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**The City of Bastrop
City Council
Special Meeting / Retreat Session**

~ MINUTES ~

Saturday, January 31, 2015

9:00 am

**Hyatt Regency Lost Pines Resort & Spa
575 Hyatt Lost Pines Road, Lost Pines, TX 78612**

- 1. CALL TO ORDER -CONVENE INTO OPEN SESSION** - The Special Meeting was called to order on January 31, 2015 at the Hyatt Lost Pines Resort and Spa at 9:08 a.m. by Mayor Kesselus, he then convened into Open Session.

Council Members Present

Kenneth W. Kesselus, Mayor
Dock Jackson, Place 1
Joseph Beal, Place 2
Kay Garcia-McAnally, Place 3
Willie DeLaRosa, Pl. 4/ Mayor Pro-Tem
Kelly Gilleland, Place 5

Election Candidate

Gary Schiff, Place 2

Guests

Consultant Camilla Hardee
YMCA Board Manager Chair Martha Harris
and Former Bastrop City Council Member
YMCA Executive Director Terry Moore

Board/ Committee Members

Construction Board Charlie Schroeder

Media

Freelance Reporter Terry Hagerty
Bastrop Advertiser Reporter Debbie Moore

Citizens

Former Mayor Tom Scott
Anne Beck
Victor Gonzales

City Staff Present

City Manager Michael H. Talbot
City Attorney Jo-Christy Brown
Chief Financial Officer/ACM Karla Stovall
City Secretary Elizabeth Lopez
City Engineer Wesley Brandon
Convention Center Director Kathy Danielson
Court Administrator Phyllis Mathison
EDC Executive Assistant Angela Ryan
Assistant Fire Chief Adam Laird
HR Director Tanya Cantrell
IT Director Andres Rosales
Library Director Mickey Duvall
Main Street Program Director Nancy Wood
Parks & Utility Director Trey Job
Planning & Development Director Melissa McCollum
Police Chief Steve Adcock
Assistant Police Chief James Altgelt

Late Arrival – 11:05 a.m.

Fire Chief Henry Perry

Mayor Kesselus thanked everyone in attendance, he encouraged and welcomed their comments during the Workshop Session. Mayor recognized the Main Street Program Director Nancy Wood for her assistance in captioning the meeting commentaries.

2. 2015 WORKSHOP/RETREAT – THE BASTROP CITY COUNCIL WILL CONVENE INTO A SPECIAL WORKSHOP/RETREAT SESSION TO DISCUSS THE FOLLOWING:

A. A REVIEW OF THE TOP PRIORITIES: STRATEGIC PLANNING GOALS SET ON MARCH 22, 2014.

A.1 COMPREHENSIVE PLAN.

- a. RETAIN CONSULTANT TO UPDATE COMPREHENSIVE PLAN**
- b. MONITOR PLAN PROGRESS/ADOPT COMPLETED PLAN**

Mayor Kesselus invited City Manager Talbot addressed the Council and provided them a copy of the Request for Proposals for the preparation of the New Comprehensive Plan. The Comprehensive Plan RFP outlined the Purpose, Plan, Proposal Format/Submission, Evaluation/Consultant Selection, and the Conditions/Limitations. In response to the inquiry regarding the last RFP and the cost, posed by Council Member Gilleland and Council Member Beal, City Manager Talbot responded that the last RFP had been conducted in 2001 and that the City had received a Transportation Grant for \$200,000 which would be used for this expense.

AGENDA ITEM REQUEST for the FEBRUARY 10, 2015 City Council Meeting

After a brief discussion by the Council, the Mayor requested that the City Manager present the RFP for Scope of Services on the Agenda for the City Council Meeting scheduled for February 10, 2015.

In response to Mayor Pro-Tem Delarosa's inquiry for anticipated modifications to the RFP, Mayor Kesselus requested to have suggested revisions submitted to the City Manager before the upcoming City Council Meeting.

City Manager Talbot addressed the Council and stated that the Consultant selected to update the Comprehensive Plan would initiate their process by meeting with the Council and getting their framework to determine what elements to include. This meeting will also define the Councils and the staffs' role during the process.

A.2 SHORT TERM AND LONG TERM WATER STRATEGY.

- a. ACQUIRING WATER RESOURCES AND BEGIN CONSTRUCTION BY JUNE 2017**
- b. OTHER WATER ISSUES**

Mayor Kesselus moved to Agenda Item A.2 and invited City Manager Talbot, who addressed the Council and provided them a map of the City of Bastrop Water Supply vs. Growth XS Ranch Plan. He informed them that the permit application had been submitted and will be presented on their February 16th Agenda. In addition, CH2MHill reflected that the City's permit request did not negatively impact anyone and was in compliance with the Water District requirements.

AGENDA ITEM REQUEST for the FEBRUARY 10, 2015 City Council Meeting

Council Member Jackson inquired about possible protesters to our permit request. City Manager Talbot addressed the Council and informed them of McCall Ranch and Forestar as the two protesters and that they had proposed "Settlement Agreement to withdraw their protest" he would be bring to their attention at the City Council Meeting scheduled for February 10, 2015.

