Bastrop, TX City Council Meeting Agenda

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

BASTROPTX
Heart of the Lost Pines / Est. 1832

July 24, 2018 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.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during 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 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.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE – Friendship Bible Baptist Church Youth

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

3. INVOCATION – Chaplain Lynda Sparks, Police Chaplain

4. PRESENTATIONS

4A. A proclamation of the City Council of the City of Bastrop, Texas recognizing the City of Bastrop as a Healthy Summer Meals for Kids Community.

4B. Mayor's Report

4C. Councilmembers' Report

4D. City Manager's Report

5. WORK SESSION/BRIEFINGS - NONE

6. STAFF AND BOARD REPORTS

6A. Receive monthly report from Visit Bastrop.

6B. Receive presentation on the unaudited Comprehensive Monthly Financial Report for the period ending June 30, 2018.

6C. Receive presentation on the Quarterly Investment Report for the period ending June 30, 2018.

6D. Presentation from Organizations applying for FY2019 Community Support Funding.

7. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the start of the Council meeting. 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 Staff for research and possible future action.

To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the start of the Council meeting.

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 Councilmember 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 July 10, 2018 meeting.

8B. Consider action to approve the second reading of Ordinance No. 2018-13 of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled "Building Regulations," Article 3.20, "Signs," to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for proper notice and meeting.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

9A. Consider action to approve Resolution No. R-2018-55 of the City Council of the City of Bastrop, Texas, authorizing proceeding with the issuance of City of Bastrop, Texas certificates of obligation; directing publication of notice of intention to issue certificates of obligation; other related matters; and establishing an effective date.

9B. Consider action to approve Resolution R-2018-56 of the City of Bastrop, Texas amending the City Council Rules of Procedure; establishing a repealing clause; and establishing an effective date.

9C. Consider action to approve Resolution R-2018-57 of the City of Bastrop, Texas approving an Escrow Agreement with Seton Family of Hospitals for public improvements associated with the construction of a health care facility on 32 acres located at the southeast corner of SH 71 and FM 304 in the amount of Eight Hundred Ninety-Six Thousand Three Hundred Seventeen and 40/100 Dollars ($896,317.40), attached as Exhibit A; authorize the City Manager to execute all necessary documents; providing for a repealing clause, and establishing an effective date.

9D. Consider action to approve Resolution R-2018-58 of the City of Bastrop, Texas confirming the Mayor's appointment to the Hunters Crossing Local Government Corporation.

10. EXECUTIVE SESSION

10A. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of updating the city's regulatory program, including public comment and citizen input into the new subdivision ordinance, pending revisions to zoning and sign codes, and uniformity of the permitting process.

10B. City Council shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code to discuss purchase of four (4) pieces of property in and around the Downtown area

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, July 20, 2018 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.

Ann Franklin, City Secretary

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 4A

TITLE:
A proclamation of the City Council of the City of Bastrop, Texas recognizing the City of Bastrop as a Healthy Summer Meals for Kids Community.

STAFF REPRESENTATIVE:
Lynda Humble, City Manager

ATTACHMENTS:
Proclamation for Healthy Summer Meals for Kids Community



PROCLAMATION

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WHEREAS, summertime should be about children enjoying all that Texas has to offer, from farm fresh foods to our state's natural beauty; and

WHEREAS, when school is out for summer, kids who count on eating meals at school might not otherwise have access to all the nutrition they need to be active and healthy; and

WHEREAS, one in four Texas children face food insecurity, and Summer Food Service Program meals provide an important source of good nutrition; and

WHEREAS, Summer Food Service Program meal sites also provide Texas children with a place to spend time with friends and stay active; and

WHEREAS, summer meals can help children stay healthy and prepare them to return to school ready to learn and thrive; and

WHEREAS, by promoting new meal sites through local partnerships and support from volunteers, and by helping to increase access to free Summer Meals Program locations through community outreach; and

WHEREAS, The City of Bastrop is committed to making sure no child goes hungry this summer.

NOW, THEREFORE, I, Connie Schroeder, Mayor of the City of Bastrop, do hereby recognize the City of Bastrop as a Healthy Summer Meals for Kids Community and call upon citizens and partner organizations to celebrate with appropriate ceremonies to acknowledge these efforts.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Bastrop, Texas to be affixed this 24th day of July, 2018.

