEREAS, Bastrop County Water Control and Improvement District No. 2 (the “*District*”) is a conservation and reclamation district, a body corporate and politic and governmental agency of the State of Texas, created under Article XVI, Sec. 59 of the Texas Constitution, and the District operates under Chapters 49 and 51 of the Texas Water Code, as amended;

WHEREAS, V.T.C.A., Government Code, Chapter 2256, as amended (the “*Public Funds Investment Act*”), requires the governing body of political subdivisions to adopt a written investment policy concerning the investment of its funds and funds under its control;

WHEREAS, Section 49.157(a) of the Texas Water Code, as amended, provides that all District deposits and investments shall be governed by the Public Funds Investment Act;

WHEREAS, the Public Funds Investment Act requires that the Board of Directors of the District review the Investment Policy and its investment strategies not less than annually and make any changes thereto as determined by the Board of Directors to be necessary and prudent, and to adopt an order or resolution stating that it has reviewed the Investment Policy and investment strategies and recording any changes made thereto; and

WHEREAS, in accordance with the requirements of the Public Funds Investment Act, the Board of Directors of the District has reviewed the District’s Investment Policy and desires to approve and affirm the Policy and investment strategies set forth therein.

NOW, THEREFORE BE IT ORDERED BY THE BOARD OF DIRECTORS OF BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 THAT:

Section 1. The matters and facts recited in the preamble to this Order are found to be true and correct and the same are incorporated herein as a part of this Order.

Section 2. The Board has reviewed its Investment Policy and the investment strategies set forth therein in accordance with the requirements of Section 2256.005(e) of the Public Funds Investment Act. Based upon such review, the Board finds and declares that the Investment Policy, including the written investment strategies set forth therein, in the form attached hereto is hereby approved and adopted. The designation of investment officer has been revised in the approved Investment Policy attached hereto.

Section 3. The President and the Treasurer are authorized to do all things necessary and proper to evidence the Board's adoption of this Order and to carry out the intent hereof. Upon execution, a copy of this Order shall be filed in the permanent records of the District.

PASSED AND APPROVED this _____ day of _____, 2023.

Mary Beth O'Hanlon
President

ATTEST:

Michele Plummer
Secretary

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

INVESTMENT POLICY

I.

STATUTORY AUTHORITY

1.01 Statutory Authority. This Policy has been adopted pursuant to, and in accordance with the requirements of, Chapter 2256 of the Texas Government Code (the Public Funds Investment Act) and Chapter 2257 of the Texas Government Code (the Public Funds Collateral Act).

II.

SCOPE

2.01 Scope. This Policy applies to the investment of all funds of Bastrop County Water Control and Improvement District No. 2 (the “District”) and funds under its control. The Board of the District shall review this Investment Policy and the investment strategies set forth herein not less than annually and shall make any changes thereto as determined by the Board of the District to be necessary and prudent for the management of District funds. Not less than annually, the Board shall adopt a written order or resolution stating that it has reviewed the Investment Policy and investment strategies and setting forth any changes made thereto.

III.

OBJECTIVES

3.01 Investment Objectives. Investment of funds shall be governed by the following investment objectives, in order of priority:

1. Preservation and safety of principal- The foremost objective of the District’s Investment Policy is to assure safety of the invested funds. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital while minimizing credit rate and interest rate risk. Investment for speculation is prohibited.

2. Liquidity- Funds will be invested with maturities necessary to maintain sufficient liquidity to provide adequate and timely working funds.

3. Yield- Return on investment is of least importance compared to the safety and liquidity objectives described above.

IV. INVESTMENT PARAMETERS

4.01. Investment Strategies. The District's overall investment strategy shall be to purchase high credit quality investments that preserve the safety of capital, maximize liquidity, promote diversification, and provide reasonable market yield (in that order of priority), based on the District's anticipated cash flows and the maintenance of a liquidity buffer for unanticipated liabilities. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high credit quality investments and high-grade money market instruments are designed to assure the marketability of those investments should liquidity needs arise. Detailed strategies by fund type are set forth in **Exhibit "A"** of this Policy. The Board of the District shall review annually the investment strategies and shall make any changes thereto as determined by the Board to be necessary and prudent for the management of the District's funds.

4.02 Maximum Maturities. The District will match its investments with anticipated cash flow requirements. To match anticipated cash flow requirements, the maximum weighted average maturity of the overall portfolio shall not exceed 365 days and a benchmark of the six-month and one-year Treasury Bills shall be used to measure risk in the portfolio. Unless matched to a specific cash flow requirement, the District will not directly invest in securities maturing more than 24 months from the date of purchase.

4.03 Diversification. The District may diversify its portfolio to reduce risk.

4.04. Competitive Bidding Requirement. All securities, including certificates of deposit, will be purchased or sold after three (3) offers/bids are taken to verify that the District is receiving fair market value/price for the investment. Bids for certificates of deposit may be solicited orally, in writing, electronically, or any combination of these methods.

4.05. Delivery versus Payment. All security transactions entered into by the District shall be conducted on a delivery versus payment (DVP) basis. Securities will be held by a third party custodian designated by the Investment Officer and evidenced by safekeeping receipts.

4.06 Rating Declines or Loss of Rating. The Investment Officer shall monitor the credit rating on all authorized investments in the District's portfolio based on independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by this Policy (i.e. Public Funds Investment Act), the Investment Officer shall immediately solicit bids for and sell the security if possible, regardless of a loss of principal.

4.07 Electronic Wire Transfers. The Investment Officer may use electronic means to transfer or invest funds collected or controlled by the District. Electronic transfers shall only be made between District accounts and in the name of the District, unless otherwise authorized in writing by the Board of the District.

V.
DELEGATION OF INVESTMENT AUTHORITY

5.01 Appointment of Investment Officer. The individual(s) serving as Comptroller for the District shall serve as the Investment Officer(s) of the District. In the event no person is serving as a Comptroller for the District, then the Treasurer of the District shall serve as the Investment Officer of the District. The Investment Officer shall be responsible for the investment of District funds in accordance with this Investment Policy. If the Board has contracted with another investing entity to invest the District's funds, as authorized by the Public Funds Investment Act, the Investment Officer of the other investing entity is considered to be the Investment Officer of the District for such purposes. The authority hereby granted to the Investment Officer(s) to invest the District's funds is effective until rescinded by the Board, until the expiration of the officer's term of office, or termination of the District's contract for bookkeeping services, as applicable.

5.02 Investment Training. The Investment Officer shall attend at least one investment training session from an independent source and containing at least six hours of instruction relating to investment responsibilities within 12 months after taking office or assuming duties. The Investment Officer shall also attend an investment training session within each two-year period after the first year and receive not less than four hours of instruction relating to investment responsibilities from an independent source. Training must include education on investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act.

5.04 Prudence. The standard of care to be used by the Investment Officer shall be prudent person standard, and shall be applied in the context of managing the overall portfolio. This standard states that the person designated as the Investment Officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall take into consideration (i) the investment of all funds over which the Investment Officer has responsibility rather than consideration as to the prudence of a single investment, and (ii) whether the investment decision was consistent with this Investment Policy.

