

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



January 26, 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 JANUARY 26, 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 – Pastor Phil Woods, Bastrop First Assembly of God

4. PRESENTATIONS

4A. Mayor's Report

4B. Council Members' Report

4C. City Manager's Report

5. WORK SESSION/BRIEFINGS - NONE

6. STAFF AND BOARD REPORTS

- 6A. Receive presentation on the unaudited Monthly Financial Report for the period ending December 31, 2020.
- 6B. Receive Quarterly Report from BEDC. (Submitted by: Cameron Cox, BEDC CEO)
- 6C. Receive Quarterly Report from Visit Bastrop (Submitted by: Tracy Waldron, Chief Financial Officer)
- 6D. Receive Quarterly Report from Lost Pines Art Center. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 6E. Receive Quarterly Report from Bastrop Opera House. (Submitted by: Tracy Waldron, Chief Financial Officer)
- 6F. Receive Quarterly Report from Bastrop Museum and Visitor Center. (Submitted by: Tracy Waldron, Chief Financial Officer)

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 January 26, 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 12, 2020 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)

9. 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.
- 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)
- 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)
- 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)
- 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)

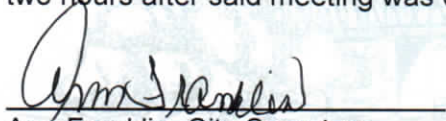
10. EXECUTIVE SESSION

- 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: Friday, January 22, 2021 at 11:00 a.m. and remained posted for at least two hours after said meeting was convened.


Ann Franklin, City Secretary



STAFF REPORT

MEETING DATE: January 26, 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
January 26, 2021



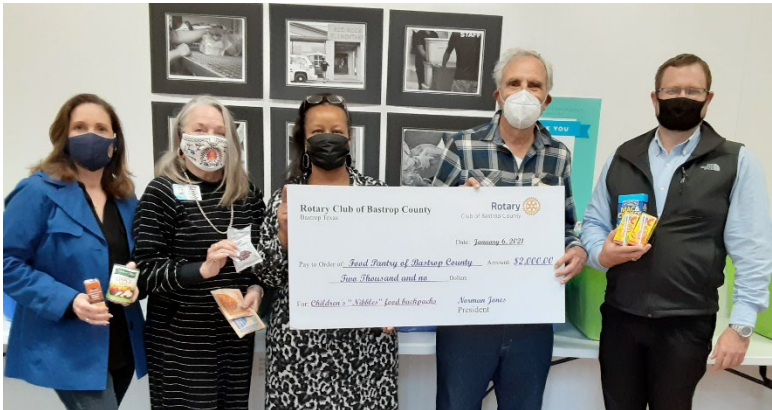
Latest Activities

January 12-21

Events in 2021: 18



CARTS
Station
Ribbon
Cutting



Rotary Donation to NIBBLES Program



BISD – School Board Recognition



Planned Events

January 22-26

- January 22 – Vaccine Task Force
- January 25 –
 - TML Regional Officer Webinar
 - BEDC Board Meeting
- January 26 – City Council Meeting



Upcoming Events & City Meetings

- January 28 –
 - Policy Panel with Senator Eckhardt
 - Joint Meeting with Planning and Zoning
- January 29 – Vaccine Task Force
- February 1 – Library Board Meeting
- February 3 – Chamber Luncheon
- February 5 – Vaccine Task Force
- February 9 – City Council Meeting





STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 4B

TITLE:

Council Members' 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:

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- (2) information regarding holiday schedules;
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- (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.



STAFF REPORT

MEETING DATE: January 26, 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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- (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.



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 6A

TITLE:

Receive presentation on the unaudited Monthly Financial Report for the period ending December 31, 2020.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The Chief Financial Officer provides the City Council a monthly financial report overview for all funds to include detailed analysis for General Fund, Water-Wastewater Fund, Bastrop Power & Light and the HOT Tax Fund.

REVENUE

General Fund is exceeding the forecast by over 9%. This is attributed substantially to development fees. This category of revenue is already at 61% of budget three months into the fiscal year.

HOT funds revenue is short of forecast due to COVID-19 impacting the hospitality industry to a great extent than projected. This trend will be closely monitored.

Cemetery is running short of forecast. We have had only one non-resident plot sale since the price increase effective Oct. 1st.

The Park Land Dedication fund and Capital Bond funds are short of forecast due to interest returns being lower than forecast.

EXPENDITURES

All funds are positive variance to forecasted expenditures year to date.

POLICY EXPLANATION:

This reporting requirement is set forth by the City of Bastrop Financial Management Policies, Chapter IV. Operating Budget, Section D. Reporting, as adopted by Resolution R-2020-77 on September 8, 2020.

ATTACHMENTS:

- Unaudited Monthly Financial Report for the period ending December 31, 2020

CITY OF BASTROP

Comprehensive Monthly Financial Report December 2020



Performance at a Glance as of December 31, 2020



	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 3-4
SALES TAXES	POSITIVE	Page 5
PROPERTY TAXES	NEGATIVE	Page 6
GENERAL FUND EXPENSE BY DEPARTMENT	POSITIVE	Page 7
WATER/WASTEWATER REVENUES	POSITIVE	Page 8
WATER/WASTEWATER EXPENDITURES BY DIVISION	POSITIVE	Page 9
ELECTRIC REVENUES	POSITIVE	Page 10
HOTEL OCCUPANCY TAX REVENUES	NEGATIVE	Page 11
HOTEL OCCUPANCY TAX EXPENDITURES BY DIVISION	POSITIVE	Page 12
LEGAL FEES BY ATTORNEY/CATEGORY	POSITIVE	Page 13
PERFORMANCE INDICATORS		
POSITIVE	= Positive variance or negative variance < 1% compared to seasonal trends	
WARNING	= Negative variance of 1-5% compared to seasonal trends	
NEGATIVE	= Negative variance of >5% compared to seasonal trends	

BUDGET SUMMARY OF ALL FUNDS

	FY2021	FY2021	FY2021	
	<u>Approved Budget</u>	<u>Forecast YTD</u>	<u>Actual YTD</u>	<u>Variance</u>
<u>Revenues:</u>				
General	\$ 12,471,919	\$ 3,847,816	\$ 4,202,351	9.2%
Designated	63,583	6,800	8,765	28.9%
Innovation	150,000	-	-	0.0%
Street Maintenance	1,024,000	1,021,550	1,024,398	0.3%
Debt Service	2,863,181	955,177	888,107	-7.0%
Water/Wastewater	6,572,900	1,452,581	1,664,287	14.6%
Water/Wastewater Debt	2,956,026	515,194	517,298	0.4%
Water/Wastewater Capital Proj	130,000	32,500	34,047	4.8%
Impact Fees	907,250	221,813	488,217	120.1%
Vehicle & Equipment Replacement	452,192	161,798	179,048	10.7%
Electric	7,154,050	1,485,080	1,518,357	2.2%
HOT Tax Fund	2,533,212	619,555	389,287	-37.2%
Library Board	20,600	2,800	3,949	41.0%
Cemetery	108,750	27,188	11,259	-58.6%
Capital Bond Projects	1,105,793	1,025,750	1,007,463	-1.8%
Grant Fund	731,851	12,000	12,000	0.0%
Park/Trail Land Dedicaiton	1,865	466	346	-25.8%
Hunter's Crossing PID	513,031	229,994	220,056	-4.3%
Bastrop EDC	3,953,570	665,518	832,174	25.0%
TOTAL REVENUES	\$ 43,713,773	\$ 12,283,580	\$ 13,001,409	5.8%

POSITIVE

= Positive variance or negative variance < 1% compared to forecast

WARNING

= Negative variance of 1-5% compared to forecast

NEGATIVE

= Negative variance of >5% compared to forecast

BUDGET SUMMARY OF ALL FUNDS

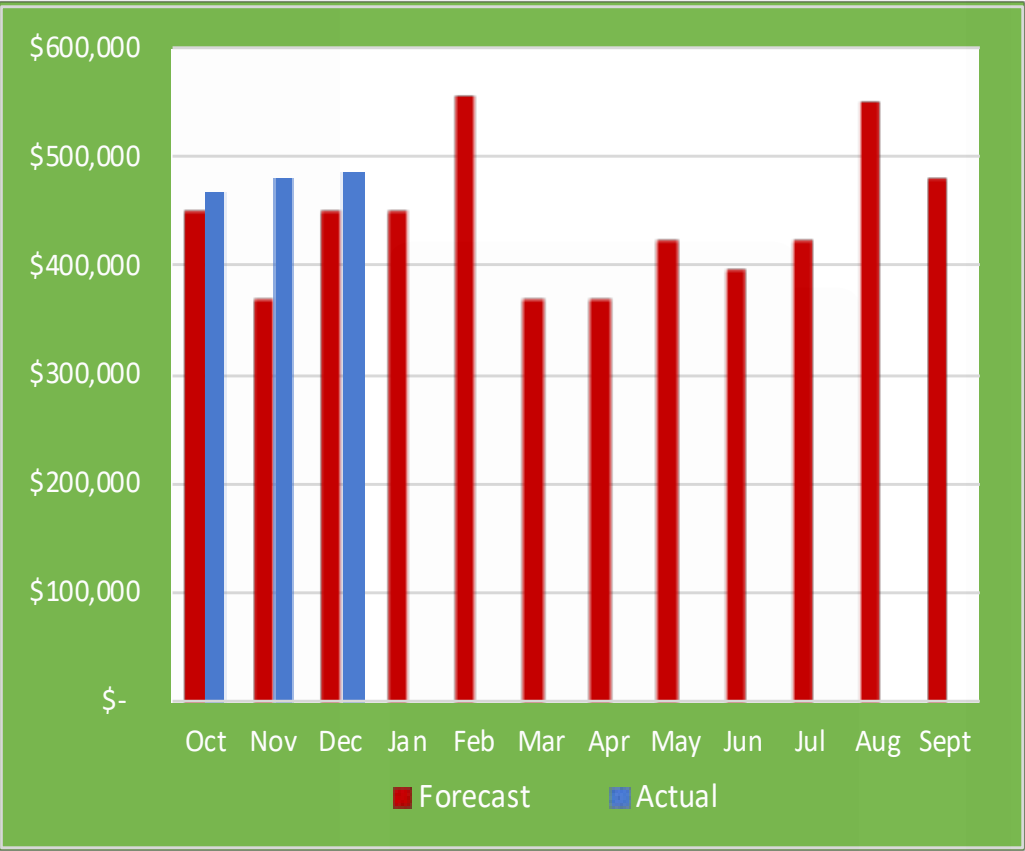
	FY2021 <u>Approved Budget</u>	FY2021 <u>Forecast YTD</u>	FY2021 <u>Actual YTD</u>	<u>Variance</u>
<u>Expense:</u>				
General	\$ 12,333,505	\$ 3,110,941	\$ 2,938,804	-5.5%
Designated	481,000	# 20,100	15,418	-23.3%
Innovation	503,668	149,668	149,668	0.0%
Street Maintenance	1,020,654	-	-	0.0%
Debt Service	2,997,157	4,030	-	-100.0%
Water/Wastewater	6,213,872	1,405,798	1,289,209	-8.3%
Water/Wastewater Debt	2,174,353	-	-	0.0%
Water/Wastewater Capital Proj.	200,000	100,000	57,098	-42.9%
Impact Fees	910,250	-	-	0.0%
Vehicle & Equipment Replacement	241,800	-	-	0.0%
Electric	7,427,450	1,768,420	1,691,878	-4.3%
HOT Tax Fund	2,795,012	612,821	492,867	-19.6%
Library Board	23,450	5,863	108	-98.2%
Park Dedication	56,000	-	-	0.0%
Cemetery	79,803	21,921	21,657	-1.2%
Hunter's Crossing PID	480,025	30,881	29,189	-5.5%
Capital Projects (Bond)	24,305,268	2,638,027	2,644,869	0.3%
Grant Fund	731,851	9,537	9,537	0.0%
Bastrop EDC	5,131,091	1,719,597	855,520	-50.2%
TOTAL EXPENSES	\$ 68,106,209	\$ 11,597,604	\$ 10,195,822	-12.1%
Surplus/(Shortfall)	\$ (24,392,436)	\$ 685,976	\$ 2,805,587	309.0%

POSITIVE	= Negative variance or positive variance < 1% compared to forecast
WARNING	= Positive variance of 1-5% compared to forecast
NEGATIVE	= Positive variance of >5% compared to forecast

REVENUE ANALYSIS

SALES TAX REVENUE

	<u>Month</u>	FY2021 <u>Forecast</u>	FY2021 <u>Actual</u>	Monthly <u>Variance</u>
	Oct	\$ 447,689	\$ 464,945	\$ 17,256
	Nov	368,685	477,068	\$ 108,383
	Dec	447,689	484,697	\$ 37,008
	Jan	447,689		\$ -
	Feb	553,028		\$ -
	Mar	368,685		\$ -
	Apr	368,685		\$ -
	May	421,355		\$ -
	Jun	395,020		\$ -
	Jul	421,355		\$ -
	Aug	547,761		\$ -
	Sept	479,291		\$ -
Total		\$ 5,266,932	\$ 1,426,710	\$ 162,647
Cumulative Forecast		\$ 1,264,063		
Actual to Forecast		\$ 162,647	12.9%	

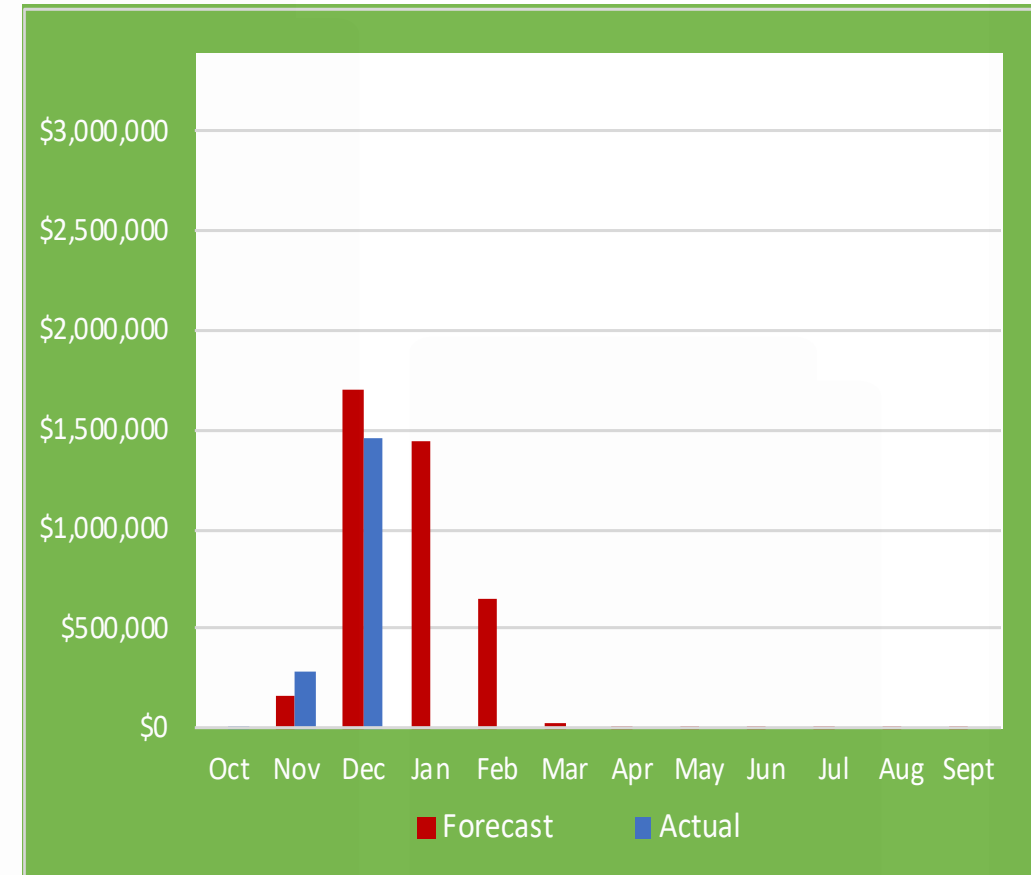


POSITIVE

Sales Tax is 42% of the total budgeted revenue for General Fund. The actual amounts for Oct. and Nov. are estimated due to the State Comptroller's two month lag in payment of these earned taxes. The actual is almost 13% greater than forecasted.

PROPERTY TAX REVENUE

<u>Month</u>	<u>FY2021 Forecast</u>	<u>FY2021 Actual</u>	<u>Monthly Variance</u>
Oct	\$ -	\$ 696	\$ 696
Nov	161,543	280,465	\$ 118,922
Dec	1,696,205	1,451,029	\$ (245,176)
Jan	1,437,736		
Feb	646,173		
Mar	32,309		
Apr	16,154		
May	16,154		
Jun	8,077		
Jul	8,077		
Aug	8,077		
Sept	8,077		
Total	<u>\$ 4,038,582</u>	<u>\$ 1,732,190</u>	<u>\$ (125,558)</u>
Cumulative Forecast	\$ 1,857,748		
Actual to Forecast	\$ (125,558)	-6.76%	

**NEGATIVE**

Property tax represents 31% of the total General Fund revenue budget. As you can see from the forecast, they are generally collected from December to February. The actual is behind the forecast by over 6.5%. The timing of when these payments are received does not stay consistent from year to year which increases the difficulty of forecasting the monthly receipts.

GENERAL FUND EXPENDITURES BY DEPT.

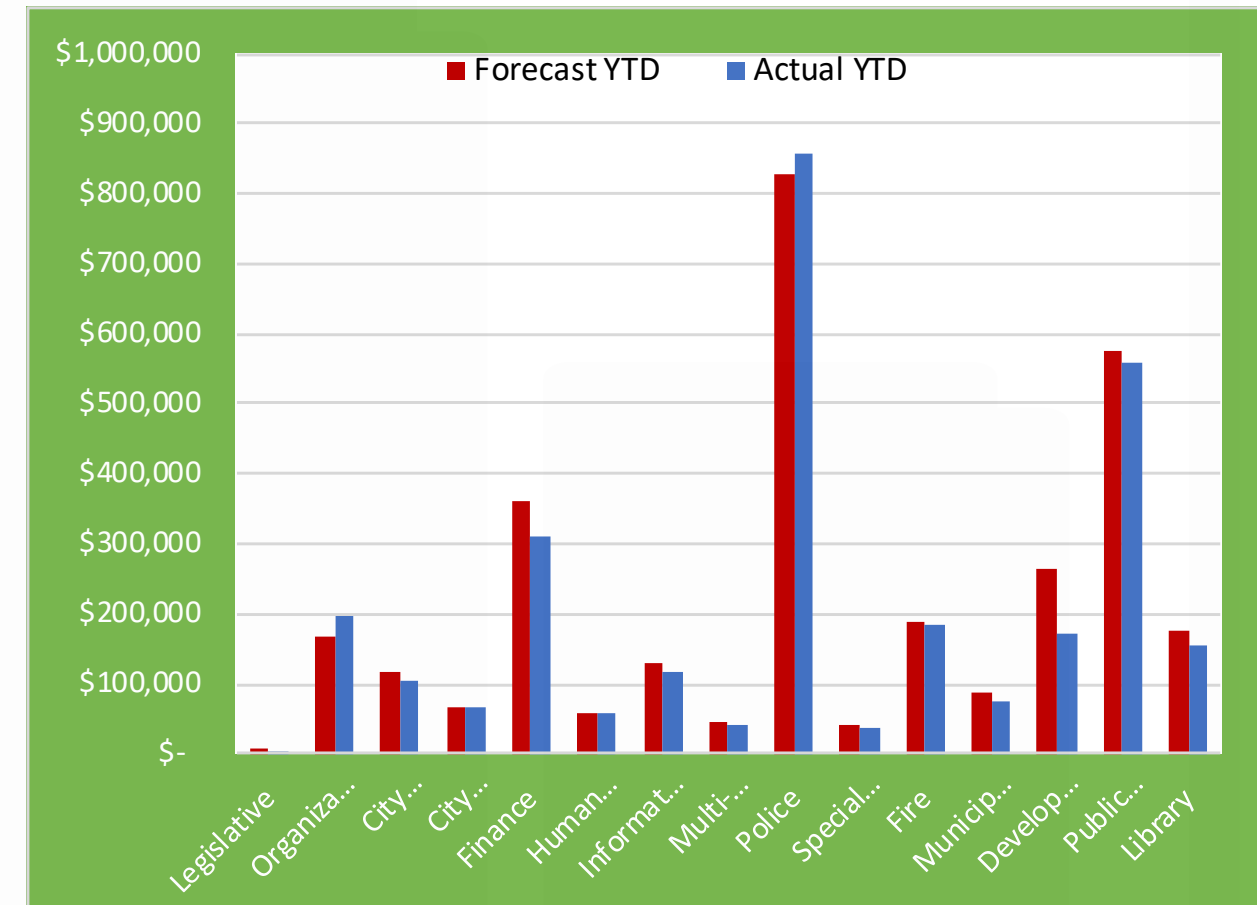
<u>Division</u>	<u>FY2021 Forecast YTD</u>	<u>FY2021 Actual YTD</u>	<u>Variance</u>
Legislative	\$ 8,771	\$ 3,950	\$ (4,821)
Organizational	166,454	195,967	\$ 29,513
City Manager	115,613	105,612	\$ (10,001)
City Secretary	66,200	65,713	\$ (487)
Finance	359,005	312,077	\$ (46,928)
Human Resources	56,906	58,475	\$ 1,569
Information Technology	129,898	115,876	\$ (14,022)
Multi-Media	44,602	42,111	\$ (2,491)
Police	828,652	858,572	\$ 29,920
Special Events/Reserv.	41,888	38,244	\$ (3,644)
Fire	188,303	182,703	\$ (5,600)
Municipal Court	87,374	74,590	\$ (12,784)
Development Services	263,867	173,177	\$ (90,690)
Public Works	576,198	557,606	\$ (18,592)
Library	177,211	154,130	\$ (23,081)
Total	\$ 3,110,942	\$ 2,938,803	\$ (172,139)

Actual to Forecast

94.5%

POSITIVE

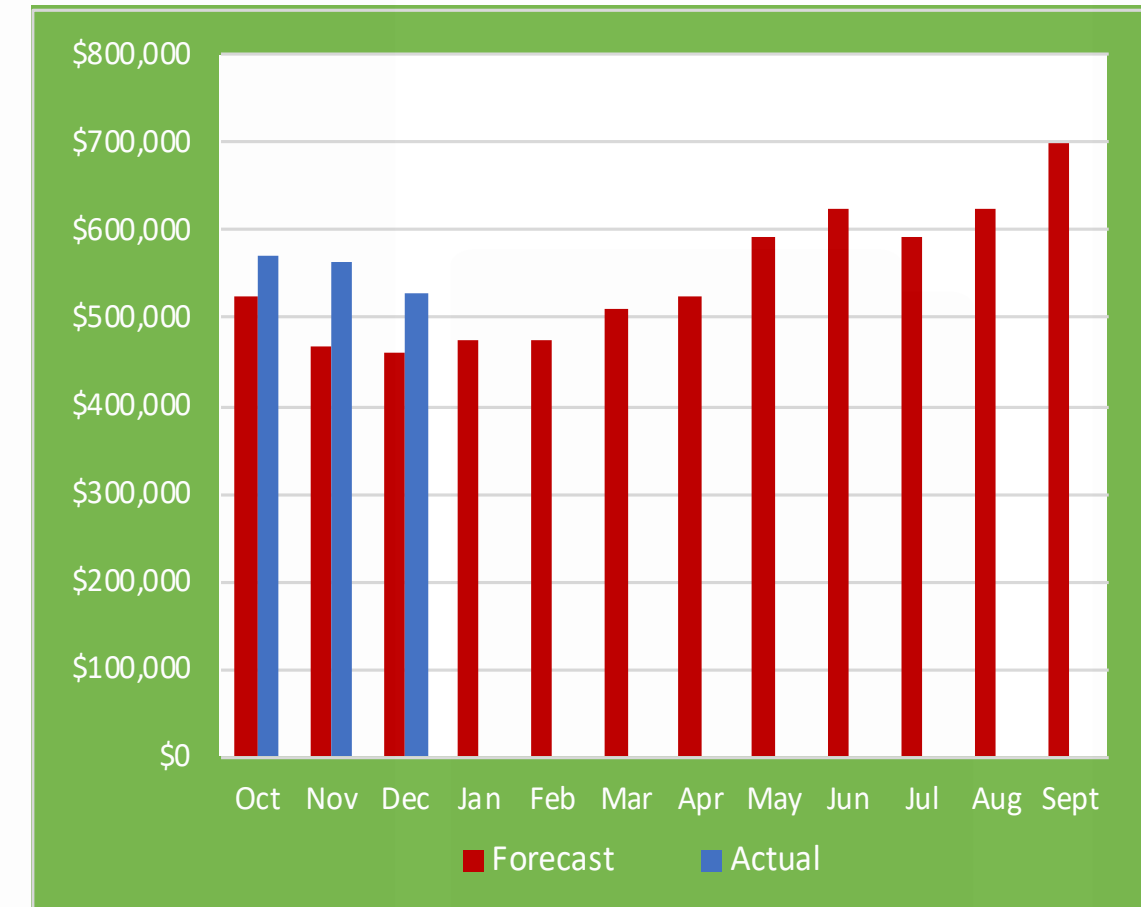
This is a new page to the financial report that looks at forecast to actual by department within the General Fund. YTD the actual is 94.5% of forecast. We will continue to refine our forecast based on historic patterns and understanding of what has been budgeted. The Organizational Dept. is over due to the first quarter 380 agreement payment for Burleson Crossing. Since sales tax is much higher than projected, so is the rebate due back to the developer. This will require a budget amendment in the future.



REVENUE ANALYSIS

WATER/WASTEWATER REVENUE

<u>Month</u>	<u>FY2021 Forecast</u>	<u>FY2021 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 525,920	\$ 572,388	\$ 46,468
Nov	466,616	564,581	\$ 97,965
Dec	460,044	527,318	\$ 67,274
Jan	476,204		
Feb	476,616		
Mar	509,760		
Apr	525,920		
May	591,384		
Jun	624,116		
Jul	591,796		
Aug	624,528		
Sept	699,992		
Total	\$ 6,572,896	\$ 1,664,287	\$ 211,707
Cumulative Forecast	\$ 1,452,580		
Actual to Forecast	\$ 211,707	14.57%	



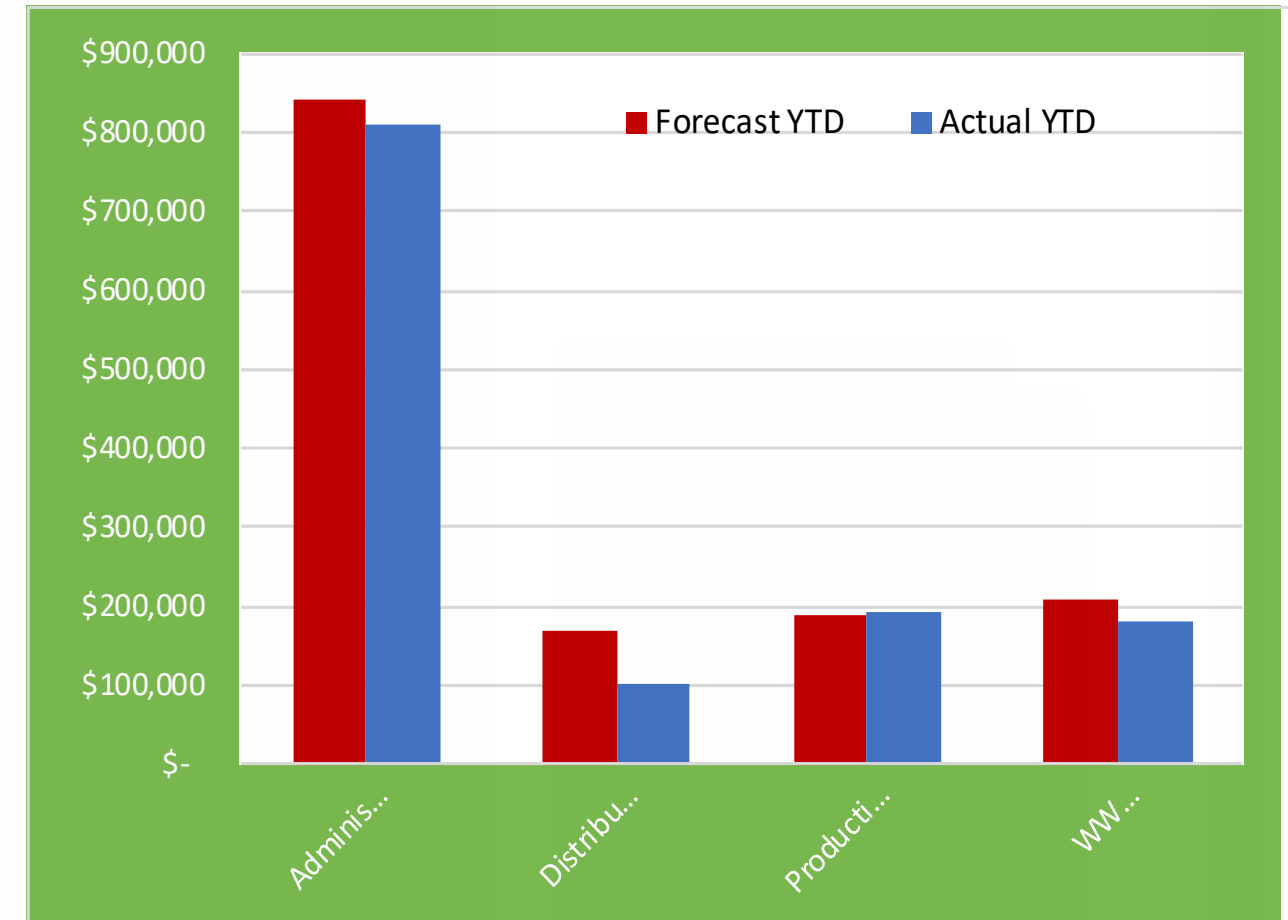
POSITIVE

The water and wastewater actual revenue is higher than forecast almost 15%. There were 25 new meters set this month all residential.

EXPENSE ANALYSIS

WATER/WASTEWATER EXPENDITURES BY DIVISION

<u>Division</u>	FY2021 <u>Forecast YTD</u>	FY2021 <u>Actual YTD</u>	<u>Variance</u>
Administration	\$ 841,506	\$ 810,861	\$ (30,645)
Distribution/Collection	167,479	102,789	\$ (64,690)
Production/Treatment	189,725	193,747	\$ 4,022
WW Treatment Plant	<u>207,088</u>	<u>181,811</u>	<u>\$ (25,277)</u>
Total	<u>\$ 1,405,798</u>	<u>\$ 1,289,208</u>	<u>\$ (116,590)</u>
Actual to Forecast	91.7%		



POSITIVE

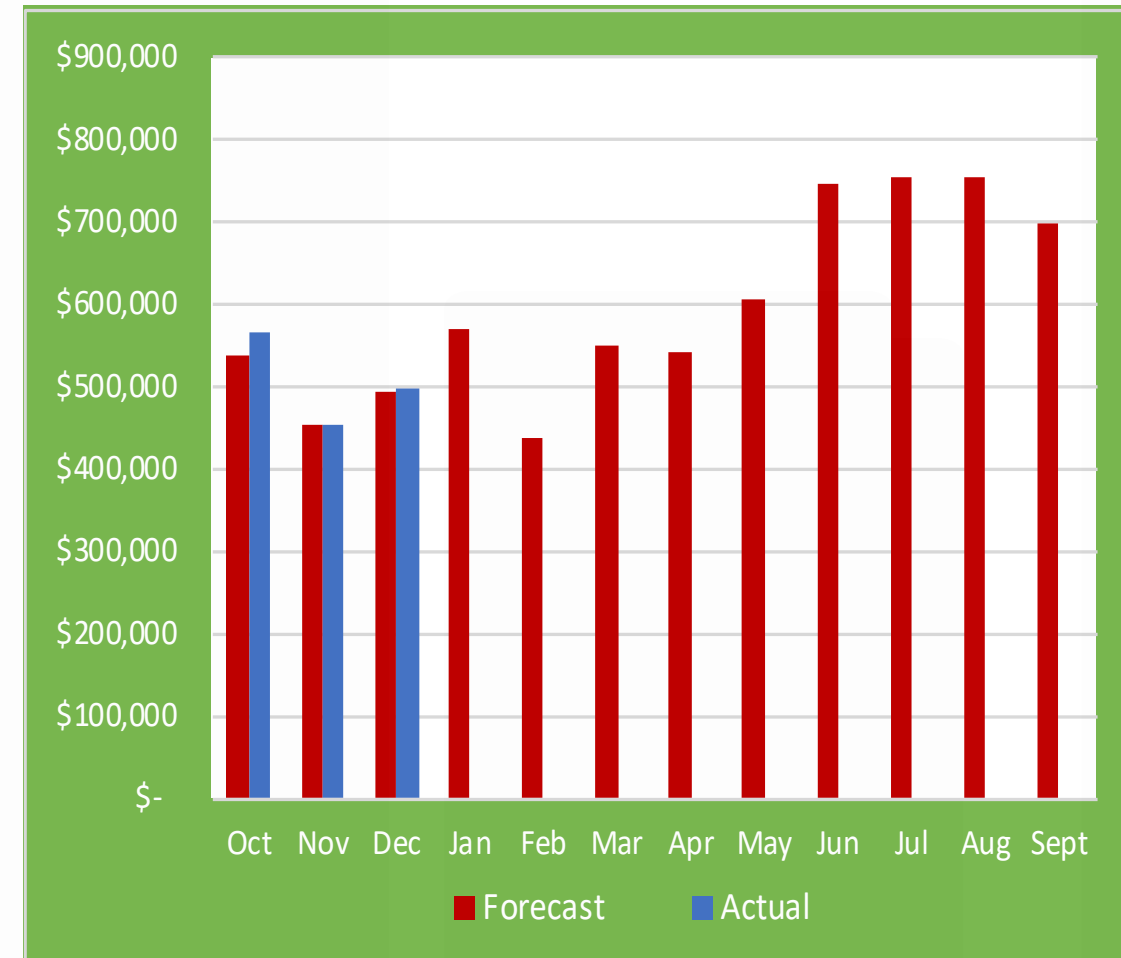
This is a new page in the Financial Report that tracks the actual to forecast by divisions within the Water/Wastewater department. The actual is almost 92% of forecast.

