

**Bastrop County**

**WCID #2**

**Board Packet**

**for**

**October 17, 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 OCTOBER 17, 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 people 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 schedule of future meeting dates:
  - a. Regular Board of Director’s Meeting scheduled for Thursday, November 21, 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 September 19, 2024 Meeting of the Board of Directors; and
  - b. Approval of monthly financial report for September 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 Fiscal Year 2023 Financial Audit Report – Hightower
- 9.) Discussion and review of the FY2025 Proposed Budget – Hightower / Culberson
- 10.) Discussion and possible action regarding approval of Interlocal Agreement with Bastrop County relating to 2024/2025 road improvement projects – Hightower
- 11.) Discussion and possible action regarding renewal of District’s employee dental, vision and other employee insurance benefits – Hightower

- 12.) Discussion regarding Annual Performance Review for General Manager – O’Hanlon
- 13.) 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. 12 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.
- 14.) Board suggestions on future agenda items
- 15.) Adjourn

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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. September 19<sup>th</sup>**

**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, September 19, 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  
Ruth Bullock, Treasurer

**BCWCID #2 Staff:**

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

**Absentees**

**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 public comments or discussion.**

- 4.) Discussion and possible action regarding scheduling of future meeting dates:
  - a. Regular Board of Director's Meeting scheduled for Thursday, October 17, 2024 at 6:30 p.m.

**Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday, October 17th at 6:30pm. Butch Carmack stated that he would be absent. All other Directors stated they should be present. 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 August 15, 2024 Meeting of the Board of Directors; and
  - b. Approval of monthly financial report for August 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: Five (5) in favor, 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

**Mr. Hightower stated there was not much for this item currently and that SPI was lining out the future projects. Staff will bring more information back as it came in. No further comments or discussion.**

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

**Mr. Hightower stated that the auditors were working on the 2022 FY audit. They had reported that initial numbers weren't lining up. They did not suspect or find any wrong doing and expect it to be completed on time, within the 8 to 12-week period. No further comments or discussion.**

- 9.) Discussion and review of Unit 5 Master Drainage Plan – Hamner / Willrich

**Mel Hamner presented the Unit 5 drainage plan along with maps from Befco. Jospeh Willrich was unable to attend. Mr. Hamner explained that along with the drainage, the County and WCID both were seeking lots relevant to the drainage areas and that when we acquire them, they are being listed as drainage only in the County system, so they can't be re-sold later.**

**No further comments or discussion.**

- 10.) Discussion regarding Preliminary Engineering Report from Schaumburg and Polk – John Schmelling

**John Schmelling presented the PER to the Board, as shown in the packet. SPIs suggestion was to move ahead with the well test phase as the shop location. Mr. Hightower stated that the Board had given expressed consent before and approved the test well drilling at that time. SPI was granted permission to move ahead with the test well.**

**No further comments or discussion.**

- 11.) Discussion and review of the FY2025 Proposed Budget – Hightower / Culberson

**Staff presented the 1<sup>st</sup> round of preliminary budget review. Staff stated that it was in a very beginning stage and that changes would be expected as we come closer to end of year #s.**

**No further comments or discussion.**

- 12.) Board suggestions on future agenda items

**Update on notifications & CUSI software.**

**No further comments or discussion.**

- 13.) Adjourn 8:07 p.m.

**Mrs. O'Hanlon called the question.**

**Motion: Butch Carmack moved to adjourn.**

**Seconded Michele Plummer**

**Vote: Five (5) in favor, motion carries.**

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Authorized Signature

# **5b. Financials**

**Bastrop County Water Control and Improvement District #2**  
**Cash & Investment Report**  
**As of September 30, 2024**

Fund	Account Name	Account Number	Bank Name	Yield	Prior Month Balance	Current Balance
<b>Standby Fund</b>						
	Standby Operating Account	2687	Roscoe State Bank	0.00%	\$ 102,654	\$ 102,834
<b>Standby Fund Total</b>					<b>\$ 102,654</b>	<b>\$ 102,834</b>
<b>Roads Fund</b>						
	Roads Construction Account	2709	Roscoe State Bank	0.00%	\$ 35,157	Closed
	Roads Construction Account	9330	Roscoe State Bank	0.00%	-	151,750
	Roads Construction MMA	3131	Roscoe State Bank	1.75%	2,652	2,654
<b>Roads Fund Total</b>					<b>\$ 37,810</b>	<b>\$ 154,403</b>
<b>Debt Service Fund</b>						
	TWDB Reserve Fund - DS	0001	Texpool	3.98%	\$ 224,508	\$ 225,461
	Annual TWDB MMA - DS	4385	First National Banl	0.50%	195,593	195,676
	Wastewater Escrow TWDB Loan -	1041	Amegy Bank		85,313	85,313
	Debt Service Fund - DS	0004	Texpool	3.98%	118,870	230,214
<b>Debt Service Fund Total</b>					<b>\$ 624,284</b>	<b>\$ 736,664</b>
<b>Capital Fund</b>						
	Water Capital Projects Fund	7780	First National Banl	0.50%	\$ 140,519	\$ 22,105
	Capital Project - Bond Series 2021	0005	Texpool	3.98%	4,905,844	4,926,665
	Water Capital Projects Fund	3653	First National Banl	0.50%	16,441	16,441
	Capital Project - Bond Series 2023	0006	Texpool	3.98%	2,492,425	2,503,003
<b>Capital Fund Total</b>					<b>\$ 7,555,229</b>	<b>\$ 7,468,214</b>
<b>Water Fund</b>						
	Water Operating Account	1469	First National Banl	0.50%	\$ 803,561	\$ 583,420
	Wastewater TWDB Checking	3289	First National Banl	0.00%	572	572
<b>Operating Total:</b>					<b>\$ 804,133</b>	<b>\$ 583,992</b>
	Wastewater /Water MMA	0002	Texpool	3.98%	\$ 1,281,628	\$ 1,287,068
	Wastewater /Water Capital	3543	First National Banl	0.50%	346,399	346,427
	Wastewater MMA ( Water)	5076	First National Banl	0.50%	297,659	297,785
<b>Water Fund Total</b>					<b>\$ 2,729,818</b>	<b>\$ 2,515,272</b>
<b>Total Cash &amp; Investments</b>					<b>\$ 11,049,795</b>	<b>\$ 10,977,388</b>

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

**Draft**

**Standby Fund**

For Quarter Ending September 30, 2024

	<b>Second Quarter</b>			<b>Year-to-Date</b>			<b>Annual Budget</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav (Unfav)</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance Fav (Unfav)</b>	
<b>Revenues:</b>							
Pine Forest Standby	\$ -	\$ 625	\$ (625)	\$ -	\$ 1,875	\$ (1,875)	\$ 2,500
TV Standby	180	875	(695)	1,020	2,625	(1,605)	3,500
Late Fees	90	250	(160)	705	750	(45)	1,000
Attorney Fees	-	125	(125)	90	375	(285)	500
<b>Total Revenues</b>	<b>\$ 270</b>	<b>\$ 1,875</b>	<b>\$ (1,605)</b>	<b>\$ 1,815</b>	<b>\$ 5,625</b>	<b>\$ (3,810)</b>	<b>\$ 7,500</b>
<b>Expenditures:</b>							
<b>Administration</b>							
Legal Fees	\$ -	\$ 125	\$ 125	\$ -	\$ 375	\$ 375	\$ 500
Auditing Services	-	500	500	-	1,500	1,500	2,000
Total Administration:	-	625	625	-	1,875	1,875	2,500
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 625</b>	<b>\$ 625</b>	<b>\$ -</b>	<b>\$ 1,875</b>	<b>\$ 1,875</b>	<b>\$ 2,500</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ 270</b>	<b>\$ 1,250</b>	<b>\$ (980)</b>	<b>\$ 1,815</b>	<b>\$ 3,750</b>	<b>\$ (1,935)</b>	<b>\$ 5,000</b>

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

**Draft**

**Roads Fund**

For Quarter Ending September 30, 2024

Revenues:	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Assessments	\$ 138,232	\$ 372,376	\$ (234,144)	\$ 795,320	\$ 1,117,127	\$ (321,807)	\$ 1,489,503
Assessments-Prior to 97	1,566	8,750	(7,184)	16,982	26,250	(9,268)	35,000
Late Fees	6,465	5,000	1,465	26,624	15,000	11,624	20,000
Late Fees-Prior	165	625	(460)	165	1,875	(1,710)	2,500
Lien Fees	8,281	6,250	2,031	31,981	18,750	13,231	25,000
Returned Check Fee	30	13	18	30	38	(8)	50
Filing Fees	6,269	500	5,769	9,776	1,500	8,276	2,000
Attorney Fees	8,952	5,000	3,952	30,034	15,000	15,034	20,000
Driveway Fees	-	625	(625)	-	1,875	(1,875)	2,500
Deed Admin Fee	-	2,500	(2,500)	-	7,500	(7,500)	10,000
Interest-Improvements	19	1,250	(1,231)	811	3,750	(2,939)	5,000
Transfers In	-	62,500	(62,500)	-	187,500	(187,500)	250,000
<b>Total Revenues</b>	<b>\$ 169,980</b>	<b>\$ 465,388</b>	<b>\$ (295,409)</b>	<b>\$ 911,724</b>	<b>\$ 1,396,165</b>	<b>\$ (484,441)</b>	<b>\$ 1,861,553</b>

