

Bastrop County
WCID #2

Board Packet
for
March 17, 2022

**BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2
MEETING AGENDA**

VIA VIDEOCONFERENCE CALL

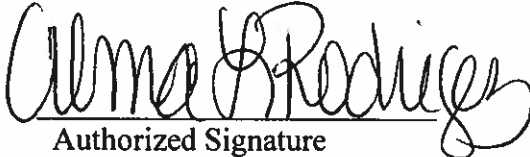
**THE PRESIDING OFFICER AND A QUORUM OF THE BOARD OF DIRECTORS
WILL BE PHYSICALLY PRESENT AT, AND MEMBERS OF THE PUBLIC MAY
ATTEND, THE MEETING AT THE LOCATION SPECIFIED BELOW.**

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE GOVERNING BODY OF
THE ABOVE-NAMED POLITICAL SUBDIVISION WILL BE HELD ON MARCH 17,
2022 AT 6:30 P.M AT THE BASTROP CONVENTION CENTER LOCATED AT 1408
CHESTNUT STREET, BASTROP, TX 78602.**

MEETING DISCUSSION TOPICS

- 1.) Call to Order and Establish a Quorum – O’Hanlon
- 2.) Pledge of Allegiance – O’Hanlon
- 3.) Texas State Flag – O’Hanlon
- 4.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)
- 5.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Annual Public Road Meeting scheduled for Saturday, March 26, 2022 at 9:00 a.m. at the Bastrop Convention Center
 - b. Regular Board of Director’s Meeting scheduled for Thursday, April 21, 2022 at 6:30 p.m. at the Bastrop Convention Center
- 6.) **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 February 17, 2022 Regular Meeting of the Board of Directors;
 - b. Review of accounts balances for February 2022; and
 - c. Approval of Release of Liens held by District on Real Property.
- 7.) Discussion regarding the following items to be presented in the General Manager’s report:
 - a. Status of Water Quality (TTHM) testing

- b. Update on District facilities, water plants and lift stations
 - c. Update on Water/Wastewater Maintenance & Improvement projects
 - d. Update on Roads maintenance & improvement projects
 - e. Employee Update
 - f. District Administrative Office Update
- 8.) Discussion and possible action regarding the Road Committee:
 - a. Receive Monthly Committee Update
 - 9.) Update on contract with Inframark Infrastructure Management Services for District financial bookkeeping services – Hightower
 - 10.) Discussion and possible action regarding approval of revised Investment Policy to change District Investment Officers - Hightower
 - 11.) Review of Presentation for the Annual Road Meeting - Hightower
 - 12.) Discussion and possible action regarding District monthly board meetings – O’Hanlon
 - 13.) Update on scheduling joint meetings with the Tahitian Village Property Owners Association and Tahitian Village Architectural Control Committee - Hightower
 - 14.) Discussion and possible action regarding approval of revised Joint Election Agreement with Bastrop County – Rodriguez
Discusión y posible acción con respecto al Acuerdo Electoral Conjunto actualizado con el Condado de Bastrop – Rodríguez
 - 15.) Board suggestions on future agenda items
 - 16.) Adjourn


Authorized Signature

The Board of Directors may go into Executive Session at any time during the meeting pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the matters set forth on this agenda regardless of whether Executive Session is specifically referenced. No final action, decision or vote will be taken on any subject or matter in Executive Session.

The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 512-321-1688 for further information.

Minutes of the Regular Meeting of the
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, February 17, 2022, beginning at 6:30 p.m. The meeting was held at the Bastrop Convention Center.

Present BCWCID #2 Board Members:

Mary Beth O'Hanlon, President
Butch Carmack, Director
Ron Whipple, Secretary

Videoconference

Scott Ferguson, Vice President
Sam Kier, Treasurer
Tony Corbett, Attorney

BCWCID #2 Staff/Other Professionals:

Paul Hightower, General Manager
Tyler Walsh, Sr. Operations Manager
Alma Rodriguez, District Administrator

MEETING DISCUSSION TOPICS

- 1.) Call to Order and Establish a Quorum
President O'Hanlon called the meeting to Order at 6:30 p.m. and announced there was a quorum of the Board in person. Director Kier and Director Ferguson as well as Tony Corbett are attending the meeting remotely.
- 2.) Pledge of Allegiance
President O'Hanlon led the Pledge of Allegiance.
- 3.) Texas State Flag
President O'Hanlon led the Pledge to the Texas State Flag.
- 4.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)
None.
- 5.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular Board of Director's Meeting scheduled for Thursday, March 17, 2022 at 6:30 p.m. at the Bastrop Convention Center
 - b. Annual Public Road Meeting scheduled for Saturday, March 26, 2022 at 9:00 a.m. at the Bastrop Convention Center

President O'Hanlon stated the next scheduled Board Meeting will be held on Thursday, March 17, 2022 at 6:30 p.m. at the Bastrop Convention Center and the

Annual Public Road Meeting is scheduled for Saturday, March 26, 2022 at 9:00 a.m. also being held at the Bastrop Convention Center.

- 6.) 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 January 20, 2022 Regular Meeting of the Board of Directors;
 - b. Approval of monthly financial report for January 2022; and
 - c. Approval of Release of Liens held by District on Real Property.

Alma Rodriguez stated there are no financials in the Board packet for the month of January and reviewed the Release of Liens.

Motion: Sam Kier moved to approve Items A and C under the Consent Agenda.

Seconded: Butch Carmack. Vote: Four (4) in favor, motion carries.

- 7.) Discussion regarding the following items to be presented in the General Manager's report:

Paul Hightower reported on the following items:

- a. Status of TTHM compliance:

Unit has been constructed and is in the final phase of pressure testing. The unit is on-site, and they are installing all the pipe for the connection. They are pressure testing right now.