REVENUE ANALYSIS

COMPREHENSIVE MONTHLY FINANCIAL REPORT – December 2020

ELECTRIC FUND REVENUE

<u>Month</u>	<u>FY2021 Forecast</u>	<u>FY2021 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 537,087	\$ 566,455	\$ 29,368
Nov	452,966	454,582	\$ 1,616
Dec	495,027	497,321	\$ 2,294
Jan	572,137		
Feb	439,936		
Mar	551,107		
Apr	544,097		
May	607,188		
Jun	747,389		
Jul	754,399		
Aug	754,399		
Sept	698,318		\$ -
Total	\$ 7,154,050	\$ 1,518,358	\$ 33,278
Cumulative Forecast	\$ 1,485,080		
Actual to Forecast	\$ 33,278	2.24%	



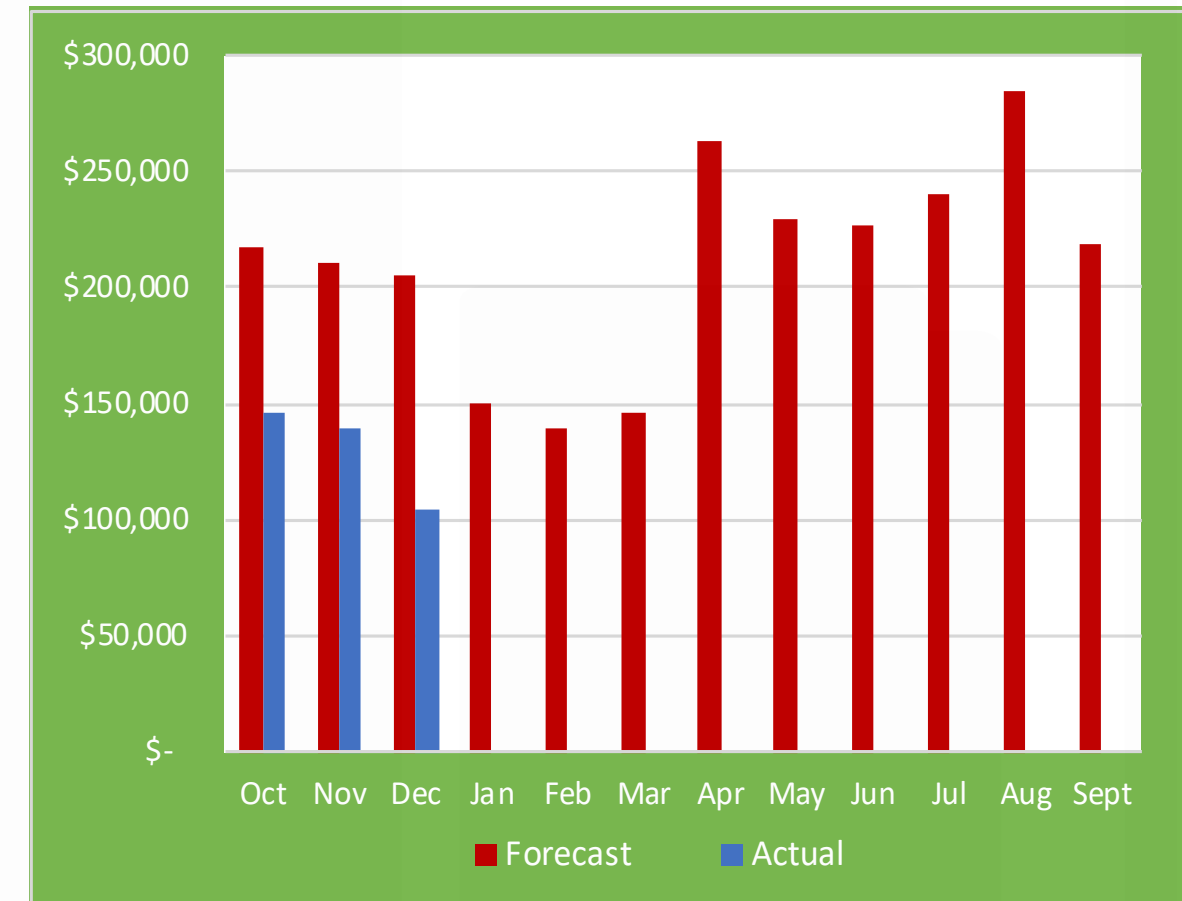
POSITIVE

The Electric utility revenue is slightly over 2% above forecasted revenue. There were 2 new meter set this month both residential.

REVENUE ANALYSIS

HOTEL OCCUPANCY TAX REVENUE

<u>Month</u>	<u>FY2021 Forecast</u>	<u>FY2021 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 217,168	\$ 145,576	\$ (71,592)
Nov	210,688	138,810	\$ (71,878)
Dec	204,751	104,901	\$ (99,850)
Jan	150,637		
Feb	139,920		
Mar	145,899		
Apr	263,503		
May	229,521		
Jun	226,291		
Jul	240,708		
Aug	285,412		
Sept	218,714		
Total	\$ 2,533,212	\$ 389,287	\$ (243,320)
Cumulative Forecast	\$ 632,607		
Actual to Forecast %	\$ (243,320)	-38.5%	

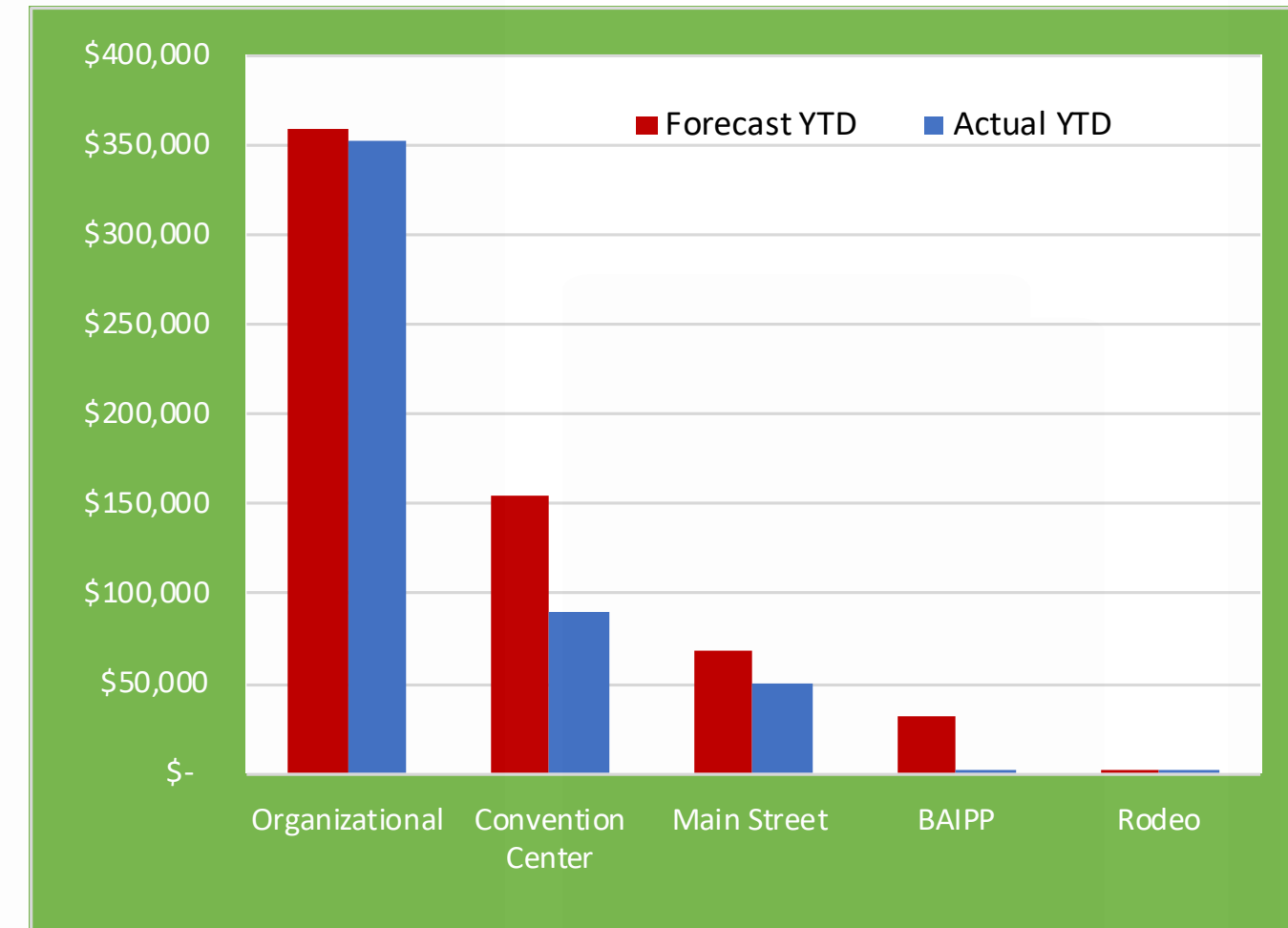
**NEGATIVE**

So far YTD we are 38.5% negative actual to forecast. ***The Hotel Tax revenue YTD is \$358,302 less than same time last year.***

EXPENSE ANALYSIS

HOTEL OCCUPANCY TAX EXPENDITURES BY DIVISION

<u>Division</u>	<u>FY2021 Forecast YTD</u>	<u>FY2021 Actual YTD</u>	<u>Variance</u>
Organizational	\$ 358,305	\$ 352,328	\$ (5,977)
Convention Center	154,455	90,311	\$ (64,144)
Main Street	68,153	49,399	\$ (18,754)
BAIPP	31,183	30	\$ (31,153)
Rodeo	<u>725</u>	<u>799</u>	<u>\$ 74</u>
Total	<u>\$ 612,821</u>	<u>\$ 492,867</u>	<u>\$ (119,954)</u>
Actual to Forecast	80.4%		

**POSITIVE**

This is a new page in the Financial Report that shows the actual to forecast for each division located in the Hotel Occupancy Tax Fund. YTD reporting actual is almost 81% of forecast.

Legal fees by Attorney/Category

COMPREHENSIVE MONTHLY FINANCIAL REPORT – December 2020

FIRM	CASE	FY18-19	FY19-20	FY20-21
BUNDREN				
	Pine Forest Interlocal	\$ 6,195	\$ 1,298	\$ -
BOJORQUEZ				
	General Legal	\$ 432,931	\$ 185,102	\$ 19,684
	NEU Review	\$ -	\$ -	\$ 6,077
	COVID-19	\$ -	\$ 8,687	\$ 165
	Vandiver	\$ 1,857	\$ -	\$ -
	Pine Forest Interlocal	\$ -	\$ 1,275	\$ -
	Prosecutor (Municipal Court)	\$ 23,357	\$ 15,526	\$ 3,068
	Water/WW	\$ 46,721	\$ 57,168	\$ 21,533
RUSSEL RODRIGUEZ HYDE				
	Hunter's Crossing PID	\$ -	\$ 7,378	\$ 335
MULTIPLE FIRMS				
	XS Ranch Water Rights	\$ 6,204	\$ 4,888	\$ -
	Hunter's Crossing PID	\$ 89,899	\$ 10,391	\$ -
TAYLOR, OLSON, ADKIN S, SRALLA & ELAM				
	Red Light Camera Suit	\$ 717	\$ 64	\$ -
		\$ 607,881	\$ 291,777	\$ 50,862

SUMMARY OF CASE/TYPE

Row Labels	Sum of FY18-19	Sum of FY19-20	Sum of FY20-21
COVID-19	\$ -	\$ 8,687	\$ 165
General Legal	\$ 432,931	\$ 185,102	\$ 19,684
Hunter's Crossing PID	\$ 89,899	\$ 17,769	\$ 335
Pine Forest Interlocal	\$ 6,195	\$ 2,573	\$ -
Prosecutor (Municipal Court)	\$ 23,357	\$ 15,526	\$ 3,068
Red Light Camera Suit	\$ 717	\$ 64	\$ -
Vandiver	\$ 1,857	\$ -	\$ -
Water/WW	\$ 46,721	\$ 57,168	\$ 21,533
XS Ranch Water Rights	\$ 6,204	\$ 4,888	\$ -
NEU Review	\$ -	\$ -	\$ 6,077
Grand Total	\$ 607,881	\$ 291,777	\$ 50,862

AGENDA MEMORANDUM

Meeting Date: January 26, 2021

Agenda Item: BEDC to provide quarterly update to City Council

Prepared by: Cameron Cox, CEO, Bastrop Economic Development Corporation (BEDC)

Bastrop Economic Development Corporation is a Type B Corporation formed under Sections 501 and 505 of the Texas Local Government Code. This means the BEDC is funded through a portion of sales tax generated within the city limits of the City of Bastrop. That exact percentage is currently 0.5% of every \$1.00 spent within our city on qualifying goods and services.

The City and City Council provide two approval functions of the BEDC by statute. Those are to vote to approve the BEDC budget each fiscal year, and to vote on any projects over \$10,000 once approved by the BEDC Board of Directors. The BEDC is an independent, non-profit corporation with an independent Board of Directors. The Board Members are appointed by the Mayor with their nominations made with the blessing of the City Council.

BEDC funds are to be used as required under the Texas law chapters 501 and 505. Those statutes set out qualifying expenditures and funds, which specifically include workforce development and higher education, infrastructure projects, business retention and expansion initiatives, and attracting primary employers. The BEDC plans for 2021 are to simply complete the projects started in 2020 that meet each of those statutory objectives, which are:

- (1) Project Gummy Bears and Bastrop Advancement Center (business expansion of two businesses, workforce training & higher education)
 - Closed on two properties in November 2020
 - Currently submitted plans for Industrial Blvd. renovations for Water Street Millworks, which is first domino of the three for Project Gummy Bears
 - Next will be 402 Technology Drive's plans to be submitted, and then lastly, the art gallery project downtown on Chestnut and Water Streets
 - ACC conducted first site tour of 402 Technology Drive in December 2020
 - ACC plans not definitive due to COVID-19, but we will have certifications starting in Spring 2021
 - BAC will have three classrooms, reception area and dedicated restrooms, as well as outdoor shop space under the agreement with Deep in the Heart Art Foundry
 - BAC will also have flex space available for Community Action Group to provide their various training classes and certifications, which include high school equivalency exam

(2) Trail Loop Project (infrastructure)

- We submitted the Signed & Sealed Final Plans to TxDOT on 12/12/2020
- We hope to receive approvals in mid-January
- Bid Schedule if we receive mid-January Approvals:
 - Advertisement Begins and Bidding documents available starting February 1, 2021
 - Non-Mandatory Pre-Bid will occur virtually at 3pm on February 8, 2021. Do you prefer if this is held in person as well?
 - Questions will be answered by the engineer-of-record until February 17, 2021 (typically through an addendum)
 - Bid Opening will occur at 3pm on February 22, 2021, both virtually and in-person, at 1311 Chestnut Street, Bastrop, Texas 78602
 - Go to Council for Award and NTP as soon as Bid Opening Occurs, March 9, 2021
 - Estimated Pre-Construction Meeting March 15, 2021
 - Estimated NTP April 1, 2021

(3) 921 Main Street (workforce training & higher education)

- Certificate of Substantial Completion on December 3, 2020, with first day of occupancy under their lease beginning January 4, 2021
- AI is moving in and setting up their furniture
- Looking to have a Grand Opening with the Lost Pines Arts Center location in Spring 2021 with month and exact date TBD due to COVID-19

(4) COVID-19 Relief Grants (business retention)

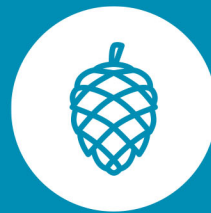
- a. 3rd round approved by BEDC Board and Council in September 2020 and money distributed in October 2020
- b. Distributed \$176,000 of the \$320,000 approved for the 3rd round
- c. No more will be distributed at this time and grant is closed
- d. Remaining funds will be held for any future COVID grant related projects, or returned to the BEDC's general fund through requisite approval

Attachment: NONE

Recommendation – NONE



bastrop
EDC



921 Main Street Project

- Certificate of Substantial Completion on December 3, 2020, with first day of lease beginning January 4, 2021
- AI is currently moving in and setting up
- Grand Opening with the Lost Pines Arts Center location in Spring 2021 with month and date TBD due to COVID-19

Bastrop Advancement Center (Project Gummy Bears)

- Closed on two properties in November 2020
- Plans submitted to City on January 7, 2021 for Industrial Blvd. renovations for Water Street Millworks
- 402 Technology Drive plans will be submitted next

Bastrop Advancement Center (Continued)

- ACC conducted first site tour 402 Technology December 2020
- ACC will have certifications starting in Spring 2021
- BAC will have three classrooms, reception area, restrooms, and outdoor shop space.
- Will also have flex space available for Community Action Group to provide various training classes/certifications, which include high school equivalency exam

River Loop Trail Project

- Submitted Signed & Sealed Final Plans to TxDOT 12/12/2020
- Approvals should be received mid-January
- Estimated Timeline
 - Bidding Process is schedule for January-February 2021
 - Estimated Pre-Construction Meeting March 15, 2021
 - Estimated NTP April 1, 2021

COVID 19 Grant Update

- BEDC Board and City Council approved 3rd Round of grants up to \$320,000.00, and six individual projects over \$10,000.00 (September 2020)
- \$176,000 approved by BEDC and funded (October 2020)
- Remaining funds to be held in accordance with Texas law; no current plans for a 4th round at this time
- Total paid to date: \$576,000.00 with \$126,000.00 reimbursed w-CARES Act funds paid through the City; remaining \$400,000.00 paid from BEDC operating and reserve funds FY2019/20 & FY2020/21

Questions?





STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 6C

TITLE:

Receive Quarterly Report from Visit Bastrop. (Tracy Waldron, Chief Financial Officer)

ATTACHMENT(S):

- PowerPoint



A scenic view of a river at sunset. A person with long blonde hair is kayaking in a yellow kayak on the water. The sun is low on the horizon, creating a warm glow and reflecting on the water. Lush green trees line the banks of the river.

VISIT
BASTROP EST.
1832
Texas

OCTOBER, NOVEMBER, DECEMBER FY 2020-2021 REPORT

Q1 EXECUTIVE HIGHLIGHTS

- Lions Club Presentation
- Music Friendly Advisory Meetings
- Chamber Luncheons
- Main Street Advisory Meetings
- Historic Commission Meeting
- Partner Updates (New)
- Restaurant Sector Meeting
- EDC Board Meeting
- Chamber Board Orientation
- History Sector Meeting
- Corvette Weekend Reception
- Sugar Shack Ribbon Cutting
- Uniquely Bastrop Webinar
- Film Bastrop Industry Meeting
- Numerous webinars re: state of the industry

STATUS – 1 st Quarter FY 20-21	QUANTITY	ROOM NIGHTS	ESTIMATED ATTENDEES	ECONOMIC IMPACT
LEADS	8	1775	3440	\$1,164,349
DEFINITES	8	1525	2990	\$1,035,762
LEAD SERVICE REQUEST	2	Contract Value \$5,000		
DEFINITE SERVICE REQUEST	0	n/a		
LOST LEADS	0	0		
LOST SERVICE REQUESTS	0	0		
UNABLE TO BID	0	0		
LEAD ASSIST - HYATT	1	1695	900	\$16,684
DEFINITE ASSIST - HYATT	0	0		
LEAD SERVICE REQUEST - HYATT	0	0		
DEFINITE SERVICE REQUEST - HYATT	0	0		
LOST LEADS ASSIST – HYATT	0	0		
COVID 19 – LOST LEAD	0	0		

FY 20- 21 MARKETING KPI's

PUBLIC RELATIONS	20-21 GOALS	20 – 21 ACTUALS Q1
PR PITCHES	flat projection - COVID	14 pitches
MEDIA ALERTS & PRESS RELEASES	flat projection - COVID	-
WEBSITE		
PAID SEARCH	+30% YOY (33,829 sessions)	5,866 sessions
OVERALL TRAFFIC	+7% YOY (143,415 sessions)	47,342 sessions
BASTROP TRAFFIC	+7% YOY (11,123 sessions)	3,404 sessions
REPEAT VISITORS	+7% YOY (32,231 sessions)	11,743 sessions
BLOG TRAFFIC	+7% YOY (5,588 pageviews)	1,592 pageviews
VISITOR GUIDE REQUESTS	+20% YOY (1,202 requests)	101 requests
E-NEWSLETTER OPT INS (LEISURE)	+35% YOY (272 opt-ins)	-
E-NEWSLETTER OPT INS (MEETING)	+10% YOY (829 opt-ins)	829 opt ins
E-NEWSLETTER OPEN RATE (LEISURE)	Exceed industry standard 11.3%	35% open rate
E-NEWSLETTER OPEN RATE (MEETING)	Exceed industry standard 11.3%	25% open rate

FY 20- 21 MARKETING KPI's

SOCIAL MEDIA	20-21 GOALS	FY 20 – 21 ACTUALS Q1
FACEBOOK ENGAGEMENTS	5% + YOY (29,328 engagements)	2,389 engagements
FACEBOOK LOCAL ENGAGEMENT	5% + YOY (1,058 Bastrop followers)	909 Bastrop followers
INSTAGRAM FOLLOWERS	30% + YOY (1,843 followers)	1,058 followers
INSTAGRAM LOCAL FOLLOWERS	5% + YOY (385 Bastrop followers)	363 Bastrop followers
TWITTER FOLLOWERS	10% + YOY (653 followers)	594 followers

FY 20- 21 MARKETING KPI's

MEETINGS	FY 20-21 GOALS	FY 20 – 21 ACTUALS Q1
MEETING CONVERSION RATE	80%	100%
CONFERENCE DIRECT	15 LEADS	contract started 1/15/2021
CVENT	15 LEADS	contract started 1/15/2021
CYBER CONNECT – TRADE SHOW	10 LEADS	0
DESTINATION TEXAS	5 LEADS	0
SOUTHWEST SHOWCASE	20 LEADS	May 2021
TSAE ANNUAL CONFERENCE	10 LEADS	September 2021
TTIA SUMMIT	10 LEADS	September 2021

REACT. RETHINK. RECOVER.

Travelers Sentiments – Leisure

1. Safety
2. Six-hour drive time
3. Wellness Travel – Spa to Sanity
4. Convenience – Seamless Booking
5. Connections to Family and Friends
6. Outdoors & Touch Free Experiences

Q1

- Winter Breakaway
- Check In / Check Out
- Work From Home Families

Q2

- Spring Getaway
- 2, 3, 4-night stay

Q3

- Summer Staycation/Vacation
- 3-, 4-, 5-, or 6-night stay (based on success of vaccine)

pent-up
(adjective)

“suppressed, confined, held back, not expressed (emotions/feelings)”.

REACT. RETHINK. RECOVER.

Meeting Planner Sentiments – Meetings & Events

A Tale of Two Halves

- Safety remains top priority
- Booking windows are starting to rise
- Short-term business is still a bigger part of the mix
- Second half of 2021 shows more destination sourcing
- Changing expectations due to vaccine
- Education top performing segment
- Cancellations are slowing down to normal levels

WEBSITE STATS Q1 FY 20-21

Overall Traffic Summary | 6 Months & YTD

Dec 1, 2020 - Dec 31, 2020

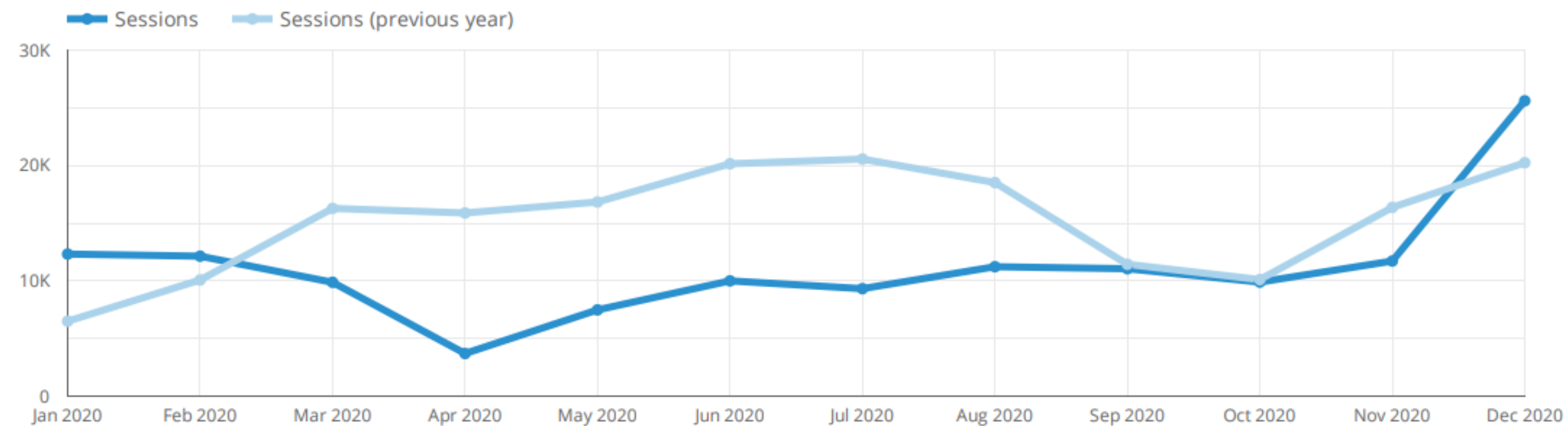
How is my total traffic performing over time?

by Sessions, Users, Bounce Rate, Pageviews, Pages per Sessions, and Avg. Session Duration

Month	Sessions	% Δ	Users	Bounce Rate	Pageviews	Pages / Session	Avg. Session Duration
December	25,595	26.6% ↑	19,249	44.89%	57,441	2.24	00:01:47
November	11,699	-28.4% ↓	9,243	44.55%	27,012	2.31	00:02:07
October	9,874	-2.2% ↓	7,963	44.37%	24,491	2.48	00:02:18
September	11,033	-3.4% ↓	8,987	42.17%	24,956	2.26	00:01:57
August	11,207	-39.4% ↓	9,245	44.05%	25,153	2.24	00:01:57
July	9,304	-54.7% ↓	7,611	48.97%	21,555	2.32	00:02:09

How are users from all sources trending over time?

by Sessions Year over Year



WEBSITE STATS Q1 FY 20-21

- Holiday content was a top draw for visitors to our site.
- Visitbastrop.com was up 27% in overall sessions compared to last year.
- Visitbastrop.com also outperformed the industry in all engagement metrics.
- Referrals to partner sites from Visit Bastrop listing details were up 17% over last year.
- River of Lights landing page was the top performing page and added 92% more sessions than it did last year.
- Variations of the Bastrop River of Lights keywords were the top drivers of traffic to our site.
- Lost Pines Christmas Landing Page +24% YOY
- Scream Hollows Twisted Christmas + 103% YOY
- Downtown Bastrop Landing Page +52% YOY
- Festivals Landing Page +656% YOY

WEBSITE STATS Q1 FY 20-21

How are users engaging with my landing pages?

by Sessions, Avg. Session Duration, and Bounce Rate

Top Landing Pages	Sessions	Avg. Session Durati...
/event/bastrop-river-of-lights/4/	8,080	00:01:31
/lost-pines-christmas/	5,093	00:01:52
/	1,687	00:02:50
/things-to-do/	1,046	00:02:42
/events/	701	00:01:55
/things-to-do/bastrop-state-park/	646	00:01:04
/places-to-stay/rv-camps-and-cabins/	611	00:02:25
/event/scream-hollows-twisted-christmas/438/	607	00:01:07
/event/making-bastrop-bright/969/	492	00:01:25

How does my website perform compared to the industry averages?

by Pages per Session, Avg. Session Duration, and Bounce Rate for All and Organic Traffic

Metric	Industry Average	Visit Bastrop	% Difference
Total Pages Per Session	1.76	2.24	27.71%
Total Avg Session Duration	00:01:37	00:01:47	10.34%
Total Bounce Rate	56.58%	44.89%	-20.66%
Organic Pages Per Session	1.89	2.29	21.14%
Organic Avg Session Duration	00:01:59	00:02:00	0.65%
Organic Bounce Rate	50.22%	42.39%	-15.58%

What cities in Texas are users coming from?

by City, Sessions, and % Change Year over Year

City	Sessions ▾
Austin	6,429
Houston	4,583
San Antonio	2,707
Bastrop	1,747
Dallas	967

PAID SEARCH Q1 FY 20-21

Google Ads Campaign Summary | Last Month

How did my campaigns perform last month?

by Clicks, Impressions, CTR, CPC, and Cost compared to the previous month

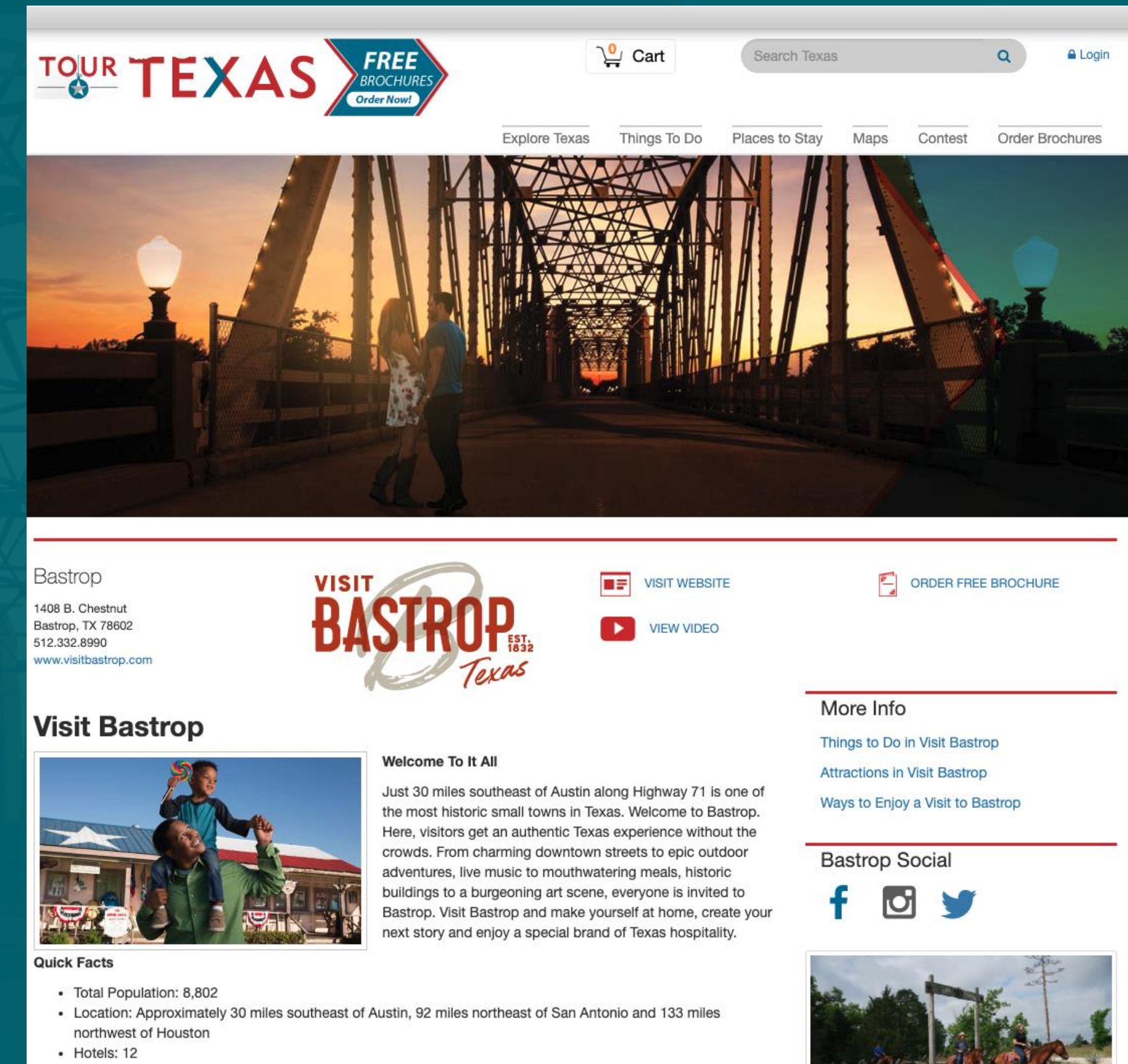
Search Campaigns:

