

Minutes of the Public Meeting and Special Meeting of the
BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT #2

A public meeting and special meeting of the Board of Directors of Bastrop County Water Control and Improvement District #2 was held on Saturday, September 26, 2020, beginning at 9:00 a.m. The meeting was conducted by videoconference and telephone.

Present BCWCID #2 Board Members:

Professionals:

Mary Beth O' Hanlon, President
Butch Carmack, Vice President
Scott Ferguson, Secretary
Sam Kier, Treasurer
Karen Pinard, Director

BCWCID #2 Staff/Other

Paul Hightower, General Manager
Tyler Walsh, Operations Manager
Mike Dolan, Customer Service Rep
Joseph Willrich, BEFCO Engineering

MEETING DISCUSSION TOPICS

1.) Call meeting to Order

President O'Hanlon called the meeting to order at 9:00 A.M. This is a Bastrop County Water Control Improvement District #2, Board of Directors Meeting, this is our annual meeting, and so the topic some discussion today will be entirely related to roads and road work, specifically our road plan. We do have a quorum today; all board members are present.

President O'Hanlon stated the agenda calls for us to pledge allegiance to our US flag in our Texas State flag, but we will pass on those in this virtual format.

2.) Pledge of Allegiance

3.) Texas State Pledge

4.) Introduction of the Board and Special Guests

President O'Hanlon stated she would like to introduce everyone in case we have folks on the phone that are not familiar with our Board.

Mary Beth O'Hanlon stated she is currently serving as President of the Board. Butch Carmack is our Vice President. Sam Kier our Treasurer, Karen Pinard and Scott Ferguson are Board members as well with deep experience in both water and District related issues.

President O'Hanlon stated before we get underway, we have not received any registrations from anybody wanting to speak during the meeting. However, if you would like to speak or have a comment, we have our staff here and they are watching, and will be looking for anyone who might be wanting to ask a question, or to make a comment throughout the meeting. This is your opportunity to learn all about our plans for the upcoming year and, actually, the upcoming five years.

President O'Hanlon stated before we get underway, for any of you who did not hear, we wanted to pass on the very sad news, Mr. Victor Gonzalez passed away last weekend. Mr. Gonzalez, who is a longtime member of this board and also a member of this community for many years, recently moved away, I understand, he had been in Oregon for about a month. We do not know any more than that, but I would like to acknowledge the many years of service that Victor provided to this community and we are very sorry to hear of his passing.

President O'Hanlon introduced those present from the Road Committee. The committee generally meets monthly. They have not met much during this COVID time, the Committee's busiest time of year is coming up as we update our density studies, and make plans for the next road meeting but we do have Jo Anne Egitto and Don Fee attending the meeting. Also, in attendance is Greg Stigall, who will be officially appointed at the next Board meeting.

Jo Egitto asked if we could acknowledge Kathleen Newton who is not on the call, but she was just an integral part of getting the plan completed. So, shout out to Kathleen Newton.

President O'Hanlon stated Kathleen has been a real advantage for all of us. Kathleen is a TXDOT employee so one thing she knows a lot about is roads and bridges. She has been very helpful to us. I would also like to give a shout out to Gwen Winter.

Gwen has left the road committee, but she did two years of very intense service, including going door to door in her district, where roads work was planned. So, thank you, Gwen, on behalf of the community for all your service to us.

President O'Hanlon stated at this point she would like to go ahead and turn the meeting over to Paul Hightower, General Manager. Commissioner Hamner

will not be with us today, but he has provided some updates for Mr. Hightower to share with us. Mr. Hightower will also give any updates as it relates to Bastrop County or the City of Bastrop.

5.) Update from Precinct 1 regarding road projects

Paul Hightower stated Commissioner Hamner unfortunately could not be with us today. He was already scheduled earlier this year, to be out of town the next two weeks on some family events. The only major updates that he wished for me to share, was they had applied for a Federal grant for the 304 Bridge, which did not go through for the County. That did not get approved. So they are looking at some different options, and he also wanted to share that the Ingress Egress Road coming into Tahitian, which will give an entry and exit strategy from 71 back around McAllister and coming into Ulupau on the back of Tahitian is scheduled to be open on October 21st. We are also chasing several grants together to repair roads and get some things done a lot quicker. Commissioner Hamner has put in for grants that equal a million and a half dollars. So, if those grants get approved, we can get a lot of road work done. Those were all of Commissioner Hamner's updates.

