

Bastrop County

WCID #2

Board Packet

for

July 24, 2025

**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 JULY 24, 2025 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, August 21, 2025 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 June 26, 2025 Meeting of the Board of Directors; and
 - b. Approval of monthly financial reports for June 2025; 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 possible action regarding sale of BCWCID2 property R# 62318 to TRWA - Hightower
- 10.) Discussion regarding ASR Meetings with Austin Water and Bastrop County - Hightower
- 11.) Board suggestions on future agenda items
- 12.) Adjourn


Authorized Signature

Digitally Signed & Certified
July 18, 2025 @ 1652 hours
Kofax Power PDF Solutions

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. May 15th

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, June 26, 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
Ron Whipple, Director

BCWCID #2 Staff:

Paul Hightower, General Manager
Patricia Lujan, District Administrator

Tyler Walsh, Senior Operations

Absentees

Ruth Bullock, Treasurer

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:

No comments or discussion.

- 4.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular (Special Date) Board of Director's Meeting scheduled for Thursday, July 24, 2025 at 6:30 p.m.
 - b. Regular Board of Director's Meeting scheduled for Thursday, August 21, 2025 at 6:30 p.m.

Mrs. O'Hanlon stated that the District's July Board meetings was moved 1 (one) week later, due to staff training and that August returns us to the normal 3rd Thursday. All Board Members stated they should be available for both meetings. Tony Corbett commented that he has a conflict and would miss the July meeting

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 May 15, 2025 Meeting of the Board of Directors; and
 - b. Approval of monthly financial reports for May 2025; 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: Ron Whipple

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

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

Mr. Hightower read the GM report as posted in the Board packet.

No further comments or discussion.

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

Mr. Hightower stated that the Board had a presentation below from SPI Engineering and we would make the vote here for the Capital expenditure.

No further questions or comments.

Mrs. O'Hanlon called the question.

Motion: Ron Whipple moved to approve and engage the contract with SPI for an elevated storage tower, once the attorneys approve it.

Seconded: Scott Ferguson

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

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

Mr. Hightower stated that the audits are looking good so far and are being finished up. We have a good set of 2023 #s and they are pending final year end calculations, moving into 2024 #s.

No further comments or discussion.

- 9.) Discussion and possible action regarding sale of District property (Bastrop County Parcel R# 62318) to Texas Rural Water Association – Hightower

- a.) Adopt Order Approving Property to be Surplus Property and Not Needed
- b.) Approve contract for sale and conveyance of the Property

Mr Hightower stated that we are working with TRWA to assess the value and put an in-kind package together for the Board to review. We are thinking it will be a combination of membership and equipment/property use. We will report back in July, after the TRWA Board Meeting.

No further comments or discussion.

- 10.) Discussion and possible action regarding Proposal from Schaumburg & Polk- Hightower

John Schmelling with SPI was on-site and gave a presentation to the Board, for an elevated storage tower. After the presentation, Staff recommended to the Board, to accept the proposal and to move forward with plans for an elevated tower. Board accepted this. Vote was made for Agenda Item # 7.

No further comments or discussion.

- 11.) Discussion regarding Aquifer Storage and Recovery Meetings with Austin Water and Bastrop County - Hightower

Staff shared what little information we had available, regarding the ASR meetings ongoing with Bastrop & Austin Water. Mr. Hightower stated that he had been accepted and was on the Technical Review Committee for the project and that any information we receive in the future, will be brought back to the Board. The ASR group is hoping to have a decision made for stakeholders, by the end of September and present it to their Boards, in October/November timeframe.

No further comments or discussion.

12.) Board suggestions on future agenda items

No comments or suggestions.

13.) Adjourn 7:29 pm

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to adjourn.

Seconded: Ron Whipple

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

Authorized Signature

5b. Financials

Bastrop County Water Control and Improvement District #2
Cash & Investment Report
As of June 30, 2025

Fund	Account Name	Account Number	Bank Name	Yield	Prior Month Balance	Current Balance
Standby Fund						
	Standby Operating Account	2687	Roscoe State Bank	0.00%	\$ 103,194	\$ 103,284
Standby Fund Total					\$ 103,194	\$ 103,284
Roads Fund						
	Roads Construction Account	9330	Roscoe State Bank	0.00%	\$ 412,759	\$ 228,295
	Roads Construction MMA	3131	Roscoe State Bank	1.75%	2,662	2,664
Roads Fund Total					\$ 415,421	\$ 230,959
Debt Service Fund						
	TWDB Reserve Fund - DS	0001	Texpool	3.98%	\$ 451,662	\$ 453,257
	Annual TWDB MMA - DS	4385	First National Banl	0.50%	41,794	41,812
	Wastewater Escrow TWDB Loan -	1041	Amegy Bank		94,159	94,471
	Debt Service Fund - DS	0004	Texpool	3.98%	552,031	553,981
Debt Service Fund Total					\$ 1,139,646	\$ 1,143,520
Capital Fund						
	Water Capital Projects Fund	7780	First National Banl	0.50%	\$ 11,408	\$ 11,408
	Capital Project - Bond Series 2021	0005	Texpool	3.98%	4,821,513	4,838,514
	Water Capital Projects Fund	3653	First National Banl	0.50%	16,441	16,441
	Capital Project - Bond Series 2023	0006	Texpool	3.98%	2,578,852	2,587,960
Capital Fund Total					\$ 7,428,213	\$ 7,454,323
Water Fund						
	Water Operating Account	1469	First National Banl	0.50%	\$ 315,613	\$ 383,105
	Wastewater TWDB Checking	3289	First National Banl	0.00%	572	572
Operating Total:					\$ 316,185	\$ 383,677
	Wastewater /Water MMA	0002	Texpool	3.98%	\$ 444,120	\$ 445,689
	Wastewater /Water Capital	3543	First National Banl	0.50%	44,369	44,373
	Wastewater MMA (Water)	5076	First National Banl	0.50%	90,266	90,304
Water Fund Total					\$ 894,940	\$ 964,042
Total Cash & Investments					\$ 9,981,414	\$ 9,896,129

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 June 30, 2025

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Revenues:							
Pine Forest Standby	\$ -	\$ 625	\$ (625)	\$ -	\$ 1,250	\$ (1,250)	\$ 2,500
TV Standby	-	875	(875)	-	1,750	(1,750)	3,500
Late Fees	-	250	(250)	-	500	(500)	1,000
Attorney Fees	-	125	(125)	-	250	(250)	500
Total Revenues	\$ -	\$ 1,875	\$ (1,875)	\$ -	\$ 3,750	\$ (3,750)	\$ 7,500
Expenditures:							
<u>Administration</u>							
Legal Fees	\$ -	\$ 125	\$ 125	\$ -	\$ 250	\$ 250	\$ 500
Accounting Fees	-	25	25	-	50	50	100
Auditing Services	-	150	150	-	1,250	300	2,500
Total Expenditures	\$ -	\$ 300	\$ 300	\$ -	\$ 1,550	\$ 600	\$ 3,100
Revenue Over (Under) Expenditures	\$ -	\$ 1,575	\$ (1,575)	\$ -	\$ 2,200	\$ (3,150)	\$ 4,400

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 June 30, 2025

Revenues:	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Assessments	\$ 229,906	\$ 375,000	\$ (145,094)	\$ 624,367	\$ 750,000	\$ (125,633)	\$ 1,500,000
Assessments-Prior to 97	-	6,250	(6,250)	911	12,500	(11,589)	25,000
Late Fees	8,814	7,500	1,314	21,153	15,000	6,153	30,000
Late Fees-Prior	-	500	(500)	-	1,000	(1,000)	2,000
Lien Fees	11,354	10,000	1,354	25,825	20,000	5,825	40,000
Returned Check Fee	-	25	(25)	30	50	(20)	100
Filing Fees	2,423	2,500	(77)	4,871	5,000	(129)	10,000
Attorney Fees	11,270	8,750	2,520	17,378	17,500	(122)	35,000
Driveway Fees	-	250	(250)	-	500	(500)	1,000
Deed Admin Fee	-	1,250	(1,250)	-	2,500	(2,500)	5,000
Interest-Improvements	3	1,250	(1,247)	7	2,500	(2,493)	5,000
Total Revenues	\$ 263,770	\$ 413,275	\$ (149,505)	\$ 694,541	\$ 826,550	\$ (132,009)	\$ 1,653,100