Campaign	Clicks ▾	% Δ	Impressions	CTR
Events	1,779 	1,237.6% ↑	5,703	31.19%
Accommodations	768 	556.4% ↑	5,869	13.09%
Things to Do	632 	496.2% ↑	3,043	20.77%
Outdoors	626 	1,856.3% ↑	3,425	18.28%
Brand Tourism	602 	1,237.8% ↑	7,811	7.71%
Dining	328 	1,722.2% ↑	2,089	15.7%
Weddings	3	0.0%	89	3.37%
Meetings	1	-	10	10%
Grand total	4,739	943.8% ↑	28,039	16.9%

TOUR TEXAS Q1 RESULTS

Main Digital Advertising Placement for FY 20-21

- Total Visitor Guide Requests: **160**
- VisitBastrop.com Website Click-Thrus: **10**
- Visit Bastrop TourTexas.com Page Views: **502**
- Visit Bastrop Video Views: **123**

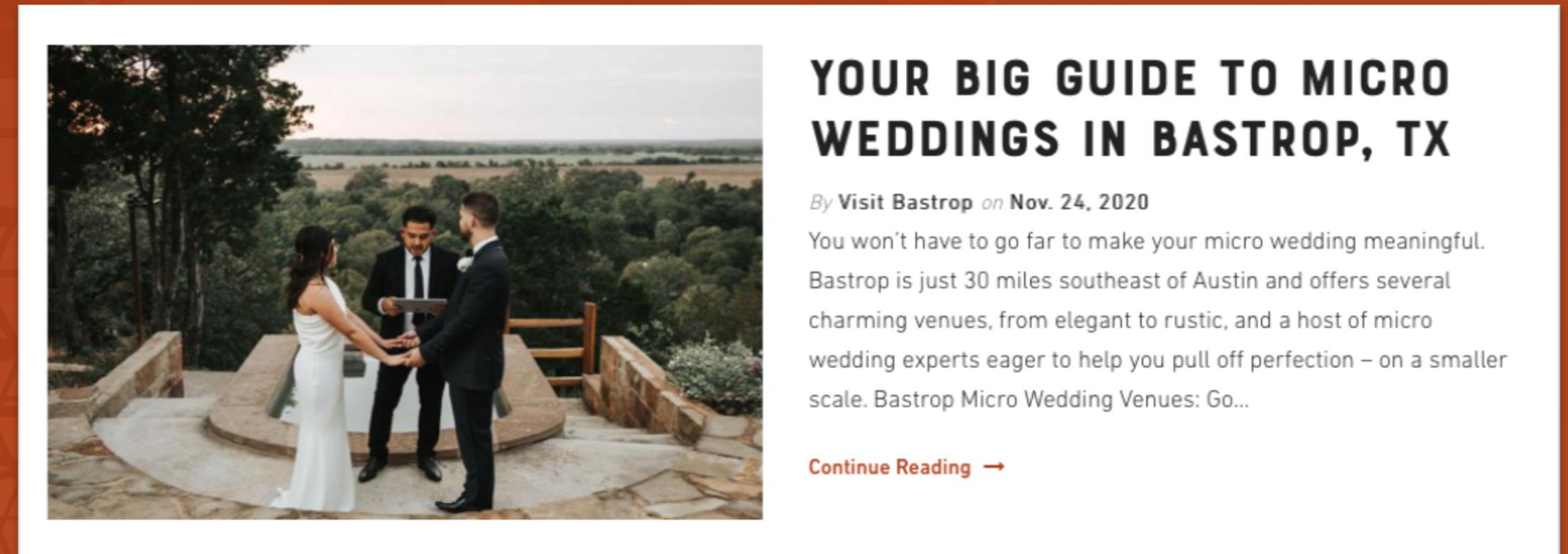


BLOG RECAP Q1 FY 20-21

November blog performance:

11/24 – Your Big Guide to Micro Weddings in Bastrop, TX

- Page Views: 101
- Avg. Time Spent: 3:31



Performance analytics are based on posts being live on visitbastrop.com for 1 month.

BLOG RECAP Q1 FY 20-21

Developed two blog posts in December:

12/14 – Get Festive in Bastrop with These Socially Distant Celebrations

12/15 - Our Bastrop Gifting Guide



GET FESTIVE IN BASTROP WITH THESE SOCIALLY DISTANT CELEBRATIONS

By Visit Bastrop on Dec. 14, 2020

This year calls for some extra holiday cheer! While some festive traditions have to look different this holiday season, Bastrop is still offering plenty of ways to keep the spirits bright with a variety of socially distant celebrations. Holidays are truly memorable in Bastrop, and here are some ways...

[Continue Reading →](#)



OUR BASTROP GIFTING GUIDE

By Visit Bastrop on Dec. 15, 2020

As one does in Bastrop, we gift straight from the heart. It's the best way to spread that holiday cheer we're all in need of. Whether it's handcrafted or just hand-picked, meaningful gifts are our specialty. Here are some suggestions on how to make Christmas extra special this year. Gifts for the...

[Continue Reading →](#)

PROACTIVE PR – Q1

- **Southern Living** – Road Trips
- **Anonymous (via HARO)** - Holiday Getaway Lodges, Cabins & Glamping Tents
- **Budget Travel** – Safe Outdoor Festive Activities
- **Where Traveler** – Holiday Lights – Events and Displays
- **Anonymous (via HARO)** – Romantic Texas Destinations for Valentine's Day Weekend
- **Reader's Digest** – Small Towns with Beautiful Architecture
- **Travel + Leisure** – Unique Places to Find Santa This Year
- **Forbes** – Holiday Activities at Hotels
- A story idea on Lost Pines Christmas was submitted to various Austin media outlets

Southern Living

Budget Travel

where
TRAVELER

NOVEMBER PR COVERAGE

Do512

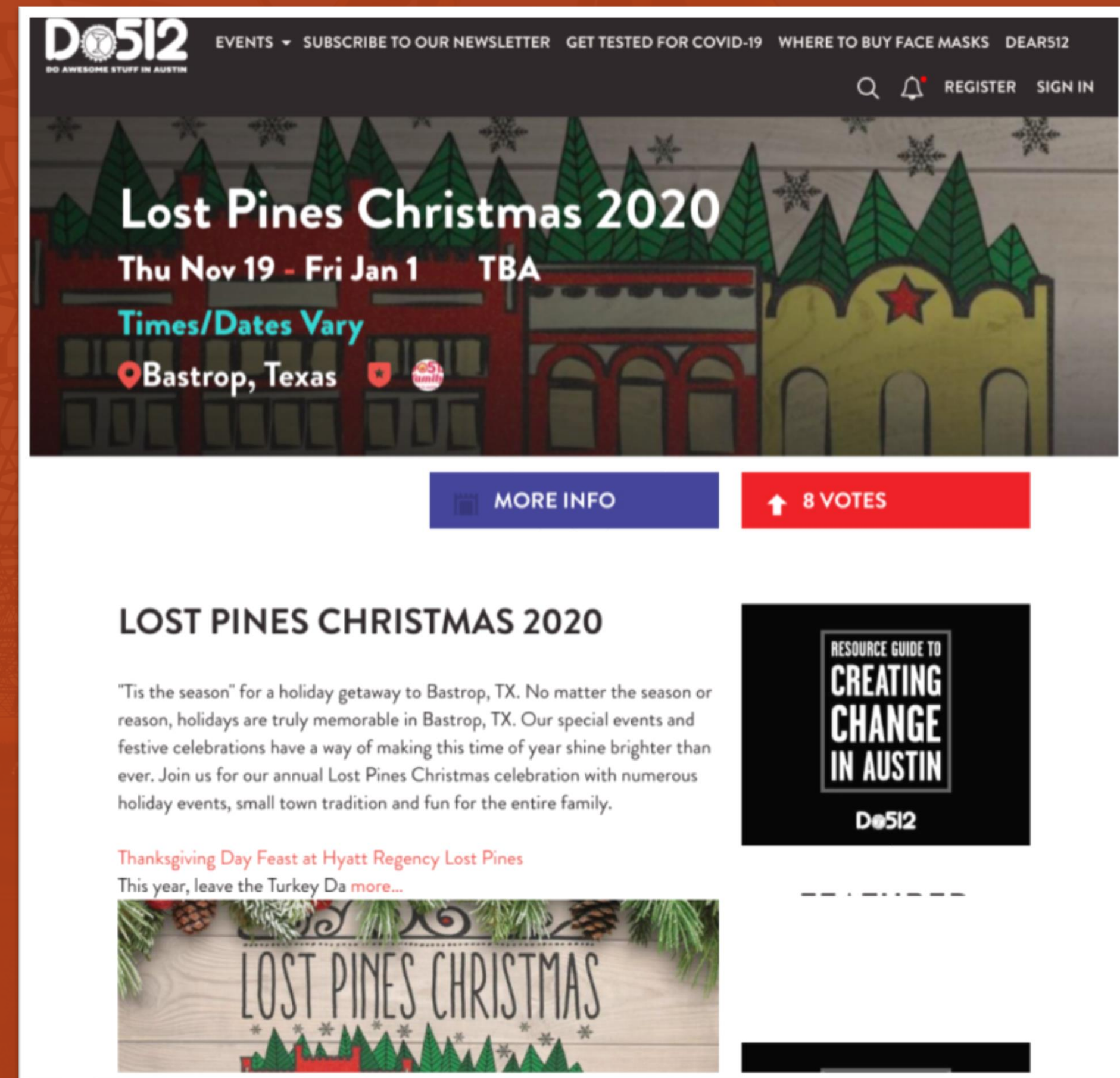
Lost Pines Christmas 2020
11/19

- <https://do512.com/events/2020/11/19/lost-pines-christmas-2020-tickets>

Est. Online Coverage Views: 1.01K

*Industries Represented: special events,
entertainment, retail*

Initially pitched 11/18



NOVEMBER PR COVERAGE

CBS Austin

Lost Pines Christmas
11/20

- Live Broadcast, 2 hits

Est. Broadcast Audience Reach: 14.2K

*Industries Represented: special events,
entertainment*

Initially pitched 11/18



NOVEMBER PR COVERAGE

Austin Moms

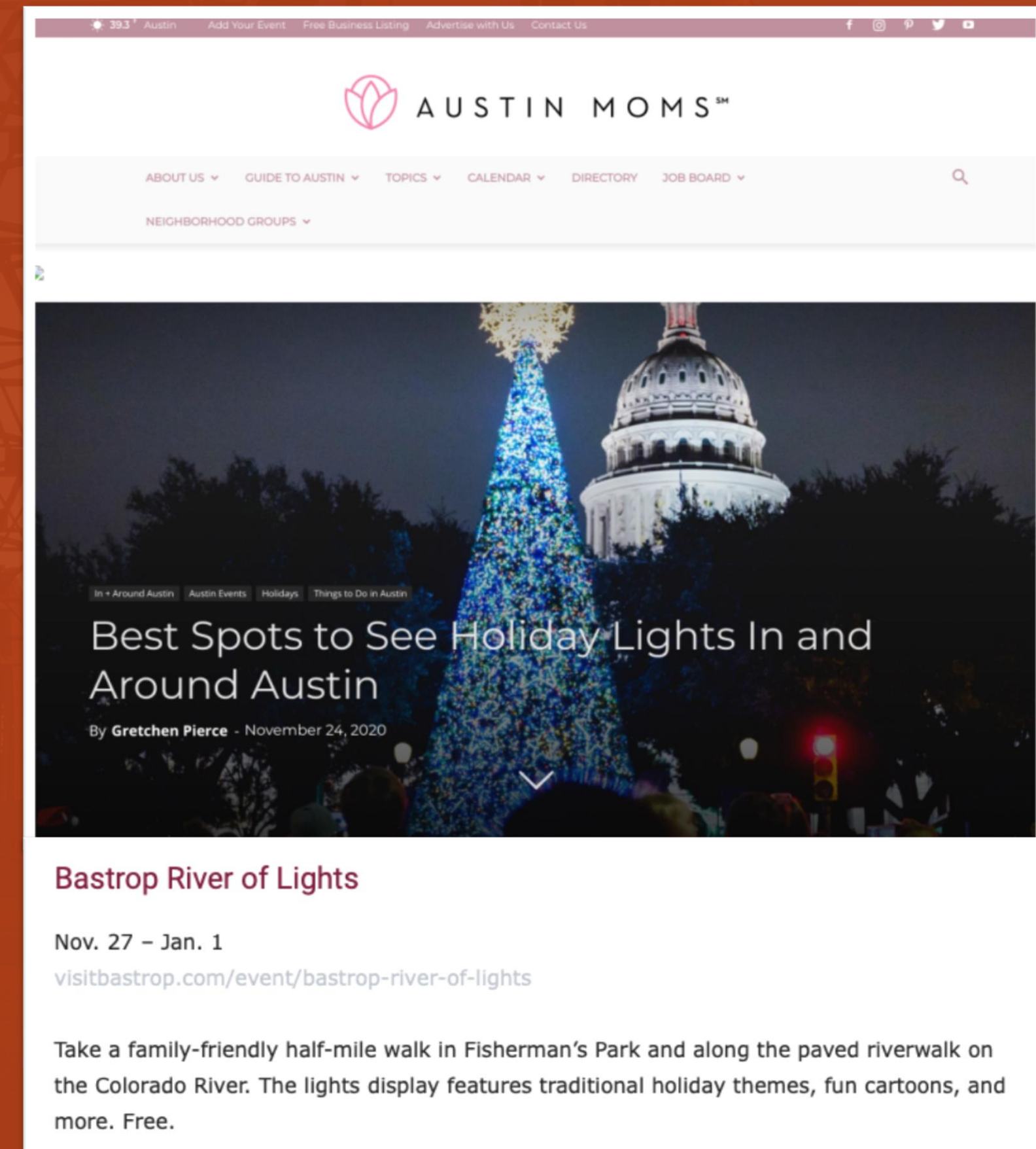
Best Spots to See Holiday Lights In
and Around Austin
11/24

- <https://austinmoms.com/2020/11/24/best-spots-to-see-holiday-lights-in-and-around-austin/>

Est. Online Coverage Views: 1.5K

*Industries Represented: special events,
entertainment*

Initially pitched 11/18



NOVEMBER PR COVERAGE

Austin.com

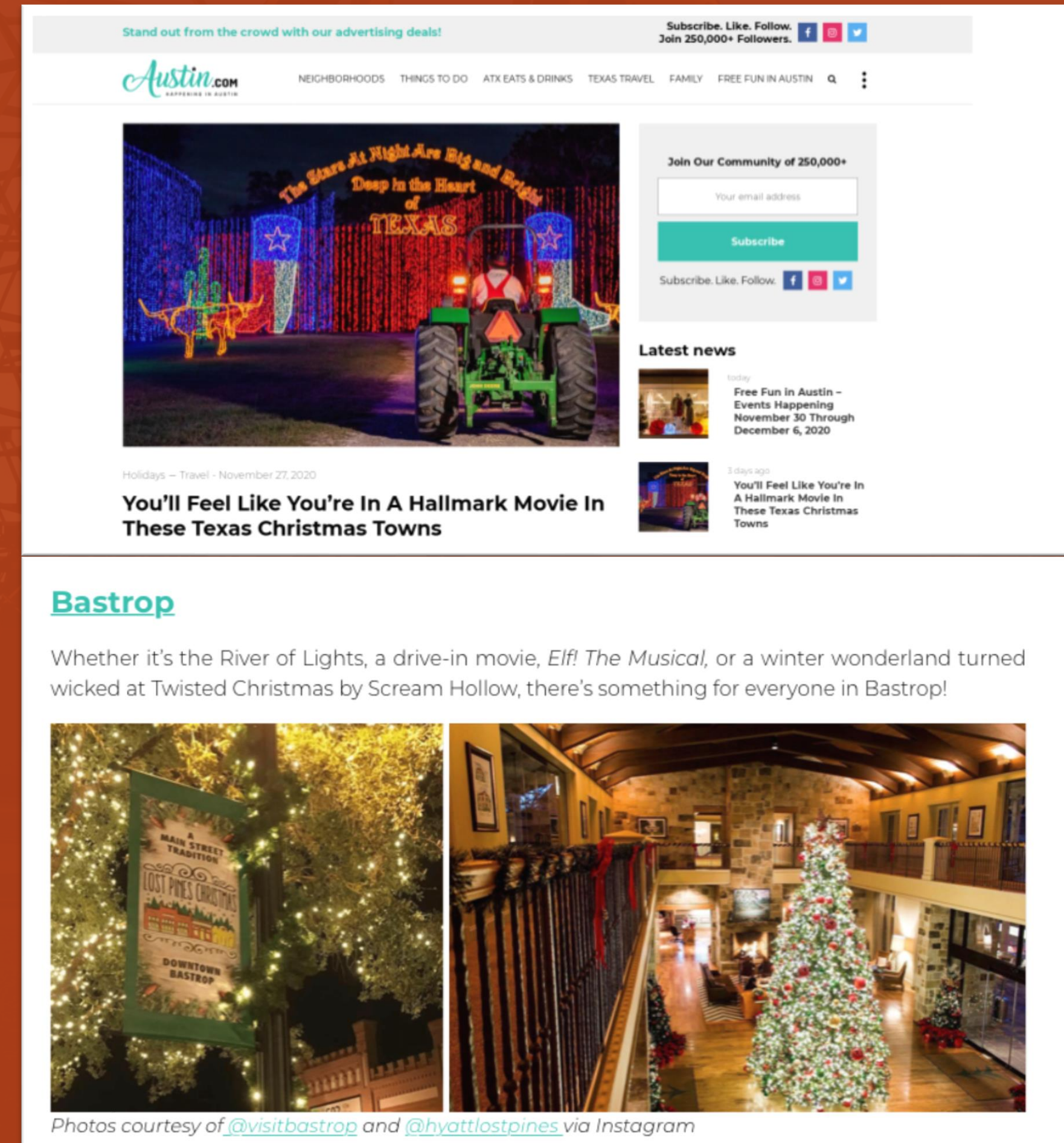
You'll Feel Like You're In a Hallmark Movie in These Texas Christmas Towns
11/27

- <https://austin.com/youll-feel-like-youre-in-a-hallmark-movie-in-these-texas-christmas-towns/>

Est. Online Coverage Views: 176

Industries Represented: special events, entertainment

Initially pitched 11/18



DECEMBER PR COVERAGE

CultureMap Austin

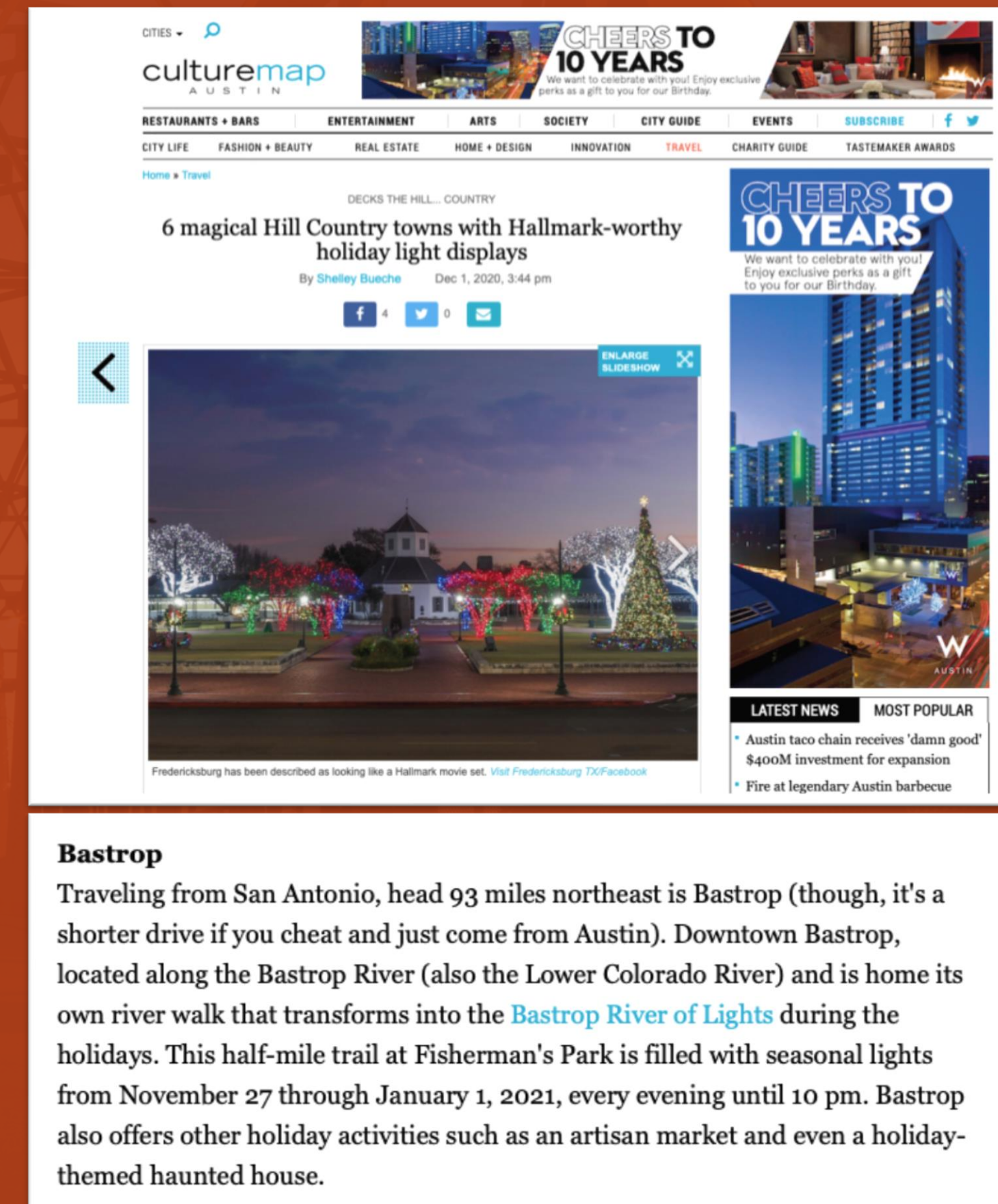
6 Magical Hill Country Towns with Hallmark-Worthy Holiday Light Displays
12/1

- <https://austin.culturemap.com/news/travel/12-01-20-6-magical-hill-country-towns-holiday-road-trip-fredericksburg-san-antonio-marble-falls/#slide=0>

Est. Online Coverage Views: 858

Industries Represented: special events, entertainment, retail

Initially pitched 11/18



DECEMBER PR COVERAGE

Austin Monthly

50+ Ways to Celebrate the Holidays in Austin

12/2

- <https://www.austinmonthly.com/50-ways-to-celebrate-the-holidays-in-austin/>

Est. Online Coverage Views: 574

Industries Represented: special events, entertainment

Initially pitched 11/18

austin monthly ☰



Photo by Roschetzky Photography.

THINGS TO DO

50+ Ways to Celebrate the Holidays in Austin

From the city's best light displays and holiday parades to gingerbread workshops and pet pictures with Santa, here's your ultimate guide to celebrating the season this year.

41. Watch a community theatre production of *Elf* at [Bastrop Opera House](#) (Dec. 18-20).

51. Be astonished by Bastrop's [River of Lights](#), a seasonal display lining the June Hill Pape River Walk.

DECEMBER PR COVERAGE

CultureMap Houston

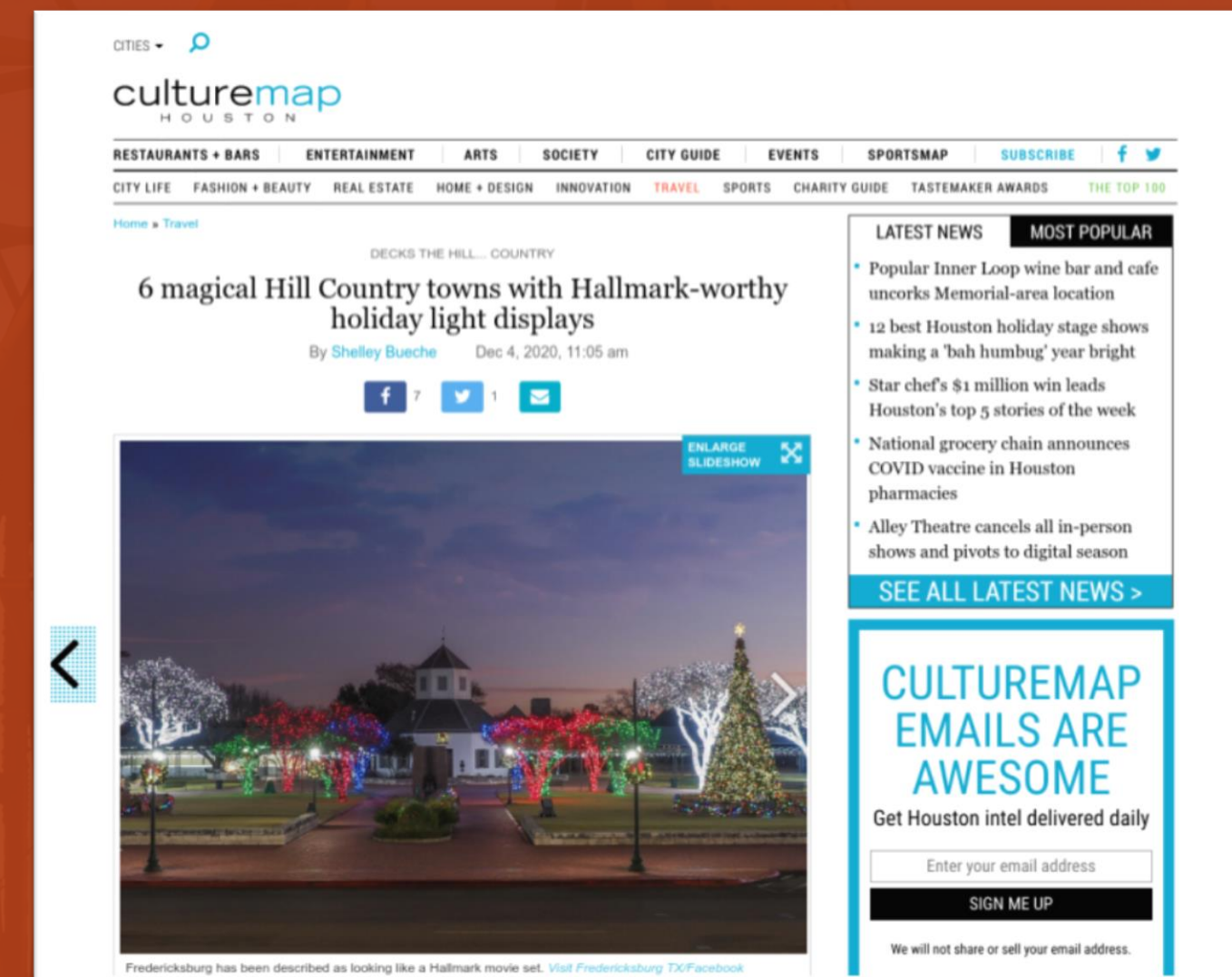
6 Magical Hill Country Towns with Hallmark-Worthy Holiday Displays
12/4

- <https://houston.culturemap.com/news/travel/12-04-20-6-magical-hill-country-towns-holiday-road-trip-fredericksburg-san-antonio-marble-falls/#slide=0>

Est. Online Coverage Views: 1.56K

Industries Represented: special events, entertainment

Initially pitched 11/18



Bastrop

Traveling from San Antonio, head 93 miles northeast to Bastrop (though, it's a shorter drive if you cheat and just come from Austin). Downtown Bastrop, located along the Bastrop River (also the Lower Colorado River) is home its own river walk that transforms into the [Bastrop River of Lights](#) during the holidays. This half-mile trail at Fisherman's Park is filled with seasonal lights from November 27 through January 1, 2021, every evening until 10 pm. Bastrop also offers other holiday activities such as an artisan market and even a holiday-themed haunted house.

DECEMBER PR COVERAGE

Austin.com

Free Fun in Austin – Events Happening
December 7 through 11, 2020
12/7

- <https://austin.com/austin-free-events-happening-december-7-through-11/>

Est. Online Coverage Views: 294

*Industries Represented: special
events, entertainment*

Initially pitched 11/18

Stand out from the crowd with our advertising deals! Subscribe. Like. Follow. Join 250,000+ Followers.   

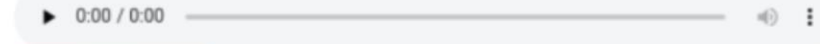
Austin.com HAPPENING IN AUSTIN NEIGHBORHOODS THINGS TO DO ATX EATS & DRINKS TEXAS TRAVEL FAMILY FREE FUN IN AUSTIN  



Free Fun In Austin - December 7, 2020

Free Fun in Austin – Events Happening December 7 through 11, 2020

By  **Dani Dudek**  0 comments

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Latest news



yesterday
Free Fun in Austin – Events Happening December 7 through 11, 2020



yesterday
Here's How to Have The Most Wonderful Wimberley Getaway



yesterday
Where To Cut Your Own Christmas Tree Near Austin



4 days ago
It's Beginning To

Bastrop River of Lights

Open till 10 P.M. daily | Fisherman's Park, 1209 Linden Street

Take in the sights at the River of Lights which include numerous displays in a variety of seasonal themes lining Bastrop's scenic June Hill Pape River Walk.