5.05 Ethics. Officers and employees involved in the investment of District funds shall refrain from personal activity that could conflict with the proper execution and management of the District's investment program. Employees and investment officials shall disclose, in writing, any material interests, including personal business relationships, with any financial institution with which it is proposed that the District conduct business. For purposes of District investments, employees or investment officials have a personal business relationship with a business organization if:

- (i) the individual owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- (ii) funds received by the individual from the business organization exceed 10 percent of the individual's gross income for the previous year; or
- (iii) the individual has acquired from the business organization during the previous year

investments with a book value of \$2,500 or more for the personal account of the individual.

5.06 Limitation of Personal Liability. Authorized representatives of the District who invest the District's funds in accordance with this Policy shall have no personal liability for any individual security's credit risk or market price changes provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

VI. INVESTMENT REPORTS

6.01 Internal Management Reports. The Investment Officer shall prepare and submit not less than quarterly to the Board of Directors of the District written reports of investment transactions for all funds of the District for the preceding reporting period. The quarterly reports shall comply with the requirements of Section 2256.023 of the Public Funds Investment Act. Specifically, the quarterly report shall:

- (i) Describe in detail the investment position of the District;
- (ii) Be prepared jointly by all Investment Officer;
- (iii) Be signed by each Investment Officer;
- (iv) Contain a summary statement of each pooled fund group that states the:
 - (A) beginning market value for the reporting period;
 - (B) ending market value for the period;
 - (C) fully accrued interest for the reporting period;
 - (D) state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
 - (E) state the maturity date of each separately invested asset that has a maturity date;
 - (F) state the account or fund or pooled group fund in the state agency or local government for which each individual investment was acquired; and
 - (G) state the compliance of the investment portfolio of the District as it relates to: (i) the investment strategy expressed in this Policy; and (ii) relevant provisions of the Public Funds Investment Act.

VII. COLLATERAL, SAFEKEEPING, AND CUSTODY REQUIREMENTS

7.01 Collateral Policy. Consistent with the requirements of the Public Funds Collateral

Act, it is the policy of the District to require full collateralization of all District funds on deposit with a depository bank and for repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits or investments, less an amount insured by the FDIC. At its discretion, the District may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with which the District has a current custodial agreement. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the District and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

7.02 Authorized Collateral for Time and Demand Deposits. The District shall accept only the following securities as collateral for time and demand deposits:

- (i) FDIC insurance coverage;
- (ii) Obligations of the United States, its agencies or instrumentalities, or other evidence of indebtedness of the United States guaranteed as to principal and interest; and
- (iii) Obligations of Texas or other states or of a county, city or other political subdivision of a state having been rated as not less than “A” or its equivalent by two nationally recognized rating agencies.

7.03 Authorized Collateral for Repurchase Agreements. The District shall accept as collateral for repurchase agreements only obligations of the United States, its agencies or instrumentalities.

VIII. AUTHORIZED INVESTMENTS

8.01 Authorized Investments. The following are authorized investments for the District’s funds, as further described and restricted by the Public Funds Investment Act:

- A. Obligations of, or guaranteed by, the United States. Obligations of the United States, its agencies and instrumentalities, excluding mortgage backed securities, and that are authorized investments under Section 2256.009 of the Public Funds Investment Act.
- B. State Obligations. Obligations of the State of Texas or any state of the United States or their respective agencies and instrumentalities, agencies, counties, cities, and other political subdivisions rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent, and that are authorized investments under Section 2256.009 of the Public Funds Investment Act.
- C. Other Governmental Obligations. Obligations, the principal and interest of

which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.

D. Certificates of Deposit/Share Certificates.

(a) Fully insured or collateralized certificates of deposit or share certificates that are approved investments under Section 2256.010 of the Public Funds Investment Act: (i) from a depository institution that has its main office or a branch office in the State of Texas; and (ii) that are guaranteed or insured by the Federal Deposit Insurance Corporation or its successor, or by the National Credit Union Share Insurance Fund or its successor, as applicable. Authorized certificates of deposit shall include such certificates purchased through the CDARS program with a Texas bank.

(b) Fully insured certificates of deposit purchased from a broker or a bank that has its main office or a branch office in the State of Texas and is selected from the list of qualified brokers attached to this Investment Policy. All investments in such brokered certificates of deposit shall be made on a delivery versus payment basis to the District's safekeeping agent, and the Investment Officer shall verify that the bank is fully insured by the Federal Deposit Insurance Corporation prior to purchase. In the event any bank from which the District has purchased a brokered certificate of deposit merges with, or is acquired by, another bank in which brokered certificates of deposit are owned by the District, the Investment Officer shall immediately contact the banks and liquidate any brokered certificate that exceeds FDIC insurance levels.

E. Repurchase Agreements. Fully collateralized repurchase agreements with a defined termination date executed with a primary dealer as defined by the Federal Reserve or a financial institution doing business in this state, and that are authorized investments under Section 2256.011 of the Public Funds Investment Act.

F. Mutual Funds. AAA-rated, SEC registered money market mutual funds that are registered and regulated by the Securities and Exchange Commission subject to the limitations set forth in Section 2256.014 of the Public Funds Investment Act.

G. Commercial Paper. Commercial paper that has a stated maturity of 270 days or fewer from the date of its issuance and that is rated not less than A-1 or P-1 or an equivalent rating by at least two nationally recognized credit rating agencies, or one nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United State or any state, as authorized under Section 2256.013 of the Public Funds Investment Act

- H. Investment Pools. AAA-rated, constant-dollar local government investment pools that meet the requirements set forth in the Public Funds Investment Act for the investment of public funds, including Sections 2256.016, .017, .018, and .019, and provided further that such investments must be approved by the Board of Directors of the District by separate resolution.
- I. Interest bearing accounts of any FDIC bank in Texas.

IX.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

9.01 Authorized Financial Dealers and Institutions. The Board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of public funds; provided, that a contract may not be for a term longer than two years, and any renewal or extension thereof must be made by the Board by order or resolution.

X.

MISCELLANEOUS

10.01 Policy to be Presented to Investment Officer. The Investment Officer shall be presented a copy of this Investment Policy and shall execute a written instrument substantially in the form attached hereto as **Exhibit “B”** to the effect that the Investment Officer has:

- 1. received and thoroughly reviewed a copy of this Investment Policy; and
- 2. implemented procedures and controls to comply with the Investment Policy.

10.02 Business Organizations that Invest or Manage the District’s Investment Portfolio. A written copy of this Investment Policy shall be presented to any business organization offering to engage in an investment transaction with the District. For purposes of this Policy, a “*business organization*” means an investment pool or investment management firm under contract with the District to invest or manage the District’s investment portfolio that has accepted authority granted by the District under the contract to exercise investment discretion in regard to the District’s funds. The qualified representative of the business organization offering to engage in an investment transaction with the District shall execute a written instrument in a form acceptable to the District and the business organization substantially to the effect that the business organization has:

- (i) Received and reviewed this Investment Policy; and
- (ii) Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the District and the organization that are not authorized under this Investment Policy, except to the extent that the authorization: (A) is dependent on an analysis of the makeup of the District’s entire portfolio; (B) requires an interpretation of subjective investment standards; or (C) relates to investment transactions of the District that are not made through

accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The District shall not acquire or otherwise obtain any authorized investment described in this Investment Policy from a business organization that has not delivered the instrument described above.

10.03 Annual Financial Audit. The District, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

10.04 Selection of Authorized Brokers. The District shall annually review, revise and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District. Approved Investment Brokers are those listed in **Exhibit C** of this Policy.