Expenditures:

Road Construction

Salaries & Wages - Road Construction	\$ 9,962	\$ 22,500	\$ 12,538	\$ 17,457	\$ 45,000	\$ 27,543	\$ 90,000
Workers' Compensation	-	1,125	1,125	-	2,250	2,250	4,500
ProfServ-Engineering	-	18,750	18,750	6,503	37,500	30,997	75,000
ProfServ-Other	-	125	125	-	250	250	500
Attorney Fees (County)	-	2,500	2,500	-	5,000	5,000	10,000
Attorney Fees Written Off	-	1,875	1,875	-	3,750	3,750	7,500
Legal fees	-	5,125	5,125	5,383	10,250	4,867	20,500
Accounting Fees	-	125	125	-	250	250	500
Auditing Sevices	-	2,500	2,500	-	5,000	5,000	10,000
Maint-Agreement-Incode	-	1,250	1,250	-	2,500	2,500	5,000
Postage and Freight	300	1,875	1,575	3,800	3,750	(50)	7,500
Equipment Rental	-	12,500	12,500	-	25,000	25,000	50,000
Materials Hauling	-	8,750	8,750	-	17,500	17,500	35,000
Materials	-	25,000	25,000	3,504	50,000	46,496	100,000
Miscellaneous Services	-	500	500	-	1,000	1,000	2,000
Misc-Property Taxes	-	188	188	-	375	375	750
Misc-Bad Debt	-	5,000	5,000	-	10,000	10,000	20,000
Misc-Credit Card Fees	3,824	7,500	3,676	11,787	15,000	3,213	30,000
Lien Fees Written Off	-	375	375	-	750	750	1,500
Damage Claim	-	13	13	-	25	25	50
Filing Fees	-	625	625	40	1,250	1,210	2,500
Road Fees Written Off	-	2,500	2,500	-	5,000	5,000	10,000
Road Late Fees Written Off	-	375	375	-	750	750	1,500
Road Prior Written Off	-	2,500	2,500	-	5,000	5,000	10,000
Total Road Construction	\$ 14,086	\$ 123,575	\$ 109,489	\$ 48,474	\$ 247,150	\$ 198,676	\$ 494,300

Road Maintenance

Salaries & Wages - Road Maintenance	\$ 46,391	\$ 71,250	\$ 24,859	\$ 92,434	\$ 142,500	\$ 50,066	\$ 285,000
Workers' Compensation	-	500	500	-	1,000	1,000	2,000
ProfServ-Engineering	-	250	250	-	500	500	1,000
Legal Fees	-	1,750	1,750	-	3,500	3,500	7,000
Contractural Labor	52,180	3,750	(48,430)	52,180	7,500	(44,680)	15,000
Equipment Rental	16,000	3,750	(12,250)	19,509	7,500	(12,009)	15,000
District Contract Mowing	-	13,750	13,750	-	27,500	27,500	55,000
R&M-Equipment	6,939	3,750	(3,189)	7,671	7,500	(171)	15,000
R&M-Vehicles	532	3,750	3,218	532	7,500	6,968	15,000
Repairs and Maintenance	5,000	3,750	(1,250)	5,000	7,500	2,500	15,000
Matertials-Hauling	-	2,500	2,500	-	5,000	5,000	10,000
Repairs-Contracted	-	7,500	7,500	-	15,000	15,000	30,000
Misc-Licenses & Permits	-	313	313	-	625	625	1,250
Misc. Office	-	250	250	-	500	500	1,000
Uniforms	-	625	625	-	1,250	1,250	2,500
Small Equipment/Hand Tools	-	250	250	-	500	500	1,000
Safety Supplies	-	1,250	1,250	-	2,500	2,500	5,000
Materials	-	6,250	6,250	-	12,500	12,500	25,000
Total Road Maintenance	\$ 127,043	\$ 125,188	\$ (1,855)	\$ 177,325	\$ 250,375	\$ 73,050	\$ 500,750

90%

50%

79%

50%

50%

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 June 30, 2025

Roads-Capital Outlay

Capital Outlay - Equipment	\$ -	\$ 6,250	\$ 6,250	\$ -	\$ 12,500	\$ 12,500	\$ 25,000
Capital Outlay- RM	20,000	6,250	(13,750)	69,124	12,500	(56,624)	25,000
Capital Outlay- RC	76,375	225,000	148,625	120,661	450,000	329,339	900,000
Total Roads-Capital Outlay	\$ 96,375	\$ 237,500	\$ 141,125	\$ 189,785	\$ 475,000	\$ 285,215	\$ 950,000
Total Expenditures	\$ 237,504	\$ 486,263	\$ 248,759	\$ 415,585	\$ 972,525	\$ 556,940	\$ 1,945,050
Revenue Over (Under) Expenditures	\$ 26,267	\$ (72,988)	\$ 99,254	\$ 278,956	\$ (145,975)	\$ 424,931	\$ (291,950)

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 June 30, 2025

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Revenues:							
Irrigation-Usage	\$ 75	\$ 63	\$ 13	\$ 225	\$ 125	\$ 100	\$ 250
Water Late Charge Income	8,695	7,500	1,195	17,485	15,000	2,485	30,000
Water Line Bore	14,000	7,500	6,500	16,000	15,000	1,000	30,000
Capital Reserve Fee	60,395	52,500	7,895	120,558	105,000	15,558	210,000
Copies & Faxes	-	13	(13)	2	25	(23)	50
Interest-Bond	79,294	75,000	4,294	158,491	150,000	8,491	300,000
Maps Sold	-	25	(25)	-	50	(50)	100
Office Rents	1,800	1,800	-	3,600	3,600	-	7,200
Pools Fees	75	75	-	75	150	(75)	300
Reconnect Fee	5,175	5,000	175	12,525	10,000	2,525	20,000
TV Tap Fees	116,450	63,750	52,700	160,975	127,500	33,475	255,000
TV Water Sales	465,522	500,000	(34,478)	874,475	1,000,000	(125,525)	2,000,000
Interest-Investments	17,039	6,250	10,789	34,333	12,500	21,833	25,000
Other Miscellaneous Revenues	-	2,500	(2,500)	250	5,000	(4,750)	10,000
Backflow Inspections Collected	2,550	1,500	1,050	3,525	3,000	525	6,000
Returned Check Fee	120	750	(630)	300	1,500	(1,200)	3,000
Total Revenues	\$ 771,189	\$ 724,225	\$ 46,964	\$ 1,402,819	\$ 1,448,450	\$ (45,631)	\$ 2,896,900

Expenditures:

Payroll and Taxes

Salaries	\$ 123,601	\$ 125,000	\$ 1,399	\$ 214,625	\$ 250,000	\$ 35,375	\$ 500,000
Holidays	10,409	12,500	2,091	23,921	25,000	1,079	50,000
Annual Leave	11,756	8,750	(3,006)	21,481	17,500	(3,981)	35,000
Sick	11,330	6,250	(5,080)	17,889	12,500	(5,389)	25,000
Over Time	5,324	6,250	926	8,508	12,500	3,992	25,000
On Call Pay	1,276	2,500	1,224	2,211	5,000	2,789	10,000
Double Time	346	1,250	904	1,135	2,500	1,365	5,000
Personal Time	1,270	1,063	(207)	2,006	2,125	119	4,250
Bereavement	23	625	602	728	1,250	522	2,500
Jury Duty Pay	-	75	75	-	150	150	300
Longevity Pay	-	3,170	3,170	-	6,340	6,340	12,680
FICA Taxes	22,761	5,000	(17,761)	41,686	10,000	(31,686)	20,000
FUTA	128	563	434	914	1,125	211	2,250
SUI	220	1,250	1,030	2,361	2,500	139	5,000
Total Payroll and Taxes	\$ 188,446	\$ 174,245	\$ (14,201)	\$ 337,464	\$ 348,490	\$ 11,026	\$ 696,980

