

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, September 19, 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  
Ruth Bullock, Treasurer

**BCWCID #2 Staff:**

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

**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 public comments or discussion.**

- 4.) Discussion and possible action regarding scheduling of future meeting dates:
  - a. Regular Board of Director's Meeting scheduled for Thursday, October 17, 2024 at 6:30 p.m.

**Mrs. O'Hanlon stated that the District's next regular Board meeting is Thursday, October 17th at 6:30pm. Butch Carmack stated that he would be absent. All other 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 August 15, 2024 Meeting of the Board of Directors; and
  - b. Approval of monthly financial report for August 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: Michele Plummer**

**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 capital improvement projects to be funded with bond proceeds—Hightower

**Mr. Hightower stated there was not much for this item currently and that SPI was lining out the future projects. Staff will bring more information back as it came in. 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 the auditors were working on the 2022 FY audit. They had reported that initial numbers weren't lining up. They did not suspect or find any wrong doing and expect it to be completed on time, within the 8 to 12-week period. No further comments or discussion.**

- 9.) Discussion and review of Unit 5 Master Drainage Plan – Hamner / Willrich

**Mel Hamner presented the Unit 5 drainage plan along with maps from Befco. Joseph Willrich was unable to attend. Mr. Hamner explained that along with the drainage, the County and WCID both were seeking lots relevant to the drainage areas and that when we acquire them, they are being listed as drainage only in the County system, so they can't be re-sold later.**

**No further comments or discussion.**

- 10.) Discussion regarding Preliminary Engineering Report from Schaumburg and Polk – John Schmelling

**John Schmelling presented the PER to the Board, as shown in the packet. SPI's suggestion was to move ahead with the well test phase as the shop location. Mr. Hightower stated that the Board had given expressed consent before and approved the test well drilling at that time. SPI was granted permission to move ahead with the test well.**

**No further comments or discussion.**

- 11.) Discussion and review of the FY2025 Proposed Budget – Hightower / Culberson

**Staff presented the 1<sup>st</sup> round of preliminary budget review. Staff stated that it was in a very beginning stage and that changes would be expected as we come closer to end of year #s.**

**No further comments or discussion.**

- 12.) Board suggestions on future agenda items

**Update on notifications & CUSI software.**

**No further comments or discussion.**

- 13.) Adjourn 8:07 p.m.

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

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

**Seconded Michele Plummer**

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

*Paul Hightower*  
Digitally Signed & Certified  
October 18, 2024 @ 0659 hours  
Kofax Power PDF Solutions

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Authorized Signature