10.05 Effective Date. This Policy shall be effective immediately upon adoption.

EXHIBIT A - 1

INVESTMENT STRATEGY

DEBT SERVICE FUNDS

Investment Objective:

To purchase investments that will preserve the safety of capital and maximize yield (in that order of priority) taking into account the timing of the District's debt service payments.

Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that:

1. For funds needed for the District's next debt service payment, the investment shall mature no later than the date the debt service payment is due.
2. For funds in the debt service reserve fund, the maximum stated maturity date of the investment shall be no greater than 24 months after the date of purchase and cannot exceed the final maturity of the underlying bond(s) or note(s) for which it is reserved.

EXHIBIT A – 2

INVESTMENT STRATEGY

CONSTRUCTION FUNDS

Investment Objective:

To purchase investments that will preserve the safety of capital and maximize yield (in that order of priority) taking into account the timing of the District's cash flow requirements for its construction projects.

Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that:

1. Investment maturities shall generally follow anticipated cash flow requirements. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.
2. Market conditions and arbitrage regulations shall be considered to avoid arbitrage.

EXHIBIT A-3

INVESTMENT STRATEGY UNRESTRICTED OPERATING FUNDS

Investment Objective:

To purchase investments that will preserve the safety of capital, maximize liquidity, and maximize yield (in that order of priority), taking into account the District's monthly operating expenses, capital improvements, special projects, and other expenditures and ensuring the availability of funds as necessary.

Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that the investment will mature no later than 24 months after the date of purchase. Investments must meet projected cash flow requirements.

EXHIBIT A – 4

INVESTMENT STRATEGY

ROAD MAINTENANCE FUNDS

Investment Objective:

To purchase investments that will preserve the safety of capital and maximize yield (in that order of priority) taking into account the timing of the District's cash flow requirements for its road maintenance and improvement projects.

Investment Strategy:

To invest in any of the authorized investments listed in Article VIII of the District's Investment Policy, provided that:

1. Investment maturities shall generally follow anticipated cash flow requirements. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

EXHIBIT B

**INVESTMENT OFFICER AND INVESTMENT FIRM CERTIFICATION
OF RECEIPT AND REVIEW OF INVESTMENT POLICY**

THE STATE OF TEXAS

COUNTY OF BASTROP

I, _____ of _____,
do hereby certify that I have been presented a copy of the Investment Policy for Bastrop County
Water Control and Improvement District No. 2 dated _____. I have thoroughly reviewed
the Investment Policy and acknowledge that _____ has implemented
procedures and controls to comply with the Investment Policy.

WITNESS MY HAND THIS ___ day of _____, _____.

Name: _____

Title: _____

EXHIBIT C
List of Approved Brokers and Investment Firms

Agenda

Item #11

**Discussion and possible action
regarding approving contract for
information and technology
(IT) Services**



SECURE TECHNOLOGY SOLUTIONS

Main: (877) 833-4348

Email: teamon@visualedgeit.com

Web: www.visualedgeit.com

We have prepared a quote for you

MIT S 2 Year Renewal RFP - November 2023

Quote # 026262
Version 1

Prepared for:

**Bastrop County Water Control and Improvement
Distr**

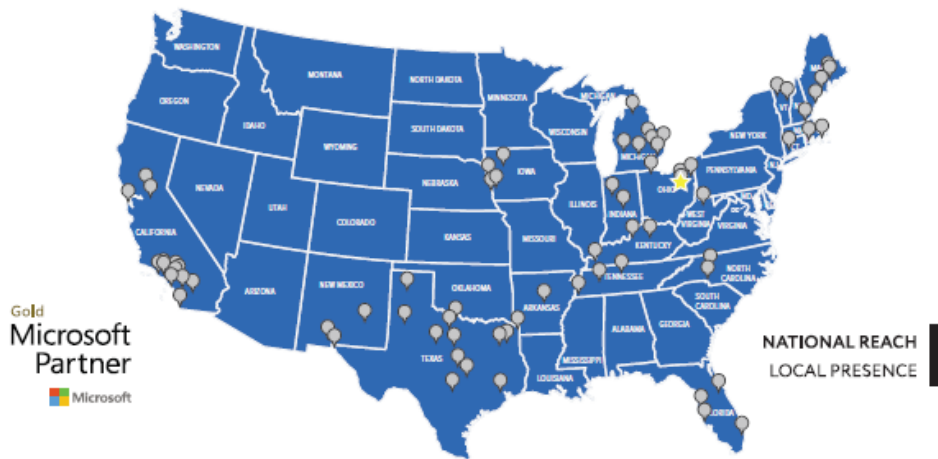
Prepared by:

Visual Edge IT

About Visual Edge IT



ABOUT VISUAL EDGE IT™



SERVICE & SECURITY DELIVERY

- U.S.-Based Service Desk
- Command Center
- Security Operations Center
- 24x7 Proactive Monitoring

SOLUTIONS

Managed IT Support

- Managed network
- IT support
- Managed security

Managed Backup

- Backup and recovery

Compliance

Managed Print

- Print solutions

Telecommunicaton

- Voice over IP

MITS 2 Year Renewal RFP - November 2023

Quote Information:

Quote #: 026262

Version: 1

Delivery Date: 11/15/2023

Expiration Date: 11/16/2023

Prepared for:

**Bastrop County Water Control and
Improvement Distr**

112 Corporate Drive
BASTROP, TX 78602
Paul Hightower
(512) 321-1688
paul@bcwcid2.org

Prepared by:

Visual Edge IT

Timothy Eamon
(866) 863-2266
teamon@visualedgeit.com

Monthly Expenses Summary

Description	Amount
Visual Edge Foundation Management Services	
MDM/M365 / Email / Cloud Service Management	
Microsoft 365 Licensing - NCE - Month-to-Month	
Managed Microsoft 365 Advanced Security and Backup Services	
Datto Backup and Disaster Recovery Services	
Monthly Total:	

All taxes, shipping, and handling fees on quote are estimated.

Billing Invoice will have all actual taxes, shipping and fees.

By endorsing, you agree to the Terms and Conditions of the Master Services Agreement.

<https://visualedgeit.com/myMSA/>

Visual Edge IT

**Bastrop County Water Control and
Improvement Distr**

Signature: _____

Name: Timothy Eamon

Title: _____

Date: 11/15/2023

Signature: _____

Name: Paul Hightower

Date: _____



CLIENT PROGRAM SERVICES PROPOSAL

SOW NUMBER/VERSION: 728115 V1

Prepared by:

Dom lafelice
Solutions Architect
Park Place Technologies

Requested by:

John Burd
MicroAge LLC



STATEMENT OF WORK

EXECUTIVE SUMMARY

The Client Program Services Statement of Work (“SOW”) is made as of November 13, 2023 (the “Effective Date”), by and between MicroAge LLC, 8160 S Hardy Drive Suite 101 Tempe, AZ 85284 US (the “Client”) and Park Place Technologies. This SOW has been created in support of the Client's need for summary of services stated below (the “Services”) for MicroAge LLC (“End Client”) on behalf of MicroAge LLC.