Benefits and Insurance

Retirement-Life	\$ 58,008	\$ 35,000	\$ (23,008)	\$ 102,078	\$ 70,000	\$ (32,078)	\$ 140,000
Health Insurance-Other	13,176	8,100	(5,076)	22,561	16,200	(6,361)	32,400
Insurance-Dental	3,305	3,250	(55)	6,755	6,500	(255)	13,000
Insurance-Life	783	2,500	1,717	1,552	5,000	3,448	10,000
Insurance-Medical	126,405	94,600	(31,805)	258,081	189,200	(68,881)	378,400
Insurance-Vision	870	1,000	130	1,702	2,000	298	4,000
Medical	-	5,000	5,000	-	10,000	10,000	20,000
Wellness Program	-	125	125	-	250	250	500
Workers' Compensation	-	2,500	2,500	-	5,000	5,000	10,000
Total Benefits and Insurance	\$ 202,548	\$ 152,075	\$ (50,473)	\$ 392,729	\$ 304,150	\$ (88,579)	\$ 608,300

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

Draft

Water Fund (cont.)
For Quarter Ending June 30, 2025

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Other Administrative Costs							
ProfServ-Engineering	\$ 6,692	\$ 3,750	\$ (2,942)	\$ 38,169	\$ 7,500	\$ (30,669)	\$ 15,000
ProfServ-Answering Service	-	1,025	1,025	-	2,050	2,050	4,100
Payroll Processing Fee	1,017	1,000	(17)	2,158	2,000	(158)	4,000
Cleaning-Office	825	875	50	1,650	1,750	100	3,500
Pest Control	516	625	109	774	1,250	476	2,500
Legal Fees	3,273	3,750	478	6,073	7,500	1,428	15,000
Accounting Services	317	250	(67)	633	500	(133)	1,000
Investment Management Fee	-	375	375	-	750	750	1,500
Auditing Services	48,569	3,750	(44,819)	69,948	7,500	(62,448)	15,000
Security Agreement	499	250	(249)	737	500	(237)	1,000
Maint Agreement-Incode	16,227	8,750	(7,477)	24,462	17,500	(6,962)	35,000
Insurance-Property	-	1,625	1,625	-	3,250	3,250	6,500
Insurance-General Liability	-	375	375	-	750	750	1,500
Insurance-Vehicle	-	500	500	-	1,000	1,000	2,000
Insurance-E&O	-	300	300	-	600	600	1,200
Insurance-Wells	-	1,875	1,875	-	3,750	3,750	7,500
Insurance-Bonding	-	188	188	-	375	375	750
Insurance-Misc	2,309	25	(2,284)	5,773	50	(5,723)	100
Reserve Fund Requirement 2023 Bonds	-	16,250	16,250	-	32,500	32,500	65,000
Reserve Fund Requirement 2021 Bonds	-	27,600	27,600	-	55,200	55,200	110,400
Travel-Air	-	1,250	1,250	-	2,500	2,500	5,000
Travel-Lodging	-	1,125	1,125	-	2,250	2,250	4,500
Travel-Meals	-	625	625	-	1,250	1,250	2,500
Travel-Rental Car	-	250	250	-	500	500	1,000
Communication-Telephone	2,679	1,875	(804)	5,463	3,750	(1,713)	7,500
Electricity-Office Bldg	756	1,125	369	1,513	2,250	737	4,500
Postage and Freight	3,732	3,250	(482)	8,251	6,500	(1,751)	13,000
Communication/Radios	334	1,250	916	814	2,500	1,686	5,000
Fax	-	25	25	-	50	50	100
Office Supplies	3,913	2,500	(1,413)	6,714	5,000	(1,714)	10,000
Printing	349	1,250	901	3,222	2,500	(722)	5,000
Advertising	-	188	188	-	375	375	750
Internet Services	1,779	1,125	(654)	3,685	2,250	(1,435)	4,500
Misc. Licenses & Permits	-	125	125	-	250	250	500
Misc-Credit Card Fees	13,908	12,500	(1,408)	27,383	25,000	(2,383)	50,000
Bank Fees	648	3,750	3,102	748	7,500	6,752	15,000
Misc-Late Fees	-	250	250	-	500	500	1,000
Mileage Reimbursement	158	375	217	254	750	496	1,500
Vehicle Usage	-	250	250	-	500	500	1,000
Pre-Employment Screening	142	250	108	142	500	358	1,000
Public Notice	449	625	176	449	1,250	801	2,500
Dues, Licenses, Subscriptions	1,282	1,250	(32)	3,153	2,500	(653)	5,000
Computer Supplies / Equipment	-	1,250	1,250	-	2,500	2,500	5,000
Computer Expense	1,200	5,000	3,800	4,429	10,000	5,571	20,000
Office Equipment Lease	1,883	3,000	1,117	4,091	6,000	1,909	12,000
Janitorial Supplies	-	63	63	-	125	125	250
Misc. Office	-	250	250	-	500	500	1,000
Election Costs	-	375	375	-	750	750	1,500
Education/Training	1,097	1,500	403	(1,122)	3,000	4,122	6,000
Total Other Administrative	\$ 114,550	\$ 119,788	\$ 5,238	\$ 219,566	\$ 239,575	\$ 20,009	\$ 479,150

