

Bastrop, TX City Council Meeting Agenda
Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



February 9, 2021 at 6:30 P.M.

City of Bastrop City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

PLEASE NOTE: ANYONE IN ATTENDANCE WISHING TO ADDRESS THE COUNCIL MUST COMPLETE A CITIZEN COMMENT FORM AND GIVE THE COMPLETED FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE CITY COUNCIL MEETING. ALTERNATELY, IF YOU ARE UNABLE TO ATTEND THE COUNCIL MEETING, YOU MAY COMPLETE A CITIZEN COMMENT FORM WITH YOUR COMMENTS AT WWW.CITYOFBASTROP.ORG/CITIZENCOMMENTFORM BEFORE 5:00 P.M. ON FEBRUARY 9, 2021. COMMENTS SUBMITTED BY THIS TIME WILL BE DISTRIBUTED TO THE CITY COUNCIL PRIOR TO MEETING COMMENCEMENT, REFERENCED AT THE MEETING, AND INCLUDED WITH THE MEETING MINUTES. COMMENTS FROM EACH INDIVIDUAL WILL BE LIMITED TO THREE (3) MINUTES WHEN READ ALOUD.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**

TEXAS PLEDGE OF ALLEGIANCE

Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

- 3. INVOCATION** – Hardy Overton, Police Chaplain
- 4. PRESENTATIONS**
 - 4A. Mayor's Report**
 - 4B. Council Members' Report**
 - 4C. City Manager's Report**

- 4D. A proclamation of the City Council of the City of Bastrop, Texas, recognizing February, 2021 as Black History Month.

5. WORK SESSION/BRIEFINGS - NONE

6. STAFF AND BOARD REPORTS

- 6A. Receive Annual Racial Profiling Report from the Bastrop Police Department. (Submitted by: Clint Nagy, Chief of Police)
- 6B. Receive presentation on the FY2021 Quarterly Report. (Submitted by: Paul A. Hofmann, City Manager)

7. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Council must complete a citizen comment form and give the completed form to the City Secretary prior to the start of the City Council meeting. Alternately, if you are unable to attend the council meeting, you may complete a citizen comment form with your comments at www.cityofbastrop.org/citizencommentform before 5:00 p.m. on February 9, 2021. Comments submitted by this time will be distributed to the city council prior to meeting commencement, referenced at the meeting, and included with the meeting minutes. Comments from each individual will be limited to three (3) minutes when read aloud. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.

8. CONSENT AGENDA

The following may be acted upon in one motion. A Council Member or a citizen may request items be removed from the Consent Agenda for individual consideration.

- 8A. Consider action to approve City Council minutes from the January 26, 2021 Regular meeting. (Submitted by: Ann Franklin, City Secretary)
- 8B. Consider action to approve Resolution No. R-2021-14 of the City Council of the City of Bastrop, Texas, approving the Tenth Amended Bylaws of the Bastrop Economic Development Corporation, as attached in Exhibit A; and providing an effective date. (Submitted by: Cameron Cox, Bastrop Economic Development, CEO)
- 8C. Consider action to approve Resolution No. R-2021-15 of the City Council of the City of Bastrop, Texas approving a Tri-party Agreement regarding Future Connections in the Colony Project to Off-Site Roadways, as attached in Exhibit A; authorizing the City

Manager to execute all necessary documents; and establishing an effective date.
(Submitted by: Jennifer Bills, Assistant Director, Planning and Zoning)

9. ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Consider and adopt on first and final reading Ordinance No. 2021-02 as an emergency measure ratifying temporary Emergency Orders enacted by the Mayor in her capacity as Emergency Management Director in regards to the current Local State of Disaster, for the immediate preservation of the public peace, health or safety.
- 9B. Consider action to approve Resolution No. R-2021-12 of the City Council of the City of Bastrop, Texas approving the Bastrop Police Department to apply for a grant from the 2021 State Homeland Security Program (SHSP) Terrorism grant for a Regional Law Enforcement Surveillance Trailer at a total cost of forty-nine thousand nine-hundred fifty dollars (\$49,950) with no matching funds from the City of Bastrop; authorizing the Chief of Police as the Grantee's Authorized Official; providing for a severability clause; and establishing an effective date. (Submitted by: Clint Nagy, Chief of Police)
- 9C. Consider action to approve Resolution No. R-2021-13 of the City Council of the City of Bastrop, Texas to award a Grant Administration Service contract to GrantWorks for the preparation of the City's 2021-2022 Texas Community Development Block Grant (TxCDBG) application and subsequent administrative services if funded; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Tracy Waldron, Chief Finance Officer)
- 9D. Consider action to approve Resolution No. R-2021-16 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor to the Main Street Advisory Board, as required in Section 3.08 of the City's Charter, and establishing an effective date. (Submitted by: Paul A. Hofmann, City Manager)

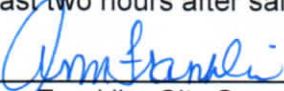
10. EXECUTIVE SESSION

- 10A. City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.071 and 551.072, to seek the advice of legal counsel, and to deliberate upon the acquisition of real property interests associated with the construction of Wastewater Treatment Plant #3 at 385 SH 304, Unit B, Bastrop, TX 78602, and its collections systems, including all related agreements, authorizations, easements, resolutions, and associated legal actions.

11. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

12. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: Thursday, February 4, 2021 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.



Ann Franklin, City Secretary



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 4A

TITLE:

Mayor's Report

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

- (1) expressions of thanks, congratulations, or condolence;
- (2) information regarding holiday schedules;
- (3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
- (4) a reminder about an upcoming event organized or sponsored by the governing body;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
- (6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

ATTACHMENTS:

- Power Point Presentation

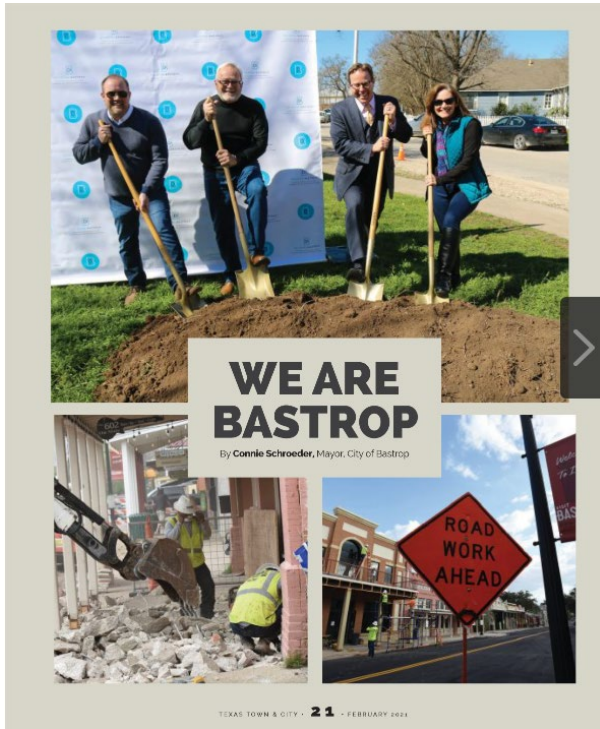
Mayor's Report
February 9, 2021



Latest Activities

January 22 – February 3

Events in 2021: 36



Texas Town & City



COVID19 RELIEF: A DISCUSSION

THURSDAY | JANUARY 28 @ 5:00PM

JOIN BY ZOOM Sarah Eckhardt Texas State Senator RSVP ON FACEBOOK



Bernard Blake - BAMFAM



Planned Events

February 4 – February 9

- February 4 – State Operations; TDEM & DSHS
- February 5 – Vaccine Task Force
- February 9 – City Council Meeting



Upcoming Events & City Meetings

- February 11 – Alive After Five (Dream Finders)
- February 12 - Vaccine Task Force
- February 18 – State Operations; TDEM & DSHS
- February 19 – Vaccine Task Force
- February 22 – BEDC Board Meeting
- February 23 – City Council Meeting





STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 4B

TITLE:

Council Members' Report

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager

POLICY EXPLANATION:

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STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 4C

TITLE:

City Manager's Report

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

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STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 4D

TITLE:

A proclamation of the City Council of the City of Bastrop, Texas, recognizing February, 2021 as Black History Month.

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager





PROCLAMATION



BASTROPTX
Heart of the Lost Pines / Est. 1832

WHEREAS, The origins of Black History Month can be traced to the scholar Dr. Carter G. Woodson, who created the Association for the Study of African American Life and History in 1915, because African-Americans have played a central role in our nation's history, but far too long, historians ignored or glossed over their contributions and the injustices they have suffered; and

WHEREAS, in 1926, Dr. Woodson conceived a yearly celebration to help rectify the omission of African-Americans from history books, and was made official by Presidential designation in 1976; and

WHEREAS, Today, the observance of Black History Month throughout the United States stands as testament to the success of Woodson's project and an example of how we can work together to make the teaching of history more honest; and

WHEREAS, Throughout black history, factors such as slavery, inequality and poverty have put pressure on maintaining family ties, when a better life meant traveling far from home; and

WHEREAS, the City of Bastrop is proud to honor the history, contributions, and achievements of the Black community locally, nationally and globally; and

WHEREAS, Black History Month calls our community to take pause to reflect on the past injustices inflicted on the Black community, and to pay tribute to the battles fought in the name of equality; and

WHEREAS, Black History Month is a time to look to the future to ensure inclusiveness and equality for all; and

WHEREAS, the theme of 2021 Black History Month is **"Black Family: Representation, Identity and Diversity"**.

NOW, THEREFORE, I, Connie Schroeder, Mayor of the City of Bastrop, do hereby recognize the month of February 2021 as:

Black History Month

And, along with the members of City Council, encourage all residents, business owners, schools, churches, and visitors to join the City of Bastrop in celebrating Black History Month with appropriate programs, ceremonies, and activities as COVID 19 permits.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Bastrop, Texas to be affixed this 9th day of February, 2021.

Connie B. Schroeder, Mayor





STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 6A

TITLE:

Receive Annual Racial Profiling Report from the Bastrop Police Department.

STAFF REPRESENTATIVE:

Clint Nagy, Chief of Police

BACKGROUND/HISTORY:

On September 1st, 2001, Senate Bill 1074 was enacted establishing what is known today as the Texas Racial Profiling Law. This law is codified in the Texas Code of Criminal Procedure in Articles 2.131 through 2.138, which require a law enforcement agency to adopt a written policy that includes the following:

- clearly define acts constituting racial profiling;
- strictly prohibiting their officers from engaging in racial profiling;
- implement a process by which an individual may file a report with the agency if the individual believes that an officer engaged in racial profiling;
- provide public education relating to the agency's complaint and complaint process;
- require appropriate corrective action to be taken against an officer who, after an investigation, is shown to have engaged in racial profiling;
- require collection of information relating to motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made because of those stops, including information relating to:
 - the race and ethnicity of the individual detained;
 - whether a search was conducted and, if so, whether the individual consented to the search;
 - whether the officer knew the race or ethnicity of the individual detained before detaining the individual;
 - whether the officer used physical force that resulted in bodily injury during the stop;
 - the location of the stop; and
 - the reason for the stop; and
- require the chief administrator to submit an annual report to the Texas Commission on Law Enforcement (TCOLE) and to the municipal governing body.

The Bastrop Police Department has adopted a written policy as required by the Texas Code of Criminal Procedure.

Racial profiling is commonly defined as "a law-enforcement initiated action based on an individual's race, ethnicity, religion, or national origin rather than on an individual's behavior or on information identifying the individual as having engaged in criminal activity".

Racial profiling is prohibited by statute and by the Bastrop Police Department Policy & Procedure Manual.

On June 15th, 2017, Governor Greg Abbott signed into law Senate Bill 1849, which is commonly referred to as the “Sandra Bland Act”. The Sandra Bland Act eradicated the provisions for a law enforcement agency to only submit the “Tier 1” portion of the Racial Profiling Report. The Sandra Bland Act now requires all law enforcement agencies to submit the entire racial profiling report to TCOLE and to the municipal governing body.

This presentation is being provided to the Bastrop City Council in accordance with the aforementioned requirements.

POLICY EXPLANATION:

Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that are for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City.

FUNDING SOURCE:

N/A

RECOMMENDATION:

In accordance with Texas Code of Criminal Procedure, Article 2.134 “Compilation and Analysis of Information Collected”, the chief administrator of a local law enforcement agency shall provide a Racial Profiling Report to the municipal governing body for the incident-based data compiled during the previous year no later than March 1st of each year.

The Bastrop Police Department Policy & Procedure Manual, Section 2.2 “Bias Based Policing” also requires that a Racial Profiling Report is reported to the City Council annually.

ATTACHMENTS:

- PowerPoint Presentation
- 2020 Bastrop Police Department Racial Profiling Report



2020 Annual Bastrop Police Department Racial Profiling Report

Overview



*"The Sole Reason We Exist Is To Serve the Citizens
of Bastrop"*

In 2001, The Texas Legislature, with the intent of addressing the issue of racial profiling in policing, enacted the Texas Racial Profiling Law. In previous years, the Bastrop Police Department, in accordance with the law, has collected and reported traffic and motor vehicle-related contact data for the purpose of identifying and addressing (if necessary) areas of concern regarding racial profiling practices.

In the 2009 Texas legislative session, the Racial Profiling Law was modified, and additional requirements were implemented. Moreover, in 2017, the Sandra Bland Act was passed and signed into law (along with TX HB 3051 which introduced new racial and ethnic designations). The Sandra Bland Act requires that law enforcement agencies in the state collect additional data and provide a more detailed analysis.

Overview

In 2020, the Bastrop Police Department conducted 2,182 traffic stops resulting in a warning being issued, a citation being issued, a warning being issued with an arrest being made, and a citation being issued with an arrest being made.



"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"



Overview Continued



*"The Sole Reason We Exist Is To Serve the Citizens
of Bastrop"*

The following presentation is a breakdown of the 2,182 traffic stops as they relate to the:

- Driver's Gender
- Driver's Race / Ethnicity
- Race / Ethnicity of Driver Known Prior to Stop
- Reason For & Location of the Stop
- Search Conducted & Type of Search
- Contraband Discovered During Search

Overview Continued



*"The Sole Reason We Exist Is To Serve the Citizens
of Bastrop"*

- General Types of Contraband
- Final Result of the Traffic Stop
- If an Arrest Was Made, the General Category of the Arrest.
- Whether Bodily Injury Occurred During the Traffic Stop.

Overview Continued



*"The Sole Reason We Exist Is To Serve the Citizens
of Bastrop"*

- Percentage of searches, whether evidence was found, arrests, all stops, hardcopy citations, and warnings categorized by race and ethnicity.
- All data is one-to-one comparisons. For example, if any combination of two or more citations/warnings is given only one is imputed into racial profiling.

What is the Racial Profiling Report methodology?



"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"

- Whole numbers and percentages are used to analyze the data. Tables are used to organize the data.
- A bit about percentages. To reach a valid statistical conclusion the higher the sample pool the better.

Example A	
N	%
20	22
20	22
25	28
25	28
90	100



Where did our traffic stops occur?



"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"

Number of Stops	Location of Stop	Percentage of Stops
City Street	1611	73.83
County Road	8	.367
Private Property or Other	86	3.94
State Highway	477	21.86

2,182 Total Traffic Stops
Conducted in 2020

Was the driver's race or ethnicity known prior to the stop?

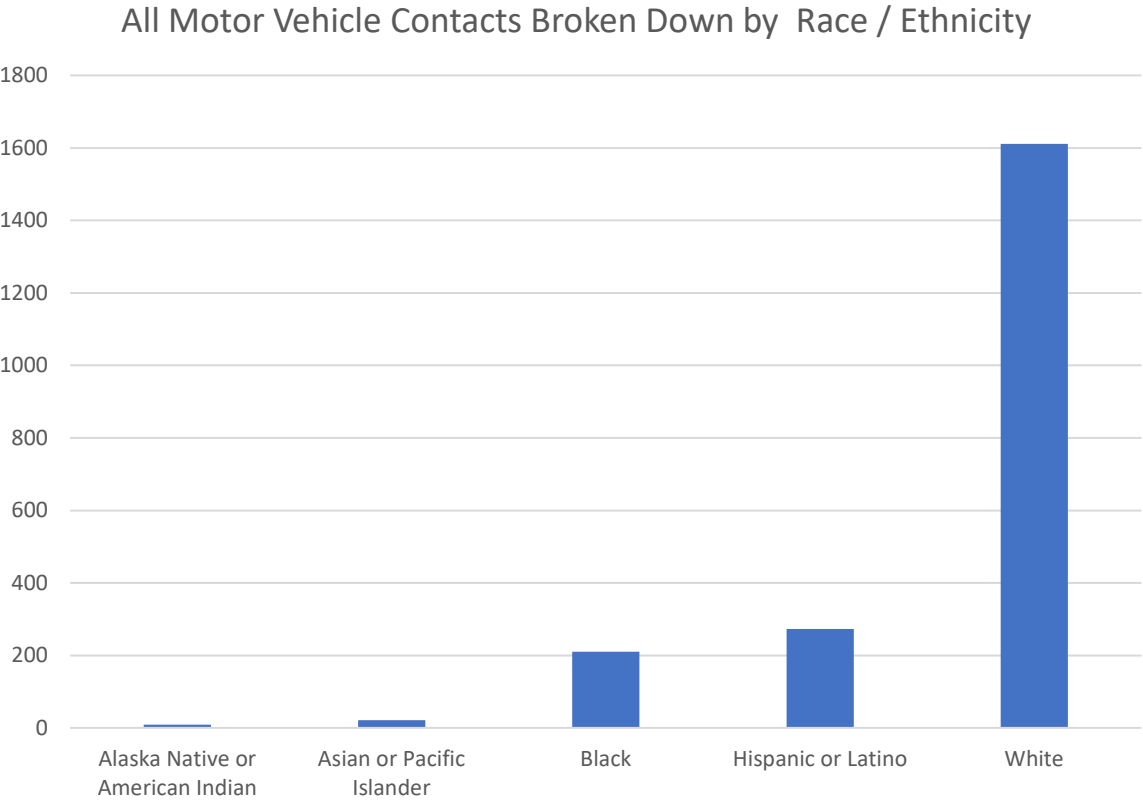


"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"

Race / Ethnicity Known Prior to Stop	Numbers	Percentage of Stops
No	2169	99.40
Yes	13	.60

2,182 Total Traffic Stops
Conducted in 2020

Race / Ethnicity Comparison

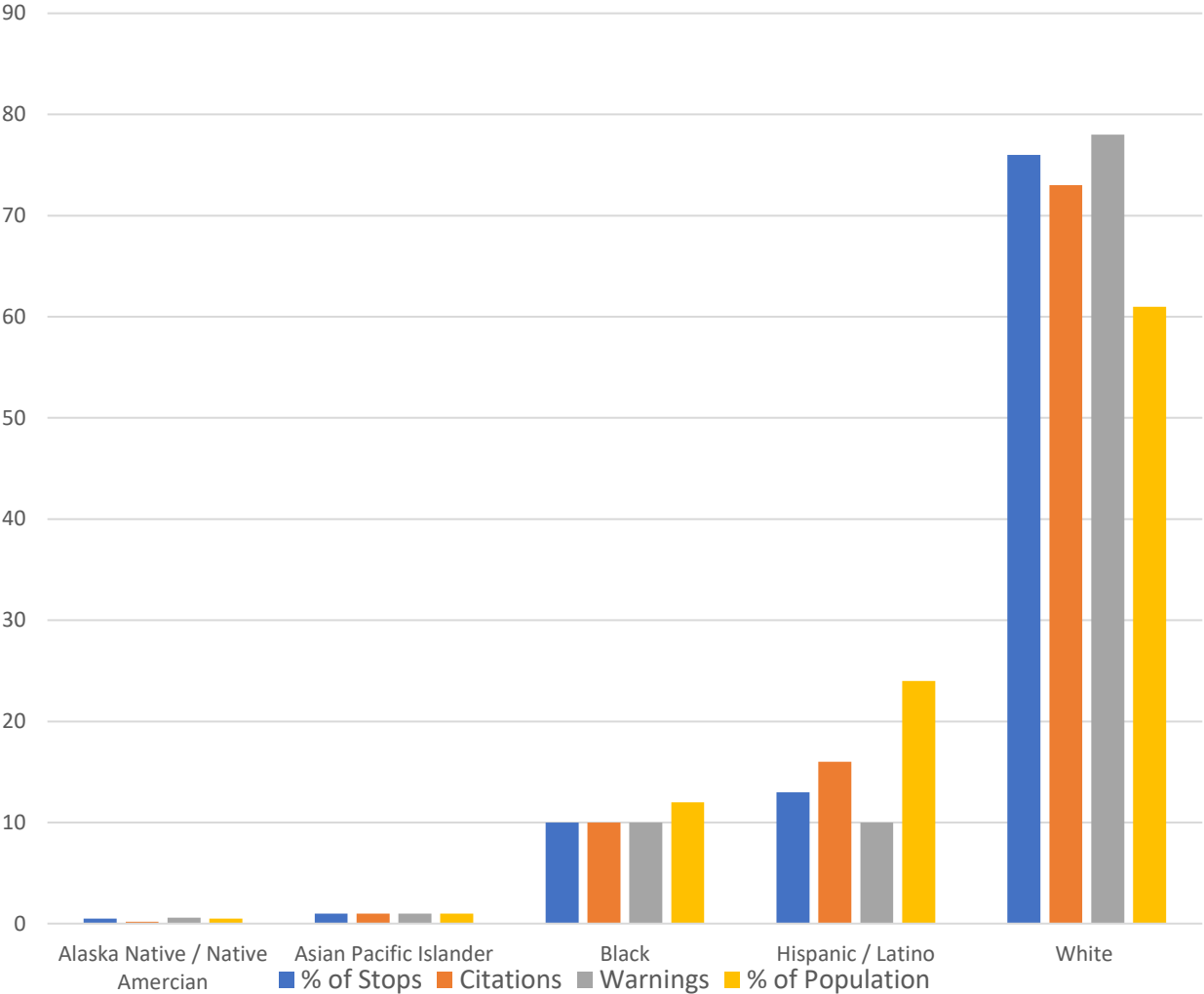


Race / Ethnicity	All Motor Vehicle Contacts
	N
Alaska Native or American Indian	9
Asian or Pacific Islander	23
Black	218
Hispanic or Latino	280
White	1652
TOTAL	2182

2,182 Total Traffic Stops
Conducted in 2020

*Source <https://www.census.gov/quickfacts/fact/dashboard/bastropcitytexas/PST120219>

Race / Ethnicity Census Comparison



Race / Ethnicity	% of Stops	% Citations	% Warnings	% Census
Alaska Native / Native American	.41	.22	.57	<1
Asian Pacific Islander	1.05	1.09	1.06	1
Black (alone)	9.99	9.56	9.75	12
Hispanic Latino	12.83	16.20	10.24	24
White (alone)	75.71	72.93	78.38	61

2,182 Total Traffic Stops
Conducted in 2020

*Source <https://www.census.gov/quickfacts/fact/dashboard/bastropcitytexas/PST120219>

What was the race / ethnicity when broken down by gender?



