

Minutes of the Regular Board Meeting for  
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, March 21, 2024, 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  
Michele Plummer, Secretary  
Butch Carmack, Director  
Ron Whipple, Treasurer

**BCWCID #2 Staff:**

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

**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.)

**No comments or discussion.**

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

- a. Annual Road Meeting scheduled for Saturday March 23, 2024 at 9:00 a.m.
- b. Regular Board of Director's Meeting scheduled for Thursday, April 18, 2024 at 6:30 p.m.

**Mrs. O'Hanlon stated that the District's Annual Road meeting is scheduled for the following Saturday March 23rd at 9am and the next regular Board meeting is Thursday April 18th at 6:30pm. All Directors stated they should be present.**

**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 February 15, 2024 Meeting of the Board of Directors; and
  - b. Approval of monthly financial report for February 2024; and
  - c. Approval of Release of Liens held by District on Real Property.

**No comments regarding the Board Meeting minutes.**

**Mr. Culberson presented the District's financial & cash statement. 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: Scott Ferguson**

**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 further comments or discussion.**

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

**No comments. Tabled for future meetings.**

- 8.) Discussion and possible action related to approval of Fiscal Year 2023 Financial Audit Report – Hightower

**No comments. Tabled for future meetings.**

- 9.) Discussion and possible action regarding approval of Interlocal Agreement with the City of Bastrop relating to 2024 road improvement projects – Hightower

**Paul Hightower read the ILA as shown in the packet and explained that this was similar to what the District does with the County, except it relates to the City roads. Mr. Hightower explained that the City, County and District employees have had multiple meetings discussing the roads and had all come to an agreement. Staff recommended approval.**

No further questions or comments.

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

**Motion: Butch Carmack moved to approve the ILA.**

**Seconded: Michele Plummer**

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

- 10.) Discussion and possible action relating to review of Statement of Qualifications and approval of contract for Professional Engineering Services– Hightower

**Paul Hightower read the 3 statements of qualifications to the Board along with the rate schedules that the Board had requested. Staff recommended staying with Befco. After Board discussion, the recommendation was denied. Board recommended to go with Schaumburg & Polk for water/wastewater and keep Befco for roads. Staff explained that we had 1 current project going with Befco for a water line replacement and that we would need to finish that. Final Board recommendation was to retain Befco thru the finish of the current project, to retain Schaumburg & Polk for future water/wastewater projects and to keep Befco for road construction.**

No further questions or comments.

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

**Motion: Ron Whipple moved to approve the recommendation as discussed.**

**Seconded: Butch Carmack**

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

- 11.) Discuss, consider and take action regarding May 4, 2024, Director Election:
- a. Accept Certification of Unopposed Candidates.  
*Aceptar certificación de candidatos únicos.*
  - b. Adopt Order Canceling Election.  
*Adoptar una Orden de cancelación.*

**Paul Hightower read the Order for Election Cancellation as shown in the packet and explained that this was the final step to cancel the election since we had 2 unopposed positions. Staff recommended approval.**

No further questions or comments.

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

**Motion: Butch Carmack moved to approve the contract as shown.**

**Seconded: Michele Plummer**

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

- 12.) Discussion and review of 2024 Annual Road Meeting presentation – Hightower

**Board stated the presentations all looked good and felt we were ready for the Saturday meeting.**

No further suggestions or comments.

- 13.) Board suggestions on future agenda item

No suggestions or comments.

- 14.) Adjourn 8:02 p.m.

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

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

**Seconded: Ron Whipple.**

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

*Paul Hightower*

Digitally Signed & Certified  
April 19, 2024 @ 0801 hours  
Kofax Power PDF Solutions

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Authorized Signature