- b. Update on District water plants and lift stations:

We have been having intermittent connection issues with our Scada system and it has been seriously outdated still running on a Windows 7 platform. It is a huge security risk for us, and the IT company has found several issues with it being a local, on-site, proprietary type of system. We are looking at upgrading this to cover not only the water plants, but also to cover the sewer lift stations to allow our system to have better automation and controls. With doing this and having the new meter system in place, we will also have better control of our water well flow meters to track water in/out, which will help reduce the water loss figures. More to come in the following months.

Director Kier asked if he was thinking of going with a cloud system for the Cloud.

Paul Hightower stated yes, the newer platforms are cloud based and also adding the lift stations to the SCADA system. The construction crew hit the internet line that connects the office to the maintenance building, so we lost all communication with the SCADA system for several days. We will also go through a phone upgrade as well.

President O'Hanlon stated it looks like we need a SCADA upgrade.

Mr. Hightower stated with the SCADA upgrade we are also going to include the lift stations.

c. W/WW Maintenance & Capital Improvements update:

No major updates. We are currently working with BEFCO to get the two priority groups (compliance & maintenance) lined out.

Neptune Meters project: Scheduling has been worked out and installation will start in the next couple of weeks.

d. Roads maintenance & improvement projects update:

21/22 Roads: We just received the signed/sealed set of documents this week from BEFCO. Some pre-construction events have already started.

e. Employee update:

No updates this month.

7f. General Office Update:

No major updates this month. The remodel is on-task, and we hope to be moving in, sometime in March.

- 8.) Discussion and possible action regarding the Road Committee:
a. Receive Monthly Committee Update

Paul Hightower stated there is no update at this time. We have received the new maps for the meeting next month.

- 9.) Discussion and possible action regarding proposal from Inframark Infrastructure Management Services for District financial bookkeeping services

Paul Hightower stated we only received one proposal from the publications for bookkeeping services and that was from Inframark Infrastructure Management Services. Chris Lane and Bob West had good things to say about Inframark. Tony Corbett has reviewed the proposal and we made some corrections. The proposal was in your packet. The annual cost is \$45,000 for bookkeeping service and accounts payable. This should be a saving of about \$20,000. I would like to see if we can negotiate the contract until the end of December 2023.

Mr. Hightower recommends accepting the proposal from Inframark Infrastructure Management Services then we can move forward with negotiating a contract.

Motion: Ron Whipple moved to accept the proposal from Inframark Infrastructure Management Services.

Director Whipple rescinded his motion.

Motion: Sam Kier moved to appoint Paul Hightower the authority to negotiate and execute a contract up to \$50,000 per year with Inframark Infrastructure Management

Services for bookkeeping services until December 2023. Seconded: Butch Carmack. Vote: Four (4) in favor, motion carries.

- 10.) Discussion and possible action regarding approval of Investment Policy to change District Investment Officers
This item is Tabled until the contract is negotiated with Inframark Infrastructure Management Services

- 11.) Discussion regarding water and wastewater rates, including possible adoption of a Rate Order amending the District’s retail water and sewer rates, fees, and charges
Paul Hightower stated we have been reviewing the rates since November. We went back and looked at the water tap rates and made an adjustment on taps. We can revisit this throughout the year. If approved the new rates will be in effect on April 1, 2022. The rates will be posted and sent to customers.

Mr. Hightower reviewed the rates:

2022 Proposed Residential and Commercial Water & Wastewater Rates & Fee’s Discussion

RESIDENTIAL WATER:

Tiers/Structure	Current	Proposed
0-3,000	\$4.73	\$4.87 per 1,000 gallons
3,001 - 5,000	\$5.53	\$5.70 per 1,000 gallons
5,001 - 10,000	\$6.10	\$6.28 per 1,000 gallons
10,001 - 20,000	\$7.06	\$7.27 per 1,000 gallons
20,001 - 30,000	\$7.53	\$7.76 per 1,000 gallons
30,001 - 40,000	\$7.94	\$8.18 per 1,000 gallons
40,001 & over	\$8.32	DELETE THIS RATE
Water Tap Fee	\$3,000	\$3,500
¾ x 5/8” Res. Rate:	\$34.50	\$35.53
¾” Base:	\$45.00	\$46.35
1” Base:	\$112.50	\$118.13
1.5” Base:	\$225.00	\$236.25
2” Base	\$360.00	\$378.00

RESIDENTIAL WASTEWATER:

Tiers/Structure	Current	Proposed
WW Rate	\$88.00	\$90.00
WW Tap Fee	\$8,500.00	\$9,500.00

RESIDENTIAL & COMMERCIAL W/WW BORE FEE:

Flat Rate	\$850	\$1250
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COMMERCIAL 5/8 x 3/4 WATER: (20 current)

Tiers/Structure	Current	Proposed
0-3,000	\$4.73	\$5.13 per 1,000 gallons
3,001 - 5,000	\$5.53	\$5.88 per 1,000 gallons
5,001 - 10,000	\$6.10	\$6.45 per 1,000 gallons
10,001 - 20,000	\$7.06	\$7.41 per 1,000 gallons
20,001 - 30,000	\$7.53	\$7.88 per 1,000 gallons
30,001 - 40,000	\$7.94	\$8.29 per 1,000 gallons
40,001 & over	\$8.32	DELETE THIS RATE

Water Tap Fee	\$3,000	\$3,500
3/4 x 5/8" Comm. Rate:	\$45.00	\$55.00

COMMERCIAL 1" WATER: (3 current)

