

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, September 21, 2023, 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, Treasurer
Michele Plummer, Director
Butch Carmack, Director

BCWCID #2 Staff:

Paul Hightower, General Manager
Patricia Lujan, Office Supervisor
Darrel Culberson, Comptroller

Absentees

Remote Participation

Tony Corbett, Attorney

- 1.) Call to Order and Establish a Quorum – O'Hanlon

By: MaryBeth O'Hanlon

Time: 6:30PM

- 2.) Salute to Flags – O'Hanlon

- 3.) Public Comments/Announcements (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.)

Lois Hornbuckle wanted to say thank you to the outside field for the great road work on Ewa Court & E. Keamuku Court areas. It was greatly appreciated by all the neighbors and wants to pass it on.

Rick Cabral lives on Laau Court and asked about the road conditions being so dusty. Employees explained to him that we don't have any control over the dust because it is controlled by the County but that they were having to use up old rock to be able to move into using the new coated rock. Employees stated that we would pass his concerns onto the County commissioners office.

AJ, a contractor & builder explained that he has been trying to get a culvert permit since April and has an issue getting it figured out between BCWCID2 and the County. Employees explained that it has been a frustrating process going back and forth, but that all culvert permits have officially been turned over to the County for processing now, which will make the process much easier.

No further comments or discussion.

- 4.) Discussion and possible action regarding scheduling of future meeting dates:
- a. Special Board of Director's Budget Workshop scheduled for Tuesday, October 3, 2023 at 4:00 p.m.
 - b. Regular Board of Director's Meeting scheduled for Thursday, October 19, 2023 at 6:30 p.m.

Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday October 19, 2023 at 6:30pm. VP Ferguson stated that he would not be available for the October 19th meeting. Mr. Hightower stated that with where we are on Financials and with having a solid CIP in place, employees don't feel we need to conduct a Budget Workshop for the FY2024 budget. Board members agreed.

No further comments or suggestions.

- 5.) **CONSENT AGENDA: (Consent Agenda items are generally routine. Unless removed by a member of the Board or General Manager, items listed on the consent agenda may be acted on together and without prior discussion.)**
- a. Approval of minutes from the August 17, 2023 Board Meeting of the Board of Directors;
 - b. Approval of monthly financial report for August 2023; and
 - c. Approval of Release of Liens held by District on Real Property.

No comments regarding the August 17th Board Meeting minutes.

Mr. Culberson presented the District's financial & cash statement and stated that all the accounts were healthy and in good standing. Board expressed no issues or concerns.

No further questions or comments.

Paul Hightower read the Release of Liens as noted in the report.

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to approve the Consent Agenda.

Seconded: Butch Carmack.

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

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

Mr. Hightower read the GM report as posted in the Board packet. No questions or comments

- 7.) Discussion and possible action regarding the request by Bastrop Studios for transfer of the certificated water and sewer service rights for its property from the District to the City of Bastrop – Hightower

No action on this item. Tony is going to review the packet sent over by the Engineer and report back next month.

No further comments or discussion.

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

Mr. Hightower stated that the CIP was moving forward and the next step as presented and recommended from Befco, was to seek bids for a test well at the maintenance facility. Mr. Hightower recommended the Board to vote on this to be approved, in case it fell outside the GM's allowance. Board members agreed.

No further comments or discussion.

Mrs. O'Hanlon called the question.

Motion: Butch Carmack moved to approve seeking bids for a test well.

Seconded: Ron Whipple.

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

- 9.) Discussion and review of District's FY2024 Preliminary Budget – Hightower

Mr. Hightower presented a soft budget as shown in the packet. Mr. Culberson agreed with the presentation stating that it was only partial year numbers but that right now, our financial status was looking good early in the process. Employees also explained that at this point, we weren't expecting any rate increases but Mr. Culberson was going to do some in-depth looking into the rates and that we may bring back some future updates. Board members agreed that the preliminary budget was looking good and agreed with current soft #s and that we did not need a budget workshop. Employees stated that we would continue to update the numbers over the next 2 board meetings and be ready for a final presentation in November for approval.

No further comments or discussion.

- 10.) Discussion and possible action regarding renewal of District's employee dental, vision and other employee insurance benefits – Hightower

Mr. Hightower presented the Board with this year's employee benefits package, as shown in the packet. The District received a 1% decrease from BCBS and a rate pass for Unum. Mr. Hightower also presented information from Aflac as an additional benefit. The Board decided to vote adding Aflac to the employee benefit roster, covering 100% of the cost for the hospital and accident protection plan.

No further comments or discussion.

Mrs. O'Hanlon called the question.

Motion: Ron Whipple moved to approve the benefits as presented and to add the Aflac plan.

Seconded: Michele Plummer.

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

11.) Discussion regarding changes or upgrades to District notification system to the public - Hightower

Mr. Hightower explained that this was an on-going item and that we would have some more information for the next meeting. Currently we are waiting on Incode to get their side of the system fixed for us to be able and use their notification system.

No further comments or discussion.

12.) Board suggestions on future agenda items

No comments or suggestions.

13.) Adjourn

Mrs. O'Hanlon called the question for adjournment.

Motion: Butch Carmack moved to adjourn.

Seconded: Ron Whipple.

Vote: Five (5) in favor, motion carries. Meeting ended at 7:43 p.m.

Paul Hightower

Digitally Signed & Certified
October 20, 2023 @ 07:41 hours
Kofax Power PDF Solutions