PARK PLACE TECHNOLOGIES OPERATIONS CONTACTS

FULL NAME	JOB TITLE	PHONE NUMBER	EMAIL ADDRESS
TBD	Project Manager/Project Coordinator	TBD	TBD
Eleanor Nel	Sr, Director, PMO	+1 (704) 490-3189	eleanor.nel@parkplacetech.com
Patrick Keuller	VP, BU Operations & Strategy	+1 (678) 495-1303	pkeuller@parkplacetech.com

CLIENT CONTACTS

FULL NAME	JOB TITLE	PHONE NUMBER	EMAIL ADDRESS
John Burd	Account Executive	480-366-2241	john.burd@microage.com

REMOTE PROGRAM SCOPE

END USER SUPPORT

1. Help desk monitoring and ticket resolution with 8 to 10 End users located locally
2. On-Call monitoring
3. Other end user questions and support
4. New user setup
5. Software installations
6. License usage / expiration monitoring

NETWORK MONITORING AND SUPPORT

1. Internet connectivity monitoring and troubleshooting
2. Intranet/LAN connectivity monitoring and troubleshooting
3. Network device management and updates
4. Virus Definition Monitoring and Management
5. Patch Monitoring and Management

SERVER MONITORING AND SUPPORT

1. Ensure server infrastructure remains in operational state
2. Monitor system reports and alerts with 24/7 Network Operations Center
3. Ensure essential systems are up to date on updates/patches
4. Ensure essential systems are backed up on an hourly basis
5. Local on-site and Cloud backups are preferred

SERVICE MONITORING AND SUPPORT

1. Ensure Cisco/Meraki infrastructure remains in operational state
2. Monitor Cisco/Meraki services reports and alerts
3. Ensure essential services are backed up an hourly basis
4. Ensure Office 365 services remain operational
5. Monitor license usage
6. Disk usage quotas

REMOTE PROGRAM - FEES FOR SERVICES

This SOW is a fixed fee plus expenses engagement. Park Place Technologies’ fee for the Services performed pursuant to this SOW is **\$757,944.00**. Client will be responsible for travel and expenses as set forth below. Fees do not include applicable taxes. All applicable taxes will be added at time of invoice. Park Place Technologies shall invoice Client monthly. This fixed fee is based upon the fee calculation set forth in the table below. To the extent any changes to the program are required due to incorrect information used to determine the fee calculations in the table below, including, without limitation, personnel skill level, billing increment or estimated hours required for program completion or individual project completion, or there are delays caused by the Client, the parties will enter into a Change Order or Park Place Technologies will invoice Client and Client shall pay Park Place Technologies for the fees associated with such change at the applicable stated rate for the applicable personnel skill level (and if no stated rate for that skill level is set forth below, then Park Place Technologies’ then-current hourly rate for such skill level personnel) for the number of hours in excess of the number of hours set forth below.

This quote is valid for thirty (30) days from the “Effective Date”.

PPT has resourced this project to meet the SLAs and the requirements defined in the RFP. The pricing is a fixed bid based on the service requirements, tools and assumptions.

1. End User Support (ServiceDesk)
2. Infrastructure Monitoring & Management (Server & Network)
3. Infrastructure Security Monitoring

Financial Summary			
Services	Total per Month	Total per Year	Total 2 Year Term
Service Desk & IT Operations			
Total Tools License & Management Cost			
Total Operations Cost			

One-Time Implementation Cost	One Time Price
Transition (6 Weeks) & Tools Implementation Cost	

Agenda

Item #12

**Discussion and possible action
regarding approval of Interlocal
Agreement with Bastrop County
relating to 2023/2024 road
improvement projects**

**INTERLOCAL AGREEMENT FOR ROAD IMPROVEMENTS
(2023-2024)**

STATE OF TEXAS	§	COUNTY OF BASTROP AND
	§	BASTROP COUNTY WATER CONTROL
COUNTY OF BASTROP	§	AND IMPROVEMENT DISTRICT NO. 2

THE COUNTY OF BASTROP ("County"), a political subdivision of the State of Texas, and the BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 ("BCWCID #2"), a conservation and reclamation district and political subdivision of the State of Texas, hereby enter into this Interlocal Agreement For Road Improvements ("Agreement"). The County and BCWCID #2 are individually referred to herein as a "Party" and collectively referred to herein as the "Parties."

Recitals

WHEREAS, the County has an interest in protecting the health and safety of citizens of Bastrop County; and

WHEREAS, the County also has an interest in improving and maintaining the roads of the unincorporated sections of Bastrop County, including roads located within unincorporated areas of the District; and

WHEREAS, pursuant to Chapter 11001 Texas Special District Local Laws Code (the "Act"), BCWCID #2 has all of the rights, powers, privileges, functions, responsibilities, and duties that general law grants a road district created under Section 52, Article III, Texas Constitution; and

WHEREAS, a number of the roads previously constructed within the County that are located within the boundaries of BCWCID #2 are in poor condition, create potential hazards to public safety, and are in need of repairs and improvements; and

WHEREAS, in accordance with the requirements of the Act, BCWCID #2 has previously adopted and updated a master plan for road improvements (the "Master Plan"), which master plan has been approved by the County for road improvements to be made in the County's jurisdiction; and

WHEREAS, the Master Plan includes improvement to the roads more particularly identified in **Exhibit "A"** attached hereto (the "Project"); and

WHEREAS, the Parties desire to enter into this Agreement in order to set forth the terms and conditions pursuant to which the District will endeavor to complete the Project roads prior to September 30, 2024, and the County will provide certain assistance to the District in connection therewith.

NOW THEREFORE, the Parties, for and in consideration of the covenants and agreements herein set forth, to be kept and performed by them respectively, have agreed to and do hereby agree together as follows:

Agreement

1. Purpose

Pursuant to Chapter 791 of the Texas Government Code, the County and BCWCID #2 are local governments and desire to enter into this Agreement for the purpose of providing governmental functions in which the Parties are mutually interested and with each Party performing functions they would be authorized to perform individually; specifically: financing, project management, design, construction installation and maintenance of the Project, which will improve roads in Bastrop County and will promote the public health, safety and welfare.

2. General Agreement

The County and BCWCID #2 hereby agree to cooperate in good faith and as further set forth in this Agreement for purposes of undertaking and completing the Project prior to September 30, 2024. The Parties mutually acknowledge and agree that the completion of the Project improvements by this deadline will be subject to the availability of funding, personnel, equipment, resources, weather and other matters, and the completion of the Project cannot be guaranteed by either Party.

3. BCWCID #2 Responsibilities

- A. BCWCID #2 authorizes the County to seal and pave the Project roads, and to perform compaction testing.
- B. BCWCID #2 shall reimburse the County for 1/2 of fuel costs associated with the work performed by the County pursuant to the terms and scope of the Project as described herein and for the compaction test necessary for the paving of the roads described in the Project.
- C. BCWCID #2 will reimburse the County for all materials. Attached as **Exhibit "B"** is the current estimate of materials for the Project. Prices are subject to change based on market conditions. In the event that prices for materials change, the County shall notify BCWCID #2 of the updated price estimates for materials for the Project no later than ten (10) days prior to purchasing the material and to submitting to BCWCID #2 an invoice for materials reflecting the changed price.
- D. BCWCID #2 will pay for all surveys necessary for the construction/paving of those roads described herein as the Project.
- E. BCWCID #2 will pay for any of the County's consultations with BCWCID #2's consulting engineer.
- F. BCWCID #2 shall pay the contractor for preparation of the Project roads (excluding sealing and paving).
- G. Upon completion of each Project road improvement, BCWCID #2 shall contact the County and schedule a joint inspection of the completed Project improvements.

