

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, June 16, 2022, beginning at 6:30 p.m. The meeting was held at the District offices.

**Present BCWCID #2 Board Members:**

Mary Beth O'Hanlon, President  
Scott Ferguson, Vice President  
Michele Plummer, Secretary

**BCWCID #2 Staff/Other Professionals:**

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

**Teleconference**

Tony Corbett, Attorney

**Absent:**

Ron Whipple, Treasurer  
Butch Carmack, Director

**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. The District's attorney Tony Corbett is attending the meeting via telephone.
- 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, July 21, 2022 at 6:30 p.m.

President O'Hanlon announced the next board meeting will be held on Thursday, July 21, 2022 at 6:30 p.m.

- 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 May 26, 2022 Regular Meeting of the Board of Directors;
  - b. Approval of monthly financial report for May 2022; and
  - c. Approval of Release of Liens held by District on Real Property.

Paul Hightower stated the financials look a little strange because all of the transfers have not been processed yet but there are funds in the accounts.

Alma Rodriguez reviewed the Release of Liens.

**Motion: Scott Ferguson moved to approve the Consent Agenda Items as presented. Seconded: Michele Plummer. Vote: Three (3) 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:

We are 3 weeks into the operation of the unit. So far, here at the office, I can definitely tell a difference on the water out of the tap. We have not received any calls yet, from customers on anything.

Tyler Walsh stated they have had to make several chlorine adjustments, but they have been within the requirements.

- b. Update on District water plants and lift stations:  
No updates.

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

Neptune Meters project: Installation is complete. Employees are finishing the last few meters, down to thirteen meters with no reads, which require a rescan. Neptune reps will be here next week to get those added in manually. May was the first month for readings without Badger and it went well, only a few minor hiccups that are getting worked out.

Alma Rodriguez stated the reporting from the Neptune Meters have been nice and cuts down the time on field crew having to go back out to the customers house to download the report.

- d. Roads maintenance & improvement projects update:

21/22 Roads: No major updates. Crews are working through the groups as best as they can, when time allows, and the W/WW department is not overloaded.

22/23 Roads: Survey crews will be starting soon on the next batch.

President O'Hanlon asked if we been talking to the county about the use of their equipment.

Mr. Hightower stated it been a communication issue with the county and also their heavy equipment.

e. Employee update:

We are six positions down. Advertising has been placed with the Austin Statesman paper and online, as well as several other Utility state agencies.

f. General Office Update:

No updates.

Alma Rodriguez stated the annual Consumer Confidence Report is being prepared currently so we can meet our July 1<sup>st</sup> requirement from TCEQ.

- 8.) Discussion and possible action regarding adoption of Resolution Approving an amended Annual Budget for Fiscal Year 2022  
Paul Hightower asked the Board to approve the Resolution for an amended budget for the wastewater Capital Reserve Fee in the amount of \$75,000 for water. This amount was left off the spreadsheet.

**Motion: Michele Plummer moved to adopt a Resolution Approving an amended Annual Budget for Fiscal Year 2022 for the Capital Reserve Fee for wastewater in the amount of \$75,000 as presented. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.**

- 9.) Discussion and possible action regarding adoption of Order approving the conveyance of five lots owned by the District to Bastrop County for Roads and Drainage purposes  
Paul Hightower stated one lot is for drainage and the other four lots are for road related that should be under the county's jurisdiction since they completed those roads, and they were never conveyed to the county. Unit 3 Block 18 Lot 0431 is Baseball Lane and Unit 2 Block 18 Lot 0871, Unit 4 Block 16 Lots 1611 and 1612 is Three Lot Road. The lot for drainage, which is actually a Reserve, I was informed by John Creamer that TVPOA has the first right of refusal since the reserves were given to the District by TVPOA and we do not see a problem with TVPOA agreeing since it will be part of the County's Master Drainage Plan.

President O'Hanlon asked Tony Corbett if we have a lot that is listed as a reserve and TVPOA is not interested in that lot can we just convey that for drainage to the county or do we have to sale for fair market value?

