# Bastrop County Water Control and Improvement District No. 2 Meeting Agenda

TO: The Board of Directors of Bastrop County Water Control and Improvement District No. 2, Bastrop County, Texas and To All Interested Parties:

Notice is hereby given that a meeting of the governing body of the above-named political subdivision will be held on Thursday November 20, 2025 at 6:30 pm in the Board Room located at 112 Corporate Drive, Bastrop, TX 78602.

#### **MEETING DISCUSSION TOPICS**

1.) Call to Order and Establish a Quorum – O'Hanlon



- 2.) Salute to Flags O'Hanlon
- 3.) Public Comments/Announcements: (The Board respectfully requests that people 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.)
- 4.) Discussion and possible action regarding schedule of future meeting dates:
  - a. Regular Board of Director's Meeting scheduled for Thursday, January 15, 2026 at 6:30 p.m.
- 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 October 16, 2025 Meeting of the Board of Directors;
  - b. Approval of monthly financial reports for October 2025; and
  - c. Approval of Release of Liens held by District on Real Property.
- 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
- 7.) Discussion and possible action related to Capital Improvement Projects to be funded with bond proceeds—Hightower
- 8.) Discussion and possible action related to the FY 2024 Financial Audit Reports Hightower
- 9.) Discussion and possible action related to a Water Interconnect ILA with the City of Bastrop Hightower
- 10.) Discussion and possible action regarding adoption of Resolution Approving Budget for Fiscal Year 2025 (*See attached draft budget and Taxpayer Impact Statement*)— Hightower / Culberson
- 11.) Discussion and possible action regarding annual review and approval of the District Investment Policy and Investment Strategies—Hightower

- 12.) Discussion and possible action regarding filing liens on all delinquent road fee accounts as of January 20, 2025 Hightower
- 13.) Discussion regarding Annual Performance Review for General Manager O'Hanlon
- 14.) Executive Session-
  - A. Pursuant to Section 551.074 of the Texas Open Meetings Act, the Board may convene in Executive Session to discuss personnel matters with respect to Item No. 13 and;
  - B. The Board may also discuss in Executive Session, any other item referenced on this Agenda when authorized pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act.
- 15.) Board suggestions on future agenda items

16.) Adjourn

Paul Hightower

Digitally Signed & Certified
October 13, 2025 @ 1101 hours
Kofax Power PDF Solutions

Authorized Signature

The Board of Directors may go into Executive Session at any time during the meeting pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the matters set forth on this agenda regardless of whether Executive Session is specifically referenced. No final action, decision or vote will be taken on any subject or matter in Executive Session. The District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call 512-321-1688 for further information.

#### BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

#### TAXPAYER IMPACT STATEMENT PER TEXAS GOV'T CODE §551.043(c)(2)

Property tax bill for the median-valued homestead\* for current fiscal year:

\$NA

Estimated property tax bill for the median-valued homestead\* for the upcoming fiscal year if the proposed budget (attached) is adopted:

\$NA

Estimated property tax bill for the median-valued homestead\* for the upcoming fiscal year if a balanced budget funded at the no-new-revenue tax rate as calculated under Chapter 26 of the Texas Tax Code\*\*\* is adopted:

\$NA\*\*

No-New-Revenue Tax Rate = (<u>Last Year's Levy – Lost Property Levy)</u> (Current Total Value – New Property Value)

Last Year's Levy = the total of the amount of taxes that would be generated by multiplying the total tax rate adopted in the preceding year by the total taxable value of property on the appraisal roll for the preceding year, including taxable value that was reduced in an appeal, all appraisal roll supplements and corrections as of the date of the calculation (other than corrections made under Texas Tax Code § 25.25(d) for errors that resulted in an incorrect appraised value that exceeds more than one-fourth of the correct appraised value for a residence or one-third the correct value in the case of all other property), portions of property involved in an appeal that are not in dispute, and the amount of taxes refunded by the taxing unit in the preceding year for tax years before that year.