- H. BCWCID #2 shall remain responsible for repair and maintenance of the Project improvements for a one year warranty period after initial completion of construction and until acceptance by the County.
- I. BCWCID #2 will carry and maintain insurance or risk pool coverage for personal injury and property claims arising out of BCWCID #2's personnel operating the County equipment.
- J. BCWCID#2 shall manage a joint mowing contract for all roads within Tahitian Village and work with the County on a twice a year mowing schedule of the required roads. The form of contract with the landscaping contractor shall be subject to the approval of both BCWCID#2 and the County. BCWCID#2 shall be responsible for all payments to the contractor under the approved contract. As consideration for such payment, the County shall provide an in-kind contribution to the District of road base materials in accordance with Section 4(G) below.

4. County Responsibilities

- A. The County, using personnel and equipment from Precinct 1, will furnish and install chip seal for those roads identified herein in accordance with the County's applicable design and construction standards, unless otherwise agreed by the parties. Specifically, the County will provide BCWCID #2 a two-course paving (with bottom rock and top rock) on the prepared, compacted 8 inch base. The County's applicable design and construction standards shall be those applicable to new subdivisions within the County; provided, however, representatives of the County and BCWCID #2 shall from time to time conduct on site inspections at which variances may be identified and approved by the County, which shall be documented by BCWCID #2's engineer.
- B. The County will purchase all materials for the Project.
- C. The County will consult with BCWCID #2's drainage plan. If needed, the County will consult with BCWCID #2's consulting engineer, at BCWCID #2's expense, regarding the impact of the Project on BCWCID #2's drainage plan.
- D. Upon completion by BCWCID #2 of each Project improvement, a representative of the County shall promptly inspect the completed improvements to confirm completion in accordance with the approved plans and specifications. The County representative shall identify any required improvements for final completion.
- E. After expiration of the one year warranty period commencing upon initial completion of construction of the Project, the County shall include an item for acceptance of the completed Project improvement on its next Commissioners Court meeting agenda. Upon acceptance, the County shall be responsible for ownership, operation, maintenance, repair and improvement of the Project for all purposes.
- F. The County will loan available road equipment to BCWCID #2, at no cost or expense to the District (except maintenance and repairs necessitated by BCWCID#2's use and operation thereof) for the construction and grading of the Project roads and drainage improvements, including the County's spare grader, steel roller. water truck and reclaimer machine.

- G. The County shall make an in-kind contribution of road material valued at \$20,000.00 as consideration for BCWCID#2's agreement to manage the Joint Mowing Contract. The contribution shall be made on or before the first payment by BCWCID#2 is due and payable to the landscaping contractor for mowing services.

5. Other Agreements Relating to the Project

- A. The Parties shall use commercially reasonable efforts to complete all projects within the County Fiscal Year 2023-2024 (October 1, 2023 – September 30, 2024) unless otherwise agreed by the Parties in writing.
- B. The County will invoice BCWCID for 1/2 of fuel costs and for the entire purchase of materials related to the services furnished by the County under this Agreement (less the \$20,000 in-kind contribution to be made by the County to BCWCID#2 as consideration for BCWCID#2's management of the Joint Mowing Contract).
- C. Payment is expected within 30 days of invoice.
- D. Each Party agrees to conform to its own applicable purchasing laws, regulations, policies, and procedures with respect to the portion of the work under this Agreement performed by each party.
- E. The County and BCWCID #2 will coordinate work schedules in order to provide for minimal disruption of traffic and operation of the roads described herein.
- F. This Agreement may be renewed every fiscal year upon written request from BCWCID #2 to the County and written acceptance by the County of said request.
- G. In the event that technical issues regarding the construction of a roads included in the Project are identified that cause substantial delay in the commencement or completion of work on said road, the Parties may identify and substitute another road or segment of road of approximately the same length to be included in the Project instead of that road originally identified.
- H. The County will provide TXLAP equipment training to District personnel at no cost or expense to BCWCID #2.

6. Miscellaneous

- A. Notice and Addresses. All notices required hereunder must be given by certified mail or registered mail, addressed to the proper Party, at the following addresses:

To the County: County of Bastrop
Attn: Mel Hamner
County Commissioner
804 Pecan
Bastrop, Texas 78602

To BCWCID #2: BCWCID #2

Attn: Paul Hightower
General Manager
112 Corporate Drive
Bastrop, TX 78602

Either Party may change the address to which notices are to be sent by giving the other Party notice of the new address in the manner provided in this section. Notices shall be deemed to have been received three (3) days after deposit in the mail.

For ease of administration of this contract, a main contact person has been designated for the Parties as follows:

For the County: County of Bastrop
Attn: Gus Navejas
Foreman, Pct. 1
804 Pecan Street
Bastrop, TX 78602

For BCWCID #2: Paul Hightower
General Manager
112 Corporate Drive
Bastrop, TX 78602

- B. Parties Bound. This Agreement shall be binding upon, and inure to the benefit of, the Parties to this Agreement and their respective heirs, executors, administrators, legal representatives, successors, and assigns.
- C. Prior Agreement Superseded. This Agreement constitutes the sole and only agreement of the Parties regarding their responsibilities to each other concerning the work noted herein on the Project and supersedes any prior understandings or written or oral agreements between the Parties respecting the Project. This Agreement in no way modifies or supersedes any document executed by the Parties prior to this Agreement which does not involve the Project.
- D. Amendment. No amendment, modification, or alteration of the terms of this Agreement shall be binding unless it is in writing, dated subsequent to the date of this Agreement, and duly executed by the Parties to this Agreement.
- E. General Waiver by the Parties. The Parties hereby waive and release each other from all claims for loss or damage caused by any act or omission by the other, their respective employees, or agents, in the performance of this Agreement, except for gross negligence and/or willful misconduct, and except as otherwise provided by the Texas law. To the extent authorized by Texas law, the County and BCWCID #2 agree that each entity is responsible for its own proportionate share of any liability for personal injury or death or property damage arising out of or connected to its own negligent acts or omissions in connection with this Agreement as determined by a court of competent law.
- F. Violation of Law. The Parties shall not violate any federal, state or local laws, regulations or ordinances in the performance of this Agreement.

- G. Enforceability. If any provision of this Agreement proves unlawful or unenforceable by a court having jurisdiction over the Parties or the subject matter, such provision shall be severable from the other provisions of this Agreement, and all remaining provisions shall be fully enforceable.
- H. Governing Law and Place for Performance. This Agreement shall be governed by the laws of Texas, which state shall also be deemed the place where this Agreement was entered into and the place of performance and transaction of business and Parties. In the event of litigation pertaining to the Agreement, the exclusive forum, venue and place of jurisdiction shall also be the County of Bastrop and the State of Texas unless otherwise agreed in writing by the Parties. The Parties acknowledge that each has had the unfettered opportunity to review, revise and negotiate the terms of this Agreement, and that if in the future there is a dispute as to the meaning of any provision herein, then no such provision shall be construed against the drafter of the Agreement.
- I. Signature Warranty Clause. The signatories to this Agreement represent that they have the authority to execute this agreement on behalf of BCWCID #2 and the County, respectively.
- J. No Waiver of Immunities. Nothing in the Agreement shall be construed to waive any immunity from suit or liability enjoyed by BCWCID #2, the County, their past or present officers, employees, or agents.
- K. Approval of Governing Bodies. This Agreement has been approved by the governing bodies of the County and BCWCID #2.
- L. Assignment. Neither Party may assign their interests in this Agreement except upon receiving the written consent of the other Party.
- M. Termination. This agreement may be terminated by either Party, with or without cause, upon 30 calendar days written notice to the other Party.
- N. Governmental Purpose. Each Party hereto is entering into this Agreement for the purpose of providing for governmental services or functions and will pay for such services out of current revenues available to the paying party as herein provided.
- O. Commitment of Current Revenues Only. In the event that, during any term hereof, the governing body of any party does not appropriate sufficient funds to meet the obligations of such party under this Agreement, then either Party may terminate this Agreement upon thirty (30) days written notice to the other party. Each of the Parties hereto agrees, however, to use its best efforts to secure funds necessary for the continued performance of this Agreement. The Parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of each Party hereto pursuant to the provisions of Tex. Loc. Govt. Code Ann. §271.903.

