

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, August 18, 2022, 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, Vice President
Ron Whipple, Secretary
Butch Carmack, Director
Michele Plummer, Director

BCWCID #2 Staff/Other Professionals:

Paul Hightower, General Manager
Alma Rodriguez, District Administrator

Teleconference

Tony Corbett, Attorney

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.

Jessica Zamora inquired about the water tower and the cost difference between the storage options. Paul Hightower explained that we had updated numbers from engineering and those will be organized and presented to the Board at its budget workshop. Mr. Whipple commented about the locations of the future standpipes or elevated towers. Mr. Hightower stated that sites had not yet been identified. Ms O'Hanlon pointed out that we had a strategic planning session three years ago to identify needed capital improvements. Additional water storage capability was a major component of our finalized capital improvement plan.

Jessica Zamora also inquired about the District using a grant writer. Mr. Hightower explained that the District partners with Bastrop County to pursue grant opportunities, which allows us to work with the County's grant writers. Ms. Zamora requested any written information concerning the District's grant approach.

Ms. Zamora inquired about fire hydrants flushing and testing. She asked whether the District's hydrants are subject to the NFPA regulations. Mr. Hightower explained that the District is not subject to NFPA regulations. Mr. Hightower stated that we flush the hydrants on a monthly basis

and test them as needed.

Ms. Zamora inquired about our Unit 6 customers and their voting rights. She is concerned that Unit 6 customers do not reside in precincts where BCWCID#2 elections appear on the ballot. Tony Corbett clarified that the customers located in Unit 6 could petition BCWCID #2 annex them. Such annexation will require City of Bastrop approval since Unit 6 falls within the City of Bastrop Extra Territorial Jurisdiction (ETJ).

5.) Discussion and possible action regarding scheduling of future meeting dates:

- a. Regular Board of Director's Meeting scheduled for Thursday, September 15, 2022 at 6:30 p.m. at the District's Office.

Ms. O'Hanlon stated that the next regular Board meeting is September 15. Mr. Hightower stated that we needed to set a date for the workshop to establish priorities for inclusion in the preliminary budget for presentation at the October board meeting. Approval of the final budget will occur at the November board meeting. Board agreed on Wednesday October 5th at 4:00pm for the Budget Workshop.

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 July 21, 2022 Regular Meeting of the Board of Directors;
- b. Approval of monthly financial report for July 2022; and
- c. Approval of Release of Liens held by District on Real Property.

Ms. O'Hanlon made a comment about the title on the schedules page was listed wrong and it needed to be corrected.

Alma Rodriguez read the Release of Liens as noted in the report.

Motion: Scott Ferguson moved to approve the Consent Agenda items.

Seconded: Butch Carmack. Vote: Five (5) 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:

- a. Status of TTHM compliance:

No updates at this time. Waiting on test results.

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

We have received several quotes from SCADA companies. Some have come back higher than expected so we are reviewing them closely to ensure that we are getting what we need. We want to incorporate the lift stations into the SCADA system so we have extra protections. We plan on presenting this next month.

c. W/WW maintenance & Capital Improvements update:

We have finished some of the smaller projects and loops. We are currently identifying contractors for some larger lines and expect work to start next month.

d. Roads maintenance & improvement projects update:

The 2022 roads construction continues. We have provided a list to the County for the upcoming roads. We are hoping to finish what we have on the list for this year but between material deliveries, employee shortages, leaks where road crew have assisted on the water side, we are behind on getting roads constructed. Maintenance work has increased due to some of the construction issues. The county crew should be starting chip sealing the 2nd week of September. They are using a new base rock with a different coating that is less dusty. Ms. O'Hanlon asked about using a contractor to finish some of the roads that we have on the schedule. Mr. Hightower stated that we have contacted two prior contractors and neither is accepting new jobs at this time. Mr. Ferguson asked what the cut off time would be, if we chose to use a contractor for the roads next year. Mr. Hightower answered that roughly the October/November time frame. We can advertise for bids anytime we chose. Mr. Whipple asked how many employees we were down and Mr. Hightower stated that we are down three employees from water and two employees from roads. Mr. Hightower stated that we have hired one person who is working out great so far and are in the process of hiring one more currently. Mr. Hightower stated that we have magnets and signs on the trucks as well as the jobs advertised on state websites, Indeed and other online places. Mr. Hightower confirmed several challenges to completing this year's road projects including price increase, fuel surcharges, slow delivery. There are currently no changes recommended to the 22/23 roads and engineering is finalizing the documentation.