Director Kier stated the grants were related to the fire.

Mr. Hightower responded some of the grants were related to fire mitigation and some were for flood mitigation that we were applying for.

Director Kier stated basically, because of the disasters that we encounter, we might be able to get some grants.

Mr. Hightower responded yes, sir. That is correct.

6.) Update from City of Bastrop regarding road projects

President O'Hanlon asked if we have any updates from Trey with the City of Bastrop?

Paul Hightower responded No, ma'am, I never heard back from him.

7.) Update from consulting engineer regarding road projects

President O'Hanlon stated we have on the line, Mr. Joseph Willrich is our consulting engineer who helps us lay out the plans for each of our road projects.

Mr. Willrich stated he was glad to be here this morning with everybody and he was just going to give a brief update on our current roads that are under construction, and then our upcoming road projects. For the October 2019 to September 2020 Road project, that is approximately 2.8 miles of road that has been under construction. Currently, approximately, 70% complete. With construction completion anticipated for November, weather permitting wanted to mention that about 1.5 miles of the 2.8 miles of road were in the Toad Habitat. So, they were not able to be started until after July first. The following roads that are complete and ready for chip seal by the county are Mokulua, Kipapa, Waimalu, Keawakapu, Kaeleku, Ninole and Waianae. We are very close to wrapping up, the roads by Keanahalululu including Kapapa, Nuupia, Olomana and Kaimuki. The county anticipates starting chip sealing on the above roads imminently, and this could happen as early as this upcoming week, that is the last I heard, with the weather turning better so that is good news to get those roads that are ready for chip sealing done.

The road contractor is about to move over to the last remaining roads, which are Anahulu, Kauai, Kaapahu and Pahalawe it depends on the weather if these are able to get chip seal before the weather turns to cold, then these roads would have to be sealed in the spring.

Looking ahead to the October 2020 September 2021 road project. There were approximately 1.89 miles of road. They consist of Kawela, Mahina, Linhue, E and W Kamoi, Kaelepulu, Keaau, Nankuli and Kaupa. The surveys have already been started on these roads and our target is to have all the survey and designs complete and ready for bidding by early spring so construction can start by July first once the toad, season ends, all those roads are in the Toad habitat. The way this process has worked over the last 12 months seems to work well. BEFCO does the surveys. Then we walk the roads with the County Commissioner and District staff, and we generally all become an agreement on how we want to attack each group or roads, and then from there, we put design plans together in the bid package together.

President O'Hanlon thanked Joseph for his report.

Director Kier asked Joseph to explain the criteria for chip sealing, doesn't it have to be a certain temperature?

Mr. Willrich stated he was not sure what type of oil the County uses on the

chip seal but it all comes down to what type of oil is being used. There are certain oils, that it has to be 70 degrees and rising, and then there are some oils that are 50 degrees and rising so with the upcoming week being in the lows, in the fifties and sixties, I would expect, Mel must be using an oil that is allowed in that temperature range.

- 8.) Presentation of updates to 5-year Master Road Plan for District road projects Paul Hightower stated we have made a lot of headway. We have got the road crew into their second year now and received extensive training this year. The road crew is moving forward, and they have done a lot for this year.