"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"

Race / Ethnicity	Female		Male	
	N	%	N	%
Alaska Native or American Indian	4	0.44	5	.40
Asian or Pacific Islander	7	0.77	16	1.26
Black	77	8.44	141	11.10
Hispanic or Latino	105	11.51	175	13.78
White	719	78.84	933	73.46
TOTAL	912	100	1270	100

Why did the traffic stops occur?



Reason for the Stop	Number of Stops	Percentage of Stops
Moving Traffic Violation (speeding)	1485	68.06
Pre-Existing Knowledge	21	.96
Vehicle Traffic Violation (broken taillight)	629	28.83
Violation of Law	47	2.15

2,182 Total Traffic Stops
Conducted in 2020

Reasons for traffic stops broken down by race / ethnicity

Race / Ethnicity * with % of population in Bastrop Census	Moving traffic Violation		Pre-Existing Knowledge		Violation of Law		Vehicle Traffic Violation	
	N	%	N	%	N	%	N	%
Alaska Native or American Indian (< 1%)	9	.61	0	0	0	0	0	0
Asian or Pacific Islander (1%)	21	1.41	0	0	0	0	2	.32
Black (12%)	142	9.56	0	0	7	14.89	69	10.97
Hispanic or Latino (24%)	185	12.46	3	14.29	5	10.64	87	13.83
White (61%)	1128	75.96	18	85.71	35	74.47	471	74.88
TOTAL (T)	1485	100	21	100	47	100	629	100

2,182 Total Traffic Stops
Conducted in 2020

How many searches were conducted?

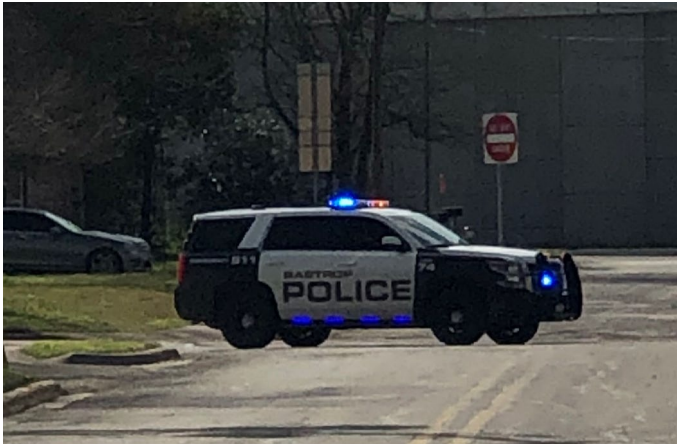


Search Conducted?	Number of Stops	Percentage of Stops
Yes	38	1.74
No	2144	98.26

2,182 Total Traffic Stops
Conducted in 2020

Was contraband located as a result of the searches?

Contraband Found	Number of Searches	Percentage
Yes	24	63.16
No	14	36.84



Contraband was located 38 times of the 2,182 Total Traffic Stops Conducted in 2020

When a search was conducted, what type of search occurred?



Reason for Search	Number of Searches	Percentage of Searches	Percentage of Traffic Stops
Consent	5	13	.23
Contraband in Plain View	1	2.6	.05
Incident to Arrest	2	5.3	.09
Inventory	6	15.8	.27
Probable Cause	24	63.2	1.10
No search	2144	n/a	98.26

38 Searches Initiated
During the 2,182 Total
Traffic Stops Conducted
in 2020

When contraband was located, what was located?

Description of Contraband	Contraband found	Percentage
Alcohol	2	8
Drugs	19	76
Other	2	8
Currency	0	0
Weapons / Stolen Property	2	8



Contraband was Located 25 Times During 38 Searches Initiated during the 2,182 Total Traffic Stops Conducted in 2020

Of the 38 searches conducted (1.7% of total traffic stops), the types of searches broken down by race?

	Consensual Searches		Probable Cause		Contraband in View		Incident to Arrest		Inventory		No search	
Race	N	%	N	%	N	%	N	%	N	%	N	%
* with % population												
Asian (1%)	0	0	0	0	0	0	0	0	0	0	9	.42
Native (<1%)	0	0	0	0	0	0	0	0	0	0	23	1.07
Black (12%)	0	0	6	25	0	0	0	0	1	16.67	209	9.75
Hispanic (24%)	1	20	4	16.67	0	0	1	50	1	16.67	275	12.83
White (61%)	4	80	14	58.33	1	100	1	50	4	66.67	1628	75.93
	5	100	24	100	1	100	2	100	6	100	2144	100

Searches, Contraband Found, and Arrests (Based on Contraband) Broken Down by Race

Race / Ethnicity	Searches		Contraband Found		Arrests Based on Contraband Found	
	N	%	N	%	N	%
Asian or Pacific Islander	0	0	0	0	0	0
Alaska Native or American Indian	0	0	0	0	0	0
Black	9	23.68	8	32	1	25
Hispanic or Latino	5	13.16	4	16	1	24
White	24	63.16	13	52	2	50
TOTAL	38	100	25	100	4	100

What types of arrests were made?



2,182 Total Traffic Stops- 41 Arrests
Conducted in 2020

Race / Ethnicity	Violation of Traffic Law Arrest		Violation of Penal Code Arrest		Outstanding Warrant Arrest		Local Law	
	N	%	N	%	N	%	N	%
Race with % population								
Alaska Native or American Indian (<1%)	0	0	0	0	0	0	0	0
Asian or Pacific Islander (1%)	0	0	0	0	0	0	0	0
Black (12%)	0	0	3	25	8	30.77	0	0
Hispanic or Latino (24%)	0	0	2	16.7	4	15.38	0	0
White (61%)	2	100	7	58.3	14	53.85	1	100
TOTAL	2	100	12	100	26	100	1	100

Did bodily injury occur as a result of the traffic stop?



"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"

Race / Ethnicity	Motor Vehicle stops where force resulted in Bodily Injury		Location of Stop		Reason for Stop	
	N	%	N	%	N	%
Asian or Pacific Islander	0	0	0	0	0	0
Alaska Native or American Indian	0	0	0	0	0	0
Black	0	0	0	0	0	0
Hispanic or Latino	0	0	0	0	0	0
White	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

2,182 Total Traffic Stops
Conducted in 2020

Compliments & Complaints

Compliments or Complaints can be made at the Bastrop Police Department – 104 Grady Tuck Lane – Weekdays from 8:00 AM to 5:00 PM or at www.cityofbastrop.org.

Please let us know when we are doing well and when there are areas you believe we can improve on!



"The Sole Reason We Exist Is To Serve the Citizens of Bastrop"



Racial Profiling Report | Full

Agency Name: BASTROP POLICE DEPT.
Reporting Date: 01/28/2021
TCOLE Agency Number: 021201

Chief Administrator: CLINT A. NAGY

Agency Contact Information:
Phone: (512) 332-8600
Email: cnagy@cityofbastrop.org

Mailing Address:
104 GRADY TUCK LN
BASTROP, TX 78602

This Agency filed a full report

BASTROP POLICE DEPT. has adopted a detailed written policy on racial profiling. Our policy:

- 1) clearly defines acts constituting racial profiling;
- 2) strictly prohibits peace officers employed by the BASTROP POLICE DEPT. from engaging in racial profiling;
- 3) implements a process by which an individual may file a complaint with the BASTROP POLICE DEPT. if the individual believes that a peace officer employed by the BASTROP POLICE DEPT. has engaged in racial profiling with respect to the individual;
- 4) provides public education relating to the agency's complaint process;
- 5) requires appropriate corrective action to be taken against a peace officer employed by the BASTROP POLICE DEPT. who, after an investigation, is shown to have engaged in racial profiling in violation of the BASTROP POLICE DEPT. policy;
- 6) requires collection of information relating to motor vehicle stops in which a warning or citation is issued and to arrests made as a result of those stops, including information relating to:
 - a. the race or ethnicity of the individual detained;
 - b. whether a search was conducted and, if so, whether the individual detained consented to the search;
 - c. whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual;
 - d. whether the peace officer used physical force that resulted in bodily injury during the stop;
 - e. the location of the stop;
 - f. the reason for the stop.
- 7) requires the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - a. the Commission on Law Enforcement; and
 - b. the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

The BASTROP POLICE DEPT. has satisfied the statutory data audit requirements as prescribed in Article 2.133(c),

Code of Criminal Procedure during the reporting period.

Executed by: Clint Nagy
Chief of Police

Date: 01/28/2021

Total stops: 2182

Street address or approximate location of the stop

City street	1611
US highway	0
County road	8
State highway	477
Private property or other	86

Was race or ethnicity known prior to stop?

Yes	13
No	2169

Race / Ethnicity

Alaska Native / American Indian	9
Asian / Pacific Islander	23
Black	218
White	1652
Hispanic / Latino	280

Gender

Female 912

Alaska Native / American Indian	4
Asian / Pacific Islander	7
Black	77
White	719
Hispanic / Latino	105

Male 1270

Alaska Native / American Indian	5
Asian / Pacific Islander	16
Black	141
White	933
Hispanic / Latino	175

Reason for stop?

Violation of law 47

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	7
White	35

Hispanic / Latino	5
Preexisting knowledge	21
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	18
Hispanic / Latino	3
Moving traffic violation	1485
Alaska Native / American Indian	9
Asian / Pacific Islander	21
Black	142
White	1128
Hispanic / Latino	185
Vehicle traffic violation	629
Alaska Native / American Indian	0
Asian / Pacific Islander	2
Black	69
White	471
Hispanic / Latino	87
Was a search conducted?	
Yes	38
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	9
White	24
Hispanic / Latino	5
No	2144
Alaska Native / American Indian	9
Asian / Pacific Islander	23
Black	209
White	1628
Hispanic / Latino	275
Reason for Search?	
Consent	5
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	4

Hispanic / Latino	0				
Contraband	1				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	0				
White	1				
Hispanic / Latino	0				
Probable	24				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	6				
White	14				
Hispanic / Latino	4				
Inventory	6				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	1				
White	4				
Hispanic / Latino	1				
Incident to arrest	25				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	1				
White	2				
Hispanic / Latino	0				
Was Contraband discovered?					
Yes	25	Did the finding result in arrest?			
		(total should equal previous column)			
Alaska Native / American Indian	0	Yes	0	No	0
Asian / Pacific Islander	0	Yes	0	No	0
Black	8	Yes	1	No	7
White	12	Yes	2	No	10
Hispanic / Latino	4	Yes	1	No	3
No	14				
Alaska Native / American Indian	0				
Asian / Pacific Islander	0				
Black	1				
White	12				
Hispanic / Latino	1				

Description of contraband	
Drugs	19
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	7
White	9
Hispanic / Latino	3
Weapons	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Currency	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Alcohol	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	1
White	1
Hispanic / Latino	0
Stolen property	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	1
Other	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	0
Result of the stop	
Verbal warning	0

Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Written warning	1221
Alaska Native / American Indian	7
Asian / Pacific Islander	13
Black	119
White	957
Hispanic / Latino	125
Citation	920
Alaska Native / American Indian	2
Asian / Pacific Islander	10
Black	88
White	671
Hispanic / Latino	149
Written warning and arrest	12
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	2
White	8
Hispanic / Latino	2
Citation and arrest	29
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	9
White	16
Hispanic / Latino	4
Arrest	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
Arrest based on	
Violation of Penal Code	12
Alaska Native / American Indian	0
Asian / Pacific Islander	0

Black	3
White	7
Hispanic / Latino	2
Violation of Traffic Law	2
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	2
Hispanic / Latino	0
Violation of City Ordinance	1
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	1
Hispanic / Latino	0
Outstanding Warrant	26
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	8
White	14
Hispanic / Latino	0

Was physical force resulting in bodily injury used during stop?

Yes	0
Alaska Native / American Indian	0
Asian / Pacific Islander	0
Black	0
White	0
Hispanic / Latino	0
No	2182
Alaska Native / American Indian	9
Asian / Pacific Islander	23
Black	218
White	1652
Hispanic / Latino	280

Number of complaints of racial profiling

Total	0
Resulted in disciplinary action	0
Did not result in disciplinary action	0

Submitted electronically to the



The Texas Commission on Law Enforcement



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 6B

TITLE:

Receive presentation on the FY2021 Quarterly Report.

STAFF REPRESENTATIVE:

Paul Hofmann, City Manager

BACKGROUND/HISTORY:

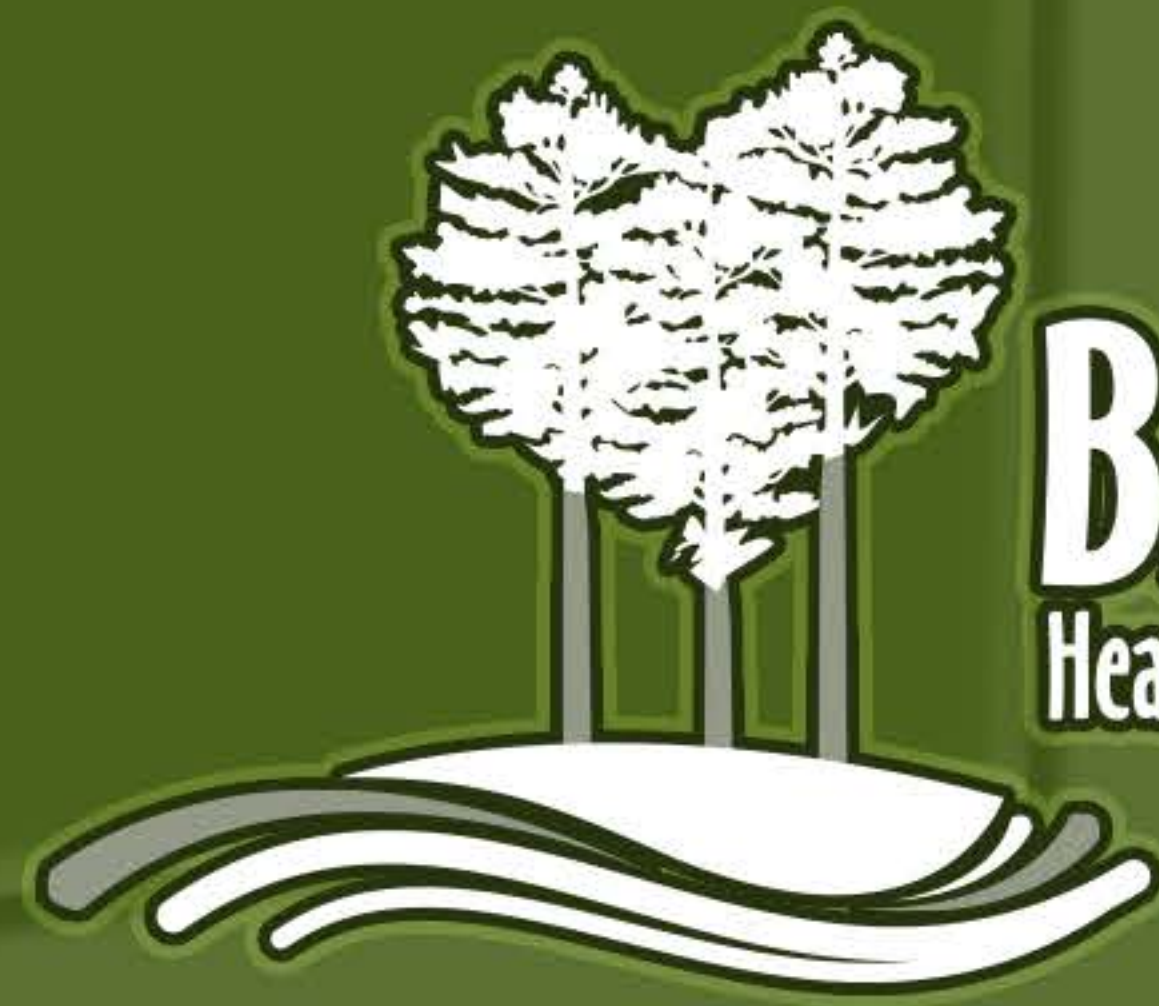
Beginning with this inaugural report, the City Manager will be providing the City Council a Quarterly Report overview to include updates on Financial Reports, Capital Improvement Projects, and projects supporting Council's 9 Focus Areas for the Fiscal Quarter that just ended.

The objectives of preparing and presenting a Quarterly Report are to begin tracking trends across our ongoing data sources in a single place as well as to communicate to Council the progress that is being made under each of the 9 Focus Areas. As the number of completed Quarterly Reports increase, the reports can be used as a resource by Council for making decisions and setting priorities during the budget season.

The Report was largely compiled by one of our recently created cross functional teams. The Communications & Special Events Team (CSET) is made up of staff members across all Departments that come together several times a month to push several projects forward including the Quarterly Report. More information is given about the CSET Team in the Quarterly Report under Organizational Excellence but please know they did an incredible job of working with their Departments and Directors to gather and compose the necessary information for this report. The goal is to push more information and responsibility down into the organization, set up mentoring opportunities between our CSET members and Directors, as well as improve internal communication by breaking down silos between Departments.

ATTACHMENTS:

- Quarterly Report for Quarter 1 of Fiscal Year 2021



BASTROPTX
Heart of the Lost Pines / Est. 1832

FY2021

FIRST QUARTER REPORT

www.cityofbastrop.org

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FINANCIAL REPORT

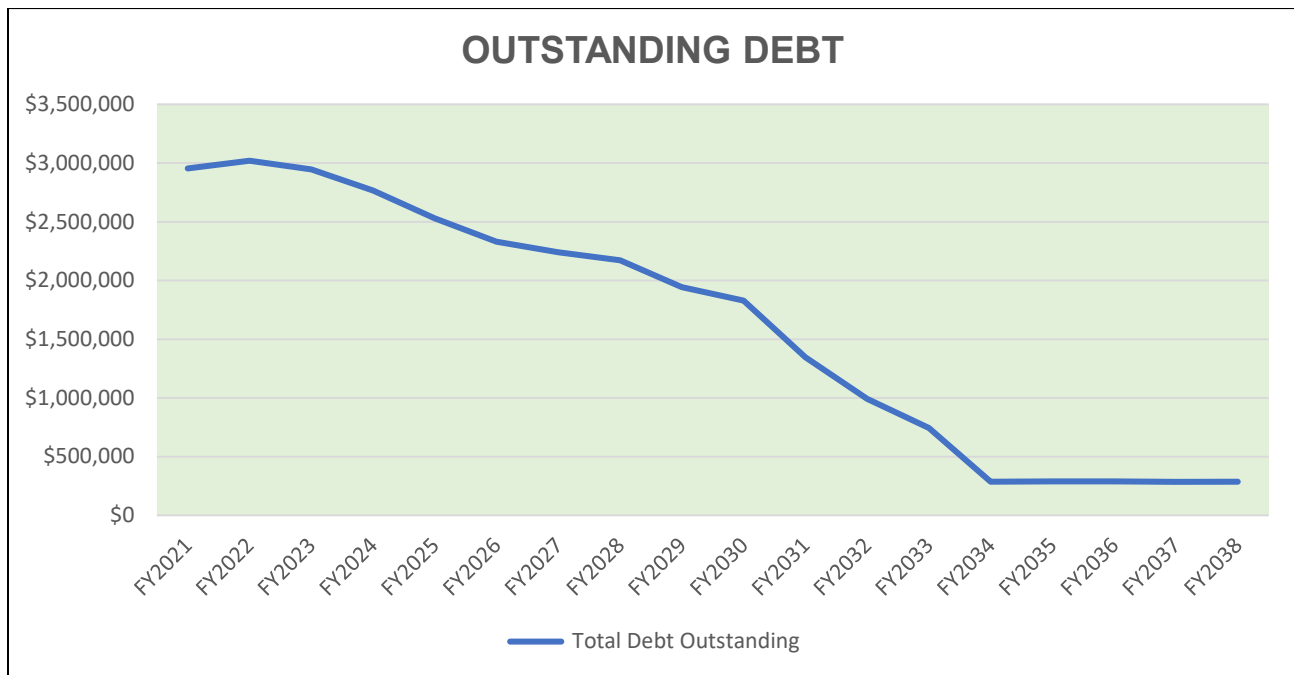


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GENERAL FUND	APPROVED BUDGET	DEC. 31 YTD ACTUAL	BUDGET BALANCE	% OF BUDGET USED
	2020-2021	2020-2021	2020-2021	2020-2021
BEGINNING FUND BALANCE	\$ 3,364,281			
REVENUES:				
Ad Valorem Taxes	4,039,083	1,753,154	2,285,929	43%
Sales Taxes	5,266,932	1,426,710	3,840,222	27%
Franchise & Other Taxes	486,000	48,829	437,171	10%
Licenses & Permits	943,000	575,062	367,938	61%
Service Fees	671,150	159,217	511,933	24%
Fines & Forfeitures	335,200	53,655	281,545	16%
Interest	30,000	13,483	16,517	45%
Intergovernmental	69,804	8,168	61,636	12%
Other	40,000	17,136	22,864	43%
TOTAL REVENUE	11,881,169	4,055,414	7,825,755	34%
OTHER RESOURCES				
Transfer from Library Board	3,000	-	3,000	0%
Transfers from Electric (ILOT) & Special	587,750	146,938	440,812	25%
TOTAL OTHER RESOURCES	590,750	146,938	443,812	25%
TOTAL REVENUE & OTHER RESOURCES	12,471,919	4,202,352	8,269,567	34%
TOTAL AVAILABLE RESOURCES	\$ 15,836,200	\$ 15,122,625	\$ 15,122,625	\$ 15,122,625
EXPENDITURES:				
General Government:				
Legislative	39,983	3,950	36,033	10%
Organizational	1,379,294	498,677	880,617	36%
City Manager	453,893	105,613	348,280	23%
City Secretary	281,656	65,713	215,943	23%
Finance	1,403,459	312,077	1,091,382	22%
Human Resource	228,707	58,475	170,232	26%
Information Technology	413,458	115,876	297,582	28%
Public Works (Admin & Streets/Drainage)	1,561,440	340,900	1,220,540	22%
Building Maintenance	307,946	65,674	242,272	21%
Administrative Support Reimb.	(1,210,840)	(302,710)	(908,130)	25%
Public Safety:				
Police	3,363,945	858,572	2,505,373	26%
Fire	980,776	182,703	798,073	19%
Court	337,901	74,590	263,311	22%
Development Services:				
Planning & Zoning	552,583	110,546	442,037	20%
Engineering & Development	75,200	11,163	64,037	15%
Building Inspection	309,344	51,469	257,875	17%
Community Services:				
Special Events & Reservations	167,550	38,244	129,306	23%
Multi-Media	202,253	42,111	160,142	21%
Parks	738,840	151,031	587,809	20%
Library	746,117	154,130	591,987	21%
TOTAL OPERATING EXPENDITURES	12,333,505	2,938,804	9,394,701	24%
Transfer to Innovation Fund	-	-	-	-
TOTAL TRANSFER OUT	-	-	-	-
TOTAL EXPENDITURES & TRANS OUT	12,333,505	2,938,804	9,394,701	0
<i>Excess of Revenue over (under) Exp</i>	<i>138,414</i>	<i>1,263,548</i>		
ENDING FUND BALANCE	\$ 3,502,695			
Reserves %	28%			

