

Bastrop County

WCID #2

Board Packet

for

June 20, 2024

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 THURSDAY JUNE 20, 2024 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, July 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 May 16, 2024 Meeting of the Board of Directors; and
 - b. Approval of monthly financial report for May 2024; 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 related to approval of Fiscal Year 2023 Financial Audit Report – Hightower
- 9.) Board suggestions on future agenda items
- 10.) 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. April 18th

Board Meeting Minutes

Minutes of the Regular Board Meeting for
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, May 16, 2024, 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
Scott Ferguson, Vice-President
Michele Plummer, Secretary
Butch Carmack, Director

BCWCID #2 Staff:

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

Absentees

Ruth Bullock

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, June 20, 2024 at 6:30 p.m.

Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday, June 20th at 6:30pm. All Directors stated they should be present. Staff added that Ruth Bullock stated that she would be out of town. 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 April 18, 2024 Meeting of the Board of Directors; and
 - b. Approval of monthly financial report for April 2024; and
 - c. Approval of Release of Liens held by District on Real Property.

No comments regarding the Board Meeting minutes.

Mr. Culberson presented the District's financial & cash statement. 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 further comments or discussion.

- 7.) Discussion and review of capital improvement projects to be funded with bond proceeds—Hightower

No updates.

- 8.) Discussion and possible action regarding Presentation from Schaumburg & Polk Engineering – Allen Ross

Allen Ross with SPI presented the Board with their proposals for Engineering services. The Board accepted the proposals as shown except for Tony reviewing them. Mr. Hightower stated that we had received them that day, but they would be sent for his review.

- 9.) Discussion and possible action related to approval of Fiscal Year 2023 Financial Audit Report – Hightower

Staff explained to the Board the issues that we are having getting the audit completed, due to the missing information from Inframark. Darrel had gotten everything totaled and built into the program like needed. It had all been sent over to the Auditors as of that morning and we were waiting to hear back. Staff also let the Board know that the District had received notice that the firm had been purchased by a larger company and that it may not be possible to get it completed. We should know more next month.

- 10.) Board suggestions on future agenda items

No items or topics.

- 11.) Adjourn 7:19 p.m.

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to adjourn.

Seconded: Michele Plummer.

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

Authorized Signature

5b. Financials

Bastrop County Water Control and Improvement District #2
Cash & Investment Report
As of May 31, 2024

Fund	Account Name	Account Number	Bank Name	Yield	Prior Month Balance	Current Balance
Standby Fund						
	Standby Operating Account	2687	Roscoe State Bank	0.00%	\$ 102,474	\$ 102,474
Standby Fund Total					\$ 102,474	\$ 102,474
Roads Fund						
	Roads Construction Account	2709	Roscoe State Bank	0.00%	\$ 358,184	\$ 117,989
	Roads Construction MMA	3131	Roscoe State Bank	1.75%	102,418	102,565
Roads Fund Total					\$ 460,601	\$ 220,555
Debt Service Fund						
	TWDB Reserve Fund - DS	0001	Texpool	3.98%	\$ 220,535	\$ 221,531
	Annual TWDB MMA - DS	4385	First National Bank	0.50%	123,123	195,349
	Wastewater Escrow TWDB Loan - D	1041	Amergy Bank		85,313	85,313
	Debt Service Fund - DS	0004	Texpool	3.98%	315,694	317,119
Debt Service Fund Total					\$ 744,665	\$ 819,312
Capital Fund						
	Water Capital Projects Fund	7780	First National Bank	0.50%	\$ 36,943	\$ 36,943
	Capital Project - Bond Series 2021	0005	Texpool	3.98%	4,956,282	4,978,660
	Water Capital Projects Fund	3653	First National Bank	0.50%	86	16,341
	Capital Project - Bond Series 2023	0006	Texpool	3.98%	2,448,314	2,459,368
Capital Fund Total					\$ 7,441,625	\$ 7,491,312
Water Fund						
	Water Operating Account	1469	First National Bank	0.50%	\$ 950,507	\$ 572,153
	Wastewater TWDB Checking	3289	First National Bank	0.00%	572	572
Operating Total:					\$ 951,079	\$ 572,725
	Wastewater /Water MMA	0002	Texpool	3.98%	\$ 1,258,946	\$ 1,264,630
	Wastewater /Water Capital	3543	First National Bank	0.50%	346,282	346,311
	Wastewater MMA (Water)	5076	First National Bank	0.50%	147,180	297,288
Water Fund Total					\$ 2,703,487	\$ 2,480,955
Total Cash & Investments					\$ 11,452,853	\$ 11,114,608

5c. Liens Release

Agenda

Item #6

**General
Manager's
Report**

BASTROP COUNTY WCID NO. 2

General Manager's Update

June 20, 2024

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

All stations running good at this time. No major updates.