Tony Corbett responded under Texas Water Code the Board would have to adopt an Order stating the property is surplus and not needed by the District. If the conveyance to a private party, it will need to be sold for fair market value which you will need to have an appraisal done and having a public sale, but those rules do

not apply to the conveyance of property to a municipality or county. You are not required to get fair market value for property conveying to the county.

Tony Corbett added the District does need to comply with TVPOA's first right of refusal, he would like to know the history of why it is called a reserve and suggested to look at the original plat.

Paul Hightower we are researching this document.

President O'Hanlon asked if we could approve the Order and omit the reserve lot?

Paul Hightower stated yes, we can just remove that item from the Order.

**Motion: Scott Ferguson moved to adopt the Order to convey lots R34693, R24025, R33092 and R3310 to Bastrop County. Seconded: Michele Plummer. Vote: Three (3) in favor, motion carries.**

- 10.) Discussion and possible action regarding adoption of an Order approving the conveyance of District property located at 106 Tall Forest Drive (Pine Forest Unit 13 P III Acres 2.8090) to Bastrop County Emergency Services District No. 2 for a fire station

President O'Hanlon stated we talked about this at the last meeting, this property is located off Tall Forest and McAllister. We have about three acres there and we are currently occupying about half of that property so the Emergency Services District No.2 could utilize that property for a fire station. We have been told that the fire station next to the District is no longer in use and the city has moved their equipment back downtown and the ESD got permission from the voters to build another fire station and they want to build it in or near Tahitian Village, so they have approached the District. ESD is still meeting with the city about using the existing fire station.

Paul Hightower stated they are having a meeting with the city manager tomorrow morning. They are looking at 1.8 acres behind us. We do not know what is going to happen right now. There is plenty of property over there if we need to expand. Staff recommends letting the ESD purchase the 1.8 acres. The appraised value is \$215,640.

Director Ferguson asked who would replat that property.

Mr. Hightower stated we can make it a condition of the sale.

**Motion: Michele Plummer moved to adopt an Order approval the conveyance of District property located at 106 Tall Forest Drive to Bastrop County ESD 2 for a fire station with a contingency that they are responsible for replating the property. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.**

- 11.) Discussion and possible action regarding revisions to the Driveway and Culvert Permit Policy

Paul Hightower stated the previous general manger made a revision to the Driveway and Culvert Permit policy regarding the culvert size to increase from 24 feet to 30 feet, but 30 feet is just too long, and the cost is significant and issues with delivery. We have discussed this, and we would recommend the policy be revised to go back to the minimum of 24 feet. That is the same requirement as the County.


**Motion: Scott Ferguson moved to revise the driveway and Culvert Permit Policy back to a culvert size of 24 feet minimum. Seconded: Michele Plummer. Vote: Three (3)in favor, motion carries.**

- 12.) Discussion and possible action regarding speed bumps on roads in Tahitian Village  
Paul Hightower stated this item will be Tabled tonight since Director Carmack could not attend the meeting.
- 13.) Discussion and possible action regarding the Road Committee:
  - a. Receive Monthly Committee Update

Paul Hightower stated there is no updates.
- 14.) Discussion and possible action regarding monthly meetings of the District's Board of Directors  
President O'Hanlon, Director Ferguson, and Director Plummer stated they will all attend the Board meeting in July.
- 15.) Update on scheduling joint meetings with the Tahitian Village Property Owners Association and Tahitian Village Architectural Control Committee  
Paul Hightower stated the next meeting is scheduled for July.
- 16.) Board suggestions on future agenda items  
Paul Hightower stated we will have an agenda for adjusting the holiday schedule.
- 17.) Adjourn

**Motion: Scott Ferguson moved to adjourn the meeting. Seconded: Michele Plummer. Vote: Three (3)in favor, motion carries.**

MEETING ADJOURNED AT 7:12 P.M.

  
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Board Director

  
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Date