DEBT SERVICE FUND	APPROVED BUDGET	DEC. 31 YTD ACTUAL	BUDGET BALANCE	% OF BUDGET USED
	2020-2021	2020-2021	2020-2021	2020-2021
BEGINNING FUND BALANCE	\$ 162,685			
REVENUES:				
Ad Valorem Taxes	2,051,124	886,374	1,164,750	43%
Interest	20,000	1,734	18,266	9%
Intergovernmental	249,802	-	249,802	0%
Other	-	-	-	0%
TOTAL REVENUE	2,320,926	888,108	1,432,818	38%
OTHER RESOURCES				
Transfers from Hotel Occupancy Fund	542,255	-	542,255	0%
TOTAL OTHER RESOURCES	542,255	-	542,255	0%
TOTAL REVENUE & OTHER RESOURCES	2,863,181	888,108	1,975,073	31%
TOTAL AVAILABLE RESOURCES	\$ 3,025,866	\$ 15,122,625	\$ 15,122,625	\$ 15,122,625
EXPENDITURES:				
Principal Payments	2,124,415	-	2,124,415	0%
Interest Payments	846,870	-	846,870	0%
Other	25,870	-	25,870	0%
TOTAL OPERATING EXPENDITURES	2,997,155	-	2,997,155	0%
ENDING FUND BALANCE	\$ 28,711			



BASTROP POWER & LIGHT	APPROVED BUDGET 2020-2021	DEC. 31 YTD ACTUAL 2020-2021	BUDGET BALANCE 2020-2021	% OF BUDGET USED 2020-2021
BEGINNING FUND BALANCE	\$ 3,555,535			
REVENUES				
Electric Sales	\$ 6,980,050	\$ 1,457,466	\$ 5,522,584	21%
Service Fees	\$ 30,000	\$ 8,132	\$ 21,868	27%
Extension Fees	\$ 100,000	\$ 25,966	\$ 74,034	26%
Pole Attachment	\$ 8,000	\$ -	\$ 8,000	0%
Interest	\$ 30,000	\$ 11,511	\$ 18,489	38%
Other	\$ 6,000	\$ 15,282	\$ (9,282)	255%
Total Revenues	\$ 7,154,050	\$ 1,518,357	\$ 5,635,693	21%
TOTAL REVENUE & OTHER RESOURCES	\$ 10,709,585	\$ 1,518,357	\$ 5,635,693	
EXPENDITURES:				
Operating Expense	\$ 6,029,676	\$ 1,323,327	\$ 4,706,349	22%
Line Extensions	\$ 75,000	\$ 12,039	\$ 62,961	16%
System Study Improvements	\$ 150,000	\$ -	\$ 150,000	0%
Special Project	\$ 75,000	\$ 1,967	\$ 73,033	3%
Community Support	\$ 139,786	\$ 102,394	\$ 37,392	73%
Community Event Support	\$ 137,000	\$ 40,213	\$ 96,787	29%
Debt Service	\$ 168,238	\$ -	\$ 168,238	0%
Transfer out - GF (lieu of taxes)	\$ 557,750	\$ 139,438	\$ 418,312	25%
Transfer out - Special Projects	\$ 30,000	\$ 7,500	\$ 22,500	25%
Transfer out - VERF	\$ 65,000	\$ 65,000	\$ -	100%
TOTAL OPERATING EXPENDITURES	\$ 7,427,450	\$ 1,691,878	\$ 5,735,572	23%
NET INCOME (LOSS)	\$ (273,400)	\$ (173,521)		
ENDING FUND BALANCE	\$ 3,282,135			

Reserve % 44%

WATER/WASTEWATER FUND	APPROVED BUDGET 2020-2021	DEC. 31 YTD ACTUAL 2020-2021	BUDGET BALANCE 2020-2021	% OF BUDGET USED 2020-2021
Beginning Fund Balance	\$ 1,935,883			
REVENUES:				
WATER				
Water Service	\$ 3,208,600	\$ 808,678	\$ 2,399,922	25%
Water Service Fees	\$ 20,200	\$ 6,697	\$ 13,503	33%
Penalties	\$ 40,600	\$ 9,781	\$ 30,819	24%
Water Tap Fees	\$ 45,000	\$ 21,300	\$ 23,700	47%
Interest	\$ 12,000	\$ 5,592	\$ 6,408	47%
Other	\$ 6,500	\$ -	\$ 6,500	0%
WATER TOTAL	\$ 3,332,900	\$ 852,048	\$ 2,480,852	26%
WASTEWATER				
Sewer Service	\$ 3,061,500	\$ 767,886	\$ 2,293,614	25%
Sewer Tap Fees*	\$ 10,000	\$ -	\$ 10,000	0%
Penalties	\$ 25,000	\$ 7,840	\$ 17,160	31%
Wholesale Sewer Contracts	\$ 135,000	\$ 33,085	\$ 101,915	25%
Interest	\$ 8,000	\$ 3,428	\$ 4,572	43%
Other	\$ 500	\$ -	\$ 500	0%
WASTEWATER TOTAL	\$ 3,240,000	\$ 812,239	\$ 2,427,761	25%
TOTAL REVENUES	\$ 6,572,900	\$ 1,664,287	\$ 4,908,613	25%
TOTAL RESOURCES	\$ 8,508,783			
EXPENDITURES:				
Administration	\$ 1,336,661	\$ 810,861	\$ 525,800	61%
Distribution/ Collection/ Liftstation	\$ 726,572	\$ 102,789	\$ 623,783	14%
Production/ Treatment	\$ 1,005,587	\$ 193,747	\$ 811,840	19%
Wastewater Treatment Plant	\$ 959,876	\$ 181,811	\$ 778,065	19%
Debt Service Transfer	\$ 2,060,176	\$ -	\$ 2,060,176	0%
Capital Replacement Reserve	\$ 125,000	\$ -	\$ 125,000	0%
TOTAL OPERATING EXPENDITURES	\$ 6,213,872	\$ 1,289,208	\$ 4,924,664	21%
NET INCOME (LOSS)	\$ 359,028	\$ 375,079		
ENDING FUND BAL AFTER TRANSFERS	\$ 2,294,911			
Reserve Requirement 35%		37%		

HOTEL OCCUPANCY FUND	APPROVED BUDGET 2020-2021	DEC. 31 YTD ACTUAL 2020-2021	BUDGET BALANCE 2020-2021	% OF BUDGET USED 2020-2021
Beginning Fund Balance	\$ 3,154,452			
REVENUES:				
Hotel Occupancy Tax	\$ 2,264,400	\$ 346,053	\$ 1,918,347	15%
Service Fees	\$ 181,500	\$ 18,020	\$ 163,480	10%
Interest	\$ 25,000	\$ 8,175	\$ 16,825	33%
Intergovernmental	\$ 62,312	\$ 16,639	\$ 45,673	27%
Other	\$ -	\$ 400	\$ (400)	0%
TOTAL REVENUES	\$ 2,533,212	\$ 389,287	\$ 2,143,925	15%
TOTAL RESOURCES	\$ 5,687,664			
EXPENDITURES:				
Organizational	\$ 1,234,696	\$ 352,328	\$ 882,368	29%
Convention Center	\$ 617,819	\$ 90,311	\$ 527,508	15%
Main Street Program	\$ 272,610	\$ 49,399	\$ 223,211	18%
BAIPP	\$ 124,732	\$ 30	\$ 124,702	0%
Rodeo Arena	\$ 2,900	\$ 799	\$ 2,101	28%
Debt	\$ 542,255	\$ -	\$ 542,255	0%
TOTAL OPERATING EXPENDITURES	\$ 2,795,012	\$ 492,867	\$ 2,302,145	18%
NET INCOME (LOSS)	\$ (261,800)	\$ (103,580)		
BAIPP - RESTRICTED FUND BALANCE	\$ 80,000			
ENDING FUND BALANCE	\$ 2,812,652			

Reserve Requirement 100% operating
expenses

101%

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CAPITAL IMPROVEMENT PROJECTS



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Sidewalk Connectivity Project

Scope: The Sidewalk Connectivity Project is adds new sidewalks to improve overall walkability, connectivity of the parks system, and public safety.

Schedule:

Engineering	Bid/Award	Start	Complete
	<i>December 08, 2020</i>	<i>December 14, 2020</i>	<i>End of March 2021</i>
<i>304 Construction, Inc.</i>			

Update: Sidewalk Connectivity Project was approved by Council on December 8, 2020 and awarded to 304 Construction, Inc.

- The first section of sidewalk on Farm Street that ran from Church Street to Fisherman's Park began construction on December 14, 2020 and was completed on December 18, 2020.
- The next area was Wilson Street from Cedar Street to the Railroad tracks that was started on December 28, 2020 and completed January 3, 2021.
- The next area scheduled was Main Street but due to residents' concerns regarding irrigation, plants, etc., it was moved to a later date.
- The next area was completed on January 7, 2021 and began at Jewell Hodges Park on Hill Street and ran from Linden Street to Pecan Street. Next was the section from Pecan Street to Laurel Street section that was completed on January 15, 2021.
- 304 Construction will move crews to Main Street once concerns are addressed. (The sidewalk will then turn onto Laurel Street and run to Main Street). The Main Street section will run down Main Street from Laurel to Farm Street.
- We are on schedule to complete the Sidewalk Connectivity Project by the end of March.

Budget:

Estimate	Budget Appropriation	Spent or Encumbered YTD	Projected
<i>N/A</i>	<i>\$405,000</i>	<i>\$220,053</i>	<i>\$220,053</i>

The funding source for this project is the Red Light Camera Fund. Which can be used to enhance traffic safety such as signage and sidewalks.

Fisherman's Park Wheeled Skate Park

Scope: Construction of approximately 5,000 square feet of poured in place concrete Wheeled Sports Plaza Skate Park to be located within Fisherman's Park.

Schedule:

Engineering	Bid/Award	Start	Complete
February 7, 2020	February 23, 2020	2021	TBD
Artisan Concrete Service, Inc.			

Update: Artisan Concrete Services, Inc. has been selected to provide design build services for the Fisherman's Park Wheeled Sports Plaza Phase 1 based on the competitive sealed bid proposal submitted on February 7, 2020.

- This is a design build project; and once the geotechnical investigation was completed it was discovered that additional work will be required to complete the soil remediation. This delayed the project award until February 7, 2021.
- Earthwork for the Wheeled Skate Park is scheduled for a bid opening on February 8, 2021. The first ad run date for the RFP was January 23, 2021, and the second was January 28, 2021.
- The City is scheduled to award the earthwork on February 21, 2021 at 5:00 pm and present to City Council a Resolution on February 23, 2021.
- The budget amount is shown for the design, build, earthwork, and alternatives.

Budget:

Estimate	FY 21 Budget Appropriation	FY21 Spent or Encumbered YTD	FY 21 Projected
N/A	\$396,000	\$355,063	\$396,000

The funding source for this project is the Innovation Fund and Existing Parkland Funds that are dedicated and can only be used for park improvements.

Wastewater Treatment Plant #3

Scope: The City of Bastrop will construct a new Wastewater Treatment Plant to replace the City's two existing plants. The proposed project will consist of the following components: construction of the new 2.0 MGD Wastewater Treatment Plant # 3, followed by decommissioning of the existing wastewater treatment plants, (#1 and #2). The first phase will be permitted to treat two million gallons a day and the City will have the option of up to three more phases with a total build out of eight million gallons a day.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>August 28, 2018</i>	<i>January 2021</i>	<i>March 2021</i>	<i>August 2022</i>
<i>KSA Engineering</i>	<i>BAR Construction, Inc.</i>		

Update: We have received seven bids for the construction of the Wastewater Treatment Plant #3. Low bidder was BAR Construction, Inc. of Lancaster, Texas at \$26,369,000. Bids received ranged for \$26,369,000 to \$32,250,000.

- The Resolution was approved for the WWTP#3 and the contract awarded to BAR Construction, Inc. on January 12, 2021.
- The pre-construction meeting is scheduled for the first week in February and the projected time frame for the construction of the project is 18 months.
- Future bonds will be issued for this project and appropriated in every fiscal year as needed. This will help with managing rates and cash flow over multiple years.
- Land acquisition costs for this project to date are \$824,204.

Budget:

Estimate	FY 21 Budget Appropriation	FY21 Spent or Encumbered YTD	FY 21 Projected
<i>\$29,500,000</i>			
<i>Engineering Cost</i>	<i>\$1,287,501</i>	<i>1,287,501</i>	<i>1,287,501</i>
<i>Construction Cost</i>	<i>\$11,061,735</i>	<i>-0-</i>	<i>11,061,735</i>
<i>Total Amount to Date</i>	<i>12,349,236</i>	<i>1,287,501</i>	<i>12,349,236</i>

The funding source for this project is the 2020 revenue bond.

Westside Collections System

Scope: The Wastewater Collection System, Phase 1 & 2. Construction of a new gravity interceptor sewer, or lift station and force main, to transfer wastewater to the new plant.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>August 28, 2018</i>	<i>January 2021</i>	<i>March 2021</i>	<i>January 2022</i>
<i>KSA Engineering</i>	<i>Smith Contracting Co. of Austin, Texas</i>		

Update: We received 14 bids for the construction of the Westside Collection System. Smith Contracting was the lowest bidder with a bid of \$3,930,997. Bids ranged from \$3,930,977 to \$8,466,863.

- The Resolution was approved to award Smith Contracting the Westside Collections System Project. The Pre-construction meeting is scheduled for the first week in February.
- Future bonds will be issued for this project and appropriated in every fiscal year as needed. This will help with managing rates and cash flow over multiple years.
- Land acquisition costs for this project to date are \$861,235.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
<i>Phase 1 & 2</i>	<i>\$7,000,000</i>	<i>None to Date</i>	
<i>Phase 1</i>			
<i>Engineering Cost</i>	<i>875,901</i>	<i>875,901</i>	<i>875,901</i>
<i>Construction Cost</i>	<i>1,990,794</i>	<i>-0-</i>	<i>1,990,794</i>
<i>Total Amount to Date</i>	<i>2,866,695</i>	<i>875,901</i>	<i>2,866,695</i>
<i>Phase 2</i>	<i>TBD</i>	<i>None to Date</i>	<i>TBD</i>

The funding source for this project is the 2019 Revenue Bond and the 2020 Revenue Bond.

River Loop Project

Scope: Complete a 1.8-mile River Loop while providing safe pedestrian connectivity along State Highway 71 and across the Colorado River. Approximately 3,100 Linear Feet of pedestrian shared-use paths (6'-10' width) and connect to the proposed pedestrian improvements along the State Highway 71 westbound frontage road bridge.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>Bowman</i>	<i>April 2021</i>	<i>May 2021</i>	<i>12-18 months</i>

Update: There was a miscommunication within TxDOT resulting in delaying the permission for the Bowman Engineering to advertise the project for the Bastrop River Loop Sidewalk Project, and our State Letter of Authority and Federal Highway Administration approvals have been pushed back at least 2 months. This means we are unable to bid under our anticipated schedule. Terry Newton, with TxDOT, let us know they are working to get the project pushed for letting, but the process is taking longer than anticipated.

- Tentative Bid Schedule is as follows:
- March 29th - Bid published in the local paper & Civcast
- April 5th - Non-Mandatory Pre-Bid Conference
- April 15th - Questions will be answered by Engineer-of-Record
- April 19th - Bid Opening done by Engineer-of-Record
- May 15th - Estimate Start Date of Construction

Budget:

Estimate	Budget Appropriation	Spent or Encumbered YTD	Projected
<i>\$579,623</i>	<i>\$605,200</i>	<i>None to date</i>	<i>TBD</i>

The funding for this project is through multiple funding sources. One is through the Governor's Community Achievement Award Grant, and the second is a Capital Area Metropolitan Planning Organization (CAMPO) alternative transportation grant. The remaining match will be covered by 4B sales tax dollars.

Main Street Rehabilitation Project

Scope: The Main Street Rehabilitation Project encompasses sidewalk improvements from Farm to Chestnut Street, along with proposed sidewalk improvements and roadway resurfacing from Spring to Water Street. There will also be improvements to existing sidewalks and roadways, with new walks built from Pine to Water Street. The upgrades will include the installation of street trees, widening of the walkways, installing new street lights, and providing a planting strip.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>February 12, 2019</i>	<i>December 10, 2019</i>	<i>January 22, 2020</i>	<i>January 15, 2021</i>
<i>MWM Design Group</i>	<i>Muniz Concrete</i>		

Update: On December 10, 2019 City Council approved a contract for the construction of the Main Street Rehabilitation Project to Muniz Concrete for the contract amount of \$1,751,254.

- The Pre-Construction meeting was held on January 22, 2020.
- Project was completed on January 15, 2021.
- While the project is under the estimated budget the project paving line item and drainage line items were increased. There was also a change to the bench specifications, which increased the budgeted amount for street furniture. This increase in cost resulted in benches only being placed from Farm Street to Pine Street since the amount of benches ordered had to be reduced. In order to add additional street furniture such as benches or waste receptacles a budget amendment will be required at a future City Council meeting.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	Projected
<i>\$1,902,636</i>	<i>\$455,044</i>	<i>\$455,044</i>	<i>\$455,044</i>

The funding source for this project is the 2018 Certificate of Obligation bond allocated to the project and 2013 Certificate of Obligation bond of \$800,000 supported by BEDC.

Newton and Jasper Drainage Improvements Project

Scope: Mitigate flooding impacts by improving the flow conditions at the intersection of Jasper Street and MLK Drive, as well as along the railroad near Newton Street. General improvements include re-building the street intersection and installing new ditches to route stormwater flows more efficiently.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>October 01, 2019</i>	<i>February 25, 2020</i>	<i>May 01, 2020</i>	<i>October 26, 2020</i>
<i>BEFCO</i>	<i>M&C Fonseca Construction Company</i>		

Update: Engineering services were provided by BEFCO Engineering, Inc. and BEFCO prepared and solicited the RFP and completed the bid tabulation.

- On January 28, 2020, six (6) bids were received for the City of Bastrop Newton & Jasper Drainage Project. The lowest submitted bid was from 304 Construction LLC. However, their bid was declared incomplete as they neglected to submit the Certificate of Interested Parties Form 1295 with their submittal as required in the bid package documents. As a result, their bid was disqualified.
- BEFCO reviewed and ranked the proposals and recommended that the Council award the contract for the project to the second highest bidder M & C Fonseca in the amount of \$225,600.00.
- Construction began May 05, 2020.
- Construction was completed on October 26, 2020.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	Projected
\$213,100	\$1,445.00	\$1,445.00	\$1,445.00

The funding source for this project was a grant through the Texas Department of Emergency Management and the match for the grant was provided by a 2018 Certificate of Obligation bond issuance.

City of Bastrop Public Works Detention Project

Scope: Mitigate flooding impacts by expanding the existing detention pond adjacent to the City of Bastrop Public Works facility. The improvements will lessen the impacts on the entire north-end of Bastrop. However, more specifically the 32 homes that flooded during the 2015 flood event will see improvements that lessen the ability for future flooding.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>October 25, 2018</i>	<i>April 15, 2020</i>	<i>May 11, 2020</i>	<i>October 26, 2020</i>
<i>BEFCO</i>	<i>Frontier Development, Inc.</i>		

Update: Engineering services were provided by BEFCO Engineering, Inc.

- April 15, 2020 City of Bastrop accepted the bid from Frontier Development, Inc for a bid of \$351,664.00.
- Pre-Construction meeting was held May 5, 2020.
- Construction began May 11, 2020.
- Construction was completed on October 26, 2020.
- The project is approximately \$220,000 dollars under budget and we plan to request to reallocate the grant funds to add pumps.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
\$702,300	\$10,891	\$10,891	\$10,891

The funding source for this project was a grant through the Texas Department of Emergency Management and the match for the grant was provided by a 2018 Certificate of Obligation bond issuance.

City of Bastrop Pine Street Drainage Improvements Project

Scope: Drainage improvements in the area of Pine Street. The construction of the Pine Street channel improvements was identified as a need in the FY2020 workplan as a CIP Project and in the Comprehensive Plan (2.6) as a Focus Area for “Community Safety”. This project improved the conveyance of storm water along Pine Street reducing the possibility of over bank flooding and lessening the possibility over street flooding on Pine Street.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>October 01, 2019</i>	<i>March 10, 2020</i>	<i>May 18, 2020</i>	<i>November 13, 2020</i>
<i>BEFCO</i>	<i>304 Construction, Inc.</i>		

Update: Engineering services were provided by BEFCO Engineering, Inc.

- April 15, 2020 the City of Bastrop accepted the bid from 304 Construction, Inc in the amount off \$378,875.
- Construction began May 18, 2020.
- Construction was completed on November 13, 2020.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
<i>\$525,135</i>	<i>\$23,257</i>	<i>\$23,257</i>	<i>\$23,257</i>

The funding source for this project was a grant through the Texas Department of Emergency Management and the match for the grant was provided by a 2018 Certificate of Obligation bond issuance.

City of Bastrop FM 20 Elevated Storage Tank

Scope: City of Bastrop FM 20 Water Plant Composite Elevated Storage Tank (EST) includes a 250,000-Gallon Elevated Storage Tank (EST) with interior & exterior coating systems. This improvement will stabilize system pressure and increase fire flow west of the river.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>December 04, 2018</i>	<i>February 12, 2019</i>	<i>May 15, 2019</i>	<i>February 2021</i>
<i>BEFCO</i>	<i>Landmark Structures of Ft. Worth, Texas</i>		

Update: Engineering services were provided by BEFCO Engineering, Inc. December 2018

- The bid opening for the City of Bastrop FM 20 Water Plant Composite Elevated Storage Tank (EST) Project was held on Monday, December 17, 2018. The City received three (3) bids for the total project ranging from \$1,459,800 to \$1,827,000 for Base Bid Items 1-3. Base Bid Items 1-3 includes a 250,000-Gallon EST with interior & exterior coating systems. After reviewing the bid proposals, the lowest responsible bidder for the project was Landmark Structures (Landmark) headquartered in Fort Worth, Texas at \$1,459,800.
- On February 12, 2019 City Council approved a contract to construct with Landmark Structures.
- The Pre-Construction meeting was held May 15, 2019.
- The Project is set to close in February 2021.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
	\$60,534	\$60,534	\$60,534

The funding source for this project came from impact fees and water capital fund.

City of Bastrop Ground Storage Tank

Scope: City of Bastrop FM 20 Water Plant Ground Storage Tank (GST). This improvement will add additional storage needed to help manage peak flows system wide.

Schedule:

Engineering	Bid/Award	Start	Complete
<i>December 04, 2018</i>	<i>February 12, 2019</i>	<i>May 15, 2019</i>	<i>February 2021</i>
<i>BEFCO</i>	<i>TTE, LLC</i>		

Update: The bid opening for the City of Bastrop FM 20 Water Plant Project was held on Monday, December 17, 2018. The City received two (2) bids for the total project ranging from \$1,102,100 to \$1,323,600 for Base Bid Items 1-22. After reviewing the pricing, the lowest responsible bidder for the project was TTE, LLC (TTE) from Spicewood, Texas at \$1,102,100. TTE has performed multiple water plant projects with BEFCO Engineering over the last 8 years since they were founded. Prior to that, the TTE owner was employed with another successful water plant contractor in the Central Texas area.