DECEMBER PR COVERAGE

CultureMap Dallas

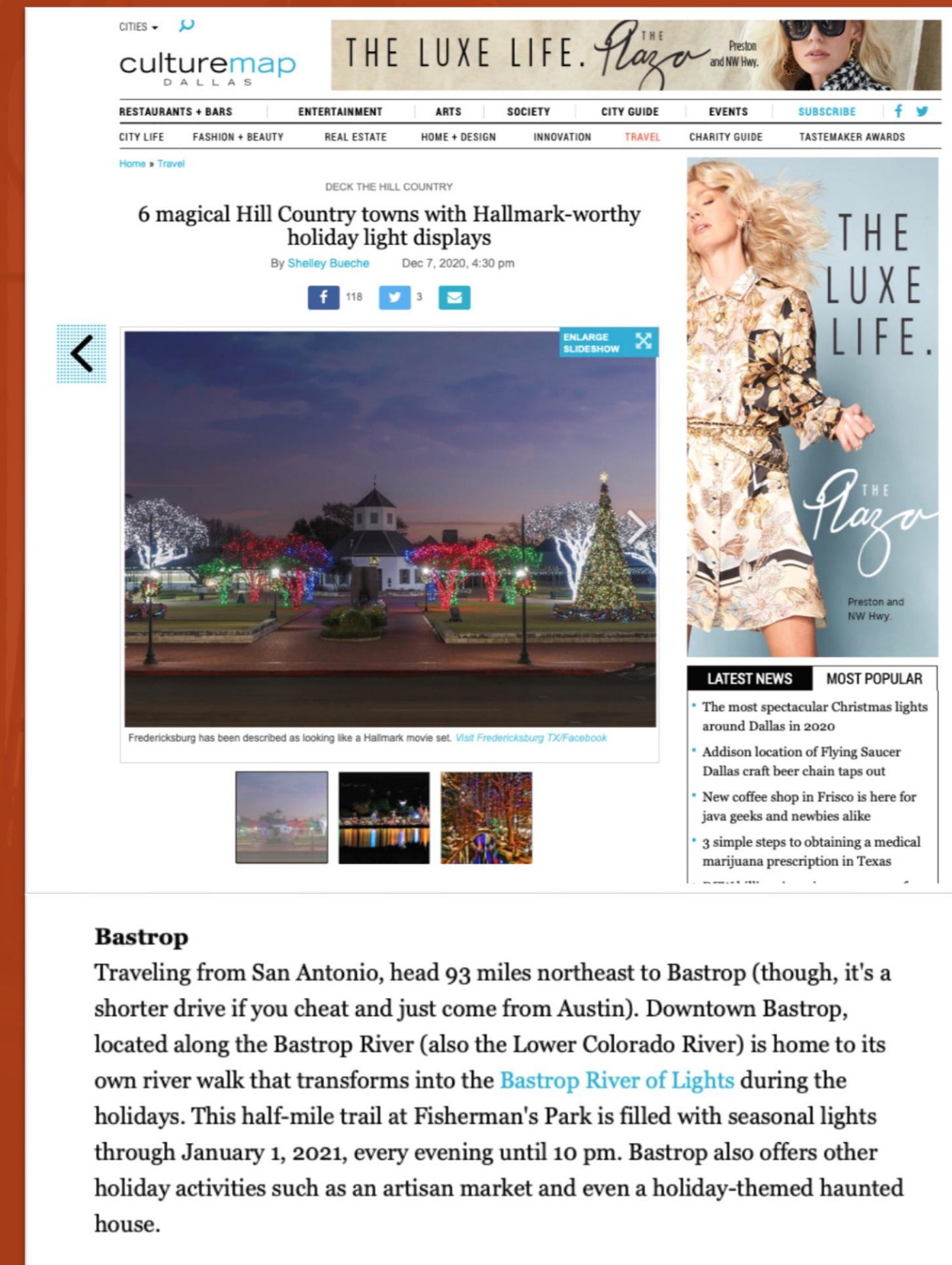
6 Magical Hill Country Towns with
Hallmark-Worthy Holiday Light Displays
12/7

- <https://dallas.culturemap.com/news/travel/12-07-20-6-magical-hill-country-towns-holiday-lights-fredericksburg-san-antonio-marble-falls/#slide=0>

Est. Online Coverage Views: 2.16K

*Industries Represented: special
events, entertainment*

Initially pitched 11/18



DECEMBER PR COVERAGE

Austin.com

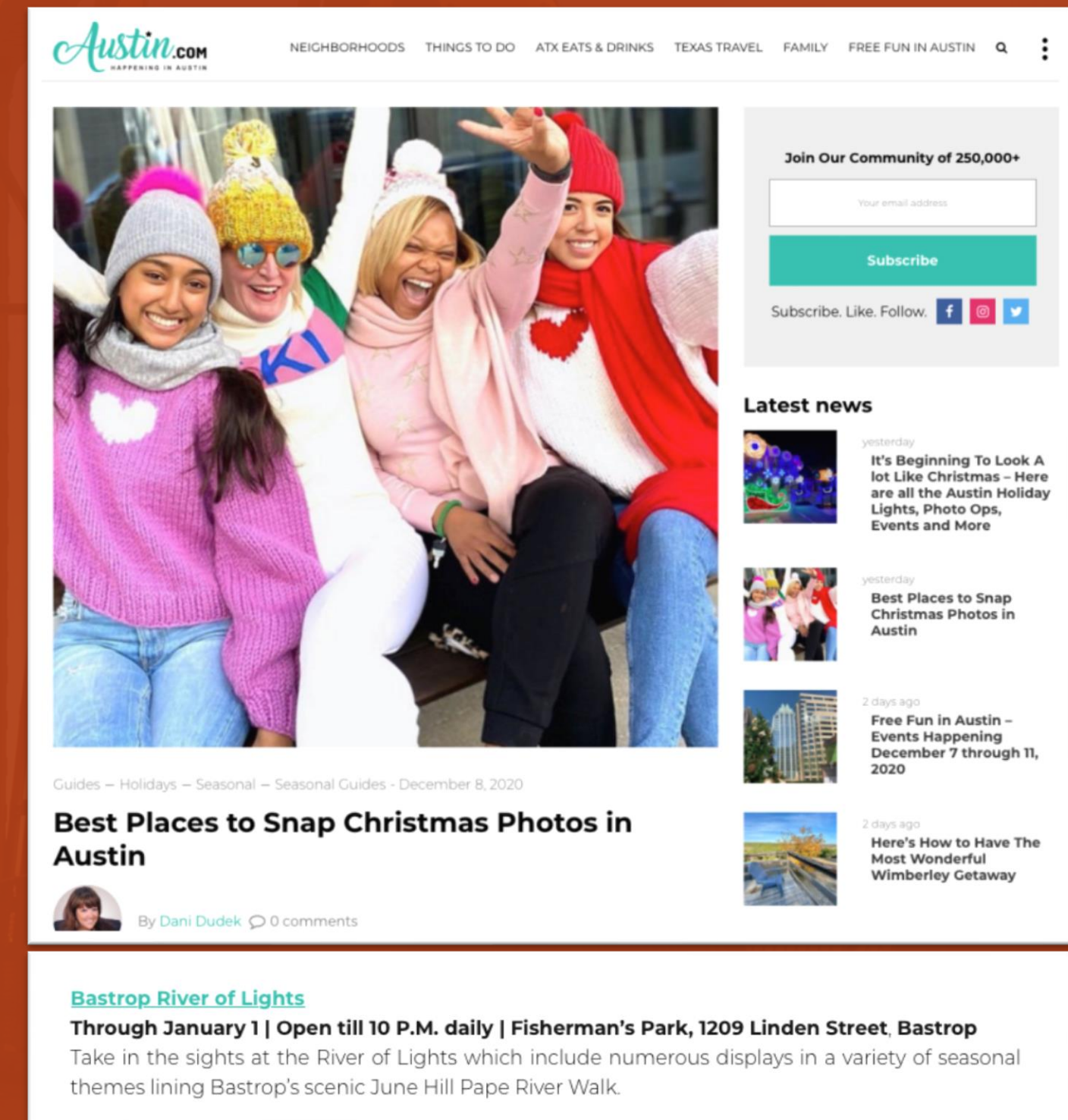
Best Places to Snap Christmas Photos in Austin
12/8

- <https://austin.com/best-places-to-snap-christmas-photos-in-austin/>

Est. Online Coverage Views: 369

Industries Represented: special events, entertainment

Initially pitched 11/18



DECEMBER PR COVERAGE

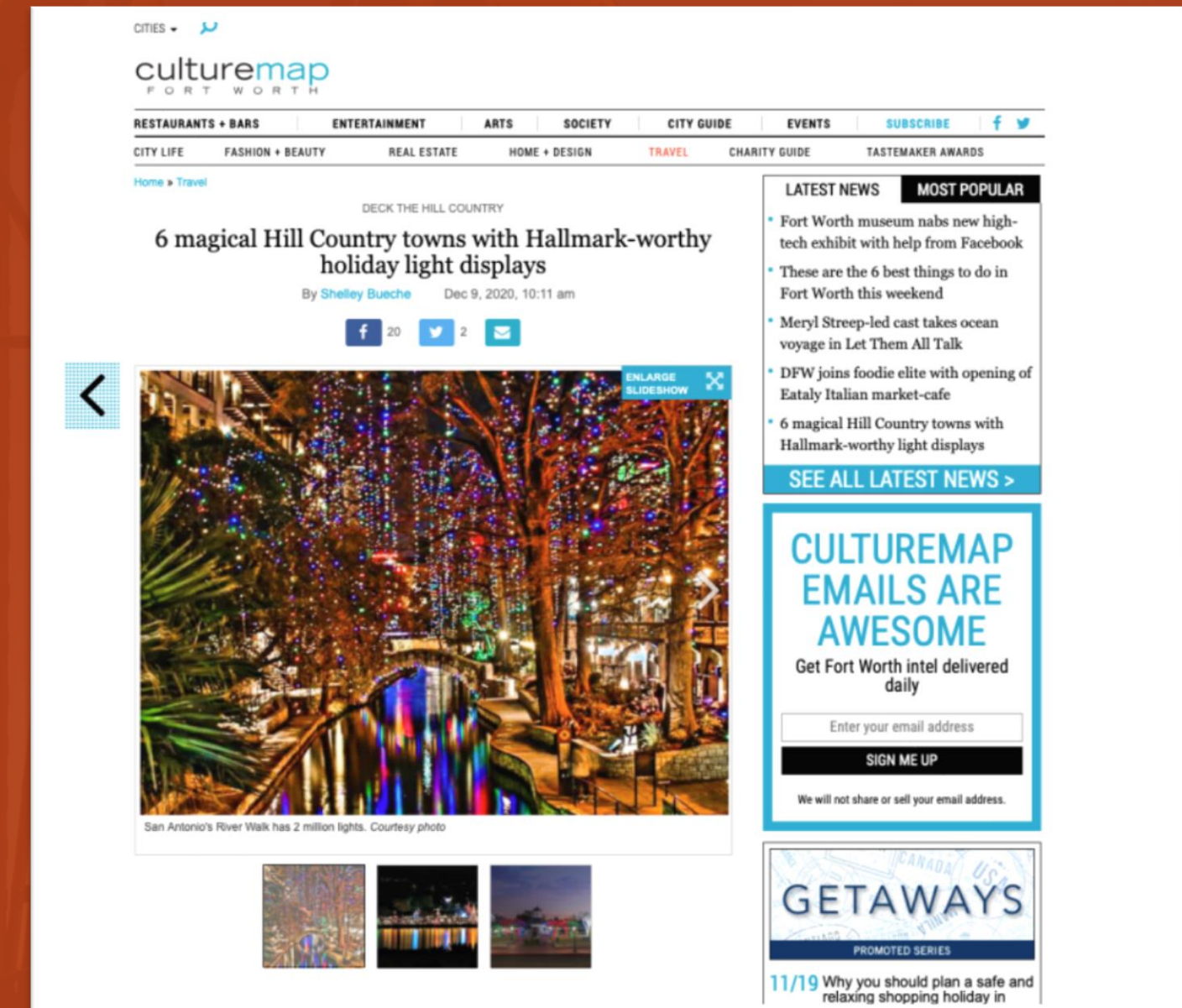
CultureMap Fort Worth 6 Magical Hill Country Towns with Hallmark-Worthy Holiday Light Displays 12/9

- <https://fortworth.culturemap.com/news/travel/12-09-20-6-magical-hill-country-towns-holiday-lights-fredericksburg-san-antonio-marble-falls/>

Est. Online Coverage Views: 590

*Industries Represented: special
events, entertainment*

Initially pitched 11/18



Bastrop

Traveling from San Antonio, head 93 miles northeast to Bastrop (though, it's a shorter drive if you cheat and just come from Austin). Downtown Bastrop, located along the Bastrop River (also the Lower Colorado River) is home to its own river walk that transforms into the [Bastrop River of Lights](#) during the holidays. This half-mile trail at Fisherman's Park is filled with seasonal lights through January 1, 2021, every evening until 10 pm. Bastrop also offers other holiday activities such as an artisan market and even a holiday-themed haunted house.

DECEMBER PR COVERAGE

Austin.com

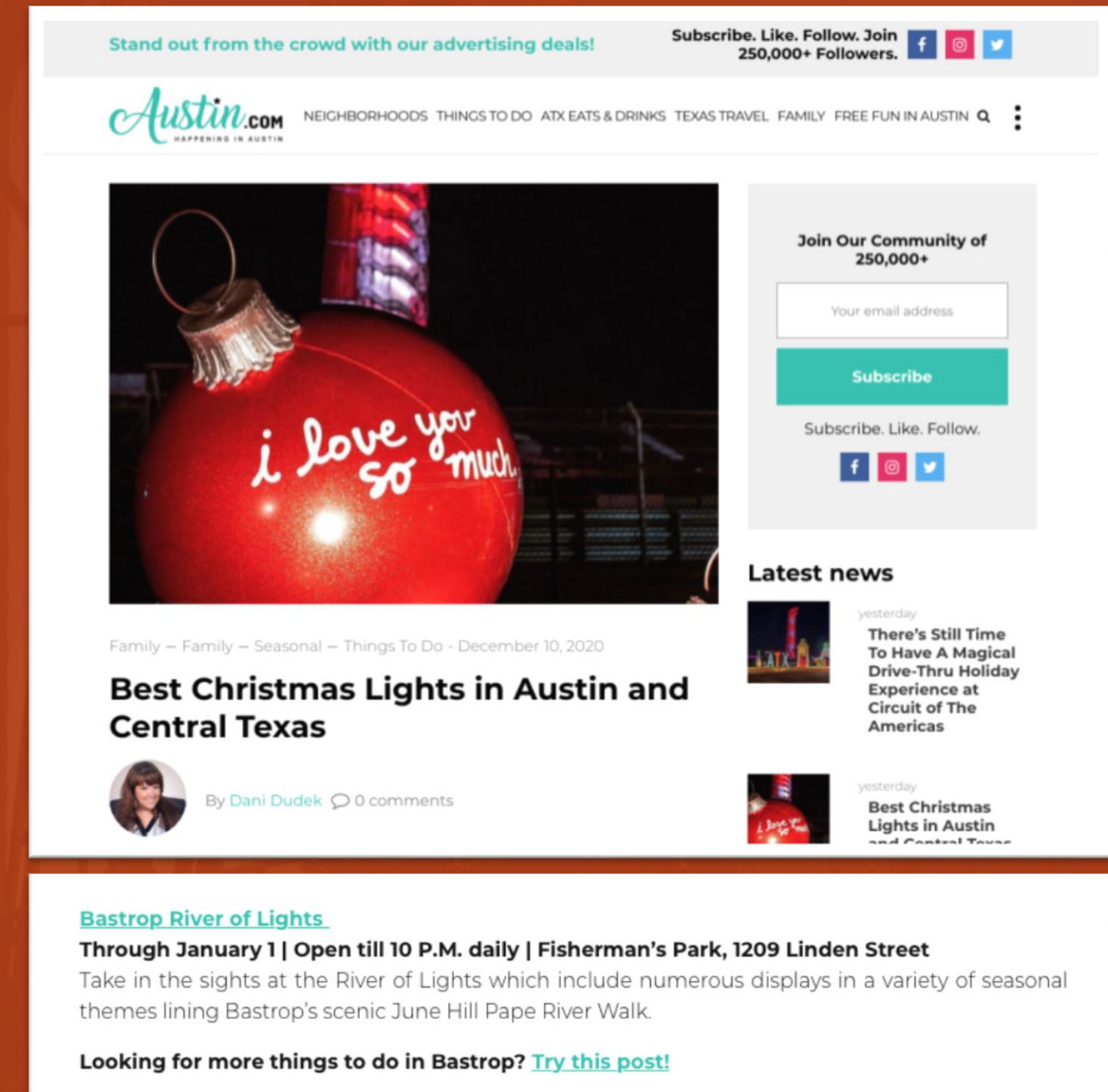
Best Christmas Lights in Austin and Central Texas
12/10

- <https://austin.com/best-christmas-lights-in-austin-central-texas/>

Est. Online Coverage Views: 268

Industries Represented: special events, entertainment

Initially pitched 11/18



DECEMBER PR COVERAGE

The Austin Chronicle Day Trips & Beyond: December Travel Roundup 12/4

- <https://www.austinchronicle.com/daily/travel/2020-12-04/day-trips-and-beyond-december-travel-roundup/>

Est. Online Coverage Views: 1.38K

*Industries Represented: special events,
entertainment*

The screenshot shows the homepage of The Austin Chronicle. The main headline is "Day Trips & Beyond: December Travel Roundup" by Gerald E. McLeod, dated Friday, December 4, 2020. The article features a large aerial photograph of Dealey Plaza in Dallas. To the right, there's a "TODAY'S EVENTS" section listing "Conspire Christmas 2020", "EARLY VOTING FOR DEC. 15 RUN-OFF", and "ACC LITERARY COFFEEHOUSE". Below that is a "NEWSLETTERS" section with a form to subscribe. At the bottom, there's a section titled "River of Lights, Bastrop" with a list of details: "Walk-through", "Free", "Nightly through Jan. 1, 6-10pm", and a link to "www.visitbastrop.com/event/bastrop-river-of-lights/4".

THE AUSTIN CHRONICLE

NEWS FOOD MUSIC SCREENS ARTS QUEER EVENTS CLASSIFIEDS SUPPORT US

DAILY TRAVEL

Day Trips & Beyond: December Travel Roundup
Central Texas holiday lights, digital Dealey Plaza, and more
BY GERALD E. MCLEOD, 9:00AM, FRI, DEC. 4, 2020

Share 5 Tweet print write a letter

In the last month of a tough year, take a trip online to presidential sites or visit the Christmas lights.

Elm, Main, and Commerce streets come together at Dealey Plaza, the site of the Kennedy assassination in Dallas. The former Texas School Book Depository is the orange building in the center of the photograph. A new website explores the history and legacy of the park that is known as the "Front Door of Dallas." (Photo by Gerald E. McLeod)

TODAY'S EVENTS

Conspire Christmas 2020

EARLY VOTING FOR DEC. 15 RUN-OFF at Citywide

ACC LITERARY COFFEEHOUSE at Malvern Books

MUSIC | MOVIES | ARTS | COMMUNITY

NEWSLETTERS

Your Email Address

Subscribe to All
One click gets you all the newsletters listed below

Chronicle Daily
Breaking news, arts coverage, and daily events

Chron Events
Can't keep up with happenings around town? We can help.

Qmmunity
Austin's queerest news and events

Phonetic Fashion

River of Lights, Bastrop

- Walk-through
- Free
- Nightly through Jan. 1, 6-10pm
- www.visitbastrop.com/event/bastrop-river-of-lights/4

DECEMBER PR COVERAGE

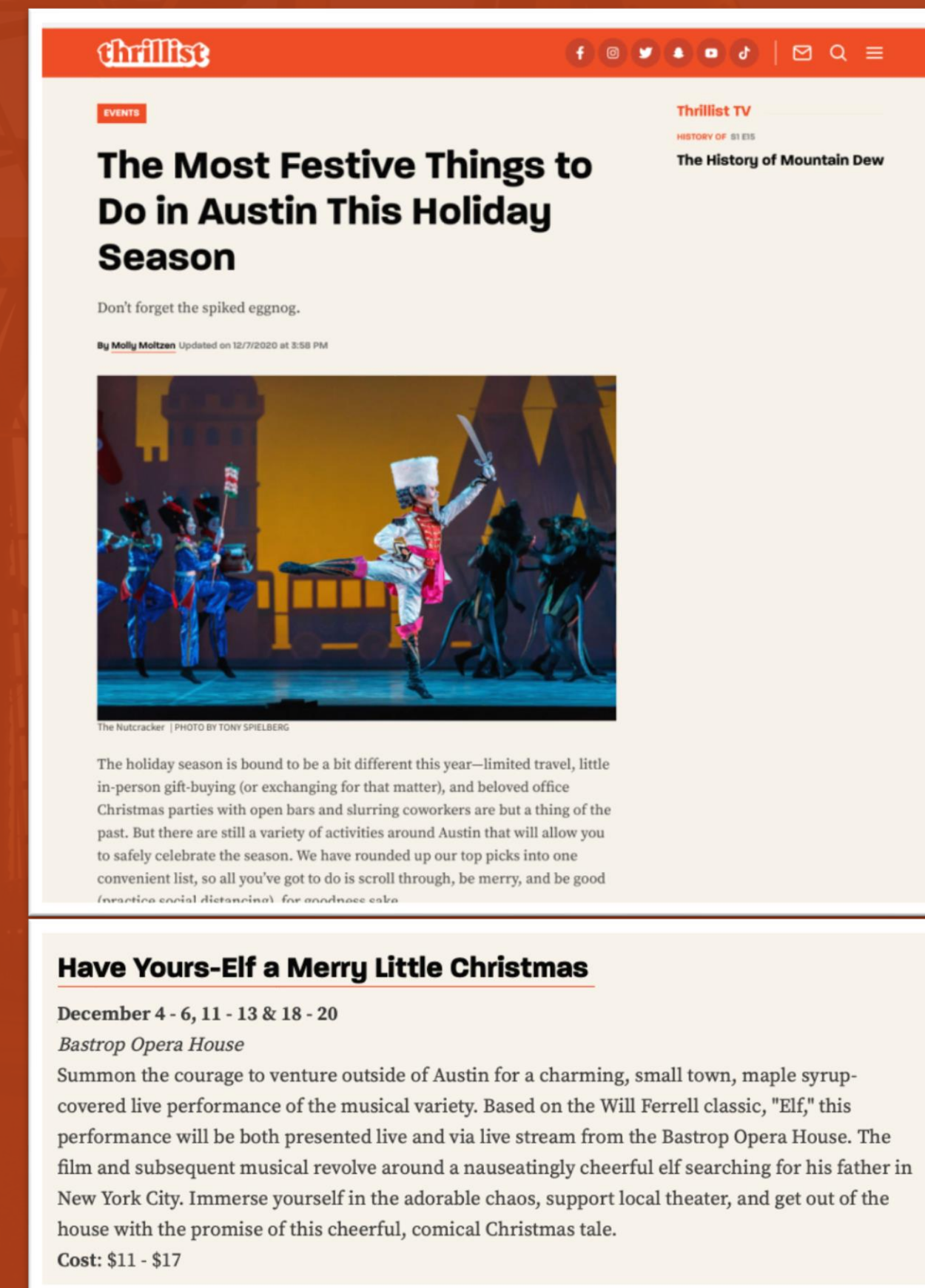
Thrillist

The Most Festive Things to Do in Austin
This Holiday Season
12/4

- <https://www.thrillist.com/events/austin/austin-christmas-events-2020-holiday-calendar>

Est. Online Coverage Views: 22.8K

*Industries Represented: special events,
entertainment*



DECEMBER PR COVERAGE

MSN (syndicated from Thrillist)
The Most Festive Things to Do in Austin This
Holiday Season
12/4

- <https://www.msn.com/en-us/travel/tripideas/the-most-festive-things-to-do-in-austin-this-holiday-season/ar-BB1blhBj>

Est. Online Coverage Views: 602K

Industries Represented: special events, entertainment

msn lifestyle

powered by Microsoft News

Search the web



Holiday Season

Molly Moltzen · 12/7/2020



© Photo by Tony Spielberg

Have Yours-Elf a Merry Little Christmas

December 4 - 6, 11 - 13 & 18 - 20

Bastrop Opera House

Summon the courage to venture outside of Austin for a charming, small town, maple syrup-covered live performance of the musical variety. Based on the Will Ferrell classic, "Elf," this performance will be both presented live and via live stream from the Bastrop Opera House. The film and subsequent musical revolve around a nauseatingly cheerful elf searching for his father in New York City. Immerse yourself in the adorable chaos, support local theater, and get out of the house with the promise of this cheerful, comical Christmas tale.

Cost: \$11 - \$17

DECEMBER PR COVERAGE

The Patch Austin

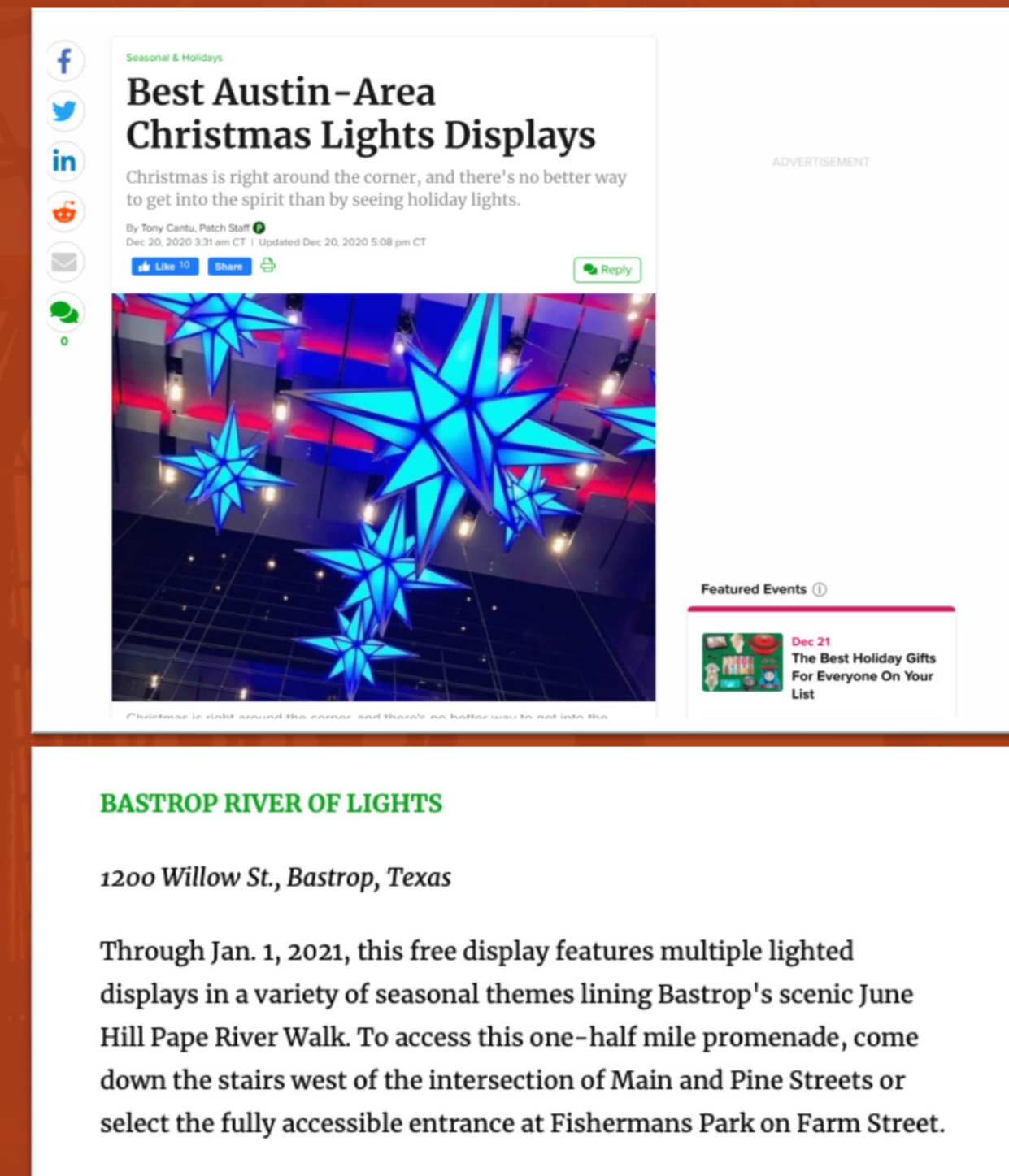
Best Austin-Area Christmas Lights Displays

12/20

- <https://patch.com/texas/downtownaustin/best-austin-area-christmas-light-displays>

Est. Online Coverage Views: 52.6K

Industries Represented: special events, entertainment



DECEMBER PR COVERAGE

Tatler Hong Kong
Best Austin-Area Christmas Lights Displays
12/21

- <https://hk.asiatatler.com/life/virtual-christmas-events>

Est. Online Monthly Visits: 454K
Est. Online Coverage Views: 2.42K

Industries Represented: special events, entertainment

Augustine did not receive confirmation this story was generated by a direct pitch, but there's potential it was generated by previous pitches and/or coverage.