Tiers/Structure	Current	Proposed
0-3,000	\$4.73	\$5.13 per 1,000 gallons
3,001 - 5,000	\$5.53	\$5.88 per 1,000 gallons
5,001 - 10,000	\$6.10	\$6.45 per 1,000 gallons
10,001 - 20,000	\$7.06	\$7.41 per 1,000 gallons
20,001 - 30,000	\$7.53	\$7.88 per 1,000 gallons
30,001 - 40,000	\$7.94	\$8.29 per 1,000 gallons
40,001 & over	\$8.32	DELETE THIS RATE

Water Tap Fee	\$2,940	\$3,800
3/4 x 5/8" Comm. Rate:	\$112.50	\$122.50

COMMERCIAL 1.5" WATER: (2 current)

<u>Tiers/Structure</u>	<u>Current</u>	<u>Proposed</u>
0-3,000	\$4.73	\$5.13 per 1,000 gallons
3,001 - 5,000	\$5.53	\$5.88 per 1,000 gallons
5,001 - 10,000	\$6.10	\$6.45 per 1,000 gallons
10,001 - 20,000	\$7.06	\$7.41 per 1,000 gallons
20,001 - 30,000	\$7.53	\$7.88 per 1,000 gallons
30,001 - 40,000	\$7.94	\$8.29 per 1,000 gallons
40,001 & over	\$8.32	DELETE THIS RATE

Water Tap Fee	\$3,450	\$4,650
1.5" Comm. Rate:	\$225.00	\$245.00

COMMERCIAL 2" WATER: (3 current)

<u>Tiers/Structure</u>	<u>Current</u>	<u>Proposed</u>
0-3,000	\$4.73	\$5.13 per 1,000 gallons
3,001 - 5,000	\$5.53	\$5.88 per 1,000 gallons
5,001 - 10,000	\$6.10	\$6.45 per 1,000 gallons
10,001 - 20,000	\$7.06	\$7.41 per 1,000 gallons
20,001 - 30,000	\$7.53	\$7.88 per 1,000 gallons
30,001 - 40,000	\$7.94	\$8.29 per 1,000 gallons
40,001 & over	\$8.32	DELETE THIS RATE

Water Tap Fee	\$4,000	\$4,850
2" Comm. Rate:	\$360.00	\$385.00

COMMERCIAL WASTEWATER: (14 current)

<u>Tiers/Structure</u>	<u>Current</u>	<u>Proposed</u>
WW Rate	\$96.00	\$100.00

WW Tap Fee \$8,500.00 \$9,500.00

General Fee Schedule

<u>Type of Fee</u>	<u>Current</u>	<u>Proposed</u>
Water/Wastewater Bore	\$850	\$1,250
Irrigation Permit	\$30	\$75
Pool Permit	\$55	\$75
Driveway/culvert Permit	\$40	\$75
Returned Check/NSF	\$30	\$30
Service Trip Charges	\$50	\$75
Administration Fee (Disconnects)	\$50	\$75
Cut lock fee	\$40	\$250
Move meter charge	\$500	\$750
Fire Hydrant Installation	\$3,000	\$4,250

Hourly Fee Schedule

<u>Type of Fee</u>	<u>Current</u>	<u>Proposed</u>
W/WW Personnel w/o equipment*	\$0.00	\$75.00 per hour / person
W/WW Personnel w/ equipment*	\$0.00	\$150.00 per hour / person

*Equipment to be defined as backhoe, track loader, roller, excavator, grader or any other large piece of equipment, that has to be driven or trailered to the work site.

Paul Hightower stated staff recommends approval of the rates as presented.

Motion: Butch Carmack moved to approve the water and wastewater rates as presented and new rates will be effective April 1, 2022. Seconded: Ron Whipple. Vote: Four (4) in favor, motion carries.

- 12.) Discussion and possible action regarding District monthly board meetings
 President O'Hanlon stated this item is to make sure we have a quorum on site for the monthly meetings after polling the Board members there will be quorum for the March meeting with President O'Hanlon, Directors Carmack and Whipple attending in person.

- 13.) Discussion and possible action regarding scheduling joint meetings with the Tahitian Village Property Owners Association and Tahitian Village Architectural Control Committee

Paul Hightower stated he reached out to the entities to schedule a meeting.

Director Kier stated he would like to have these meetings starting again because we had some really good discussions. In the past we only had 3 or 4 meetings and the meetings stopped because people in the community felt that decisions were being made in these meetings, but no decisions were made just discussions and if there were items that we felt needed a decision then that entity would take it back to their Board for the proper approval. This group would have two members from each entity.

Mr. Hightower stated he will report back to the Board on this.

- 14.) Board suggestions on future agenda items

None.

- 15.) Adjourn

Motion: Butch Carmack moved to adjourn the meeting. Seconded: Mary Beth O'Hanlon.

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

MEETING ADJOURNED AT 7:17 P.M.