The Council held an insightful discussion with respect to meeting the schedule for drilling a well by January 2017. City Manager Talbot addressed the Council and advised them that the protesters/proposed agreement may delay our schedule but we can consider an alternative contingency such as alluvial well at XS Ranch.

Mayor Pro-Tem DeLaRosa inquired about the location of the alluvial well and City Manager Talbot responded that it would be located near the Colorado River, he added the alluvial well would only be supplemental water. City Manager Talbot advised the Council he would provide them an update the upcoming City Council Meeting.

A.3 DEVELOP AND ADOPT A PLAN FOR ANNEXATION/UTILITY EXPANSION.

Mayor Kesselus moved to Agenda Item A.3 and invited City Manager Talbot, who presented the Council a map that reflected the “Water CCN Boundaries for Service” that the City of Bastrop had obtained back in 2005. In consideration to an annexation plan of the Colony area, City Manager Talbot informed the Council that if they dissolve the Municipal Utility District (MUD) and become part of the City, we are required to provide the area utility services. He will provide the Council and update of the proposed annexation and stated it is his experience that it would be cost effective if we provided both water and wastewater services.

Mayor Pro-Tem DeLaRosa appreciated the City Managers insight and stated “*Good point Mike.*”

A.4 DEVELOP A PLAN FOR FIRE PROTECTION.

Mayor Kesselus moved to Agenda Item A.4 and invited City Manager Talbot who advised the Council that he would be working on creating a “Plan for Fire Protection.”

A.5 CONTINUE BENCHMARKING.

a. STAFFING LEVELS, TYPES OF SERVICES, FINANCIAL METRICS (TAX RATE, INDEBTEDNESS), SUCCESSION PLANNING

Mayor Kesselus moved to Agenda Item A.5 and invited City Manager Talbot addressed the Council and provided them the “Limited Benchmark Survey Results Report” for Administrative Support, Library, and Streets. The 17 page report reflected comparison pay to cities similar in population, number of employees, and citizen to employee ratio, that reflected the City of Bastrop salary for “Field Employees was below Market Rate.”

Mayor Kesselus requested a Matrix in comparison to other cities such as Granbury, Claiborne and Boerne, which had similar population and level of services as the City of Bastrop. City Manager Talbot responded that he would structure a three-step approach and create the data, review their City’s budget on-line and if necessary contact them directly to provide additional clarification. Mayor Kesselus acknowledged the importance of our staffing and stated he did not want to loose anyone.

A.6 EXPLORE A PLAN FOR AFFORDABLE HOUSING WITHIN THE CITY.

Mayor Kesselus moved to Agenda Item A.6 and invited City Manager Talbot who addressed the Council and advised them of our efforts by applying for programs such as the “Habitat for Humanity”, but citizens were not interested in participating in the program. He suggested working with the Bastrop County Housing Authority in their efforts to obtain grant funding.

Council Member Jackson acknowledged the importance of helping those in the community that were in dire straits and requested to participate in the City's efforts to obtain grant funding because this is an issue he personally witnesses daily.

City Manager Talbot commented on a personal experience he had when assisting in the delivery of meals on wheels, and offered to assist someone who appeared to need assistance in improving his living conditions. However, to his dismay, the gentlemen declined the offer because he felt he did not need the assistance.

In a continued discussion, Council Member Gilleland suggested that this would be a great undertaking for the "Bastrop Community Cares" Program. Council Member Jackson followed with his inquiry on the recent "Housing Study" requested by the Bastrop Economic Development Corporation (BEDC).

City Manager Talbot informed the Council that the BEDC's Housing Study could be tied into this project, the study will also benefit the First Time Home Buyer, Contractors and Developers who are interested in creating homes that meet the criteria.

Before commencing to Agenda Item A.7, Mayor Kesselus took a moment to acknowledge Former Mayor Tom Scott and Former Council Member Martha Harris who were in attendance.

At 10:29 am Mayor Kesselus called for a 10 minute break.

**A.7 CONSIDER CONSTRAINTS/INCENTIVES FOR INFILL DEVELOPMENT.
(FORM BASED CODE STUDY/ ORDINANCE)**

**a. COMPLETE IMPLEMENTATION OF FORM BASED CODES FOR
CITY ZONING**

At 10:39 am Mayor Kesselus reconvened the meeting and invited City Manager Talbot who addressed the Council and provided them the "Preliminary Infill Feasibility Linden & State Highway 95 Revitalization Area" map for their review. City Manager Talbot acknowledged the project was progressing very well and thanked City Engineer Wesley Brandon for his efforts in addition to Utility Director Trey Job.

The Council Members held a discussion and they were in agreement that the plotted lots would be an incentive for a developer to infill the area.

Mayor Pro-Tem DeLaRosa and Council Member Beal were in agreement of using a Tax Increment Financing (TIF) within this area, which would be a better opportunity for BEDC and the City. City Manager Talbot pointed out that Form Based Code will help with Infill, however the impediments will be infrastructure.