**Lost Property Levy** = amount of taxes levied in the preceding year on property value that was taxable in the preceding year but is not taxable in the current year because the property is exempt in the current year under a provision of the Texas Tax Code other than 11.251 (Tangible Personal Property Exempt), 11.253 (Tangible Personal Property in Transit), and 11.35 (Temporary Exemption for Qualified Property Damaged by Disaster), the property has qualified for special appraisal under Chapter 23 of the Texas Tax Code in the current year, or the property is located in the territory that has ceased to be part of the taxing unit since the preceding year.

**Current Total Value** = total taxable value of property listed on the appraisal roll for the current year, including all supplements and corrections as of the date of the calculation, less the taxable value of property exempted for the current tax year for the first time under Texas Tax Code § 11.31 (Pollution Control Property) or 11.315 (Energy Storage System in Nonattainment Area).

#### **New Property Value** = means the following:

- Total taxable value of property added to the appraisal roll in the current year by annexation and improvements listed on the appraisal roll that were made after January 1st of the preceding tax year, including personal property located in new improvements that was brought into the unit after January 1st of the preceding tax year.
- o Property value that is included in the current total value for the tax year succeeding a tax year in which any portion of the value of the property was excluded from the total value because of the application of a tax abatement agreement to all or a portion of the property, less the value of the property that was included in the total value for the preceding tax year.
- o For purposes of an entity created under Section 52, Article III, or Section 59, Article XVI of the Constitution, property value that is included in the current total value for the tax year succeeding a tax year in which the following occurs: (a) the subdivision of land by plat; (b) installation of water, sewer, or drainage lines, *or* (c) the paving of undeveloped land.

<sup>\*</sup>The Appraisal District does not report "median" homestead values. The calculations above are based on "average" homestead values, which are reported.

<sup>\*\*</sup>The No-New-Revenue Tax Rate, as calculated under Chapter 26 of the Texas Tax Code, may not be capable of funding a balanced budget for the District.

<sup>\*\*\*</sup>**No-New-Revenue Tax Rate** = rate expressed in dollars per \$100 of table value calculated according to the following formula:

#### PROPOSED BUDGET



# BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2 2026 Proposed Budget

	Water				
	2025 CYE	2025	2026		
	3rd Qtr	Budget	Proposed		
Revenues:					
Irrigation-Usage	\$ 363	\$ \$ 250	\$ 500		
Water Late Charge Income	34,834	30,000	35,000		
Water Line Bore	34,250	30,000	35,000		
Capital Reserve Fee	234,111	210,000	240,000		
Copies & Faxes	15	50	100		
Interest-Bond	314,087	300,000	320,000		
Maps Sold	25	100	100		
Office Rents	7,200	7,200	7,500		
Pools Fees	225	300	300		
Reconnect Fee	23,150	20,000	25,000		
TV Tap Fees	289,900	255,000	360,000		
TV Water Sales	1,872,084	2,000,000	2,000,000		
Interest-Investments	24,905	25,000	30,000		
Other Miscellaneous Revenues	3,000	10,000	5,000		
Proceeds From Sale					
<b>Backflow Inspections Collected</b>	6,450	6,000	6,000		
Returned Check Fee	1,410		5,000		
<b>Total Revenues</b>	\$ 2,846,009		\$ 3,069,500		

#### Expenditures:

\$ 450,174	\$	500,000	\$	500,000
43,174		50,000		45,000
41,378		35,000		42,000
31,263		25,000		30,000
20,435		25,000		20,000
5,689		10,000		7,000
3,106		5,000		3,500
4,021		4,250		4,000
1,353		2,500		2,000
3,471				3,500
75		300		300
3,170		12,680		11,000
66,660		20,000		60,000
1,589		2,250		2,000
3,773		5,000		4,000
\$ 679,332	\$	696,980	\$	734,300
	43,174 41,378 31,263 20,435 5,689 3,106 4,021 1,353 3,471 75 3,170 66,660 1,589 3,773	43,174 41,378 31,263 20,435 5,689 3,106 4,021 1,353 3,471 75 3,170 66,660 1,589 3,773	43,174       50,000         41,378       35,000         31,263       25,000         20,435       25,000         5,689       10,000         3,106       5,000         4,021       4,250         1,353       2,500         3,471       75       300         3,170       12,680         66,660       20,000         1,589       2,250         3,773       5,000	43,174       50,000         41,378       35,000         31,263       25,000         20,435       25,000         5,689       10,000         3,106       5,000         4,021       4,250         1,353       2,500         3,471       75       300         3,170       12,680         66,660       20,000         1,589       2,250         3,773       5,000



### BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2 2026 Proposed Budget

		2025 CYE	2025	2026
	3	3rd Qtr	Budget	Proposed
<b>Benefits and Insurance</b>				
Retirement-Life	\$	184,318	\$ 140,000	\$ 170,000
Health Insurance-Other Medical		39,981	32,400	40,000
Insurance-Dental		13,126	13,000	13,000
Insurance-Life		4,774	10,000	7,000
Insurance-Medical		466,175	378,400	450,000
Insurance-Vision		3,423	4,000	4,000
Medical		11,388	20,000	-
Workers' Compensation		2,500	10,000	5,000
Total Benefits and Insurance	\$	726,113	\$ 608,300	\$ 689,500
Administrative:				
ProfServ-IT Services - Water	\$	22,134	\$ 15,000	\$ 15,000
Meter Reading Software Fee		29,936	-	30,000
ProfServ-Answering Service		4,670	4,100	2,500
Payroll Processing Fee		4,048	4,000	4,000
Cleaning-Office		3,419	3,500	3,500
Pest Control		1,657	2,500	3,000
Legal Fees		12,075	15,000	14,000
Accounting System (MIP)		2,685	1,000	7,500
Investment Management Fee		1,525	1,500	1,000
Auditing Services		78,658	15,000	20,000
Security Agreement		1,090	1,000	1,200
Maint Agreement-Billing System		33,212	35,000	35,000
Insurance-Property		1,625	6,500	6,500
Insurance-General Liability		375	1,500	2,000
Insurance-Vehicle		500	2,000	5,000
Insurance-E&O		300	1,200	2,000
Insurance-Wells		1,875	7,500	5,000
Insurance-Bonding		188	750	750
Insurance-Misc		8,083	100	100
Travel-Air		1,719	5,000	5,000
Travel-Lodging		3,872	4,500	4,500
Travel-Meals		1,305	2,500	2,500
Travel-Rental Car		612	1,000	500
Communication-Telephone		8,186	7,500	7,500



### BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2 2026 Proposed Budget

Water								
	2025 CYE			2025		2026		
	3	3rd Qtr		Budget		Proposed		
Electricity-Office Bldg	\$	3,679	\$	4,500	\$	4,000		
Postage and Freight		16,017		13,000		13,000		
Communication/Radios		2,064		5,000		5,000		
Fax		25		100		100		
Office Supplies		9,747		10,000		10,000		
Printing		4,472		5,000		5,000		
Advertising		188		750		500		
Internet Services		6,374		4,500		6,000		
Misc. Licenses & Permits		125		500		500		
Misc-Credit Card Fees		53,765		50,000		50,000		
Bank Fees		4,648		15,000		10,000		
Misc-Late Fees		250		1,000		500		
Mileage Reimbursement		759		1,500		1,500		
Vehicle Usage		250		1,000		1,000		
Pre-Employment Screening		685		1,000		1,000		
Public Notice		1,074		2,500		2,000		
Dues, Licenses, Subscriptions		5,157		5,000		5,000		
Computer Supplies / Equipment		3,544		5,000		5,000		
Computer Expense		12,366		20,000		15,000		
Office Equipment Lease (delete)		19,838		12,000		-		
Janitorial Supplies		63		250		250		
Misc. Office		250		1,000		1,000		
Election Costs		375		1,500		1,500		
Education/Training		1,258		6,000		3,000		
Total Other Administrative	\$	372,747	\$	305,775	\$	318,900		
Operations								
Yard Maintenance-Mowing	\$	17,568	\$	9,000		8,500		
Labor-Service Lines & Taps		12,500		50,000		10,000		
Fuel, Gasoline and Oil		34,088		40,000		40,000		
Garbage Removal		4,482		3,000		4,000		
Electricity-Wells		61,866		50,000		55,000		
Electricity-Maint Bldg		3,789		4,000		4,000		
Cleaning-Maint Bldg		1,250		5,000		5,000		
Equipment Rental		11,750		15,000		10,000		
R&M-Equipment		38,851		40,000		40,000		
R&M-Well Maintenance		34,457		25,000		25,000		
R&M-Vehicles		28,893		35,000		30,000		



# BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2 2026 Proposed Budget

2020	Wat	er Fer	L			
	2025 CYE			2025		2026
	3	3rd Qtr		Budget		Proposed
Repairs-Contracted	\$	15,965	\$	50,000	\$	5,000
Contract Labor		12,420		500		500
R&M-Backflow Inspection		1,250		5,000		5,000
Building Maintenance & Repairs		5,770		20,000		10,000
Water Samples		4,822		-		5,000
Water Well Admin Service Fee		16,888		10,000		15,000
TCEQ Fees		5,000		20,000		10,000
Damage Claim		7,545		5,000		5,000
Filing Fees		125		500		500
Meter Testing		63		250		250
License		1,369		2,500		2,500
OP Supplies-Hand Tools		3,625		5,000		5,000
OP Supplies-Uniforms		7,853		10,000		10,000
Meters & Supplies		60,302		25,000		25,000
OP Supplies-Chemicals		27,969		25,000		30,000
Safety Supplies		13,590		7,000		7,000
Small Equipment Purchase		5,984		5,000		5,000
Materials		77,979		75,000		70,000
Materials-Hauling		1,250		5,000		-
Miscellaneous Services		4,185		2,500		2,000
Activated Carbon - Water		49,395		-		50,000
Depreciation Expense		68,750		275,000		150,000
Total Operations	\$	643,616	\$	826,275	\$	644,250
<b>Total Expenses</b>	\$ 2	2,421,809	\$	2,437,330		\$2,386,950
Net Ordinary Incom	\$	424,200	\$	459,570		\$682,550
Debt Service						
Interest Expense Bonds	\$	155,870	\$	150,000	\$	87,850
2023 Bond Debt Service		210,000		65,000		220,000
2021 Bond Debt Service		450,000		110,400		460,000
<b>Total Debt Service</b>	\$	815,870	\$	325,400	\$	767,850



# BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2 2026 Proposed Budget

	Wat	ter				
	2025		2025		2026	
		CYE				
		3rd Qtr	Budget		Proposed	
Capital Outlay/Projects						
Capital Outlay	\$	175,807	\$ -	\$	-	
Capital Outlay-Culverts		25,000	100,000		-	
Capital Outlay - Line Extension		23,250	45,000		-	
Capital Outlay - Water Tank		22,500	90,000		123,200	
Capital Outlay -Water Wells		30,022	25,000		-	
Capital Outlay - Buildings		73,172	5,000		-	
Capital Outlay - Equipment		46,500	-		-	
Capital Outlay - Vehicles		110,176	-			
<b>Total Capital Outlay Projects</b>	\$	506,428	\$ 265,000	\$	123,200	
Revenue Over (Under) Expenditures	\$	(898,099)	\$ (130,830)		(\$208,500)	



#### BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO

2026 Proposed Budget

20201	Wastewater					
	2025 2025					2026
		CYE				
	3	3rd Qtr		Budget		Proposed
Revenues:						
Wastewater Fees	\$	890,090	\$	850,000	\$	900,000
Wastewater Tap Fees		417,975		400,000		450,000
Wastewater Bore		21,500		20,000		25,000
Commercial Fees		33,670		35,000		35,000
Debt Service Reserve Fee		93,094		85,000		90,000
Interest-Investments		29,741		60,000		60,000
Interest-Reserves		-		-		
Total Revenues	\$	1,486,071	\$	1,450,000	\$	1,560,000
E 14						
Expenditures:						
Administration	ø	110 246	Φ	110.000	¢.	220,000
Salaries & Wages - Wastewater	\$	118,246	\$	110,000	\$	220,000
Holidays		8,918		5,000		10,000
Sick		7,253		4,000		10,000
Over Time		4,296		3,000		5,000
On Call Pay		1,047		1,000		2,000
Double Time		714		1,000		1,000
Medical		250		1,000		1,000
Workers' Compensation		1,250		5,000		5,000
ProfServ-IT Services - Wastewater		1,250		5,000		
Legal Fees		1,250		5,000		5,000
Accounting System (MIP)		2,660		900		7,500
Auditing Services		77,408		10,000		10,000
Cleaning-Office		3,369		3,300		3,300
Travel-Lodging		397		1,000		1,000
Travel-Rental Car		125		500		500
Travel-Meals		125		500		500
Communication-Telephone		625		2,500		2,500
Maint Agreement-Billing System		250		1,000		
Insurance-Property		250		1,000		1,000
Insurance-General Liability		250		1,000		1,000
Insurance-Vehicle		250		1,000		1,000
Insurance-E&O		250		1,000		1,000
Insurance-Misc.		250		1,000		1,000
Office Supplies		5,385		1,500		2,000
Education/Training		(408)		4,000		3,000
<b>Total Administration</b>	\$	235,661	\$	170,200	\$	294,300



## BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO 2026 Proposed Budget

2020	ropos	Wastewa			
		2025 CYE		2025	2026
	3	3rd Qtr		Budget	Proposed
Operations					
Yard Maintenance-Mowing	\$	13,761	\$	8,000	8,500
Contract Labor		15,340		40,000	20,000
Labor-Service Lines & Taps		5,000		20,000	10,000
Fuel, Gasoline and Oil		31,409		30,000	40,000
Electricity-Lift Station		5,731		6,000	6,000
Wastewater Service		190,670		185,000	190,000
Equipment Rental		625		2,500	2,500
R&M-Equipment		27,850		10,000	15,000
R&M-Lift Station-WW		8,191		10,000	10,000
R&M-Vehicles		17,812		20,000	15,000
Repairs & Maintenance		13,106		25,000	20,000
Grinder Pump Repair		73,651		40,000	40,000
Op & Maint-City		-		-	
Tools And Equipment		625		2,500	2,000
Op Supplies - Hand Tools		375		1,500	1,500
Miscellaneous Services		250		1,000	1,000
TCEQ Fees		875		3,500	3,500
Filing Fees		988		750	750
Meter Testing		_		-	
License		188		750	750
Lift Station Admin Service Fee		375		1,500	1,500
OP Supplies-Uniforms		1,664		1,000	1,500
Op Supplies -Chemicals		_		-	
Safety Supplies		5,902		5,000	5,000
Small Equipment Purchase		6,848		1,000	1,500
Materials		53,159		75,000	70,000
Materials-Hauling		1,250		5,000	, , , , , , , , , , , , , , , , , , ,
Total Operations	\$	475,645	\$	495,000	\$ 466,000
Total Expenses	\$	711,306	\$	665,200	\$ 760,300
et Ordinary Income	\$	774,765	\$	784,800	\$ 799,700



## BASTROP COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO 2026 Proposed Budget

		Wastewa			
	2025 CYE		2025	2026	
	3	Brd Qtr	Budget	Proposed	
Debt Service					
Interest Expense	\$	73,659	\$ 165,000	\$ 69,000	
2016 Bond Debt Service		305,000		315,000	
Total Debt Service	\$	378,659	\$ 165,000	\$ 384,000	
Capital Outlay/Projects					
Capital Outlay - Systems	\$	31,250	\$ 125,000	\$ -	
Capital Outlay - Equipment		14,118	-	-	
Capital Outlay -Line Extensions		23,006	25,000	-	
Capital Outlay-Grinder Pumps		219,205	125,000	150,000	
Capital Outlay- Vehicles		96,059	-	-	
Total Capital Outlay/Projects	\$	287,579	\$ 275,000	\$ 150,000	
Revenue Over (Under) Expenditures	\$	108,527	\$ 344,800	\$ 265,700	