_____
Connie B. Schroeder, Mayor

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 4B

TITLE:
Mayor's Report

STAFF REPRESENTATIVE:
Lynda Humble, 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

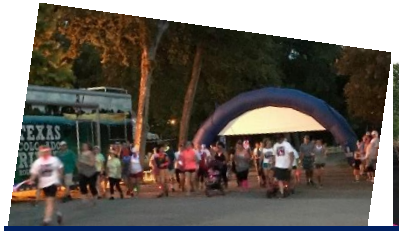
Mayor's Report
July 24, 2018

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Latest Activities

Events in 2018: 203

June 29 – July 12





Patriotic Festival











Pet and Pal Parade







YMCA Free Hugs Day



Sew My Style









First Friday Art Walk





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Planned Events

July 13 – July 24

- July 13 – TML Small Cities Problem Solving Clinic
- July 16 – BEDC Monthly Meeting
- July 17 – First Annual Volunteer Fair
- July 18 – Austin Chamber Regional Meeting in Bastrop
- July 19 – FCI Quarterly Community Meeting
- July 20 –
  - Breakfast Bites
  - Corvette Invasion
- July 24 – City Council

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Upcoming Events & City Meetings

- July 27 – BEST Breakfast
- July 28
  - Infrastructure Tour
  - Back to School Bash for BISD
- July 31 – Ribbon Cutting; Bastrop Silver Pines Nursing & Rehab
- Aug 1
  - Monthly Chamber Luncheon
  - BAIPP Meeting
- Aug 2
  - Leadership Presentation for FCI
  - Farm Street Opry
- Aug 3
  - Bastrop Homecoming
  - First Friday Art Walk
- Aug 7 – Special Council Meeting
- Aug 8 – Guest Speaker at Little Sheep Learning Center
- Aug 10 – Restore the F-4 Event
- Aug 14 – Council Meeting

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STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 4C

TITLE:
Councilmembers' Report

STAFF REPRESENTATIVE:
Lynda Humble, 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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(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: July 24, 2018 **AGENDA ITEM**: 4D

TITLE:
City Manager's Report

STAFF REPRESENTATIVE:
Lynda Humble, 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: July 24, 2018 **AGENDA ITEM**: 6A

TITLE:
Receive monthly report from Visit Bastrop.

STAFF REPRESENTATIVE:
Sarah O'Brien, Hospitality & Downtown Department Director

BACKGROUND/HISTORY:
Per the management agreement with Visit Bastrop, a monthly presentation must be made to the City Council outlining its progress in implementing their annual Business Plan and meeting performance targets and the scope of services pursuant to that agreement.

Specifically Visit Bastrop shall work to:

(1) attract leisure visitors to the City and its vicinity;
(2) attract and secure meetings, events, retreats, and conventions to the City and its vicinity; and
(3) serve as a liaison to local businesses (including hoteliers, restaurateurs, and other similar entities) and City departments to attract leisure and business visitors, meetings, events, retreats, and conventions to the City and its vicinity.

Visit Bastrop, shall also:

(A) carry out the actions defined in the applicable annual Business Plan;
(B) utilize research reports on economic trends, growth sectors, and regional competitive strengths and weaknesses, as is customary in the destination and marketing organization industry;
(C) provide marketing and imaging campaigns for the City's tourism and convention industry;
(D) inform and partner with the City regarding high-profile or significant recruitment/attraction efforts;
(E) provide, in appropriate detail in accordance with the Tax Code, reports listing the Visit Bastrop's expenditures made with HOT, and Visit Bastrop's progress in performing the Services in conformance with implementation of the annual Business Plan; and
(F) Provide expertise in destination management in conjunction with the City of Bastrop to leverage available resources such as community assets and activities to maximize opportunities to attract visitors to Bastrop, both leisure and business, recognizing the critical role tourism plays in Bastrop's economy, both in HOT and sales tax revenue.

POLICY EXPLANATION:
Visit Bastrop, a 501(c)6 organization, was engaged to provide Destination Marketing Services and provide brand marketing for Bastrop as a destination.

As outlined in the annual management agreement, the City and Visit Bastrop recognize the visitor industry as a key economic generator. Visit Bastrop's purpose is to provide "brand" marketing for Bastrop as a destination and to serve as the primary brand advocate. Visit Bastrop will also leverage utilization of existing facilities, while providing global oversight of Bastrop's visitor assets and activities. Visit Bastrop will also provide a level of unity and representation to maximize Bastrop's brand potential.