Council Member Beal commended City Manager Talbot, City Engineer Brandon, Planning /Development Director for their efforts on the Infill Option. He expressed his support of Tax Increment Financing which is a significant departure from what the Council has done in the past. From a policy standpoint this would be a great area of town to commence with an Infill Development.

Councils Request for a Complete Analysis of the Infill Option.

Council Member Beal, Gilleland, and Jackson were in support of allowing the City Manager to develop the Infill Option because it was an innovative type of use that would allow us to keep it affordable.

City Manager Talbot recognized the Councils request for a complete analysis of the Infill Option.

A.8 CONSIDER GENERAL FUND LEVEL, TAX RATE AND FUTURE BOND INDEBTEDNESS FOR INFRASTRUCTURE.

Mayor Kesselus moved to discuss Agenda Item A.8 and Agenda Item A.9.

A.9 CONSIDER A PROCESS FOR “CONSIDERING A POSSIBLE BOND ELECTION”.

- a. AMOUNT THAT MIGHT BE CONSIDERED AND WHAT ITEM(S) TO INCLUDE**
- b. HOW TO DECIDE ON WHAT ACTIONS TO CONSIDER**
- c. MEETING WITH THE PUBLIC**
- d. PROCESS AND TIMELINE TO MEET TARGET DATE OF NOVEMBER 2015 OR MAY 2016.**

City Manager Talbot addressed the Council and provided them a handout that was based upon the Taxable Valuations for the City of Bastrop for Fiscal Year 2015. He noted that based on total valuation of \$7,37,955,965 a one-cent increase in the tax rate would generate \$71,581.00, which would service \$1,090,000.00 for twenty years of debt.

City Manager provided the Council Members a copy of the November 2015 Election Schedule for their consideration. Mayor Kesselus invited comments.

Councils Request for WORKSHOP SESSION

The Council held a discussion and agreed to hold a workshop to discuss the City’s proposed projects. They requested that the City Manager provide a list of projects with preliminary costs and a staff’s recommendations.

City Manager Talbot added that he would request that the City’s Financial Advisor Dan Wegmiller to attend the Workshop.

A.10 ANNUAL REVIEW OF CITY MANAGER’S PERFORMANCE.

City Managers Self-Evaluation Due on March 11, 2015

Mayor Kesselus moved to Agenda Item A.10. City Manager Talbot informed the Council that he will provide them his self-evaluation by March 11, 2015.

Mayor Kesselus added that the Councils Business Plan for the City Manager should match the City’s list of priorities.

A.11 REVIEW OF POLICE STAFFING.

Mayor moved to Agenda Item A.11 and invited Police Chief Adcock who provided an update on staffing within his department. Chief Adcock informed the Council of his review of the department, which has been restructured to utilize staff to their potential. He added that staffing needs will be included in the upcoming budget for Fiscal Year 2016.

Mayor Pro-Tem DeLaRosa stated that with additional staffing needs for Police and a paid Fire Department, we may need raise taxes. Council Member Beal added that an alternative to raising taxes would be to become more efficient in our operations.

A.12 CLEARLY COMMUNICATED, REASONABLY ATTAINABLE LIST OF CITY COUNCIL PRIORITIES FOR THE CITY MANAGER.

Mayor Kesselus noted this item had been addressed during the discussion of Agenda Item A.10 - Annual review of City Manager's Performance.

A.13 PROPOSE PROCESS FOR IMPLEMENTATION OF TASK FORCE INITIATIVES TO BE PRESENTED TO CITY COUNCIL.

Mayor Kesselus moved to Agenda Item A.13 and he proceeded to say this sounds like something I would say, I am sure what I meant was to say "I hope our Committees, Commissions, and Boards feel free to be proactive and suggest ideas to the Council in addition to responding to requests that come to them.

A.14 INCLUDE/EMPHASIZE THE HISPANIC COMMUNITY.

Mayor Kesselus moved to Agenda Item A.14 and invited Council Member McAnally who expressed the importance of including the Hispanic Community. She suggested that this would be a great opportunity for a developer to identify streets within their subdivision with Spanish or German names/surnames. Council Member McAnally encouraged hosting or encouraging themed events that would include everyone's participation.

A.15 NEGOTIATE AGREEMENT WITH CAMP SWIFT FOR BASTROP POLICE OFFICERS TO USE THE FIRING RANGE.

Mayor Kesselus moved to Agenda Item A.15 and invited Police Chief Adcock, who informed the Council that an 'Inter-local Agreement had been reached with the City of Smithville to utilize their Firing Range.

A.16 APPRECIATION OF MAYOR ORR'S SERVICE TO THE CITY AS MAYOR.

Mayor Kesselus noted this item had been completed.

