

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, October 19, 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  
Butch Carmack, Director  
Ron Whipple, Treasurer  
Michele Plummer, Secretary

**BCWCID #2 Staff:**

Paul Hightower, General Manager  
Patricia Lujan, Office Supervisor  
Darrel Culberson, Comptroller  
Tyler Walsh  
Adam Brown

**Absentees**

Scott Ferguson, Vice President

**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.)

**No comments or discussion.**

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

- a. Regular Board of Director's Meeting scheduled for Thursday, November 16, 2023 at 6:30 p.m.

**Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday November 16, 2023 at 6:30pm. Director Carmack stated that he would not be available for the November 16<sup>th</sup> meeting. Mr. Hightower stated that we needed to schedule a special meeting for accepting the sale of the bonds for November 7<sup>th</sup> @ 4pm. Director Carmack stated that he could not make that meeting but everyone else stated they could.**

**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 September 21, 2023 Board Meeting of the Board of Directors;
  - b. Approval of monthly financial report for September 2023; and
  - c. Approval of Release of Liens held by District on Real Property.

**No comments regarding the September 21st 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.**

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

**No further questions or comments.**

**Mrs. O'Hanlon called the question.**

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

**Seconded: Michele Plummer**

**Vote: Four (4) in favor, one (1) absentee, 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

**Mr. Corbett gave his statements regarding the contract and report given to us. Mr. Corbett suggested putting this item on hold and wait to hear from the City or the landowner. Board agreed.**

**No further comments or discussion.**

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

**No comments or discussion. Item tabled.**

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

**Mr. Hightower presented the 2<sup>nd</sup> viewing on the preliminary budget noting some minor adjustments and changes. Mr. Hightower & Mr. Culberson noted that the budget was in good shape and looked great. Final version will be ready for November presentation.**

**No further comments or discussion.**

10.) Consider approval of a resolution authorizing actions related to the offering and sale of Bastrop County Water Control and Improvement District No. 2 Revenue Notes and related matters- Hightower

**Mr. Hightower presented the resolution for the sale of the bonds, as required for the November 7<sup>th</sup> meeting.**

**No further comments or discussion.**

**Mrs. O'Hanlon called the question.**

**Motion: Butch Carmack moved to approve the benefits as presented and to add the Aflac plan.**

**Seconded: Ron Whipple**

**Vote: Four (4) in favor, one (1) absentee, motion carries.**

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

**Mr. Hightower stated that we were waiting on Incode to get their side of the system fixed for us to be able and use their notification system. Mallorie is working on the ipad for the foyer and it should be up & running by the next week.**

**No further comments or discussion.**

12.) Board suggestions on future agenda items

**President O'Hanlon stated that we needed an executive item for doing the GM's review. Director Whipple asked for a discussion item for PFAS regarding water samples.**

**No other comments or suggestions.**

13.) Adjourn **TIME: 7:22 P.M.**

**Mrs. O'Hanlon called the question for adjournment.**

**Motion: Butch Carmack moved to adjourn.**

**Seconded: Ron Whipple.**

**Vote: Four (4) in favor, one (1) absentee, motion carries.**

SIGNED: Paul Hightower Digitally Signed & Certified  
November 17, 2023 @ 1352 hours  
Kofax Power PDF Solutions  
Date: \_\_\_\_\_