Board Director

Date

Bastrop County Water Control & Improvement District No. 2
Account Balances

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance January 2022	Account Balance February 2022	Account Balance March 16, 2022	Notes
Fund: Water/Wastewater							
Money Market Funds							
FIRST NATIONAL BANK BASTR (XXXX5076)	01/01/2017		0.25%	71,347.41	71,359.53	71,359.53	Water MM
FIRST NATIONAL BANK BASTR (XXXX3543)	01/01/2017		0.25%	146,159.30	14,670.51	146,170.51	Water Cap Impmv
TEXPOOL (XXXX0002)	05/30/2019		0.01%	1,960,107.89	1,406,198.28	1,964,960.07	Water
TEXPOOL (XXXX0003)	02/04/2020		0.01%	274,412.16	274,425.46	27,425.46	Building Funds
Checking Account(s)							
FIRST NAT BASTR-CKING (XXXX1469)			0.10%	484,777.21	308,741.45	280,242.95	Operating - Water
FIRST NAT BASTR-CKING (XXXX3289)			0.10%	572.00	572.00	572.00	TWDB WW
Totals for Water/Wastewater Fund:				\$2,937,375.97	2,075,967.23	2,490,730.52	
Fund: Capital Projects							
Money Market Funds							
TEX POOL, (XXXX0005)	07/21/2021		0.01%	5,933,089.95	5,933,377.52	5,933,377.52	Series 2021
Checking Account(s)							
FIRST NAT BASTR-CKING (XXXX7780)			0.00%	560,193.00	560,193.00	560,193.00	Cash in Bank
Totals for Capital Projects Fund:				\$6,493,282.95	6,493,570.52	6,493,570.52	
Fund: Standby							
Checking Account(s)							
ROSCOE STATE BANK (XXXX2687)			0.10%	99,937.54	100,027.54	101,002.54	Standby Opemring
Totals for Standby Fund:				99,937.54	100,027.54	101,002.54	
Fund: Debt Service							
Money Market Funds							
TEXPOOL (XXXX0004) <i>Series, 2021 Revnue Note</i>	07/21/2021		0.01%	180,553.13	180,561.89	180,561.89	
AMEGY BANK TRUST (XXXX1041)	09/30/2021		0.05%	642,269.90	642,273.52	83,515.01	WW-ESC 'TWDB Loan
FIRST NATIONAL BANK BASTR (XXXX4385)	09/30/2021		0.25%	371,547.95	371,576.45	371,576.45	WW-Annual TWDB
TEXPOOL (XXXX0001)	09/30/2021		0.01%	457,368.48	457,383.39	457,404.74	TWDB Reserve fund
Totals for Debt Service Fund:				\$1,651,739.46	\$1,651,795.25	\$1,093,058.09	
Fund: Roads							
Money Market Funds							
ROSCOE STATE BANK (XXXX3131)	01/01/2016		0.50%	815,366.31	815,553.96	815,553.96	Road Const MM
Checking Account(s)							
ROSCOE STATE BANK (XXXX2709)			0.10%	255,209.71	279,277.42	398,276.22	Road Const Operating
Totals for Roads Fund:				\$1,070,576.02	\$1,094,831.38	\$1,213,830.18	
Grand total for Bastrop County Water Control & Improvement District No. 2:				\$12,152,974.40	\$11,316,164.38	\$11,291,189.31	

**AFFIDAVIT OF RELEASE
OF CLAIM FOR
UNPAID CHARGES**

THE STATE OF TEXAS *

COUNTY OF BASTROP *

We the undersigned members of the Board Directors of the Bastrop County Water Control & Improvement District, No. Two ("District "), make oath and deposes that the claims of the District for unpaid charges accumulated through March 17, 2022 and more particularly described in that certain Affidavit of Lien and Unpaid Charges, filed of record in Volume 1402 Page 821 & Volume 477 Page 548 & Volume 663 Page 525 & Volume 669 Page 474 & Volume 730 Page 666 & Volume 768 Page 189 & Volume 953 Page 412 & Volume 1027 Page 647 & Volume 1107 Page 199 & Volume 1198 Page 397 & Volume 1214 Page 394 & Volume 1295 Page 767 & Volume 1402 Page 821 & Volume 1502 Page 554 & Volume 1608 Page 312 & Book 1713 Page 678-765 & Book 1806 Pages 718-732 & Book 1889 Pages 194-202 & Book 1977 Pages 638-701 & Book 2043 & Pages 807-816 & Volume 2120 Page 519-529 & Volume 2203 Page 336-354 & Book 2293 Pages 227-240 & Instrument 201501778 & Instrument 201501779 & Instrument 201600766 & Instrument 201600764 & Instrument 201701281 & Instrument 201701283 & Instrument 201801123 & Instrument 201801124, Instrument 201901887, Instrument 202001036, Instrument 202101365 and Instrument 202201860 of the Official Records of Bastrop County, Texas, are hereby released for the persons and properties listed in Exhibit A, attached hereto, said properties being identified by Unit, Block, and Lot Numbers.

Executed this 17th day of March 2022.

Board Director

Sworn and acknowledged before me, by the Board Director, on the 17th day of March 2022.