EXECUTED TO BE EFFECTIVE this _____ day of _____, 2024.

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

By: _____
Printed Name: Mary Beth O'Hanlon
Title: President, Board of Directors

ATTEST:

By: _____
Printed Name: Michele Plummer
Title: Secretary, Board of Directors

COUNTY OF BASTROP

By: _____
Printed Name: _____
Title: _____

ATTEST:

By: _____

Exhibit "A"

Identification of 2023-2024 Project Roads

ROAD/ROAD SEGMENT		ANTICIPATED CONSTRUCTION TIME FRAME
1.	E. & W. Wiamea Ct.	Oct. 2023-Sept. 2024
2.	Olai Ct.	Oct. 2023-Sept. 2024
3.	Makaha East..	Oct. 2023-Sept. 2024
4.	Naalehu Ct.	Oct. 2023-Sept 2024
5.	Keawakapu Dr.	Oct. 2023-Sept. 2024
6.	Koele Ct.	Oct. 2023-Sept. 2024
7.	Kaaawa Lane East.	Oct. 2023-Sept 2024
8.	Kahana W..	Oct. 2023-Sept 2024
	Lipoa Dr.	Oct. 2023-Sept 2024

Attachment "B"

	Street	Length	Cost
1.	E&W Wiamea Ct.	1260 Ft	
2.	Olia Ct.	350 Ft.	
3.	Makaha East	3400 Ft.	
4.	Naalehu Ct.	1020 Ft	
5.	Keawakapu Dr.	2529 Ft.	
6.	Koele Ct.	900 Ft.	
7.	Kaaawa Lane East	950 Ft.	
8	Manana Ct.	200 Ft.	
9.	Kahana W.	725 Ft.	
10.	Lipoa Dr.	450 Ft.	

Agenda

Item #13

**Discussion and possible action
regarding adoption of Order
Setting Road Fees for 2024**

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS

COUNTY OF BASTROP

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

§
§
§
§
§

We, the undersigned officers of the Board of Directors of Bastrop County Water Control and Improvement District No. 2 (the “District”) hereby certify as follows:

1. The Board of Directors of the District convened in regular session on the 16th day of November, 2023, at the regular meeting place thereof, and the roll was called of the duly constituted members of the Board, to wit:

- Mary Beth O’Hanlon, President
- Scott Ferguson, Vice President
- Ron Whipple, Treasurer
- Michele Plummer, Secretary
- Butch Carmack, Director

and all of said persons were present except _____, thus constituting a quorum.

Whereupon, among other business, the following was transacted at the meeting: a written

RESOLUTION ESTABLISHING 2024 ROAD FEE; AND PROVIDING AN EFFECTIVE DATE

was introduced for the consideration by the Board. It was then duly moved and seconded that the ORDER be adopted; and, after due discussion, the motion, carrying with it the adoption of the ORDER was duly passed and adopted by the Board by the following vote:

___ “For” ___ “Against” ___ Abstained

2. That a true, full and correct copy of the aforesaid ORDER adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; the ORDER has been duly recorded in the Board’s minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code, and Section 49.063, Texas Water Code.

EXECUTED AND SEALED this the 16th day of November, 2023.

Michele Plummer
Secretary, Board of Directors

Mary Beth O'Hanlon
President, Board of Directors

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

**RESOLUTION SETTING THE DISTRICT'S ROAD FEES
FOR 2024; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, Bastrop County Water Control and Improvement District No. 2 (the "*District*") is a political subdivision of the State of Texas, operating under the laws of the State of Texas, including without limitation Chapters 49 and 51, Texas Water Code and the holder of Certificates of Convenience No. 10990 and 20961 issued by the Texas Commission on Environmental Quality; and

WHEREAS, pursuant to Chapter 11001 of the Texas Special District and Local Laws Code, the District has all of the rights, powers, privileges, functions, responsibilities, and duties that general law grants a road district created under Section 52, Article III, Texas Constitution; and

WHEREAS, Section 11001.007(a) of the Texas Special District and Local Laws Code authorizes the Board of Directors of the District (the "Board") to impose a monthly charge in an amount not to exceed \$15 for each developed or undeveloped lot, tract, or reserve in the District to be used for constructing, maintaining, or repairing public streets or roadways in the District or for purchasing equipment necessary to maintain or repair public streets or roadways in the District (the "*Road Fee*"); and

WHEREAS, Section 11007.001(a-1) authorizes the Board to increase the monthly charge for a developed or undeveloped lot, tract, or reserve in the District by more than \$3 in any calendar year; and

WHEREAS, the Board of Directors desires to establish the Road Fee for calendar year 2023 in accordance with the terms of Section 11007.001 of the Texas Special District and Local Laws Code;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 THAT:

1. The facts and recitations in the preamble of this Order are hereby found and declared to be true and correct, and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.
2. The Board of Directors for the District hereby establishes the Road Fee for calendar year 2024 at \$204 per month for each developed or undeveloped lot, tract, or reserve in the District, such fee being the same Road Fee as was in effect during the preceding calendar year.
3. By separate Resolution, the Board of Directors has approved exemptions to the payment of any increase in Road Fees for calendar year 2024 in accordance with

the authority set forth in Section 11007.001(a-1) of the Texas Special District and Local Laws Code.

4. District staff are authorized to take any and all actions necessary to implement this Resolution.
5. This Resolution shall become effective upon adoption by the Board of Directors of the District.
6. If any provision, section, subsection, sentence, clause or phrase of this Resolution, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, neither the remaining portions of this Resolution nor their application to other persons or sets of circumstances shall be affected thereby, it being the intent of the Board in adopting this Resolution that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, invalidity or unenforceability of any other portion hereof, and all provisions of this Resolution are declared to be severable for that purpose.
7. This Resolution shall be cumulative of all provisions of the orders and resolutions of the Bastrop County Water Control and Improvement District No. 2 relating to the same subject matter hereof. All provisions of any orders and resolutions of the Bastrop County Water Control and Improvement District No. 2 in conflict with this Resolution are hereby repealed and all other provisions of the orders and resolutions of the District not in conflict with the provisions of this Resolution shall remain in full force and effect.
8. It is further found and determined that notice of the date, place, and subject of this meeting was posted in accordance with the terms and provisions of the Texas Government Code, Chapter 551 at least 72 hours preceding the scheduled time of this meeting and that the District has complied with the terms and provisions of said Chapter 551 of the Texas Government Code.

