

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, April 18, 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.)

Lorenzo McQueen expressed to the Board how bad Keawakapu Drive is and that it needed to be mowed. Tyler Walsh let him know that his road was slated to be paved this year which would help. Mr. Hightower stated that we are currently working with a contractor on the mowing and that they should be coming around soon. Mr. Walsh let him know that we should be in the area within 3-4 weeks to start on the roads.

No further comments or discussion.

- 4.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular Board of Director’s Meeting scheduled for Thursday, May 16, 2024 at 6:30 p.m.

Mrs. O’Hanlon stated that the District’s next regular Board meeting is Thursday May 16th at 6:30pm. All Directors stated they should be present. The new elected Board member, Ruth Bullock, will be absent. 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 March 21, 2024 Meeting of the Board of Directors; and
 - b. Approval of minutes from the March 23, 2024 Annual Road Meeting; and
 - c. Approval of monthly financial report for March 2024; and
 - d. 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: Ron Whipple

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. Butch Carmack inquired about Stage 1 and staff informed the Board that we would stay in Stage 1 for the time being and that if drought continued, we would be entering Stage 2 in the near future.

No further comments or discussion.

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

No updates.

- 8.) Discussion and possible action related to approval of Maintenance Water Line Improvements - Wainee\Mahalua Award Recommendation Letter from Befco – Hightower / BEFCO

Mr. Hightower read the bid documents as shown in the packet and stated that Befco’s recommendation was M&C Fonseca Construction. After discussion, Board chose to accept Befco’s recommendation letter for the 6” water main project.

Mrs. O’Hanlon called the question.

Motion: Scott Ferguson moved to approve the recommendation as presented.

Seconded: Ron Whipple

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

- 9.) Discussion and possible action related to approval of October 2024-September 2025 Road Engineering Proposal from Befco - Hightower

Mr. Hightower read the proposal as presented in the packet and explained that this is for the 2024/2025 road construction engineering from Befco. No comments or questions.

Mrs. O’Hanlon called the question.

Motion: Butch Carmack moved to approve the proposal as presented.

Seconded: Ron Whipple

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

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

Mr. Hightower explained to the Board that Inframark has left us in a tight spot with financials. We had some missing information from the documents that were sent over to the auditors. We have the information and Darrel in putting it into the system so that the auditors can access it fully. Mr. Hightower explained that we would be late filing the audit but that staff is working diligently to get it all corrected. We did notify TCEQ about being late and also are working with Chris Lane to notify the proper banks as needed.

- 11.) Board suggestions on future agenda items

Mr. Hightower advised the Board that there will be some future discussions regarding the movie theater and possible water or wastewater needs. MaryBeth thanked Ron Whipple for his time as a Board Member since this was his last meeting,

12.) Adjourn 7:23 p.m.

Mrs. O'Hanlon called the question.

Motion: Scott Ferguson moved to adjourn.

Seconded: Butch Carmack.

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

Paul Hightower

Digitally Signed & Certified
May 17, 2024 @ 1547 hours
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Authorized Signature