**Expenditures:**

**Road Construction**

Salary Allocations	\$ 16,585	\$ 23,500	\$ 6,915	\$ 53,968	\$ 70,500	\$ 16,532	\$ 94,000
Workers' Compensation	-	1,125	1,125	-	3,375	3,375	4,500
ProfServ-Engineering	-	28,750	28,750	-	86,250	86,250	115,000
ProfServ-Other	-	125	125	-	375	375	500
Attorney Fees (County)	-	2,500	2,500	-	7,500	7,500	10,000
Attorney Fees Written Off	-	1,875	1,875	-	5,625	5,625	7,500
Legal fees	11,309	5,125	(6,184)	33,288	15,375	(17,913)	20,500
Auditing Sevices	-	4,625	4,625	2,970	13,875	10,906	18,500
Maint-Agreement-Incode	-	2,500	2,500	-	7,500	7,500	10,000
Postage and Freight	500	1,875	1,375	4,000	5,625	1,625	7,500
Equipment Rental	16,500	12,500	(4,000)	49,833	37,500	(12,333)	50,000
Materials Hauling	-	8,750	8,750	-	26,250	26,250	35,000
Materials	70	25,000	24,930	310	75,000	74,690	100,000
Miscellaneous Services	-	625	625	-	1,875	1,875	2,500
Misc-Property Taxes	-	188	188	-	563	563	750
Misc-Bad Debt	-	5,000	5,000	-	15,000	15,000	20,000
Misc-Credit Card Fees	954	8,125	7,171	10,620	24,375	13,755	32,500
Lien Fees Written Off	-	375	375	-	1,125	1,125	1,500
Damage Claim	-	13	13	-	38	38	50
Filing Fees	-	625	625	-	1,875	1,875	2,500
Road Fees Written Off	-	2,500	2,500	-	7,500	7,500	10,000
Road Late Fees Written Off	-	375	375	-	1,125	1,125	1,500
Road Prior Written Off	-	2,500	2,500	-	7,500	7,500	10,000
<b>Total Road Construction</b>	<b>\$ 45,918</b>	<b>\$ 138,575</b>	<b>\$ 92,657</b>	<b>\$ 154,989</b>	<b>\$ 415,725</b>	<b>\$ 260,736</b>	<b>\$ 554,300</b>

**Road Maintenance**

Salary Allocations	\$ 70,872	\$ 70,250	\$ (622)	\$ 213,613	\$ 210,750	\$ (2,863)	\$ 281,000
Workers' Compensation	-	500	500	-	1,500	1,500	2,000
ProfServ-Engineering	-	625	625	-	1,875	1,875	2,500
Legal Fees	-	1,750	1,750	-	5,250	5,250	7,000
Contractural Labor	79,450	3,125	(76,325)	113,371	9,375	(103,996)	12,500
Equipment Rental	4,882	3,750	(1,132)	20,586	11,250	(9,336)	15,000
District Contract Mowing	-	-	-	27,500	-	(27,500)	-
R&M-Equipment	2,634	3,750	1,116	4,067	11,250	7,183	15,000
R&M-Vehicles	3,494	3,750	256	16,448	11,250	(5,198)	15,000
Repairs and Maintenance	69	5,000	4,931	3,483	15,000	11,517	20,000
Matertials-Hauling	-	2,500	2,500	-	7,500	7,500	10,000
Repairs-Contracted	13,500	6,250	(7,250)	120,607	18,750	(101,857)	25,000
Misc-Licenses & Permits	-	313	313	-	938	938	1,250
Misc. Office	-	250	250	477	750	274	1,000
Small Equipment/Hand Tools	-	250	250	195	750	555	1,000
Safety Supplies	-	1,250	1,250	591	3,750	3,159	5,000
Materials	30,410	6,250	(24,160)	31,384	18,750	(12,634)	25,000
<b>Total Road Maintenance</b>	<b>\$ 205,310</b>	<b>\$ 109,563</b>	<b>\$ (95,748)</b>	<b>\$ 552,320</b>	<b>\$ 328,688</b>	<b>\$ (223,632)</b>	<b>\$ 438,250</b>

82%

44%

78%

44%

44%

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

**Roads Fund (cont.)**  
**For Quarter Ending September 30, 2024**

<b><u>Roads-Capital Outlay</u></b>														
Capital Outlay - Equipment	\$	-	\$	6,250	\$	6,250	\$	-	\$	18,750	\$	18,750	\$	25,000
Capital Outlay- RM		5,435		6,250		815		40,808		18,750		(22,058)		25,000
Capital Outlay- RC		284,132		237,500		(46,632)		444,946		712,500		267,554		950,000
<b>Total Roads-Capital Outlay</b>		<b>\$ 289,567</b>		<b>\$ 250,000</b>		<b>\$ (39,567)</b>		<b>\$ 485,754</b>		<b>\$ 750,000</b>		<b>\$ 264,246</b>		<b>\$ 1,000,000</b>
<hr/>														
<b>Total Expenditures</b>		<b>\$ 540,796</b>		<b>\$ 498,138</b>		<b>\$ (42,658)</b>		<b>\$1,193,063</b>		<b>\$ 1,494,413</b>		<b>\$ 301,349</b>		<b>\$ 1,992,550</b>
<hr/>														
<b>Revenue Over (Under) Expenditures</b>		<b>\$ (370,816)</b>		<b>\$ (32,749)</b>		<b>\$ (338,067)</b>		<b>\$ (281,339)</b>		<b>\$ (98,248)</b>		<b>\$ (183,092)</b>		<b>\$ (130,997)</b>

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs. Budget)**  
**Water Fund**  
 For Quarter Ending September 30, 2024

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
<b>Revenues:</b>							
Irrigation-Usage	\$ 150	\$ 63	\$ 88	\$ 225	\$ 188	\$ 38	\$ 250
Water Late Charge Income	9,409	5,000	4,409	25,408	15,000	10,408	20,000
Water Line Bore	11,750	5,000	6,750	26,500	15,000	11,500	20,000
Capital Reserve Fee	58,541	43,750	14,791	174,512	131,250	43,262	175,000
Copies & Faxes	1	13	(12)	3	38	(35)	50
Interest-Bond	98,699	56,250	42,449	293,939	168,750	125,189	225,000
Maps Sold	-	19	(19)	-	56	(56)	75
Office Rents	1,800	1,800	-	4,200	5,400	(1,200)	7,200
Pools Fees	-	75	(75)	75	225	(150)	300
Reconnect Fee	5,025	2,500	2,525	17,625	7,500	10,125	10,000
TV Tap Fees	123,300	62,500	60,800	250,025	187,500	62,525	250,000
TV Water Sales	486,735	524,634	(37,899)	1,297,442	1,573,902	(276,460)	2,098,536
Interest-Investments	5,433	3,750	1,683	21,924	11,250	10,674	15,000
Other Miscellaneous Revenues	1,008	2,500	(1,493)	1,008	7,500	(6,493)	10,000
Proceeds From Sale	-	1,250	(1,250)	-	3,750	(3,750)	5,000
Backflow Inspections Collected	2,700	-	2,700	5,475	-	5,475	-
Returned Check Fee	90	-	90	570	-	570	-
<b>Total Revenues</b>	<b>\$ 804,641</b>	<b>\$ 709,103</b>	<b>\$ 95,538</b>	<b>\$ 2,118,929</b>	<b>\$ 2,127,308</b>	<b>\$ (8,379)</b>	<b>\$ 2,836,411</b>

**Expenditures:**

**Payroll and Taxes**

Salaries	\$ 63,256	\$ 187,500	\$ 124,244	\$ 201,843	\$ 562,500	\$ 360,657	\$ 750,000
Holidays	6,664	13,750	7,086	27,723	41,250	13,527	55,000
Annual Leave	13,147	8,750	(4,397)	26,454	26,250	(204)	35,000
Sick	6,213	6,250	37	19,459	18,750	(709)	25,000
Over Time	4,455	6,250	1,795	12,933	18,750	5,817	25,000
On Call Pay	930	3,750	2,820	3,068	11,250	8,182	15,000
Double Time	216	1,250	1,034	1,508	3,750	2,242	5,000
Personal Time	160	1,063	902	2,097	3,188	1,091	4,250
Bereavement	1,560	500	(1,060)	3,211	1,500	(1,711)	2,000
Jury Duty Pay	-	75	75	-	225	225	300
Longevity Pay	-	3,170	3,170	-	9,510	9,510	12,680
FICA Taxes	-	9,625	9,625	-	28,875	28,875	38,500
FUTA	-	563	563	-	1,688	1,688	2,250
SUI	-	1,625	1,625	-	4,875	4,875	6,500
<b>Total Payroll and Taxes</b>	<b>\$ 96,601</b>	<b>\$ 244,120</b>	<b>\$ 147,519</b>	<b>\$ 298,298</b>	<b>\$ 732,360</b>	<b>\$ 434,062</b>	<b>\$ 976,480</b>

**Benefits and Insurance**

Retirement-Life	\$ 29,168	\$ 28,750	\$ (418)	\$ 113,841	\$ 86,250	\$ (27,591)	\$ 115,000
Health Insurance-Other	8,097	5,000	(3,097)	22,019	15,000	(7,019)	20,000
Insurance-Dental	3,574	2,500	(1,074)	10,742	7,500	(3,242)	10,000
Insurance-Life	809	3,500	2,691	2,384	10,500	8,116	14,000
Insurance-Medical	127,682	61,250	(66,432)	415,291	183,750	(231,541)	245,000
Insurance-Vision	917	1,000	83	2,782	3,000	218	4,000
Medical	145	15,000	14,855	145	45,000	44,855	60,000
Wellness Program	-	250	250	-	750	750	1,000
Workers' Compensation	-	2,500	2,500	-	7,500	7,500	10,000
<b>Total Benefits and Insurance</b>	<b>\$ 170,393</b>	<b>\$ 119,750</b>	<b>\$ (50,643)</b>	<b>\$ 567,204</b>	<b>\$ 359,250</b>	<b>\$ (207,954)</b>	<b>\$ 479,000</b>