PASSED, APPROVED and EXECUTED this 16th day of November, 2023.

Mary Beth O'Hanlon
President, Board of Directors

ATTEST:

Secretary, Board of Directors

Agenda

Item #14

**Discussion and possible action
regarding adoption of
Resolution Approving 2024
Road Fee Exemptions**

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS

§

COUNTY OF BASTROP

§

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

§

§

§

We, the undersigned officers of the Board of Directors of Bastrop County Water Control and Improvement District No. 2 (the “District”) hereby certify as follows:

1. The Board of Directors of the District convened in regular session on the 16th day of November, 2023, at the regular meeting place thereof, and the roll was called of the duly constituted members of the Board, to wit:

- Mary Beth O’Hanlon, President
- Scott Ferguson, Vice President
- Ron Whipple, Treasurer
- Michele Plummer, Secretary
- Butch Carmack, Director

and all of said persons were present except _____, thus constituting a quorum.

Whereupon, among other business, the following was transacted at the meeting: a written

RESOLUTION APPROVING ROAD FEE EXEMPTIONS FOR CALENDAR YEAR 2024

was introduced for the consideration by the Board. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, the motion, carrying with it the adoption of the Resolution was duly passed and adopted by the Board by the following vote:

___ “For” ___ “Against” ___ Abstained

2. That a true, full and correct copy of the aforesaid Resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; the Resolution has been duly recorded in the Board’s minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code, and Section 49.063, Texas Water Code.

EXECUTED AND SEALED this the _____ day of _____, 2024.

Michele Plummer
Secretary, Board of Directors

Mary Beth O’Hanlon
President, Board of Directors

BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

RESOLUTION ESTABLISHING ROAD FEE EXEMPTIONS FOR 2024

WHEREAS, Bastrop County Water Control and Improvement District No. 2 (the “*District*”) is a political subdivision of the State of Texas, operating under the laws of the State of Texas, including without limitation Chapters 49 and 51, Texas Water Code and the holder of Certificates of Convenience No. 10990 and 20961 issued by the Texas Commission on Environmental Quality; and

WHEREAS, pursuant to Chapter 11001 of the Texas Special District and Local Laws Code, the District has all of the rights, powers, privileges, functions, responsibilities, and duties that general law grants a road district created under Section 52, Article III, Texas Constitution; and

WHEREAS, Section 11001.007(a) of the Texas Special District and Local Laws Code authorizes the Board of Directors of the District (the “Board”) to impose a monthly charge in an for each developed or undeveloped lot, tract, or reserve in the District to be used for constructing, maintaining, or repairing public streets or roadways in the District or for purchasing equipment necessary to maintain or repair public streets or roadways in the District (the “*Road Fee*”); and

WHEREAS, Section 11007.001(a-1) authorizes the Board to grant an exemption to an increase in the monthly charge to the owner of a lot, tract, or reserve in the District who (1) is 65 years of age or older; or (2) has been determined to have a disability by and has written documentation of the disability from the United States Social Security Administration or the United States Department of Veterans Affairs; and

WHEREAS, the Board of Directors desires to adopt exemptions for payment of the Road Fee for calendar year 2024 in accordance with the terms of Section 11007.001(a-1) of the Texas Special District and Local Laws Code;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 THAT:

1. The facts and recitations in the preamble of this Resolution are hereby found and declared to be true and correct, and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.
2. The Board hereby approves and maintains in effect for calendar year 2024 a Road Fee exemption for persons over the age of 65 provided such persons own a lot, tract, or reserve in the District and use such lot, tract or reserve as a residence.
4. The Board hereby approves and maintains in effect for calendar year 2024 the Road Fee exemption for disabled persons who own a lot, tract, or reserve in the District provided the existence of the disability is substantiated by written documentation provided by the United States Social Security Administration or the United States Department of Veteran Affairs.
3. Property owners over the age of 65 applying for an exemption must provide proof of ownership; proof that the property is used as a residence; and written documentation that the owner is 65 years of age or older.

4. Property owners who are disabled applying for an exemption must provide written documentation from either the United States Social Security Administration or the United States Department of Veterans Affairs that the owner has a disability.
4. District staff are authorized to take any and all actions necessary to implement this Resolution.
5. This Resolution shall become effective upon adoption by the Board of Directors of the District.
6. If any provision, section, subsection, sentence, clause or phrase of this Resolution, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, neither the remaining portions of this Resolution nor their application to other persons or sets of circumstances shall be affected thereby, it being the intent of the Board in adopting this Resolution that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, invalidity or unenforceability of any other portion hereof, and all provisions of this Resolution are declared to be severable for that purpose.
7. This Resolution shall be cumulative of all provisions of the orders and resolutions of the Bastrop County Water Control and Improvement District No. 2 relating to the same subject matter hereof. All provisions of any orders and resolutions of the Bastrop County Water Control and Improvement District No. 2 in conflict with this Resolution are hereby repealed and all other provisions of the orders and resolutions of the District not in conflict with the provisions of this Resolution shall remain in full force and effect.
8. It is further found and determined that notice of the date, place, and subject of this meeting was posted in accordance with the terms and provisions of the Texas Government Code, Chapter 551 at least 72 hours preceding the scheduled time of this meeting and that the District has complied with the terms and provisions of said Chapter 551 of the Texas Government Code.

PASSED, APPROVED and EXECUTED this 16th day of November, 2023.

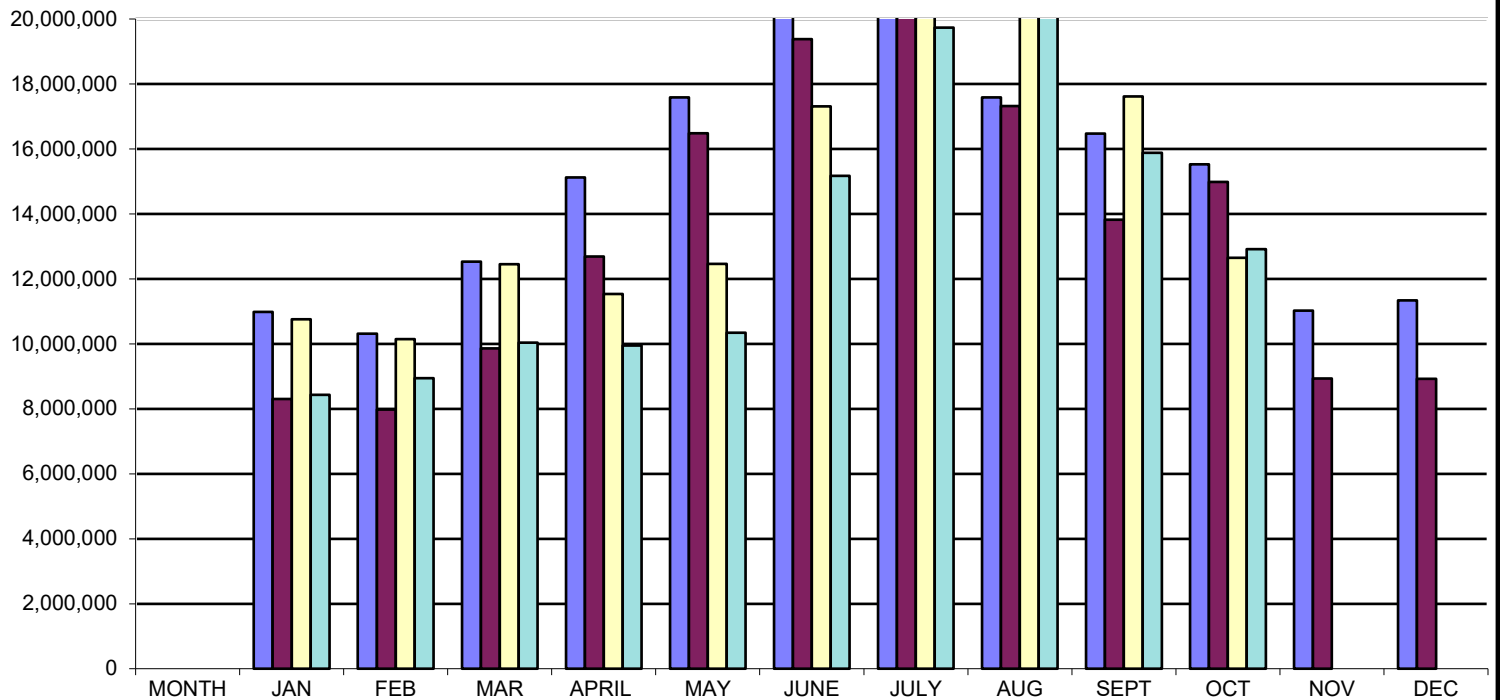
Mary Beth O'Hanlon
President, Board of Directors