- On February 12, 2019 City Council approved a contract to construct with Landmark Structures.
- The Pre-Construction meeting was held May 15, 2019.
- The Project is set to close in February 2021.

Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
	\$320,610	\$320,610	\$320,610

The funding source for this project was the Water Capital Fund.

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9 FOCUS AREAS

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COMMUNICATION

Support and enhance open two-way communication between the City and its residents and businesses.

Communication & Messaging Strategy

The Communication & Messaging Strategy establishes the pillars of the City's communication values. Be Excellent, Be Professional, Be Intentional, and Be Truthful - these pillars are each expanded upon with guiding principles for valuable and trustworthy communication. We will use these pillars in every corner of our organization to ensure every staff member in every interaction with our citizens represents the communicative values.



Communication Data

Communication Data				
WEBSITE	Q1	Q2	Q3	Q4
Total Visits	95,035			
Most Visited Page(s)	Library Home – 6.35% HR Jobs – 6.33% Making Bastrop Bright – 4.75%			
SOCIAL MEDIA				
Posts	106			
Emergency Alerts	10			
Top Post Engagement Numbers	Making Bastrop Bright – 7.3k			
OTHER MESSAGING				
Press Releases	2			
Video Messages	3			
Live Stream Analytics	22,436 minutes viewed			
Event Marketing - Posts	12			
Event Marketing - Reach	48.7k			
Initiative Marketing - Posts	3			
Initiative Marketing- Reach	16.4k			

Communication & Special Events Team (CSET): Focus Area Branding

In the first quarter of Fiscal Year 2021, the City of Bastrop created three cross-functional teams with the mission of increasing customer service, improving internal communication, promoting workplace safety, and fostering team building outside of singular departments.

The Branding Focus Area team identified that they would be creating a City-wide style guide that will be approximately 20 to 30 pages. The guide will include many aspects, such as proper and improper uses of the logo, creating City collateral such as letterheads, business cards, and vehicle decals, identifying a social media persona to provide uniformity in messaging, grammar rules, and more. The team will also create a one-page cheat sheet for non-design professionals to use throughout the City to make the style guide palatable for the everyday user. Lastly, the team has compared different cities' style and branding guides to identify what to include and not include in the guide.

Communication & Special Events Team (CSET): Focus Area Messaging

In the first quarter of Fiscal Year 2021, the City of Bastrop created three cross-functional teams with the mission of increasing customer service, improving internal communication, promoting workplace safety, and fostering team building outside of singular departments.

The Website, Messaging, and Social Media focus area of CSET spent Quarter 1 working on a concept called the 'Vital Few' and conducting the first phase of a 'website audit.' The Vital Few refers to the messaging the City, as an organization, must push out to the citizens with urgency. These messages include major traffic alerts, significant water, sewer, electric service interruptions, severe weather developments. The team analyzed the flow of information from out in the field to publication on social media. Improvements and clarity to the process have been implemented and are in use. Regarding the website audit, each team member was tasked with a department page or two and asked to comb through for errors, broken links, out-of-date information, and other potential improvements. Some pages received simple fixes, and others require complete redevelopment.

Communication of Special Events

The Communications Team promoted several City of Bastrop events in the first quarter of the Fiscal Year 2021, including National Night Out, Halloween events, Lost Pines Christmas events, and other department-specific events. Lost Pines Christmas was by far the largest "umbrella" event, containing three brand new events, the Making Bastrop Bright Lighted Holiday Decorating Contest, Holiday Sidewalk Stroll, and the Virtual Tree Lighting & Drive-In Movie, as well as multiple annual events. These promotions received over 50,000 impressions on Facebook and thousands of engagements from the audience. Additional social media channels were utilized to promote these events and multiple banners at the City's "Banner Plaza," posters and flyers delivered around town, events loaded into the Visit Bastrop website portal, and other messages to the City's network of partners. It was a very successful event season despite the challenges presented by social distancing practices.

Presentations to Civic Groups

Assistant City Manager for Development Services, Trey Job, made presentations on Building Bastrop, at the Bastrop Noon Lion's Club, on November 5, 2020, and the Rotary Club of Bastrop County on December 1, 2020.

Future: BTXN Programing

The BTXN Government Access television channel broadcasts over Spectrum channel 10, AT&T U-verse channel 99, and live stream on BTXN.tv. The channel currently broadcasts our televised meetings, including the Bastrop City Council, Bastrop Economic Development Corporation, and Planning & Zoning Commission. These meetings are televised live and then played on a looping schedule throughout the day. Additional video pieces are placed within the playlist when applicable. The team is currently analyzing the feasibility of producing content to provide a more robust offering over this platform. Resources, size of the audience, and additional factors are in consideration alongside the type of programing that would be most impactful over this medium.

Future: Everbridge

Everbridge is a critical events management (CEM) software platform in use locally and as part of the entire CAPCOG (Capital Area Council of Governments) area. The City of Bastrop has access to full use of the platform through an agreement in partnership with Bastrop County. To date, the platform has been utilized by the 9-1-1 dispatch communications team within Bastrop County. The City's intention is to become trained and gain access to utilizing the "community messaging" section of the service that can be used to communicate messages that are not critical emergencies but are vital to the citizens' lives. The City can share electrical outages, upcoming closures or interruptions in services, and other pertinent messages can be shared over this platform. Everbridge allows for the automation of a single message over text message, voice message, and emails. One challenge is that the Community Update portion of the platform is "opt-in," meaning that unlike the emergency messages, citizens must sign up to receive these messages. To fully roll-out this program will require a large-scale public awareness campaign to increase enrolled users.

Future: Meetings with Property Owners and Realtors

The City of Bastrop will be hosting quarterly meetings with property owners, small business owners, and realtors to activate those groups within the community to help push timely, accurate and thorough information within those networks. These meetings will further open the doors for two-way communication between the City and the community, thus increasing public engagement.

Future: Podcast

The Communications Team has been conceptualizing a podcast program featuring City Manager Paul Hofmann and guests discussing the City of Bastrop. A podcast program is different from other forms of video production in that more of an emphasis is placed on the quality of the conversation between multiple individuals. Topics can be thoroughly flushed out as guests have candid conversations around a given topic. These programs are often also disseminated as audio-only productions, meaning they do not rely heavily on graphics, b-roll footage, and other visual enhancements. The team plans to launch the series in Quarter 2.

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COMMUNITY SAFETY

Keep citizens, businesses, and visitors safe.

Emergency Management

The City of Bastrop Office of Emergency Management performs community outreach to host virtual National Weather Service Storm Spotter training with the Bastrop County Office of Emergency Management. From October 1st to September 30th, the preparedness, hazard awareness, and public information messages via our digital channels reached almost half a million individuals. Reviewed and updated five (5) local annex plans. The City of Bastrop Office of Emergency Management participated in the joint Emergency Operations Center COVID-19 Response with the Bastrop County Office of Emergency Management, the City of Smithville, and the City of Elgin.

The City of Bastrop participated in Bastrop County Local Emergency Planning Committee (LEPC) meetings to establish the Three-Year Integrated Preparedness Plan (IPP). The IPP establishes the jurisdictions' training and exercise plans for each fiscal year. The City of Bastrop applies for the Emergency Management Performance Grant (EMPG) to provide federal grants to local governments to provide a system of emergency preparedness to protect life and property. Participants must maintain a certain level of preparedness activities to enhance their capabilities to mitigate potential hazards, respond to and recover from disasters.

Emergency Messaging

The Communications Team published emergency messages relating to severe weather, major traffic incidents, and City service interruptions such as power, sewer, and water outages. Many of these messages are published to social media within a few minutes of receiving details of the incident. These messages are then monitored for questions and updated as details emerge or emergency operations conclude. In Quarter 1 of Fiscal Year 2021, the City of Bastrop Facebook page published ten emergency messages. Other City department pages and social media channels such as Twitter and Nextdoor are also utilized for this messaging, as appropriate.

COVID Plan Implementation

Currently, the City of Bastrop has implemented a phased reopening plan for COVID 19 and has established Emergency Orders to assist with the mitigation of COVID 19. Local officials have been in constant communication regarding the continued spread of the Coronavirus (COVID-19) around the country and now throughout parts of Texas. As more information becomes available and the local impact changes, the City of Bastrop, and local community leaders remain dedicated to safeguarding the public and limiting the impact on the community.

Police Staffing and Training

The Bastrop Police Department hired Patrol Officers Jose Cedillo and Eric Barron. Both of whom are beginning their law enforcement career with the department. Senior police officer Ken Yarbrough retired in December after 14 years of dedicated service to the City of Bastrop.

In the first quarter of 2021, the department trained in-house on our Use of Force Policy, Less Lethal Control Devices (Taser) update, and Firearms instruction to include daytime and nighttime course of fire.

- Every sworn officer received a minimum of nine (9) hours of training.
- Patrol Sergeant Hamrick receive eight (8) hours of specialized Use of Force training with an emphasis on OC (pepper) spray.
- Assistant Chief Steffanic took a basic internal affairs class.
- Administrative Sergeant Daniel McManus received forty (40) hours of training as a Firearms Instructor, thirty-six (36) hours of Criminal Investigations training, and eight (8) of Use of Force training with an emphasis on OC (pepper) spray.

Fire Staffing and Training

The City of Bastrop Fire Department responded to 277 calls for service, including 109 vehicle collisions and 53 fires (vehicle, wildland, and structures). The department conducted over 200 hours of training on various fire, rescue, and EMS topics. The training covered electric vehicle familiarization, driver/operator training on both new apparatuses (Engine and Ladder), and helicopter landing zones.

The Fire Department hired its first set of six full-time firefighters, who work 48 hours on / 96 hours off schedule in three rotating shifts.

New Fire Department Apparatus

The City of Bastrop Fire Department took delivery and, trained on two new fire apparatus to include an engine and ladder. The new engine replaces an aging engine that has significant mechanical issues. The new ladder truck is the first for the City of Bastrop Fire Department and the first in Bastrop county. Having the ladder truck will significantly expand the department's operational capabilities, such as access to higher structures and technical rescue services. Both apparatuses will allow the department to continue providing a high level of community safety services to our citizens, visitors, and businesses.

Public Safety Refresh

The City of Bastrop IT Department deployed new Mobile Data Terminals for Public Safety vehicles. The larger, high-definition screens and up-to-date processing technology serve to reduce response times with increased reliability.

Park Safety Inspection

There were 34 playground and park inspections performed during the first quarter of Fiscal Year 2021. The inspections found 38 issues and resolved all but five of the issues. The five issues that were not resolved do not pose an immediate threat to public safety, and require additional funds.

Non-Compliance with Adopted Codes

In 2019, the City updated the "Nuisance Codes," which regularly enforce tall weeds and grass, junk vehicles, and noise complaints regulated by the Code Enforcement division of the Police Department. Outside of these issues, there are zoning, sign, and building compliance issues that need to be addressed in a consistent manner. The Planning Department's first task is ascertaining businesses that need to apply for or update their Certificate of Occupancy. Looking forward to the 2022 Fiscal Year, the department will be developing a recommendation for the addition of code compliance staff within the Planning Department.

CDBG MIT Grants

The City of Bastrop submitted approximately \$40 million dollars in grant funding for hazardous mitigation projects. If funded, the projects will have a 10% match requirement.

Project Estimates

Gills Branch Drainage Project	\$11,354,908
West Side Fire Station #3	\$10,086,334
Riverbank Stabilization Project	\$13,291,760
<u>Agnes Street Extension</u>	<u>\$4,240,329</u>
Total	\$38,973,331

The applications were submitted on October 25, 2020. The notice of award is expected March-April 2021.

Inspections

Building & Fire Inspections								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Building Inspections	585	652	527	451	1021			
Fire Inspections	63	44	37	43	40			

Crime Statistics

Crime Statistics								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Homicide	0	0	0	0	0			
Sexual Assault	2	2	0	4	3			
Robbery	0	3	3	1	2			
Assault	12	14	8	14	6			
Burglary Residence	6	6	0	6	3			
Burglary Building	9	10	0	0	4			
Theft	80	43	55	66	55			
Motor Vehicle Theft	7	10	4	5	5			

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ECONOMIC VITALITY

Create sustainability by leveraging tourism, infrastructure renewal and investment, enhancing public/private partnerships, efficient planning and development processes, and fostering an inclusive and diverse environment that encourages entrepreneurial ventures.

Reclassifying Planning Positions

To meet and manage the growth effectively, the Planning Department reclassified two department positions and is outsourcing a third. For the remainder of Fiscal Year 2021, the Director of Planning's salary has been reallocated to a new City Engineer position within Community Development. Interviews for this position will be conducted in January, expecting that role will be filled in February. To better facilitate review and processing of development and building applications, the Planner I position has been reclassified to the Development Coordinator position to monitor projects as they move from the planning, subdivision, and site plan phase into the building and inspection process. The department filled the Development Coordinator position from within the department by Viviana Andres, who formerly held the Planning Technician position. Additionally, to deliver timely inspection service, the Building Inspector position will be filled by ATS Inspections. Contracting with ATS Inspections allows the department to have a greater depth of inspectors available to meet the community's needs and responsively expand and contract services required in relation to the building permit demands.

MyGov Implementation

May of 2020, City Planning staff recommended the acquisition of a new planning, permitting, and inspection services that would allow for digital submittal, review, and allow the applicant to access and track their project's progress. While reviewing vendors, Planning staff recommended MyGov. In addition to the Planning Department system, the system also included modules that allow departments to track business licenses, work orders, and citizen questions. The system has been brought on in phases, starting in August 2020, with the Planning Department taking the lead to help other departments set up and calibrate the system to complement workflows. Planning, Public Works, and Bastrop Power & Light has migrated a majority of their daily processes into MyGov and have already begun to benefit from having a unified database that houses all city projects, permits, application, and inspections. Currently, the Planning Department is working on creating an advanced training workshop for all City employees to help teach and optimize the way staff utilizes the different modules in MyGov.

Construction Management Accepted Projects

In order to effectively consider a City of Bastrop Public Improvement Project complete and ready for acceptance by the City for ownership and maintenance of public improvements, it is essential that the following process has been effectively implemented during the project's acceptance phase to assure that the City has received a project built in accordance with high standards and conformity of State, Local and City requirements.

Once a project is deemed complete by the constructor, the City Construction Manager schedules a final site walk-down/inspection of the project's completed portion. A punch-list of all non-compliant items is drafted, and the contractor makes the necessary changes. The City Construction Manager re-inspects the project, and if acceptable, the City goes through the process of accepting the Maintenance Bond and Red-Line Drawings of the project. Once complete, the City Engineer will formally accept the project through the issuance of a concurrence letter.

Recently accepted projects from the Construction Manager include:

- Section 7 Pecan Park
- Piney Creek Bend Phase II
- PW Detention Pond
- Jasper Newton Drainage Project

Flood Plain Administration

The City has adopted standards for development in the Federal Emergency Management Agency (FEMA) designated 100-year floodplain and floodway. The Code requires the City Manager or designee to process these applications. Typically, a staff member has Certified Floodplain Manager (CFM) certification. Allison Land in the Planning Department is in training to receive CFM status, and the future City Engineer position will also require CFM certification. For the second/third quarter of Fiscal Year 2021, the department will review the Code of Ordinances standards and recommend any necessary updates to City Council for adoption.

Plan for Utility Service in ETJ (Water/Wastewater)

The City of Bastrop through a Wholesale Water Agreement with AQUA water supply corporation can provide water service within its wastewater CCN (Certificate of Convenience and Necessity). In addition to this agreement the City of Bastrop is also extending multiple wastewater trunk mains into the City of Bastrop Wastewater CCN that stretches into the ETJ. The large Wastewater CCN of the City of Bastrop and the agreement with AQUA allows Bastrop to be a one stop shop for development in the ETJ and the City's Wastewater CCN.

BP&L Infrastructure Maintenance

Bastrop Power & Light electric reliability average was 99.99% during the first quarter of Fiscal Year 2021. LCRA completed their bi-annual Electrical System Visual Inspection Report. This report is to identify any possible deficiencies that may need repair.

Line Extensions:

Completion of Piney Creek Bend Phase II underground installation of electric system. Transformers and cabinets were set, pulled in primary and secondary wire, and terminated. Streetlights were installed and the system was energized on October 27, 2020.

- 310 Hospital Drive (CARTS) renovated commercial building - installed new transformer. Removed the overhead electric service, as the new service is now underground per Code.
- 305 Jackson Street (QuikTrip) new commercial building - trenched in conduit, installed primary conductor and terminated.
- 921 Main Street (BEDC) new commercial building – set new meter and terminated.
- 1004 E Highway 71 (TXDOT) new lighting project - installed new transformer.
- 1101 E. Highway 71 (TXDOT) new lighting project – replaced transformer.
- 1103 Hill Street – upgraded transformer to carry customers new electric needs.

Lighting Projects:

- Main Street Sidewalk Project - installed seven (7) antique lights.
- Upgraded 240 streetlights from high-pressure sodium to LED throughout the system. To date, 411 streetlight upgrades completed.

Electric System Maintenance and Routine Work:

- Set a new pole at 1310 Main Street.
- Set a new pole at Alley C and Water Street.
- Reinsulated multiple poles throughout the system.
- Changed out capacitors at two locations: Hwy 71 at Perkins Street and Hill Street at Farm Street.

Additional/Routine Work:

- Three hundred and seven (307) work orders received and completed.
- Assisted other departments with hot checks, tree removal, repair of electrical issues at parks, and cut-offs for non-pay.

Main Street Businesses

During the first quarter of Fiscal Year 2021, the Main Street District had three new businesses open and one business move but stayed within the District. Pines Play School moved into 907 Chestnut Street to provide a pre-k curriculum to children under five years of age and an after-school program for children up to age 12. Texas Public Service Training Academy moved into one of the suites at 1001 Main Street with the mission to certify future EMTs, Fire Fighters, and Security Officers. Chubby's Barbershop opened at 901 Main Street and specializes in all styles of men's haircuts. It should be noted that Chubby's won the 2020 Best of Bastrop category for barbershops while at their previous location. Computer Literate, located in 75 Loop 150 West, outgrew their current space, and moved into a larger space.

Main Street Events

Main Street events scheduled for the first quarter included the Holiday Sidewalk Stroll and Wassail Fest. Wassail Fest was canceled due to COVID 19. The Holiday Sidewalk Stroll was held on December 10th, 11th, and 12th. Participants found ornaments donated by Visit Bastrop that were spread throughout Downtown for a chance to enter to win Downtown business gift cards. Over 50 ballots were turned in and feedback from both participants and merchants was that everyone had a good time.

Film Permits

In the first Quarter of Fiscal Year 2021, the City brought the Commercial Film Permits in-house after the Film Friendly Liaison volunteer's retirement for Bastrop. A film permitting process was created that included incorporating the Health and Safety Plan and a fillable application. During this process, staff discovered some film ordinance areas need to be updated to resemble the film-friendly message. The ordinance revisions will be brought to the City Council during a future meeting.

Bastrop Convention Center & Exhibit Center Occupancy

Bastrop Convention & Exhibit Center Occupancy								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Local	39	26	0	35	21			
Non-local	7	17	0	0	3			
Tradeshow	6	12	0	0	2			
Meeting	35	28	0	4	22			
Wedding	2	0	0	0	0			
Special Event	3	3	0	0	0			
*Other	0	0	0	*31	0			

*31 days Union Pacific Railroad parking lot only.

Bastrop Convention & Exhibit Revenue

	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Local	\$38,083	\$29,456	0	\$3,626	\$9,830			
Non-local	\$9,075	\$26,435	0	0	\$1,995			
Tradeshow	\$9,075	\$21,000	0	0	\$2,875			
Meeting	\$27,702	\$28,256	0	\$525	\$8,950			
Wedding	\$5,400	0	0	0	0			
Special Event	\$4,981	\$5,635	0	0	0			
Other*	0	0	0	\$3,100*	0			
TOTAL	\$47,158	\$55,891	0	\$3,626	\$11,825			

Bastrop Convention & Exhibit Revenue

Future: Enhanced Events Management

The Special Events Manager will create a master list of current events within the City and work with the multiple participants and stakeholders to facilitate more cohesive efforts. This includes hotel owners and managers, Bastrop Opera House, Lost Pines Art Center, Bastrop County Historical Museum, Visit Bastrop and local event planners.

Future: Enhanced Marketing of Local Events

The Special Events Manager will work with the Public Information Manager to ensure professional branding, messaging, and marketing for local events, including those hosted by the City, Main Street Board, and community groups. This new strategy includes working closely with Visit Bastrop to ensure maximum results.

Future: Actively Participate in EDC Strategic Planning

The City Manager is working to improve the ongoing coordination of City utility and land-use planning efforts with EDC economic development activities. This starts with an aligned understanding of what we are all trying to achieve.

Future: Filling of City Engineer Position

The City Engineer Position was filled in Quarter 2 of Fiscal Year 2021

Future: Capital planning

The City of Bastrop's new organizational plan recommended bringing on an in-house engineer who will serve as the City's Director of Capital Planning and Project Management. This position will plan, manage, and report on the City's Capital Plan.

Future: Evaluate the Sign Code

On January 28, 2021, the Planning & Zoning Commission and City Council received a presentation from staff on concerns that have been raised regarding the Sign Code, which was adopted with the Bastrop Building Block (B³) Code in November 2019. With the feedback and policy direction provided by City Council and the Commission, Planning staff will begin researching solutions and draft possible amendments to the Sign Code to be reviewed and adopted by the Commission in the 2nd and 3rd Quarters of Fiscal Year 2021.

Future: MyGov User Guide/Training for The Public

In the spirit of providing exceptional customer service to the citizens, the Planning Department has created a User Guide for the MyGov modules available to customers. The User Guide focuses on assisting the customer with accessing Request Manager, Trade Permits, Business Licenses, Permits, and Inspections within the various

modules. The guide is currently in the proofing phase and will be published for the public in the second quarter. In addition to the User Guide, the Planning Department will be creating a MyGov Webinar that will be ready for the public in April. The webinar will be an opportunity for staff to answer any questions, and receive feedback or ideas from the public about ways to enhance the overall customer experience with MyGov.

Future: Plan Review

The implementation of MyGov and online review; will allow City staff to review plans consistently and timely. The plan review improvements enable the City to assist the customer with their project, meeting time constraints mandated by the State of Texas. The Development Review Committee meets weekly to discuss projects in the review. Various departments provide comments to the Planning Director, City Engineer, and Building Official to help complete reviews and approve plans and permits. On January 28, 2021, Joint Planning & Zoning Commission and City Council meeting, staff proposed possible alternative processes and reviews timelines that would allow some projects to streamline reviews, when appropriate.

FISCAL RESPONSIBILITY

Prepare and manage the budget with fiduciary responsibility.

Financial Management, Purchasing, and Investment

The Investment Policy sets specific investment policy and strategy guidelines to achieve the goals of safety, liquidity, yield, and public trust for all investment activities. In accordance with the Public Funds Investment Act, the Investment Policy is reviewed by City Council, and adopted by resolution, annually.