Looking back at the presentation from May 2014 presentation, this is a year the district moved from the old way of assigning roads to the new way. There were some decisions made with how they were being assigned and how they were doing. They looked at density, looked at several things. Kathleen played a big part on how TXDOT looks at some things and how they assign roads. There were some bumps in the road but, the District was able to achieve its goals over the last six years. As I stated in that presentation, back in May of 2014 only 37% of all the roads were completed. They had estimated that at the end of year five, which puts us in 2019, we will still have 30 miles to complete, looking at the current status. I am trying to stay with 2019 right now because 2021 will bring a whole new set of updates for 2020 but looking at the current status up to that point, we have roughly 30 miles yet to complete. We have gone from 37% to 51%. That is a 14% increase in six years. Over 35% increase in the completed roads in the last six years. It has taken the District nearly 40 years to get to this point but getting 8.5 miles done in the last six years is an accomplishment. We do have to work with the funds that we, that we get annually. So, the construction cost, the survey costs, the labor and materials, everything rolled into that big picture. We have to spread that money out as best we can, make the best for our money, for our customers money. And as well, the 8.5 miles on the last six years does not include the 2.56 miles currently in construction. In 2014, we predicted that 64% of the residents would be on county or city finished road, so completely paved road at the end of that five-year plan. When you look at the big picture of everything rolled in with the expansion, the growth, the building, and everything else that we have mentioned. We now have 72% of the residents on finished roads, so that is a good jump which is a good completion ratio. We have made some good headway this year, we received some in-depth training, and they've used this to move the road districts in the road through along a good ways this year, we are exploring some new opportunities, moving through 2020 and 2021 with a new

machine that we've been looking at we can get the roads completed at a much, much faster pace, we're going to be running a test later this year here in the village. So, we are hoping to be able to bring a full report back to the board with what we can do and what we can actually complete with it. It is important to know that the district is working as far as we can to get the roads maintained and worked on.

We do have an active work order system now, It's online and running so if you need something done, even if you have filled out a work order in the past, please put a new one in on the new system. It transitioned a lot of the old stuff again, but it did miss some information. So even if you've done one, please call and put one in. You can either call the office and do it, or if you are tech savvy, you can get on the district's website and go up to the top of the road district. It comes into the office, comes into everybody here at the office, so without a doubt, we all get it, and it is working beautifully.

Hopefully, we will be hiring another field employee this next year, which will help the district overall, but it allows to move along a lot easier. We are having to move people around, one department to, another, sometimes to help push these road projects along, because sometimes it does take three people to even go out and do some simple maintenance. When you have to put the machines in order of the grader, the roller in the water truck and getting all this done. So, it does take away sometimes from one department to work on another. If we can get another employee hired, that will help us a lot.

Many thanks to everybody for their continued patience. I know, it is tough. I know it has been a long path, and people are tired of waiting and people are tired of paying the fees. I understand but know that we are moving and getting roads done with some new plans in the works, we will move a lot quicker.

The new plan is posted on the website, it is only preliminary for review until the Board approves it. Everybody knows that the annual meeting was postponed due to COVID, so here we are today. I will try to move through this, I know it jumps on the screen, so I will just try to get it to a page at a time. We have already gone through our dignitaries and invitees.

Jo Egitto noticed Michele Plummers name is not on this list, but I just wanted to recognize her contributions, especially with her Jeep and being able to access some of the remote roads. She served on our committee as well.

Paul Hightower stated Michele served on the committee for about five years. She did a good job; she brought a lot of information to the Board. Thank you, Michelle.

Paul Hightower stated Jo Egitto serves as Unit 2 Rep and the Vice Chair, Gregory Stigall, Unit 3 Rep, Don Fee, Unit 4 Rep and Kathleen Newton for Unit 5. We still have a vacancy Unit 1 Rep, but we are going to nominate Jo to take over Unit 1.

Overview on accomplishments for 2019 is sitting at 4.8 miles, and roughly 137 homes completed. 2.6 miles and 98 is under construction, currently, which is what is being worked on. Note that the fiscal year runs from October 1st to September 30th. That is how the that is how the plan is built each year. That is how the ILA with the County lines up for the fiscal year.

Looking back at the first 40 years, as Tahitian was established in the seventies so far, all the arterial roads are completed. We have got 53% of the roads completed which is 31.5 miles of 61 mile. 72% of residents uncompleted roads as of January 1, 2020, that is up 4.5% from last year's presentation. Cost of materials did increase in 2020. We had roughly a 5% jump some of the materials were a 7% increase but using the contractors to build the roads, which gets it done a lot faster than the County accounting completes the chip seal. Hopefully, this will change next year with the with the new machine that we've talked about, it'll change the pace at which gets things done but using the County's resources that saves us approximately 50 to 60,000 per mile incomplection.