e. Employee update: **Covered under Item d.**

f. District Administrative Office Update: **No Updates.**

8.) Discussion and possible action regarding adoption of Order approving the conveyance of a lot described as Tahitian Village, Unit 3 2.3301 Acres, Reserve (R40331) owned by the District to Bastrop County for Roads and Drainage purposes – Hightower

Mr. Hightower stated that we have received paperwork from the POA's attorney, approving the District's plan to transfer this lot to Bastrop County for the master drainage plan. POA put the resolution to a vote and it was unanimously approved. Mr. Hightower stated that staff recommends accepting the Order and moving forward with the transfer of this lot, R40331 to Bastrop County for entry into the Bastrop County Master Drainage Plan.

Motion: Butch Carmack moved to approve the Consent Agenda items.

Seconded: Ron Whipple. Vote: Five (5) in favor, motion carries.

9.) Discussion and possible action regarding speed bumps on roads in Tahitian Village – Carmack

Butch Carmack stated that he has been requesting speed bumps for certain roads. County Commissioner Mel Hamner is recommending rumble strips and will charge the POA a \$500 fee for each set requested. Mr. Whipple asked where they were going to be installed and Mr. Carmack stated that the POA would make

that decision. Mr. Carmack read a statement from the Attorney General website that stated the County may install a speed bump on any road with the approval of the Texas Department of Transportation. Mr. Ferguson stated that there is an active County resolution stating that speed bumps cannot be installed on County roads. Ms. O'Hanlon stated that the County could consider other approaches for traffic suppression or calming to help control speeding on major roadways. Mr. Whipple stated that the County should make a detailed proposal to the POA and that the County needed to pay for it. Ms. O'Hanlon stated that it would be the County Commissioners court that would need to make the decision. Mr Hightower confirmed that the County will not accept transfer of any roads with speed bumps in place. No action necessary.

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

Mr. Hightower stated there are no updates from the Road Committee. Ms. O'Hanlon stated that we could remove this item from the agenda but keep the Road Committee active in case any updates are needed. No action necessary.

- 11.) Discussion and possible action regarding monthly meetings of the District's Board of Directors – O'Hanlon

Ms. O'Hanlon asked which Directors would be available for the September meeting. Mr Whipple stated that he would be out of town, all other Directors stated they would be at the meeting. All Directors stated they would be at the Budget Workshop meeting. No action necessary.

- 12.) Update on scheduling joint meetings with the Tahitian Village Property Owners Association and Tahitian Village Architectural Control Committee – Hightower

Mr. Hightower stated no updates on this item and that Jan with the POA was still out of town on personal business. No action necessary.

- 13.) Board suggestions on future agenda items

14.)

Ms. O'Hanlon identified three items for the future agenda. (1) Preliminary Budget for 2023. The output from the budget workshop in early October will be included on the agendas for October and November, with final budget approval occurring at the November meeting. (2) Insurance and Benefits Renewal. (3) General Manager Annual Evaluation. The Board will review the GM's performance in executive session and report the outcome when the public meeting reconvenes. Mr. Ferguson asked whether our attorney would need to be present for the Executive Session. Mr. Corbett stated that since the Board would be discussing personnel matters, it would not be necessary that he attend in person. He will be available to provide feedback remotely if necessary. No action necessary.

- 15.) Adjourn

Ms. O'Hanlon called the question for adjournment.

Motion: Scott Ferguson moved to adjourn.

Seconded: Butch Carmack. Vote: Five (5) in favor, motion carries.