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

**Draft**

For Quarter Ending September 30, 2024

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
<b>Other Administrative Costs</b>							
ProfServ-Engineering	\$ -	\$ 11,250	\$ 11,250	\$ -	\$ 33,750	\$ 33,750	\$ 45,000
ProfServ-Answering Service	1,620	1,000	(620)	3,645	3,000	(645)	4,000
Payroll Processing Fee	971	875	(96)	3,026	2,625	(401)	3,500
Cleaning-Office	825	875	50	2,475	2,625	150	3,500
Pest Control	258	625	367	1,032	1,875	843	2,500
Legal Fees	3,113	3,750	638	5,810	11,250	5,440	15,000
Accounting Services	297	-	(297)	777	-	(777)	-
Investment Management Fee	750	-	(750)	1,150	-	(1,150)	-
Auditing Services	-	3,750	3,750	5,114	11,250	6,137	15,000
Security Agreement	130	375	245	292	1,125	833	1,500
Maint Agreement-Incode	12,233	8,750	(3,483)	31,010	26,250	(4,760)	35,000
Insurance-Property	-	1,625	1,625	-	4,875	4,875	6,500
Insurance-General Liability	-	375	375	-	1,125	1,125	1,500
Insurance-Vehicle	-	500	500	-	1,500	1,500	2,000
Insurance-E&O	-	188	188	784	563	(222)	750
Insurance-Wells	-	1,875	1,875	-	5,625	5,625	7,500
Insurance-Bonding	-	375	375	-	1,125	1,125	1,500
Insurance-Misc	-	25	25	-	75	75	100
Reserve Fund Requirement 2023 B	-	16,250	16,250	-	48,750	48,750	65,000
Reserve Fund Requirement 2021 B	-	27,609	27,609	-	82,826	82,826	110,435
Travel-Air	240	1,250	1,010	240	3,750	3,510	5,000
Travel-Lodging	-	1,125	1,125	987	3,375	2,388	4,500
Travel-Meals	3,240	625	(2,615)	5,786	1,875	(3,911)	2,500
Travel-Rental Car	-	125	125	-	375	375	500
Communication-Telephone	1,340	2,500	1,160	3,179	7,500	4,321	10,000
Electricity-Office Bldg	885	1,250	365	2,121	3,750	1,629	5,000
Postage and Freight	7,520	2,500	(5,020)	15,014	7,500	(7,514)	10,000
Communication/Radios	-	1,250	1,250	-	3,750	3,750	5,000
Fax	-	25	25	-	75	75	100
Office Supplies	1,508	2,500	992	6,883	7,500	617	10,000
Printing	1,375	1,250	(125)	2,458	3,750	1,292	5,000
Advertising	757	188	(570)	1,166	563	(603)	750
Internet Services	2,583	500	(2,083)	5,662	1,500	(4,162)	2,000
Misc. Licenses & Permits	-	125	125	-	375	375	500
Misc-Credit Card Fees	16,921	12,500	(4,421)	47,933	37,500	(10,433)	50,000
Bank Fees	292	2,500	2,208	1,101	7,500	6,399	10,000
Misc-Late Fees	-	375	375	-	1,125	1,125	1,500
Mileage Reimbursement	163	375	212	486	1,125	639	1,500
Vehicle Usage	-	375	375	29	1,125	1,096	1,500
Pre-Employment Screening	-	250	250	112	750	638	1,000
Public Notice	-	625	625	117	1,875	1,758	2,500
Dues, Licenses, Subscriptions	608	875	267	6,769	2,625	(4,144)	3,500
Computer Supplies / Equipment	-	1,250	1,250	-	3,750	3,750	5,000
Computer Expense	5,928	5,000	(928)	16,392	15,000	(1,392)	20,000
Office Equipment Lease	3,003	3,125	122	7,506	9,375	1,869	12,500
Janitorial Supplies	-	63	63	-	188	188	250
Misc. Office	-	1,250	1,250	-	3,750	3,750	5,000
Election Costs	75	750	675	75	2,250	2,175	3,000
Education/Training	2,030	1,250	(780)	5,144	3,750	(1,394)	5,000
<b>Total Other Administrative</b>	<b>\$ 68,666</b>	<b>\$ 125,846</b>	<b>\$ 57,180</b>	<b>\$ 184,273</b>	<b>\$ 377,539</b>	<b>\$ 193,266</b>	<b>\$ 503,385</b>

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

**Draft**

For Quarter Ending September 30, 2024

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
<b>Operations</b>							
Yard Maintenance-Mowing	\$ 2,100	\$ 2,250	\$ 150	\$ 6,300	\$ 6,750	\$ 450	\$ 9,000
Labor-Service Lines & Taps	-	12,500	12,500	-	37,500	37,500	50,000
Fuel, Gasoline and Oil	7,045	10,000	2,955	23,427	30,000	6,573	40,000
Electricity-Pump Station	-	2,500	2,500	-	7,500	7,500	10,000
Garbage Removal	1,141	375	(766)	3,370	1,125	(2,245)	1,500
Electricity-Wells	17,680	12,500	(5,180)	42,137	37,500	(4,637)	50,000
Electricity-Maint Bldg	1,297	875	(422)	3,292	2,625	(667)	3,500
Cleaning-Maint Bldg	-	750	750	-	2,250	2,250	3,000
Equipment Rental	-	1,250	1,250	-	3,750	3,750	5,000
R&M-Equipment	7,963	3,750	(4,213)	10,684	11,250	566	15,000
R&M-Well Maintenance	3,837	8,750	4,913	25,730	26,250	520	35,000
R&M-Vehicles	7,291	5,000	(2,291)	23,487	15,000	(8,487)	20,000
Repairs & Maintenance	17,573	8,750	(8,823)	50,309	26,250	(24,059)	35,000
Repairs-Contracted	-	625	625	-	1,875	1,875	2,500
Contract Labor	4,140	18,750	14,610	8,777	56,250	47,473	75,000
R&M-Backflow Inspection	-	125	125	-	375	375	500
Building Maintenance & Repairs	1,068	1,250	182	4,029	3,750	(279)	5,000
Water Samples	1,089	5,000	3,911	4,850	15,000	10,151	20,000
Water Well Admin Service Fee	5,395	38	(5,358)	16,186	113	(16,074)	150
TCEQ Fees	-	3,750	3,750	13,277	11,250	(2,027)	15,000
Damage Claim	572	1,250	678	1,621	3,750	2,129	5,000
Filing Fees	-	125	125	-	375	375	500
Meter Testing	-	63	63	-	188	188	250
License	-	625	625	-	1,875	1,875	2,500
OP Supplies-Hand Tools	583	1,250	667	2,023	3,750	1,727	5,000
OP Supplies-Uniforms	649	2,500	1,851	2,687	7,500	4,813	10,000
Meters & Supplies	27,437	3,750	(23,687)	47,321	11,250	(36,071)	15,000
OP Supplies-Chemicals	7,914	6,250	(1,664)	16,610	18,750	2,140	25,000
Safety Supplies	807	1,875	1,068	2,235	5,625	3,390	7,500
Small Equipment Purchase	-	1,250	1,250	-	3,750	3,750	5,000
Materials	17,452	25,000	7,548	41,915	75,000	33,085	100,000
Materials-Hauling	-	6,250	6,250	-	18,750	18,750	25,000
Miscellaneous Services	-	1,250	1,250	-	3,750	3,750	5,000
Depreciation Expense	-	68,750	68,750	-	206,250	206,250	275,000
<b>Total Operations</b>	<b>\$ 133,033</b>	<b>\$ 218,975</b>	<b>\$ 85,942</b>	<b>\$ 350,266</b>	<b>\$ 656,925</b>	<b>\$ 306,659</b>	<b>\$ 875,900</b>
<b>Allocations</b>							
Salary Allocations to WW	\$ -	\$ (33,750)	\$ (33,750)	\$ -	\$ (101,250)	\$ (101,250)	\$ (135,000)
PPE Allocations	-	(43,750)	(43,750)	-	(131,250)	(131,250)	(175,000)
<b>Total Allocations</b>	<b>\$ -</b>	<b>\$ (77,500)</b>	<b>\$ (77,500)</b>	<b>\$ -</b>	<b>\$ (232,500)</b>	<b>\$ (232,500)</b>	<b>\$ (310,000)</b>
<b>Total Expenses</b>	<b>\$ 468,693</b>	<b>\$ 631,191</b>	<b>\$ 162,499</b>	<b>\$ 1,400,041</b>	<b>\$ 1,893,574</b>	<b>\$ 493,533</b>	<b>\$ 2,524,765</b>
<b>Net Ordinary Income</b>	<b>\$ 335,948</b>	<b>\$ 77,911</b>	<b>\$ 258,037</b>	<b>\$ 718,888</b>	<b>\$ 233,734</b>	<b>\$ 485,154</b>	<b>\$ 311,646</b>
<b>Debt Service</b>							
Interest Expense	\$ -	\$ 37,500	\$ 37,500	\$ 192,785	\$ 37,500	\$ (155,285)	\$ 150,000
<b>Total Debt Service</b>	<b>\$ -</b>	<b>\$ 37,500</b>	<b>\$ 37,500</b>	<b>\$ 192,785</b>	<b>\$ 37,500</b>	<b>\$ (155,285)</b>	<b>\$ 150,000</b>
<b>Capital Outlay/Projects</b>							
Capital Outlay	\$ 24,850	\$ -	\$ (24,850)	\$ 85,686	\$ -	\$ (85,686)	\$ -
Capital Outlay-Culverts	-	25,000	25,000	-	75,000	75,000	100,000
Line Extension	-	11,250	11,250	-	33,750	33,750	45,000
Water Tank Main	-	22,500	22,500	-	67,500	67,500	90,000
Water Well Cap Improv	-	6,250	6,250	-	18,750	18,750	25,000
Building Capital	-	1,250	1,250	-	3,750	3,750	5,000
<b>Total Capital Outlay Projects</b>	<b>\$ 24,850</b>	<b>\$ 66,250</b>	<b>\$ 41,400</b>	<b>\$ 85,686</b>	<b>\$ 198,750</b>	<b>\$ 113,064</b>	<b>\$ 265,000</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ 311,098</b>	<b>\$ (25,839)</b>	<b>\$ 336,937</b>	<b>\$ 440,417</b>	<b>\$ (2,516)</b>	<b>\$ 442,933</b>	<b>\$ (103,354)</b>