Again, we really thank the county for their help on this, because we pay for the fuel and we pay for supplies, and they come out with their machines and their people and they get the chip sealing done which really helps us out. This is funded with the road district fees via the road district statute. Right now, current road fees are \$17 per law per month, which equals \$204 a year. The maximum is \$21, which we have not spoken about any kind of an increase or anything. I do not see an increase coming that anybody has spoken about, but that is our max that we would like to have out there just so people know. All lots, vacant and occupy are responsible for paying the fees by the statute.

In 2020, 75% of the fees collected will be used for construction and 25% for maintenance, which is the same as in 2019. That is what the board voted. We really want to push to get these roads constructed, and so we allocate that

money to go for that and we can move on.

Currently, the road selection spent, prioritized by home density. Several people have questions about, why does my road, get put in the plan one year. The next year taken out the next year but back in the next year is taken out. Why do they get moved around so much? And the short answer is density. Moving with that, we want to get the roads completed and paved, where we have the highest number of homes that means more traffic, basically and the quicker we get those done, the quicker it stops the maintenance or lowers the maintenance, but it goes into the warranty period for the county. And after that expires usually within one year, the county takes that road over, so it comes off our maintenance list. When it comes off of our list so that we don't have to go out and do anything and keep taking care of it, which, in the big picture of, it saves us money in, the long run. We use the density factor to figure out which roads have the highest number of homes. The other factor as it is used for selection, is which figure streets feeding in from a populated area, through a less lesser populated road. We also consider emergency access or bus routes, High risk roads, elevation slope, single lines, drainage, things like that, where we have issues. As many of you know we do have a lot of drainage and slope issues out here. We also look at local logical groupings for efficiency and completeness, which does save us money. These roads may not have many people there but it saves us money to go ahead and have that machine turn that corner and walk that little short stretch out versus trying to come back to that site. It is easier for us to move forward, and it has shown that, it does save us money. As I mentioned, once they are completed, there will be accepted by county.

After the walk through approval and following the warranty period, which usually is one year. In my two years of being here we have not had any callbacks to any roads that were constructed due to a failure issue so far, everything has been accepted. We have the next set of roads that were completed last year that will go to Commissioner's Court next month in October to be accepted as well.

Moving on to the financials for the road construction and road maintenance. We collected \$1.056 million in annual road fees in 2019. Cost of roads in the high-density areas are more expensive per mile due to the extra cost per driveway. Where we come in and we do the culverts, we do the tie ins and we do that to bring it and bring the roads straight into everybody's driveway, so that does cost us more but in the end we get the savings back for the maintenance. In 2019, the roads were constructed with the use of a contractor,

our own employees and labor from Bastrop County via Interlocal Agreements and were funds from road fees and FEMA reimbursements. Financial analysis is available on the website.

Completed audits are on the website if anybody wants to review them.

I feel proud of our road crew, we got quite a bit done in 2019. It was the first major year for the road crew. It was a learning year. The road crew had a total of 63 roads that were in the maintenance work completed for the year. They used 3,414 total tons of material, which was either reclaimed concrete base and either covered maintained or graded over 32,000 feet, which is six miles of roadway in 2019. There was also a little over 6,000 foot of ditch work that was done on these roads. That is a major first year accomplishment for a two-person road crew. That is the base of the road crew with 2 employees and then Tyler Walsh helps out a lot. We made some internal changes with the employees. We are realigned how the employees work on the day-to-day within the departments, that helped a lot to have Tyler focus mainly on just the road construction and road maintenance projects. Thank you, employees for all of your hard work.

Just as a note, this does not include the new construction of the chip seal that is being completed as we are right now. This was just road maintenance on the roads that we still have that are considered WCID roads. Mainly areas of bad potholes and stuff like that. We still get calls from a lot of people saying the road is horrible and I understand, are moving through the area as quick as we can.

Key factors used in building the plan. Of course, we went over the committee figures, on the road density about the engineering surveys completed for year one, locks the roads and construction started earlier this year. The first three years are locked for planning and engineering purposes. The last few years are subject to be changed based on new builds, criteria, densities, the way homes come in and getting built, which right now is at a pretty good pace. We will probably have some good changes for next year.

