

MINUTES  
BASTROP COUNTY MUNICIPAL UTILITY DISTRICT NO. 1

June 13, 2022

The Board of Directors (the "Board") of Bastrop County Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on the 13th day of June, 2022, at the First National Bank, 489 Highway 71 West, Bastrop, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

|                    |                          |
|--------------------|--------------------------|
| Steve Adamcik      | President                |
| William Tullis     | Secretary                |
| Jerry B. Patterson | Assistant Vice President |
| Jane T. Sevier     | Assistant Secretary      |
| Krystal Mealy      | Director                 |

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

Also present at the meeting were Don Long, B.J. Long, Jo Garoutte and Martha Granger, residents of the District; Tammy Hargett of AWR Services, Inc. ("AWR"); and Kathryn Garner of Allen Boone Humphries Robinson LLP ("ABHR").

Also attending by telephone were Nick Textor, a resident of the District; Bradley Loehr of Befco Engineering, Inc.; Hal Lanham of AWR; Terry Holland of Myrtle Cruz, Inc.; and Janet Swartz of ABHR.

PUBLIC COMMENTS

There were no comments from the public.

MINUTES

The Board considered approving the minutes of the May 16, 2022, regular meeting. Following review and discussion, Director Tullis moved to approve the minutes of the May 16, 2022, regular meeting. 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. 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.

Director Adamcik discussed the creation of a capital projects plan for maintenance and improvement of the District's facilities. He requested that the operator and engineer prepare a list of projects to include in the capital projects plan. Director Adamcik requested that the District's consultants review and prepare information for the budget for the fiscal year ending September 30, 2023.

#### REPORT ON CURRENT AND FUTURE DEVELOPMENT IN THE DISTRICT

Director Adamcik reported on development in the District.

Director Adamcik stated that a letter was sent to Parliament Group, Inc. regarding development plans. He reviewed his discussions with representatives of the Parliament Group, Inc. on development plans.

Director Adamcik updated the Board on discussions with representatives of the Aqua Water Supply Corporation ("AWSC") on water capacity for the District. He stated that AWSC will be sending the amendment to the Large Volume Service Agreement to ABHR for review. Director Adamcik stated that the District's LUE's will increase from 125 to 200. He added that the District has 265 platted lots and 175 homes are either occupied or currently under construction. Director Adamcik discussed sending letters to owners of property in the District that currently has no connection to the District's utilities reflecting that they can opt to reserve water capacity now for a cost of \$3,900 per connection or reserve the capacity at a later date if capacity is available and at a cost to be determined at that later time. He added that once responses are received, confirmation letters could be sent to these property owners regarding the reservation. After discussion, Director Sevier moved to authorize ABHR to prepare a draft letter to the lot owners regarding the reservation for water capacity for review at the next meeting. Director Tullis seconded the motion, which passed by unanimous vote.

#### DISCUSS COMMUNICATIONS WITH PROPERTY OWNERS AND RESIDENTS

Director Adamcik discussed future communications with property owners and residents.

#### REPORT ON AWSC STUDY

There was no discussion on this agenda item.

#### DISCUSS AMENDMENT TO LARGE VOLUME SERVICE AGREEMENT WITH AWSC TO ACQUIRE ADDITIONAL WATER CAPACITY FOR CURRENT AND FUTURE DEVELOPMENT IN THE DISTRICT AND TAKE ANY NECESSARY ACTIONS

There was no further discussion on this agenda item.

## ENGINEERING MATTERS

Mr. Loehr reviewed the engineer's report submitted by Befco Engineering, Inc., a copy of which is attached. He stated that he submitted a request to FEMA for a one-year extension on the 2016 FEMA project.

Mr. Loehr discussed future maintenance and repairs at the wastewater treatment plant ("WWTP") and water plant. He stated that he has been discussing the layout of the water plant, piping, valves, and meters and maintenance of the WWTP with AWR. Mr. Loehr discussed arranging for a site visit at the WWTP and preparation of a cost estimate for repairs and maintenance at the plant.

Mr. Loehr discussed water pressure monitoring and testing in the District. He stated that he will present results on booster pump flow and pressure testing at next month's meeting.

Mr. Loehr discussed the installation of an alarm notification system and monitoring services to serve the water plant and WWTP.

After review and discussion, Director Tullis moved to (1) approve the engineer's report; (2) authorize the engineer to arrange for a site visit at the WWTP and to prepare a cost estimate for repairs and maintenance at the plant; and (3) approve a Service Agreement Macaulay Controls Company for the installation of cattron autodials for the water plant and WWTP and a one year subscription for monitoring services for a cost of \$9,320 and an annual subscription for monitoring services for a cost of \$625 per plant, and direct that the Agreement be filed appropriately and retained in the District's official records. Director Patterson seconded the motion, which passed by unanimous vote.

## REPORT ON EMERGENCY PREPAREDNESS PLAN

There was no discussion on this agenda item.