The Purchasing Policy provides systematic and efficient procurement for all City operations, enabling City staff to have the necessary equipment and supplies needed to be as efficient as possible in their service to the citizens.

The Financial Management Policy enables the City to achieve a long-term stable and positive financial condition while conducting its operations consistent with the Council-Manager form of government established in the City Charter. This is achieved through integrity, prudent stewardship, planning, accountability, and full disclosure.

Both the Purchasing and Financial Management Policy are included in the budget process and are adopted annually by City Council.

Library Non-Resident Fee

Between October 1, 2020, and December 31, 2020, the library renewed or issued new cards to 311 people, which includes \$7,110 collected as non-resident revenue.

Fiscal Year 2020 Annual Audit

Finance staff worked to close the Fiscal Year 2020 and provide all the necessary documentation to the City's contracted auditors. The City expects to have the audit report by the end of the 2nd quarter.

Street Maintenance Plan

The Street Maintenance Fund contains revenue generated specifically for street maintenance to improve the City's overall Pavement Condition Index. The proven method to stabilize road conditions and minimize additional deterioration is to "keep the good streets good." Therefore, the Street Maintenance Fund focuses on streets in excellent, good, and fair condition to minimize the need for road rehabilitation and reconstruction. For every one (1) dollar spent on maintenance, seven (7) to ten (10) dollars on reconstruction is saved. The City has completed years 1 & 2 out of the five (5) year plan.

The Fiscal Year 2021 Budget is transferring the available 2018 Certificate of Obligation fund, originally set aside for the Old Iron Bridge, to be used for year three (3) of the plan. The year three plan includes seal coat on streets in Hunter's Crossing, Riverside Grove, and several streets in the historic areas of Bastrop. The Public Works Director, Curtis Hancock, will present the contracts to City Council for an award on February 23, 2021. The construction is planned to start on March 15, 2021, and is estimated to be completed by July 31, 2021.

Utility Customer Service

Performance Measures			
Measure	Actual FY20	Goal FY21	Actual Q1- FY21
Increasing the number of active customers on utility customer portal. (Customer count 3,625)	1,800	1,900	2,518
Leak reports produced and reviewed weekly	100%	100%	100%

Grants Update

CARES Relief Funding		
Expenditure	FY2020	FY2021
Personnel Costs	\$182,698	\$0
Materials	\$55,218	\$95,000
Contracted (Legal)	\$10,884	\$0
Economic Support	\$0	\$126,651

Awarded Capital Projects				
Projects	Source	Status	Grant Funded	Local Match
Downtown River Loop	CAMPO	TxDOT review	\$605,200	\$190,880
Gills Branch Channel Repair	TDEM	100%	\$202,910	\$22,545
Pine Street Drainage Improvement	TDEM	100%	\$341,175	\$113,726
Public Works Detention Pond Improvement	TDEM	100%	\$329,373	\$109,791
Jasper/Newton Drainage Improvement	TDEM	100%	\$177,075	\$62,825
North Main Sewer Line Improvement	TDA	100%	\$300,000	\$146,765

Awarded Other Projects in Process				
Source	Expenditure	Status	Grant Funded	Local Match
TSLAC ILL Lending Reimbursement Program	Interlibrary Loan Program	Completed for 2020 calendar year	\$569	\$0
Federal Communications Commission (FCC)	E-Rate Library Funding	Rebate, applied for Q1 and approved	\$9,926	\$2,482
TSLAC CARES	Library Self-checkout	In progress	\$7,902	\$0
Hancher Library Foundation	Hotspots & Laptops	In progress	\$12,000	\$0
Justice Assistance Grant – Office of the Governor (JAG-OG)	Bullet Proof Vest Reimbursement	As needed	\$9,350	\$9,350
Bureau of Justice Assistance (BJA)	Critical Crime Scene Lighting	Complete	\$10,949	\$0
Coronavirus Emergency Supplemental Fund (CV)- U.S. Department of Justice (DOJ) Grant through the Capital Area Council of Governments (CAPCOG).	Decontamination Shelter & Hazmat Suits	Awarded. waiting to order	\$16,128	\$0
Covid-19 Assistance for Firefighters (CARES)	Personal Protective Equipment	Ordered PPE awaiting arrival	\$6,776	\$339
Texas Forestry Service	Fire Personal Protective Equipment	Ordered PPE awaiting arrival	\$5,625	\$0

Grants Pending

Grants Pending Award			
Project	Source	Grant Amount	Local Match
Water Street Revitalization	CDBG	\$525,000	\$75,000
Emergency Management	Performance Grant	TBD	
HGMP HAZ-MIT-Gills Branch	GLO	\$11,241,359	\$113,549
HGMP HAZ-MIT-Westside Fire Station #3	GLO	\$9,985,471	\$100,863
HGMP HAZ-MIT-Riverbank Stabilization	GLO	\$13,158,842	\$132,918
HGMP HAZ-MIT-Agnes Road Extension	GLO	\$4,197,926	\$42,403

Future: Fiscal Forecast Presented in May

Finance staff is preparing a five-year Fiscal Forecast for all major Funds to be presented to Council in May. In addition to the Capital Plan and Annual Budget, the Forecast's purpose is to help make informed budgetary and operational decisions by anticipating future revenues and expenditures and highlighting anticipated fiscal risks and opportunities.

Future: Create a Cemetery Development Plan

Finance and Public Works staff have begun meeting with the Fairview Cemetery Advisory Board to begin the preparation process for opening Block 9 to the public for the sale of additional plots. Logistics and funding were discussed at the January 13th board meeting. Updates will be given at future board meetings when estimates are received from the engineering firm.

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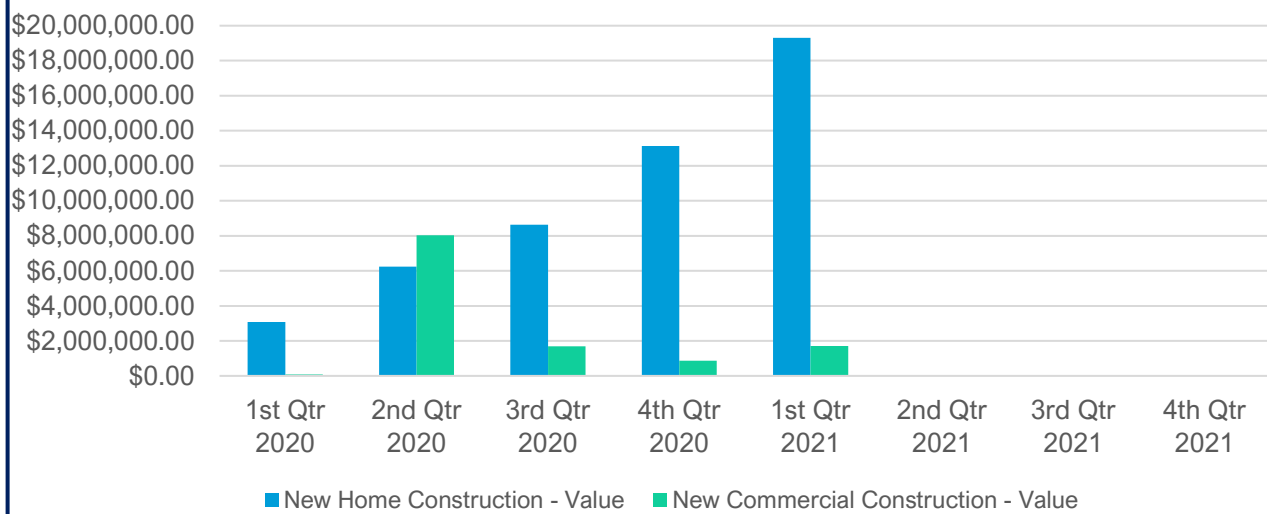
MANAGE GROWTH

Plan for and manage growth, development, and re-development to maintain Bastrop's unique feel and character.

Development Statistics

	FY 2020 1st Quarter		FY 2021 1st Quarter	
	QTY	Value	QTY	Value
New Home Construction	21	\$3,077,755	76	\$19,298,966
New Commercial Construction	2	\$75,000	4	\$1,702,125
Plat Lots	10		1	
Trade Permits	198		371	

Permit Activity



Development Agreements and Public Improvement Districts

The City has several Development Agreements for existing projects within the City Limits and Extraterritorial Jurisdiction (ETJ). The Planning Department has recently received a request for a Public Improvement District (PID) and new Development Agreement, as well as processing amendments to existing:

Blakey Survey/NEU Communities (410 acres west of FM 969):

- Development Agreement Status: City Council postponed item to resolve staff comments with the developer. The staff is continuing to meet with the new owner's representatives to determine feasibility and future project direction.
- Public Improvement District Project Status: City Council postponed item to allow staff and the developer to work out development concerns that will affect the PID financial analysis.
- Scheduled to be presented to City Council March 9, 2021

The Colony Municipal Utility District:

- Fourth Amendment to the Consent Agreement Status: Resolution 2020-114 was approved November 10, 2020, by City Council, pending document execution.
- Tri-Party Roadway Agreement Status: The agreement will be submitted to City Council in February 2021; Bastrop County Commissioners Court will consider if Council has approved. The agreement will allow the developer to postpone major street connections that stub to the adjacent property until adjacent development starts or until the project is over 75% complete.
- In 2021, the developer will create a separate Consent Agreement covering the creation of the Municipal Utility District and a separate Development Agreement that will contain the development and subdivision standards for the project. The new development agreement will create a comprehensive document that will contain the standards from the original agreement and the four amendments.

West Bastrop Village:

- Wholesale Water Agreement Status: Approved by City Council on August 26, 2019.
- Wholesale Wastewater Agreement Status: Approved by City Council on November 26, 2019.
- Development Agreement revisions may occur as development proceeds to respond to changing market demands.

MULTI-MODAL MOBILITY

Improved mobility for all modes of transit, manage traffic congestion.

Application of B3 Code

As the B³ Code is now over a year old, the community, developers, and City staff has had the opportunity to apply the new code, which has resulted in projects that consider drainage and multi-modal connectivity first to create a project that is authentic to Bastrop and will serve the long-term growth of the City.

The following policy statement guided the overall purpose of the B3 codes. "Create a fiscally sustainable community through land-use regulations that are authentic Bastrop and geographically sensitive." Once a shared vision was achieved, recognizing the importance of retaining Bastrop's unique character and timeless charm.

Main Street Rehabilitation Project

The Main Street Rehabilitation construction was completed in Quarter 1, and the final closeout documents are being collected to include maintenance bonds and will be completed in Quarter 2 along with any punch list items. The Main Street Rehabilitation project was quite an improvement as it relates to multi-modal transportation. The project's focus was on enhancing the pedestrian experience. The project increased the width of sidewalks and corrected many accessibility challenges that come with a historic downtown. The broader sidewalks allow for safer pedestrian movements and slow vehicular traffic for the bicyclist.

Sidewalk Contract Award

The City of Bastrop awarded a contract to 304 Construction to place approximately 1.5 miles of sidewalk that connects multiple city parks and increases transportation modes. Sidewalks are just one part of the fundamental dilemma in making development less dependent upon a singular mode of mobility by the inability of alternatives to match the quality of accessibility provided by private motorized transport. Failure to recognize this means that bringing about environmentally more sustainable urban mobility patterns is only possible at economic, social, and political costs that are unacceptable in most societies. However, not in Bastrop, the City Council has made multi-modal transportation a focus area that is just one of the components of affordability.

River Loop Project

The River Loop Project is a project that began at the Bastrop Economic Development Corporation. The City applied to help fund the project and successfully received multiple state funding sources. The project is just another example of the City's approach to making Bastrop more pedestrian-friendly and increasing transportation modes to assist with future traffic congestion.

Grant Application for Agnes

One of the roads shown on the updated map is Agnes Street. The City applied for a hazardous mitigation grant to build the remaining approximate 1.6 miles unfinished portion of Agnes, thereby providing an additional roadway to accommodate another emergency vehicle route east and west.

Roadway Grid, Master Transportation Plan

The City of Bastrop adopted an updated Master Transportation Plan in 2019. The updated plan requires 720' block length in the City of Bastrop's Statutory (1 mile) ETJ. The required block length in the City Limits has a maximum block length of 330'. The updated plan depicts 80' wide multi-modal roadway throughout the City in addition to the block length requirements.

Future: Old Iron Bridge

The 87th Legislative Program adopted by Council Identifies the Old Iron Bridge as a funding priority.

Reconstruction of the Bridge would provide citizens a safe way to cross back and forth over the river whether by foot, bike, or any other mode of transportation thus enhancing our citizen's multi-modal options as described in this Council's Focus Area as well the B3 Codes.

ORGANIZATIONAL EXCELLENCE

Organize governance, improve operational efficiency, and provide recognition to employees and citizen volunteers.

MyGov Request Manager

In July of 2020, the City of Bastrop expanded the communication toolbox with the MyGov Request Manager. As part of the MyGov Public Portal Online, the Request Manager provides customers a way to report concerns, submit questions, request information, schedule meetings, and more. When submitting requests in the system, customers have various options sorted by the City function from which to choose. After a MyGov request is submitted, the appropriate department will receive a notification. The assigned department either responds directly within the submitted request or transferred into a work order. The portal will provide the request contacts updates as the appropriate departments respond. By launching the MyGov Request Manager, the City of Bastrop has taken an impactful step towards being readily available to serve the customers.

The MyGov Request Manager Implementation and Training have been a high priority throughout the first quarter. To meet this expectation, the Planning Department has held multiple training meetings to with City staff across many departments on how to effectively utilize the Request Manager to ensure the customers can experience the full benefit of this feature in MyGov. To date, there have been 689 requests submitted through the Request Manager. As of January 25, 2021, only 6 out of the 689 cases remain active. The staff has done a phenomenal job at proving themselves to be both agile and responsive to progressive methods of customer service.

Personnel

Personnel Analysis					
1ST Quarter	New Hires	Promotions	Retirements	Termed	Laterals
October	5	2	1	2	0
November	9	1	0	18*	1
December	4	0	1	1	0

*16 of the 18 terminations were Part-Time Firefighters that were no longer "active" and therefore resigned when the Full-Time Firefighters were hired.

Vacancies

Department Vacancies					
Department	Adopted Budgeted Positions	Q1	Q2	Q3	Q4
Administration	2	0			
Bastrop Power & Light	9	0			
Cemetery Groundskeeper	1	0			
City Secretary	3	0			
Convention & Exhibit Center	4	1			
Finance Department	8	0			
Fire Department	8	0			
Human Resources	1.75	0			
Information Technology	2	0			
Main Street Program	1	0			
Multimedia	2.481	0			
Municipal Court	3.25	.25			
Parks & Recreation	9.185	0			
Planning & Development Services	7.5	3			
Police Department	28	2			
Public Library	10	1			
Public Works	19.4	0			
Special Events and Reservations	1	0			
Water & Wastewater	17.6	2			

Employee Appreciation

Employee appreciation is directly tied with job satisfaction, workplace happiness, and employee morale. Showing employees that you care about their wellbeing and recognize their achievements boosts motivation, increases engagement, fosters loyalty, and increases productivity, all the while building and maintaining a dynamic workforce focused on providing exceptional City services to the citizens. On November 16, 2020, the annual Supplemental Benefits Fair was held for employees. In December, senior police officer Ken Yarbrough retired after 14 years of dedicated service to the City, and he was recognized at his retirement with a plaque and gift from City employees.

Awards

In the spirit of excellence, the City of Bastrop team has won the following awards this quarter:

- Texas Downtown Association Best Digital Campaign for under 50,000- Downtown Bastrop Curbside
- Texas Downtown Association Best Digital Campaign for under 50,000 and *People's Choice Award*- Downtown Bastrop Curbside
- Texas Downtown Association Best Downtown Business for under 50,000- Neighbor's Kitchen & Yard and *People's Choice Award*- Neighbor's Kitchen & Yard
- Texas Downtown Association Best Commercial Interior for under 50,000- Copper Shot Distillery
- Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting
- The Central Texas American Planning Association General Plan Award for the Bastrop Building Block (B³) Code
- The Richard R. Lillie Certificate of Achievement for Planning Excellence from the Texas American Planning Association

Volunteer Appreciation

On November 12, 2020, the City of Bastrop held its 4th Annual City of Bastrop Appreciation and Awards Banquet for Board and Commission members. The City presented four(4) awards at the banquet. Due to COVID-19, the attendees were able to attend the banquet virtually or in-person.

Compensation Study Update

The City is on schedule to complete the compensation study in March of Fiscal Year 2021 and plan to present to it to Council in April of Fiscal Year 2021.

The following tasks have been completed:

1. Occupational familiarization by review of City's current job descriptions and compensation plans
2. Organizational familiarization by review of City organization charts, budgets, and annual reports
3. Position Analysis Questionnaire (PAQ) customized for gathering City employee occupation data
4. Videos to distribute and explain the PAQ and the project for all City officials and employees
5. Determination of job classification and FLSA Exempt / Non-Exempt designation for each position
6. Recommended title modifications and reclassifications for consideration by Department heads
7. Identification of City's competitive employment areas for compensation surveys
8. Identification of City occupations to utilize as survey benchmark job classifications
9. Solicitation of comparable employers and agencies for participation in compensation surveys
10. Extraction of data from public employer compensation plans surveys
11. Consolidation of data from all sources and calculation of prevailing rates for benchmark jobs

Reorganization Plan

The City Manager's reorganization plan presented to Council in November of 2020 and implemented the first of January 2021 will result in several organizational benefits:

- Realignment of duties within the Planning department to ensure a focus on customer service and operational efficiency
- Enhanced focus on Capital Project planning and reporting
- More reasonable workload expectation of the Assistant City Manager for Community Development
- Resources aligned with the Main Street Program
- Enhanced collaboration with Community Assets and other stakeholders toward the achievement of common objectives
- Enhanced coordination and marketing of events and long-range events planning
- Focused communications in alignment with the communications and messaging strategy

Cross-Functional Teams

In the first quarter of Fiscal Year 2021, the City of Bastrop created three cross-functional teams with the mission of increasing customer service, improving internal communication, promoting workplace safety, and fostering team-building outside of singular departments. The use of cross-functional teams is used to help break down silos in organizations and improve efficiency. The City created a Communication & Special Events Team (CSET), Public Safety, and Administration.

CSET Team

The CSET Team includes fifteen members and meets monthly with the mission of training to be City ambassadors to push out accurate information both internally and externally. Each month the team deep dives into a chosen department or subject to become more knowledgeable on City objectives and discuss projects happening in their departments. The larger CSET Team is then broken into 5 Focus Areas that each have their projects to accomplish. Those focus areas are Branding, Messaging, Special Events, MyGov, and the Quarterly Report. Below please find the CSET Team's mission:

As a member of the Communication & Special Events Cross-Functional Team, you are charged with serving the community through the production of efficient, effective, and proactive communication that covers all elements of the organization to tell the City's story. Further, you will keep their team informed as to what is happening in their department, push the team's messaging to their networks, and help to provide excellent customer service by serving the community across departments. Lastly, you will become an advocate for Historic Downtown as the soul of the community and an ambassador of the City's brand by promoting adherence to brand standards within their department.

Safety Team

The Public Safety Team includes nine members and will meet monthly with the mission of protecting the City's most important resource, their employees. The team is committed to providing a safe and healthy workplace for all employees by establishing and maintaining an effective safety and accident prevention program to continue to provide high-quality services for the citizens of the community. Below please find the Safety Team's mission:

As a member of the Safety Team, you are charged with focusing on policies, preventative measures, accident reviews/assessments, and education. An effective Safety team has a significant impact on health and safety throughout the organization's culture and may also save the City money through reduced worker's compensation costs, fewer lost workdays, and increased productivity due to higher employee morale. The purpose of the Safety team will be to reduce the risk of workplace injuries and illnesses, inform and educate employees about safety and health issues throughout all levels of each department, and set meaningful and attainable goals for safety throughout the organization. The ultimate goal is for all of the employees to safely return to their families at the end of each workday.

Administration Team

The Administration Team includes ten members. The team meets monthly with the mission of creating consistent administrative procedures across the organization. Each month the team will take on a different project to create consistent procedures to be used by the organization as a whole. Below please find the Administration Team's mission:

As a member of the Administration Team, you are charged with creating the best processes for administrative procedures and making sure each administrative procedure is performed consistently across the organization. Each member is charged with taking adopted procedures back to their respective department for implementation.

Preparation of Quarterly Report

To increase transparency and better capture progress towards each of the City Council's major initiatives, the CSET team has worked hard to create the City of Bastrop's inaugural Quarterly Report covering Quarter 1 of Fiscal Year 2021. The Quarterly Report was created at the CSET level instead of the Director level to open those CSET members to a mentorship opportunity and gain a more holistic view of their department's work.

Open Records Requests

Open Records Requests						
City Secretary	Fire Department	Finance	Human Resources	Planning	Police	Public Works
1	2	2	3	35	46	1

Council Rules of Procedure

Council adopted Rules of Procedures at the September 8, 2020 meeting. The G&C printing company printed copies and Council Members plus the City Manager received one. Each board/commission liaison also received copies of the Rules of Procedure for each member of their board/commission and a copy for the liaison themselves.

Ethics Committee Rules of Procedure

The City Attorney led an effort to work with the Council-appointed Ethics Committee to recommend to Council the adoption of rules of procedure to guide their activities should an ethics complaint be submitted to them. The Council adopted the rules of procedure on December 8, 2020.

Wi-Fi Refresh

Earlier this year, COVID-19 caused an operational shift, incurring a greater dependency on the wireless systems for video conferencing, network access, and more. Anticipating the need for social distancing practices, the team utilized CARES funds to upgrade the Wi-Fi systems in conjunction with reopening the City of Bastrop to the Public. The upgrade allowed us to meet current security standards and provide adequate connectivity to the staff, officials, partners, and visitors.

Help Desk Tickets

Over the first quarter, the IT Team averaged 32 staff-requested service Help Desk tickets per week. Ensuring the City staff and Public have access to critical information systems is paramount. The team strives to contribute to organizational excellence by efficiently prioritizing and correcting issues that arise.

Equipment Replacement & Building Maintenance

The City currently has a Vehicle and Equipment Replacement Fund and Policy in place. The Policy served to establish a decision-making process and criteria for purchasing, replacing, eliminating, and disposing of vehicles and equipment. The Policy also establishes procedures to ensure that adequate funds will be available to purchase fleet assets and fund that part of the City's capital budget related to purchases, thereby stabilizing the budgeting for major fleet purchases.

The same idea is now being applied to Building Maintenance. In doing so, the City implemented a 10-year Building Maintenance Schedule to maintain 11 Public facilities, 115,000 square feet of space, daily cleaning, property maintenance, including painting, lighting, and inspections of roofing, HVAC, foundations. Fiscal Year 20-21 is the first year for the maintenance schedule.

Fire Station Renovation

The Fire Department is in the final stages of the Fire Station #1 renovation. The renovation included adding a full kitchen, bathroom with shower, four (4) bedrooms, and a crew day room. The renovation is expected to be completed in Quarter 3. The renovations will accommodate four (4) sleeping quarters and the necessary facilities to support full-time 24-hour operations.