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

**Draft**

For Quarter Ending September 30, 2024

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
<b>Revenues:</b>							
Wastewater Fees	\$ 216,615	\$ 211,992	\$ 4,623	\$ 643,202	\$ 635,977	\$ 7,225	\$ 847,969
Wastewater Tap Fees	112,520	75,000	37,520	337,364	225,000	112,364	300,000
Wastewater Bore	2,500	6,250	(3,750)	12,250	18,750	(6,500)	25,000
Commercial Fees	8,902	8,750	152	26,124	26,250	(126)	35,000
Debt Service Reserve Fee	22,975	21,250	1,725	68,237	63,750	4,487	85,000
Interest-Investments	17,387	11,250	6,137	51,217	33,750	17,467	45,000
Interest-Reserves	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 380,898</b>	<b>\$ 334,492</b>	<b>\$ 46,406</b>	<b>\$1,138,394</b>	<b>\$ 1,003,477</b>	<b>\$ 134,918</b>	<b>\$ 1,337,969</b>

**Expenditures:**

**Administration**

Salary Allocations	\$ 23,178	\$ 33,750	\$ 10,572	\$ 76,583	\$ 101,250	\$ 24,667	\$ 135,000
Holidays	1,666	-	(1,666)	4,998	-	(4,998)	-
Sick	1,553	-	(1,553)	4,016	-	(4,016)	-
Over Time	1,114	-	(1,114)	2,678	-	(2,678)	-
On Call Pay	232	-	(232)	625	-	(625)	-
Double Time	54	-	(54)	261	-	(261)	-
Medical	-	250	250	-	750	750	1,000
Workers' Compensation	-	1,250	1,250	-	3,750	3,750	5,000
ProfServ-Engineering	-	1,250	1,250	-	3,750	3,750	5,000
Legal Fees	-	1,250	1,250	-	3,750	3,750	5,000
Accounting Services	403	-	(403)	883	-	(883)	-
Auditing Services	-	3,750	3,750	2,144	11,250	9,106	15,000
Cleaning-Office	825	375	(450)	2,475	1,125	(1,350)	1,500
Travel-Lodging	-	375	375	-	1,125	1,125	1,500
Travel-Rental Car	-	125	125	-	375	375	500
Travel-Meals	-	125	125	-	375	375	500
Communication-Telephone	1,075	375	(700)	2,401	1,125	(1,276)	1,500
Maint Agreement-Incode	-	750	750	-	2,250	2,250	3,000
Insurance-Property	-	625	625	-	1,875	1,875	2,500
Insurance-General Liability	-	625	625	-	1,875	1,875	2,500
Insurance-Vehicle	-	875	875	-	2,625	2,625	3,500
Insurance-E&O	-	313	313	-	938	938	1,250
Insurance-Misc.	-	250	250	-	750	750	1,000
Office Supplies	260	125	(135)	1,616	375	(1,241)	500
Education/Training	2,030	625	(1,405)	4,044	1,875	(2,169)	2,500
<b>Total Administration</b>	<b>\$ 32,390</b>	<b>\$ 47,063</b>	<b>\$ 14,673</b>	<b>\$ 102,724</b>	<b>\$ 141,188</b>	<b>\$ 38,464</b>	<b>\$ 188,250</b>

**Operations**

Yard Maintenance-Mowing	\$ 2,100	\$ 1,875	\$ (225)	\$ 6,300	\$ 5,625	\$ (675)	\$ 7,500
Contract Labor	243	12,500	12,257	320	37,500	37,180	50,000
Labor-Service Lines & Taps	-	5,000	5,000	-	15,000	15,000	20,000
Fuel, Gasoline and Oil	6,799	7,500	701	23,107	22,500	(607)	30,000
Electricity-Lift Station	1,433	1,625	192	4,028	4,875	847	6,500
Wastewater Service	48,892	41,250	(7,642)	148,203	123,750	(24,453)	165,000
Equipment Rental	-	625	625	-	1,875	1,875	2,500
R&M-Equipment	7,459	2,500	(4,959)	10,124	7,500	(2,624)	10,000
R&M-Lift Station-Water	-	1,875	1,875	-	5,625	5,625	7,500
R&M-Lift Station-WW	-	625	625	-	1,875	1,875	2,500
R&M-Vehicles	6,534	3,750	(2,784)	22,389	11,250	(11,139)	15,000
Repairs & Maintenance	8,246	2,000	(6,246)	25,451	6,000	(19,451)	8,000

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

**Draft**

For Quarter Ending September 30, 2024

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
<b>Operations (cont.)</b>							
Grinder Pump Repair	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 30,000	\$ 30,000	\$ 40,000
Op & Maint-City	-	-	-	-	-	-	-
Tools And Equipment	-	625	625	-	1,875	1,875	2,500
Op Supplies - Hand Tools	111	375	264	801	1,125	324	1,500
Miscellaneous Services	-	250	250	-	750	750	1,000
TCEQ Fees	-	875	875	-	2,625	2,625	3,500
Filing Fees	-	188	188	800	563	(238)	750
Meter Testing	-	63	63	-	188	188	250
License	-	188	188	-	563	563	750
Lift Station Admin Service Fee	-	375	375	-	1,125	1,125	1,500
OP Supplies-Uniforms	-	-	-	1,105	-	(1,105)	-
Op Supplies -Chemicals	-	375	375	-	1,125	1,125	1,500
Safety Supplies	807	1,250	443	2,040	3,750	1,710	5,000
Small Equipment Purchase	-	250	250	-	750	750	1,000
Materials	35,438	18,750	(16,688)	80,653	56,250	(24,403)	75,000
Materials-Hauling	-	1,250	1,250	-	3,750	3,750	5,000
<b>Total Operations</b>	<b>\$ 118,061</b>	<b>\$ 115,938</b>	<b>\$ (2,124)</b>	<b>\$ 325,320</b>	<b>\$ 347,813</b>	<b>\$ 22,493</b>	<b>\$ 463,750</b>
<b>Total Expenses</b>	<b>\$ 150,451</b>	<b>\$ 163,000</b>	<b>\$ 12,549</b>	<b>\$ 428,043</b>	<b>\$ 489,000</b>	<b>\$ 60,957</b>	<b>\$ 652,000</b>
<b>Net Ordinary Income</b>	<b>\$ 230,447</b>	<b>\$ 171,492</b>	<b>\$ 58,955</b>	<b>\$ 710,351</b>	<b>\$ 514,477</b>	<b>\$ 195,875</b>	<b>\$ 685,969</b>
<b>Debt Service</b>							
Interest Expense	\$ -	\$ 41,250	\$ 41,250	\$ -	\$ 123,750	\$ 123,750	\$ 165,000
<b>Total Debt Service</b>	<b>\$ -</b>	<b>\$ 41,250</b>	<b>\$ 41,250</b>	<b>\$ -</b>	<b>\$ 123,750</b>	<b>\$ 123,750</b>	<b>\$ 165,000</b>
<b>Capital Outlay/Projects</b>							
Impr.- W/WW Systems	\$ -	\$ 31,250	\$ 31,250	\$ -	\$ 93,750	\$ 93,750	\$ 125,000
Capital Outlay-Equipment	-	-	-	23,200	-	(23,200)	-
Capital Outlay-Vehicles	24,850	-	(24,850)	39,728	-	(39,728)	-
WW Line Extensions	10,870	6,250	(4,620)	22,555	18,750	(3,805)	25,000
Capital Outlay-Grinder Pumps	80,996	31,250	(49,746)	171,594	93,750	(77,844)	125,000
<b>Total Capital Outlay/Projects</b>	<b>\$ 116,716</b>	<b>\$ 68,750</b>	<b>\$ (47,966)</b>	<b>\$ 257,078</b>	<b>\$ 206,250</b>	<b>\$ (50,828)</b>	<b>\$ 275,000</b>
<b>Revenue Over (Under) Expenditures</b>	<b>\$ 113,731</b>	<b>\$ 61,492</b>	<b>\$ 52,238</b>	<b>\$ 453,273</b>	<b>\$ 184,477</b>	<b>\$ 268,797</b>	<b>\$ 245,969</b>

# 5c. Liens Release

**Lien List Recap for:**

**SEPTEMBER 2024**

Total Amount of Liens Released	\$44,168.15
Road Assessments Paid	\$36,761.35
Standby Assessments Paid	\$180.00
Attorney Fees	\$1,857.00
Total actually collected	\$38,798.35
Total Write-Offs	\$0.00

\*\*\*Note: The reason the amount collected **could** be lower then 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

# **BASTROP COUNTY WCID NO. 2**

## **General Manager's Update**

**October 17, 2024**

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

All stations are currently running. The new well for Station 1 has been installed. We are waiting for the electricians to get the VFD drive installed, hopefully by months end.