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

The Wainee\Mahalua project was awarded to the contractor. Befco & WCID Staff conducted a pre-con meeting on May 21st. Contractors have given us a start date 2 times and both times, the contractor was a no-show. We cannot get a call back from them after the 2nd no-show. We have Befco reaching out to them for an update.

SPI is moving forward with the well/storage issues feasibility study. Staff & SPI have met with AGS for the well site study & SPI droned the areas on Tuesday. Their current schedule shows to submit a 50% engineering report by 7/9, in time for the next Board Meeting.

6c. Roads maintenance & improvement projects update:

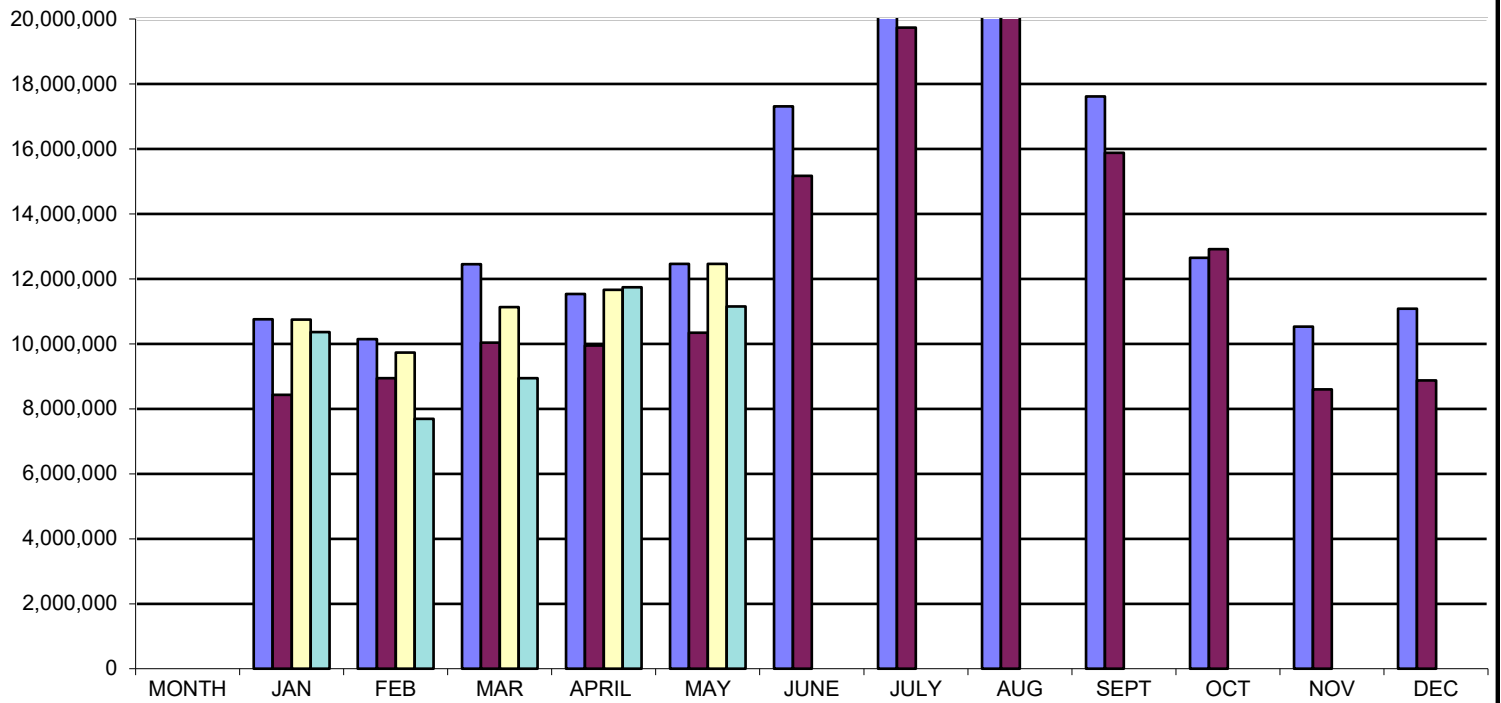
Road crews are on task for the year. County has moved into Tahitian and going at a steady rate. Mel has moved a couple roads up on the schedule for paving and is taking in some extras as he goes. We should have a full report of completed or TBC roads by July.

6d. Employee & Administrative update:

No updates at this time.