Future: What It Means to Be a Bastrop Employee In The Orientation Process

The City's on-boarding process is being improved to include a message from the City Manager that reflects the responses the City Manager received from current employees on what it means to be a Bastrop employee. The on-boarding process will include an overview of the ethical standards of professional city management.

UNIQUELY BASTROP

Maintain and enhance our historic community feel by leveraging the unique combination of community, cultural, and recreational assets that make Bastrop a special place to live and work.

Library Patronage

The Library reopened to the public on October 5, 2020, and in the first quarter, 9,996 people utilized their services. Once the library reopened, the community shared their excitement through multiple emails and social media comments. Sue Christiansen said, "I'm so glad you guys are open again! I am also very thankful for all you and the Library staff have done to assist the reading public to continue to have access to books while so many things have been completely closed during the epidemic. I just wanted to say, Thank You!" The staff's dedication to the customers is evident as the informational phone transactions are significantly higher than last year. The Library has provided reference assistance to 31.5% of visitors this quarter. Additionally, has provided the Library 2,687 computer/Wi-Fi sessions and circulated 13,259 items.

Library Events

The Library participated with other community partners in the YMCA's Halloween Bash on October 31, 2020. In December, the Library Board's Annual Open House brought 512 visitors to the Library. The day's highlight was voting for their favorite graham cracker house that were created by City departments and community leaders. The Library continues to provide online programming, including weekly storytime on YouTube, weekly Teen Thursdays on Discord, weekly seniors' social hour on Zoom, monthly crafting on Zoom, and partnering with BISD's ACE after-school program to support community education and well-being.

Special Events

First quarter events included Lost Pine Christmas activities such as the "Riverwalk Trail of Lights," a special virtual "City Christmas Tree Lighting," and Santa's Citywide chimney inspections on the new ladder truck. This year's events also included a new residential and business lighting contest called "Making Bastrop Bright," in the end, 47 homes and 19 businesses participated, garnering a total of 7,744 votes. Due to COVID, City events were reinvented, revised, and reworked to ensure a safe and healthy holiday.

CSET Focus Area (Special Events)

In the first quarter of Fiscal Year 2021, the City of Bastrop created three cross-functional teams with the mission of increasing customer service, improving internal communication, promoting workplace safety, and fostering team-building outside of singular departments.

The Special Events team met monthly in Quarter 1 to familiarize themselves with this newly created sub-team's goals, objectives. It began collecting data on existing City events, including the departments' civic programming for the community. The CSET team worked with the Convention Center and Film Alley to create a drive-in movie experience that included the Virtual Christmas Tree Lighting video and a holiday Christmas movie for families. The event was canceled due to inclement weather.

Recreation Rollout and Promotion

Phase 1 of the City of Bastrop's Recreation Program launched in the first quarter. The Communication Team created a new page on the City of Bastrop's website for the Recreation program. The Recreation page has a variation on the City logo, complete with the bolded and clear RECREATION word along with a visual look and feel for the program. A public-facing class list was designed, and a custom form produced to gather participants' information and desired class. A Recreation campaign was posted to social media driving people to sign up. All in all, over 100 participants signed up during the first two weeks of our program going live.

Cultural Arts Master Plan Ad Hoc Working Group

The Cultural Arts Master Plan Ad Hoc Working Group was created by City Council in February of 2020 and assigned the task of making recommendations to the City Council regarding the approach to implementing of the CAMP.

The CAMP Working Group met five times in Quarter 1 of 2021 to discuss the next steps. While the Plan was made for Bastrop, it was understood that it would take 'custom fitting' the implementation to the community. In these discussions, the team reached a consensus was reached on the following: Diversity and Inclusivity; Partnerships and Collaboration; Political, Social, and Economic Stability of the Arts; Accountability and Transparency; Effective Management; Promotion of Bastrop as an Arts Destination.

Lost Pines Christmas Holiday Lights

This year the Christmas lights were turned on November 27, 2020 and lasted until January 7, 2021. The Parks Department 129 working hours to ensure that the lights came on and were functioning correctly throughout the holiday season. The City got an enormous amount of positive feedback about this year's lights both Downtown, throughout Fisherman's Park, and through the Trail of Lights.

Certificates of Appropriateness Issued by the Historic Landmark Commission

The Historic Landmark Commission issues Certificates of Appropriateness to local, state, or federally designated landmark, properties in the Bastrop Commercial National Register District, and properties in the Iredell Historic District are proposing standards other than those in the Authentic Bastrop Pattern Book. The Commission has been working diligently to study the new B³ Codes and The Secretary of the Interior's Standards for the Treatment of Historic Properties to guide applicants and issue COAs to keep Bastrop authentic properly. the Historic landmark commission approved 4 Certificates of Appropriateness.

B3 Code Founding Purpose

The following policy statement guided the overall purpose of the B3 codes. "Create a fiscally sustainable community through land-use regulations that are authentic Bastrop and geographically sensitive." Once a shared vision was achieved, recognizing the importance of retaining Bastrop's unique character and timeless charm. The City enacted the B3 codes were to do just that.

Future: Event Stakeholder Meetings

The Special Events Manager will coordinate quarterly event stakeholder meetings and foster active partnerships and a more unified approach to meetings and special events. The stakeholders include hotel owners and managers, community assets, community event planners, and Visit Bastrop. During these meetings, information gathered will help create packages and experiences for visitors to increase overnight stays and economic impact.

Future: Old Iron Bridge

The 87th Legislative Program adopted by Council Identifies the Old Iron Bridge as a funding priority.

Reconstruction of the Bridge would allow our community to enjoy the historic bridge for another hundred years or more through converting the area into a City Park. The space can then be programmed with Art as overseen by the future Cultural Arts Commission, special events, recreation, or used as a community gathering space thus enhancing our Council Focus Area of remaining Uniquely Bastrop.

UNIQUE ENVIRONMENT

Continue beautification of natural areas, green spaces, parks, river, and landscaping.

Parks Maintenance

In October, the Parks Department selectively cleared out the forested area between Fisherman's Park and the June Hill Pape Riverwalk. Mulch trails were then installed in the cleared area to provide more trails for the public to walk, bird watch, and enjoy the outdoors.

The Parks Department provided 375 working hours in landscaping on over 120 acres of parkland, rights-of-way, and public buildings. Staff worked on planting annual flowers, tree pruning, and mowing. The team also worked 667 hours in the park maintenance area, including repairs of vandalism, park inspections, and general maintenance.

Storywalk®

The Library launched a StoryWalk® along the Riverwalk in Fisherman's Park in October 2020. StoryWalk® is an activity that invites families to read a picture book as they walk from sign to sign, with each sign chronologically displaying a two-page spread of the book. They walk and read together, improving literacy and providing a fun family outing. In Quarter 1, the Library --with the Parks Department's help-- provided three different picture books for families to read together.

Future: Riverbank Project

In first quarter of FY2021, staff continued to seek funding for a Riverbank Stabilization Project that will lessen the streambank degradation, protect water quality, and preserve our existing park structure.



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 7

TITLE:

CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. Anyone in attendance wishing to address the Council must complete a citizen comment form and give the completed form to the City Secretary prior to the start of the City Council meeting. Alternately, if you are unable to attend the council meeting, you may complete a citizen comment form with your comments at www.cityofbastrop.org/citizencommentform before 5:00 p.m. on February 9, 2021. Comments submitted by this time will be distributed to the city council prior to meeting commencement, referenced at the meeting, and included with the meeting minutes. Comments from each individual will be limited to three (3) minutes when read aloud. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Manager for research and possible future action.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 8A

TITLE:

Consider action to approve City Council minutes from the January 26, 2021 Regular meeting.

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager
Ann Franklin, City Secretary

BACKGROUND/HISTORY:

N/A

POLICY EXPLANATION:

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
 1. State the subject of each deliberation; and
 2. Indicate the vote, order, decision, or other action taken.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Ann Franklin, City Secretary recommends approval of the City Council minutes from the January 26, 2021 Regular meeting.

ATTACHMENTS:

- January 26, 2021, DRAFT Regular Meeting Minutes.

JANUARY 26, 2021

The Bastrop City Council met in a regular meeting on Tuesday, January 26, 2021, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members physically present were: Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Ennis, Peterson and Rogers. Council Member Jackson was present via video. Officers physically present were City Manager, Paul A. Hofmann; City Secretary, Ann Franklin; and City Attorney, Alan Bojorquez.

CALL TO ORDER

At 6:30 p.m. Mayor Schroeder called the meeting to order with a quorum being present.

PLEDGE OF ALLEGIANCE**INVOCATION**

Police Chaplain Bob Long, gave the invocation.

PRESENTATIONS

- 4A. Mayor's Report
- 4B. Council Members' Report
- 4C. City Manager's Report

WORK SESSION/BRIEFINGS - NONE**STAFF AND BOARD REPORTS**

- 6A. Receive presentation on the unaudited Monthly Financial Report for the period ending December 31, 2020. (Submitted by: Tracy Waldron, Chief Financial Officer)
Presentation was made by Chief Financial Officer, Tracy Waldron.
- 6B. Receive Quarterly Report from BEDC. (Submitted by: Cameron Cox, BEDC CEO)
Presentation was made by Cameron Cox, Chief Executive Officer Bastrop Economic Development Corporation.
- 6C. Receive Quarterly Report from Visit Bastrop (Submitted by: Tracy Waldron, Chief Financial Officer)
Presentation was made by Susan Smith, President/CEO and Ashton LaFuenta, Marketing Manager for Visit Bastrop.
- 6D. Receive Quarterly Report from Lost Pines Art Center. (Submitted by: Tracy Waldron, Chief Financial Officer)
Presentation was made by Chloe Brevelle, Lost Pines Art Center.
- 6E. Receive Quarterly Report from Bastrop Opera House. (Submitted by: Tracy Waldron, Chief Financial Officer)
Presentation was made by Lisa Holcomb, Executive Director Bastrop Opera House.

- 6F. Receive Quarterly Report from Bastrop Museum and Visitor Center. (Submitted by: Tracy Waldron, Chief Financial Officer)
Presentation was made by Kaye Sapikas, Director Bastrop Museum & Visitor Center.

CITIZEN COMMENT - NONE

CONSENT AGENDA

A motion was made by Council Member Ennis to approve Items 8A and 8B as listed on the Consent Agenda after being read into the record by City Secretary, Ann Franklin. Seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

- 8A. Consider action to approve City Council minutes from the January 12, 2021 Regular meeting. (Submitted by: Ann Franklin, City Secretary)
- 8B. Consider action to approve Resolution No. R-2021-09 of the City Council of the City of Bastrop, Texas, approving an Interlocal agreement with Region VII Education Service Center allowing the City of Bastrop to participate in the TIPS Purchasing Cooperative, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing for an effective date. (Submitted by: Tracy Waldron, Chief Financial Officer)

Mayor Schroeder recessed the Council Meeting at 7:46 p.m.

Mayor Schroeder called the Council Meeting back to order at 7:51 p.m.

ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Consider and adopt on first and final reading Ordinance No. 2020-29 as an emergency measure ratifying temporary Emergency Orders enacted by the Mayor in her capacity as Emergency Management Director in regards to the current Local State of Disaster, for the immediate preservation of the public peace, health or safety.
Mayor Schroeder did not approve any Emergency Orders since the last Council meeting.
- 9B. Consider action to approve Resolution No. R-2021-08 of the City Council of the City of Bastrop, Texas, approving the Bastrop Police Department to apply for a grant from the Edward Byrne Memorial Justice Assistance Grant Program (JAG) Body-Worn Cameras at a total cost of seventy-two thousand, seven hundred and eighty-five dollars (\$72,785.00); with no matching funds from the City of Bastrop; authorizing the Chief of Police as the Grantee's Authorized Official; providing for a severability clause; and establishing an effective date. (Submitted by: Clint Nagy, Chief of Police)
Presentation was made by Chief of Police, Clint Nagy.

A motion was made by Council Member Rogers to approve Resolution No. R-2021-08, seconded by Council Member Peterson, motion was approved on a 5-0 vote.

- 9C. Consider action to approve Resolution No. R-2021-11 of the City Council of the City of Bastrop, regarding the implementation of the Cultural Arts Master Plan, creating a cultural Arts Commission, decommissioning the Bastrop Art in Public Places Board, and creating priorities for the Cultural Arts Commission, attached as Exhibit A; providing for a severability and repealing clause; and establishing an effective date. (Submitted by: Colin Guerra, Public Information Manager)

Presentation was made by Public Information Manager, Colin Guerra.

A motion was made by Council Member Ennis to approve Resolution No. R-2021-11, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

- 9D. Consider and adopt on first reading Ordinance No. 2021-01 of the City Council of the City of Bastrop, Texas, abandoning and vacating A 0.139 acre portion of Church Street Roadway being all of that certain 0.351 acre (15,297 Square Feet) tract of land situated in the Bastrop Town Tract Survey, Abstract Number 11, Bastrop County, Texas, being more particularly described as being a portion of Church Street (55.55' R.O.W.), of the City Of Bastrop, said 0.351 ACRE (15,297 square feet) tract of land be more particularly described by metes and bounds and plat attached hereto as Exhibit "A", which is attached hereto and incorporated herein for all purposes; authorizing the City Manager to execute a deed to convey said right-of-way to adjacent owners; and providing for findings of fact, repealer, and severability; establishing an effective date; proper notice and meeting; and move to include on the February 9, 2021 City Council consent agenda for a second reading. (Submitted by: Trey Job, Assistant City Manager)

Presentation was made by Assistant City Manager, Trey Job.

A motion was made by Council Member Peterson to approve Resolution No. R-2021-01, seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

- 9E. Consider action to approve Resolution No. R-2021-10 of the City Council of the City of Bastrop, Texas, approving a cost share agreement between the City of Bastrop and West Bastrop Village Municipal Utility District approving an estimated amount to be: One Million Two Hundred, Twenty-Five Thousand, Three Hundred Fifty-Eight a Dollars and 40/100 (\$1,225,358.40) to increase a twelve-inch wastewater trunk main to a twenty-four-inch wastewater trunk main attached in Exhibit A; authorizing the City Manager to execute necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Trey Job, Assistant City Manager)

Presentation was made by Assistant City Manager, Trey Job.

A motion was made by Council Member Jackson to approve Resolution No. R-2021-10, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

EXECUTIVE SESSION

The City Council met at 8:24 p.m. in a closed/executive session pursuant to the Texas Government Code, Chapter 551, et seq, to discuss the following:

- 10A. City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.071 and 551.072, to seek the advice of legal counsel, and to deliberate upon the acquisition of real property interests associated with the construction of Wastewater Treatment Plant #3 at 385 SH 304, Unit B, Bastrop, TX 78602, and its collections systems, including all related agreements, authorizations, easements, resolutions, and associated legal actions.

The Bastrop City Council reconvened at 8:35 p.m. into open (public) session.

11. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

No action taken.

Adjourned at 8:36 p.m. without objection.

APPROVED:

ATTEST:

Mayor Connie B. Schroeder

City Secretary Ann Franklin

The Minutes were approved on February 9, 2021, by Council Member motion, Council Member second. The motion was approved on a vote.

AGENDA MEMORANDUM

Meeting Date: February 9, 2021

Agenda Item: Consider action to approve Resolution No. R-2021-14 of the City Council of the City of Bastrop, Texas, approving the Tenth Amended Bylaws of the Bastrop Economic Development Corporation; and providing an effective date.

Prepared by: Cameron Cox, BEDC CEO

The staff of the Bastrop Economic Development Corporation (BEDC) have been working with the Board of Directors to update the Ninth Amended Bylaws of the BEDC for several months. The first public hearing took place October 19th, 2020, with further revisions and additional public discussion and vote on January 5, 2021.

Attached are three documents:

- (1) The Ninth Amended Bylaws passed by the BEDC Board and City Council on February 14, 2017;
- (2) The highlighted changes to the Tenth Amended Bylaws outlining what changes were made from the Ninth to the Tenth Amended Bylaws; and,
- (3) the final version that the BEDC Board approved at their regular board meeting of January 25, 2021.

Policy Explanation:

Per Texas Local Government Code Sec. 501.064 (Bylaws):

- (a) A corporation may adopt and amend bylaws for the administration and regulation of the corporation's affairs.
- (b) The board of directors shall adopt a corporation's initial bylaws.
- (c) The bylaws and each amendment of the bylaws must:
 - (1) be consistent with state law and with the certificate of formation of the corporation; and
 - (2) *be approved by resolution of the governing body of the corporation's authorizing unit.*

Attachments:

Draft Resolution _____

Original Ninth Amended Bylaws

Highlighted Changes to Tenth Amended Bylaws

Final Tenth Amended Bylaws approved by BEDC Board January 25, 2021 and attached to Resolution as Exhibit "A"



Recommendation:

Consider action to approve Resolution R-2021-14 of the City Council of the City of Bastrop, Texas, approving the Tenth Amended Bylaws of the Bastrop Economic Development Corporation and providing an effective date.

RESOLUTION NO. R-2021-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE TENTH AMENDED BYLAWS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS the Bastrop Economic Development Corporation (the "Corporation") has existing bylaws; and

WHEREAS the Texas Local Government Code Chapter 501 (the "Code") Section 501.064 authorizes a Corporation to amend its bylaws; and

WHEREAS the Corporation has amended its bylaws as provided for in the attached Exhibit "A" (the "Tenth Amended Bylaws"); and

WHEREAS, it is hereby officially found and determined that the Tenth Amended Bylaws are consistent with the certificate of formation of the Corporation and state law; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, THAT:

SECTION 1. The Council hereby finds and determines that it is advisable to adopt the amendments to the Corporation's bylaws as provided for in Exhibit "A".

SECTION 2. The Council hereby authorizes the Corporation to adopt the amended bylaws established in Exhibit "A".

SECTION 3. The Bastrop City Council hereby approves the form of the amendments to the Corporation's bylaws as established in Exhibit "A".

SECTION 4. This Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 9th day of February 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

**TENTH AMENDED BYLAWS OF
THE BASTROP ECONOMIC DEVELOPMENT CORPORATION
OF THE CITY OF BASTROP, TEXAS
A NON-PROFIT CORPORATION**

These bylaws (referred to as the “Bylaws”) govern the affairs of the Bastrop Economic Development Corporation, a public instrumentality and a non-profit corporation (hereinafter referred to as the “Corporation”) created originally under Section 4B of the Development Corporation Act of 1979, Local Government Code, Subchapter A, Sections 501.001 and 505.001, *et seq.*, as amended (hereinafter referred to as the “Act”).

**ARTICLE I
PURPOSE AND POWERS**

Section 1. Purpose. The Corporation is incorporated for the purposes set forth in Article IV of its Articles of Incorporation, the same to be accomplished on behalf of the City of Bastrop, Texas (the “City”), as its duly constituted authority and instrumentality in accordance with the Act.

Section 2. Powers. The Corporation shall have all of the express and implied powers set forth and conferred in its Articles of Incorporation, in the Act, and in other applicable law.

**ARTICLE II
BOARD OF DIRECTORS**

Section 1. Number and Terms of Office.

- (a) The affairs of the Corporation shall be managed and controlled by a Board of Directors (the “Board”) and, subject to the restrictions imposed by law, by the Articles of Incorporation, the Act, and by these Bylaws, the Board shall exercise all of the powers of the Corporation.
- (b) The Board shall consist of seven (7) Directors, each of whom shall be appointed by and serve at the pleasure of the City Council (the “Council”) of the City of Bastrop.
- (c) Directors are appointed for terms of two (2) years each. Seats on the Board shall be numbered one (1) through seven (7), with the terms of odd numbered seats expiring in September of odd numbered years, and even numbered seats expiring in September of even numbered years.
- (d) Any director may be removed from office by the Council at will, with or without cause.
- (e) In the event of a vacancy on the Board, the position shall be filled in accordance with Bastrop City Charter and Section 2 below.

Section 2. Qualifications.

- (a) The Directors shall hold such qualifications as required by State Law and as determined by the City Council.

Section 3. Resignations.

- (a) Director resignations shall be made in writing and shall take effect immediately upon receipt by the Chair or the Chief Executive Officer (CEO). The acceptance of a resignation shall not be necessary to make it effective unless expressly so provided in the resignation.

Section 4. Meetings of Directors.

- (a) The Board shall annually set regular meeting dates and times in the corporate city limits as the Board may determine; provided, however, in the absence of any such determination by the Board or in the event of a conflict, the Board Chair shall select a reasonable date and time to hold the meeting.
- (b) The Board shall hold regular meetings at Bastrop City Hall. If City Hall is not available, the Board Chair shall select a suitable location, which may include a virtual meeting as allowed under State Law.
- (c) The annual meeting of the Board shall be held at a date and time determined by the Chair.
- (d) The Chair in consultation with the -Vice Chair and CEO may call a special meeting of the Board.
- (e) Directors shall be expected to regularly attend all Board meetings. Special consideration can be granted for absences for good cause. The Council shall be advised of and may remove any Director who is absent from three (3) consecutive regular or special meetings, or 66% of total meetings in a given fiscal year.
- (f) Any Director may request an item be placed on the agenda by delivering the same in writing to the CEO no later than ten (10) days prior to the date of the Board meeting.

Section 5. Open Meetings Act.

All meetings and deliberations of the Board shall be called, convened, held and conducted, in accordance with the requirements of the Texas Open Meetings Act.

Section 6. Quorum.

A majority of the Directors shall constitute a quorum for the conduct of official business of the Corporation. The act of a majority of the Directors present at a meeting at which a quorum is in attendance shall constitute the act of the Board and of the Corporation, unless the act of a greater

number is required by law, or is otherwise required within these Bylaws. A Director may not vote by proxy.

Section 7. Conduct of Business.

- (a) At the meetings of the Board, matters pertaining to the business of the Corporation shall be considered in accordance with the rules of procedure as from time to time may be prescribed by the Board by resolution.
- (b) At all meetings of the Board, the Chair shall preside and, in the absence of the Chair, in the order of availability, the Vice Chair, the Treasurer and then the Secretary shall exercise the powers of the Chair.

Section 8. Committees of the Board.

The Board may constitute from time to time committees of the Board that are deemed necessary or appropriate. No such committee shall have independent authority to act for or in the stead of the Board.

Section 9. Compensation of Directors.

Directors shall not receive any salary or compensation for their service as Directors. However, they may be reimbursed for their actual reasonable expenses incurred in the performance of their duties hereunder. The policy regulating payment of reasonable actual expenses incurred in performance of official duty shall be determined by the Board.

Section 10. Conflicts of Interest.

The Directors are subject to the City's Code of Ethics, set forth in the City's Code of Ordinances, Article 1.15, *et seq.*, (hereafter "Code of Ethics") and shall conform thereto for purposes of addressing potential and/or actual conflicts of interest.

ARTICLE III OFFICERS

Section 1. Titles and Term of Office.

- (a) The officers of the Corporation shall be a Chair, Vice Chair, Secretary, and Treasurer. Any two (2) offices may be held by the same person, except the office of Chair of the Board. Terms of office shall be one (1) year with the right of an officer to be reelected.
- (b) All officers shall be subject to removal from office at any time by a vote of the majority of the Board.
- (c) A vacancy in the office of any officer shall be filled by a vote of the majority of the Board.