B. A Review of Accomplishments since Last Year's Retreat – Receive Input and Comments:

- B.1 Accomplishments identified by the City Council
- B.2 Accomplishment identified by City Manager
- B.3 Accomplishments identified by City Staff
- B.4 Accomplishments identified by Present Board and/or Commission Members

Mayor Kesselus moved to Agenda Item B and invited City Manager Talbot to review of the City's accomplishments. City Manager Talbot acknowledged the staff's efforts in identifying the accomplishments of 2014, and he reviewed a few of the accomplishments and provided the Council a list. (*See attachment*)

- Initiation of the AMI Project which will enhance the City's Utility System
- Awarded Grant for Willow Water Plant
- Awarded Grant for a Generator at Mayfest Water Facility
- Piney Ridge Subdivision is 50% complete
- Gills Branch is set for completion in 2015
- State Hwy 71/Hasler road enhancement; by City Engineer Wesley Brandon
- Open another Phase at the Business Park
- Obtained the Advertiser Building

- Underway the update of the five-year Capital Improvement Plan
- Underway the update of the Comprehensive Plan
- Obtained an A- Bond Rating
- Refinanced the Convention Centers Bond/ reduced by \$55,000 a year
- Water conservation efforts - initiated/permitted for Phase I reuse of water for Construction Projects.
- Awarded Grant from Campo with efforts of Planning & Development Director Melissa McCollum
- Underway Form Based Code
- Coordinated efforts with Burleson Crossing Project
- Coordinated efforts for Pecan Park Subdivision
- Water and Wastewater Improvements; reduction in staffing costs
- Received a "Five City Certification"
- Awarded Grant from State Library
- Library initiated the Summer Reading Program
- Wi-Fi access at the Convention Center
- Transformer Art Enhancement Project

Mayor Pro-Tem DeLaRosa commended City Manager Talbot.

Council Member McAnally inquired about using the noon whistle for community notification in the event of an emergency. City Manager Talbot responded that staff is working on that. There was no response to Mayor Kesselus' invitation to comments.

At 11:48 am, Mayor Kesselus called for a break.

At 12:06 pm, Mayor reconvened the meeting and **moved up Agenda Item D** and invited Council Member McAnally to present her key initiatives from the Visioning Task Force.

D. Councilwoman Kay McAnally's Report on Connecting Bastrop – Report on the Key Initiatives from the Visioning Task Force.

Council Member McAnally gave a brief background regarding the Vision Task Force efforts to safeguard Bastrop's unique character and honor its distinguished history, nurture a vibrant business climate, and enhance the quality of life for its citizens. She continued with her review of their initiatives and progress on each.

- Initiative 1 - Articulate a visionary master plan
- Initiative 2 - Enhance community recreation
- Initiative 3 - Enhance the power of Bastrop Marketing efforts
- Initiative 4 - Strengthen the educational underpinnings of the community
- Initiative 5 - Nurturing a broad-based cultural arts movement within the community

Council Member Gilleland added to the presentation and acknowledged the City's continued efforts to collaborate with agencies to host event, such as the upcoming Job Fair to be held at the Bastrop Convention Center on Friday, May 8, 2015 to help High School /Young Adults and on Saturday, May 9, 2015 to assist adult applicants within our community. There will be approximately 50 employers attending the event, some of which will be hiring on the spot.

Council Member Beal acknowledged Council Members Gilliland's efforts to assist our community members.

Mayor Kesselus **moved up Agenda Item E.1** and invited Camilla Hardee to present her PowerPoint Presentation.

E.1 NEW HYATT/BASTROP MARKETING CORPORATION CONTRACT, MARKETING AND SALES ISSUES AROUND THE CONVENTION CENTER AND THE WORK OF CAMI HARDEE – JOE BEAL.

Council Member Beal welcomed Camilla Hardee, CEO Development & Marketing Services at Hardee Partners, LLC. Ms. Hardee thanked the Council for their time and presented a PowerPoint Presentation on “Destination Bastrop”, an envisioning roadmap to enhance Tourism Marketing in the City of Bastrop and the Lost Pines Region.

Ms. Hardee reviewed the Bastrop Tourism Preliminary Strengths, Weaknesses, Opportunities, and Threats (SWOT). She acknowledged our strengths as having lodging alternatives, accessibility by car/air from major markets, growth of attractions, multiple convention/group function spaces, Main Street/downtown enhancements, and strong resort performance. The presentation continued with the weakness of local marketing expertise varies, image fragmentation, limited strategic marketing coordination/collaboration, limited integration of marketing plans, disconnected use of HOT Funds, and limited strategic direction.

It is important to focus on the opportunities, entities involved in tourism help marketing with the region, updating the City’s Comprehensive Plan, BMC agreement, and the City’s review of the Convention Center operations. These initiatives will accentuate the positive and help establish a unified tourism vision, optimize use of HOT Funds, increase Convention Center bookings and revenue, and help build BMC’s tourism marketing foundation.

BMC Agreement in Executive Session at February City Council Meeting

Council Member McAnally stated the importance of determining the cost for a marketing campaign.

Mayor Pro-Tem DeLaRosa acknowledged this would be a great opportunity to revisit the percentages paid on the BMC’s agreement which expires in June 2016.