Alma Rodriguez
Notary

alr

<u>NAME</u>	<u>Unit-Blk-Lot</u>	<u>Standby</u>	<u>Road</u>	<u>Lien</u>	<u>Amount</u>
Aleman, Roy R	04-03-1061		\$ 204.00		\$ 204.00
Alvarado, Alma Patricia	02-08-0850		\$ 204.00		\$ 204.00
Amdeen, Mohammed Amdeen	01-09-1183		\$ 204.00		\$ 204.00
Amdeen, Mohammed Amdeen	02-05-0593		\$ 204.00		\$ 204.00
Amdeen, Mohammed Amdeen	04-14-0923		\$ 204.00		\$ 204.00
Ancira, Miguel M	04-12-0743		\$ 204.00		\$ 204.00
Bennett, James	05-08-0573		\$ 204.00		\$ 204.00
Canady, Patrick K	03-18-0445		\$ 204.00		\$ 204.00
Carter-Walker, Kerrie	02-08-0846		\$ 204.00		\$ 204.00
Carter-Walker, Kerrie	02-08-0847		\$ 204.00		\$ 204.00
Carter-Walker, Kerrie	04-07-1384		\$ 204.00		\$ 204.00
Christ Fellowship Plano	03-18-0477		\$ 771.00	\$ 45.00	\$ 816.00
Corleto, Valentine	05-22-1250		\$ 204.00		\$ 204.00
Davis, Kathleen	05-12-0832		\$ 71.00		\$ 71.00
Dom, Mary A	02-03-0213		\$ 648.00	\$ 45.00	\$ 693.00
Dom, Mary A	02-03-0213		\$ 1,500.00	\$ 90.00	\$ 1,590.00
Dragon, Joan E	01-06-0980		\$ 204.00		\$ 204.00
Dragon, Joan E	01-06-0982		\$ 204.00		\$ 204.00
Dragon, Joan E	01-06-0981		\$ 204.00		\$ 204.00
Esparza, Gregorio C	05-13-0870		\$ 1,015.00	\$ 45.00	\$ 1,060.00
Esparza, Gregorio C	05-13-0870		\$ 1,240.00	\$ 90.00	\$ 1,330.00
Esparza, Gregorio C	05-13-0870		\$ 1,465.00	\$ 135.00	\$ 1,600.00
Esparza, Gregorio C	05-13-0870		\$ 1,948.00	\$ 180.00	\$ 2,128.00
Esparza, Gregorio C	05-13-0870		\$ 2,389.00	\$ 225.00	\$ 2,614.00
Esparza, Gregorio C	05-13-0870		\$ 3,701.95	\$ 270.00	\$ 3,971.95
Flores, Raul	05-27-1456		\$ 204.00		\$ 204.00
Franco, Francisco C	05-27-1514		\$ 204.00		\$ 204.00
Franco, Francisco C	05-27-1515		\$ 204.00		\$ 204.00
Franklin, Keith	01-12-0877		\$ 204.00		\$ 204.00
Gonzalez, Sarah	03-11-0329		\$ 204.00		\$ 204.00
Gregorio C Esparza	05-13-0870		\$ 700.00		\$ 700.00
Gutierrez Jr, Michael	05-18-1105		\$ 204.00		\$ 204.00
Haley Jr, Jeffrey S	05-26-1425		\$ 204.00		\$ 204.00
Halle, William	05-04-0348		\$ 204.00		\$ 204.00
Hanks, Randy	03-03-0064		\$ 204.00		\$ 204.00
Hobbs, Marianna W	01-12-0852		\$ 132.00		\$ 132.00
Hunter, D'Eltra Hunter	05-04-0291		\$ 204.00		\$ 204.00
Jurkovac, Jacob	03-02-0029		\$ 204.00		\$ 204.00
Kemnitz, Bonnie	01-14A-1539		\$ 204.00		\$ 204.00
Lebron, Matthew	03-11-0197		\$ 204.00		\$ 204.00
Leila C Freema Revocable Trust	01-12-0712		\$ 204.00		\$ 204.00
Leila C Freeman Revocable	01-12-0711		\$ 249.00		\$ 249.00
Loeschman, Albert	03-18-0434		\$ 108.00		\$ 108.00
Lucero, Phillip	04-03-1113		\$ 204.00		\$ 204.00

Lugo, Silva Patricia Miranda	02-16-1655	\$ 204.00		\$ 204.00
Lugo, Silva Patricia Miranda	02-16-1656	\$ 204.00		\$ 204.00
Martinez, Angel	05-05-0385	\$ 204.00		\$ 204.00
Martinez, Angel	05-05-0386	\$ 204.00		\$ 204.00
Mendez, Melissa Nanninga	02-04-0433	\$ 180.00		\$ 180.00
Miller, Stephanie Ann	03-11-0309	\$ 60.00		\$ 60.00
Miller, Stephanie Ann	03-11-0309	\$ 543.00	\$ 45.00	\$ 588.00
Miller, Stephanie Ann	03-11-0309	\$ 984.00	\$ 90.00	\$ 1,074.00
Miller, Stephanie Ann	03-11-0309	\$ 2,065.95	\$ 135.00	\$ 2,200.95
Nguyen, Jeanne	02-03-0213	\$ 84.00		\$ 84.00
Padron, Araceli Oviedo	04-10-0455	\$ 204.00		\$ 204.00
Paita Custom Homes LLC	05-09-0683	\$ 204.00		\$ 204.00
Paita Custom Homes LLC	05-09-0670	\$ 204.00		\$ 204.00
Parker, Michele	02-16-1367	\$ 180.00		\$ 180.00
Pensock, Barbara J	04-01-0118	\$ 204.00		\$ 204.00
Preslar, Jeremy	05-27-1588	\$ 204.00		\$ 204.00
Preslar, Jeremy	05-27-1587	\$ 204.00		\$ 204.00
Pulido Jr, Angelo Pulido	04-09-1172	\$ 204.00		\$ 204.00
Robinson, Jr, Eddie	05-04-0304	\$ 219.00		\$ 219.00
Robinson, Jr, Eddie	05-04-0302	\$ 219.00		\$ 219.00
Robinson, Jr, Eddie	05-04-0304	\$ 219.00		\$ 219.00
Schena, Angelo	01-11-01056A	\$ 156.00		\$ 156.00
Schnabl, Heather L	05-12-0849	\$ 204.00		\$ 204.00
Schwartzman, Aleksander	02-11-1007	\$ 204.00		\$ 204.00
Schwartzman, Aleksander	02-11-1008	\$ 204.00		\$ 204.00
Schwettmann, Stephen	01-19-0631	\$ 204.00		\$ 204.00
Sneed, Brandi	03-23-0519	\$ 204.00		\$ 204.00
Somuyiwa, Oluwarotimi	04-14-0884	\$ 204.00		\$ 204.00
Taets, Derek J	02-06-0671	\$ 204.00		\$ 204.00
Tahitian Properties Holdings	03-18-0477	\$ 360.00		\$ 360.00
Taylor, Kent	04-07-1409	\$ 204.00		\$ 204.00
Terry, Melvin	05-11-0773	\$ 204.00		\$ 204.00
Thomas, Abraham	03-18-0477	\$ 1,407.00	\$ 90.00	\$ 1,497.00
Thomas, Abraham	03-18-0477	\$ 2,430.00	\$ 135.00	\$ 2,565.00
Timms, Kenneth	02-10-0970	\$ 204.00		\$ 204.00
Timms, Kenneth	02-10-0971	\$ 204.00		\$ 204.00
Torres, Richard	02-08-0808	\$ 204.00		\$ 204.00
Vidaurri, Edward Eric	01-12-0878	\$ 204.00		\$ 204.00
Waltzer, Matthew	05-09-0658	\$ 204.00		\$ 204.00
Weber, Carol	03-05-0365	\$ 180.00		\$ 180.00
Wehr, Warren	03-11-0225	\$ 219.00		\$ 219.00
Workant Biz LLC	05-12-0847	\$ 204.00		\$ 204.00
Workant Biz LLC	05-12-0846	\$ 204.00		\$ 204.00
Grand Total		\$ 37,071.90	\$ 1,620.00	\$ 38,691.90