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

Draft

Water Fund (Cont.)
For Quarter Ending June 30, 2025

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Operations							
Yard Maintenance-Mowing	\$ 2,100	\$ 2,250	\$ 150	\$ 12,518	\$ 4,500	\$ (8,018)	\$ 9,000
Labor-Service Lines & Taps	-	12,500	12,500	-	25,000	25,000	50,000
Fuel, Gasoline and Oil	6,953	10,000	3,047	15,438	20,000	4,562	40,000
Electricity-Pump Station	-	-	-	-	-	-	-
Garbage Removal	1,483	750	(733)	3,021	1,500	(1,521)	3,000
Electricity-Wells	16,027	12,500	(3,527)	30,221	25,000	(5,221)	50,000
Electricity-Maint Bldg	822	1,000	178	1,727	2,000	273	4,000
Water-Maint Bldg	-	-	-	-	-	-	-
Cleaning-Maint Bldg	-	1,250	1,250	-	2,500	2,500	5,000
Equipment Rental	-	3,750	3,750	-	7,500	7,500	15,000
R&M-Equipment	4,660	10,000	5,340	24,843	20,000	(4,843)	40,000
R&M-Well Maintenance	8,765	6,250	(2,515)	12,092	12,500	408	25,000
R&M-Vehicles	7,204	8,750	1,546	11,323	17,500	6,177	35,000
Repairs & Maintenance	33,181	625	(32,556)	40,628	1,250	(39,378)	2,500
Repairs-Contracted	145	12,500	12,355	3,261	25,000	21,739	50,000
Contract Labor	-	125	125	-	250	250	500
R&M-Backflow Inspection	-	1,250	1,250	-	2,500	2,500	5,000
Building Maintenance & Repairs	-	5,000	5,000	-	10,000	10,000	20,000
Water Samples	840	-	(840)	2,748	-	(2,748)	-
Water Well Admin Service Fee	7,194	2,500	(4,694)	10,791	5,000	(5,791)	10,000
TCEQ Fees	-	5,000	5,000	-	10,000	10,000	20,000
Damage Claim	6,295	1,250	(5,045)	6,295	2,500	(3,795)	5,000
Filing Fees	-	125	125	400	250	(150)	500
Meter Testing	-	63	63	-	125	125	250
License	483	625	142	744	1,250	506	2,500
OP Supplies-Hand Tools	-	1,250	1,250	2,188	2,500	312	5,000
OP Supplies-Uniforms	2,570	2,500	(70)	3,018	5,000	1,982	10,000
Meters & Supplies	9,905	6,250	(3,655)	27,300	12,500	(14,800)	25,000
OP Supplies-Chemicals	10,400	6,250	(4,150)	14,275	12,500	(1,775)	25,000
Safety Supplies	7,262	1,750	(5,512)	8,639	3,500	(5,139)	7,000
Small Equipment Purchase	1,353	1,250	(103)	2,124	2,500	376	5,000
Materials	12,564	18,750	6,186	27,466	37,500	10,034	75,000
Materials-Hauling	-	1,250	1,250	-	2,500	2,500	5,000
Miscellaneous Services	-	625	625	-	1,250	1,250	2,500
Activated Carbon - Water	-	-	-	49,395	-	(49,395)	-
Depreciation Expense	-	68,750	68,750	-	137,500	137,500	275,000
Total Operations	\$ 140,204	\$ 206,688	\$ 66,483	\$ 310,455	\$ 413,375	\$ 102,920	\$ 826,750
Allocations							
Salary Allocations to WW	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PPE Allocations	-	-	-	-	-	-	-
Total Allocations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 645,748	\$ 652,795	\$ 7,047	\$ 1,260,214	\$ 1,305,590	\$ 45,376	\$ 2,611,180
Net Ordinary Income	\$ 125,442	\$ 71,430	\$ 54,012	\$ 142,605	\$ 142,860	\$ (255)	\$ 285,720
Debt Service							
Interest Expense	\$ 107,949	\$ 37,500	\$ (70,449)	\$ 107,949	\$ 75,000	\$ (32,949)	\$ 150,000
Total Debt Service	\$ 107,949	\$ 37,500	\$ (70,449)	\$ 107,949	\$ 75,000	\$ (32,949)	\$ 150,000
Capital Outlay/Projects							
Capital Outlay	\$ 82,850	\$ -	\$ (82,850)	\$ 171,602	\$ -	\$ (171,602)	\$ -
Capital Outlay-Culverts	23,772	25,000	1,228	23,772	50,000	26,228	100,000
Line Extension	-	11,250	11,250	-	22,500	22,500	45,000
Water Tank Main	-	22,500	22,500	-	45,000	45,000	90,000
Water Well Cap Improv	-	6,250	6,250	-	12,500	12,500	25,000
Building Capital	29,640	1,250	(28,390)	71,922	2,500	(69,422)	5,000
Capital Equipment Purchase - Water	-	-	-	46,500	-	(46,500)	-
Total Capital Outlay Projects	\$ 136,262	\$ 66,250	\$ (70,012)	\$ 313,797	\$ 132,500	\$ (181,297)	\$ 265,000
Revenue Over (Under) Expenditures	\$ (118,770)	\$ (32,320)	\$ (86,450)	\$ (279,142)	\$ (64,640)	\$ (214,502)	\$ (129,280)

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

Draft

Wastewater Fund
For Quarter Ending June 30, 2025

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Revenues:							
Wastewater Fees	\$ 225,592	\$ 212,500	\$ 13,092	\$ 448,788	\$ 425,000	\$ 23,788	\$ 850,000
Wastewater Tap Fees	96,369	100,000	(3,631)	231,106	200,000	31,106	400,000
Wastewater Bore	3,250	5,000	(1,750)	11,500	10,000	1,500	20,000
Commercial Fees	8,129	8,750	(621)	16,512	17,500	(988)	35,000
Debt Service Reserve Fee	23,960	21,250	2,710	47,657	42,500	5,157	85,000
Interest-Investments	-	15,000	(15,000)	4,828	30,000	(25,172)	60,000
Interest-Reserves	-	-	-	-	-	-	-
Total Revenues	\$ 357,300	\$ 362,500	\$ (5,200)	\$ 760,391	\$ 725,000	\$ 35,391	\$ 1,450,000

Expenditures:

Administration

Salaries & Wages - Wastewater	\$ 33,805	\$ 27,500	\$ (6,305)	\$ 60,571	\$ 55,000	\$ (5,571)	\$ 110,000
Holidays	2,602	1,250	(1,352)	5,980	2,500	(3,480)	5,000
Sick	2,833	1,000	(1,833)	4,472	2,000	(2,472)	4,000
Over Time	1,331	750	(581)	2,127	1,500	(627)	3,000
On Call Pay	319	250	(69)	553	500	(53)	1,000
Double Time	87	250	163	284	500	216	1,000
Medical	-	250	250	-	500	500	1,000
Workers' Compensation	-	1,250	1,250	-	2,500	2,500	5,000
ProfServ-Engineering	-	1,250	1,250	-	2,500	2,500	5,000
Legal Fees	-	1,250	1,250	-	2,500	2,500	5,000
Accounting Services	317	225	(92)	633	450	(183)	900
Auditing Services	48,569	2,500	(46,069)	69,947	5,000	(64,947)	10,000
Cleaning-Office	825	825	-	1,650	1,650	-	3,300
Travel-Lodging	-	250	250	-	500	500	1,000
Travel-Rental Car	-	125	125	-	250	250	500
Travel-Meals	-	125	125	-	250	250	500
Communication-Telephone	608	625	18	1,215	1,250	35	2,500
Maint Agreement-CUSI	-	250	250	-	500	500	1,000
Insurance-Property	-	250	250	-	500	500	1,000
Insurance-General Liability	-	250	250	-	500	500	1,000
Insurance-Vehicle	-	250	250	-	500	500	1,000
Insurance-E&O	-	250	250	-	500	500	1,000
Insurance-Misc.	-	250	250	-	500	500	1,000
Office Supplies	187	375	188	1,580	750	(830)	1,500
Education/Training	200	1,000	800	(2,318)	2,000	4,318	4,000
Total Administration	\$ 91,682	\$ 42,550	\$ (49,132)	\$ 146,694	\$ 85,100	\$ (61,594)	\$ 170,200

Operations

Yard Maintenance-Mowing	\$ 2,100	\$ 2,000	\$ (100)	\$ 8,201	\$ 4,000	\$ (4,201)	\$ 8,000
Contract Labor	-	10,000	10,000	3,000	20,000	17,000	40,000
Labor-Service Lines & Taps	-	5,000	5,000	-	10,000	10,000	20,000
Fuel, Gasoline and Oil	6,953	7,500	547	15,438	15,000	(438)	30,000
Electricity-Lift Station	1,351	1,500	149	2,743	3,000	257	6,000
Wastewater Service	52,147	46,250	(5,897)	101,817	92,500	(9,317)	185,000
Equipment Rental	-	625	625	-	1,250	1,250	2,500
R&M-Equipment	1,194	2,500	1,306	21,343	5,000	(16,343)	10,000
R&M-Lift Station-WW	1,113	2,500	1,387	5,691	5,000	(691)	10,000
R&M-Vehicles	2,852	5,000	2,148	4,542	10,000	5,458	20,000
Repairs & Maintenance	2,136	6,250	4,114	4,489	12,500	8,011	25,000

BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2
Statement of Revenues, Expenditures and Changes in Fund Balances (Actual vs.Budget)
Wastewater Fund (Cont.)
For Quarter Ending June 30, 2025