Mayor Kesselus acknowledge the prioritizing the BMC Agreement and requested to have this presented in Executive Session at the City Council Meeting on February 10th or on February 24, 2015.

Council Member Beal expressed his sincere appreciation for Ms. Hardee and for her efforts in Marketing the City of Bastrop.

C. OTHER PENDING BUSINESS - IDENTIFIED BY COUNCIL FOR DISCUSSION AT THIS 2015 PLANNING WORKSHOP/RETREAT

C.1 CONVENTION CENTER OPERATIONS AND MARKETING.

Mayor Kesselus moved to Agenda Item C.1 and invited City Manager Talbot who informed the Council that City Consultant Camilla Hardee had provided a Draft Marketing Plan.

Council Member McAnally expressed her appreciation for Consultant Hardee efforts in creating the Draft Marketing Plan.

C.2 CONSIDERATION OF CITY MANAGER'S STAFF RESTRUCTURING AND A PLAN FOR BETTER USE OF PERSONNEL AND SENIOR LEVEL EMPLOYEE TO RELIEVE HIM OF OVER-BURDEN WORK AND ASSIST HIM TO MORE EASILY DELEGATE ITEMS FROM HIS DESK TO OTHERS.

AGENDA ITEM REQUEST for the FEBRUARY 24, 2015 City Council Meeting

Mayor Kesselus moved to Agenda Item C.2 and invited City Manager Talbot who addressed the Council and informed them the personnel related item was being provided to fulfill Council's request. He provided them a copy of an "Outline of Services for Organizational Structure Analysis for the City of Bastrop."

Mayor Kesselus requested to have this item presented at the City Council Meeting scheduled for February 24, 2015.

Mayor Kesselus **moved up Agenda Item E.2**

E.2 HOT FUNDS

- a. 3-TIERED APPROACH – REVIEW AND DISCUSSION.**
- b. OVERVIEW DISCUSSION OF USE OF HOT FUNDS, IN GENERAL.**
- c. USE OF HOT FUNDS FOR MARKETING.**

Mayor Kesselus provided the Council Members a copy of four agenda items that were presented at the City Council Meeting on September 23, 2014, with their request for additional funding.

Mayor Kesselus presented the following copies to the Council Members for their review and consideration.

- Resolution R-2013-9 - A Resolution of the City Council of Bastrop, Texas regarding funding and reporting requirements for Hotel/Motel Tax Revenue Grants by the City, for publicity and Tourism Grants, and processes for future Grant Cycles.
- Texas Tax Code, Chapter 351 – Section 351.101 Permitted Uses of HOT Tax Revenue.

Council Member McAnally recognized and supported the current HOT Fund process.

City Manager Talbot provided the Council Members the following two handouts:

- City of Bastrop FY 2015 HOT Funding Request Form
- City of Bastrop Hotel Motel Fund FY 2012-2015 & Projected Years 2016-2017

Council Member Beal brought the BMC Contract to the attention of the Council and acknowledged that additional HOT Funds would be available to the City if they did not renew the contract which reflected 43% of Hotel Tax, which would be equivalent to approximately \$800,000 - \$900,000 to the City.

Mayor Pro-Tem DeLaRosa was in support of Council Members Beal analogy and was in support of renewing the BMC Contract but perhaps not at the current 43% it reflected.

Council Member Beal advised the Council that he was working on renegotiating the contract and would inquire as to how the marketing funds are spent.

Council Member McAnally expressed the importance of applying additional funding towards advertisement.

C.3 OVERVIEW ON HOW WE MIGHT DEAL WITH FUNDING REQUESTS RECEIVED BY CITY FROM AUGUST AND SEPTEMBER.

- a. BASTROP ART GUILD**
- b. DOWNTOWN BUSINESS ALLIANCE**
- c. HOMECOMING**
- d. UPSTART**

Mayor Kesselus requested the Councils attention to the HOT Funds 3 Tier Process as an effort to address a fractured process.

City Manager Talbot addressed the Council and respectfully stated that in his opinion it was not a fractured process, but it may come across as a sense of entitlement. Requesting agencies only spend ten minutes in front of Council and they feel entitled to the funds.

Mayor Kesselus once again called the Councils attention to the four additional funding requested proposed by the Opera House, Homecoming Committee, Downtown Business Alliance, and Upstart.

Mayor Pro-Tem DeLaRosa requested clarification if their additional request for funding was above and beyond what they had already received from the City. In the discussion amongst Council it was clarified that the agencies were requesting the following:

- Homecoming Committee was requesting an additional \$40,000.00
- Opera House was requesting an additional \$100,000.00
- Downtown Business Alliance was requesting an additional \$74,000.00
- Upstart was requesting an additional \$85,148.00

Council Member Jackson questioned if the Council intended to make a decision at the Retreat.

HOT FUNDS Agenda Item at the MARCH 10, 2015 City Council Meeting

Mayor Kesselus requested to revisit the HOT Funds discussion in April to determine the funding allocations. Council Member Beal requested to start a "Zero (0)" Budgeting Approach and that Agencies cannot count on what they had been given in the past.