EVENT LISTINGS

LOST PINES CHRISTMAS

Picked Up Submissions

- [Austin Family Magazine](#)

Est. Online Coverage Views: 731

- [Austin 360](#)

Est. Online Coverage Views: 939

- [Austin Chronicle](#)

Est. Online Coverage Views: 1.37K

- [Visit Austin](#)

Est. Online Coverage Views: 608

- [Texas Co-op Power Magazine](#)

Est. Online Coverage Views: 1.45K

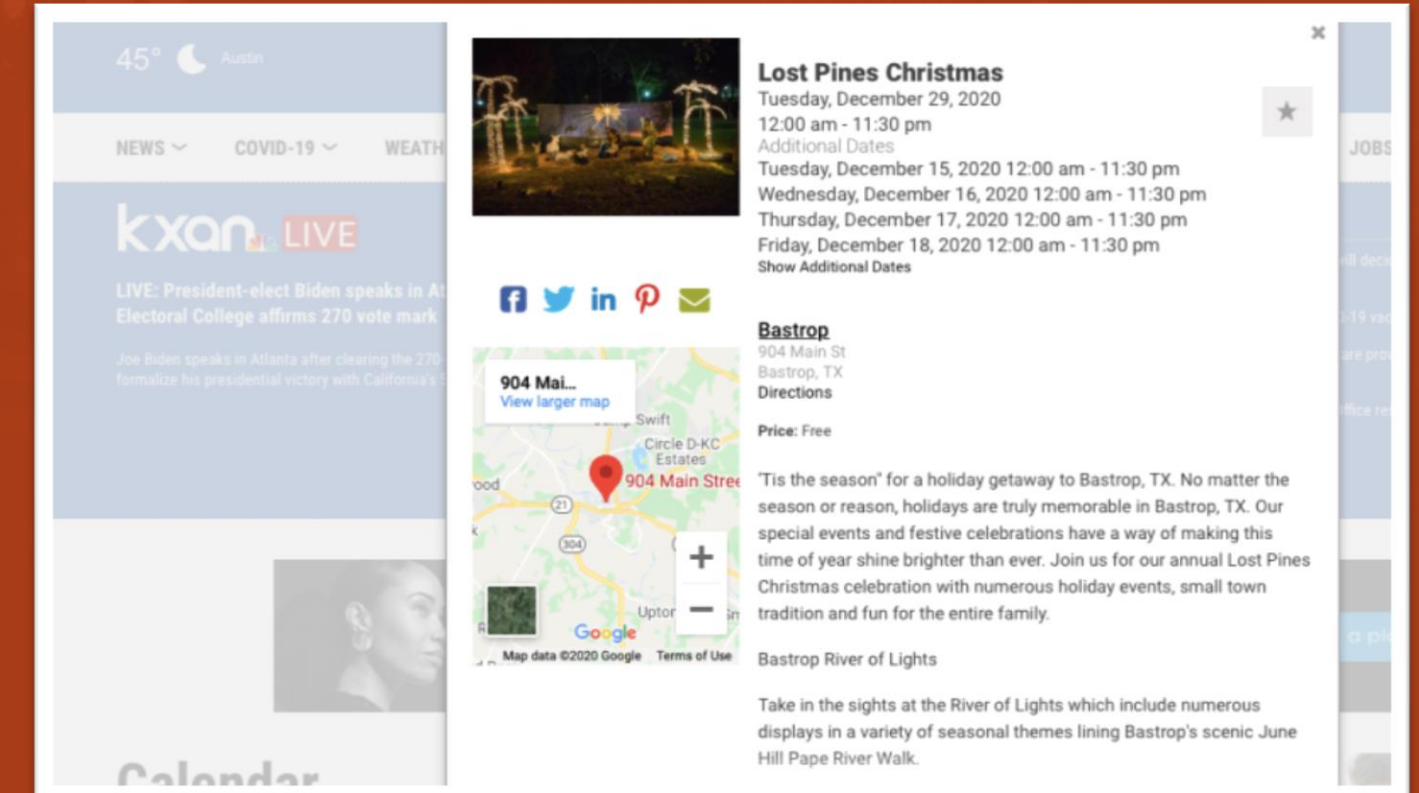
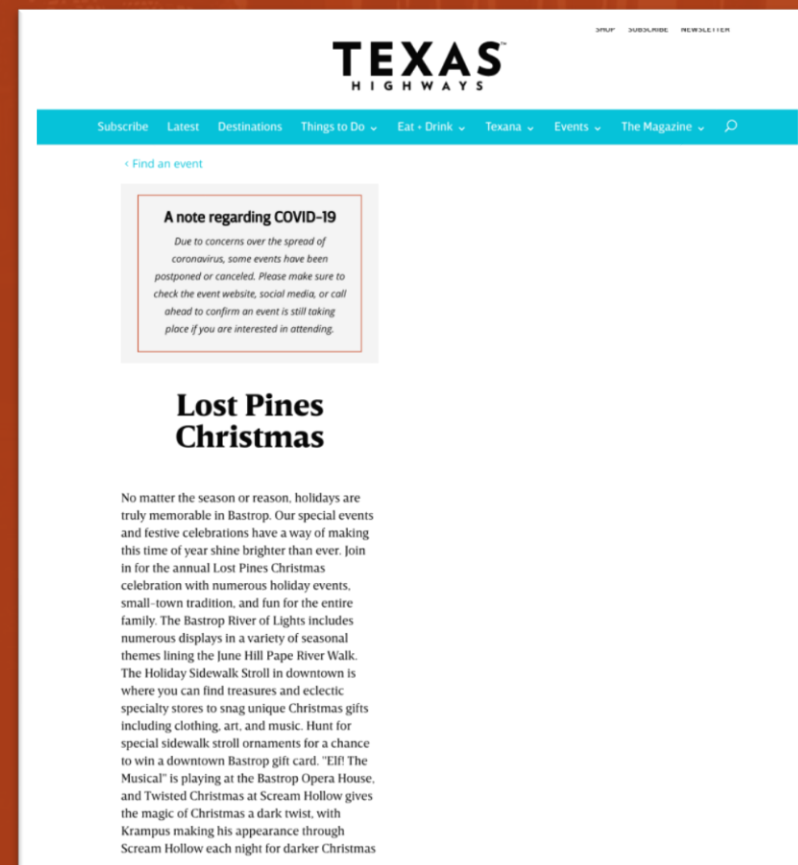
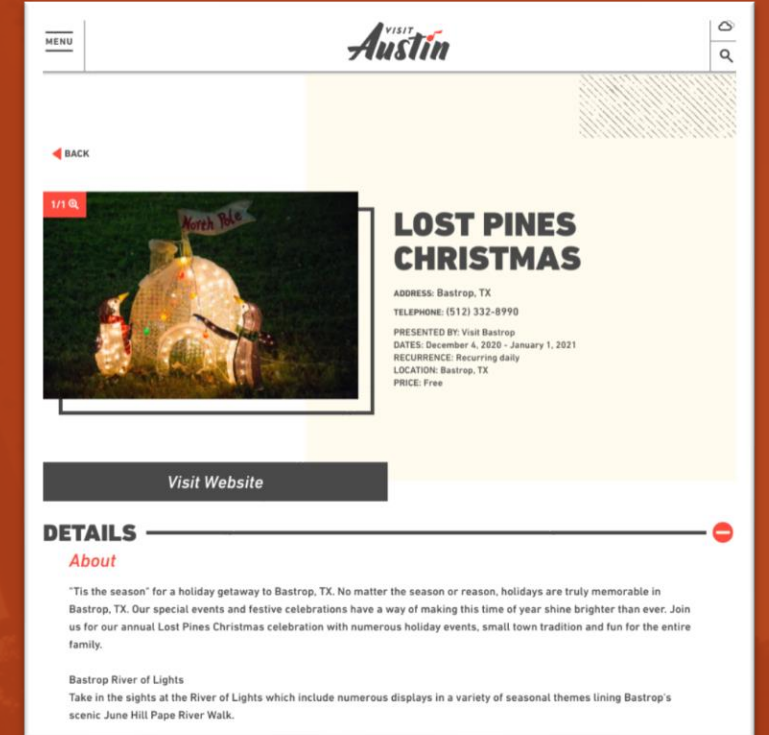
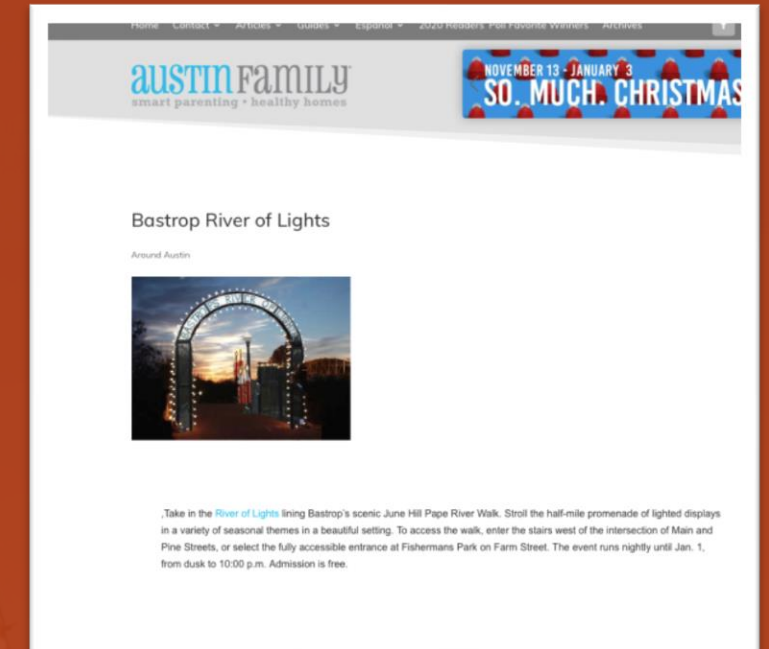
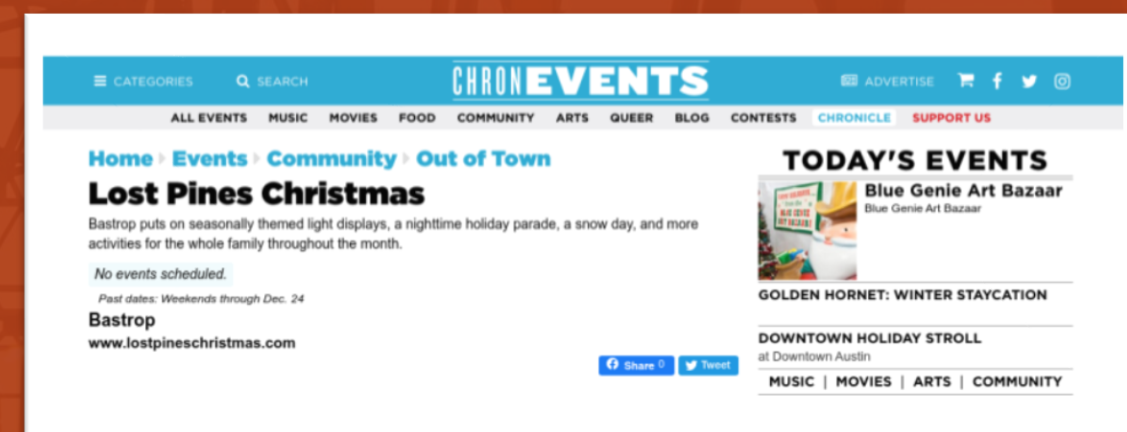
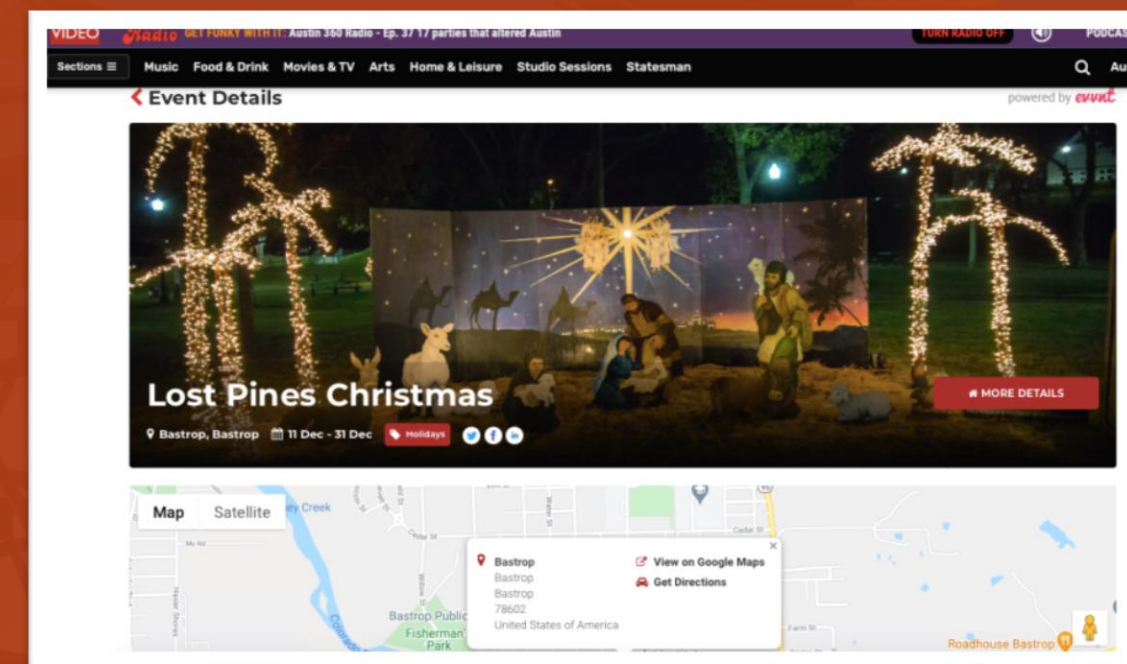
- [Texas Highways](#)

Est. Online Coverage Views: 564

- [KXAN](#)

Est. Online Coverage Views: 13.8K

December	
14 - 31	San Marcos The Lonesome Dove Collection, (512) 245-1313, www.thewittliffcollections.txstate.edu
14 - Aug 8	Austin Lady Bird: Beyond the Wildflowers Exhibition, (512) 721-0216, www.tiljlibrary.org
14 - 31	Palestine Railroad Heritage Center, (903) 393-4014, www.visitpalestine.com
14 - Feb 15	McKinney Dinosaurs Live!, (972) 562-5566, https://www.heardmuseum.org/dinosaurlive
14 - 18	Kerrville Texas Furniture Makers' Show, (830) 895-2911, www.kaccerville.com
14 - 31	Cieburne Christmas Market - Arts & Crafts, (817) 641-4908, https://cieburneculturalarts.com/schedule-of-events/
14 - 16	Dallas Prism Health Coat And Warmth Drive, (214) 352-5960, https://phntx.org/
14 - 24	Austin Blue Genie Art Bazaar, (210) 235-0585, https://bluegenieartbazaar.com/
14 - 28	Palestine The Polar Express Train Ride, (855) 632-7729
14 - 19	Palestine Old Town Carriage Rides, (903) 804-0494
14 - 26	Palestine The Polar Express Train Ride, (855) 632-7729, www.TexasStateRailroad.net
14 - 16	Dallas Prism Health Food & Toy Drive, (214) 521-5190, phntx.org/
14	Palestine Glimch's Lair—Historic Anderson Jail, (903) 373-8158
14 - Jan 2	Georgetown Enjoy Holiday Lights in Georgetown, (512) 930-3545, https://visit.georgetown.org/
14 - 31	Llano Llano Starry Starry Nights Lighted Christmas Park, (325) 247-5554, www.illanostarrystarrynights.com/
14 - 19	Palestine Breakfast with Mrs. Claus, (903) 392-7917
3 - 20	Brenham Holmes for the Holidays at Unity Theatre, (979) 830-8358, https://unitybrenham.org/main-stage/#GamesAtoot
4 - 23	La Grange Trail of Lights, (979) 968-5658, friendsotkreischewbrewery.org
5 - 30	Austin Donate Blood, Get a Free Honey Butter Biscuit, (512) 206-1266, https://wearblood.org/donate-blood/donation-locations/
11 - 20	Fredericksburg Fredericksburg Theater presents "Nuncrackers", (830) 997-3588, www.Fredericksburgtheater.org
15 - 31	Bastrop Lost Pines Christmas, (512) 332-8990, visitbastrop.com
17	Palestine 17th Annual Christmas Carol Sing Along, (903) 723-3014, https://www.visitpalestine.com/christmas
17	Johnson City Homeschool Day at the Science Hill, (844) 263-6405, sciencemill.org
17 - 31	Johnson City Deck the Halls with Science, (844) 263-6405, https://www.sciencemill.org/upcoming-events-2/deckthehalls



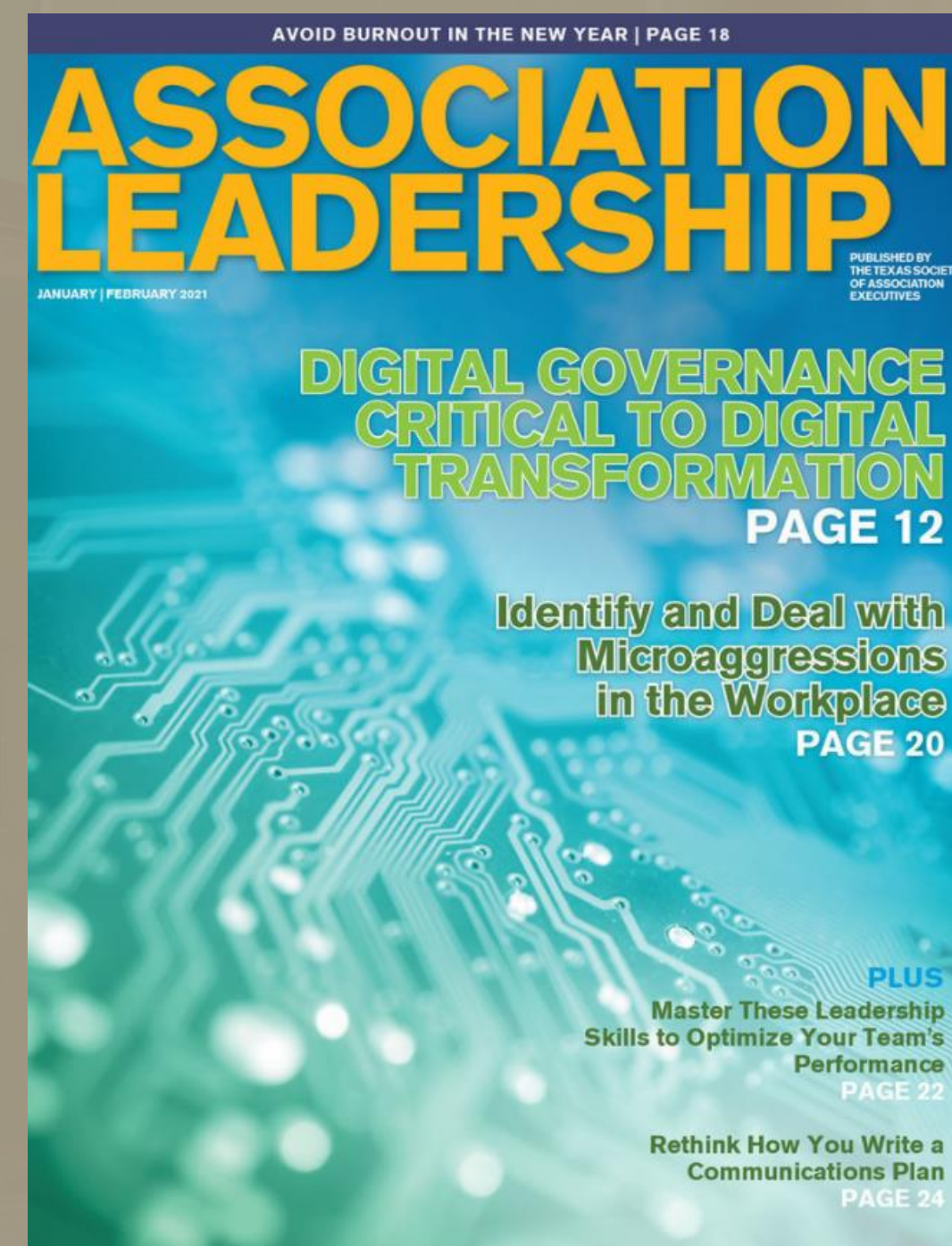
Q1 FY 20-21 PRINT OVERVIEW

- Texas State Travel Guide (Annual Pub)
- Est. Circulation: 500,000 copies
- Industries Represented: Outdoor Recreation, Retail, Shopping, History, Hotels & Lodging



Q1 FY 20-21 PRINT OVERVIEW

- TSAE Association Leadership Magazine
- Est. Circulation: 1,241 copies
- Industries Represented:
Venues & Special Events
Hyatt Regency Lost Pines

The image shows an outdoor event space at the Hyatt Regency Lost Pines. It features a large wooden table and chairs set up on a grassy area with trees in the background. A blue geometric overlay on the right side of the image contains text promoting the venue for events.

Host Your
Next Event in
the Great
Outdoors

Hosting Successful Safe Outdoor Meetings, Events & Weddings
Host your next meeting outdoors in scenic Hill Country and enjoy a the fresh air with over 400 acres of wilderness and the convenience of being 20 minutes from the Austin airport. Imagine a setting among pecan trees, manicured gardens and the Lower Colorado River flowing next to your event. We offer enclosed, climate controlled pavilions that can completely open up to the outdoors, as well as picturesque turf grass lawns, outdoor patios, and areas with custom built fire-pits.

hyattregencylostpines.com
512-308-4700
auslp-rfp@hyatt.com

**HYATT
REGENCY
RESORT**

HYATT REGENCY LOST PINES RESORT & SPA
575 Hyatt Lost Pines Road
Lost Pines, Texas 78612

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VISIT
BASTROP
TX

Q1 NEWSLETTER REPORT

MEETING/GROUP

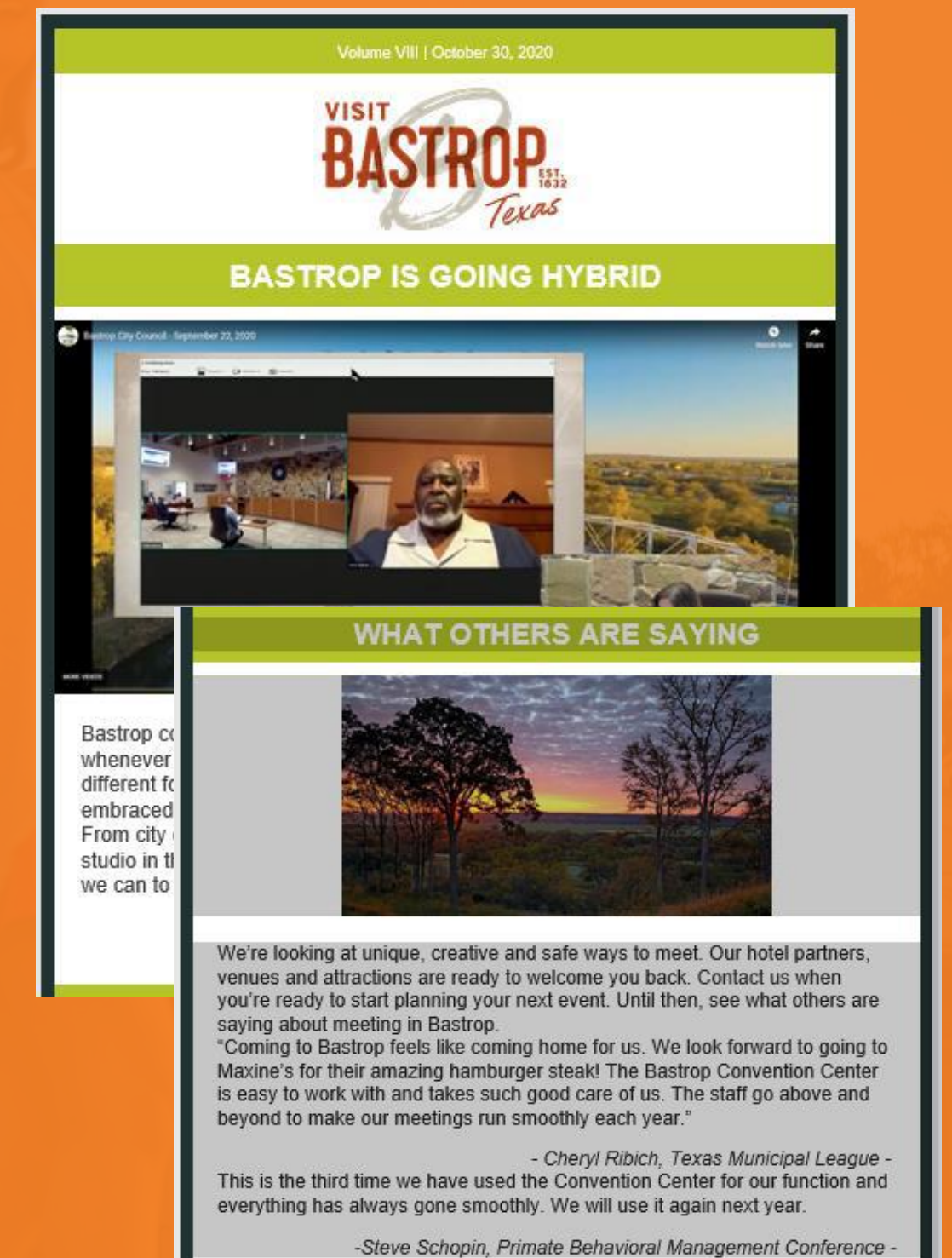
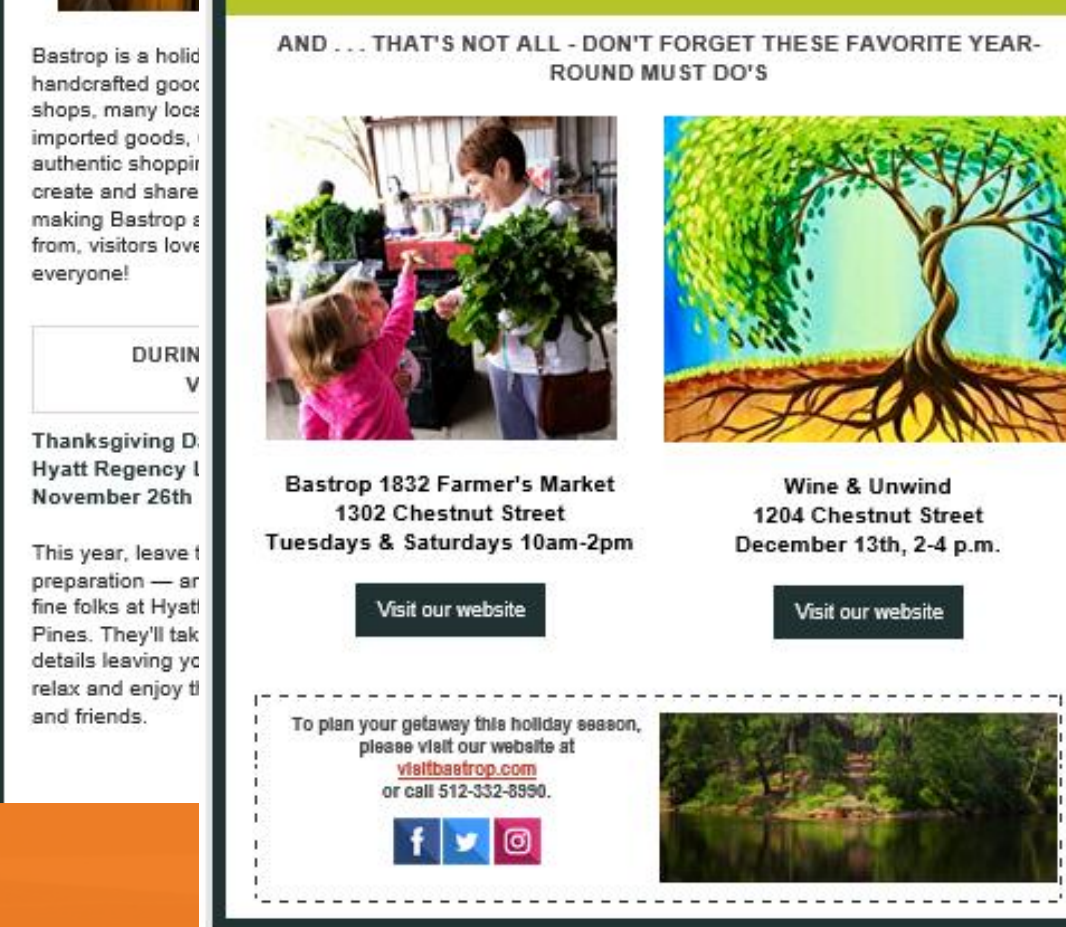
699 successful newsletter deliveries

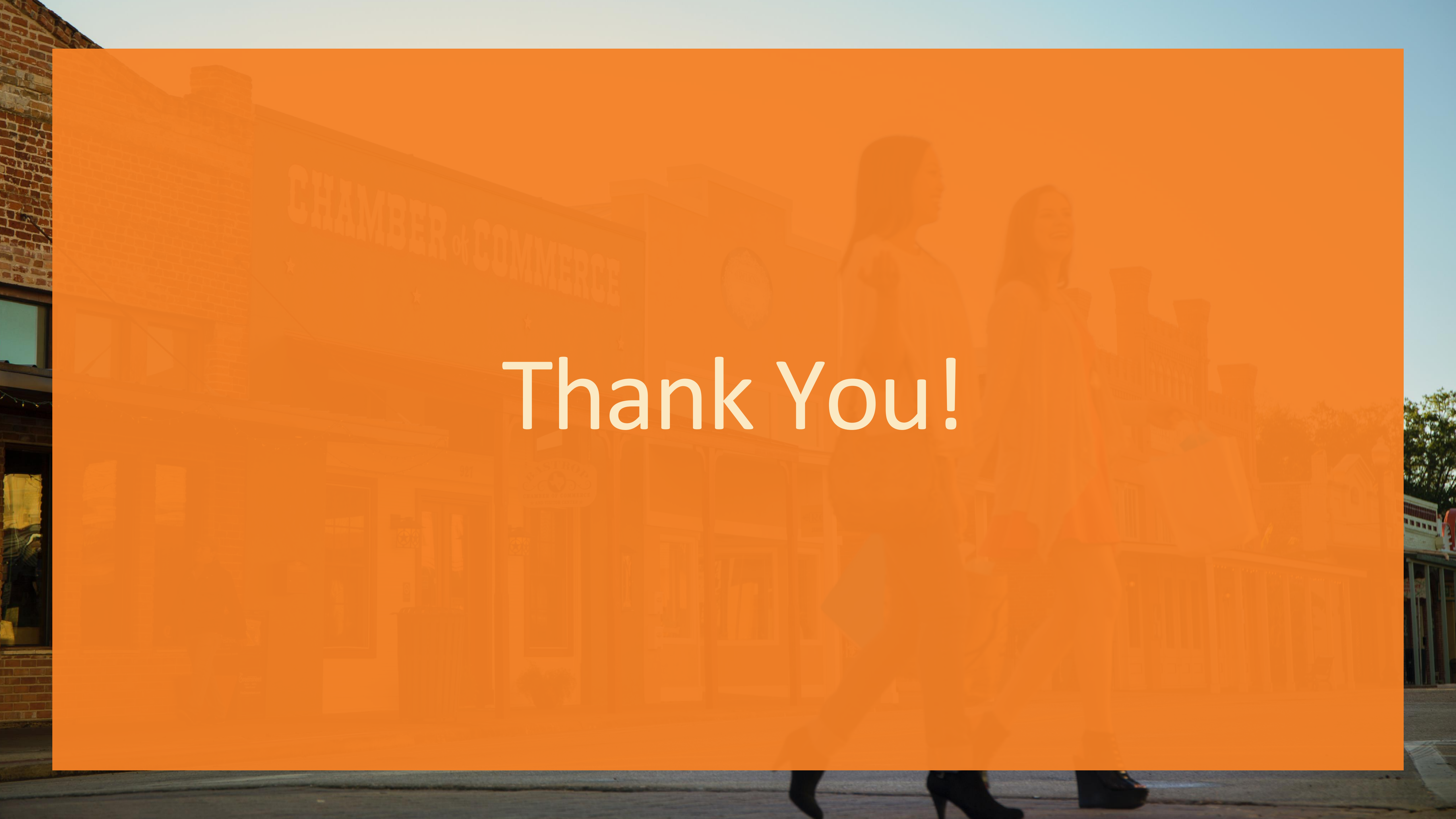
- 25% open rate
- 15% open rate (industry average)
- 3.4% click thru rate
- 5% click thru rate (industry average)

LEISURE

192 successful newsletter deliveries

- 35.9% open rate
- 11% open rate (industry average)
- 11.6% click thru rate
- 9% click thru rate (industry average)





Thank You!



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 6D

TITLE:

Receive Quarterly Report from Lost Pines Art Center. (Tracy Waldron, Chief Financial Officer)

ATTACHMENT(S):

- PowerPoint



Lost Pines Art Center

Profit & Loss Budget vs. Actual - HOT Funds

October through December 2020

	<u>Oct - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Revenue			
HOT Fund Revenue	16,250.00	65,000.00	-48,750.00
Total Revenue	<u>16,250.00</u>	<u>65,000.00</u>	<u>-48,750.00</u>
Total Income	<u>16,250.00</u>	<u>65,000.00</u>	<u>-48,750.00</u>
Gross Profit	16,250.00	65,000.00	-48,750.00
Expense			
Advertising			
General - Center	320.08		
Advertising - Other	945.00	5,000.00	-4,055.00
Total Advertising	<u>1,265.08</u>	<u>5,000.00</u>	<u>-3,734.92</u>
Office/General Administrative E			
Comm-email system	0.00	384.00	-384.00
Supplies/Office Supplies	0.00	500.00	-500.00
Office/General Administrative E - Other	96.01		
Total Office/General Administrative E	<u>96.01</u>	<u>884.00</u>	<u>-787.99</u>
Payroll Expenses	11,760.26	49,766.00	-38,005.74
Program Expenses			
Classes Expenses	40.92	1,000.00	-959.08
Conference	0.00	1,500.00	-1,500.00
Festival-Show Expenses	242.46	250.00	-7.54
Glass Silo	2,092.86		
Program Grant Expenses	0.00	100.00	-100.00
Receptions-Art Show Expenses	416.27	2,000.00	-1,583.73
Venue Expenses	0.00	500.00	-500.00
Program Expenses - Other	315.50		
Total Program Expenses	<u>3,108.01</u>	<u>5,350.00</u>	<u>-2,241.99</u>
Subcontract Staffing			
Glass Silo Salary	0.00	1,500.00	-1,500.00
Instructor Pay	0.00	2,500.00	-2,500.00
Total Subcontract Staffing	<u>0.00</u>	<u>4,000.00</u>	<u>-4,000.00</u>
Total Expense	<u>16,229.36</u>	<u>65,000.00</u>	<u>-48,770.64</u>
Net Ordinary Income	<u>20.64</u>	<u>0.00</u>	<u>20.64</u>
Net Income	<u><u>20.64</u></u>	<u><u>0.00</u></u>	<u><u>20.64</u></u>

Lost Pines Art Center

Profit & Loss Budget vs. Actual - HOT Funds

October through December 2020

	<u>% of Budget</u>
Ordinary Income/Expense	
Income	
Revenue	
HOT Fund Revenue	25.0%
Total Revenue	<u>25.0%</u>
Total Income	<u>25.0%</u>
Gross Profit	25.0%
Expense	
Advertising	
General - Center	
Advertising - Other	18.9%
Total Advertising	<u>25.3%</u>
Office/General Administrative E	
Comm-email system	0.0%
Supplies/Office Supplies	0.0%
Office/General Administrative E - Other	
Total Office/General Administrative E	10.86%
Payroll Expenses	23.63%
Program Expenses	
Classes Expenses	4.09%
Conference	0.0%
Festival-Show Expenses	96.98%
Glass Silo	
Program Grant Expenses	0.0%
Receptions-Art Show Expenses	20.81%
Venue Expenses	0.0%
Program Expenses - Other	
Total Program Expenses	<u>58.09%</u>
Subcontract Staffing	
Glass Silo Salary	0.0%
Instructor Pay	0.0%
Total Subcontract Staffing	<u>0.0%</u>
Total Expense	<u>24.97%</u>
Net Ordinary Income	<u>100.0%</u>
Net Income	<u><u>100.0%</u></u>



102462-01A*16*05560 *****AUTO**5-DIGIT 78602
LOST PINES ART LEAGUE
HOT FUNDS
1204 CHESTNUT ST
BASTROP, TX 78602-3308

ACCOUNT TITLE: LOST PINES ART LEAGUE
HOT FUNDS

Summary Of Account - BUSINESS CHECKING

Last Statement Balance	\$13,291.08
0 Deposits/Credits	\$0.00
9 Checks/Debits	\$7,496.46
Service Charge	\$0.00
Ending Balance	\$5,794.62

Withdrawals and Other Deductions

Date	Description	Amount
12/14	DBT CRD 1344 12/12/20 DBFQRBM7 DIVISENSEISUITBUNDL 9178304051 NY C#1603	-\$29.99
12/14	DBT CRD 1641 12/12/20 DBR629TF H-E-B #582 BASTROP TX C#1603	-\$59.52
12/15	DBT CRD 0502 12/14/20 DBY7LGVH ADOBE CREATIVE CLOUD 4085366000 CA C#1603	-\$21.64
12/16	Transfer from XXX3414 to XXX20 04: Conf #:394730	-\$6,760.26
12/24	DBT CRD 1428 12/22/20 DBSFS70U THE HOME DEPOT #6575 BASTROP TX C#1603	-\$34.55

Detail By Check Number

Date	Check No.	Amount	Date	Check No.	Amount
12/01	1116	\$100.00	12/07	1128*	\$315.50
12/01	1118*	\$75.00	12/28	1129	\$100.00

* Denotes missing check numbers

Daily Balance History

Date	Balance	Date	Balance	Date	Balance
12/01	\$13,116.08	12/15	\$12,689.43	12/28	\$5,794.62
12/07	\$12,800.58	12/16	\$5,929.17		
12/14	\$12,711.07	12/24	\$5,894.62		

Goodbye
.COM

Hello
.BANK!