Draft

	Second Quarter			Year-to-Date			Annual Budget
	Actual	Budget	Variance Fav (Unfav)	Actual	Budget	Variance Fav (Unfav)	
Operations (cont.)							
Grinder Pump Repair	\$ 36,219	\$ 10,000	\$ (26,219)	\$ 54,816	\$ 20,000	\$ (34,816)	\$ 40,000
Op & Maint-City	-	-	-	-	-	-	-
Tools And Equipment	-	625	625	-	1,250	1,250	2,500
Op Supplies - Hand Tools	-	375	375	-	750	750	1,500
Miscellaneous Services	-	250	250	-	500	500	1,000
TCEQ Fees	-	875	875	-	1,750	1,750	3,500
Filing Fees	-	188	188	400	375	(25)	750
Meter Testing	-	-	-	-	-	-	-
License	-	188	188	-	375	375	750
Lift Station Admin Service Fee	-	375	375	-	750	750	1,500
OP Supplies-Uniforms	828	250	-	1,007	500	(507)	1,000
Op Supplies -Chemicals	-	-	-	-	-	-	-
Safety Supplies	3,206	1,250	(1,956)	4,088	2,500	(1,588)	5,000
Small Equipment Purchase	1,302	250	(1,052)	3,522	500	(3,022)	1,000
Materials	10,850	18,750	7,900	23,424	37,500	14,076	75,000
Materials-Hauling	-	1,250	1,250	-	2,500	2,500	5,000
Total Operations	\$ 122,252	\$ 123,750	\$ 2,077	\$ 254,522	\$ 247,500	\$ (7,022)	\$ 495,000
Total Expenses	\$ 213,934	\$ 166,300	\$ (47,055)	\$ 401,215	\$ 332,600	\$ (68,615)	\$ 665,200
Net Ordinary Income	\$ 143,366	\$ 196,200	\$ (52,255)	\$ 359,176	\$ 392,400	\$ (33,224)	\$ 784,800
Debt Service							
Interest Expense	\$ 73,659	\$ 41,250	\$ (32,409)	\$ 73,659	\$ 82,500	\$ 8,841	\$ 165,000
Total Debt Service	\$ 73,659	\$ 41,250	\$ (32,409)	\$ 73,659	\$ 82,500	\$ 8,841	\$ 165,000
Capital Outlay/Projects							
Impr.- W/WW Systems	\$ -	\$ 31,250	\$ 31,250	\$ -	\$ 62,500	\$ 62,500	\$ 125,000
Capital Outlay-Equipment	-	-	-	-	-	-	-
Capital Outlay-Vehicles	-	-	-	-	-	-	-
WW Line Extensions	-	6,250	6,250	13,006	12,500	(506)	25,000
Capital Outlay-Grinder Pumps	55,287	31,250	(24,037)	100,787	62,500	(38,287)	125,000
Total Capital Outlay/Projects	\$ 55,287	\$ 68,750	\$ 13,463	\$ 113,794	\$ 137,500	\$ 23,706	\$ 275,000
Revenue Over (Under) Expenditures	\$ 14,421	\$ 86,200	\$ (71,201)	\$ 171,723	\$ 172,400	\$ (677)	\$ 344,800

5c. Liens Release

Lien List Recap for:

JUNE 2025

Total Amount of Liens Released	\$15,649.95
Road Assessments Paid	\$34,976.62
Standby Assessments Paid	\$0.00
Attorney Fees	\$1,282.80
Total actually collected	\$36,259.42
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

July 24, 2025

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

All plants and stations are currently running at 100%. No major issues at the moment.

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

We have received a final contract for the elevated tower from engineering. It has been reviewed by attorneys and will be signed soon.

SPI has submitted the final ACR plan to TCEQ for their review. We expect to hear back in the August to September timeframe.

6c. Roads maintenance & improvement projects update:

Crews are still finishing & prepping this years roads for the County. County is back in Tahitian as of a couple weeks ago. At this time, we are still expecting to complete this years roads.

6d. Employee & Administrative update:

We have hired 3 new field employees and they are going thru the Apprenticeship training now. We expect to have them certified as Basic Field Operators by the end of the year.

Agenda

Item #7

Capital
Improvement
Projects

SHORT FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

This is an Agreement between **Bastrop County Water Control and Improvement District No. 2** (Owner) and **Schaumburg & Polk, Inc.** (Engineer). Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as **Elevated Storage Tank** (Project). Engineer's services under this Agreement (Services) are generally identified as **design and administration of construction of a 400,000 gallon multi-column elevated storage tank to be located at 113 Tahitian Drive, Bastrop, TX 78602.**

Owner and Engineer further agree as follows:

1.01 Services of Engineer

- A. Engineer shall provide or furnish the Services set forth in this Agreement, and any Additional Services authorized by Owner and consented to by Engineer. The parties must agree upon compensation for additional services before the Owner will authorize the Additional Services.

2.01 Owner's Responsibilities

- A. Owner shall provide Engineer with existing Project-related information and data in Owner's possession and needed by Engineer for performance of Engineer's Services. Owner will advise the Engineer of Project-related information and data known to Owner but not in Owner's possession. Engineer may use and rely upon Owner-furnished information and data in performing its Services, subject to any express limitations applicable to the furnished items.
 - 1. Following Engineer's assessment of initially-available Project information and data, and upon Engineer's request, Owner shall obtain, furnish, or otherwise make available (if necessary through retention of specialists or consultants) such additional Project-related information and data as is reasonably required and available to the Owner to enable Engineer to complete its Services; or, with consent of Engineer, Owner may authorize the Engineer to obtain or provide all or part of such additional information and data as Additional Services.
- B. Owner shall provide necessary direction and make decisions, including prompt review of Engineer's submittals, and carry out its other responsibilities in a timely manner so as not to delay Engineer's performance. Owner shall give prompt notice to Engineer whenever Owner observes or otherwise becomes aware of (1) any relevant, material defect or nonconformance in Engineer's Services, or (2) any development that affects the scope or time of performance of Engineer's Services.

3.01 Schedule for Rendering Services

- A. Engineer shall complete its Services within the following specific time period: **within 550 days of the effective date of the agreement**. If no specific time period is indicated, Engineer shall complete its Services within a reasonable period of time.

Commented [JS1]: Exhibit A covers this

- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, ~~shall may~~ be adjusted equitably by mutual agreement of the parties.

4.01 Invoices and Payments

- A. Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices for authorized services, and authorized Additional Services, are due and payable within 30 days of receipt.
- B. Payment: As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in this Paragraph 4.01, Invoices and Payments. If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.
- C. Failure to Pay: If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer's non-disputed invoice, then (1) the amounts due Engineer for such non-disputed services or expenses will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; (2) in addition Engineer may, after giving 7 days' written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges, and in such case Owner waives any and all claims against Engineer for any such suspension; and (3) if any payment due Engineer remains unpaid after 90 days, Engineer may terminate the Agreement for cause pursuant to Paragraph 5.01.A.2.
- D. Reimbursable Expenses: Engineer is entitled to reimbursement of expenses only if so indicated in Paragraph ~~4.01.E~~ or 4.01.F. If so entitled, and unless expressly specified otherwise, the amounts payable to Engineer for reimbursement of expenses will be the Project-related internal expenses actually incurred or allocated by Engineer, plus all invoiced external expenses allocable to the Project, including Engineer's subcontractor and subconsultant charges, with the external expenses multiplied by a factor of 1.1.
- E. Basis of Payment
1. Lump Sum. Owner shall pay Engineer for Services as follows:
 - a. A Lump Sum amount of **\$492,000**.
 - b. In addition to the Lump Sum amount, reimbursement of the following expenses: None.
 - c. The portion of the compensation amount billed monthly for Engineer's Services will be based upon Engineer's estimate of the percentage of the total Services actually completed during the billing period.
- F. Additional Services: For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses

Commented [JS2]: This only applies if SPI and the District encounter an out of scope expense that is mutually agreed to be reimbursable outside of the lump sum fee per 4.01.F.

incurred in connection with providing the Additional Services. Engineer's standard hourly rates are attached as Appendix 1.