Mayor Kesselus requested reconsideration of restructuring of Tier II as outlined in the HOT Funds 3 Tier Process (Resolution R-2013-9)

At 1:47 pm, Mayor Kesselus called for a break.

At 1:56 pm, Mayor Kesselus reconvened the workshop session.

C.4 DIRECTION ON SUPPORTING A YMCA BUILDING AND RELATED ISSUES ON HOW TO UTILIZE THE \$1.5 MILLION FEMA GRANT, IF AWARDED TO THE CITY OF BASTROP.

Mayor Kesselus moved to Agenda Item C.4 and invited YMCA Board Manager/Chair Martha Harris to address the Council on their request for funding of the YMCA Building.

YMCA Board Manager/Chair Martha Harris requested the \$1.5 Million dollars from the FEMA Grant plus additional funding to build an \$8 Million dollar /35,000 square foot facility that would serve over 800 families.

Mayor Pro-Tem DeLaRosa reviewed the funding calculations and recited their request for the \$1.5 Million dollars from the FEMA Grant in addition to the \$2.5 Million dollars from the Austin YMCA and questioned who was funding the remaining \$4 Million dollars.

YMCA Board Manager/Chair Martha Harris responded that they hoped to partner with the City of Bastrop for the additional funding. She also suggested their option to attain private funding in the event the City was unable to approve the funding partnership.

City Manager Talbot addressed the Council and advised them that the FEMA Grant awarded to the City of Bastrop for \$1.5 Million, and with an additional \$600,000, the City could provide for a 12,500 square foot facility similar to the one in Elgin.

Additionally, City Manager Talbot and Parks/Utility Director Job recommended moving the Parks Department staff into the proposed facility. The Parks Department would provide recreational activities for the community members at no additional costs.

Council Member Beal had approached Bastrop County Judge in an attempt to fund a centrally located YMCA between Smithville, Elgin and Bastrop. However, he was advised that Elgin and Smithville had already decided to expand their current recreational facilities.

FEMA GRANT FUND Agenda Item at MARCH 10, 2015 City Council Meeting

Mayor Kesselus moved to Agenda Item E.4 and invited City Manager Talbot stated that he would provide an update for the Council at an upcoming City Council Meeting so that they can determine the level of priority.

At the request of the Council Members, YMCA Board Director/Chair Martha Harris presented a PowerPoint Presentation that reflected their anticipated costs in comparison to the City of Bastrop within a ten year period.

FEMA GRANT FUND Agenda Item at MARCH 10, 2015 City Council Meeting

Mayor Kesselus requested to consider on how to proceed on the use of the FEMA Grant Fund for Emergency Shelter at the first City Council Meeting in March.

Council Member Gilleland shared a grant idea with City Manager Talbot.

**E. DISCUSSION OF OTHER KEY PRIORITIES PROVIDED BY THE COUNCIL MEMBERS;
DISCUSSION OF NEXT 12 MONTHS' WORK/SETTING PRIORITIES AND PLANS.**

**E.3 CHARTER REVIEW – INTEREST IN CONSIDERING A CHARTER REVIEW IN 2015, AND
CONSIDER THE PROCESS FOR DOING SO.**

Mayor Kesselus moved to Agenda Item E.3, with no response he moved to the next agenda item. City Manager Talbot addressed the Council and advised them that the Charter is scheduled for review every five years, and it has been approximately three years since our last Charter review.

**E.4 DEVELOPMENT OF A “PLAN OF ACTION” FOR THE EXPANSION OF A WASTEWATER
TREATMENT PLANT**

Mayor Kesselus acknowledged the following items had been previously discussed and he proceeded to Agenda Item 3.

Accomplishment for 2014

- Initiated the AMIP Project
- Received a FEMA Grant to Install a Back-up Generator for the Willow Water Treatment Plant
- Received a FEMA Grant to Install a Back-up Generator for Mayfest Park Water Facilities.
- Received a FEMA Grant to undertake "Fire Prevention Measures" at the Piney Ridge Subdivision.
- Completely reconstructed Hasler Street from Old Austin Highway to the S.H. 71 Service Road
- Partnered with the Bastrop Economic Development Corporation in the installation of certain infrastructure elements at the BEDC Business Park. Resulting in two new business locating at the Business Park
- After many years of negotiations with "Cox Media the City Purchase the Advertiser Building
- Developed a Preliminary Five Year Capital Improvements Program which was the basis for issuing bonds for certain Street, Water and Wastewater Improvements Projects.
- Maintained the City's Bond Rating A-.
- Refinanced the Convention Center "Bonded Indebtness" at a savings of approximately \$55,000.00 a year,
- Initiated "Water Reuse Program"