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

The Mahalua water line project is 100% complete. Final walk-thrus were made and all noted repair orders have been completed. Befco is finishing up the final paperwork for us now.

We received a 75% report from Schaumburg & Polk. The study is going well and we expect to have a full report next month. We should also be starting the test well operations within the next 30-45 days.

### **6c. Roads maintenance & improvement projects update:**

As of report time, all roads scheduled for this year, were completed. The County picked up an extra 5.8 miles along the way. By the end of all roads being accepted for the year, we will end up around the 8-mile mark left for Water District roads.

### **6d. Employee & Administrative update:**

Staff conducted interviews and have hired 2 new employees. One comes to us with 15+ years of water & WW experience and we feel he will be a great asset to the District.

We are moving ahead with the new District software and notification system. There are a lot of moving parts getting it all coordinated but we hope to have this online by the end of the year. This along with the individual portal controls, will open up our notification abilities greatly.

# Agenda

## Item #9

Discussion regarding  
FY2025 Proposed Budget

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**

**Proposed Budget Fiscal Year 2025**

**Water Fund**

	<b>FY 2023 Actual</b>	<b>FY 2024 CYE</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>
<b>Revenues:</b>				
Irrigation-Usage	\$ 450	\$ 288	\$ 250	\$ 250
Water Late Charge Income	35,388	30,408	20,000	30,000
Water Line Bore	32,250	31,500	20,000	30,000
Capital Reserve Fee	226,304	218,262	175,000	210,000
Copies & Faxes	-	16	50	50
Interest-Bond	264,375	350,189	225,000	300,000
Maps Sold	50	19	75	100
Office Rents	7,200	6,000	7,200	7,200
Pools Fees	150	150	300	300
Reconnect Fee	17,100	20,125	10,000	20,000
TV Tap Fees	270,575	312,525	250,000	255,000
TV Water Sales	1,825,432	1,822,076	2,098,536	2,000,000
Interest-Investments	35,749	25,674	15,000	25,000
Other Miscellaneous Revenues	7,735	3,508	10,000	10,000
Proceeds From Sale	1,670	-		
Backflow Inspections Collected		5,475		25,000
Returned Check Fee		1,820	5,000	3,000
Transfers In	930,876	Delete	Delete	Delete
<b>Total Revenues</b>	<b>\$ 3,655,304</b>	<b>\$ 2,828,032</b>	<b>\$ 2,836,411</b>	<b>\$ 2,915,900</b>

**Expenditures:**

**Payroll and Taxes**

Salaries	\$ 181,746	\$ 389,343	\$ 750,000	\$ 500,000
Holidays	52,057	41,473	55,000	50,000
Annual Leave	48,203	35,204	35,000	35,000
Sick	30,976	25,709	25,000	25,000
Over Time	22,840	19,183	25,000	25,000
On Call Pay	4,975	6,818	15,000	15,000
Double Time	3,624	2,758	5,000	5,000
Personal Time	1,619	3,159	4,250	4,250
Bereavement	164	3,711	2,000	2,500
Jury Duty Pay	175	75	300	300
Longevity Pay	12,540	3,170	12,680	12,680
FICA Taxes	20,089	9,625	38,500	20,000
FUTA	745	563	2,250	2,250
SUI	3,332	1,625	6,500	5,000
<b>Total Payroll and Taxes</b>	<b>\$ 383,083</b>	<b>\$ 542,418</b>	<b>\$ 976,480</b>	<b>\$ 701,980</b>

**Benefits and Insurance**

Retirement-Life	\$ 166,527	\$ 142,591	\$ 115,000	\$ 130,000
Health Insurance-Other	31,567	27,019	20,000	32,400
Insurance-Dental	12,542	13,242	10,000	13,000
Insurance-Life	9,709	5,884	14,000	10,000
Insurance-Medical	273,943	476,541	245,000	378,400
Insurance-Vision	3,099	3,782	4,000	4,000
Medical	138,032	15,145	60,000	20,000
Wellness Program	1,416	250	1,000	500
Workers' Compensation	22,105	2,500	10,000	10,000
<b>Total Benefits and Insurance</b>	<b>\$ 658,940</b>	<b>\$ 686,954</b>	<b>\$ 479,000</b>	<b>\$ 598,300</b>

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**

**DRAFT**

	<b>Water Fund</b>			
	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>Actual</b>	<b>CYE</b>	<b>Budget</b>	<b>Proposed Budget</b>
<b><u>Other Administrative Costs</u></b>				
ProfServ-Engineering	\$ 36,765	\$ 11,250	\$ 45,000	\$ 15,000
Payroll Processing Fee	3,682	3,901	3,500	4,000
Cleaning-Office	2,200	3,350	3,500	3,500
Pest Control	2,644	1,657	2,500	2,500
Legal Fees	25,211	9,560	15,000	15,000
Accounting Services	6,385	777		1,000
Investment Management Fee		1,150		1,500
Auditing Services	12,330	8,864	15,000	15,000
Security Agreement	339	667	1,500	1,000
Maint Agreement-Incode	35,053	39,760	35,000	35,000
Insurance-Property	9,780	1,625	6,500	6,500
Insurance-General Liability	1,506	375	1,500	1,500
Insurance-Vehicle	12,611	500	2,000	2,000
Insurance-E&O	2,145	972	750	1,200
Insurance-Wells	-	1,875	7,500	7,500
Insurance-Bonding	175	375	1,500	750
Insurance-Misc	368	25	100	100
Reserve Fund Requirement 2023 Bonds	-	16,250	65,000	65,000
Reserve Fund Requirement 2021 Bonds		-		110,400
Travel-Air	485	1,490	5,000	5,000
Travel-Lodging	4,056	2,112	4,500	4,500
Travel-Meals	1,148	6,411	2,500	2,500
Travel-Rental Car	161	125	500	1,000
Communication-Telephone	7,422	5,679	10,000	7,500
Electricity-Office Bldg	3,609	3,371	5,000	4,500
Postage and Freight	18,251	17,514	10,000	13,000
Communication/Radios	5,192	1,250	5,000	5,000
Fax	-	25	100	100
Office Supplies	14,341	9,383	10,000	10,000
Printing	1,201	3,708	5,000	5,000
Advertising	3,411	1,353	750	750
Internet Services	5,873	6,162	2,000	4,500
Misc. Licenses & Permits	-	125	500	500
Misc-Credit Card Fees	26,782	60,433	50,000	50,000
Bank Fees	37,652	3,601	10,000	15,000
Misc-Late Fees	-	375	1,500	1,000
Mileage Reimbursement	584	861	1,500	1,500
Vehicle Usage	-	404	1,500	1,000
Pre-Employment Screening	126	362	1,000	1,000
Public Notice	739	742	2,500	2,500
Dues, Licenses, Subscriptions	5,563	7,644	3,500	5,000
Computer Supplies / Equipment	8,641	1,250	5,000	5,000
Computer Expense	28,651	21,392	20,000	20,000
Office Equipment Lease	17,273	10,631	12,500	12,000
Janitorial Supplies	256	63	250	250
Misc. Office	4,598	1,250	5,000	1,000
Election Costs	-	825	3,000	1,500
Education/Training	4,829	6,394	5,000	6,000
<b>Total Other Administrative</b>	\$ 355,897	\$ 282,511	\$ 392,950	\$ 479,150

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**

**DRAFT**

**Water Fund**

	<b>FY 2023</b>		<b>FY 2024</b>		<b>FY 2024</b>		<b>FY 2025</b>
	<b>Actual</b>		<b>CYE</b>		<b>Budget</b>		<b>Proposed Budget</b>

**Operations**

Yard Maintenance-Mowing	\$ 23,780	\$	8,550	\$	9,000	\$	9,000
Labor-Service Lines & Taps	12,500		12,500		50,000		50,000
Fuel, Gasoline and Oil	28,806		33,427		40,000		40,000
Electricity-Pump Station	414		2,500		10,000		
Garbage Removal	4,023		3,745		1,500		3,000
Electricity-Wells	67,188		54,637		50,000		50,000
Electricity-Maint Bldg	3,488		4,167		3,500		4,000
Cleaning-Maint Bldg	-		750		3,000		-
Equipment Rental	3,025		1,250		5,000		5,000
R&M-Equipment	-		14,434		15,000		15,000
R&M-Well Maintenance	12,528		34,480		35,000		40,000
R&M-Vehicles	9,800		28,487		20,000		25,000
Repairs & Maintenance	16,307		59,059		35,000		35,000
Repairs-Contracted	54,896		625		2,500		2,500
Contract Labor	26		27,527		75,000		50,000
R&M-Backflow Inspection	45,031		125		500		500
Building Maintenance & Repairs	375		5,279		5,000		5,000
Water Samples	1,181		9,850		20,000		20,000
Water Well Admin Service Fee	414				-		-
Ground Water Assessment Fee	5,972		16,224		150		10,000
TCEQ Fees	13,407		17,027		15,000		20,000
Damage Claim	13,381		2,871		5,000		5,000
Filing Fees	-		125		500		500
Meter Testing	103,150		63		250		250
License	-		625		2,500		2,500
OP Supplies-Hand Tools	50		3,273		5,000		5,000
OP Supplies-Uniforms	2,953		5,187		10,000		10,000
Meters & Supplies	14,367		51,071		15,000		25,000
OP Supplies-Chlorine	20,682		22,860		25,000		25,000
Safety Supplies	22,373		4,110		7,500		7,000
Small Equipment Purchase	4,138		1,250		5,000		5,000
Materials	-		66,915		100,000		75,000
Materials-Hauling	58,613		6,250		25,000		5,000
Miscellaneous Services	25,473		1,250		5,000		2,500
Depreciation Expense	677		68,750		275,000		275,000
<b>Total Operations</b>	\$ 569,017	\$	569,241	\$	875,900	\$	826,750