Lien List Recap for March 2022

Total Amount of Liens Released	\$ 38,691.90
Road Assessments Paid	\$ 39,429.00
Standby Assessments Paid	\$ 90.00
Attorney Fees	\$ 834.90
Total actually collected	\$ 40,353.90
Total Write offs	\$ 0.00

Note: The reason the amount collected is lower than the amount released is because the report must show a release amount for each lien filed. The accounts were paid in full.

Agenda

Item # 6

Consent
Agenda

Agenda
Item # 7
General
Managers
Report

BOARD OF DIRECTORS
BASTROP COUNTY WCID NO. 2

General Manager's Update
MARCH 17, 2022

7a. Status of TTHM compliance:

Unit is on-site and has been installed. It has been pressure tested and plumbing has been tied into our well line. The unit will be filled with carbon, pre-filled and tested later this month. Once this all passes and it stabilizes, it will be put online in April.

7b. Update on District water plants and lift stations:

No major updates. We are researching SCADA companies at this time.

7c. W/WW Maintenance & Capital Improvements update:

No major updates. We are currently working with BEFCO to get the 2 priority groups (compliance & maintenance) lined out.

Neptune Meters project: Installation will be starting this month.

7d. Roads maintenance & improvement projects update:

21/22 Roads: We have received a signed/sealed set from Befco and construction has started on several groups already.

7e. Employee update:

No updates this month.

BOARD OF DIRECTORS
BASTROP COUNTY WCID NO. 2

7f. General Office Update:

No major updates this month. The remodel is a little behind with the colder temps we had. We should be in, sometime in April.

Agenda

Item # 9

Update on
Contract with
Infrastructure
Management
Services

Schedule A
Scope of Services

Service Company shall provide the following services for the District:

1. Provide accounting for all transactions as of January 1, 2022.
2. Reconcile bank statements as of January 1, 2022.
3. Code and enter invoices.
4. Deposit tap fees and other misc. revenue (other than Billing receipts).
5. Reconcile Billing receivables and accounting receivables.
6. Reconcile Billing deposit refunds and accounting deposit refunds.
7. Record tap fees and issue tap inspection work orders.
8. Prepare and mail required, routine IRS reporting forms.
9. Coordinate and process bond payments.
10. Maintain record of all meters installed, tap fees paid, and inspection certificates in accordance with TCEQ requirements (tap report).
11. Review invoices for accuracy.
12. Coordinate with auditor in preparation of reports, schedules and in preparation of annual reports.
13. Prepare annual budget proposals.
14. Monitor annual budget and furnish monthly budget/actual comparisons.
15. Make quarterly recommendations on appropriate budget revisions.
16. Coordinate and monitor District finances, reconciling bank statements monthly.
17. Provide Quarterly investment of District funds and monitor collateralization and /or insurance of these funds.
18. Review and submit semi-annual bond payments.
19. Set up and maintain the necessary bank accounts, savings accounts, certificates of deposits, signature cards, and other accounts as may be necessary and authorized by the District, and reconcile such accounts separately, on a monthly basis.
20. For each monthly meeting of the Board of Directors (but not more often than monthly), prepare and present a cash flow report and account balance report indicating all activity within each of the above funds and the current distribution and investment of moneys within each fund and prepare, present an actual versus budget comparison statement and Balance Sheet in the General Operating Fund. These reports are due no later than the 10th day of each month, from previous month's activities, for processing, review and to be inserted in the monthly Board packets.
21. Review, prepare and present for the District's approval all invoices, with proposed payment attached, drawn on the District's debt service, construction and general operating funds as appropriate on a monthly basis (or as determined by the District).
22. Prepare monthly statements showing all activity within each of the above funds, and the current distributing of monies within each fund.
23. Maintain and reconcile all journals and ledgers pertaining to the District's debt service, construction, general operating, general fixed assets, and general long-term debt funds in accordance with Generally Accepted Accounting Procedures and the Texas Natural Resource Conservation Commission's Water District Accounting Manual and all bond requirements.
24. Maintain a general ledger for the tax receipts posted from monthly reports supplied by the District's tax assessor/collector.
25. Complete postings and close all journals and ledgers within sixty (60) days after the end of the District's fiscal year.
26. Assist the District's auditor to efficiently perform the annual audit, including use of the Service Company's office facilities during the field audit.