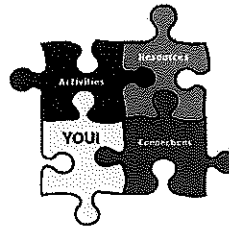
- Applied for and received a \$1.3 million CAMPO grant for a hike/bike trail from the existing Chestnut Street/Loop 150 to the State Park
- Worked with various City Boards and Commissions and Task Force regarding the drafting Form Based Code for consideration/adoption.
- With adding an in-house Civil Engineer providing engineering assistance in laying out and field staking the Streets, drainage and utilities in the BEDC Business Park and other City infrastructure projects
- Coordinated with and worked closely with the developer of Burleson Crossing in bring a new Academy Store to Bastrop
- Coordinated with the owner of the Pecan Park Subdivision in developing a "Developers Agreement" for the Pecan Subdivision
- Complete in-house the reconstruction of Austin, Juniper, Persimmons, & Chamber Streets
- Reorganized all Public Works Departments: Water Operation, Water Wastewater Field Division, Wastewater Treatment, Parks, Streets & Drainage and Custodial Service into one "Department"
- Brought all City School Zones up to Texas Department of Transportation Standards.
- Completed Inspection of the "Old Iron Bridge".
- Continued working on in conjunction with Parks Board improving all City Parks through Grants and operating Funds
- Worked Closely with Parks Board in finding a Location for the Skate Park
- Enhanced and Improved erosion Control along the Colorado River at Fisherman's Park.

- Awarded a five (5) year Tree City USA Certification
- Increased the efficiency in operations of the "Water & Wastewater" by doing increased Maintenance of equipment & facilities resulting in fewer after hours calls.
- Adjusted the setting on the SCADA set points to reduce call out of City personnel
- Instituted proper flushing techniques in the water distribution system
- Children's librarian provided tours for 741 BISD Students
- Organized participation in the BISD Back to School Bash
- Implemented and completed the 2012 Texas State Library Impact Grant which provided early literacy story time materials and outreach to over 1,400 children in 12 daycare centers in Bastrop
- Applied and received the Ladd and Katherine Hancher Library Grant to continue early outreach initiated with the Texas State Library Impact Grant.
- Coordinated the annual Bookmark Contest to Celebrate National Library Week.
- Planned, coordinated and implemented the "Summer Reading Program in June and July consisting of 51 programs in seven weeks. Registered 1,146 participants including 734 children, 1112 teens and 300 adults and partnered with the BISD Stars program to provide activities and Books for students.
- Staff began providing weekly free computer classes as a continuation of the BTOP Technology Grant
- The library received a \$15,300.00 donation from the Friends of the Bastrop Public Library

- Library applied for and received a \$10,000.00 Texas State Library Impact Grant. The Convention Center welcomed over 21,000 guests through the doors in 2014.
- The Convention Center hosted and assisted several local Non-Profit events allowing these Non-Profit Organizations to raise funds for their operations and services to the Bastrop Community
- The Convention Center received several favorable editorial Reviews in "Industry Publications such as: Texas Society of Association Executives Texas Meetings and Events and Austin Wedding Day.
- The Convention Center was selected to serve on the Board of Directors for the Texas Association of Venues and Facilities.
- Made upgrades to the WiFi system and improvements in the Catering Kitchen
- Combined Code/Animal Control into one position
- Created the OPS (operational patrol team to become more proactive)
- Updated all policies and procedures in the Police Department
- Created an Accident Reconstruction team for major accidents/crime scenes
- Implemented vehicle uniformity for ease of operation Commenced the process of receiving recognition as a Best Practices Police Department
- Increased Police Officer Training
- Cleaned and organized the Police Department building

- Became uniform in the officers uniforms
- Became complaint with "Emergency Management Requirements".
- Implemented an "Emergency Notification System" for the City of Bastrop
- Successfully solved several high crimes such as the arson of multiple businesses, armed robberies of the Chevron and Shell gas stations, Austin Telco bank and made numerous drug arrest
- In 2014, designed new A-frame signs for Main Street to direct pedestrians to off- Main Street business
- Conducted the Second Adult Entrepreneur Business Plan Competition with four (4) Entrants
- Produced the third annual Lost Pines Christmas Swirl-A Wine Testing Event on the Lost Pines Christmas weekend
- Produced the first BMSP Annual Report which will be given to participants of the Annual Main Street Program Annual Planning Workshop
- Implemented a new phone call system to collect fine with Teleworks
- Implemented a new Fail to appear and violations to appear warrant program
- Held a very productive Warrant Round-up Program
- Worked closely with the Texas Department of Transportation on the proposed S.H. 71 Improvements.
- Retained the University of Texas Engineering Department -Transportation Section to develop a "Mobility Study" as it relates to the S.H. 71 Improvements Project

- Commenced the BEDC Main Street Improvements Project
- Developed a balance budget within the parameters set forth by the City Council
- Commenced the "Long Term Water Strategy "for the City of Bastrop
- Developed Quarterly Utility Reports for the City Council quarterly Utility Meetings
- Coordinate with Bastrop Art in Public Places for transformer project



Connecting Bastrop

Vision Task Force Progress Report

Vision Task Force Background

- ▶ Set up by the City to explore how Bastrop might meet challenges and opportunities of:-
- ▶ Growing Population
- ▶ Expanding Economic Foundation
- ▶ Increased Importance of Tourism