**Allocations**

Salary Allocations to WW	\$ -	\$	-	\$	(135,000)		
Admin Allocations	-		-		-		
PPE Allocations	-		-		(175,000)		
<b>Total Allocations</b>	\$ -	\$	-	\$	(310,000)		

<b>Total Expenses</b>	\$ 1,966,937	\$	2,081,123	\$	2,414,330	\$	2,606,180
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<b>Net Ordinary Income</b>	\$ 1,688,367	\$	746,909	\$	422,081	\$	309,720
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<b>Total Debt Service</b>	\$ 81,481	\$	230,285	\$	150,000	\$	150,000
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**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**

**Proposed Budget Fiscal Year 2025**

**DRAFT**

**Water Fund**

	<b>FY 2023 Actual</b>		<b>FY 2024 CYE</b>		<b>FY 2024 Budget</b>		<b>FY 2025 Proposed Budget</b>
<b><u>Capital Outlay/Projects</u></b>							
Capital Outlay	\$ 36,276	\$	85,686	\$	-	\$	-
Capital Outlay-Culverts	100,300		25,000		100,000		-
Line Extension			11,250		45,000		60,000
Water Tank Main	1,710		22,500		90,000		60,000
Water Well Cap Improv			6,250		25,000		-
Building Capital	9,211		1,250		5,000		-
<b>Total Capital Outlay Projects</b>	\$ 1,329,481	\$	212,773	\$	3,515,000	\$	120,000

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**

DRAFT

**Wastewater Fund**

	<b>FY 2023</b>		<b>FY 2024</b>		<b>FY 2024</b>		<b>FY 2025</b>
	<b>Actual</b>		<b>CYE</b>		<b>Budget</b>		<b>Proposed Budget</b>
<b>Revenues:</b>							
Wastewater Fees	\$ 829,955	\$	\$ 855,194	\$	\$ 847,969	\$	\$ 850,000
Wastewater Tap Fees	294,232		412,364		300,000		400,000
Wastewater Bore	13,500		18,500		25,000		20,000
Commercial Fees	33,573		34,874		35,000		35,000
Debt Service Reserve Fee	88,177		89,487		85,000		85,000
Interest-Investments	73,919		62,467		45,000		60,000
Interest-Reserves	-		-		-		-
<b>Total Revenues</b>	\$ 1,333,358	\$	\$ 1,472,887	\$	\$ 1,337,969	\$	\$ 1,450,000

**Expenditures:**

**Administration**

Salary Allocations	\$ 137,393	\$	\$ 110,333	\$	\$ 135,000	\$	\$ 110,000
Holidays			4,998		-		5,000
Sick			4,016		-		4,000
Over Time			2,678		-		3,000
On Call Pay			625		-		1,000
Double Time			261		-		1,000
Medical	895		250		1,000		1,000
Workers' Compensation			1,250		5,000		5,000
ProfServ-Engineering			1,250		5,000		5,000
Legal Fees	5,952		1,250		5,000		5,000
Accounting Services	5,914		883		-		900
Auditing Services	12,300		5,894		15,000		10,000
Cleaning-Office	2,475		2,850		1,500		3,300
Travel-Lodging	1,123		375		1,500		1,000
Travel-Rental Car	-		125		500		500
Travel-Meals	112		125		500		500
Communication-Telephone	2,509		2,776		1,500		2,500
Maint Agreement-Incode			750		3,000		1,000
Insurance-Property			625		2,500		1,000
Insurance-General Liability			625		2,500		1,000
Insurance-Vehicle			875		3,500		1,000
Insurance-E&O			313		1,250		1,000
Insurance-Misc.			250		1,000		1,000
Office Supplies	1,439		1,741		500		1,500
Education/Training	3,304		4,669		2,500		4,000
<b>Total Administration</b>	\$ 173,416	\$	\$ 149,786	\$	\$ 188,250	\$	\$ 170,200

**Operations**

Yard Maintenance-Mowing	\$ 10,700	\$	\$ 8,175	\$	\$ 7,500	\$	\$ 8,000
Contract Labor	34,990		12,820		50,000		40,000
Labor-Service Lines & Taps	5,250		5,000		20,000		20,000
Fuel, Gasoline and Oil	28,703		30,607		30,000		30,000
Electricity-Lift Station	4,965		5,653		6,500		6,000
Wastewater Service	140,594		189,453		165,000		185,000
Equipment Rental	1,303		625		2,500		2,500
R&M-Equipment	12,226		12,624		10,000		10,000

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**

**DRAFT**

**Wastewater Fund**

	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2025</b>
	<b>Actual</b>	<b>CYE</b>	<b>Budget</b>	<b>Proposed Budget</b>
<b>R&amp;M-Lift Station-WW</b>	-	625	2,500	10,000
R&M-Vehicles	15,453	3,750	15,000	20,000
Repairs & Maintenance	27,591	17,855	8,000	25,000
Grinder Pump Repair	-	10,000	40,000	40,000
Op & Maint-City	-	-	-	-
Tools And Equipment	-	625	2,500	2,500
Op Supplies - Hand Tools	2,372	375	1,500	1,500
Miscellaneous Services	-	939	1,000	1,000
TCEQ Fees	3,939	875	3,500	3,500
Filing Fees	800	188	750	750
Meter Testing	-	863	250	-
License	-	188	750	750
Lift Station Admin Service Fee	-	375	1,500	1,500
OP Supplies-Uniforms	8,089	-	-	1,000
Op Supplies -Chemicals	-	1,480	1,500	-
Safety Supplies	2,148	1,250	5,000	5,000
Small Equipment Purchase	-	1,483	1,000	1,000
Materials	120,132	18,750	75,000	75,000
Materials-Hauling	243	46,466	5,000	5,000
Depreciation Expense	-	1,250	5,000	-
<b>Total Operations</b>	\$ 419,499	\$ 372,292	\$ 461,250	\$ 495,000
<b>Total Expenses</b>	\$ <b>592,916</b>	\$ <b>522,078</b>	\$ <b>649,500</b>	\$ <b>665,200</b>
<b>Net Ordinary Income</b>	\$ 740,442	\$ 950,808	\$ 688,469	\$ 784,800
<b>Debt Service</b>				
Interest Expense	\$ -	\$ 41,250	\$ 165,000	\$ -
<b>Total Debt Service</b>	\$ -	\$ 41,250	\$ 165,000	\$ -
<b>Capital Outlay/Projects</b>				
Impr.- W/WW Systems	\$ -	\$ 31,250	\$ 125,000	\$ 125,000
Capital Outlay-Equipment	39,825	23,200	-	-
Capital Outlay-Vehicles	36,276	39,728	-	-
WW Line Extensions	-	22,555	25,000	25,000
Capital Outlay-Grinder Pumps	164,706	171,594	125,000	125,000
<b>Total Capital Outlay/Projects</b>	\$ 240,807	\$ 288,328	\$ 275,000	\$ 275,000
<b>Revenue Over (Under) Expenditures</b>	\$ 499,636	\$ 621,230	\$ 248,469	\$ 509,800

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**  
**Roads Fund**

**DRAFT**

	FY 2023 Actual	FY 2024 CYE	FY 2024 Budget	FY 2025 Proposed Budget
<b>Revenues:</b>				
Assessments	\$ 1,257,278	\$ 1,167,696	\$ 1,489,503	\$ 1,500,000
Assessments-Prior to 97	21,658	25,732	35,000	25,000
Late Fees	29,345	31,624	20,000	30,000
Late Fees-Prior	6,975	790	2,500	2,000
Lien Fees	30,235	38,231	25,000	40,000
Returned Check Fee	90	43	50	100
Filing Fees	2,793	10,276	2,000	10,000
Attorney Fees	27,756	35,034	20,000	35,000
Driveway Fees	2,100	625	2,500	1,000
Deed Admin Fee	-	2,500	10,000	5,000
Interest-Improvements	8,667	2,061	5,000	5,000
<b>Total Revenues</b>	<b>\$ 1,386,896</b>	<b>\$ 1,314,612</b>	<b>\$ 1,611,553</b>	<b>\$ 1,653,100</b>