## STATEWIDE SURVEY ON EMERGENCY COMMUNICATION FOR BASTROP COUNTY MUD NO. 1

Ms. Garner stated that the District received a voluntary Survey on Emergency Communication from the State Auditor's office. After discussion, Director Tullis moved to authorize AWR to complete the Survey if they respond on behalf of other districts. Director Patterson seconded the motion, which passed by unanimous vote.

## OPERATION OF DISTRICT FACILITIES

Mr. Lanham reviewed the operator's report, a copy of which is attached, and reviewed maintenance and repairs at the District's facilities. The report reflected 159 active connections in the District.

Mr. Lanham stated that when the AQUA bypass at the water plant is utilized some customers have experienced lower water pressure. He added that the consultants are researching the possibility of installing a larger bypass line.

Mr. Lanham discussed the scheduled series of pump tests to determine pump flow capacity.

Mr. Lanham stated that a future resident had questions on the timeframe for the completion of their home by D.R. Horton Homes. He stated that D.R. Horton Homes hired its own contractor to install missing sewer taps and could not locate the current tap size used in the District due to supply shortages. Mr. Lanham stated that AWR approved use of a larger size tap but did not approve the use of glue in fittings and did not agree to shut down the District's system for tap installation, as requested by D.R. Horton Homes. Mr. Lanham confirmed that the delay related to the wastewater extensions for the sewer taps was not caused by the District.

Ms. Hargett stated that orders have been placed for 48 grinder pumps for the new homes being constructed in the District. She reported on the costs to install the grinder pumps and the revenue received for the grinder pumps.

Mr. Lanham stated that a subcontractor for D. R. Horton Homes damaged a force main, and AWR arranged for Wastewater Transport to clean up the site. He added that an invoice is being sent to D.R. Horton Homes in the amount of \$2,040.73 for such clean up costs.

Mr. Lanham reported on water loss in the District.

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

After review and discussion, Director Tullis moved to approve the operator's report. Director Patterson seconded the motion, which passed by unanimous vote.

## RENEW MAINTENANCE PLAN FOR GENERATOR

The Board tabled discussion in this agenda item.

APPROVE CONSUMER CONFIDENCE REPORT AND AUTHORIZE OPERATOR TO DELIVER CONSUMER CONFIDENCE REPORT AND FILE CERTIFICATE OF DELIVERY WITH THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ")

Ms. Hargett discussed the Consumer Confidence Report ("CCR") with the Board. Following review and discussion, Director Tullis moved to approve the CCR and authorize the operator to deliver the CCR, file the certificate of delivery with the TCEQ, and provide a copy to the Texas Network for posting on the District's website. Director Sevier seconded the motion, which passed by unanimous vote.

REPORT ON BASTROP COUNTY FEMA HAZARD MITIGATION ACTION PLAN

Director Sevier reported on Bastrop County Hazardous Mitigation Plan matters.

REPORT ON THE DISTRICT WEBSITE

The Board discussed that Director Mealy has agreed to manage the District website.

REPORT FROM TAX ADVISOR

There was no report from the tax advisor.

REORGANIZE BOARD AND ELECT OFFICERS

The Board considered reorganizing the Board of Directors. Following discussion, Director Tullis moved to reorganize the Board as follows:

|                 |                          |
|-----------------|--------------------------|
| Steven Adamcik  | President                |
| William Tullis  | Vice President           |
| Jane Sevier     | Secretary                |
| Jerry Patterson | Assistant Vice President |
| Krystal Mealy   | Assistant Secretary      |

Director Patterson seconded the motion, which passed by unanimous vote.

AUTHORIZE FILING OF DISTRICT REGISTRATION FORM WITH TCEQ

The Board considered authorizing the filing of an updated District Registration Form with the TCEQ, reflecting the terms of the newly elected directors and the reorganization of the Board. After review and discussion, Director Tullis moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Patterson seconded the motion, which passed by unanimous vote.

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

The Board agreed to hold the next meeting on July 1, 2022, at 10:00 a.m. at the First National Bank, 489 Highway 71 West, Bastrop, Texas.

Ms. Garner reported that a conference call-in number has been provided for all of the District's Board of Directors' meetings beginning in 2020 when the Governor's Order permitted telephone meetings due to the COVID -19 pandemic. She added that because the Governor has rescinded this Order, a call-in conference number is no longer required. Ms. Garner reported that some districts had experienced cybersecurity issues due to cyber criminals who listened to meetings and acquired information that fostered fraudulent attempts to receive district funds. The Board concurred to provide a conference call-in number to the District's consultants who wish to call-in to the meeting. The Board also concurred to provide a conference call-in number to the public for those who request one, for the reasons discussed by Ms. Garner.

After discussion, Director Tullis moved to provide the consultants with a phone number for Board meetings and an email address on the agenda for the public to contact to obtain a phone number for Board meetings. Director Patterson seconded the motion, which passed by unanimous vote.

After discussion, the Board concurred to adjourn the meeting.



  
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Secretary, Board of Directors

ATTACHMENTS TO THE MINUTES

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