5.01 Termination

A. Termination for Cause

1. Either party may terminate the Agreement for cause upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms of the Agreement, through no fault of the terminating party.
 - a. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 5.01.A.1 if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein will extend up to, but in no case more than, 60 days after the date of receipt of the notice.
2. In addition to its termination rights in Paragraph 5.01.A.1, Engineer may terminate this Agreement for cause upon 7 days' written notice (a) if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional, (b) if Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, (c) if payment due Engineer remains unpaid for 90 days, as set forth in Paragraph 4.01.C, or (d) as the result of the presence at the Site of undisclosed Constituents of Concern as set forth in Paragraph 6.01.I.
3. Engineer will have no liability to Owner on account of any termination by Engineer for cause.

B. Termination for Convenience: Owner may terminate this Agreement for convenience, effective upon Engineer's receipt of notice from Owner.

C. Payments Upon Termination: In the event of any termination under Paragraph 5.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement, and to reimbursement of expenses incurred through the effective date of termination. Upon making such payment, Owner will have the limited right to the use of all deliverable documents, whether completed or under preparation, subject to the provisions of Paragraph 6.01.F, at Owner's sole risk.

1. If Owner has terminated the Agreement for cause and disputes Engineer's entitlement to compensation for services and reimbursement of expenses, then Engineer's entitlement to payment and Owner's rights to the use of the deliverable documents will be resolved in accordance with the dispute resolution provisions of this Agreement or as otherwise agreed in writing.

~~2. If Owner has terminated the Agreement for convenience, or if Engineer has terminated the Agreement for cause, then Engineer will be entitled, in addition to the payments identified above, to invoice Owner and receive payment of a reasonable amount for authorized services and authorized expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel,~~

~~costs of terminating contracts with Engineer's subcontractors or subconsultants, and other related close out costs, using methods and rates for authorized Additional Services as set forth in Paragraph 4.01-F.~~

6.01 General Considerations

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor will Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions of probable construction cost (if any) are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents, other than those made by Engineer.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Engineer grants to Owner a limited license to use the deliverable documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the deliverable documents, and subject to the following limitations:
 - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by

Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;

2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and subconsultants;

~~3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and~~

~~4.3.~~ such limited license to Owner shall not create any rights in third parties.

- G. Owner and Engineer agree to transmit, and accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.

~~H. Waiver of Damages; Limitation of Liability: To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's officers, directors, members, partners, agents, employees, subconsultants, and insurers, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, from any cause or causes, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Engineer, whichever is greater.~~

~~H.~~ The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.

~~I.~~ Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute will be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

~~K.J.~~ This Agreement is to be governed by the laws of the state in which the Project is located.

~~L.K.~~ Engineer's Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-

related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.

7.01 Definitions

- A. **Constructor**—Any person or entity (not including the Engineer, its employees, agents, representatives, subcontractors, and subconsultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. **Constituent of Concern**—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), lead based paint (as defined by the HUD/EPA standard), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

8.01 Successors, Assigns, and Beneficiaries

- A. **Successors and Assigns**
 - 1. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 8.01.A.2 the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
 - 2. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- B. **Beneficiaries:** Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

9.01 Total Agreement

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

Attachments:

Attachment "A" Specific Scope of Work, Fee Proposal, and Schedule

This Agreement's Effective Date is _____.

Owner:

Bastrop County Water Control and
Improvement District No. 2
(name of organization)

By: _____
(authorized individual's signature)

Date: _____
(date signed)

Name: Paul Hightower
(typed or printed)

Title: General Manager
(typed or printed)

Address for giving notices:
112 Corporate Dr
Bastrop, TX 78602

Designated Representative:

Name: Paul Hightower
(typed or printed)

Title: General Manager
(typed or printed)

Address:
112 Corporate Dr
Bastrop, TX 78602

Phone: 512-321-1688

Email: paul@bcwcid2.org

Engineer:

Schaumburg & Polk, Inc.
(name of organization)

By: _____
(authorized individual's signature)

Date: _____
(date signed)

Name: Nick DuBose, P.E.
(typed or printed)

Title: Branch Office Manager - Kyle
(typed or printed)

Address for giving notices:
165 Elmhurst Dr, Suite B
Kyle, TX 78640

Designated Representative:

Name: John Schmeling, P.E.
(typed or printed)

Title: Project Manager
(typed or printed)

Address:
165 Elmhurst Dr, Suite B
Kyle, TX 78640

Phone: 512-262-0440

Email: jschmeling@spi-eng.com



Attachment "A"

SPECIFIC SCOPE OF WORK, FEE PROPOSAL AND SCHEDULE

Bastrop County Water Control and Improvement District No. 2 (District)

Proposed 400,000 gallon Multi-Column Elevated Water Storage Tank (EST)

7/14/2025

Items of work specified below shall be included as Exhibit A to the EJCDC Form of Agreement between Owner and Engineer for Professional Services.

BASIC SERVICES (Each phase shall not be started without authorization from the Owner, if the Owner delays authorizing a given phase, the phase schedule will be delayed equal to the number of days delayed)

1. Study and Report
 - a. Project includes a 400,000 gallon multi-column EST at Water Plant 1 located at 113 Tahitian Dr.
 - b. Develop a preliminary opinion of construction cost.
 - c. Review and revise the District's existing water model and prepare a summary report including recommendations for:
 - Water line improvements to improve distribution from the proposed EST.
 - Operating range for proposed EST.
 - Recommended overflow for proposed EST.
 - d. Furnish the report to the District.
2. Preliminary Design
 - a. Prepare a preliminary set of plans and specifications and present them to the District.
 - b. Develop updated opinion of construction cost.
3. Final Design
 - a. Prepare and furnish final plans and contract documents for the proposed water storage tank to the District for review.
 - b. Incorporate District comments to the plans and contract documents.
 - c. Submit plans and contract documents to TCEQ.
 - d. Advise the District of adjustments to the opinion of probable construction cost.
4. Bidding
 - a. Provide contract documents and assist District in bidding project.
 - b. Provide for distribution of plans and specifications through CivCast.
 - c. Issue addenda as appropriate to interpret, clarify, or expand the Bidding Documents.

- d. Conduct bid opening, tabulate bids, and recommend award to Owner.
- e. Attend a District Board meeting to award project.

5. Construction Phase

- a. Conduct pre-construction conference.
- b. Receive and review the project schedule, schedule of submittals and schedule of values.
- c. Make periodic site visits at various stages of the project to observe the progress of the project and conformity to the plans and contract documents. Engineers site visits are based on approximately 8 hours per week for an anticipated 55-week construction period. Actual visits will be based on Contractor's performance and construction progress.
- d. Issue necessary clarifications and interpretations of the contract documents.
- e. Review submittals.
- f. Review the contractors' pay requests.
- g. If necessary, prepare change orders.
- h. Receive and review O&M manuals.
- i. Conduct a substantial completion site visit and put together a list of punch list items.
- j. Conduct a final inspection.
- k. Prepare record drawings.
- l. Prepare close documents.

2. Additional Services

- A. Topographic survey to be prepared by subconsultant.
- B. Electrical design, bidding, and construction services to be done by subconsultant.
- C. Geotechnical borings and foundation report to be prepared by subconsultant.

PROJECT DELIVERABLES

- 1. Preliminary Engineering Report (PER)
- 2. 30% Design Plans and Cost Estimate
- 3. 60% Design Plans, Cost Estimate, and Specifications
- 4. 90% Design Plans, Cost Estimate, Specifications, and Bidding Documents
- 5. Final Signed and Sealed Design Plans, Cost Estimate, Specifications, and Bidding Documents.
- 6. Construction Reports and Record Drawings.

RESPONSIBILITIES OF OWNER

- 1. The Owner is responsible for all fees required for any permits and project advertising.
- 2. This proposal excludes construction materials testing.
- 3. This proposal excludes the services of a full-time resident project representative.