**Expenditures:**

**Road Construction**

Salary Allocations	\$ 113,277	\$ 77,468	\$ 94,000	\$ 90,000
Workers' Compensation	-	1,125	4,500	4,500
ProfServ-Engineering	12,960	28,750	115,000	75,000
ProfServ-Other	-	125	500	500
Attorney Fees (County)	5,146	2,500	10,000	10,000
Attorney Fees Written Off	-	1,875	7,500	7,500
Legal fees	23,694	38,413	20,500	20,500
Accounting Fees	5,011			500
Auditing Sevices	11,400	7,595	18,500	10,000
Maint-Agreement-Incode		2,500	10,000	5,000
Postage and Freight	6,300	5,875	7,500	7,500
Equipment Rental	44,750	62,333	50,000	50,000
Materials Hauling		8,750	35,000	35,000
Materials		25,310	100,000	100,000
Miscellaneous Services	247	625	2,500	2,000
Misc-Property Taxes		188	750	750
Misc-Bad Debt		5,000	20,000	20,000
Misc-Credit Card Fees	17,238	18,745	32,500	30,000
Lien Fees Written Off		375	1,500	1,500
Damage Claim		13	50	50
Filing Fees	1,203	625	2,500	2,500
Road Fees Written Off		2,500	10,000	10,000
Road Late Fees Written Off		375	1,500	1,500
Road Prior Written Off		2,500	10,000	10,000
<b>Total Road Construction</b>	<b>\$ 241,226</b>	<b>\$ 293,564</b>	<b>\$ 554,300</b>	<b>\$ 494,300</b>

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**  
**Roads Fund**

**DRAFT**

	<b>FY 2023 Actual</b>	<b>FY 2024 CYE</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Proposed Budget</b>
<b><u>Road Maintenance</u></b>				
Salary Allocations	\$ 237,369	\$ 283,863	\$ 281,000	\$ 285,000
Workers' Compensation		500	2,000	2,000
ProfServ-Engineering		625	2,500	1,000
Legal Fees		1,750	7,000	7,000
Contractual Labor		116,496	12,500	15,000
Equipment Rental	6,500	24,336	15,000	15,000
District Contract Mowing		27,500		55,000
R&M-Equipment	7,097	7,817	15,000	15,000
R&M-Vehicles	15,384	20,198	15,000	15,000
Repairs and Maintenance	28,172	8,483	20,000	15,000
Matertials-Hauling	11,209	2,500	10,000	10,000
Repairs-Contracted		126,857	25,000	30,000
Misc-Licenses & Permits		313	1,250	1,250
Misc. Office		727	1,000	1,000
Uniforms	3,842	-		2,500
Small Equipment/Hand Tools	1,044	445	1,000	1,000
Office Supplies	272	477		
Safety Supplies	491	1,841	5,000	5,000
Materials	81,170	37,634	25,000	25,000
<b>Total Road Maintenance</b>	\$ 392,548	\$ 662,359	\$ 438,250	\$ 500,750
	62%	69%	44%	
<b><u>Roads-Capital Outlay</u></b>				
Capital Outlay - Equipment	\$ -	\$ 6,250	\$ 25,000	\$ 25,000
Capital Outlay- RM	114,032	47,058	25,000	25,000
Capital Outlay- RC	1,172,665	682,446	950,000	900,000
<b>Total Roads-Capital Outlay</b>	\$ 1,286,696	\$ 735,754	\$ 1,000,000	\$ 950,000
<b>Total Expenditures</b>	\$ 1,920,471	\$ 1,691,677	\$ 1,992,550	\$ 1,945,050
Revenue Over (Under) Expenditures	\$ (533,575)	\$ (377,065)	\$ (380,997)	\$ (291,950)

**BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2**  
**Proposed Budget Fiscal Year 2025**  
**Standby Fund**

**DRAFT**

	<b>FY 2023</b>		<b>FY 2024</b>		<b>FY 2024</b>		<b>FY 2025</b>
	<b>Actual</b>		<b>CYE</b>		<b>Budget</b>		<b>Proposed Budget</b>
<b>Revenues:</b>							
Pine Forest Standby	\$	-	\$	625	\$	2,500	\$ 2,500
TV Standby		2,724		1,895		3,500	3,500
Late Fees		820		955		1,000	1,000
Attorney Fees		380		215		500	500
<b>Total Revenues</b>	\$	3,924	\$	3,690	\$	7,500	\$ 7,500
<b>Expenditures:</b>							
<b><u>Administration</u></b>							
Legal Fees	\$	-	\$	125	\$	500	\$ 500
Accounting Fees		784					100
Auditing Services				500		2,000	2,500
Total Administration:				625		2,500	3,100
<b>Total Expenditures</b>	\$	784	\$	1,250	\$	2,500	\$ 3,100
<b>Revenue Over (Under) Expenditures</b>	\$	3,140	\$	2,440	\$	5,000	\$ 4,400

\* Note CYE is Actual up date pluse remaining budget allocated .

# Agenda

## Item #10

Discussion regarding  
ILA with Bastrop County  
for 2024/2025 Roads

**INTERLOCAL AGREEMENT FOR ROAD IMPROVEMENTS  
(2024-2025)**

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

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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, 2025, 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, 2025. 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.

#### **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 set forth in **Exhibit "C"**; 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.

#### **5. Other Agreements Relating to the Project**

- A. The Parties shall use commercially reasonable efforts to complete all projects within the County Fiscal Year 2024-2025 (October 1, 2024 – September 30, 2025) 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.
- 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 2024-2025 Project Roads**

<b>ROAD/ROAD SEGMENT</b>		<b>ANTICIPATED CONSTRUCTION TIME FRAME</b>
1.	Aiea Ct.	Oct. 2024-Sept. 2025
2.	Kaiwi Ct.	Oct. 2024-Sept. 2025
3.	Helemano Dr.	Oct. 2024-Sept. 2025
4.	Keneka Ln.	Oct. 2024-Sept 2025
5.	Hanauma Dr.	Oct. 2024-Sept. 2025
6.	Iva Ln.	Oct. 2024-Sept. 2025
7.	Waikiki Dr.	Oct. 2024-Sept 2025

**Attachment "B"**

	<b>Street</b>	<b>Length</b>	<b>Cost</b>
1.	Aiea Ct.	436.75 Ft	
2.	Kaiwi Ct.	616.82 Ft.	
3.	Helemano Ct.	3450.59 Ft	
4	Keneka Ln..	1957.29 Ft	
5.	Hanauua Dr..	4032.64 Ft	
6.	Iva Ln..	3931.11 Ft.	
7.	Waikiki Dr.	1552.10 Ft.	
	<b>TOTAL FEET:</b>	<b>15,977.3</b>	
	<b>TOTAL MILES:</b>	<b>3.026</b>	

# Attachment "C"

## PAVEMENT CONSTRUCTION GUIDELINES

### Drainage Considerations

As with any soil-supported structure, the satisfactory performance of a pavement system is contingent on the provision of adequate surface and subsurface drainage. Insufficient drainage which allows saturation of the pavement subgrade will greatly reduce the performance and service life of the pavement systems, even when the system is constructed using either typical cross section guidelines or design recommendations based on site-specific soils testing. Surface and subsurface drainage considerations crucial to the performance of pavements at this site include (but are not limited to) the following:

- 1) Any known natural or man-made subsurface seepage at the site which may occur at sufficiently shallow depths as to influence moisture contents within the subgrade should be intercepted by drainage ditches or below grade french drains.
- 2) All surface drainage should be directed away from the pavement and curbs. Final site grading should eliminate isolated depressions adjacent to curbs which may allow surface water to pond and thus to increase infiltration into the underlying soils. Curbs should be installed to sufficient depth to reduce infiltration of water beneath the curbs.
- 3) Pavement surfaces should be maintained to minimize surface ponding and to provide rapid sealing of any developing cracks. These measures will help reduce infiltration of surface water downward through the pavement section.

### Site Preparation

Areas to support fill or pavements should be stripped of all existing pavement surface courses and/or vegetation. The exposed subgrade should be scarified to a minimum depth of 6 inches, and recompact to a minimum of 95 percent of maximum density and at optimum moisture plus or minus 3 percent as determined by TSDHPT Tex-113-E compaction test.

### Fill Material

Fill material shall be free of organic and other deleterious materials. The fill shall be placed in maximum loose lift of 8 inches, and compacted to a minimum of 95 percent of the maximum density at optimum moisture plus or minus 3 percent as determined by TSDHPT Tex-113-E compaction test.

**Raba-Kistner-Brytest** Consultants, Inc

# Agenda

## Item #11

Discussion regarding  
District Employee Benefits


# MEDICAL PLAN OPTIONS

Prepared For: Bastrop Co WCID#2

THIS PROPOSAL IS ONLY A BRIEF SUMMARY AND IS NOT INTENDED TO BE A COMPLETE OUTLINE.

Effective 12-1-2024

RATES ARE SUBJECT TO CHANGE PENDING FINAL ENROLLMENT.