Misc Reports

	2023	2023	2024	2024	2024		
	PUMPED	USAGE	PUMPED	USAGE	PUMPED	ACTIVE	
MONTH	WATER	OF WATER	WATER	OF WATER	UNBILLED	METERS	%
JAN	10760239	8426807	10742789	10367301	309,996	2,271	1%
FEB	10147969	8939642	9733921	7695855	953,700	2,268	11%
MAR	12454621	10041789	11134303	8939458	800,927	2,280	13%
APRIL	11537934	9950485	11662091	11746378	699,375	2,279	-7%
MAY	12462381	10344180	12460572	11151158	1,037,239	2,279	2%
JUNE	17314556	15172654					#DIV/0!
JULY	23565506	19738094					#DIV/0!
AUG	24789200	23637321					#DIV/0!
SEPT	17613065	15879891					#DIV/0!
OCT	12646027	12919807					#DIV/0!
NOV	10525332	8598438					#DIV/0!
DEC	11076969	8875527					#DIV/0!
TOTALS	174,893,799	152,524,635	55,733,676	49,900,150	3,801,237		4%



JOB CODE	----- ISSUED THIS PERIOD -----				----- PRIOR ORDERS -----			TOTAL	TOTAL
	ISSUED	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	OUTSTANDING
ALARM SEWER ALARM	22	17	0	0	2,562	31	0	2,579	0
BROWN BROWN WATER	0	0	0	0	399	3	0	399	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	3	3	0	0	914	1	0	917	0
HSWAP METER HEAD SWAP	2	0	0	2	152	15	0	152	2
IRRIG IRRIGATION PERMIT	1	1	0	0	61	2	1	62	1
LEAK CHECK FOR LEAK	2	2	0	0	2,003	26	2	2,005	2
LKMTR LOCK MTR	0	0	0	0	240	75	0	240	0
LNLOC LINE LOCATE	0	0	0	0	266	5	0	266	0
METER MOVE METER CHARGE	0	0	0	0	6	8	1	6	1
MI METER INFORMATION	0	0	0	0	187	13	1	187	1
MISCE MISCELLANEOUS	4	3	0	0	3,511	188	18	3,514	18
MOW MOWING GRASS	0	0	0	0	262	1	2	262	2
OCC OCCUPANT CHANGE	41	41	0	0	4,509	72	0	4,550	0
ODOR SMELLY WATER	0	0	0	0	43	0	0	43	0
OFF TURN OFF SERVICE	9	8	1	0	3,067	298	0	3,075	0
OFFEE TRIP CHARGE TURN OFF	1	1	0	0	22	0	0	23	0
ON TURN ON SERVICE	13	13	0	0	4,128	90	0	4,141	0
ONFEE TRIP CHARGE TURN ON	0	0	0	0	23	2	0	23	0
POOLS POOL/SPA PERMIT	0	0	0	0	58	1	0	58	0
RADIO RADIO READ REPORT	0	0	0	0	154	5	0	154	0
RC READ CHECK	0	0	0	0	448	111	0	448	0
ROAD ROAD REPAIR	1	0	0	0	3,971	26	6	3,971	6
RRMON RADIO READ MONITOR (RENT)	0	0	0	0	0	1	0	0	0
SEWER WASTEWATER MISC SERVICE	4	1	0	0	1,496	32	1	1,497	1
SIGN STREET SIGN	0	0	0	0	77	4	1	77	1
SWAP METER SWAP-OUT	2	1	0	1	1,832	114	0	1,833	1
SWTAP W/W TAP	5	2	0	3	533	27	3	535	6
TMPWT TMP WTR	0	0	0	0	9	5	0	9	0
W/W W/W ESTIMATE	8	7	1	0	1,294	47	1	1,301	1
WMEAS MEASURE FOR WATER TAP	16	15	1	0	2,005	53	1	2,020	1
WPRES LOW WATER PRESSURE	1	1	0	0	435	18	0	436	0
WTRTP WATER TAP	5	4	0	1	406	794	0	410	1
WWMOV W/W ESTIMATE FOR RELOCATE	0	0	0	0	11	6	0	11	0
** GRAND TOTALS **	140	120	3	7	35,644	2,085	38	35,764	45

MAY 2024

BCWCID#2

Re-Cap of Water Tap Applications

WATER TAPS:

2024 Pending	5	
2024 Complete.....	26	
2023 Complete.....	78	
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	

MAY 2024
BCWCID#2

Re-Cap of Wastewater Tap Applications

WASTEWATER TAPS:

2024 Pending	6
2024 Complete.....	18
2023 Complete.....	32
2022 Complete.....	35
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: 911