The five year plan by the Road Committee and BEFCO go goes by streets paved streets and not paved by feet, list of active water meters, it compares the number of homes on paid versus unpaid roads, Again, the bus routes, and then the maps for internal, on where we look at county and city roads, collector streets, and figure streets and I did mention earlier, that roads are added, when

it's logical to complete an area.

Road construction and maintenance priorities. We are already starting to work on the 2021 roads. We are quite a bit behind with doing this, so, some of this information is we are playing catch up with, currently, we are looking at \$265,000 per mile with engineering. That is the current number, current construction, the current way we do things, where we put it out for bid, we bring in the bids, engineering goes through the bid book, and BEFCO takes care of all the documenting for us.

Flood repairs from 2019 are 100% complete. We are still waiting on FEMA reimbursements but to date we have received \$126,000, so we are good with that, and we are pushing them for the rest of it, but we have another \$160,000 coming.

As mentioned, we do have two employees full-time on the road maintenance. We use the county equipment is that we get from them on the ILA is the grader, roller, and the water tanker. We do get free state certified training offered from the county and TXLAB which helps us out a lot of doing all of this and what the work order system and everything. It is really improved the maintenance process.

The unfinished roads, which are still the WCID roads, are prioritized to be graded enrolled, which is what we do with the maintenance. That is what we are out doing right now. If nobody's been down Diamond Head lately, you can get all the way down almost to Riverside. That has made a big difference, but we have made some great strides this year grading roads and getting access to property is getting people to place that they have not been in quite some time. We are moving forward a little, at a good pace, it is a little slower than what we were hoping for, but we are moving at a good pace.

Many thanks to Bastrop County Precinct One for the opportunities they provide us.

Road summary for 2019, there were 31 roads that were conveyed to the County last year. We will have a new list for this next year, with everything that is the county is going to take in, as well. In 2019, we spent \$312,000 on road maintenance. By approving the plan, that is about to be presented the 1992 Master Plan is updated and communicated to the District residents on the

website. It is also given to the County and the city for the changes in the road inventory, roads that need to be reconstructed and 20 in the future plans and estimates to complete. The most recent estimate to complete all the roads with 100% conveyance of all the roads to the County, or the City, is a little over \$5 million. Hopefully that number will change drastically with the new machine and what it offers to us.

Mr. Hightower explained the color coding on the plan Proposed Road Projects for October 2020 to September 2021 and review the plan and stated the next 3 years of the plan is what we are asking the Board to approve and lock in. The proposed plan is on the website.

Mr. Hightower thanked the committee, employees and everyone involved with the road projects. Also, a big thank you to members of the TVPOA and ACC Boards for their most generous donations. The POA donated \$25k towards road maintenance, they usually donate \$10k and the ACC donated \$28k towards the Unit 4 drainage study and Commissioner Hamner is working on a Unit 2 drainage study. The funds were very much appreciated.

Director Pinard stated she receives calls from residents that say, I've lived here 25 years, I've lived here 30 years, I've lived here 35 years and because I am on a cul-de-sac I've been forgotten, and a builder comes in builds five houses and they get a road and they've lived here for many years and I am still waiting on a road. There is no construction around my house because it is an established area. What do I tell these people who now feel like they have been totally forgotten? They've paid all these years and have a road that they can barely get down it. I think at some point we need to address those people and try to find a solution. I do not have the answer.

Mr. Hightower agreed and stated he gets those calls as well. If we wanted to change the way we select the roads we would have to have a Board decision since the board decided that several years ago to use density figures. But at this point the best thing I can tell people now is that we are to the point of getting the main roads done. We are moving into the areas to get the smaller roads done. The way we are doing the plan and the way we're going to be doing it moving forward is that these little cul de sacs, these little streets are off of bigger streets, we're not going to skip them anymore. That is why I came back to the board a few months ago and had a couple of streets added on for this next year's roads, we are already going to be there. It does not make sense to pass on by and leave them sitting there, it just does not make logical sense for

us. But that is how it was before my time. I cannot speak for that but now if all it takes is a machine turning a corner and not going to sort of stretch out, why not do it while we are there?

Director Pinard stated she understood. They are feeling like the District caters to builders and not to customers.