Beginning January 5, 2021

Our website URL will end in 'BANK' instead of '.com' for security purposes.

Look for the 'BANK' before interacting with any website of ours.

www.fnbbastrop.bank





CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

Lost Pines Art League
1204 Chestnut St
Bastrop, Texas 78602
(512) 321-8055

FIRST NATIONAL BANK
Bastrop, TX 78602
88-4501149

1116

02/22/2020

PAY TO THE ORDER OF Sade Jones \$ **100.00

One hundred and 00/100***** DOLLARS

Sade Jones

MEMO

PROTECTED AGAINST FRAUD

1001116 114904953 210 344 4

#1116

\$100.00

12/01/20

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Lost Pines Art League
1204 Chestnut St
Bastrop, Texas 78602
(512) 321-8055

FIRST NATIONAL BANK
Bastrop, TX 78602
88-4501149

1118

02/26/2020

PAY TO THE ORDER OF Sade Jones \$ **75.00

Seventy-five and 00/100***** DOLLARS

Sade Jones

MEMO

PROTECTED AGAINST FRAUD

1001118 114904953 210 344 4

#1118

\$75.00

12/01/20

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

Lost Pines Art League
1204 Chestnut St
Bastrop, Texas 78602
(512) 321-8055

FIRST NATIONAL BANK
Bastrop, TX 78602
88-4501149

1128

11/30/2020

PAY TO THE ORDER OF Visit Bastrop \$ **315.50

Three Hundred Fifteen and 50/100***** DOLLARS

Visit Bastrop

MEMO

PROTECTED AGAINST FRAUD

1001128 114904953 210 344 4

#1128

\$315.50

12/07/20

CASH ONLY IF ALL CheckLock™ SECURITY FEATURES LISTED ON BACK INDICATE NO TAMPERING OR COPYING

Lost Pines Art League
1204 Chestnut St
Bastrop, Texas 78602
(512) 321-8055

FIRST NATIONAL BANK
Bastrop, TX 78602
88-4501149

1129

12/12/2020

PAY TO THE ORDER OF Juan Jose Rangel, Jr. \$ **100.00

One Hundred and 00/100***** DOLLARS

Juan Jose Rangel, Jr.

MEMO

PROTECTED AGAINST FRAUD

1001129 114904953 210 344 4

#1129

\$100.00

12/28/20



Lost Pines Art Center

Bastrop City Council – January 2021



Happenings

Virtual, Members Gallery, Art After Dark, Blow Your Own Glass, Wine/Unwind, Handmade Holiday Outdoor Market

ANNUAL SQUARE SHOW

Opening Reception

A²

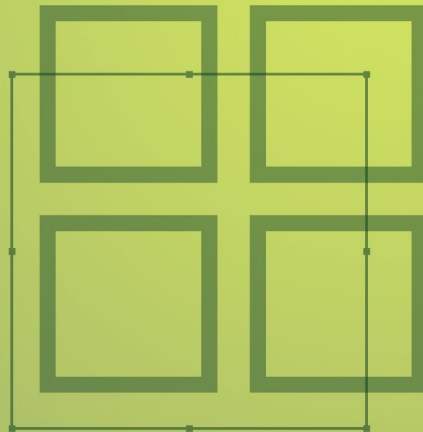
DECEMBER 12, 2020
6-8PM

Free Admission

Live Music with~

JUAN JOSE RANGEL, JR.

Complementary Refreshments



LOST PINES ART CENTER
1204 CHESTNUT
BASTROP, TX 78602
512.321.8055



LOST PINES
ArtCenter
BASTROP • TEXAS

LOSTPINESARTCENTER.ORG



Art After Dark

First
Saturday

11.7.20

6-8pm

on the Back Lawn
After Hours

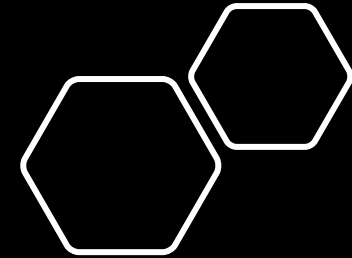
Free Admission

- Live Music with Travis Tharp
- Glassblowing Demonstration

Complementary
Refreshments



Lost Pines Art Center
1204 Chestnut
Bastrop, Tx 78602
512.321.8055
lostpinesartcenter.org



Art after Dark
First Saturdays
in October &
November – 10-
20 people
attended
(normally 75 –
100 pre-Covid)



WINE AND UNWIND

Sunday 12.13.20
2-4PM

LOST PINES
ArtCenter
BASTROP • TEXAS





Free as a Bird

MEMBERS SHOW

LOST PINES ART CENTER
BASTROP, TX
"BIRD CITY DESTINATION"





HANDMADE HOLIDAY *Outdoor* MARKET

SATURDAY DEC. 5, 2020 11A-6P
Regional Artists/Craft Makers

 **Unique Gifts!**

Lost Pines Art Center
on the back lawn
1204 Chestnut
Bastrop, Tx 78602
lostpinesartcenter.org

 **Free Admission!**







200 people attended (no more than 20 at a time). All vendors had a successful day. Considering Spring & Fall Shows

Stats

- Facebook
 - 4,000 followers
 - US, Mexico, Latin America, Spain, UK and India
- YouTube
 - 600 views since beginning our channel in April 2020, includes virtual shows, workshops, and live performances
- Instagram
 - 1000 followers (almost double since 2019)
- Newsletter
 - 2400 subscribers from US, Canada, Brazil, Germany, Dominican Republic – 26% click through rate



Thank You



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 6E

TITLE:

Receive Quarterly Report from Bastrop Opera House. (Tracy Waldron, Chief Financial Officer)

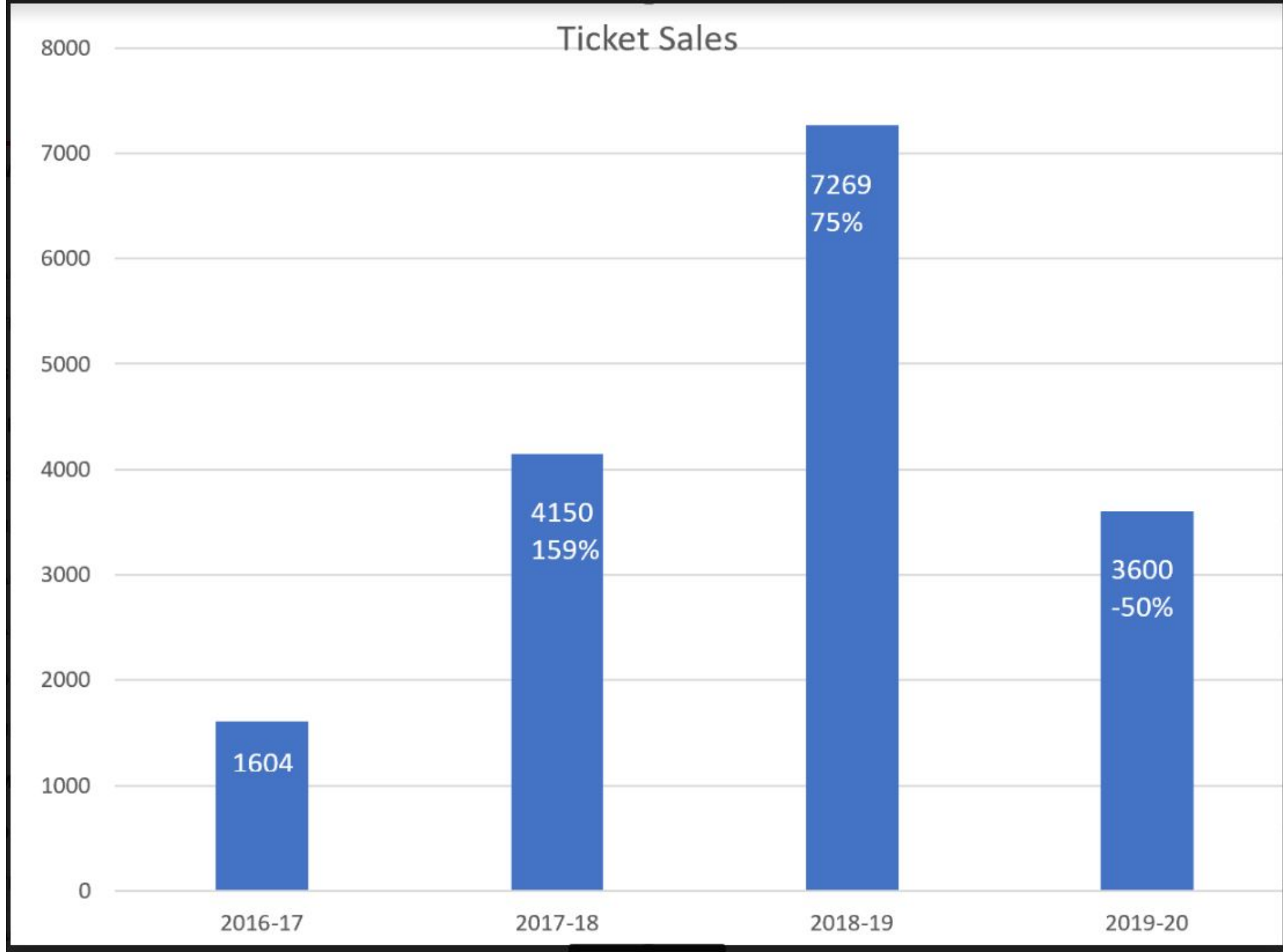
ATTACHMENT(S):

- PowerPoint



Bastrop Opera House Quarterly Report





The logo features a dark purple, ornate, scalloped-edged frame. Inside the frame, three spotlights from the top cast beams of light towards the center. The word "Bastrop" is written in a large, gold, serif font. A light blue banner with a slight 3D effect is positioned across the lower half of the frame, containing the text "Youth Performing Arts Academy" in a white, sans-serif font.

Bastrop

Youth Performing Arts Academy



JUST LIKE US



ELF The Musical

December 4-20





11 Sold Out Performances
839 Tickets Sold
558 Tickets outside of Bastrop zip code
186 Live stream tickets sold





STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 6F

TITLE:

Receive Quarterly Report from Bastrop Museum and Visitor Center. (Tracy Waldron, Chief Financial Officer)

ATTACHMENT(S):

- PowerPoint



FIRST NATIONAL BANK

Bastrop County's Bank...Since 1889

Member FDIC

489 Highway 71 W
P.O. Drawer F, Bastrop, TX 78602

RETURN SERVICE REQUESTED

02924

Page 1 of 8

www.fnbbastrop.com

Direct Inquiries to Customer Service
512-321-2561

24-Hour Banking
512-321-7777 or 512-303-3999

Account Number
XX2699

Statement Dates
12/01/20 thru 12/31/20

Days in Statement Cycle: 31



102462-01A*15*02924
BASTROP OLD TOWN VISITORS CENTER
HOT OPERATING
904 MAIN ST
BASTROP, TX 78602-3810

ACCOUNT TITLE: BASTROP OLD TOWN VISITORS CENTER
HOT OPERATING

Summary Of Account - BUSINESS CHECKING

Last Statement Balance	\$21,254.30
2 Deposits/Credits	\$3,743.33
24 Checks/Debits	\$10,744.12
Service Charge	\$0.00
Ending Balance	\$14,253.51

Deposits and Other Additions

Date	Description	Amount
12/18	Miscellaneous Credit	\$2,340.00
12/22	Deposit	\$1,403.33

Withdrawals and Other Deductions

Date	Description	Amount
12/07	USATAXPYMT IRS CCD	-\$1,849.52
12/17	DBT CRD 0243 12/16/20 DBOVUOCK DYNAMIC MEDIA STERLING HEIG MI C#2149	-\$30.30
12/23	CHK ORDERS HARLAND CLARKE PPD	-\$489.08

Detail By Check Number

Date	Check No	Amount
12/01	2717	\$343.13
12/01	2720*	\$9.70
12/03	2721	\$348.15
12/01	2722	\$1079.38
12/01	2723	\$1734.91
12/04	2724	\$23.92
12/18	2725	\$75.73
12/09	2727*	\$81.25
12/14	2728	\$265.62
12/21	2729	\$243.99
12/15	2730	\$9.13

* Denotes missing check numbers

Date	Check No	Amount
12/15	2731	\$13.10
12/16	2732	\$24.09
12/21	2733	\$305.29
12/22	2734	\$89.48
12/18	2735	\$406.03
12/21	2737*	\$180.08
12/16	2738	\$1079.37
12/18	2739	\$1734.93
12/30	2742*	\$63.82
12/29	2743	\$264.12

Goodbye
.COM

Hello
BANK!

Beginning January 5, 2021

Our website URL will end
in '.BANK' instead of '.com'
for security purposes.
Look for the 'BANK'
before interacting with
any website of ours.

www.fnbbastrop.bank



Bastrop Old Town Visitor Center

Profit & Loss Budget vs. Actual

October through December 2020

	Oct - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Hotel/Motel Tax	22,895.33	103,653.75	-80,758.42	22.1%
Miscellaneous	10.82			
Total Income	22,906.15	103,653.75	-80,747.60	22.1%
Expense				
Building maintenance				
Air conditioning repair	271.09			
Building maintenance - Other	140.00	3,000.00	-2,860.00	4.7%
Total Building maintenance	411.09	3,000.00	-2,588.91	13.7%
Computer Expenses				
Computer equipment & Software	249.99	500.00	-250.01	50.0%
Computer repair/service	60.00	500.00	-440.00	12.0%
Computer Expenses - Other	103.80			
Total Computer Expenses	413.79	1,000.00	-586.21	41.4%
Insurance	915.87	4,000.00	-3,084.13	22.9%
Janitorial Service	1,017.50	4,000.00	-2,982.50	25.4%
Janitorial Supplies	147.20	500.00	-352.80	29.4%
Marketing & Promotion	1,343.75	1,500.00	-156.25	89.6%
Misc.	1,703.83			
Office Supplies	831.59	500.00	331.59	166.3%
Payroll Expenses				
Contract Labor	180.00			
BCHS Payroll Reimbursement	-7,020.00			
Medical Stipend	1,092.28			
Payroll Taxes	2,297.71			
Salaries & Wages	22,735.35			
Payroll Expenses - Other	4,700.00	81,153.75	-76,453.75	5.8%
Total Payroll Expenses	23,985.34	81,153.75	-57,168.41	29.6%
Postage	8.90	500.00	-491.10	1.8%
Printing	0.00	500.00	-500.00	0.0%
Tax preparation	262.50			
Telephone	268.44	1,000.00	-731.56	26.8%
Utilities	901.68	6,000.00	-5,098.32	15.0%
Total Expense	32,211.48	103,653.75	-71,442.27	31.1%
Net Ordinary Income	-9,305.33	0.00	-9,305.33	100.0%
Net Income	-9,305.33	0.00	-9,305.33	100.0%

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Bastrop County's Bank...Since 1889

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489 Highway 71 W
P.O. Drawer F, Bastrop, TX 78602

RETURN SERVICE REQUESTED

02923

Page 1 of 4

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Direct Inquiries to Customer Service
512-321-2561

24-Hour Banking
512-321-7777 or 512-303-3999

Account Number
XX2681

Statement Dates
12/01/20 thru 12/31/20

Days in Statement Cycle: 31



102462-01A*15*02923
BASTROP COUNTY HISTORICAL SOCIETY
HOT OPERATING ACCT
904 MAIN ST
BASTROP, TX 78602-3810

ACCOUNT TITLE: BASTROP COUNTY HISTORICAL SOCIETY
HOT OPERATING ACCT

Summary Of Account - BUSINESS CHECKING

Last Statement Balance	\$13,007.79
1 Deposits/Credits	\$131.94
6 Checks/Debits	\$3,636.37
Service Charge	\$0.00
Ending Balance	\$9,503.36

Deposits and Other Additions

Date	Description	Amount
12/01	Miscellaneous Credit	\$131.94

Detail By Check Number

Date	Check No	Amount	Date	Check No	Amount
12/18	1816	\$2460.00	12/21	1819	\$845.00
12/10	1817	\$48.40	12/18	1820	\$59.98
12/08	1818	\$50.00	12/18	1821	\$172.99

* Denotes missing check numbers

Daily Balance History

Date	Balance	Date	Balance	Date	Balance
12/01	\$13,139.73	12/10	\$13,041.33	12/21	\$9,503.36
12/08	\$13,089.73	12/18	\$10,348.36		

Goodbye
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Hello
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Beginning January 5, 2021

Our website URL will end
in '.BANK' instead of '.com'
for security purposes.
Look for the '.BANK'
before interacting with
any website of ours.

www.fnbbastrop.bank



00006825

BASTROP COUNTY HISTORICAL SOCIETY, INC.
Profit & Loss Budget vs. Actual (HOT FUNDS ONLY)

Accrual Basis

October through December 2020

	Oct - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
HOTEL MOTEL TAX	11,632.25	45,814.62	-34,182.37	25.4%
Total Income	11,632.25	45,814.62	-34,182.37	25.4%
Expense				
ARCHIVAL SUPPLIES/SUPPORT				
EQUIPMENT	88.99	720.00	-631.01	12.4%
SUPPLIES	117.11	950.00	-832.89	12.3%
ARCHIVAL SUPPLIES/SUPPORT - Other	26.40			
Total ARCHIVAL SUPPLIES/SUPPORT	232.50	1,670.00	-1,437.50	13.9%
BCHS Ops Payroll Expenses				
BCHS HOT Reimbursement				
BCHS HOT PAYROLL				
Preservation & Promotion	5,340.00	26,633.62	-21,293.62	20.0%
Tours	1,360.00	8,161.00	-6,801.00	16.7%
BCHS HOT PAYROLL - Other	2,600.00			
Total BCHS HOT PAYROLL	9,300.00	34,794.62	-25,494.62	26.7%
Total BCHS HOT Reimbursement	9,300.00	34,794.62	-25,494.62	26.7%
PPP Payroll Reimbursement	-2,477.00			
Total BCHS Ops Payroll Expenses	6,823.00	34,794.62	-27,971.62	19.6%
CONTIN. VISITOR COMM.	722.39	2,500.00	-1,777.61	28.9%
EXHIBITS - TEMPORARY	439.76	2,500.00	-2,060.24	17.6%
GUEST SPEAKER/QUARTERLY MEETING				
Guest Speaker Expenses	0.00	250.00	-250.00	0.0%
Total GUEST SPEAKER/QUARTERLY MEETING	0.00	250.00	-250.00	0.0%
MAINTENANCE				
PERMANENT EXHIBIT (LIGHTING)	0.00	1,000.00	-1,000.00	0.0%
Total MAINTENANCE	0.00	1,000.00	-1,000.00	0.0%
POSTAGE	0.00	1,100.00	-1,100.00	0.0%
TOUR				
ADVERTISING	845.00			
HOMES	509.40	1,500.00	-990.60	34.0%
PRINTING	2,481.37			
TOUR - Other	0.00			
Total TOUR	3,835.77	1,500.00	2,335.77	255.7%
WEBSITE	237.01	500.00	-262.99	47.4%
Total Expense	12,290.43	45,814.62	-33,524.19	26.8%
Net Ordinary Income	-658.18	0.00	-658.18	100.0%
Net Income	-658.18	0.00	-658.18	100.0%



HOT Fund Presentation

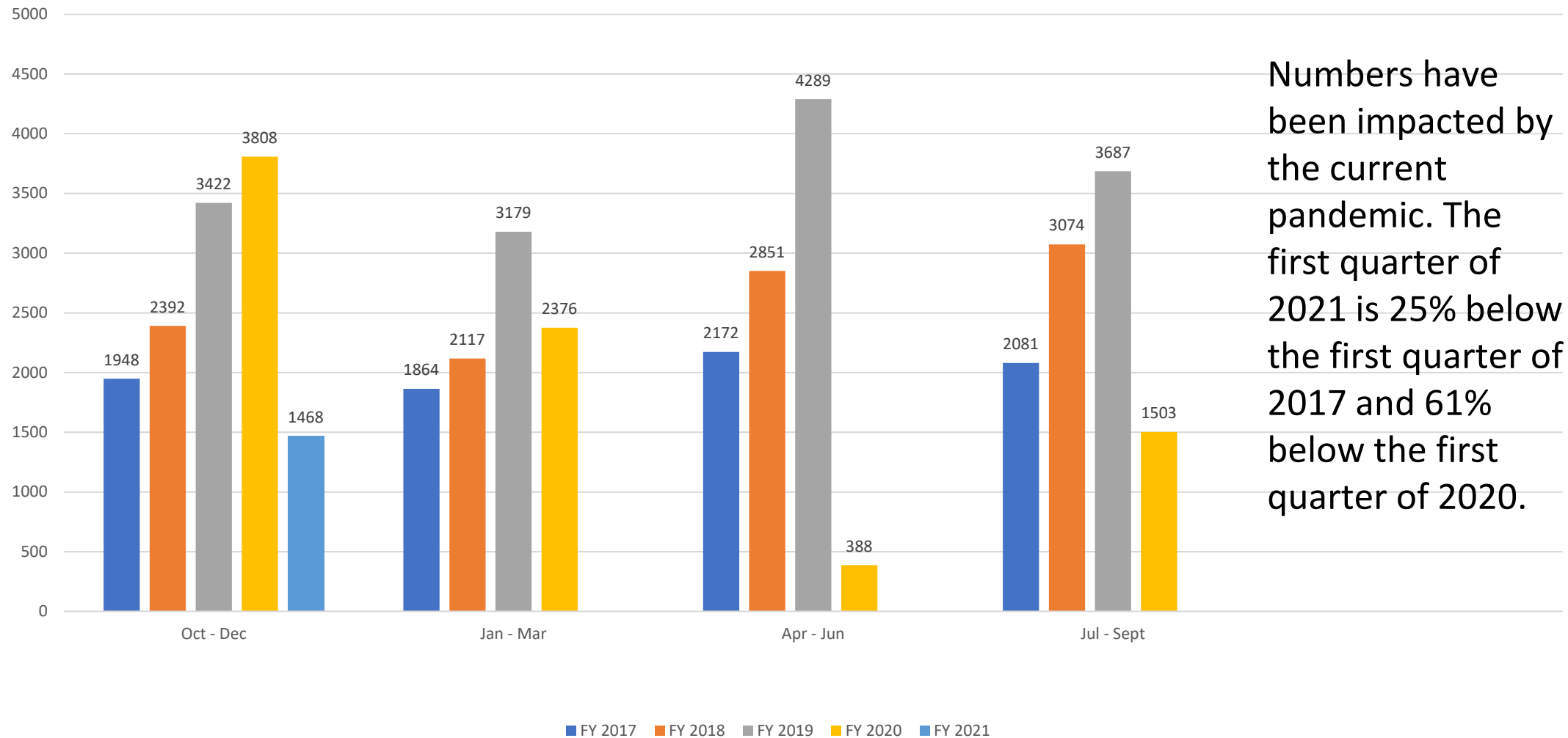
Bastrop City Council – January 2021



2021 Visitor Center – 1st Quarter Highlights

FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
1948	2392	3422	3808	1468
1864	2117	3179	2376	
2172	2851	4289	388	
<u>2081</u>	<u>3074</u>	<u>3687</u>	<u>1503</u>	
8,065	10,434	14,577	8,075	

Total Visitors





MUSIC TRIO

Merry Christmas and Happy Holidays!



SHML Christmas Trio

The SHML Christmas Trio is under the artistic manager of Ms. Clare Cantu-Haugen featuring selected musicians from South Texas. The trio performing in Bastrop is from the Universal City, TX area and is available for Christmas events, parties, weddings, and business luncheons.

Bastrop Trio on the Sidewalk, December 12 at

11:00am to 1:00pm

Community/Event Support



CITY OF BASTROP PRESENTS

Making Bastrop Bright

LIGHTED HOLIDAY DECORATING CONTEST

It wouldn't be the holidays in Bastrop, Texas without **LIGHTS!**

The first annual '**Making Bastrop Bright**' **Lighted Holiday Decorating Contest** is your chance to let your holiday spirit **SHINE!**

Decorate your home or business, register, vote for your favorites, and help make this the **BRIGHTEST** holiday season that Bastrop has ever seen!

Register Now! For Rules, Categories, & More, Visit:
CITYOFBASTROP.ORG/MAKINGBASTROPBRIGHT



Community/Event Support

Volunteer Hours

- Visitor Center
 - 21
- Dollar Value = \$483 (\$23 hr.)





Museum Highlights – 1st Quarter 2021

Special Exhibit

Stories Buildings Tell – Bastrop
County Architecture

1st Quarter Meeting: Bastrop Christian Church

Earl Ellisor Presenter

13 in person

15 online





Rotating Exhibit at the Library

*Bastrop Holiday Homes Tour
2021 Calendar*



Ancient Oaks Ranch

Holiday Homes
Tour & Remote
Rendezvous

Research Library

- An increase of 227 pieces all to be added to the museum's searchable database and available to Bastropians, visitors, historians, students, researchers and genealogists.
- The first quarter of 2021 we had 17 individuals reach out to the library in search of information about those who came before them.
 - 17 email
 - 1 in person from Bastrop
 - 1 in person out of state
- Restored an early 20th century Victrola
- Transcribed 2 additional oral histories
- Hosted 3 Uniquely Bastrop webinars



Volunteer Hours

- Museum
 - 46*
- Dollar Value = \$1,058



*This number does not include the hours contributed by our dedicated Board of Trustees, our Museum Curator (Robbie Sanders) or Special Exhibit Manager (Michal Hubbard).

THANK YOU!



STAFF REPORT

MEETING DATE: January 26, 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 January 26, 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: January 26, 2021

AGENDA ITEM: 8A

TITLE:

Consider action to approve City Council minutes from the January 12, 2021 Regular meeting.
(Submitted by: Ann Franklin, City Secretary)

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:

Consider action to approve City Council minutes from the December 8, 2020 Regular meeting.

ATTACHMENTS:

- January 12, 2021, DRAFT Regular Meeting Minutes.

JANUARY 12, 2021

The Bastrop City Council met in a regular meeting on Tuesday, January 12, 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 and Rogers. Council Member Jackson was present via video. Officers physically present were City Manager, Paul A. Hofmann; and City Attorney, Alan Bojorquez. was present via video.

CALL TO ORDER

At 6:30 p.m. Mayor Schroeder called the meeting to order with a quorum being present. Council Member Peterson was absent.

PLEDGE OF ALLEGIANCE**INVOCATION**

Police Chaplain Cliff Sparks, gave the invocation.

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 January 18, 2021 as Martin Luther King Day.
Mayor Schroeder acknowledged the proclamation for the January 12, 2021 Martin Luther King Day.

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

- 6A. Receive presentation on the unaudited Monthly Financial Report for the period ending November 30, 2020. (Submitted by: Tracy Waldron, Chief Financial Officer)
Presentation was made by Chief Financial Officer, Tracy Waldron.

CITIZEN COMMENT - NONE**CONSENT AGENDA**

A motion was made by Council Member Ennis to approve Items 8A, 8B, and 8C 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 4-0 vote. Council Member Peterson was absent.

- 8A. Consider action to approve City Council minutes from the December 8, 2020 Regular meeting. (Submitted by: Ann Franklin, City Secretary)

- 8B. Consider action to approve the second reading of Ordinance No. 2020-34 of the City Council of the City of Bastrop, Texas, amending the code of ordinances, affirming the creation of Assistant City Manager positions, addressing designation of an Acting City Manager, and removing the Director of Public Safety position by amending Sections 9.02.004 and 9.02.005, and repealing Article 9.05, Division 2, and providing for findings of fact, repealer, severability, codification, effective date, proper notice and meeting. (Submitted by: Tanya Cantrell, Director of Human Resources)
- 8C. Consider action to approve the second reading of Ordinance No. 2020-33 of the City Council of the City of Bastrop, Texas, amending the budget for the Fiscal Year 2021 in accordance with existing statutory requirements; appropriating the various amounts herein as attached in Exhibit A; repealing all prior ordinances and actions in conflict herewith; and establishing an effective date. (Submitted by: Tracy Waldron, Chief Financial Officer)

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-2021-01 of the City Council of the City of Bastrop, Texas, calling for and establishing the procedures for a May 1, 2021 General Election for Bastrop, Texas; and providing an effective date. (Submitted by: Ann Franklin, City Secretary)
Presentation was made by City Secretary, Ann Franklin.

A motion was made by Council Member Rogers to approve Resolution No. R-2021-01, seconded by Mayor Pro Tem Nelson, motion was approved on a 4-0 vote. Council Member Peterson was absent.
- 9C. Consider action to approve Resolution No. R-2021-02 of the City Council of the City of Bastrop, Texas, approving a Joint Agreement between the City of Bastrop and Bastrop Independent School District for the May 1, 2021 General Election for Bastrop, Texas, attached as Exhibit A; authorizing the City Manager to execute all necessary documents; and providing an effective date. (Submitted by: Ann Franklin, City Secretary)
Presentation was made by City Secretary, Ann Franklin.

A motion was made by Council Member Ennis to approve Resolution No. R-2021-02, seconded by Council Member Jackson, motion was approved on a 4-0 vote. Council Member Peterson was absent.
- 9D. Consider action to approve Resolution No. R-2021-03 of the City Council of the City of Bastrop, Texas, approving a contract for election services between the Elections Administrator of Bastrop County and the City of Bastrop for the May 1, 2021 General Election for Bastrop, Texas, attached as Exhibit A; authorizing the City Manager to

execute all necessary documents; and providing an effective date. (Submitted by: Ann Franklin, City Secretary)

Presentation was made by City Secretary, Ann Franklin.

A motion was made by Mayor Pro Tem Nelson to approve Resolution No. R-2021-03, seconded by Council Member Ennis, motion was approved on a 4-0 vote. Council Member Peterson was absent.

- 9E. Consider action to approve Resolution No. R-2021-04 of the City Council of the City of Bastrop, Texas approving a General Service Contract to Arch Technical Services, LLC for third-party building review and inspection services in an amount not to exceed One Hundred Thousand Dollars and 00/100 cents (\$100,000.00) as attached in Exhibit A; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date. (Submitted by: Jennifer Bills, Assistant Director of Planning)

Presentation was made by Assistant Director of Planning, Jennifer Bills.

A motion was made by Council Member Rogers to approve Resolution No. R-2021-04, seconded by Council Member Ennis, motion was approved on a 4-0 vote. Council Member Peterson was absent.

- 9F. Consider action to approve Resolution No. R-2021-05 of the City Council of the City of Bastrop, Texas awarding a contract with Smith Contracting Co. of Austin, Texas, in the amount of Three Million, Nine hundred thirty thousand, Nine hundred ninety-seven dollars and zero cents (\$3,930,997.00) for the construction of the Westside Collection system phase 1, authorizing the City Manager to execute all 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 Mayor Pro Tem Nelson to approve Resolution No. R-2021-05, seconded by Council Member Jackson, motion was approved on a 4-0 vote. Council Member Peterson was absent.

- 9G. Consider action to approve Resolution No. R-2021-06 of the City Council of the City of Bastrop, Texas awarding a contract with BAR Contracting, Inc. of Lancaster, Texas, in the amount of Twenty-six Million, Three hundred sixty-nine thousand dollars and zero cents (\$26,369,000.00) for the construction of the Wastewater Treatment Plant # 3, authorizing the City Manager to execute all 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 Ennis to approve Resolution No. R-2021-06, seconded by Council Member Rogers, motion was approved on a 4-0 vote. Council Member Peterson was absent.