- (d) Neither the office of Chair or Vice Chair may be held by a member of the City Council.

Section 2. Powers and Duties of the Chair.

The Chair of the Board shall:

- (a) Preside over all meetings of the Board.
- (b) Have the right to vote on all matters coming before the Board.
- (c) Have the authority to, upon seventy-two (72) hour notice to the Directors, call a special meeting of the Board, when in his or her judgment such meeting is required.
- (d) Have the authority to appoint ad hoc committees of the Board, which may address issues of a temporary nature of concern or which have a temporary effect on the business of the Board.
- (e) Have the authority to appoint advisory committees to the Board to further the overall development plan of the Board.
- (f) Shall sign with the co-signature of the Secretary, any document which the Board has approved, unless the execution of said document has been expressly delegated to some other officer or agent of the Corporation by appropriate Board resolution, by a specific provision of these Bylaws, or by statute.
- (g) In general, the Chair of the Board shall perform all duties incident to the office, and such other duties as shall be prescribed from time to time by the Board.

Section 3. Vice Chair.

In the absence of the Chair, or in the event of his or her inability to act, the Vice Chair shall perform the duties of the Chair. When so acting, the - Vice Chair shall have all power of and be subject to all the same restrictions as those incumbent upon the Chair. The - Vice Chair shall also perform other duties as from time to time may be assigned to him or her by the Chair.

Section 4. Secretary.

The secretary shall keep the minutes of all proceedings of the Board and make a proper record of the same, which shall be attested by the secretary. The Secretary shall keep such books as may be required by the Board and shall perform such other duties as may be required by the Board. The Secretary shall cause notices to be posted of all Board meetings in accordance with the Texas Open Meetings Act.

Section 5. Treasurer.

The Treasurer shall, in general, perform all the duties incident to that office and such other duties as from time to time may be assigned to him or her by the Chair of the Board or the Board in

general. The Treasurer shall receive and give receipt for money due and payable to the Corporation and shall deposit such monies received by the Corporation, in accordance with Article IV of these Bylaws, if such monies are not directly deposited in the Corporation's accounts.

Section 6. Assistant Secretaries and Assistant Treasurers.

The Board may appoint assistant secretaries and assistant treasurers as it may consider desirable, who shall in general perform such duties as may be assigned to them by the Secretary or the Treasurer, or by the Chair of the Board. The assistant secretaries and assistant treasurers need not necessarily be Directors.

Section 7. Chief Executive Officer.

- (a) The Board shall employ an Executive Director, who shall be the Chief Executive Officer (CEO) of the Corporation and who shall serve at the will and pleasure of the Board.
- (b) The CEO shall have responsibility for all day-to-day activities of the Corporation, including periodic updates to City Council, and shall be responsible for all applicable administrative requirements of its Articles of Incorporation, these Bylaws, and the Act, as amended.
- (c) The CEO may have a staff to assist in the carrying out of their responsibilities.
- (d) The Board shall develop a job description for the CEO position, a performance review schedule and criteria for review, and shall review the performance of the CEO based upon the schedule and criteria.
- (e) The CEO and staff shall be required to follow the Code of Ethics and all current Personnel Policies and Procedures of the Corporation.

ARTICLE IV FUNCTIONAL CORPORATE DUTIES AND REQUIREMENTS

Section 1. Annual Corporate Budget.

The Board shall cause to be prepared, and shall submit to the City Council, a budget for the forthcoming fiscal year, and in accordance with the annual budget preparation schedule set forth by the City Manager. The budget shall be submitted to the City Manager for inclusion in the annual budget presentation to the City Council. The budget proposed for adoption shall include the projected operating expenses, and such other budgetary information as shall be useful to or appropriate for the Board and the City Council. No budget amendments shall become effective without City Council approval. No expenditures of funds shall be made unless such expenditure is provided for by the City Council approved budget of the Corporation.

Section 2. Contracts for Service.

- (a) The Corporation may contract with any qualified and appropriate person, association, corporation or governmental entity to perform and discharge designated tasks which will aid or assist the Board in the performance of its duties.
- (b) No such contract shall ever be approved or entered into which seeks or attempts to divest the Board of its discretion and policy-making functions.

Section 3. Books, Records, and Audits.

- (a) The Corporation shall keep and properly maintain, in accordance with generally accepted accounting principles, complete books, records, accounts, and financial statements pertaining to its corporate funds, activities, and affairs.
- (b) The Corporation shall cause its books, records, accounts, and financial statements to be audited at least once each fiscal year by an outside, independent auditing and accounting firm approved by the Corporation, which may be included with the City's annual audit process. Such audit shall be at the expense of the Corporation.
- (c) All books, records, accounts, and financial statements shall be kept and administered in accordance with the Texas Public Information Act, Chapter 552, Texas Government Code.

Section 4. Deposit and Investment of Corporate Funds.

- (a) All funds of the Corporation shall be deposited on a regular basis, consistent with generally accepted accounting practices, in a local bank that is a depository of the City, which shall be federally insured and shall be selected following procedures and requirements for selecting a depository as set forth in Chapter 105 of the Local Government Code. All deposits shall be properly accounted for as deposits of the Corporation.
- (b) Temporary and idle funds, which are not needed for immediate obligations of the Corporation, shall be maintained on deposit in the Corporation's depository, or may be invested in any other legal manner in compliance with the internal financial control policies of the Corporation and City Investment Policy.
- (c) All proceeds from loans or from the issuance of bonds, notes, or other debt instruments ("Obligations") issued by the Corporation shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to their execution or issuance.

Section 5. Expenditures of Corporate Money.

The monies of the Corporation, including sales and use taxes collected pursuant to the Act, monies derived from the repayment of loans, rents received from the lease or use of property, the proceeds from the investment of funds of the Corporation, the proceeds from the sale of property, and the proceeds derived from the sale of Obligations, may be expended by the Corporation for any of the purposes authorized by the Act, subject to the following limitations:

- (a) Expenditures from the proceeds of Obligations shall be identified and described in the orders, resolutions, indentures, or other agreements submitted to and approved by the City Council prior to the execution of loan or financing agreements or the sale and delivery of the Obligations, to the purchasers thereof required by Section 7 of this Article;
- (b) Expenditures that may be made from a fund created with the proceeds of Obligations, and expenditures of monies derived from sources other than the proceeds of Obligations, may be used for the purposes of financing or otherwise providing one or more “Projects”, as defined in the Act. The specific expenditures shall be described in a resolution or order of the Board, and shall be made only after the approval thereof by the City Council;
- (c) Corporation shall set its own internal financial control policies for finance and payment policies in accordance with State law.

Section 6. Issuance of Obligations.

Any debt issuance issued by the Corporation shall be in accordance with the statute governing this corporation, but in any event, no debt issuance shall be issued without approval of the City Council, after review and comment by the City's bond counsel and financial advisor.

ARTICLE V MISCELLANEOUS PROVISIONS

Section 1. Principal Office.

- (a) The principal office of the Corporation shall be located at such place as determined by the Board.
- (b) The Corporation shall have and shall continually designate a registered agent at its Registered Office, as required by the Act.

Section 2. Fiscal Year.

The fiscal year of the Corporation shall be the same as the fiscal year of the City.

Section 3. Surety Bonds.

The Chair, Vice Chair, and Treasurer of the Board shall give an official bond in the sum of not less than One Hundred Thousand and no/100 Dollars (\$100,000). The bonds referred to in this section shall be considered for the faithful accounting of all monies and things of value coming into the hands of such officers. The bonds shall be procured from some regularly accredited surety company authorized to do business in the State. The premiums thereafter shall be paid by the Corporation. A copy of each officer's bond shall be filed with the Secretary of State.

Section 4. Indemnification of Directors, Officers, and Employees.

The Directors shall authorize the Corporation to pay or reimburse any current or former employee, director or officer of the Corporation for any costs, expenses, fines, settlements, judgments, and other amounts, actually and reasonably incurred by such person in any action, suit, or proceeding to which he or she is made a party by reason of holding such position as employee, officer or director; provided, however, that such person shall not receive such indemnification if they be finally adjudicated in such instance to be liable for gross negligence or intentional misconduct in office. The indemnification herein provided shall also extend to good faith expenditures incurred in anticipation of, or preparation for, threatened or proposed litigation. The Board may, in proper cases, extend the indemnification to cover the good faith settlement of any such action, suit, or proceedings, whether formally instituted or not.

Section 5. Legal Construction.

These Bylaws shall be construed in accordance with the laws of the State of Texas.

Section 6. Severability.

If any provision or section of these Bylaws is held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality or unenforceability shall not affect any other provision, and the Bylaws shall be construed as if the invalid, illegal, or unenforceable provision had not been included in the Bylaws.

ARTICLE VI EFFECTIVE DATE AND APPROVAL

Section 1. Effective Date.

These Bylaws shall become effective upon the occurrence of the following events:

- (1) the adoption of these Bylaws by the Board, and
- (2) the approval of the Bylaws by the City Council.

Section 2.

These Tenth Amended Bylaws of the Bastrop Economic Development Corporation were approved and adopted at a meeting of the Board of the Bastrop Economic Development Corporation, held on November 16, 2020.

[SIGNATURE PAGE FOLLOWS]

Kathryn Nash, Chair
Bastrop Economic Development Corporation

Approved and adopted at a meeting of the City Council held on _____, 20____.

Connie Schroeder, Mayor of Bastrop, Texas

Attest:

Ann Franklin, City Secretary



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 8C

TITLE:

Consider action to approve Resolution No. R-2021-15 of the City Council of the City of Bastrop, Texas approving a Tri-party Agreement regarding Future Connections in the Colony Project to Off-Site Roadways, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; and establishing an effective date.

STAFF REPRESENTATIVE:

Jennifer C. Bills, Assistant Planning Director

BACKGROUND/HISTORY:

The Colony Municipal Utility District No. 1 and Successor Districts was established through the Consent Agreement on February 23, 2004. With the 3rd Amendment to the Agreement on November 12, 2019, the City and the developer agreed to a Master Plan that included connections to off-site developments through future connections in each section. This Tri-Party Agreement establishes that the developer will dedicate and construct the roadway connections when 1) the a property owner files a plat for development the adjacent property or 2) when the development reaches 3,225 platted lots.

As a part of this agreement, Bastrop County is agreeing to accept the already constructed streets within the development and to accept the improvements and dedication of the future off-site roadway connections once constructed.

POLICY EXPLANATION:

The Local Government Code allow municipalities to authorize Municipal Utility Districts within the extraterritorial jurisdictions. This agreement provides additional clarity on the future construction, ownership, and maintenance of streets by Bastrop County within the development.

FUNDING SOURCE:

N/A.

RECOMMENDATION:

Consider action to approve Resolution No. R-2021-15 of the City Council of the City of Bastrop, Texas approving a Tri-party Agreement regarding Future Connections in the Colony Project to Off-Site Roadways, as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Exhibit A - Tri-party Agreement regarding Future Connections in the Colony Project to Off-Site Roadways

RESOLUTION NO. R-2021-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING A TRI-PARTY AGREEMENT REGARDING FUTURE CONNECTIONS IN THE COLONY PROJECT TO OFF-SITE ROADWAYS, AS ATTACHED IN EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop previously entered into a “Consent for The Colony Municipal Utility District No. 1 and Successor Districts to be Created by the Division of the Colony Municipal Utility District No. 1: on February 23, 2004; and

WHEREAS, the City of Bastrop City entered into a “First Amendment to Consent Agreement for The Colony Municipal Utility District No. 1 and Successor Districts to be Created by the Division of the Colony Municipal District No. 1” on June 14, 2016; and

WHEREAS, the City of Bastrop entered into a “Second Amendment to Consent Agreement for The Colony Municipal Utility District No. 1 and Successor Districts to be Created by the Division of the Colony Municipal District No. 1” on November 7, 2017; and

WHEREAS, the City of Bastrop entered into a “Third Amendment to Consent Agreement for The Colony Municipal Utility District No. 1 and Successor Districts to be Created by the Division of the Colony Municipal District No. 1” on November 12, 2019; and

WHEREAS, the City of Bastrop entered into a “Fourth Amendment to Consent Agreement for The Colony Municipal Utility District No. 1” on November 10, 2020; and

WHEREAS, the developer wants to delay the construction of roadway connections to be made to off-site developments until the adjacent property begins to develop, or the total number of platted lots for the Colony MUD project reaches 3,225 lots; and

WHEREAS, the County will agree to accept the dedication of right-of-way and the future roadway improvements as public county roads.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1. That the City Council of the City of Bastrop, Texas approves the Tri-Party Agreement Regarding Future Connections in the Colony Project to Off-Site Roadways, as attached in Exhibit A.

Section 2. The City Manager is hereby authorized to execute the Tri-Party Agreement Regarding Future Connections in the Colony Project to Off-Site Roadways.

Section 3. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 9th day of February, 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

**TRI-PARTY AGREEMENT REGARDING FUTURE
CONNECTIONS IN THE COLONY PROJECT TO OFF-SITE ROADWAYS**

This **TRI-PARTY AGREEMENT REGARDING FUTURE CONNECTIONS IN THE COLONY PROJECT TO OFF-SITE ROADWAYS** (this "Agreement") is entered into effective as of _____, 2021 among the **CITY OF BASTROP, TEXAS**, a Texas municipal corporation located in Bastrop County (the "City"); the **COUNTY OF BASTROP, TEXAS**, a political subdivision of the State of Texas (the "County"); and **HUNT COMMUNITIES BASTROP, LLC**, a Delaware limited liability company ("Developer"). The City, the County, and the Developer are sometimes referred to herein collectively as the "Parties" and individually as a "Party".

RECITALS

WHEREAS, the City and Sabine Investment Company, a Delaware corporation ("Sabine"), previously entered into a Consent Agreement for The Colony Municipal Utility District No. 1 and Successor Districts to be Created by the Division of The Colony Municipal Utility District No. 1 dated effective as of February 23, 2004 (the "Original Consent Agreement"), which, among other things, provided for the creation of The Colony Municipal Utility District No. 1 (the "Original District") and a regulatory process for the development of The Colony master-planned project ("Project");

WHEREAS, the Original District was created by House Bill 3636, Acts of the 78th Legislature, Regular Session, CH. 778, Texas Session Law Service 2003 (the "Creation Legislation") and, as required by the Original Consent Agreement, the Original District joined in and consented to the Original Consent Agreement;

WHEREAS, as permitted by the Creation Legislation and the Original Consent Agreement, the Original District, pursuant to an election held by the Original District on February 5, 2005, subsequently divided in to The Colony Municipal Utility District No. 1A, The Colony Municipal Utility District No. 1B, The Colony Municipal Utility District No. 1C, The Colony Municipal Utility District No. 1D, The Colony Municipal Utility District No. 1E, The Colony Municipal Utility District No. 1F, and The Colony Municipal Utility District No. 1G (individually, a "Successor District" and collectively, the "Successor Districts"), and, as required by the Original Consent Agreement, the Successor Districts all joined in and consented to the Original Consent Agreement;

WHEREAS, effective December 30, 2006, Sabine merged with and into Forestar (USA) Real Estate Group Inc., a Delaware corporation ("Forestar"), at which time Forestar succeeded, by operation of law, to Sabine's interest in and to the Original Consent Agreement; and, in order to memorialize the merger, Forestar also joined in and consented to the Original Consent Agreement;

WHEREAS, the City, Forestar, and the Successor Districts later entered into a First Amendment to Consent Agreement for the Colony Municipal Utility District No. 1 and Successor Districts to be Created by Division of the Colony Municipal Utility District No. 1 dated effective as of June 14, 2016;

WHEREAS, Forestar, with the consent of the City and the Successor Districts, subsequently assigned all of its right, title, and interest in, to, and under the Consent Agreement to the Developer pursuant to an Assignment of Consent Agreement for The Colony Municipal Utility District No. 1 and Successor Districts to be Created by the Division of The Colony Municipal Utility District No. 1 and Consent dated effective December 30, 2016;

WHEREAS, the City, the Developer, and the Successor Districts later entered into a Second Amendment to Consent Agreement for the Colony Municipal Utility District No. 1 and Successor Districts to be Created by Division of the Colony Municipal Utility District No. 1 dated effective as of November 7, 2017, and a Third Amendment to Consent Agreement for the Colony Municipal Utility District No. 1 and Successor Districts to be Created by Division of the Colony Municipal Utility District No. 1 dated effective as of March 4, 2020 (the Original Consent Agreement, as joined in, assigned, and amended, being referred to herein collectively as the "Consent Agreement");

WHEREAS, among other things, the Consent Agreement provides that the Project will be developed generally in accordance with the "Project Master Plan" attached as **Exhibit "A"** (and herein so defined) that identifies 11 future connections within the Project to off-site roadways (each labeled on the Project Master Plan and defined herein as a "Future Connection")¹; and

WHEREAS, the Parties desire to enter into this Agreement to coordinate the timing, mechanics, and other matters related to the future platting, dedication, and construction of the Future Connections;

NOW, THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. Platting, Dedication, and Construction of Future Connections. Prior to the date on which the number of platted single-family residential lots within the Project (established by recorded plat) exceeds 3,225 (the "Trigger Date"), the Developer will:

(a) at the time that each area within the Project that includes a Future Connection is final platted, designate the right of way for such Future Connection as a "ROW Reserve" on the final plat;

(b) upon recordation of the final plat in the County records, separately dedicate to the County a right of way easement for such platted ROW Reserve; and

(c) be required to construct each such Future Connection platted as a ROW Reserve within one year after the earlier of

(i) the Trigger Date; or

(ii) the date on which the City finally approves a plat for land adjoining the Project that includes a roadway connection to such platted ROW Reserve.

For the avoidance of doubt, the Developer will not be required to post fiscal for any Future Connection platted as ROW Reserve prior to the Trigger Date. After the Trigger Date, the Developer will, as each area within the Project that includes a Future Connection is final platted, plat the Future Connection as right of way, post fiscal for the construction of such Future Connection (if not constructed at the time of plat recordation), and construct such Future Connection as part of the subdivision infrastructure improvements serving the plat that includes

¹ The Project Master Plan identifies a total of 12 Future Connections; however, the connection on Sam Houston Drive between The Colony MUD No. 1E and the original non-MUD portion of The Colony project is currently existing and will not be considered a Future Connection for purposes of this Agreement.

such Future Connection. For purposes of tracking the Trigger Date, the Developer will provide the City and the County with a "running tally" of platted single-family residential lots within the Project concurrently with each final plat submittal for an area within the Project.

2. Project Roadways. The Third Amendment to the Consent Agreement provides that the streets within the Project will be dedicated to the County or a property association ("POA") for operation and maintenance and that local streets off main collector roadways may be gated. The Parties hereby agree that the roadways within the Project that are not gated will be public and will be dedicated to and accepted by the County for operation and maintenance in accordance with County policies; and that the roadways that are gated will be private and will be dedicated to and operated and maintained by a POA. Gates across any fire apparatus road (public or private) must be approved by the applicable fire code official; must have an approved means of emergency operation; and must be maintained in operational condition.

3. Notices. All notices allowed or required to be given hereunder must be in writing and must be personally delivered or dispatched by United States certified mail, postage prepaid, return receipt requested, to the addresses shown on the counterpart signature pages to this Agreement. Either Party may change its address by giving notice in writing to the other Parties of such change. Any time limitation provided for in this Agreement will commence with the date that the Party actually receives such written notice, and the date of postmark of any return receipt indicating the date of delivery of such notice to the addressee will be conclusive evidence of such receipt.

4. Miscellaneous. This Agreement comprises the entire agreement among the Parties, and supersedes any prior understandings or written or oral agreements concerning, regarding the subject matter hereof. This Agreement will be binding upon the Parties and their successors and permitted assigns. The provisions of this Agreement may be modified or altered only by mutual agreement of the Parties. This Agreement will be construed under and in accordance with the laws of the State of Texas. All of the obligations contained in this Agreement are performable in Bastrop County, Texas. No consent or waiver, expressed or implied, to or of any default of any covenant or provision hereof by any Party will be construed as a consent or waiver to or any other default of the same or any other covenant or provision. If any provision of this Agreement is illegal, invalid, or unenforceable under present or future laws, it is the intention of the Parties that the remainder of this Agreement not be affected thereby, and it is also the intention of the Parties that, in lieu of each provision of this Agreement that is illegal, invalid, or unenforceable, there be added as a Part of this Agreement a provision as similar in terms to the illegal, invalid, or unenforceable provision as is possible, and is legal, valid, and enforceable. Any Party to this Agreement who is the prevailing party in any legal proceeding against any other Party brought under or in connection with this Agreement or the subject matter hereof will be additionally entitled to recover court costs and reasonable attorney's fees, and all other litigation expenses, including deposition costs, travel, and expert witness fees, from the non-prevailing Party. Each Party represents and warrants that it has the full right, power, and authority to execute this Agreement and all related documents. Each person executing this instrument on behalf of a Party represents that he or she is an authorized representative of and has the authority to sign this document on behalf the respective Party.

5. Counterparts. To facilitate execution, (a) this Agreement may be executed in any number of counterparts; (b) the signature pages taken from separate individually executed counterparts of this instrument may be combined to form multiple fully executed counterparts; and (c) an electronic signature, or a signature delivered by facsimile or in another electronic format (e.g., .PDF via email), will be deemed to be an original signature for all purposes. All executed counterparts of this instrument will be deemed to be originals, and all such counterparts, when taken together, will constitute one and the same agreement.

* * *

IN WITNESS WHEREOF, the Parties have executed this Agreement to be effective as of the date first written above.

[counterpart signature pages follow]

COUNTERPART SIGNATURE PAGE TO:

**TRI-PARTY AGREEMENT REGARDING FUTURE
CONNECTIONS IN THE COLONY PROJECT TO OFF-SITE ROADWAYS**

CITY:

CITY OF BASTROP, TEXAS

By: _____
Paul A. Hofmann, City Manager

Address:

Bastrop City Hall
PO Box 427
Bastrop, TX 78602

**THE STATE OF TEXAS §
 §
COUNTY OF BASTROP §**

This instrument was acknowledged before me on the _____ day of _____, 2021, by Paul A. Hofmann, City Manager of the City of Bastrop, a Texas municipal corporation, on behalf of said city.

NOTARY PUBLIC, State of Texas

COUNTERPART SIGNATURE PAGE TO:

**TRI-PARTY AGREEMENT REGARDING FUTURE
CONNECTIONS IN THE COLONY PROJECT TO OFF-SITE ROADWAYS**

COUNTY:

COUNTY OF BASTROP, TEXAS

By: _____
Paul Pape, County Judge

Address:

**THE STATE OF TEXAS §
 §
COUNTY OF BASTROP §**

This instrument was acknowledged before me on the _____ day of _____, 2021, by Paul Pape, County Judge of the County of Bastrop, a political subdivision of the State of Texas, on behalf of said county.

