

MINUTES  
BASTROP COUNTY MUNICIPAL UTILITY DISTRICT NO. 1

May 7, 2021

The Board of Directors (the “Board”) of Bastrop County Municipal Utility District No. 1 (the “District”) met on the 7th day of May, 2021, in regular session by Zoom videoconference and teleconference, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott’s emergency disaster declaration dated March 13, 2020, and the roll was called of the members of the Board being present by videoconference or telephone:

Steve Adamcik	President
Linda Roberts	Vice President
William Tullis	Secretary
Jerry B. Patterson	Assistant Vice President
Jane T. Sevier	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the videoconference or teleconference were Janis Penick, Gary Stevens, Mark Huff and Cheryl Adamcik, residents of the District; Michelle St. Clair of Parliament Group; Dennis Waley of PFM Financial Advisors LLC; Terry Holland of Myrtle Cruz, Inc.; Bradley Loehr of Befco Engineering, Inc.; Tammy Hargett and Hal Lanham of AWR Services, Inc. (“AWR”); and Kathryn Garner, Janet Swartz, and John Martinez of Allen Boone Humphries Robinson LLP (“ABHR”).

Ms. Garner reviewed certain recommended protocols for conducting the District’s meeting via teleconference and videoconference. She announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an “agenda packet” prior to the start of the meeting at <https://www.districtdirectory.org/agendapackets/bastropcmud1>.

PUBLIC COMMENT

Director Adamcik updated the Board on development in the District.

Ms. Garner offered any members of the public attending the meeting by videoconference or telephone the opportunity to make public comment. There were no comments from the public.

RATIFICATION OF EMERGENCY OR URGENT ACTIONS, IF ANY, AND  
RATIFICATION OF COVID-19 EPIDEMIC RELATED EMERGENCY ACTIONS, IF  
NECESSARY

The Board concurred that there were no emergency or urgent actions for ratification and no COVID-19 epidemic emergency actions for ratification.

MINUTES

The Board considered approving the minutes of the April 9, 2021, regular meeting. Following review and discussion, Director Tullis moved to approve the minutes of the April 9, 2021, regular meeting as amended to reflect that the Amended Rate Order became effective on April 9, 2021. Director Patterson seconded the motion, which passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS AND TAX REPORT

Mr. Holland reviewed the bookkeeper's report, including the bills submitted for approval, transfers, investment report, energy report, and year-to-date budget, a copy of which is attached.

The Board reviewed the monthly tax report for April, 2021, from the Bastrop County Tax Office, a copy of which is attached. After review and discussion, Director Tullis moved to approve the bookkeeper's report, investment report, and checks presented for payment. Director Patterson seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES AND DISCUSSION REGARDING  
DELINQUENT ACCOUNTS AND TERMINATIONS

Mr. Lanham reviewed the operator's report, a copy of which is attached, and reviewed maintenance and repairs at the District's facilities. He stated that there are 114 active connections in the District. Mr. Lanham reported on a Texas Commission on Environmental Quality ("TCEQ") inspection of the water facilities on April 27, 2021, and stated that no deficiencies were found.

The operator's report did not reflect any delinquent accounts.

Mr. Lanham discussed the Water Loss Audit with the Board.

After review and discussion, Director Tullis moved to (1) approve the operator's report; and (2) approve the Water Loss Audit, direct that the audit be filed appropriately and retained in the District's official records, and authorize the District's operator to submit the audit to the appropriate government agencies. Director Patterson seconded the motion, which passed by unanimous vote.

REVIEW CRITICAL LOAD SPREADSHEET FOR DISTRICT FACILITIES AND AUTHORIZE FILING OF UPDATED INFORMATION, IF APPROPRIATE

Ms. Garner reviewed the Critical Load Spreadsheet for the District's facilities. She stated that the District's engineer, bookkeeper, and operator have reviewed the Critical Load Spreadsheet and have no updates. The Board took no action on this agenda item.

APPROVE CONSUMER CONFIDENCE REPORT AND AUTHORIZE OPERATOR TO DELIVER CONSUMER CONFIDENCE REPORT AND FILE CERTIFICATE OF DELIVERY WITH THE TCEQ

Mr. Lanham stated that AWR is preparing the Consumer Confidence Report. The Board tabled action on this agenda item.

ENGINEERING MATTERS

Mr. Loehr reviewed the engineer's report submitted by Befco Engineering, Inc., a copy of which is attached.