- 9H. Consider action to approve Resolution No. R-2021-07 of the City Council of the City of Bastrop, Texas determining a public need and necessity for a micro-mobility hub at the corner of Spring and Main Street and authorizing the city's attorney to make

the necessary changes to Chapter 12 (Traffic and Vehicles) needed to provide designated parking for micro-mobility hub vehicles during the standard operational hours, 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 Rogers to approve Resolution No. R-2021-01, seconded by Council Member Ennis, motion was approved on a 4-0 vote. Council Member Peterson was absent.

EXECUTIVE SESSION - NONE

ADJOURNMENT

Adjourned at 7:56 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.



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 8B

TITLE:

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; proving for a repealing clause; and establishing for an effective date.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City of Bastrop has a Purchasing Policy that allows the use of purchasing cooperatives that comply with the bidding requirements of state law. The use of cooperative agreements increases the cities efficiency and effectiveness when making purchases. The TIPS Purchasing Program allows smaller municipalities, like Bastrop, to benefit from the purchasing power of a larger entity. The Region VII Education Service Center will have the responsibility of complying with the competitive bidding laws set by the state. The City of Bastrop will be able to utilize the contracts created by these bid contracts through this cooperative agreement. Suppliers will bill the City of Bastrop directly for all purchases. Having this agreement in place will expand the city's ability to secure the best pricing during the procurement process.

POLICY EXPLANATION:

This cooperative agreement is authorized by Sections 791.001 of the Texas Government Code. This agreement requires Council approval and authorizes the City Manager to execute the agreement.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Tracy Waldron, CFO recommends approval of Resolution 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; proving for a repealing clause; and establishing for an effective date.

ATTACHMENTS:

- Resolution 2021-09
- Interlocal Agreement

RESOLUTION NO. R-2021-09

A RESOLUTION 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.

WHEREAS, it is the responsibility of local government to ensure that purchasing laws are followed; and

WHEREAS, pursuant to the authority granted by the "Texas Interlocal Cooperation Act," Chapter 791 of the Texas Government Code providing for the cooperation between local governmental bodies; and

WHEREAS, the governing bodies of each party find that the subject of this contract is necessary for the benefit of the public and that each party has the legal authority to perform and to provide the governmental function or service which is the subject matter of this contract ; and

WHEREAS, the governing bodies find that the performance of this contract is in the common interest of both parties.

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

SECTION 1: The City Council hereby approves the City of Bastrop Interlocal Agreement with Region VII Education Service Center, which is attached as Exhibit A, and authorizes the City Manager to execute all necessary documents.

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 declared to be 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, Texas on the 26th day of January 2021.

CITY OF BASTROP, TEXAS

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

AN INTERLOCAL AGREEMENT
Between Region 8 Education Service Center and a
TEXAS PUBLIC ENTITY OR LOCAL GOVERNMENT
(School, College, University, State, City, County, or Other Political Subdivision)

TEXAS PUBLIC ENTITY NAME

_____-_____
Control Number (TIPS will Assign)
Schools enter County-District Number

Region 8 Education Service Center
Pittsburg, Texas

225 - 950
County-District Number

Texas Education Code §8.002 permits regional education service centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university operations. Authority for an Interlocal agreement to provide such services is granted under Texas Government Code § 791 *et seq* as amended. Cooperative Purchasing Services under this agreement are extended to all Texas State, City or County Government Agencies, or any other legally eligible Local Government Entity as defined in the Texas Government Code § 791.003.

This Interlocal Agreement (hereinafter the “Agreement”) is effective _____ and shall be automatically renewed unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at any time upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region 8 Education Service Center, by this Agreement, agrees to provide cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

The purpose of the TIPS Program shall be to improve procurement process efficiencies and assist in achieving best value for participating School District, University, College, Community College, City, County or Other Public Agencies through cooperative purchasing.

Roles of the TIPS Purchasing Cooperative:

- Provide for the organizational structure of the program.
- Provide staff for efficient operation of the program.
- Promote marketing of the TIPS Program.
- Coordinate the Competitively Bid Process for all Vendor Awarded Contracts.
- Provide members with procedures for placing orders through TIPS PO System.
- Maintain filing system for Due Diligence Documentation.
- Collect fees from vendors to support the costs of operations of TIPS.

Role of the Public Entity:

- Commit to participate in the program by an authorized signature on membership forms.
- Designate a Primary Contact and Secondary Contact for entity.

- Commit to purchase products and services from TIPS Vendors when in the best interest of the entity.
- Submit Purchase Orders and/or Vendor Contracts through the TIPS PO System by emailing the pdf document to tipspo@tips-usa.com.
- Accept shipments of products ordered from Awarded Vendors.
- Process Payments to Awarded Vendors in a timely manner.

General Provisions:

The Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the law of the State of Texas and venue shall be in the county in which the administrative offices of RESC 8 are located which is Camp County, Texas.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect.

The Parties to this Agreement expressly acknowledge and agree that all monies paid pursuant to this Agreement shall be paid from legally appropriated and budgeted available funds for the current fiscal year of each such entity.

No jointly owned property shall be created by this agreement and, therefore, no provision to dispose of jointly held property is required.

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation. The site of the mediation shall be in Camp County, Texas or a site mutually agreed by the parties. The selection of the mediator shall be mutually agreed. The cost of mediation shall be shared equally. No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by electronic means and the terms and conditions agreed to are binding upon the Parties.

Authorization:

This Agreement was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. (If required by the entity.)

Member Entity:

Date _____

Secondary Person Email Address

Revised 2-27-2017 - RP



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 9A

TITLE:

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.

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. 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.

ATTACHMENTS:

- Ordinance No. 2020-29

EMERGENCY ORDINANCE 2020-29

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 26th day of January 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Exhibit A

COVID-19 VACCINE WAITING LIST

You may now complete a survey and provide contact information regarding COVID-19 Vaccination.

Please visit the following site:



COVAC.INFO

to be added to the COVID-19 Vaccine waiting list.

Or



call 866-268-2289





STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 9B

TITLE:

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)

STAFF REPRESENTATIVE:

Clint A. Nagy, Chief of Police

BACKGROUND/HISTORY:

The Bastrop Police Department's mission is to enhance the community's quality of life through the protection of life and property, fair and unbiased law enforcement, and community partnerships. As such, the Department is committed to providing transparency to the community and ensuring our police officers are acting professionally and appropriately. BWCs help us accomplish this mission.

In addition,

- The department's current BWCs are beginning to pass their life expectancy and will no longer be under warranty in October 2021. An additional warranty is not available for purchase. Lastly, the current model is being replaced by a new and improved model.
- Body-worn cameras allow for accurate documentation of officer-public contacts, arrests, and critical incidents. They also serve to enhance the accuracy of police reports and testimony in court.
- Audio and video recordings also enhance the department's ability to review probable cause for arrests, officer and suspect interactions, evidence for investigative / prosecutorial purposes and to provide additional information for officer's evaluations and training.
- Body-worn cameras have proven useful in documenting crime and accident scenes or other events that include the confiscation and documentation of evidence or contraband.

POLICY EXPLANATION:

N/A

FUNDING SOURCE:

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

RECOMMENDATION:

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.

ATTACHMENTS:

- Resolution
- 1-page PowerPoint
- Proposed narrative to JAG



RESOLUTION NO. R-2021-08

A RESOLUTION 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) FOR 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.

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 Office of the Governor – Criminal Justice Division (OOG-CJD) Grant (application number 4200601) for twenty-eight (28) Body-Worn Cameras 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 Justice Assistance Grant, the City of Bastrop City Council assures that the funds will be returned to the Office of the Governor-Criminal Justice Division (OG-CJD) in full; and

WHEREAS, the City of Bastrop designates Chief of Police 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 Office of the Governor – Criminal Justice Division (OG-DOJ) Grant for Body-Worn Cameras, with their software and hardware.

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, Texas on the 26th day of January 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Bastrop Police Department

Justice Assistance Grant 2021

Police Chief Clint Nagy

January 26th, 2021



- 28 Body Worn Cameras
- 3-year warranty
- 3-year licensing
- Hardware and software
- \$72,785.00 with no matching funds from the City

Purpose-built for law enforcement

Sometimes the only reliable witness is the one you carry with you.
Make sure it's always ready.

Maximum endurance

The V300 will last for an entire shift - and if that's not enough, you can easily swap the battery in the field.

Maximum clarity

Distortion-free video at up to 1080p resolution, with an electronically-adjustable lens for optimal aiming.

Maximum usability

With Bluetooth and WiFi, end-to-end security, and an IP67 rating, the V300 is designed for life on the front line.



2021 Justice Assistance Grant (JAG)

Project Abstract:

The Bastrop Police Department is pleased to submit this application to the Bureau of Justice Assistance for funding to support our Body-Worn Camera (BWC) Program. The Bastrop Police Department is well-positioned and well-qualified to keep our BWC program a top priority and a key component of the City's community-oriented policing strategy.

The Bastrop Police Department is applying to receive twenty-eight Watchguard Video V300 brand BWCs, to include hardware and software. The BWCs will cost a total of seventy-two thousand, seven hundred and eighty-five dollars. (\$72,785.00)

BWCs are small video/audio recording devices worn on police officers' uniforms, usually in the chest area. The Bastrop Police Department has recognized several advantages of our BWC program. BWCs may help protect citizens from police misconduct and help protect Bastrop Police Officers from false allegations of misconduct. BWCs can assist in evidence gathering and officer training. Also, the willingness to have our officers' actions recorded demonstrates a level of transparency in the Bastrop Police Department.

Problem Statement:

The Bastrop Police Department finds and recognizes that our department's BWC program has been a substantial success. Currently, every sworn officer is assigned their own BWC. The department began utilizing WatchGuard Video BWCs in 2016. As such, our BWCs extended warranty will end in October 2021, and the BWCs are not eligible for an extended warranty. Furthermore, our current BWC's will no longer be manufactured and are being replaced by a new, upgraded, and superior BWC model. It is much more difficult to manage two different types/models of BWCs across our wide range of users. Full funding of this project will prevent the Bastrop Police Department from using two different models of BWC and piecemealing our program due to lack of funding.

Supporting Data:

In mid-2020, in the wake of Mr. George Floyd's death, the Bastrop Police Department's Chief Administrators had in-depth and serious conversations with the public about BWCs and their role in policing. The overwhelming majority of the City of Bastrop citizens want the Bastrop Police Department to have high quality, updated, reliable, and usable BWCs. It is understood that having BWCs is better for the citizens, officers, and the City of Bastrop and our visitors.

Project Approach:

The Bastrop Police Department received partial grant funding from the Governor's Office in 2016 to assist us with purchasing BWCs. The Bastrop Police Department has an established policy and training. The Bastrop Police Department uses our BWCs to record our conduct, review our conduct, train to perform

better, and address complaints and commendations quickly and confidently. In addition, the BWCs record conduct of witnesses, suspects, and defendants.

Capacity & Capabilities:

Every member of the Bastrop Police Department to include non-sworn personnel, members of the Bastrop Municipal Court, and Information Technology have received the Texas Commission on Law Enforcement BWC training.

Performance Management:

Bastrop Police Department will utilize the BWCs every day all year round. Patrol supervisors review four videos each month of their subordinates. The department's Community Outreach Team also reviews at least one random video during the department's quarterly meetings.

Target Group:

All twenty-seven (27) of the department's sworn staff are assigned their own BWCs and are required to utilize their BWCs throughout their shift as needed. In addition, our Animal Services and Code Compliance Officer utilizes a BWC to document incidents and events.

Evidence-Based Practices:

Since 2000, the department has been using some type of video recording to document our sworn personnel's actions. From then until now, our BWC program has increased our transparency and allowed a civilizing effect that has clearly resulted in improved behavior among officers and citizens. Body-worn cameras have evidentiary benefits that expedite the resolution of citizen complaints and lawsuits and improve evidence for arrest and prosecution. Body-worn cameras provide opportunities for police training.

Notes from Grantee:

N/A



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 9C

TITLE:

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.

STAFF REPRESENTATIVE:

Colin Guerra, Public Information Manager

BACKGROUND/HISTORY:

On December 6, 2017, a Joint Workshop was held between the City Council and the Bastrop Art in Public Places (BAIPP). After discussion, the City Council affirmed that BAIPP was the appropriate board to oversee the development of a Cultural Arts Master Plan (CAMP).

On January 3, 2018, BAIPP reviewed the Request for Proposal (RFP) seeking the services of a consultant team that would develop a plan to leverage existing assets, to help focus future funding for cultural arts, and to increase Bastrop's appeal as a tourist destination. BAIPP, through a Master Plan Committee, would review and evaluate all the submitted proposals and select a recommendation for the City Council. The Master Plan Committee would be comprised of representatives from the following community partners: BAIPP, Bastrop Opera House, School District Performing Arts, Film, Music, Historical Society Board, Lost Pines Arts Center Board, Arts at Large, Culinary, Parks Board, Main Street Board, Visit Bastrop, and Ms. Sarah O'Brien as the City Staff Liaison.

On January 9, 2018, City Council approved the RFP and proper notice was submitted for publication.

The Master Plan Committee was subsequently comprised of Mr. Ed Skarnulis (BAIPP), Ms. Terry Moore (Bastrop Opera House), Mr. Chico Portillo (School District Performing Arts), Ms. Debbie Moore (Film), Ms. Brenda Bush (Music), Mr. Dan Hays-Clark (Historical Society Board), Mr. Mark Rose (Lost Pines Arts Center Board), Ms. Karen Sterling (Arts at Large), Ms. Barbara Wolanski (Parks Board), Mr. Dick Smith (Main Street Board), Ms. Susan Smith (Visit Bastrop), and Ms. Sarah O'Brien (City Staff Liaison). The Master Plan Committee reviewed all the RFPs that were submitted and conducted in-person interviews with the respondents. After careful deliberation, the Master Plan Committee recommended that GO Collaborative be awarded the contract to develop the CAMP.

On March 13, 2018, the City Council approved Resolution R-2018-17 authorizing the contract between the City of Bastrop and Go Collaborative to develop the CAMP at a cost not to exceed eighty thousand dollars and 00/100 (\$80,000).

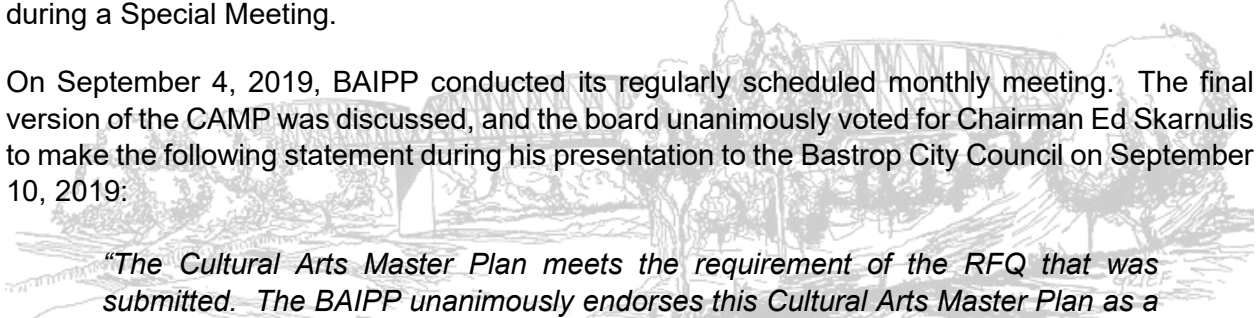
After being awarded the contract, Go Collaborative requested a task force be created for the duration of the project to oversee the overall planning process and to assist with providing feedback and ideas as the various planning processes were mapped out.

On April 24, 2018, the City Council approved a motion creating the Cultural Arts Master Plan Task Force as requested by Go Collaborative. City Council appointed Mr. Skarnulis (BAIPP), Ms. Moore (Bastrop Opera House), Ms. Moore (Film), Ms. Bush (Music), Mr. Hays-Clark (Historical Society Board), Mr. Rose (Lost Pines Arts Center Board), Ms. Sterling (Arts at Large), Ms. Barbara Wolanski (Parks Board), Ms. O'Brien (City Staff Liaison), and Mr. Colin Guerra (City Staff Liaison) as the Cultural Arts Master Plan Task Force.

From May 2018 through September 2019, the creation of the CAMP took place. Ms. Lynn Osgood (Go Collaborative) conducted various forms of public engagement, interviews with stakeholders, and research. Ms. Osgood also crafted several drafts of the CAMP to ensure the CAMP was accurate and complete.

On Monday, August 26, 2019, Ms. Osgood presented her final version of the CAMP to BAIPP during a Special Meeting.

On September 4, 2019, BAIPP conducted its regularly scheduled monthly meeting. The final version of the CAMP was discussed, and the board unanimously voted for Chairman Ed Skarnulis to make the following statement during his presentation to the Bastrop City Council on September 10, 2019:



"The Cultural Arts Master Plan meets the requirement of the RFQ that was submitted. The BAIPP unanimously endorses this Cultural Arts Master Plan as a way forward to develop the cultural arts in Bastrop. The plan uses a broad brush to guide the vision and coordination of the arts and potential operational way forward with many options for the City Council to utilize this living document and make choices that are appropriate for our City. The BAIPP stands eager to assist with implementation."

On September 10, 2019, Chairman Skarnulis discussed the CAMP with City Council during a workshop session. Staff was instructed to place the CAMP on the Individual Consent Agenda for the September 24, 2019 City Council Meeting.

September 24, 2019, the Bastrop City Council accepted the Cultural Arts Master Plan as presented by Bastrop Art in Public Places board chair Ed Skarnulis. The Cultural Arts Master Plan Ad Hoc Working Group was created by Council in February of 2020 and assigned with the task of making recommendations to the City Council regarding the approach to implementation of the plan. The CAMP Ad Hoc Working Group is comprised of Ms. Debbie Moore, Ms. Maria Montoya Stayton, Mr. Dick Smith, Mr. Luis 'Chico' Portillo, Mr. Phil Hurley, Ms. Kaye Sapikas, Ms. Lisa Holcomb, Mr. Bill Ennis (City Council Liaison), and Mr. Colin Guerra (Staff Liaison.)

Between October and December 2020, the CAMP Ad Hoc Working Group met five times to discuss the Cultural Arts Master Plan, went through brainstorming exercises, and considered implementation next-steps. In these discussions, consensus was reached on the following and priorities: Diversity & Inclusivity; Partnerships and Collaboration; Political, Social, and Economic

Stability of the Arts; Accountability and Transparency; Effective Management of the CAMP; Promotion of Bastrop as an Arts Destination/Arts & Culture Related Tourism.

The Cultural Arts Master Plan Ad Hoc Working Group has drafted their Themes, Values, & Priorities document (attached as Exhibit A) and made distinct recommendations to the Bastrop City Council regarding the creation of a Cultural Arts Commission, decommissioning of the Bastrop Arts in Public Places board, and adopting the priorities as set forth by the working group.

FUNDING SOURCE:

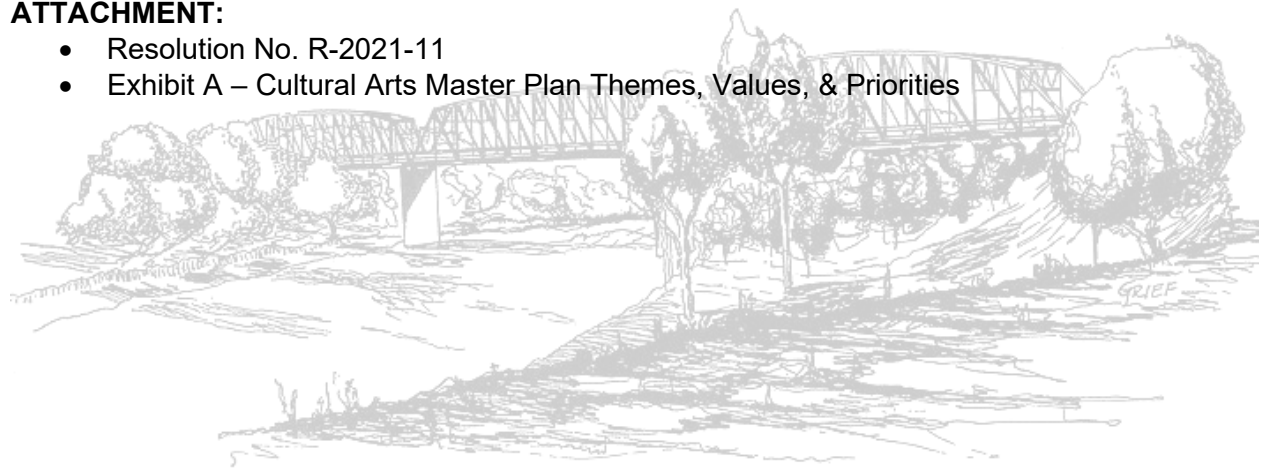
CAMP Implementation Fund consisting of Hotel Occupancy Funds (HOT) and other sources, to be determined.

RECOMMENDATION:

Colin Guerra, Public Information Manager recommend the creation of a Cultural Arts Commission and adoption of the Themes, Values, and Priorities statements as attached in Exhibit A; providing for a repealing clause; and establishing an effective date.

ATTACHMENT:

- Resolution No. R-2021-11
- Exhibit A – Cultural Arts Master Plan Themes, Values, & Priorities



Resolution No. R-2021-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS 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.

WHEREAS, the Arts unify communities, improve academic performance, strengthen the economy, drive tourism, are positive for small business, spark creativity and innovation, improve healthcare and foster healing particularly amongst military veterans; and

WHEREAS, the City of Bastrop acknowledges that the vibrant and authentic nature of the Bastrop community is a vital resource that needs to be tended to like other essential city functions; and

WHEREAS, the City of Bastrop recognized the need to create a long-term strategy for visual and performing arts within the City in its Comprehensive Plan, which was adopted November 2016; and

WHEREAS, the Bastrop Arts in Public Places Board assisted the Bastrop City Council in the Request for Proposals for the creation of Cultural Arts Master Plan, assisted throughout the creation process, and presented the completed Plan to the City Council in September 2019; and

WHEREAS, the goal of the Cultural Arts Master Plan is to harness the ideas and energy of local residents and combine them with national best practices;

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 initiates the creation of a Cultural Arts Commission, as described in Exhibit A.

Section 2. The City Council adopts the Themes, Values, and Priorities document, as attached in Exhibit A, created by the Cultural Arts Master Plan Ad Hoc Working Group as the foundational charge to the Cultural Arts Commission.

Section 3. The City Council decommissions the Bastrop Art in Public Places board, recommending that the Cultural Arts Commission establishes an Art in Public Places committee as part of its structure.

Section 4. Any prior resolution of the City Council in conflict with the provisions contained in this resolution are hereby repealed and revoked.

Section 5. 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 6. This resolution shall take effect immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 26th day of January 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



Cultural Arts Master Plan Ad Hoc Working Group

Implementation Recommendations

Background:

In September of 2019, the Bastrop City Council accepted the Cultural Arts Master Plan (CAMP) as presented by Bastrop Art in Public Places Board Chair Ed Skarnulis. The Cultural Arts Master Plan Ad Hoc Working Group was created by Council in February of 2020 and assigned with the task of making recommendations to the City Council regarding the approach to implementation of the plan.

CAMP Ad Hoc Working Group's activities:

The CAMP Working Group has met four times, roughly every two weeks, to discuss the CAMP, go through brainstorming exercises, and consider implementation next-steps. While the plan was made for Bastrop, it was understood that it would take "custom fitting" the plan to our community. In these discussions, consensus was reached on the following theme, values, and priorities: Diversity & Inclusivity; Partnerships and Collaboration; Political, Social, and Economic Stability of the Arts; Accountability and Transparency; Effective Management of the CAMP; Promotion of Bastrop as an Arts Destination/Arts & Culture Related Tourism.

It is the CAMP Working Group's intention that these major themes be the foundational values that inform all the decisions made in the implementation process.

THEMES, VALUES, & PRIORITIES:

- Diversity & Inclusivity: Founded on principle of diverse and inclusive community engagement.

- Recruit people of all ages, ethnicities, and abilities to participate in the arts.
- Weave local histories and neighborhood narratives into arts programming.
- Actively involve all the arts.
- Be culturally relevant and appropriate.
- Take advantage of history and heritage.

- Partnerships and Collaboration: Foster and promote partnerships and collaboration.

- Develop strategic, cross-sector relationships and partnerships.
- Encourage buy-in from the community.
- Connect with schools, all arts organizations, individual artists, businesses.
- Build and maintain a network.

- Political, Social, and Economic Stability of the Arts:

- Unify local resources.
- Define and perhaps create income-driven events that bring current resources together.

- Structure in such a way that will be resilient and that will foster continuity over time.
- Utilize City staff support.
- Define expectations for three transition phases: initial phase of creation, second phase of growth, and third phase of Cultural Arts Commission finding stability through grants and other funding sources.
- Find secure and sustainable funding.
- Elicit financial support.
- Create an agile environment, versus a bureaucratic structure.
- Explore “percent for art” funding which dedicated a percentage of capital improvement projects to funding arts and culture projects and programming.

- Accountability and Transparency:

- Provide evidence of growth, success.
- Report to Council quarterly about progress and direction.
- Define metrics for measurement and charting success.

-Effective Management of the CAMP:

- Create a Bastrop-centric process for implementation.
- Define the goals of the commission.
- Oversee the Cultural Arts Master Plan and use it as a road map.
- Define roles for all groups involved.
- Recruit volunteers.

- Promotion of Bastrop as an Arts Destination/Arts & Culture Related Tourism:

- Create marketing for art destination travelers.
- Build/Create bridges to Visit Bastrop and other boards, commissions, and organizations.
- Bring back Main Street Festivals.
- Sponsor annual art focused projects.

RECOMMENDATIONS

1. Create a Cultural Arts Commission
2. Adopt the Themes, Values, and Priorities as the foundational charge to the Cultural Arts Commission.
3. Create the commission's bylaws which include accountability measures that require an annual presentation by the Commission to City Council.
4. Define a Bastrop Art in Public Places transition process that captures and documents the work of BAIPP while decommissioning BAIPP as a board and recommending that the Cultural Arts Commission establish an Art in Public Places committee.

Cultural Arts Commission – Shall consist of 7 members composed of representatives from Arts and Culture assets across the city, including, but not limited to, the Bastrop County Historical Society Museum and Visitor Center, the Bastrop Opera House, the Lost Pines Art Center, Bastrop Independent School District, arts and culture business representatives, and others. This commission manages the Cultural Arts Master Plan and will have the continued implementation of the CAMP as its charge. The Commission will create committees as appropriate.

Bylaws – The development of a set of bylaws for the Cultural Arts Commission will ensure that the management of the Cultural Arts Master Plan is carried out in a way that is both accountable and sustainable.

BAIPP Transition

The Cultural Arts Commission is a broader umbrella than BAIPP. The City's development of this broader structure to support the arts does not preclude the efforts or programming of BAIPP. The public art locations should continue to be filled through public calls and the council still needs an advisory body in the subject of public art to consider public art projects, mural approvals, art acquisitions, etc.



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 9D

TITLE:

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)

STAFF REPRESENTATIVE:

Trey Job, Assistant City Manager or Community Development

BACKGROUND/HISTORY:

The Calvary Episcopal Church has requested the City of Bastrop abandon .351 acres, known as Church Street, and swap for a .139-acre portion of property known as Alley A. The Alley while used as a public alleyway it is actually partially owned by the Calvary Episcopal Church. There is some existing drainage infrastructure in the Church Street Right of way that will need to remain in an easement.

POLICY EXPLANATION:

The Bastrop City Council has the authority to abandon the municipality's interest in public right of way.

FUNDING SOURCE:

N/A

RECOMMENDATION:

ATTACHMENTS:

ORDINANCE NO. 2021-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS ABANDONING AND VACATING A 0.351 ACRE PORTION OF CHURCH STREET ROADWAY SITUATED IN THE BASTROP TOWN TRACT SURVEY, ABSTRACT NUMBER 11, BASTROP COUNTY, TEXAS, BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AND PLAT ATTACHED HERETO AND INCORPORATED FOR ALL PURPOSES AS EXHIBIT “A”; 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; AND PROPER NOTICE AND MEETING.

WHEREAS, the City of Bastrop, Texas (“City”) is a Home-Rule City acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, Section 311.001(a) of the Texas Transportation Code generally provides that a home-rule municipality has exclusive control over and under the public highways, streets, and alleys of the municipality; and

WHEREAS, Section 311.007 of the Texas Transportation Code provides the authority for a home-rule municipality to vacate, abandon or close a street or alley within the municipality; and

WHEREAS, the City Council of the City of Bastrop, Texas, has determined and finds it is in the public interest that the portion of Church Street, as described and/or depicted in *Exhibit A*, which is attached hereto and incorporated herein for all purposes, should be abandoned, vacated, and closed as a public right-of-way.

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

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. ABANDONMENT

That the right-of-way identified as a portion of Church Street, generally consisting of 0.351 acres of land out of the Bastrop Town Tract Survey, Abstract Number 11, in the City of Bastrop, Bastrop County, Texas, more particularly described in the field notes and plat in ***Exhibit A***, which is attached hereto and incorporated herein for all purposes, is hereby abandoned, vacated, and closed as a public roadway.

3. DEED AUTHORIZATION

That the City Council of the City of Bastrop, Texas does hereby authorize the City Manager to execute a deed or deeds in a form substantially similar to the deed attached hereto as ***Exhibit B***, and any and all documents necessary to convey the Church Street right-of-way to the abutting property owners.

4. REPEALER

In the case of any conflict between other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

5. SEVERABILITY

If any provision of this 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 Ordinance that can be given effect without the invalid provision.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage and publication.

7. OPEN MEETINGS

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 on First Reading on this, the 26th day of January, 2021.

READ & APPROVED on the Second Reading on this, the ___ day of _____, 2021.

APPROVED:

by: _____
Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

FIELD NOTES

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 BEING MORE FULLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, at a 1/2 inch iron rod found at the intersection of the west right-of-way line of said Church Street and the south right-of-way line of Spring Street (55.55' R.O.W.), being at the northeast corner of Lot 1, Riverwalk Subdivision, recorded in Cabinet 3, Slide 134B, Plat Records of Bastrop County, Texas, for the northwest corner and the **POINT OF BEGINNING** of the herein described tract of land, from which a 1/2 inch iron rod found at the northwest corner of said Lot 1, being at the northeast corner of Lot 2, of said Riverwalk Subdivision, same being in the south line of said Spring Street, bears S88°13'20"W, a distance of 125.03 feet, and also from which a brass disk found in concrete, bears N01°13'17"E, a distance of 51.98 feet,

THENCE, N88°13'20"E, over and across said Church Street, a distance of 55.56 feet to a capped 1/2 inch iron rod set stamped "CBD SETSTONE" at the intersection of the south line of said Spring Street and the east line of said Church Street, being at the northwest corner of a Part of Lot 7, Block Number 8, of The City of Bastrop, a tract of land conveyed to The Protestant Episcopal Church Council of the Diocese of Texas in Volume 810, Page 193, Official Public Records of Bastrop County, Texas, for the northeast corner of the herein described tract of land,

THENCE, S02°38'49"E, with the east line of said Church Street, the west line of said Part of Lot 7, the west line of a called 0.206 acre tract of land conveyed to The Protestant Episcopal Church Council of the Diocese of Texas in Volume 559, Page 304, Official Public Records of Bastrop County, Texas, the west line of a called 0.194 acre tract of land conveyed to The Protestant Episcopal Church Council of the Diocese of Texas in Volume 2115, Page 599, Official Public Records of Bastrop County, Texas, a distance of 277.52 feet to a brass disk found in concrete at the southwest corner of said 0.194 acre tract, same being at a corner in the northern line of Loop 150 (R.O.W. Varies), also known as Chestnut Street, for the southeast corner of the herein described tract of land,

THENCE, N87°22'50"W, over and across said Church Street, a distance of 55.79 feet to a brass disk found in concrete in the west line of said Church Street, being at the southeast corner of said Lot 1, for the southwest corner of the herein described tract of land,

THENCE, N02°38'49"W, with the west line of said Church Street, and the east line of said Lot 1, a distance of 273.24 feet to the **POINT OF BEGINNING** and containing 0.351 acres (15,297 SQUARE FEET) of land.

Surveyed by:

 13 Nov 2020
AARON V. THOMASON, R.P.L.S. NO. 6214

Carlson, Brigance and Doering, Inc.

5501 West William Cannon

Austin, TX 78749

Ph: 512-280-5160 Fax: 512-280-5165

aaron@cbdeng.com



BEARING BASIS: TEXAS COORDINATE SYSTEM CENTRAL ZONE (4203)

SKETCH TO ACCOMPANY FIELD NOTES



SCALE: 1" = 50'

LEGEND

- CONCRETE MONUMENT FOUND
- 1/2" IRON ROD FOUND
- 1/2" CAPPED IRON ROD SET

LOT 2

LOT 1
RIVERWALK SUBDIVISION
CAB. 3, SLD. 134B
P.R.B.C.TX.