PROFESSIONAL SERVICES FEE

SPI proposes to complete the scope of services described herein for the Lump Sum Fee of \$492,000.00.

Fee Proposal

Study and Report	\$40,000.00
Preliminary Design	\$150,000.00
Final Design	\$150,000.00
Bidding	\$22,000.00
Construction Phase	\$130,000.00
TOTAL FEE	\$492,000.00

Commented [JS1]: Since these are under a lump sum fee, they are already inferred to no allow exceeding.

PROFESSIONAL SERVICES SCHEDULE

The Engineer proposes the following schedule:

<u>Party</u>	<u>Action</u>	<u>Schedule (Each phase shall not be started without authorization from the Owner, if the Owner delays authorizing a given phase, the phase schedule will be delayed equal to the number of days delayed)</u>
Engineer	Furnish five (5) review copies of the 30% complete plans and PER to Owner.	Within 60 days of the Effective Date of the Agreement.
Owner	Submit review comments on 30% plans and PER to Engineer.	Within 10 business days of the receipt of submittal from Engineer.
Engineer	Furnish five (5) review copies of the 60% complete plans, cost estimate, specifications and final PER to Owner.	Within 15 50 days of the Effective Date of the Agreement.
Owner	Submit review comments on 60% plans, cost estimate, and specifications to Engineer.	Within 10 business days of the receipt of submittal from Engineer.
Engineer	Furnish five (5) review copies of the 90% complete plans, cost estimate, specifications, and bidding documents to Owner.	Within 20 495 days of the Effective Date of the Agreement.
Owner	Submit review comments on 90% plans, cost estimate, specifications, and bidding documents to Engineer.	Within 10 business days of the receipt of submittal from Engineer.



Engineer	Furnish five (5) review copies of the final signed and sealed plans, cost estimate, specifications, and bidding documents to Owner.	Within 240-255 days of the Effective Date of the Agreement.
Owner / Engineer	Conduct Bid Opening	Upon completion of Final Design based on schedule agreed with Owner.
Owner / Engineer/ Contractor	Construction of Elevated Storage Tank	Construction is estimated to take about 400 calendar days.
Engineer	Furnish five (5) copies of record drawings and operations and maintenance manual to Owner	Within 45 days of the date of final completion.

Thank you for considering Schaumburg & Polk, Inc. for this project!

END OF 4-PAGE SPECIFIC SCOPE OF WORK, FEE PROPOSAL AND SCHEDULE



2025 SCHEDULE OF HOURLY RATES and EXPENSES

ADMINISTRATIVE ASSISTANT	\$ 85.00 /HOUR
INTERN	\$ 75.00 /HOUR
SURVEY CREW	\$ 180.00 /HOUR
SURVEYOR I	\$ 60.00 /HOUR
SURVEYOR II	\$ 80.00 /HOUR
SURVEYOR III	\$ 100.00 /HOUR
SURVEYOR IV	\$ 120.00 /HOUR
SURVEYOR TECH	\$ 115.00 /HOUR
RPLS	\$ 185.00 /HOUR
CONSTRUCTION REPRESENTATIVE I	\$ 100.00 /HOUR
CONSTRUCTION REPRESENTATIVE II	\$ 115.00 /HOUR
CONSTRUCTION REPRESENTATIVE III	\$ 140.00 /HOUR
DESIGN TECHNICIAN I	\$ 90.00 /HOUR
DESIGN TECHNICIAN II	\$ 105.00 /HOUR
DESIGN TECHNICIAN III	\$ 125.00 /HOUR
DESIGN TECHNICIAN IV	\$ 155.00 /HOUR
ENGINEER I / II	\$ 125.00 /HOUR
ENGINEER III	\$ 145.00 /HOUR
ENGINEER IV	\$ 165.00 /HOUR
ENGINEER V	\$ 195.00 /HOUR
ENGINEER VI	\$ 235.00 /HOUR
ENGINEER VII	\$ 270.00 /HOUR
ENGINEER VIII	\$ 285.00 /HOUR
ENGINEER IX	\$ 300.00 /HOUR

REIMBURSABLE EXPENSES	
Mileage	IRS Allowable Rate
Travel and Meal	Actual Cost x 1.10
Misc. Reimbursable	Actual Cost x 1.10

OUTSIDE CONSULTANT RATES	
Subconsultants	Actual Cost x 1.10

Schaumburg & Polk, Inc. furnishes General Liability Insurance, Professional Liability Insurance and State of Texas mandatory limits of Worker's Compensation insurance.

Preparation for and furnishing expert witness testimony will be billed at three times the hourly rates shown above for the various classifications.

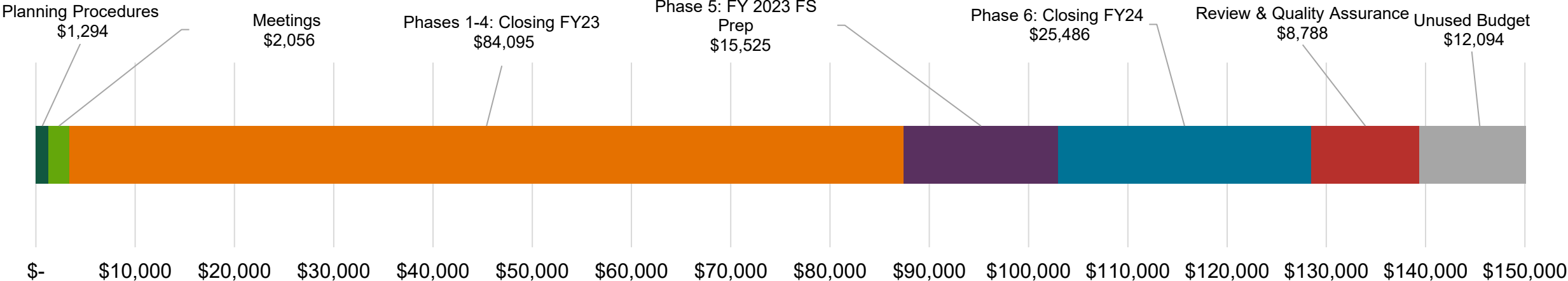
Rates Effective: January 1, 2025 (*adjusted annually*) **with not less than 30 days notice to the Owner.**

Agenda

Item #8

**FY2023 Financial
Audit Report**

Bastrop County WCID #2 – Budget Usage



▪ Chart reflects budget for hours worked through July 18th, 2025

Tasks worked on to date include:



