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, November 21, 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, VP
Michele Plummer, Secretary
Ruth Bullock, Treasurer
Butch Carmack, Director

BCWCID #2 Staff:
Paul Hightower, General Manager
Patricia Lujan, Office Supervisor
Darrel Culberson, Comptroller
Tyler Walsh, Senior Operations
Adam Brown, Operations Manager

Absentees
Tony Corbett, Attorney

Remote Participation

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.)

Alexander Valle asked the Board what could be done about Diamond Head getting paved sooner. Staff & Board advised him that we were waiting on drainage studies from engineering which we had received. Roads would be looked at and re-assessed for growth & paving potentials.

No further comments or discussion.

4.) Discussion and possible action regarding scheduling of future meeting dates:
a. Regular Board of Director's Meeting scheduled for Thursday, January 16th, 2025 at 6:30 p.m.

Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday, January 16th at 6:30pm. All Directors stated they should be present. No further comments or suggestions.

Approved

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 17, 2024 Meeting of the Board of Directors; and
b. Approval of monthly financial report for October 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: Scott Ferguson

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 that staff had approved the test well plans and they were being posted for bids. We have a scheduled bid opening on December 13th at the office here. 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 in phase 4 and hope to be finishing up soon. No further comments or discussion.

Approved

9.) Discussion and possible action regarding engagement of auditor for the District's 2024 Fiscal Year Audit Report– Hightower

No updates for this item. Need to obtain a quote once the 23 financials are completed.

10.) Discussion and possible action regarding adoption of Resolution Approving Budget for Fiscal Year 2025 – Hightower / Culberson

Staff presented the 3rd & final draft of the proposed 2025 budget. No comments or discussion. Staff recommended approval.

Mrs. O'Hanlon called the question.

Motion: Ruth Bullock moved to approve the budget as presented.

Seconded: Michele Plummer

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

11.) Discussion and possible action regarding annual review and approval of the District Investment Policy and Investment Strategies– Hightower

Staff presented the Investment Policy with no changes and recommended approving.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the policy as presented.

Seconded: Ruth Bullock

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

12.) Discussion and possible action regarding adoption of Order Setting Road Fees for 2025 – Hightower

Staff presented the Order as shown with no changes and recommended approving at the current $204 per year.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve the policy as presented.

Seconded: Scott Ferguson

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

Approved

13.) Discussion and possible action regarding adoption of Resolution Approving 2025 Road Fee Exemptions – Hightower

Staff presented the Order as shown with no changes and recommended approving the current exemptions in place.

Mrs. O'Hanlon called the question.

Motion: Ruth Bullock moved to approve the policy as presented.

Seconded: Michele Plummer

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

14.) Discussion and possible action regarding filing liens on all delinquent road fee accounts as of January 20, 2025 – Hightower

No discussion. Staff recommended the Board vote to file liens on all delinquent accounts as of January 20, 2025.

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to approve filing liens as presented.

Seconded: Butch Carmack

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

15.) Executive Session-

No action for Executive Session.

16.) Board suggestions on future agenda items

Mrs. O'Hanlon stated that with Butch leaving, the Board would need to make a decision on replacement. Mr. Hightower stated that we will post and accept applications for the Board to review. The Board asked to set the meeting date for the Annual Road Meeting.

17.) Adjourn

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to adjourn.

Seconded: Butch Carmack

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

Paul Hightower
Authorized Signature

Digitally Signed & Certified
January 21, 2025 @ 1554 hours
Kofax Power PDF Solutions

Approved