ATTEST:

Michele Plummer
Secretary, Board of Directors

MISC REPORTS

	2022	2022	2023	2023	2023		
	PUMPED	USAGE	PUMPED	USAGE	PUMPED	ACTIVE	
MONTH	WATER	OF WATER	WATER	OF WATER	UNBILLED	METERS	%
JAN	10980840	8301028	10760239	8426807	1,347,067	2,197	9%
FEB	10311316	7973843	10147969	8939642	757,150	2,202	4%
MAR	12528882	9858949	12454621	10041789	972,620	2,208	12%
APRIL	15127456	12692037	11537934	9950485	987,500	2,211	5%
MAY	17583275	16483711	12462381	10344180	1,295,465	2,201	7%
JUNE	21155965	19383640	17314556	15172654	1,274,400	2,215	5%
JULY	23197965	21413487	23565506	19738094	1,901,800	2,232	8%
AUG	17584984	17316186	24789200	23637321	858,400	2,237	1%
SEPT	16468129	13817511	17613065	15879891	1,095,300	2,251	4%
OCT	15529134	14988616	12646027	12919807	510280	2,247	-6%
NOV	11026904	8933433					#DIV/0!
DEC	11336403	8925672					#DIV/0!
TOTALS	182,831,253	160,088,113	153,291,498	135,050,670	10,999,982		5%



JOB CODE	----- ISSUED THIS PERIOD -----				----- PRIOR ORDERS -----			TOTAL	TOTAL
	ISSUED	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	OUTSTANDING
ALARM SEWER ALARM	18	15	0	0	2,415	29	1	2,430	1
BROWN BROWN WATER	1	1	0	0	395	3	0	396	0
CHANG CHANGE SIGN	0	0	0	0	37	0	0	37	0
CULVE CULVERT PERMIT	0	0	0	0	523	11	0	523	0
FLUSH FLUSH WATER LINE	8	8	0	0	893	1	0	901	0
HSWAP METER HEAD SWAP	0	0	0	0	152	15	0	152	0
IRRIG IRRIGATION PERMIT	0	0	0	0	61	2	0	61	0
LEAK CHECK FOR LEAK	9	8	0	0	1,944	25	4	1,952	4
LKMTR LOCK MTR	0	0	0	0	237	64	0	237	0
LNLOC LINE LOCATE	0	0	0	0	266	5	0	266	0
METER MOVE METER CHARGE	0	0	0	0	6	7	0	6	0
MI METER INFORMATION	0	0	0	0	180	11	1	180	1
MISCE MISCELLANEOUS	6	5	0	0	3,475	187	15	3,480	15
MOW MOWING GRASS	1	0	0	0	262	1	2	262	2
OCC OCCUPANT CHANGE	17	16	1	0	4,396	69	0	4,412	0
ODOR SMELLY WATER	1	1	0	0	39	0	0	40	0
OFF TURN OFF SERVICE	15	15	0	0	2,985	296	0	3,000	0
OFFEE TRIP CHARGE TURN OFF	0	0	0	0	22	0	0	22	0
ON TURN ON SERVICE	20	19	1	0	4,006	86	0	4,025	0
ONFEE TRIP CHARGE TURN ON	1	1	0	0	22	2	0	23	0
POOLS POOL/SPA PERMIT	0	0	0	0	55	1	0	55	0
RADIO RADIO READ REPORT	0	0	0	0	154	5	0	154	0
RC READ CHECK	0	0	0	0	443	111	0	443	0
ROAD ROAD REPAIR	3	0	0	0	3,947	26	4	3,947	4
RRMON RADIO READ MONITOR (RENT)	0	0	0	0	0	1	0	0	0
SEWER WASTEWATER MISC SERVICE	5	3	0	0	1,481	32	2	1,484	2
SIGN STREET SIGN	0	0	0	0	77	4	1	77	1
SWAP METER SWAP-OUT	0	0	0	0	1,827	112	1	1,827	1
SWTAP W/W TAP	2	1	0	1	512	26	2	513	3
TMPWT TMP WTR	0	0	0	0	9	5	0	9	0
W/W W/W ESTIMATE	1	1	0	0	1,249	45	1	1,250	1
WMEAS MEASURE FOR WATER TAP	8	8	0	0	1,921	52	1	1,929	1
WPRES LOW WATER PRESSURE	3	3	0	0	416	16	0	419	0
WTRTP WATER TAP	5	3	0	2	360	794	0	363	2
WWMOV W/W ESTIMATE FOR RELOCATE	0	0	0	0	11	6	0	11	0
** GRAND TOTALS **	124	108	2	3	34,778	2,050	35	34,886	38

OCTOBER 2023

BCWCID#2

Re-Cap of Water Tap Applications

WATER TAPS:

2023 Pending	10	
2023 Complete.....	56	
2022 Complete.....	117	
2021 Complete.....	112	
2020 Complete.....	119	
2019 Complete.....	96	
2018 Complete.....	96	
2017 Complete.....	78	
2016 Complete	88	
2015 Complete	60	
2014 Complete	39	
2013 Complete.....	35	
2012 Complete.....	37	
2011 Complete.....	42	
2010 Complete.....	49	
2009 Complete.....	43	
2008 Complete.....	35	
2007 Complete.....	47	
2006 Pending.....	1	(Sac-N-Pac)
2006 Complete.....	25	
2005 Complete.....	26	
2004 Complete.....	39	
2003 Complete.....	72	
2002 Complete.....	113	

OCTOBER 2023

BCWCID#2

Re-Cap of Wastewater Tap Applications

WASTEWATER TAPS:

2023 Pending	4
2023 Complete.....	26
2022 Pending	1
2022 Complete.....	34
2021 Pending	1
2021 Complete.....	33
2020 Complete.....	43
2019 Complete.....	34
2018 Complete.....	52
2017 Complete	35
2016 Complete	40
2015 Complete	32
2014 Complete	26

Active Wastewater Customers: 889