The Visit Bastrop Board of Directors meets monthly on the third Thursday at 8:30 a.m. and rotates meeting locations at different hospitality venues. August's meeting will be held August 16, 2018, 8:30 a.m. - 602 on Main, 919 Main Street, Bastrop.

City Council established that the Visit Bastrop Board of Directors include broad representation of community assets and identified those as Arts, History, Hotels, Restaurants, Sports, Outdoors, Recreation, Hyatt, Nightlife, Entertainment and Film in the Destination Services Management Agreement.

Per their management agreement, Visit Bastrop must present an approved business plan and annual budget to the City Council no later than September 1, 2018 for FY 2019.

FUNDING SOURCE:
Visit Bastrop receives approximately $1.4 million dollars in Hotel Occupancy Tax annually from the City of Bastrop to provide destination marketing services and serve as the brand advocate for our community.

RECOMMENDATION:
Provide any direction or feedback to Visit Bastrop staff and their Board of Directors on the organization's progress in meeting the annual requirements outlined in the management agreement.

ATTACHMENTS:
- June President's Report
- May Financial Report



VISIT BASTROP

www.visitbastrop.com

Visit Bastrop

President's Report

June 2018

VISIT BASTROP
www.visitbastrop.com

Lodging Industry Report

	May '18						Calendar Year to Date					
								% Change from YTD 2017				
	Occ	%CH Occ	ADR	% Ch ADR	% CH RevPAR	% CH Rooms Sold	Occ	%CH Occ	ADR	% Ch ADR	% CH RevPAR	% CH Rooms Sold
Bastrop	56.9	3.2	85.60	-4.6	-1.5	3.2	57.9	5.9	90.41	-1.9	3.8	5.9
1	54.8	6.1	84.86	3.3	9.5	6.1	55.3	3.6	88.23	5.7	9.4	12.8
2	49.3	-0.2	86.21	6.7	6.4	-0.2	51.7	-3.6	82.18	3.6	-0.2	-3.6
3	67.6	7.6	124.62	5.0	12.9	8.1	60.2	6.3	111.33	0.6	6.9	6.8
4	65.2	11.8	114.27	1.0	12.8	11.8	61.7	7.7	111.62	0.2	7.9	7.7
5	49.6	-10.5	100.24	-2.3	-12.6	3.6	51.7	-7.7	95.89	-2.3	-9.8	3.3
6	65.8	3.1	114.33	2.5	5.7	4.5	67.6	-0.1	124.60	5.9	5.8	1.4
7	77.6	-0.9	152.34	-0.4	-1.3	4.6	75.7	-2.4	161.22	0.5	-1.9	3.4
8	78.9	2.1	127.72	-7.7	-5.8	3.8	74.3	-2.1	130.94	-5.3	-7.3	5.8
9	58.0	-3.1	104.23	1.3	-1.8	11.9	57.2	-1.5	100.15	1.6	0.1	15.3
Average	62.4	1.92	109.44	.48	2.43	5.74	61.33	0.61	109.67	.86	1.47	5.88