27. Invest bond sale proceeds and surplus funds in interest-bearing time deposits in accordance with State law and the District's approved investment policy.
28. Prepare and present builder and contractor receivables ledgers.
29. Verify, on a periodic basis, that securities are provided for District funds in accordance with State law.
30. Maintain, bill and report District standby fees.
31. Provide multi-year revenue and expenditure projections.
32. Maintain and report Living Unit Equivalents (LUEs). File any necessary forms for State and Federal government agencies.
33. Attend meetings as requested.
34. Provide additional information or work as required by the District or the District's financial advisor, attorney, engineer or other consultants.
35. Serve as the District's Investment Officer in accordance with the Public Funds Investment Act, and prepare Quarterly Investment Reports for approval by the Board of Directors.

At least three (3) months prior to the expiration of each fiscal year, the Service Company shall begin preparation of the annual budget proposals for review and approval by the District, monitor annual budget over the course of each fiscal year, prepare and furnish to the District a monthly comparison of budgeted to actual expenditures and revenues, and make quarterly recommendations to the District on appropriate budget revisions.

The Service Company shall prepare a comparison of bond proceed expenditures with the cost summary approved by the Texas Commission on Environmental Quality for each bond issue as required by the rules of the Texas Commission on Environmental Quality and the bond issuer.

The District shall instruct all contractors and vendors of goods and services to submit all bills and invoices to the Service Company at least ten (10) days prior to any scheduled meeting of the District's Board. It is agreed and understood that any bill or invoice submitted subsequent to said ten (10) day period shall be presented for payment, if possible, at said meeting.

Agenda

Item # 14

Revised Joint
Election with
Bastrop
County

**AGREEMENT TO CONDUCT JOINT ELECTION BETWEEN
BASTROP COUNTY AND
THE BASTROP INDEPENDENT SCHOOL DISTRICT AND
BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1 AND
THE CITY OF ELGIN AND
THE CITY OF SMITHVILLE AND
ELGIN INDEPENDENT SCHOOL DISTRICT AND
BASTROP COUNTY EMERGENCY SERVICES DISTRICT NO. 2 AND
THE SMITHVILLE INDEPENDENT SCHOOL DISTRICT AND
THE BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT #2 AND
WILDWOOD MUNICIPAL UTILITY DISTRICT AND
BASTROP COUNTY MUNICIPAL UTILITY DISTRICT #1 AND
LEXINGTON INDEPENDENT SCHOOL DISTRICT
FOR THE MAY 7, 2022 ELECTION**

**THE STATE OF TEXAS §
 §
COUNTY OF BASTROP §**

This Agreement to Conduct Joint Election (this “**Contract**”) is entered into by and among Bastrop County, a political subdivision of the State of Texas, and Bastrop Independent School District, a political subdivision of the State of Texas, and Bastrop-Travis Counties Emergency Services District No. 1, a political subdivision of the State of Texas, and The City of Elgin, a political subdivision of the State of Texas, and The City of Smithville, a political subdivision of the State of Texas, and Elgin Independent School District, a political subdivision of the State of Texas, and Bastrop County Emergency Services District No. 2, a political subdivision of the State of Texas, and Smithville Independent School District, a political subdivision of the State of Texas, and Bastrop County Water Control and Improvement District #2, a political subdivision of the State of Texas, and Wildwood Municipal Utility District, a political subdivision of the State of Texas, and Bastrop County Municipal Utility District #1, a political subdivision of the State of Texas, each individually, and Lexington Independent School District, a political subdivision of the State of Texas, a “**Party**” or, collectively, the “**Parties,**” pursuant to Chapter 271 of the Texas Election Code.

RECITALS

WHEREAS, the Parties each expect to call an election to be held on May 7, 2022; and

WHEREAS, the Parties desire to conduct such elections jointly pursuant to Chapter 271 of the Texas Election Code, and

WHEREAS, the Parties desire to enter into a contract setting out the respective responsibilities of the Parties;

NOW, THEREFORE, the Parties agree as follows:

**ARTICLE I
PURPOSE**

1.01 The Parties have entered into this Contract to conduct a joint election on May 7, 2022. The purpose of this agreement is to maintain consistency and accessibility in voting practices, polling places, and election procedures in order to best assist the voters of the Parties.

**ARTICLE II
JOINT ELECTION**

2.01 The Parties agree to conduct their respective May 7, 2022 elections jointly pursuant to Chapter 271 of the Texas Election Code. Specifically, the Parties agree to the use of common polling places for both early voting and election day. The Parties also agree that the election officers may be appointed to serve both elections and that a common ballot may be used where appropriate and that common equipment and ballot boxes may be used for both elections for all relevant purposes as provided in Chapter 271.

**ARTICLE III.
TERM**

3.01 Except as hereinafter set out, the term of this Contract shall be from the time of execution until all items with respect to this Contract have been completed.

**ARTICLE IV
EACH PARTY RESPONSIBLE FOR ITS PRO RATA COST OF SERVICE AS BILLED**

4.01 The Parties acknowledge that they have each separately contracted for election services to be provided by Bastrop County Elections Administrator for the elections. All costs incurred by the Parties attributable to the coordination, supervision, and running of the election and incurred on behalf of the Parties, including expenses for supplies in connection with the election school(s), election supplies, wages paid for election workers, any paper ballots to be used for the election, and any other expenses reasonably and directly related to the election, including, without limitation, rental and programming of direct recording electronic voting devices and audio ballots shall be borne by the Parties based on their respective Election Services Agreement with the County Elections Administrator, and each Party will be responsible for their pro rata portion.

**ARTICLE V
GENERAL PROVISIONS**

5.01 This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Bastrop County, Texas.

5.02 In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provision, and this Contract shall be construed as if the invalid, illegal, or unenforceable provision had never been a part of the Contract.

5.03 This Contract constitutes the only agreement of the Parties hereto and supersedes any prior understanding or written or oral agreement between the parties respecting the written subject matter.

5.04 No amendment, modification, or alteration of this Contract shall be binding unless it is in writing, dated subsequent to the date of the Contract and duly executed by all of the Parties.

