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, January 16, 2025, 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
(Empty Seat), Director

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

Absentees

Remote Participation
Tony Corbett, Attorney

Approved

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.)

Charles Brading asked the Board when the Road District will be dissolved. President O'Hanlon stated that the District would be collecting fees through 2025 and leftover funds would be transferred to the County per the ILA in 2026, to apply towards unfinished roads. President O'Hanlon also stated that we were working on an appropriate ILA to be discussed and amended with the County.

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, February 20th, 2025, at 6:30 p.m.

Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday, February 20th at 6:30pm. All Directors stated they should be present.

Mr. Hightower presented dates for the Annual Road meeting and Saturday March 29th was the chosen date.

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 November 21, 2024 Meeting of the Board of Directors; and
b. Approval of monthly financial reports for November & December 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 statements. 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: Scott Ferguson moved to approve the Consent Agenda.

Seconded: Michele Plummer

Vote: Four (4) in favor, (1) Vacant seat, 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 2023 capital improvement projects to be funded with bond proceeds– Hightower

Mr. Hightower stated that this was a discussion for Item #13.

No further comments

Approved

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 everything was on track. Multiple errors from Inframark had been found and would be discussed in the finished product. The Auditors most likely will need 1 more extension to finish out, due to the time constraints. No further comments or discussion.

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 related to Arbitrage Compliance Review for Revenue Note, Series 2021 Bond – Hightower

Staff presented the information received from the Arbitrage service regarding the 2021 Bond series. Mr. Hightower explained that we will have an IRS rebate due in the summer of 2026 but that no immediate payments are due. Mr. Hightower also stated that we would be discussing the 2016 Bond series in the near future. Board was happy with the outcome.

No further comments or discussion.

11.) Discussion and possible action regarding approval of Interlocal Agreement with Bastrop County relating to 2024/2025 road improvement projects – Hightower

Staff presented the 2024/2025 ILA from Bastrop County that was approved at Commissioners Court in December 2024. Staff noted several errors within the document and that it was not in the format of previous years, which had recitals and other legislative information in it. Staff & Attorney Corbett recommended not accepting the ILA. Commissioner Carmack was taking a good copy, that BCWCID2 previously accepted in November, back to Court for the amendment in February. Board agreed not to accept the current ILA as presented.

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to not approve the ILA.

Seconded: Michele Plummer

Vote: Four (4) in favor, (1) Vacant seat, motion carries.

Approved

12.) Discussion and possible action regarding adoption of Code of Ethics, Travel Expenditures Policy, Professional Services Policy, and Management Information Policy.– Hightower

Staff presented the Board Code of Ethics as shown in the packet. Board accepted with no changes,

Mrs. O'Hanlon called the question.

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

Seconded: Michele Plummer

Vote: Four (4) in favor, (1) Vacant seat, motion carries.

13.) Discussion and possible action regarding Bid Opening for Test Well - Hightower

Staff presented the results from the test well bid opening. We only received 2 bids in the $550k range. Mr. Hightower stated that he had a discussion with Schaumburg Polk engineers regarding the opening. SPI stated that they also were not happy with the results and had another City opening, at the same time with the same results. SPI stated that there were some unknown factors at the time of the opening, which they feel contributed to the lack of bids. SPI stated that they would conduct another posting and opening, at a zero cost to the District for this. Board was happy with this decision and accepted having another bid opening.

Mrs. O'Hanlon called the question.

Motion: Ruth Bullock moved to not accept the bid opening and to let SPI conduct a 2nd posting and opening.

Seconded: Scott Ferguson

Vote: Four (4) in favor, (1) Vacant seat, motion carries.

14.) Discussion and possible action regarding Applications for Open Director Position – Hightower

Staff presented the (2) applications received for the Vacant Director seat. The Board allowed each applicant to speak along with a short Q&A session for each. The Board then wished to speak to the District's attorney in Executive Session regarding the applications.

No further action for this item.

Approved

15.) Discussion and possible action regarding Appointment for Director - O'Hanlon

Mrs. O'Hanlon called the question.

Motion: Ruth Bullock moved to nominate Ron Whipple to fill the vacancy.

Seconded: Michele Plummer

Vote: Four (4) in favor, (1) Vacant seat, motion carries.

16.) Discussion regarding the sale or long-term lease of WCID property to Texas Rural Water Association – Hightower

Mr. Hightower stated that TRWA was looking at some properties in the Bastrop area, to create a storage facility for their equipment and to host training events. Mr. Hightower asked if the Board would entertain to explore a general agreement between the entities, should the District have a suitable property. The Board agreed that this would be advantageous to the District, should it move forward. Mr. Hightower stated that he would proceed with the discussion and bring something back to the Board if needed.

No further comments or discussion.

17.) Executive Session-

The applications from Item #14 was the only item discussed with the attorney in Executive session. Vote was made as Item #15.

No further comments or discussion.

18.) Board suggestions on future agenda items

No items mentioned.

19.) Adjourn 8:05 pm

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to adjourn.

Seconded: Michele Plummer

Vote: Four (4) in favor, (1) Vacant seat, motion carries.

Paul Hightower
Digitally Signed & Certified
February 21, 2025 @ 0705 hours
Kofax Power PDF Solutions
Authorized Signature

Approved