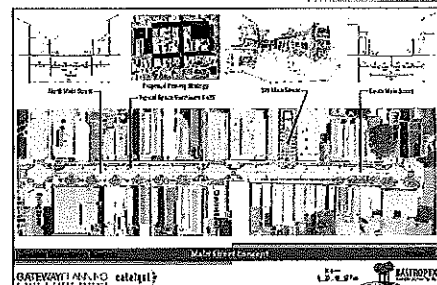
Task Force Mission

Task Force drew from the City's Mission, stated in the Comprehensive Plan to:

- ▶ Safeguard Bastrop's unique character and honor its distinguished history,
- ▶ Nurture a vibrant business climate, and
- ▶ Enhance the quality of life of its citizens.

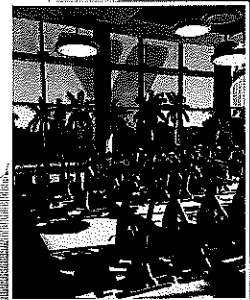
Initiative 1: Articulating a visionary master plan

- ▶ Desired outcome: Collaborative planning among Bastrop's organizations and governmental entities, and with extensive citizen involvement, to achieve a common vision and to advance coherent, synergistic and cooperative implementation of that vision, optimizing available resources.
- ▶ Progress thus far?
 - ▶ Development of RFQ
 - ▶ Creation of preliminary Vision Statement



Initiative 2: Enhancing community recreation

- **Desired outcome:** Multi-use facilities and programs across the City that serve the recreational needs and interests of citizens of all ages, that build upon current offerings and relationships, and that open the door to revenue producing invitational meets and events.
- **Progress thus far?**
 - \$1 million grant from CAMPO for trail access from Hwy 95 to State Park
 - Revised use agreement for Mayfest Park and Rodeo Grounds
 - \$1.33 million Community Development Block Grant through Texas General Land Office to create an emergency shelter (could be part of YMCA facility)



Initiative 4: Strengthening the educational underpinnings of the community

- **Desired outcome:** Enhanced educational opportunities for career preparation, job training/retraining, post-secondary experiences and continuing community education.
- **Progress thus far?**
 - BISD efforts - Early College, "Beyond the Bell", "We Believe in BISD", Workforce Clusters, Campus 2 Careers, Partners in Education,
 - BMSP - Student Entrepreneur Program
 - City's Job Fair - Kelly Gitteland



Initiative 5: Nurturing a broad-based cultural arts movement in the community

- ▶ **Desired outcome:** Establishing a framework for fostering the enhancement of the cultural arts in Bastrop.
- ▶ **Progress thus far?**
 - ▶ Bastrop Cultural Arts Council
 - ▶ Art in Public Places Sculpture Installations



Initiative 3: Enhancing the power of Bastrop marketing efforts

- ▶ **Desired outcome:** The establishment of an ongoing and effective Bastrop-centered marketing program that builds on what the Bastrop Marketing Corporation has accomplished for Bastrop and the Lost Pines Region and brings professional marketing expertise to the City of Bastrop and to organizations receiving Hotel Occupancy Tax Revenues.
- ▶ **Progress thus far?**
 - ▶ Reviewing opportunities to enhance the current model of public-private cooperation
 - ▶ Presentation from Cami Hardee



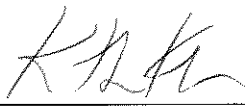
- E.5 Revision and update of the City's "Five-Year Capital Improvement Program"
 - E.6 What method should be implemented by the Council and staff to stay on track with the Priorities and Plans for projects agreed upon by the Council at the Planning Retreat - , so that as new ideas, projects and/or programs arise throughout the year, and efforts are diverted to those new projects, consideration is given by the Council on the effect or those changes on the Council's identified Planning Retreat Priorities and Plans.
 - E.7 Redevelopment opportunities for the North Side of Town. (Council could consider extending Water/Sewer Mains to make certain street improvements that would allow for the redevelopment in the surrounding tracts. The City could consider creation of a TIF, in this area, to apply the funds expended to improve the area.
 - E.8 Interest in expanding City operated recreational programs
- F. Discussion and agreement as to an "Early Report" on the 2015 Workshop Retreat Meeting, and a process of setting priorities, for items not completed today, including a process for ensuring follow up on all item(s).
- G. Council Input to "Consider Budgetary Implications" of any action taken by the Council, that involves funding not originally included in annual budget process.

3. THE BASTROP CITY COUNCIL WILL RECONVENE INTO OPEN SESSION TO DISCUSS, CONSIDER AND/OR TAKE ANY ACTIONS NECESSARY RELATED TO THE WORKSHOP ITEMS

No action taken.

4. ADJOURN

Mayor Kesselus requested a motion to adjourn. Motion made by Mayor Pro-Tem DeLaRosa, seconded by Council Member Gilleland and meeting adjourned at 2:49 pm.

Approved 
Kenneth W. Kesselus, Mayor

Attest 
Elizabeth Minerva Lopez, City Secretary