BASTROP TOWN TRACT SURVEY,
ABSTRACT NO. 11

JO ANNN WISE
(0.081 ACRES)
DOC. NO. 201901140
O.P.R.B.C.TX.

ANN B. DENNIS
(0.058 ACRES)
VOL. 903, PG. 534
O.P.R.B.C.TX.

LOOP 150 - CHESTNUT STREET
(R.O.W. VARIES)

POINT OF
BEGINNING

N01°13'17"E
51.98'

S88°13'20"W 125.03'

N88°13'20"E
55.56'

SPRING STREET
(55.55' R.O.W.)

N02°38'49"W 273.24'

0.351 ACRES
(15,297 SQ.FT.)

CHURCH STREET
(55.55' R.O.W.)

277.52'

S02°36'49"E 277.52'

PROTESTANT EPISCOPAL CHURCH
COUNCIL OF THE DIOCESE OF TEXAS
(PART OF LOT 7, BUILDING BLOCK NO. 8)
VOL. 810, PG. 193
O.P.R.B.C.TX.

PROTESTANT EPISCOPAL CHURCH
COUNCIL OF THE DIOCESE OF TEXAS
(0.206 ACRES)
VOL. 559, PG. 304
O.P.R.B.C.TX.

PROTESTANT EPISCOPAL CHURCH
COUNCIL OF THE DIOCESE OF TEXAS
(0.194 ACRES)
VOL. 2115, PG. 599
O.P.R.B.C.TX.

DANIEL HEPKER
(0.1823 ACRES)
VOL. 1406, PG. 792
O.P.R.B.C.TX.

N87°22'50"W
55.79'



13 Nov
2020

BEARING BASIS: TEXAS COORDINATE SYSTEM, CENTRAL ZONE (4203), NAD83



Carlson, Brigrance & Doering, Inc.

FIRM ID #F3791 REG. # 10024900

Civil Engineering
5501 West William Cannon
Phone No. (512) 280-5160

Surveying
Austin, Texas 78749
Fax No. (512) 280-5165

J:\AC3D\5193-058\DWG\FN - 0.351 ACRES

Notice of Confidentiality rights: If you are a Natural Person, you may remove or strike any of the following information from this instrument before it is filed for record in the Public Records: your Social Security Number or your Drivers' License Number.

DEED WITHOUT WARRANTY

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF BASTROP §

BASTROP CALVARY CHURCH (whether one or more, “Grantor”), for and in consideration of the sum of ONE AND NO/100 DOLLARS (\$1.00), and other good and valuable consideration paid by **CITY OF BASTROP, TEXAS**, a Texas home-rule municipality (whether one or more, “Grantee”), the receipt and sufficiency of which are hereby acknowledged and confessed, subject to the exceptions, liens, encumbrances, terms and provisions hereinafter set forth and described, has GRANTED, BARGAINED, SOLD and CONVEYED, and by these presents does hereby GRANT, BARGAIN, SELL and CONVEY, unto Grantee, without warranty of any kind, all of that certain lot, tract or parcel of land situated in Bastrop County, Texas, and being more particularly described real estate, to-wit:

Being a 0.351-acre tract being a PORTION of CHURCH STREET, out of the BASTROP TOWN TRACT SURVEY, ABSTRACT NUMBER 11,, in the CITY of BASTROP, recorded in Cabinet 3, Slide 134B, PLAT RECORDS OF BASTROP COUNTY, TEXAS; said 0.351-acre tract of land be more particularly described by metes and bounds and plat attached hereto as Exhibit “A” and incorporated herein for all purposes.

NOTICE: NO RESPONSIBILITY FOR VALIDITY OF REAL ESTATE TITLE IS ASSUMED BY THE ATTORNEYS PREPARING THIS INSTRUMENT UNLESS A WRITTEN TITLE OPINION IS RENDERED.

RESERVATIONS FROM AND EXCEPTIONS TO CONVEYANCE AND WARRANTY: This conveyance is made and accepted subject to the following matters, if any, to the extent same are in effect at this time, relating to the Property, and shown of record in the herein-above mentioned County and State: any and all reservations, restrictions, covenants, conditions and easements, and to all zoning laws, regulations and ordinances of municipal and/or other governmental authorities.

Grantor for the Consideration and subject to the Reservations From and Exceptions to Conveyance and Warranty, conveys all of Grantor’s right, title and interest in and to Property to Grantee, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee’s heirs, successors, or assigns forever, without express or implied warranty; and all warranties that might arise by common law and the warranties in §5.023 of the Texas Property Code (or its successor) are excluded.

Grantee assumes all ad valorem taxes due on the Property for the current year.

When the context requires, singular nouns and pronouns include the plural.

(Signatures Next Page)

EXECUTED AND EFFECTIVE ON THIS THE ____ day of _____, 2021.

GRANTOR:

BASTROP CALVARY CHURCH

Protestant Episcopal Church/Council of The
Diocese Of Texas

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

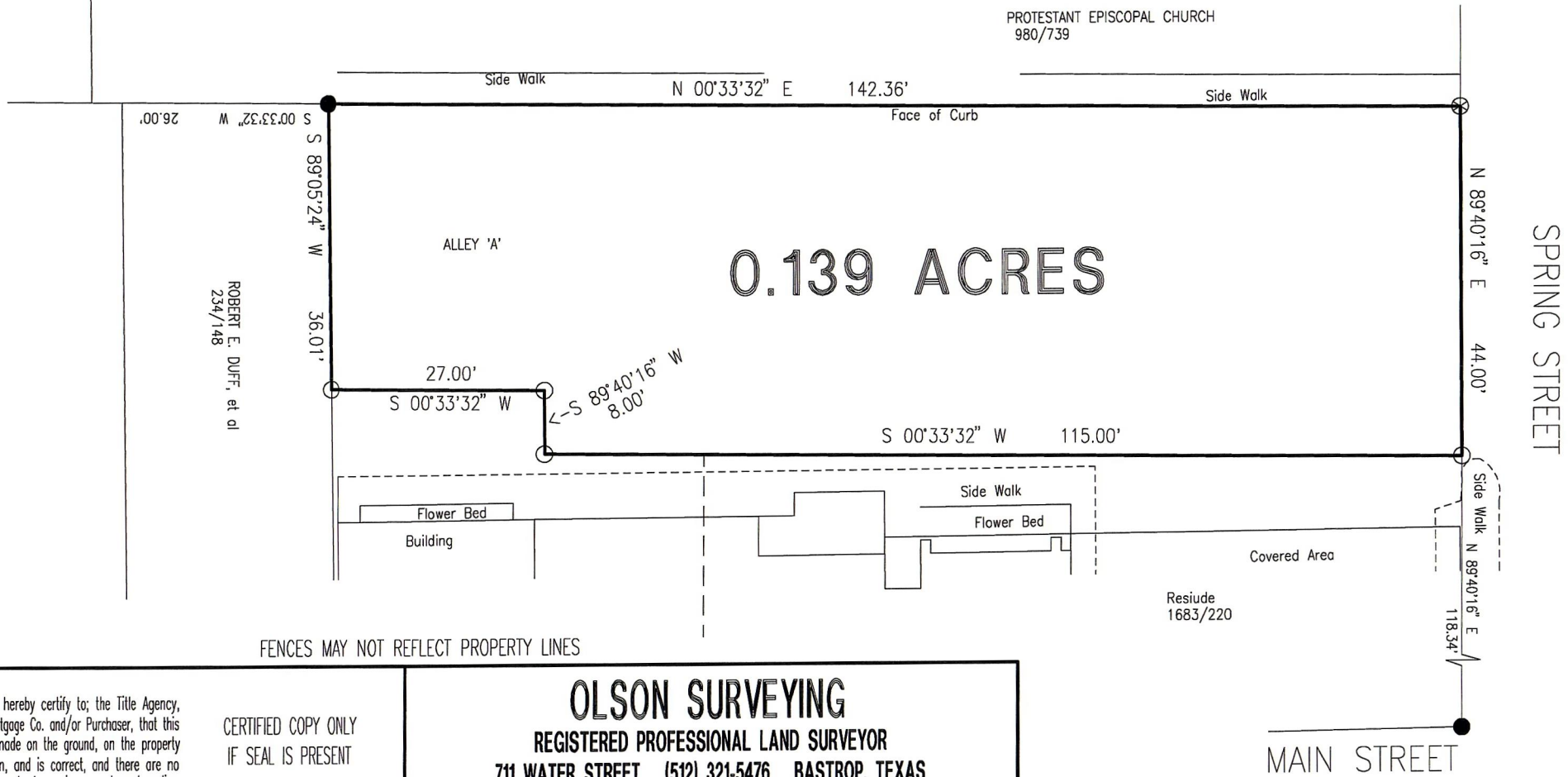
Alan Bojorquez, City Attorney

ACKNOWLEDGEMENT

STATE OF TEXAS
COUNTY OF BASTROP

This instrument was acknowledged before me on the ____ day of _____, 2021,
Paul Hofmann, City Manager for the City of Bastrop, Texas, a Texas home-rule municipality, on
behalf of said municipality.

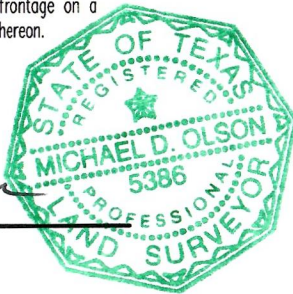
NOTARY PUBLIC, STATE OF TEXAS



BUILDING BLOCK 8, W.M.S.

The undersigned does hereby certify to; the Title Agency, Underwriter, Lender, Mortgage Co. and/or Purchaser, that this survey was, this day, made on the ground, on the property legally described hereon, and is correct, and there are no discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments, overlapping of improvements, visible utility lines, or roads in place, except as shown hereon, and that said property has frontage on a dedicated road way, except as shown hereon.

CERTIFIED COPY ONLY
IF SEAL IS PRESENT



MICHAEL D. OLSON
REG. NO. 5386
OLSON SURVEYING
DATE: 10.16.19

OLSON SURVEYING
REGISTERED PROFESSIONAL LAND SURVEYOR
711 WATER STREET (512) 321-5476 BASTROP, TEXAS

SURVEY PLAT
of a 0.139 ACRE TRACT being a PORTION
of BUILDING BLOCK 8, WEST of MAIN STREET,
in the CITY of BASTROP, recorded in PLAT
CABINET 1, PAGE 23A, PLAT RECORDS of
BASTROP COUNTY, TEXAS.

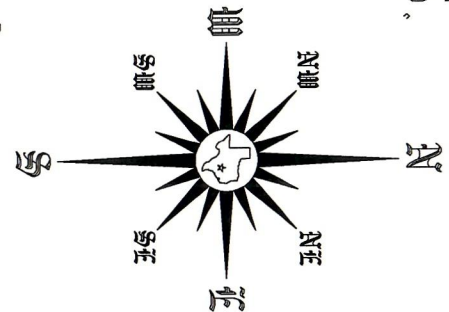
GF# None provided

SCALE:	1" = 20.00'	CITY OF BASTROP		
DRAFTSMAN:	D. BROOKS			
DATE:	17 OCT 19	DISK-FILE	268-14_1	ORDER # 19-268-14_1
				PLAT FILE # -0-

SCALE: 1" = 20'

- NAIL FOUND
- ⊗ "X" IN CONCRETE
- NAIL SET
- ⊕ UTILITY POLE
- ⊙ WATER METER
- E- ELECTRIC LINE
- LIGHT POLE

Edge of Asphalt / Curb



OLSON SURVEYING

Registered Professional Land Surveyor
711 Water Street
Bastrop, Texas 78602
Phone (512)321-5476 Fax (512)303-5476
olsonsurvey@sbcglobal.net

FIELD NOTES FOR A 0.139 ACRE TRACT OUT OF BUILDING BLOCK 8, WEST OF MAIN STREET, IN THE CITY OF BASTROP, BASTROP COUNTY, TEXAS.

BEING a 0.139 acre tract, lot or parcel of land out of Building Block 8, West of Main Street, in the City of Bastrop, Bastrop County, Texas, according to the map of said city as recorded in Plat Cabinet 1, Page 23A, Bastrop County Plat Records and a part of that certain 0.533 acre tract described in a deed from the First National Bank of Bastrop to the Protestant Episcopal Church Council of the Diocese of Texas, dated October 17, 2006, recorded in Vol. 1683, Page 220, Bastrop County Official Public Records. Herein described tract or parcel of land being more particularly described by metes and bounds as follows:

BEGINNING at an "X" in concrete in the south line of Spring Street and north line of Building Block 8, the northeast corner of that certain tract described in a deed to the Protestant Episcopal Church, recorded in Vol. 980, Page 739, Bastrop County Deed Records for the northwest corner of the 0.533 acre tract and this tract.

THENCE with the south line of Spring Street, the north line of Building Block 8 and said 0.533 acre tract, crossing an existing alley, N 89 deg. 40 min. 16 sec. E, 44.00 feet to a nail set in asphalt for the northeast corner of this tract, from which a concrete nail found at the intersection of the south line of Spring Street and west line of Main Street, the northeast corner of Building Block 8 and 0.533 acre tract bears, N 89 deg. 40 min. 16 sec. E, 118.34 feet.

THENCE entering the 0.533 acre tract, S 00 deg. 33 min. 32 sec. W, 115.00 feet to a nail set in asphalt for the upper southeast corner of this tract.

THENCE S 89 deg. 40 min. 16 sec. W, 8.00 feet to a nail set in asphalt for the interior corner of this tract.

THENCE S 00 deg. 33 min. 32 sec. W, 27.00 feet to a nail set in asphalt, in the south line of the 0.533 acre tract, the north line of that certain tract described as Second Tract in a deed to Robert Edward Duff and John Bradley Duff, recorded in Vol. 234, Page 148, Bastrop County Deed Records, for the lower southeast corner of this tract.

THENCE with the south line of the 0.533 acre tract and north line of the Duff tract, crossing an existing alley, S 89 deg. 05 min. 24 sec. W, 36.01 feet to a concrete nail found in the east line of the Protestant Episcopal Church lot, for the southwest corner of the 0.533 acre tract and this tract.

THENCE with the east line of the Protestant Episcopal Church lot and west line of the 0.533 acre tract, N 00 deg. 33 min. 32 sec. E, 142.36 feet to the POINT OF BEGINNING, containing 0.139 acres of land.



Michael D. Olson
Reg. Pro. Land Surveyor 5386



Order# 19-268-14

Date Created: 10-18-19

©2019 Olson Surveying



STAFF REPORT

MEETING DATE: January 26, 2021

AGENDA ITEM: 9E

TITLE:

Consider action to approve Resolution No. R-2020-10 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.

STAFF REPRESENTATIVES:

Trey Job, Assistant City Manager of Community Development

BACKGROUND/HISTORY:

The City of Bastrop City Council authorized the City manager to execute a waste water wholesale agreement with West Bastrop Village MUD in April 2019. West Bastrop Village is now beginning the bidding process for construction of a wastewater trunk main that will serve the Municipal Utility District. The District also has an obligation to build an off-site 12" wastewater main across SH 20 and connecting to most western wastewater line on the south western corner of the Hunter Crossing development.

Our Wholesale Waste Water Agreement provides the option for the City of Bastrop to participate in upsizing the off-site wastewater line. The ability to share the cost with WBV allows the City of extend its infrastructure at a reduced cost that can be recover through impact fees and future development to the west. The City of Bastrop's wastewater certificate of convenience and necessity is approximately three times larger than the city limits and by extending this line it will increase the city of Bastrop's ability to increase the number of wastewater customers thereby potentially reducing future rates for all customers.

FUNDING SOURCE:

Extending the wastewater to the western city limits is part of the City of Bastrop's Capital Improvements on which Impact fees are based. This can be funded by the 2020 bond issuance and current impact fee fund balance.

RECOMMENDATION:

Assistant City Manager Job recommends 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 and Twenty-Five Thousand and Three Hundred and Fifty-Eight and 40/100 Dollars (\$ 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.

ATTACHMENTS:

- Resolution R-2020-10
- Cost share agreement



RESOLUTION NO. R-2021-10

A RESOLUTION 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 IN THE AMOUNT IS ESTIMATED TO BE: ONE MILLION TWO HUNDRED AND TWENTY-FIVE THOUSAND, THREE HUNDRED AND FIFTY-EIGHT 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.

WHEREAS, The City of Bastrop, Texas City Council understands the value of organized development; and

WHEREAS, The City anticipates future growth to the west of the city limits; and

WHEREAS, The City of Bastrop is the Wastewater wholesale provider to West Bastrop Village Municipal Utility District; and

WHEREAS, The City intends to use its discretion to guide the development within the extraterritorial jurisdiction to insure we create a fiscally sustainable community through land-use regulations that are authentic Bastrop and geographically sensitive; and

WHEREAS, the cost share agreement allows the City of Bastrop to extend wastewater service within the City of Bastrop Wastewater CCN at a reduced cost that can be recovered through impact fees and future development contiguous to the southwestern city limits.

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

Section 1: The City of Bastrop City Council has determined the City Manager of the City of Bastrop has the expertise and authority to require amendments and execute the cost share agreement as shown in, Exhibit A.

Section 2: 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 26th Day of January 2021.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

**COST SHARING AGREEMENT
FOR THE OVERSIZING OF WASTEWATER MAIN
IMPROVEMENTS**

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

THIS AGREEMENT, made and entered into this _____ day of _____, **2021**, by and between CITY OF BASTROP, TEXAS, a Texas Home-Rule municipal corporation, of the County of Bastrop and State of Texas, acting through its City Manager, hereinafter referred to as **CITY**, West Bastrop Village Municipal Utility District of Bastrop County, hereinafter referred to as **DISTRICT**, and West Bastrop Village, Ltd., hereinafter referred to as **DEVELOPER** (collectively referred to herein as the “Parties”).

WITNESSETH:

WHEREAS, DISTRICT proposes to construct a wastewater main connecting to an existing wastewater main owned by the CITY to serve property within the DISTRICT; and

WHEREAS, the CITY has reviewed the proposed improvements and desires to have the DISTRICT oversize the proposed wastewater main to provide capacity for future development in the area; and

WHEREAS, the CITY has requested the DEVELOPER to cause, and the DEVELOPER agrees to cause, the design, permitting, and construction of the MAIN (hereinafter defined) for which the CITY will pay the DISTRICT for the CITY’s portion of the costs, unless the CITY has paid a disproportionately greater share of those costs, in which case DISTRICT shall reimburse CITY for CITY’S overpayment of such construction costs; and

WHEREAS, CITY desires to set forth the terms for payment of the CITY’s share of the construction costs for that portion of the wastewater main greater than twelve inches’ diameter.

NOW, THEREFORE, for and in consideration of all of the premises and other good and valuable consideration, the Parties mutually agree:

I.

The DEVELOPER shall cause to be constructed a twenty-four inch (24”) diameter wastewater main, and appurtenances related thereto, hereinafter referred to as MAIN, across the tract of land for which service is proposed and/or from a point of connection to an existing wastewater system to the tract of land to be developed within the DISTRICT. Attached and marked Exhibit “A” is a drawing showing the route of the proposed MAIN with reference points relating to the approved engineering plans and showing with clarity the land to be developed. Exhibit “A” to which further reference is made herein shall be part of this agreement for all purposes. The MAIN is further described as follows: approximately 4,278.27 linear feet of 24-inch wastewater collection main and 130.37 linear feet of 12 inch collection main with associated manholes.

II.

By the execution of this agreement, it is expressly understood that the CITY does not assume any obligations, other than its obligation to pay the CITY's share of the construction costs as set forth herein, which may arise under any terms of an agreement and/or contract, heretofore or hereafter entered into by the DISTRICT and DEVELOPER with a third party for the construction of subject MAIN.

III.

The subject MAIN shall upon completion and acceptance by the City become the property of the CITY and subject to its jurisdiction and control, subject to the terms of the Wholesale Wastewater Agreement between the City, District and Developer dated effective _____ (the "Wastewater Agreement").

IV.

- a. The CITY, in consideration of the DEVELOPER constructing the larger diameter MAIN than otherwise required to serve the land within the DISTRICT, agrees to pay a sum equal to but not exceeding the difference in the Construction Costs (hereinafter defined) of the oversized MAIN and the cost of constructing a main twelve inches in diameter. The CITY's proportionate share of the oversize construction costs, **not including engineering, testing and other costs related to construction of the MAIN**, based upon the below required submittal is estimated to be: One Million Two Hundred and Twenty-Five Thousand and Three Hundred and Fifty-Eight and 40/100 Dollars (\$ 1,225,358.40), see Exhibit "B." The CITY agrees to pay the sum of One Million Two Hundred and Twenty-Five Thousand and Three Hundred and Fifty-Eight and 40/100 Dollars (\$1,225,358.40), not later than the 30th day after the date the DISTRICT delivers notice of commencement of the work, together with reasonable documentation of such commencement. The DISTRICT shall be solely responsible for ensuring completion of the work within the budget used to establish CITY's proportional financial contribution hereunder, and any cost overruns shall be the sole responsibility of the DISTRICT.
- b. Upon completion of the MAIN, DISTRICT will provide to CITY verification of: (a) all costs incurred by or on behalf of the DISTRICT for the MAIN, including but not limited to, costs for engineering, surveying, legal, construction, construction management, construction materials testing, geo-technical testing and inspection and all other costs related to the design, construction and testing of the MAIN (collectively, the "Construction Costs"). The Parties agree that no payment under this Subsection will occur unless and until the MAIN has been accepted by the CITY. The CITY agrees to pay the remaining amount of the CITY's proportionate share of the Construction Costs not later than the 30th day after the date of acceptance. However, upon completion of the MAIN, reconciliation of Construction Costs, and payment of its agreed share, in the event the CITY subsequently determines that it has paid a greater percentage of costs than agreed upon, DISTRICT and DEVELOPER shall reimburse CITY for its overpayment.
- c. The DISTRICT will submit to the CITY, following receipt of bids, with the approved engineering plans, a statement of estimated **Construction Costs**, proposed quantities, oversize calculations, a project location map, and the estimated costs that would have been incurred for a 12-inch diameter wastewater line.

V.

The DEVELOPER agrees to obtain and make available any necessary easements, permits and rights of way, together with necessary working space as may be required to construct subject MAIN

wherever the MAIN crosses property owned by Developer. The CITY, subject to its review and approval, hereby grants DEVELOPER permission to install or construct subject MAIN wherever this MAIN crosses or parallels any public easement, street or property owned or controlled by the CITY.

VI.

The MAIN shall be installed in accordance with current City standards and specifications. The CITY has the right to observe and inspect, at the CITY's expense, the construction of the MAIN. The City Engineer or his/her representative will determine that subject MAIN is constructed in accordance with approved engineering plans and specifications and upon completion this MAIN shall become the property of the CITY and an integral part of the CITY's system and subject to maintenance, jurisdiction and control of the CITY, subject to the terms of the Wastewater Agreement.

VII.

No ad valorem tax, revenue or income is or shall ever be encumbered by the terms of this agreement, and no appropriation by the CITY is required therefrom when this agreement is authorized and executed and this agreement shall in no manner be construed to create a debt against the CITY or charge against any of its revenues from whatever source derived.

VIII.

Should any provision of this agreement be declared illegal by a court of competent jurisdiction, the other and remaining provisions of this agreement shall not in any way be affected and all provisions of this agreement which are not declared to be illegal shall be binding upon the CITY, DISTRICT, and DEVELOPER.

IX.

The DISTRICT, on behalf of itself, its contractors and its and their agents covenants and agrees to hold harmless and indemnify the CITY from and against any and all claims for personal injury (including death) or property damage which may arise from the MAIN construction operations performed under the terms of this agreement; and the DISTRICT also agrees and does hereby agree to indemnify and save the CITY harmless from all claims growing out of the lawful demands of contractors, subcontractors, laborers, workmen, mechanics, material suppliers incurred in the performance of this agreement. The DISTRICT will furnish to the CITY satisfactory evidence of the discharge of such claims prior to receiving payment hereunder from the CITY.

X.

The DISTRICT, DEVELOPER and the CITY agree that no party may assign or transfer any interest in this Agreement without the written consent of the other Parties, which consent shall not be unreasonably withheld, conditioned or delayed.

XI.

It is expressly agreed by the Parties that this Agreement is for the sole benefit of the Parties hereto and shall not be construed or deemed made for the benefit of any third party or parties.

XII.

In the event of any dispute, litigation or other proceeding between the Parties hereto to enforce any of the provisions of this Agreement or any right of either party hereunder, each party to such dispute, litigation or other proceeding shall be responsible for payment of its own costs and expenses, including reasonable attorneys' fees, incurred at trial, on appeal, and in any arbitration, administrative or other

proceedings, all of which may be included in and as a part of the judgment rendered in such litigation.

XIII.

Time is of the essence of this Agreement, provided that if any date upon which some action, notice or response is required of any party hereunder occurs on a weekend or national holiday, such action, notice or response shall not be required until the next succeeding business day.

XIV.

THIS AGREEMENT SHALL BE CONSTRUED AND INTERPRETED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS AND THE OBLIGATIONS OF THE PARTIES HERETO ARE AND SHALL BE PERFORMABLE IN BASTROP COUNTY, TEXAS, WHEREIN THE PROPERTY IS LOCATED. BY EXECUTING THIS AGREEMENT, EACH PARTY HERETO EXPRESSLY (i) CONSENTS AND SUBMITS TO PERSONAL JURISDICTION CONSISTENT WITH THE PREVIOUS SENTENCE, (ii) WAIVES, TO THE FULLEST EXTENT PERMITTED BY LAW, ANY CLAIM OR DEFENSE THAT SUCH VENUE IS NOT PROPER OR CONVENIENT, AND (iii) CONSENTS TO THE SERVICE OF PROCESS IN ANY MANNER AUTHORIZED BY TEXAS LAW. ANY FINAL JUDGMENT ENTERED IN AN ACTION BROUGHT HEREUNDER SHALL BE CONCLUSIVE AND BINDING UPON THE PARTIES HERETO.

XV.

A reference in this Agreement to any gender, masculine, feminine or neuter, shall be deemed a reference to the other, and the singular shall be deemed to include the plural and vice versa, unless the context otherwise requires. The terms "herein," "hereof," "hereunder," and other words of a similar nature mean and refer to this Agreement as a whole and not merely to the specified section or clause in which the respective word appears unless expressly so stated.

XVI.

All exhibits attached hereto are incorporated herein by reference to the same extent as though such exhibits were included in the body of this Agreement verbatim.

XVII.

This Agreement may be executed in counterparts, and when so executed shall be deemed executed as one agreement. CITY, DISTRICT, and DEVELOPER shall execute any and all documents and perform any and all acts reasonably necessary to fully implement this Agreement.

XVIII.

This Agreement may not be modified, amended or otherwise changed in any manner except by a writing executed by DISTRICT, DEVELOPER and CITY.

XIX.

A facsimile signature of a party shall be binding on such party to the same extent as an original signature. If this Agreement, or any future amendment to this Agreement, is signed by the Parties or a party and delivered by means of facsimile transmission, the Parties agree promptly to thereafter exchange original, executed counterparts thereof.

XX.

The Parties acknowledge that the Parties and their counsel have reviewed and revised this Agreement

and agree that the normal rule of construction – to the effect that any ambiguities are to be resolved against the drafting party – shall not be employed in the interpretation of this Agreement or any exhibits or amendments hereto.

XXI.

All written notices and demands of any kind which either party may be required or may desire to serve upon the other party in connection with this Agreement shall be in writing, signed by the party or its counsel, and shall be delivered by registered or certified mail, overnight courier service or facsimile transmission, at the addresses set forth below:

If to **CITY**: City of Bastrop
 Attn: City Manager
 1311 Chestnut Street
 Bastrop, Texas 78602

With a copy to: Bojorquez Law Firm, PC
 Attn: Alan Bojorquez, City Attorney
 11675 Jollyville Road, Suite 300
 Austin, Texas 78759

If to **DISTRICT**: West Bastrop Village Municipal Utility District
 c/o Allen Boone Humphries Robinson LLP
 1108 Lavaca Street, Suite 510
 Austin, Texas 78701
 Attn: Ryan Harper

If to **DEVELOPER**: West Bastrop Village, Ltd.
 610 West 5th, Suite 601
 Austin, Texas 78701

Attn: Myra Goepp

Any such notices shall be either (a) sent by certified mail, return receipt requested, in which case notice shall be deemed delivered upon deposit, postage prepaid, in the United States Mail, (b) sent by overnight delivery using a nationally recognized overnight courier, in which case it shall be deemed delivered upon deposit with such courier, (c) sent by facsimile, in which case notice shall be deemed delivered upon transmission of such notice if the sender receives a machine generated facsimile confirmation containing the facsimile number and time sent and verifying the transmission was completed error free, or (d) sent by personal delivery. The above addresses may be changed by written notice to the other party; provided, however, that no notice of a change of address shall be effective until actual receipt of such notice.

XXII.

To the extent not inconsistent with the terms of this Agreement, each Party reserves all rights, privileges, and immunities under applicable laws.

XXIII.

DEVELOPER hereby waives any federal constitutional claims and any statutory or state constitutional

takings claims under the Texas Constitution and Chapter 395 and Section 212.904 of the Texas Local Government Code, arising out of this Agreement. Both DEVELOPER and the CITY further agree, with respect to this Agreement and construction of the MAIN, to waive and release all claims one may have against the other related to any and all rough proportionality and individual determination requirements mandated by the United States Supreme Court in *Dolan v. City of Tigard*, 512 U.S. 374 (1994), and its progeny, as well as any other requirements of a nexus between development conditions and the projected impact of the terms of this Agreement.

XXIV.

It is acknowledged and agreed by the Parties that the terms of this Agreement are not intended to and shall not be deemed to create any partnership or joint venture among the Parties. The City, its past, present and future officers, elected officials, employees and agents do not assume any responsibilities or liabilities to any third party in connection with the development of the Project.

IN WITNESS THEREOF, the Parties have executed this Agreement on this the _____
Day of _____, 2021.

DEVELOPER:

By: _____

WEST BASTROP VILLAGE MUNICIPAL UTILITY DISTRICT OF BASTROP COUNTY:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

CITY OF BASTROP:

Paul Hofmann
City Manager

ATTEST:

Ann Franklin
City Secretary

APPROVED AS TO FORM:

Alan Bojorquez
City Attorney

[illegible]



STAFF REPORT

MEETING DATE: January 26, 2021

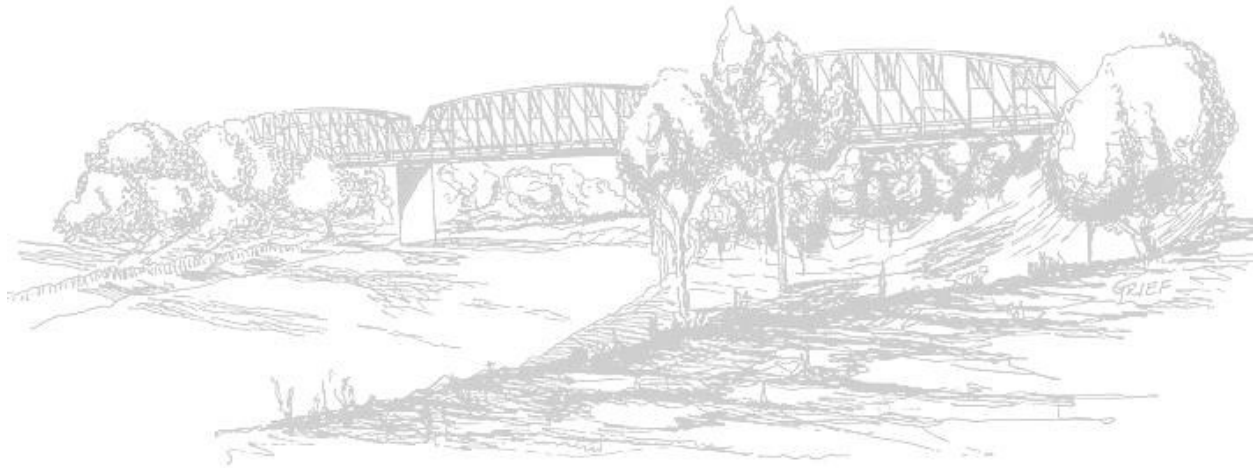
AGENDA ITEM: 10A

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: January 26, 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

