

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, July 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  
Ruth Bullock, Director

**BCWCID #2 Staff:**

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

**Absentees**

Butch Carmack

**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, July 18, 2024 at 6:30 p.m.

**Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday, August 15th 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 June 20, 2024 Meeting of the Board of Directors; and
  - b. Approval of monthly financial report for June 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: Scott Ferguson 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 further comments or discussion.**

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

**Mr. Hightower stated that they are no updates. No further comments or discussion.**

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

**Mr. Hightower stated that they are no updates. No further comments or discussion.**

- 9.) Discussion and possible action related to approval for purchase of new software for District Water, Wastewater & Road billing functions – Hightower

Mr. Hightower read the information as shown in the Board packet regarding the purchase of a new billing software. Staff made a recommendation to the Board for the purchase of the UB4 software from CUSI.

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

**Motion: Scott Ferguson moved to approve the purchase.**

**Seconded: Michele Plummer**

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

- 10.) Discussion and possible action related to mowing contract between the District, Tahitian Village Property Owners Association and Bastrop County - Hightower

**Mr. Hightower stated that the Counties contracted mower had been in the area doing some cuts, after a failed negotiation of a 3<sup>rd</sup> cut had not been agreed too. The current contractor cut too early in the season which left us a rapid growth thru the summer months. We will have the 2<sup>nd</sup> agreed upon mowing from the current contractor, later this year. Mr. Hightower explained that the District and the POA were debating buying a mower and hiring a person to do just grass cutting and that we would bring more information back in the future.**

**No further comments or discussion.**

- 11.) Board suggestions on future agenda items

**Board stated that we need to hold the Election of Officers and also are expecting the engineering report from SPI.**

- 12.) Adjourn 7:54 p.m.

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

**Motion: Scott Ferguson moved to adjourn.**

**Seconded: Michele Plummer**

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

*Paul Hightower*

Digitally Signed & Certified  
August 16, 2024 @ 0841 hours  
Kofax Power PDF Solutions

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Authorized Signature