Director Carmack interrupted and stated he has already brought that subject up and made that exact comment that we don't need to cater to builders we need to take care of the people that have lived here for 25 years, we need to take that into consideration.

Director Pinard stated this is something we need to look at in the future. Just because a builder comes in and builds 4 or 5 homes, that does not guarantee they are going get a brand-new paved road. We have an obligation to the residents who lived out here all these years and supported us through the years.

Director Carmack agreed.

Mr. Hightower stated they are looking at all these and that is why he brought this to the board a few months ago and had them approved to be added because I agree with you.

Director Kier stated he understands Director Pinard point and he thinks Paul addressing it. Over the last 5 or 6 years we needed to jumpstart this and get as many people on roads as possible. But the other point that I think people forget is that even though that those lots might have been sitting for 30 or 35 years, we've received the same amount of road money on that particular lot, whether it had a house on it or not so the same amount of value weighs on each lot. I know some people have lived in the same place for 30 years, and that is great. But some people paid road fees for 30 years, then sold the lot to a builder and he bought 10 lots and put 10 houses on them and that changed the density. I totally understand where people are coming from, but I think people have to realize that everybody contributes the same amount of money to the roads.

Director Pinard stated I think you are right, you are exactly right, except that when you live in a house on around for 30 years and hit the same pothole for 30 years. It's a lot different than someone who might visit the lots once every 2 to 3 years so I'm just saying that this is what this road district is for today, It's to hear the people and these are they calls that I get whether I agree with them

or disagree. We represent the people, so we have to know how they feel.

Director Kier agreed.

President O'Hanlon stated she thinks they are all in agreement about this and would like to suggest, as we get to the point that we make our motion about whether to accept the road plan one of the things that we should be doing is guiding the Road Committee that one of the things we need to look at, another variable that needs to be thrown into the pot is the length of time somebody has paid fees without service. I also think that these are the very roads that need to be prioritize pretty high for the internal road crew to be maintaining, even if we can't get to them quickly there is very little excuse for people having to deal with the same pot hole for 30 years now that we have people that can come take the pothole out and fix the road and make it more drivable.

Mr. Hightower stated that is what we are doing now, moving through a lot of these areas, we are pushing through them to get the roads maintained and get them get the potholes filled.

Director Pinard stated that is a solution and that is what we need to be doing.

- 9.) Public Forum and Comment (the Board respectfully requests you limit your comments and/or questions to three (3) minutes)

President O'Hanlon asked for Public Comments.

Jo Egitto stated that being on the road committee and being a resident, I think that now that we have this drainage study information coming in, I really think that we should utilize that and see how that impacts roads and try to save money and logically group roads. I thank Butch Carmack and Scott Ferguson, who all along have championed and challenged the density parameters, because I think that it sets an unfair equation. Someone is not going to be happy, regardless of which way will look at it but I'm asking the board, if they are going to make this an agenda item, it would need to be fairly soon, because the road committee will be doing density counts again at the end of this year, early next year.

- 10.) Review and possible action regarding approval of updates to the 5-year plan
Master Road Plan

Motion: Sam Kier moved to accept the road plan as presented. Seconded:

Karen Pinard. Vote: Four (4) in favor, motion carries.

Director Pinard thanked the Road Committee for all their hard work. I think it's improved, I think it's improved our way of doing roads and I know that they work really hard and they are very diligent and I appreciate that because they're living among their neighbors and trying to make decisions.

President O'Hanlon stated I echo that. They do a lot of very difficult work and deciding on roads it is a really hard decision to make. I am confident my road is on one of those lists that is not going to happen, probably, in my lifetime, but eventually, they will all get done. And I do want to echo, thanks, to the 2 employees assigned to work full-time on roads. We have been able to do a lot more maintenance on the dirt roads that are not scheduled for paving anytime soon and I appreciate that.

11.) Adjournment

Motion: Sam Kier moved to adjourn the meeting. Seconded: Scott Ferguson. Vote: Four (4) in favor, motion carries.

Meeting adjourned at 9:51 A.M.

Mary Beth O'Hanlon
Board of Director

October 15, 2020
Date