NOTARY PUBLIC, State of Texas

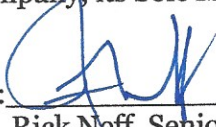
COUNTERPART SIGNATURE PAGE TO:

**TRI-PARTY AGREEMENT REGARDING FUTURE
CONNECTIONS IN THE COLONY PROJECT TO OFF-SITE ROADWAYS**

DEVELOPER:

**HUNT COMMUNITIES BASTROP,
LLC**, a Delaware limited liability company

By: Hunt Communities Development
Co., LLC, a Texas limited liability
company, its Sole Member

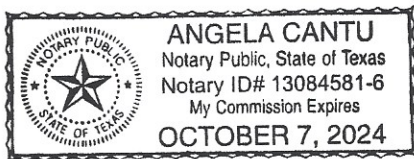
By: 
Rick Neff, Senior Vice President

Address:

Hunt Communities Bastrop, LLC
Attn: Rick Neff
4401 N. Mesa
El Paso, Texas 79902

**THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §**

This instrument was acknowledged before me on the 19th day of January, 2021, by Rick Neff, Senior Vice President of Hunt Communities Development Co., LLC, a Texas limited liability company, Sole Member of Hunt Communities Bastrop, LLC, a Delaware limited liability company, on behalf of said limited liability companies.



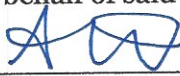
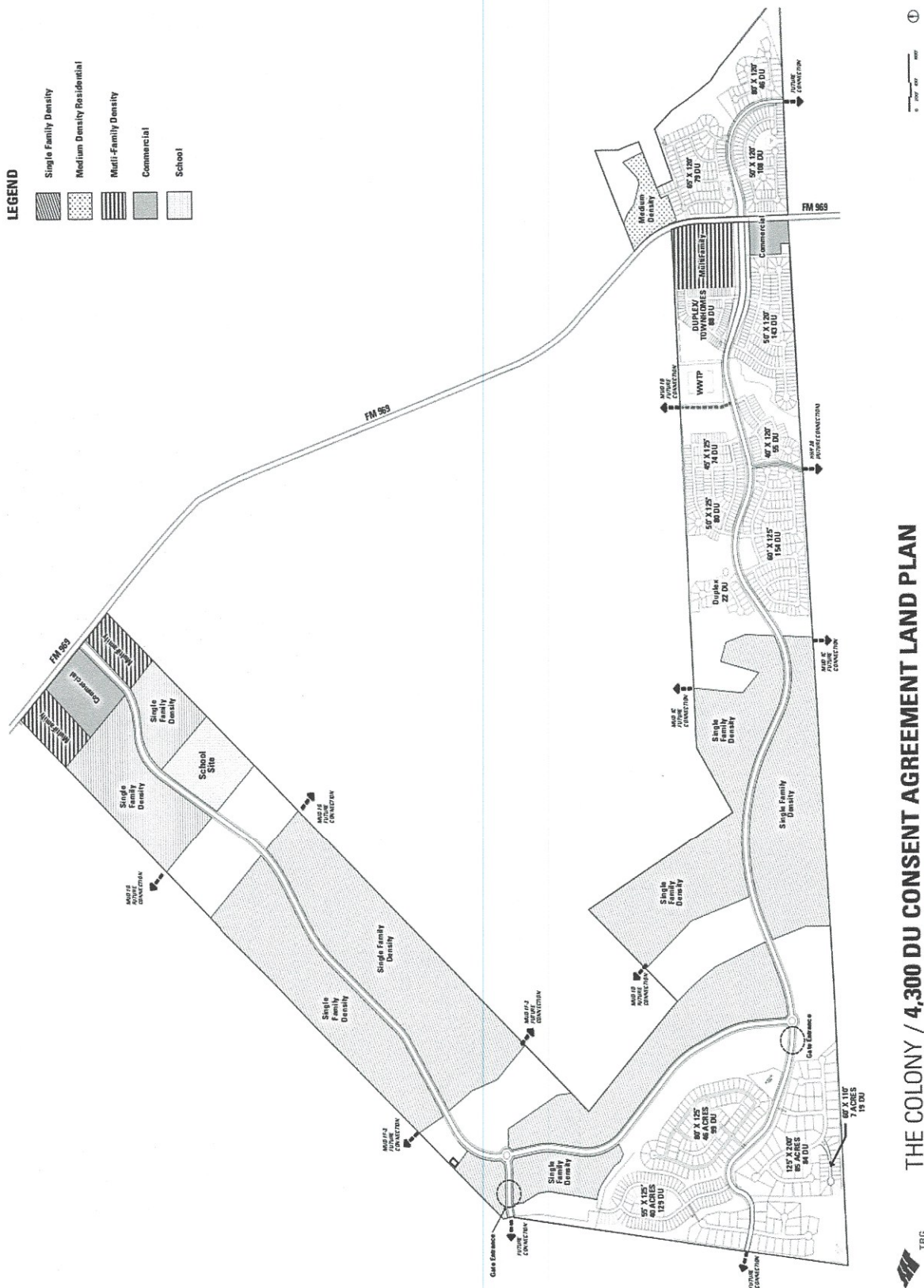

NOTARY PUBLIC, State of Texas

EXHIBIT "A" **PROJECT MASTER PLAN**



THE COLONY / 4,300 DU CONSENT AGREEMENT LAND PLAN
 02 August 2019
 Bastrop, TX





STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 9A

TITLE:

Consider and adopt on first and final reading Ordinance No. 2021-02 as an emergency measure ratifying temporary Emergency Orders enacted by the Mayor in her capacity as Emergency Management Director in regards to the current Local State of Disaster, for the immediate preservation of the public peace, health or safety.

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager

BACKGROUND/HISTORY

A declaration of local disaster and public health emergency includes the ability to take measures to reduce the possibility of exposure to disease, control the risk, prevent the spread of the disease, and promote the health and safety of individuals in the City of Bastrop; and

POLICY EXPLANATION:

On March 16, 2020 the City Council Confirmed a Declaration of Disaster due to the novel coronavirus (COVID-19). Within that declaration the mayor is granted the authority to take extraordinary measures to protect the health and safety of the citizens of Bastrop.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Recommend adopting on first and final reading Ordinance No. 2021-02 as an emergency measure ratifying temporary Emergency Orders enacted by the Mayor in her capacity as Emergency Management Director in regards to the current Local State of Disaster, for the immediate preservation of the public peace, health or safety.

ATTACHMENTS:

- Ordinance No. 2021-02

EMERGENCY ORDINANCE 2021-02

AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, CONFIRMING AND RATIFYING THE EMERGENCY ORDERS ISSUED BY THE MAYOR AS THE EMERGENCY MANAGEMENT DIRECTOR, AS DESCRIBED IN EXHIBIT A; PROVIDING FOR FINDINGS OF FACT, REPEALER, SEVERABILITY, ENFORCEMENT, AND PENALTY; ESTABLISHING AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

WHEREAS, the novel coronavirus (COVID-19) has been recognized globally as a contagious respiratory virus; and

WHEREAS, on March 13, 2020, Texas Governor Greg Abbott declared a State of Disaster for all counties in Texas, and the President of the United States of America declared a national emergency in relation to COVID-19; and

WHEREAS, on March 16, 2020, the Mayor issued a Declaration of Local Disaster to allow the City of Bastrop to take measures to reduce the possibility of exposure to COVID-19 and promote the health and safety of Bastrop residents; and

WHEREAS, Section 418.108 of the Texas Government Code provides that a declaration of local disaster activates the City's Emergency Management Plan; and

WHEREAS, in furtherance of the declaration of local disaster, the Mayor issued certain orders pursuant to Chapter 418 of the Texas Government Code; and

WHEREAS, Section 3.15(b) of the Bastrop City Charter allows the City Council to adopt an emergency ordinance relating to the immediate preservation of the public peace, health or safety, and such emergency ordinances shall take effect immediately upon adoption and execution without a second consideration; and

WHEREAS, Section 54.001 of the Texas Local Government Code generally provides the maximum penalties for violations of municipal ordinances, rules, or police regulations; and

WHEREAS, Section 418.173 of the Texas Government Code provides that a local emergency management plan may provide that failure to comply with the plan or with a rule, order, or ordinance adopted under the plan is an offense punishable by a fine not to exceed \$1,000 or confinement in jail for a term not to exceed 180 days; and

WHEREAS, the City Council of the City of Bastrop, Texas, finds it reasonable and necessary for the protection of the health and safety of the residents of the City of Bastrop to confirm and ratify the orders issued by the Mayor pursuant to Chapter 418 of the Texas Government Code, as described in **Exhibit A**; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS THAT:

SECTION 1. FINDINGS OF FACT: The foregoing recitals are incorporated into this Emergency Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2. CONFIRMATION & RATIFICATION: The City Council of the City of Bastrop, Texas, in accordance with the authority vested in the governing body of the City of Bastrop, Texas, by Section 418.108 of the Texas Government Code, hereby confirms and ratifies the emergency orders issued by the Mayor in furtherance of the declaration of local disaster, as described in **Exhibit A**.

SECTION 3. PUBLIC NOTICE: The City Secretary is hereby directed to give prompt and general publicity to this Emergency Ordinance.

SECTION 4. CONFLICTS: In the case of any conflict between other provisions of this Emergency Ordinance and any existing Ordinance of the City, the provisions of this Emergency Ordinance will control.

SECTION 5. SEVERABILITY: If any provision of this Emergency Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Emergency Ordinance that can be given effect without the invalid provision.

SECTION 6. ENFORCEMENT: The City shall have the power to administer and enforce the provisions of this Emergency Ordinance as may be required by governing law. Any person violating any provision of this Emergency Ordinance violates Section 1.08.011 of the Bastrop City Code. In accordance with Section 418.173 of the Texas Government Code, a violation is a misdemeanor punishable by a fine not to exceed \$1,000 or confinement in jail for a term not to exceed 180 days. Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

SECTION 7. EFFECTIVE DATE: In accordance with Section 3.15(b) of the Bastrop City Charter, this Emergency Ordinance shall be *effective immediately* upon passage.

SECTION 8. OPEN MEETING: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ, ACKNOWLEDGED & APPROVED on the First & Final Reading on this, the 9th day of February 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Exhibit A



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 9B

TITLE:

Consider action to approve Resolution No. R-2021-12 of the City Council of the City of Bastrop, Texas approving the Bastrop Police Department to apply for a grant from the 2021 State Homeland Security Program (SHSP) Terrorism grant for a Regional Law Enforcement Surveillance Trailer at a total cost of forty-nine thousand nine-hundred fifty dollars (\$49,950) with no matching funds from the City of Bastrop; authorizing the Chief of Police as the Grantee's Authorized Official; providing for a severability clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Clint Nagy, Chief of Police

BACKGROUND/HISTORY:

Protecting, deterring, and identifying are the keys to preventing a terror attack. A Regional Law Enforcement Surveillance Trailer (LEST) is ideal for deployment at special events, fairs, sporting events, concerts, or any space in which a terrorist attack could occur. The City of Bastrop alone has more than fifteen (15) special events that individually bring thousands of persons to the City of Bastrop each year. The City of Bastrop has numerous places and events that could be targeted for an attack.

These targets include electric, water, and wastewater infrastructure, a thriving historic downtown Main Street and special event venues to include fairgrounds and a convention center. Lastly, there are six (6) schools within the city, and countywide, there are fourteen (14).

The LEST is a specialty designed trailer that can be immediately deployed to meet any surveillance requirement at any terrorist situation. The LEST is equipped with high tech cameras that are attached to an extendable boom to gain a bird's eye view of the surrounding area.

Furthermore, these cameras can be watched from any distance away from the LEST and recorded after for after-the-fact review. This would provide a safe and secure environment for receiving real-time information and conducting strategic planning.

The LEST can be towed by a small SUV or car. It has its own power source and can be moved from one strategic location to the next.

Bastrop County and the cities of Bastrop, Elgin, and Smithville do not currently own a LEST. State-owned LESTs that may be available for a response are not permanently assigned in Bastrop County. This is a deficiency in our current response plan.

If awarded the grant, the City of Bastrop would store and maintain the LEST. The LEST would be available for a countywide response to all incidents.

POLICY EXPLANATION: N/A

FUNDING SOURCE:

This project is completely grant funded and has no adverse impact to the City's budget.

RECOMMENDATION:

Clint Nagy, Chief of Police recommends approval of Resolution No. R-2021-12 of the City Council of the City of Bastrop, Texas approving the Bastrop Police Department to apply for a grant from the 2021 State Homeland Security Program (SHSP) Terrorism grant for a Regional Law Enforcement Surveillance Trailer at a total cost of forty-nine thousand nine-hundred fifty dollars (\$49,950) with no matching funds from the City of Bastrop; authorizing the Chief of Police as the Grantee's Authorized Official; providing for a severability clause; and establishing an effective date.

ATTACHMENTS:

- Resolution
- Photos of Law Enforcement Surveillance Trailer on PowerPoint.



RESOLUTION NO. R-2021-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE BASTROP POLICE DEPARTMENT TO APPLY FOR A GRANT FROM THE 2021 STATE HOMELAND SECURITY PROGRAM (SHSP) TERRORISM GRANT FOR A REGIONAL LAW ENFORCEMENT SURVEILLANCE TRAILER AT A COST OF FORTY-NINE THOUSAND NINE-HUNDRED FIFTY DOLLARS (\$49,950) WITH NO MATCHING FUNDS FROM THE CITY OF BASTROP; AUTHORIZING THE CHIEF OF POLICE AS THE GRANTEE'S AUTHORIZED OFFICIAL; PROVIDING FOR A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop finds it in the best interest of the citizens of Bastrop, that the Bastrop Police Department apply for a grant from the 2021 State Homeland Security Program (SHSP) Grant Program for a Regional Law Enforcement Surveillance Trailer at a total cost of forty-nine thousand nine-hundred and fifty dollars (\$49,950) with no matching funds from the City of Bastrop; and

WHEREAS, the City of Bastrop agrees that in the event of loss or misuse of the 2021 State Homeland Security Program (SHSP) Grant, the City of Bastrop City Council assures that the funds will be returned to the State Homeland Security Program (SHSP) Grant in full; and

WHEREAS, the City of Bastrop designates Chief of Police Clint Nagy as the Grantee's authorized official. The authorized official is given the power to apply for, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1. The City Council of the City of Bastrop approves the Bastrop Police Department's application to the 2021 State Homeland Security Program (SHSP) Grant for a Regional Law Enforcement Surveillance Trailer.

Section 2. Any prior resolution of the City Council in conflict with the provisions contained in this resolution are hereby repealed and revoked.

Section 3: Should any part of this resolution be held to be invalid for any reason, the remainder shall not be affected thereby, and such remaining portions are hereby severable.

Section 4: This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 9th day of February 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Bastrop Police Department

Homeland Security Grant 2021

Police Chief Clint Nagy

February 9th, 2021



- Requesting a Regional Law Enforcement Surveillance Trailer
- Easily deployed as needed, such as near critical infrastructure or special events
- \$49,950 with no matching funds from the city



TEXAS

Surveillance & Security

VIDEO SECURITY EXPERTS

9999 Bellaire Blvd Houston TX 77036

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Proposed by:
Chester Burress
979-848-7911
chester@esi-fs.com

January 4, 2021
Expires January 4, 2022

Bastrop, TX Police Department

207 S 10th St

Donna, TX 78537

Attn: Sgt. Daniel McManus

Phone: (512) 332-8621

Email: dmcmanus@cityofbastrop.org

Proposal for Mobile Security Trailer System:

1 – Trailer System Base w/ 30 ft. Stabilized MAST

1 – 3000W Generator System

1 – 14,400 KWH Battery Backup

1 – 1200W Solar System Kit

1 – 8 Port POE Gigabit Network Switch

3 – PTZ Cameras: 4.8–120 mm, F1.6-F4.4, 25x optical zoom lens with 360° continuous rotation for the flexibility to clearly view the target area with desired width and depth, 50/60 fps image with a 1/2.8" 2 megapixel sensor, Six IR LEDs provide up to 328 ft. of illumination in dimly lit or nighttime scenes, IP66 camera housing, -40°F to 158°F working temperature

1 – Thermal Camera: 640x480, 10 mm lens. Horizontal field of view: 63°, F1.24 Near focus distance: 2.8 m (9.2 ft), Up to 8.3 fps and 30 fps, IP66 camera housing, -40 °C to 60 °C (-40 °F to 140 °F) Humidity 10–100% RH (condensing) working conditions, de-icing capability, compliant to MIL-STD-810F Method 521.3

1 – Honeywell 4K 8ch 4TB NVR (several options available for remote viewing and recorded video retrieval)

1 – Sierra AirLink low power LTE gateway

1 – Axis IP based 2 Way Network Horn Speaker

1 – Body LED Strobe Light Kit (available)

1 – Heavy Duty Front Wheel Jack

1 – Proactive Video Monitoring (customizable vision analytics available)

Retail: **\$ 54,500.00**

Municipality Rate: **\$ 49,950.00**

Shipping included within 50 miles of Houston, TX: **\$ 0.00**

Total: **\$ 49,950.00**

(TAX NOT INCLUDED)



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 9C

TITLE:

Consider action to approve Resolution No. R-2021-13 of the City Council of the City of Bastrop, Texas to award a Grant Administration Service contract to GrantWorks for the preparation of the City's 2021-2022 Texas Community Development Block Grant (TxCDBG) application and subsequent administrative services if funded: authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The city was notified of a grant funding opportunity through Texas Department of Agriculture (TDA) for TxCDBG funds. Part of the application process is procuring grant administrative services through a bid process. The city has complied with this procurement process and is recommending a contract with GrantWorks for these services.

The grant administrator will guide the city in the project selection, completion of the application and project management if funded.

POLICY EXPLANATION:

In the past the City of Bastrop City Council has encouraged staff to find new funding sources to promote fiscal sustainability, protect the public health and life safety.

FUNDING SOURCE:

The funding for the project will be part of the FY 21/22 budget discussion.

RECOMMENDATION:

Tracy Waldron, recommends approval of Resolution No. R-2021-13 of the City Council of the City of Bastrop, Texas to award a Grant Administrative Service contract to GrantWorks for the preparation of the City's 2021-2022 Texas Community Development Block Grant (TxCDBG) application and subsequent administrative services if funded: authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution

RESOLUTION NO. R-2021-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS TO AWARD A GRANT ADMINISTRATION SERVICE CONTRACT TO GRANTWORKS FOR THE PREPARATION OF THE CITY'S 2021-2022 TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TXCDBG) APPLICATION AND SUBSEQUENT ADMINISTRATIVE SERVICES IF FUNDED; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, certain conditions exist which represent a threat to public health and safety;
and

WHEREAS, it is necessary and in the best interests of the City of Bastrop to apply for funding under the Texas Community Development Block Grant Program;

WHEREAS, the City of Bastrop has sought proposals from administrative consultants through a competitive process; and

WHEREAS, The City of Bastrop, Texas has found GrantWorks services to be qualified to provide application and project management services for grant programs including the TxCDBG program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1: That the City Manager is hereby authorized to execute an agreement for Grant Administration Services to GrantWorks, to provide application and implementation services for the Texas Community Development Block Grant Program.

Section 2: That the city's application be placed in competition for funding under the Texas Community Development Block Grant Program.

Section 3: That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.

Section 4: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 9th day of February 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 9D

TITLE:

Consider action to approve Resolution No. R-2021-16 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor to the Main Street Advisory Board, as required in Section 3.08 of the City's Charter, and establishing an effective date.

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager

BACKGROUND/HISTORY:

Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council.

POLICY EXPLANATION:

Mayor Connie Schroeder has appointed Sarah Houser to Place 4 of the Main Street Advisory Board. The approval of this Resolution will provide confirmation of this appointment by Council as required by the Charter.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Resolution No. R-2021-16 of the City Council of the City of Bastrop, Texas confirming appointment by the Mayor to the Main Street Advisory Board, as required in Section 3.08 of the City's Charter, and establishing an effective date.

ATTACHMENTS:

- Resolution

RESOLUTION NO. R-2021-16

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS
CONFIRMING APPOINTMENT BY THE MAYOR TO THE MAIN STREET
ADVISORY BOARD, AS REQUIRED IN SECTION 3.08 OF THE CITY'S
CHARTER; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states that the Mayor shall appoint members to all City boards and commissions, subject to confirmation by the City Council; and

WHEREAS, Mayor Connie Schroeder has appointed Sarah Houser to Place 4 on the Main Street Advisory Board; and

WHEREAS, City Council must confirm this appointment as required by the City Charter.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1: That Mayor Connie Schroeder has appointed Sarah Houser to Place 4 on the Main Street Advisory Board.

Section 2: That the City Council of the City of Bastrop confirms Mayor Schroeder's appointment of Sarah Houser to Place 4 on the Main Street Advisory Board.

Section 3: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 9th day of February, 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



STAFF REPORT

MEETING DATE: February 9, 2021

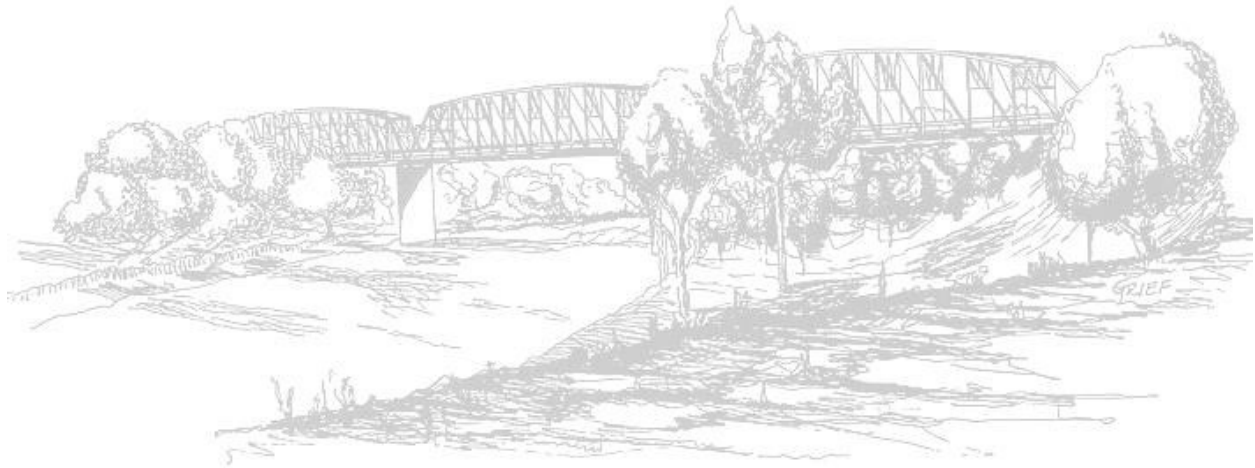
AGENDA ITEM: 10A

TITLE:

City Council shall convene into closed executive session pursuant to Texas Government Code Sections 551.071 and 551.072, to seek the advice of legal counsel, and to deliberate upon the acquisition of real property interests associated with the construction of Wastewater Treatment Plant #3 at 385 SH 304, Unit B, Bastrop, TX 78602, and its collections systems, including all related agreements, authorizations, easements, resolutions, and associated legal actions.

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager





STAFF REPORT

MEETING DATE: February 9, 2021

AGENDA ITEM: 11

TITLE:

Take any necessary or appropriate action on matters posted for consideration in closed/executive session

STAFF REPRESENTATIVE:

Paul A. Hofmann, City Manager