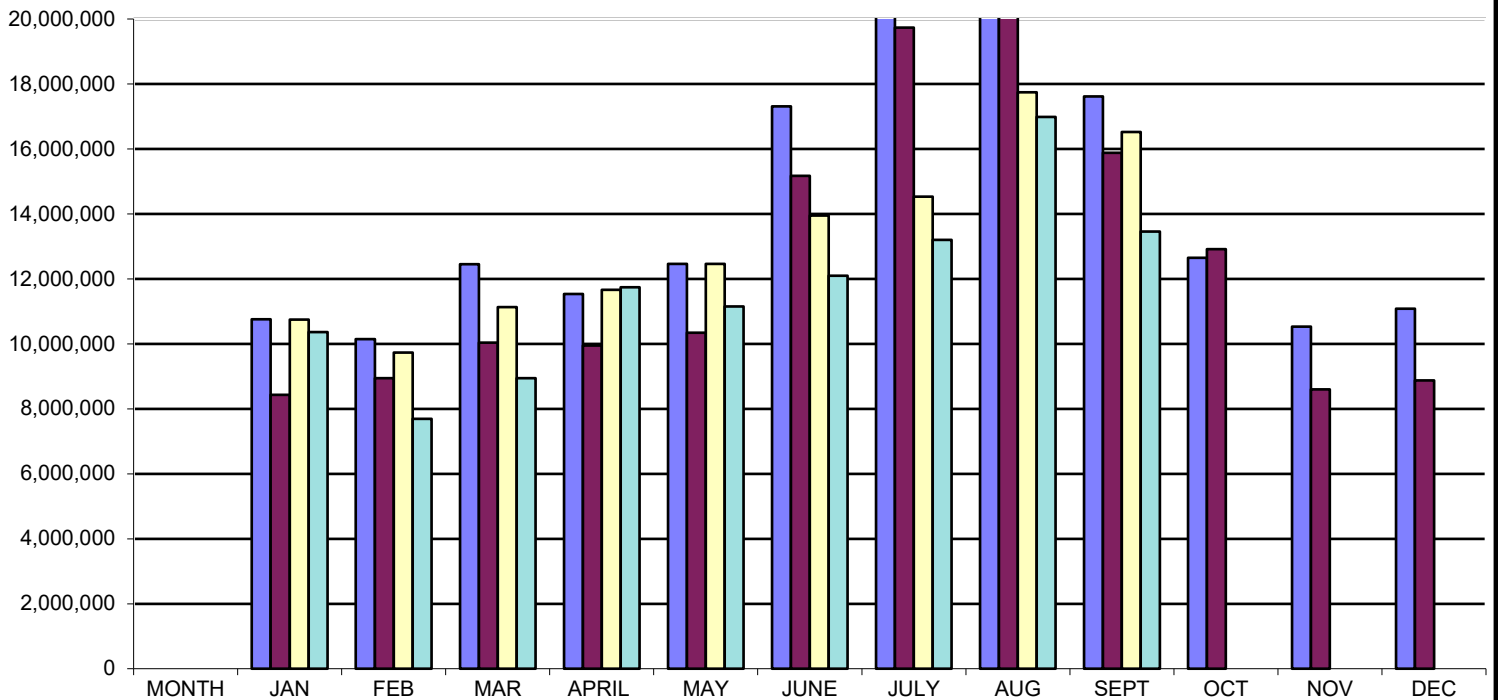
		Blue Cross Blue Shield P621CHC		Blue Cross Blue Shield G9K8CHC		Blue Cross Blue Shield G654CHC	
		CURRENT	RENEWAL	ALTERNATE 1		ALTERNATE 2	
<b>Rates</b>	Counts						
Single	8	\$927.94	\$1,087.39	\$927.23		\$927.56	
Employee + Spouse	0	\$1,855.88	\$2,174.78	\$1,854.46		\$1,855.12	
Employee + Child(ren)	3	\$1,855.88	\$2,174.78	\$1,854.46		\$1,855.12	
Family	5	\$2,783.82	\$3,262.17	\$2,781.69		\$2,782.68	
Estimated Annual Premium		\$322,923	\$378,412	\$322,676		\$322,791	
<b>Estimated Monthly Premium</b>		<b>\$26,910.26</b>	<b>\$31,534.31</b>	<b>\$26,889.67</b>		<b>\$26,899.24</b>	
Rate Change			17.2%	-0.1%		0.0%	
<b>Deductible</b>		In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Individual		\$1,250	\$2,500	\$1,000	\$2,000	\$1,250	\$2,500
Family		\$3,750	\$7,500	\$3,000	\$4,000	\$3,750	\$7,500
<b>Coinsurance (Member Share)</b>		0%	20%	20%	40%	20%	40%
<b>Out-of-pocket Maximum</b>							
Individual		\$1,250	Unlimited	\$6,250	Unlimited	\$5,250	Unlimited
Family		\$3,750	Unlimited	\$12,500	Unlimited	\$10,500	Unlimited
<b>PCP/Specialist</b>		\$25/\$45	See full Summary of Benefits for a complete list of Out-Of-Network Coverage.	\$50/\$90	See full Summary of Benefits for a complete list of Out-Of-Network Coverage.	\$45/\$90	See full Summary of Benefits for a complete list of Out-Of-Network Coverage.
<b>Preventive Care</b>		No Charge		No Charge		No Charge	
<b>Prescription Drugs</b>							
Tier Costs		<b>Preferred</b> \$0/\$10/\$35/\$75 <b>Non-Preferred</b> \$10/\$20/\$55/\$95		<b>Preferred</b> \$0/\$10/\$50/\$100 <b>Non-Preferred</b> \$10/\$20/\$70/\$120		<b>Preferred</b> \$0/\$10/\$50/\$100 <b>Non-Preferred</b> \$10/\$20/\$70/\$120	
Specialty Costs		\$150/\$250		\$150/\$250		\$150/\$250	
<b>Emergency Room</b>		\$400 + Ded		\$600 + Ded + 20%		\$600 + Ded + 20%	
<b>Urgent Care</b>		\$25		\$100		\$75	
<b>Hospitalization</b>		\$150 + Ded		\$150 + Ded + 20%		\$300 + Ded + 20%	

\*Services provided from an out-of-network facility or provider during a true medical emergency may be covered under in-network benefit. Balance billing may occur.

\*\*Prescription Drug Tiers do not include all prescription medication as exclusions do apply. Please verify benefits for medications with carrier.

# 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	13951837	12095889	975,557	2,279	6%
JULY	23565506	19738094	14534984	13196265	1,097,433	2,298	2%
AUG	24789200	23637321	17748387	16980487	680,382	2,315	0%
SEPT	17613065	15879891	16524854	13461341	1,293,900	2,329	11%
OCT	12646027	12919807					#DIV/0!
NOV	10525332	8598438					#DIV/0!
DEC	11076969	8875527					#DIV/0!
<b>TOTALS</b>	<b>174,893,799</b>	<b>152,524,635</b>	<b>118,493,738</b>	<b>105,634,132</b>	<b>7,848,509</b>		<b>4%</b>



JOB CODE	----- ISSUED THIS PERIOD -----				----- PRIOR ORDERS -----			TOTAL	TOTAL
	ISSUED	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	OUTSTANDING
ALARM SEWER ALARM	26	21	1	0	2,640	31	0	2,661	0
BROWN BROWN WATER	0	0	0	0	402	3	0	402	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	936	1	0	939	0
HSWAP METER HEAD SWAP	1	1	0	0	153	17	0	154	0
IRRIG IRRIGATION PERMIT	0	0	0	0	63	2	1	63	1
LEAK CHECK FOR LEAK	10	9	1	0	2,037	26	0	2,046	0
LKMTR LOCK MTR	1	0	1	0	242	75	0	242	0
LNLOC LINE LOCATE	1	1	0	0	266	5	0	267	0
METER MOVE METER CHARGE	0	0	0	0	7	8	0	7	0
MI METER INFORMATION	2	2	0	0	191	13	1	193	1
MISCE MISCELLANEOUS	2	1	1	0	3,538	188	11	3,539	11
MOW MOWING GRASS	0	0	0	0	279	1	0	279	0
OCC OCCUPANT CHANGE	19	19	0	0	4,615	72	0	4,634	0
ODOR SMELLY WATER	3	3	0	0	47	0	0	50	0
OFF TURN OFF SERVICE	14	14	0	0	3,119	306	0	3,133	0
OFFEE TRIP CHARGE TURN OFF	0	0	0	0	23	0	0	23	0
ON TURN ON SERVICE	25	25	0	0	4,218	91	0	4,243	0
ONFEE TRIP CHARGE TURN ON	0	0	0	0	23	2	0	23	0
POOLS POOL/SPA PERMIT	1	1	0	0	58	1	0	59	0
RADIO RADIO READ REPORT	0	0	0	0	154	5	0	154	0
RC READ CHECK	1	1	0	0	448	111	0	449	0
ROAD ROAD REPAIR	3	0	0	0	3,989	26	5	3,989	5
RRMON RADIO READ MONITOR (RENT)	0	0	0	0	0	1	0	0	0
SEWER WASTEWATER MISC SERVICE	0	0	0	0	1,507	32	3	1,507	3
SIGN STREET SIGN	0	0	0	0	77	4	1	77	1
SWAP METER SWAP-OUT	0	0	0	0	1,844	117	0	1,844	0
SWTAP W/W TAP	4	1	0	3	548	27	1	549	4
TMPWT TMP WTR	0	0	0	0	9	5	0	9	0
W/W W/W ESTIMATE	12	10	0	2	1,324	51	3	1,334	5
WMEAS MEASURE FOR WATER TAP	16	15	1	0	2,059	54	1	2,074	1
WPRES LOW WATER PRESSURE	4	3	0	0	442	18	0	445	0
WTRTP WATER TAP	8	5	0	3	447	794	0	452	3
WWMOV W/W ESTIMATE FOR RELOCATE	0	0	0	0	11	6	0	11	0
<b>** GRAND TOTALS **</b>	<b>156</b>	<b>135</b>	<b>5</b>	<b>8</b>	<b>36,276</b>	<b>2,104</b>	<b>27</b>	<b>36,411</b>	<b>35</b>

# SEPTEMBER 2024

## BCWCID#2

### Re-Cap of Water Tap Applications

#### WATER TAPS:

2024 Pending .....	12	
2024 Complete.....	69	
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	

SEPTEMBER 2024  
BCWCID#2

Re-Cap of Wastewater Tap Applications

WASTEWATER TAPS:

2024 Pending .....	7
2024 Complete.....	30
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: 917**