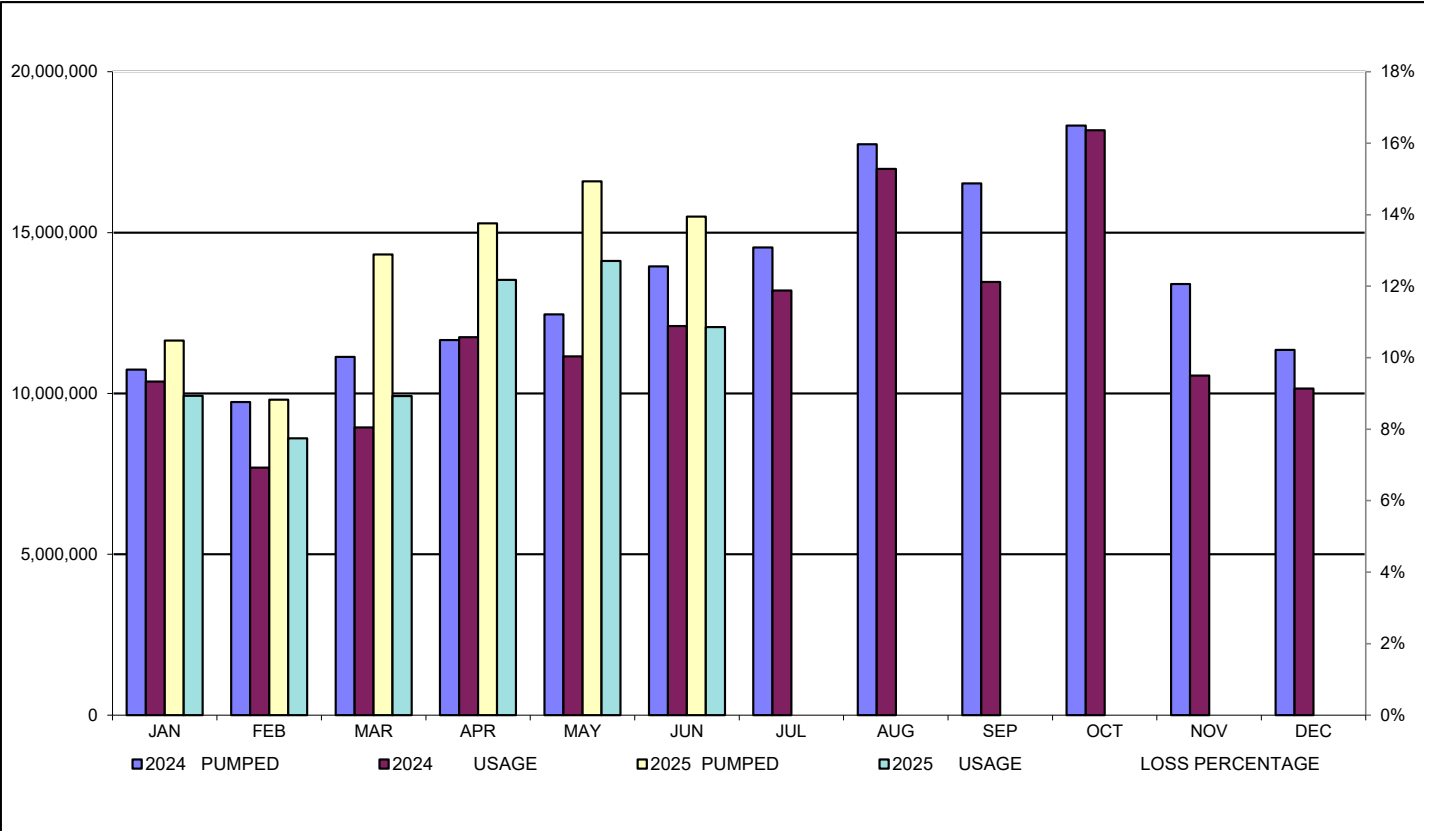
- Phases 1-4: Close Fiscal Year 2023
- Phase 5: Prepare the 2023 FS
- Phase 6: Close Fiscal Year 2024
- Fiscal Year 2023 (Close & FS Prep): \$101,500
- Fiscal Year 2024 (Close & FS Prep): \$50,000
- Total Engagement Fees: \$151,500
- Available Budget: \$12,094



Misc Reports

Consumption Report

MONTH	2024	2024	2025	2025	2025	ACTIVE	LOSS
	PUMPED	USAGE	PUMPED	USAGE	PUMPED		
	WATER	OF WATER	WATER	OF WATER	UNBILLED	METERS	%
JAN	10,742,789	10,367,301	11,644,829	9,929,979	1,284,425	2,363	4%
FEB	9,733,921	7,695,855	9,804,440	8,605,351	714,200	2,366	5%
MAR	11,134,303	8,939,458	14,316,694	9,915,235	2,143,275	2,363	16%
APR	11,662,091	11,746,378	15,289,055	13,530,994	1,280,125	2,374	3%
MAY	12,460,572	11,151,158	16,589,422	14,115,350	1,109,000	2,381	8%
JUN	13,951,837	12,095,889	15,499,315	12,062,500	1,030,825	2,390	16%
JUL	14,534,984	13,196,265					
AUG	17,748,387	16,980,487					
SEP	16,524,854	13,461,341					
OCT	18,326,500	18,178,879					
NOV	13,401,272	10,553,461					
DEC	11,350,025	10,149,752					
TOTALS	161,571,535	144,516,224	83,143,755	68,159,409	7,561,850		9%



JOB CODE	----- ISSUED THIS PERIOD -----				----- PRIOR ORDERS -----			TOTAL	TOTAL
	ISSUED	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	VOIDED	OUTSTANDING	COMPLETED	OUTSTANDING
ALARM SEWER ALARM	27	23	0	0	2,838	33	0	2,861	0
BROWN BROWN WATER	0	0	0	0	410	3	0	410	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	9	9	0	0	967	1	0	976	0
HSWAP METER HEAD SWAP	0	0	0	0	154	17	0	154	0
IRRIG IRRIGATION PERMIT	0	0	0	0	65	2	1	65	1
LEAK CHECK FOR LEAK	5	4	0	0	2,089	28	1	2,093	1
LKMTR LOCK MTR	0	0	0	0	242	76	0	242	0
LNLOC LINE LOCATE	1	1	0	0	268	5	0	269	0
METER MOVE METER CHARGE	0	0	0	0	7	8	0	7	0
MI METER INFORMATION	1	1	0	0	194	14	0	195	0
MISCE MISCELLANEOUS	6	6	0	0	3,568	190	11	3,574	11
MOW MOWING GRASS	1	0	0	0	279	1	0	279	0
OCC OCCUPANT CHANGE	19	19	0	0	4,769	74	0	4,788	0
ODOR SMELLY WATER	1	1	0	0	56	0	0	57	0
OFF TURN OFF SERVICE	25	23	2	0	3,213	309	0	3,236	0
OFFEE TRIP CHARGE TURN OFF	0	0	0	0	23	0	0	23	0
ON TURN ON SERVICE	32	31	1	0	4,380	92	0	4,411	0
ONFEE TRIP CHARGE TURN ON	0	0	0	0	25	2	0	25	0
POOLS POOL/SPA PERMIT	0	0	0	0	63	1	0	63	0
RADIO RADIO READ REPORT	0	0	0	0	154	5	0	154	0
RC READ CHECK	3	3	0	0	458	111	0	461	0
ROAD ROAD REPAIR	1	0	0	0	4,007	26	9	4,007	9
RRMON RADIO READ MONITOR (RENT)	0	0	0	0	0	1	0	0	0
SEWER WASTEWATER MISC SERVICE	2	1	0	1	1,516	32	2	1,517	3
SIGN STREET SIGN	0	0	0	0	77	4	1	77	1
SWAP METER SWAP-OUT	1	1	0	0	1,867	118	0	1,868	0
SWTAP W/W TAP	6	1	1	4	584	27	1	585	5
TMPWT TMP WTR	0	0	0	0	9	5	0	9	0
W/W W/W ESTIMATE	7	7	0	0	1,376	57	5	1,383	5
WMEAS MEASURE FOR WATER TAP	11	11	0	0	2,157	57	1	2,168	1
WPRES LOW WATER PRESSURE	8	8	0	0	464	19	0	472	0
WTRTP WATER TAP	13	9	0	4	515	794	0	524	4
WWMOV W/W ESTIMATE FOR RELOCATE	0	0	0	0	11	6	0	11	0
** GRAND TOTALS **	179	159	4	9	37,365	2,129	32	37,524	41

JUNE 2025

BCWCID#2

Re-Cap of Water Tap Applications

WATER TAPS:

2025 Pending	10
2025 Complete.....	41
2024 Complete.....	99
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

JUNE 2025
BCWCID#2

Re-Cap of Wastewater Tap Applications

WASTEWATER TAPS:

2025 Pending	5
2025 Complete.....	20
2024 Pending	1
2024 Complete.....	47
2023 Complete.....	32
2022 Complete.....	35
2021 Complete.....	34
2020 Complete.....	43
2019 Complete.....	34
2018 Complete.....	52
2017 Complete	35
2016 Complete	40
2015 Complete	32
2014 Complete	26

Active Wastewater Customers: 961