2016 FEMA PROJECT

Mr. Loehr stated that FEMA has requested that the District return \$11,100.00 of mitigation funds to FEMA for the 2016 FEMA project. He added that Director Adamcik has contacted the Les Appelt Estate regarding the easement needed by the District to relocate the wastewater line to the wastewater treatment plant ("WWTP"). He discussed the commencement of a survey for the easement.

2017 FEMA PROJECT: EROSION CONTROL, REPAIRS AND RELOCATION OF 3" WATER LINE LOCATED NEAR TOWNHOMES

Mr. Loehr stated that the District received a time extension until August 3, 2021, from FEMA for the 2017 FEMA project.

Mr. Loehr discussed various types of grinder pumps and costs in connection with upcoming home development. He recommended that he and AWR conducted additional consultation with vendors on the types of grinder pumps available. Mr. Loehr discussed the District's current fees in the Rate Order for grinder pumps. He also discussed the budget to recoat the water plant pressure tank, storage tank, and above ground piping.

Director Adamcik recommended that the District's consultants contact the Les Appelt Estate regarding the lease for the WWTP.

Ms. Garner stated that the District received a request from D.R. Horton for a utility commitment letter for its lots located in ColoVista Country Club, Section

5 and Section 6 in the District. She then reviewed a utility commitment letter from the District to D.R. Horton.

After review and discussion, Director Tullis moved to (1) approve the engineer's report; (2) approve returning \$11,100.00 in mitigation funds to FEMA for the 2016 project; (3) authorize commencement of survey work and preparation of a wastewater line easement related to the relocation of the 4" wastewater line to the WWTP; (4) authorize the District's consultants to negotiate the lease for the WWTP; and (5) approve a utility commitment letter to D.R. Horton and direct that the letter be filed appropriately and retained in the District's official records. Director Patterson seconded the motion, which passed by unanimous vote.

REPORT BY OPERATOR AND ENGINEER REGARDING NEW WATER/SEWER FEES, ELECTRONIC METERS, NEW GRINDER PUMP

Mr. Lanham discussed fees for water meters and recommended the District charge a tap fee of \$2,315.00 for a 5/8 inch water meter to single family residential users. He also recommended the District charge a fee of \$6,200.00 for a grinder pump.

After discussion, Director Tullis moved to approve the tap fee of \$2,315.00 for a 5/8 inch water meter to single family residential users and a fee of \$6,200.00 for a grinder pump. Director Patterson seconded the motion, which passed by unanimous vote.

ADOPT AMENDED RATE ORDER

Ms. Garner reviewed an Amended Rate Order with the Board. She stated the Rate Order has been amended to reflect a \$2,315.00 tap fee for a 5/8 inch water meter for single family residential users and a \$6,200.00 fee for a grinder pump. After review and discussion, Director Tullis moved to adopt the Amended Rate Order, effective April 9, 2021, and direct that the Order be filed appropriately and retained in the District's official records. Director Roberts seconded the motion, which passed by unanimous vote.

REPORT ON BASTROP COUNTY ROAD WORK AND REQUEST FOR REIMBURSEMENT FOR REPAIRS

Ms. Garner stated that the District will continue to request reimbursement from the County for repairs made to the District's facilities.

REPORT ON COUNTY FEMA HAZARD MITIGATION ACTION PLAN

There was no discussion on this agenda item.

MAINTENANCE OF THE DISTRICT WEBSITE

Director Sevier reported on the District's website.

CYBERSECURITY TRAINING REMINDER

Ms. Garner reminded the Board members that they must select a cybersecurity training program that is certified by the Texas Department of Information Resources. Ms. Garner added that according to the Texas Department of Information Resources, the training should be completed by June 14th of each year.

REPORT ON CURRENT AND FUTURE DEVELOPMENT IN THE DISTRICT

Director Adamcik updated the Board on development in the District.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY

The Board did not convene in Executive Session.

NEXT MEETING DATE

Following discussion, the Board agreed to hold the next meeting on June 4, 2021, at 10:00 a.m. by videoconference and teleconference, with access by videoconference and telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020.

After discussion, the Board concurred to adjourn the meeting.

/s/ William Tullis \_\_\_\_\_  
Secretary, Board of Directors

(SEAL)



ATTACHMENTS TO THE MINUTES

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