5.05 Any notice to be given hereunder by any party to the other shall be in writing and may be affected by personal delivery, by certified mail, or by common carrier. Notice to a party shall be addressed as follows:

Bastrop County

Kristin Miles
Elections Administrator
Bastrop County
804 Pecan Street
Bastrop, TX 78602
Tel: (512) 581-7160
Fax: (512) 581-4260
Email: elections@co.bastrop.tx.us

Bastrop ISD:

Kristi Lee
Associate Superintendent
Communications & Community Relations
Bastrop Independent School District
906 Farm St
Bastrop, TX 78602
Tel: (512) 772-7100
Fax: (512) 321-1371
Email: klee@bisdtx.org

Bastrop-Travis Counties ESD#1:

Kelli Carlton
Attorney
The Carlton Law Firm, P.L.L.C.
4301 Westbank Dr., Suite B-130
Austin, TX 78746
Tel: (512) 614-0901
Fax: (512) 900-2855
Email: kelli@carltonlawaustin.com;
katy@carltonlawaustin.com

City of Elgin:

Ron Ramirez
Mayor At-Large
City of Elgin
310 N. Main St./PO Box 591
Elgin, TX 78621
Tel: (512) 281-5724
Fax: (512) 285-5962
Email: mayor@ci.elgin.tx.us

City of Smithville:

Jennifer Lynch

City Secretary
City of Smithville
317 Main St.
Smithville, TX 78957
Tel: (512) 237-3282
Fax: (512) 237-4549
Email: jdlynch@ci.smithville.tx.us

Elgin ISD:

Dr. Jodi Duron
Superintendent of Schools
Elgin Independent School District
1002 N. Ave. C/PO Box 351
Elgin, TX 78621
Tel: (512) 281-9731
Fax: (512) 285-9935
Email: jodi.duron@elginisd.net

Bastrop County ESD#2:

Kelli Carlton
Attorney
The Carlton Law Firm, P.L.L.C.
4301 Westbank Dr., Suite B-130
Austin, TX 78746
Tel: (512) 614-0901
Fax: (512) 900-2855
Email: kelli@carltonlawaustin.com;
katy@carltonlawaustin.com

Smithville ISD:

Mrs. Cheryl Burns
Superintendent of Schools
Smithville Independent School District
901 NE 6th St.
Smithville, TX 78957
Tel: (512) 237-2487
Fax: (512) 237-2775
Email: cburns@smithvilleisd.org

Bastrop County WCID#2:

Bastrop County WCID#2
Attn: Alma Rodriguez
Office Manager

PO Box 708
Bastrop, TX 78602
Tel: (512) 321-1688
Fax: (512) 321-1692
Email: alma@bcwcid2.org

Wildwood MUD:

Kimberly Studdard
Paralegal
Winstead PC
401 Congress Ave., Ste 2100
Austin, TX 78701
Tel: (512)370-2923
Fax: (512) 370-2850
Email: kstuddard@winstead.com

Bastrop County MUD#1:

Robyn German
Election Coordinator
Allen Boone Humphries Robinson LLP
3200 Southwest Freeway, Suite 2600
Houston, TX 77027
Tel: (713) 800-8471
Fax: (713)800-1171
Email: rgerman@abhr.com

Lexington ISD:

Rene Dodd
Superintendent's Administrative Assistant
Lexington Independent School District
8403 N HWY 77
Lexington, TX 78947
Tel: (979)773-2254 ext. 3201
Fax: (979)773-4455
Email: doddr@lexingtonisd.net

Notice by hand-delivery is deemed effective immediately, notice by certified mail is deemed effective three days after deposit with a U.S. Postal Office or in a U.S. Mail Box, and notice by a common carrier, is deemed effective upon receipt. Each party may change the address for notice to it by giving notice of such change in accordance with the provisions of this Section.

Executed to be effective the _____ day of _____, 20____.

COUNTY:

Paul Pape

County Judge
Bastrop County, Texas

Executed to be effective the ____ day of _____, 20____.

Bastrop ISD:

Barry Edwards
Superintendent of Schools
Bastrop Independent School District
Bastrop, Texas

Executed to be effective the ____ day of _____, 20____.

Bastrop-Travis Counties ESD#1:

David Gahagan
Board President
Bastrop-Travis Counties ESD#1

Executed to be effective the ____ day of _____, 20____.

City of Elgin:

Ron Ramirez
Mayor At-Large
City of Elgin
Elgin, Texas

Executed to be effective the ____ day of _____, 20____.

City of Smithville:

Robert Tamble
City Manager
City of Smithville
Smithville, Texas

Executed to be effective the ____ day of _____, 20____.

Elgin ISD:

Dr. Jodi Duron
Superintendent of Schools
Elgin Independent School District
Elgin, Texas

Executed to be effective the ____ day of _____, 20____.

Bastrop County ESD#2:

George Martinez
Board President
Bastrop County ESD#2

Executed to be effective the ____ day of _____, 20____.

Smithville ISD:

Mrs. Cheryl Burns
Superintendent of Schools
Smithville ISD
Smithville, Texas

Executed to be effective the ____ day of _____, 20____.

Bastrop County WCID#2:

Mary Beth O'Hanlon
Board President
Bastrop County WCID#2

Executed to be effective the ____ day of _____, 20____.

Wildwood MUD:

Wildwood MUD

Executed to be effective the ____ day of _____, 20____.

Bastrop County MUD#1:

Board President
Bastrop County MUD#1

Executed to be effective the ____ day of _____, 20____.

Lexington ISD:

Dr. Cliff Lightfoot
Superintendent of Schools
Lexington ISD
Lexington, Texas