Glossary

ADR	Average Daily Rate
RevPAR	Revenue per Available Room
Occ	Occupancy

Comparatives

South Austin/Airport

Bryan-College Station

Brenham

Seguin

City of Austin

Llano

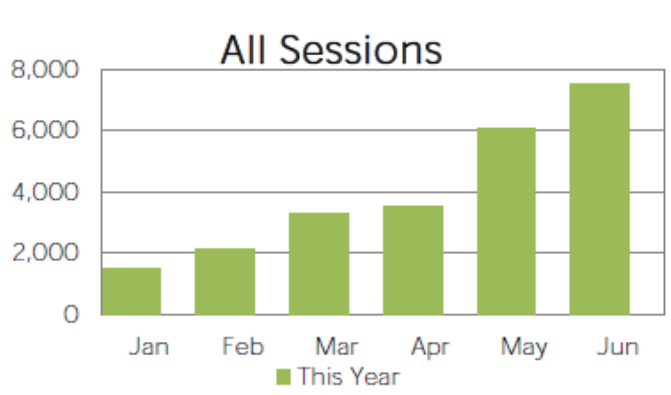
San Antonio

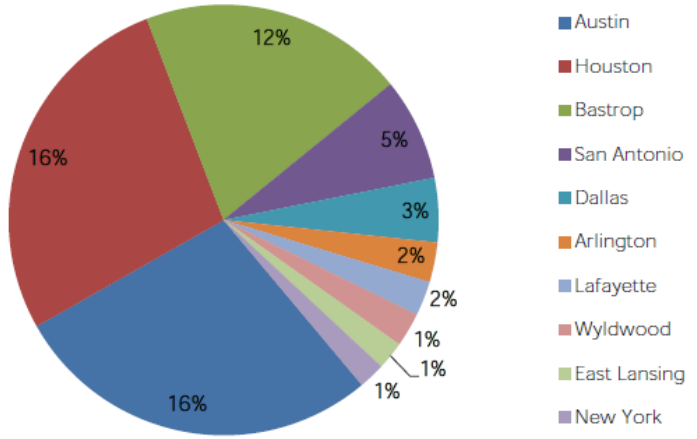
Fredericksburg

San Marcos

JUNE Website Traffic Overview

	Jan	Feb	Mar	Apr	May	Jun
Total Sessions	1,487	2,153	3,274	3,526	6,072	7,550
Users:	1,101	1,747	2,649	2,926	5,029	6,117
Bounce Rate:	49%	44%	47%	44%	48%	57%
Pageviews:	4,730	5,612	8,767	8,931	14,321	16,057
Avg Page per Session:	2.71	2.61	2.68	2.53	2.36	2.13
Avg Session Duration:	0:02:45	0:02:37	0:02:34	02:21	02:17	02:01
Total Organic Search Traffic:	729	1,268	1,801	2,192	3,458	3,855
% of Traffic From Organic Search:	49%	59%	55%	62%	57%	51%
Entry Pages From Search:	105	109	139	142	155	159









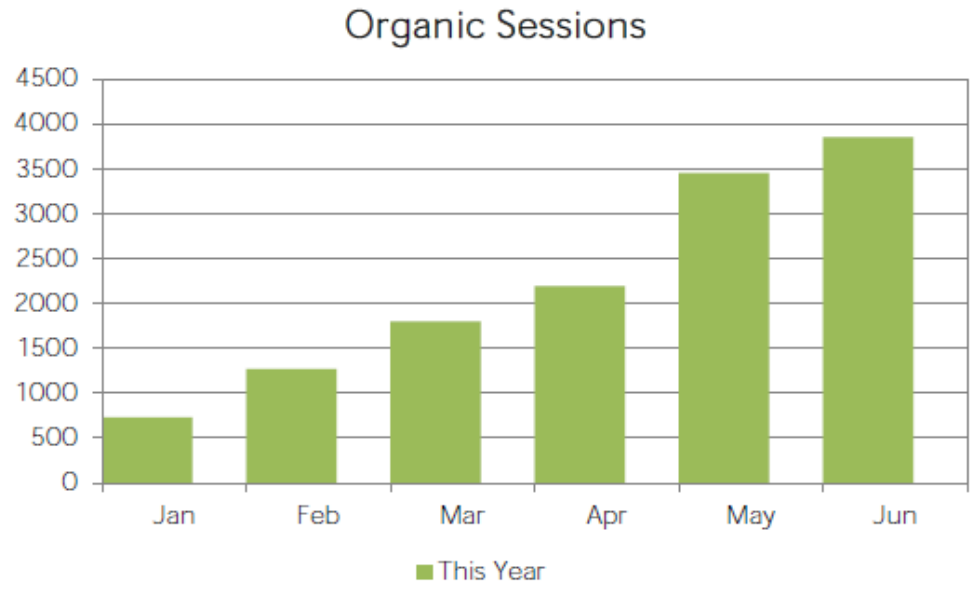


VISIT BASTROP
www.visitbastrop.com

JUNE Organic Traffic Overview

In June 2018, visitbastrop.com had 3,855 organic sessions. Once again, the number of organic sessions on the website this month is greater than previous months. Top organic pages include:

- Homepage
- Bastrop Patriotic Festival
- Hyatt on-site Activities
- Calendar of Events









JUNE Website Engagement Metrics

While our site performed above the industry averages for most engagement metrics, the overall bounce rate on visitbastrop.com was a bit higher than the average. *A review of top page with high bounce rates shows that users are engaging with the pages by spending time on them, but they are not visiting additional pages.* For example, the Bastrop Patriotic Festival page had an 88% bounce rate but users spent an average of 5:10 minutes on the page. Similarly, the Small Meetings page had a 76% and users spent 6:33 minutes on the page and the Hyatt Events on Site page had a 72% bounce rate but users spent nearly 3 minutes on the page.

Action items to reduce bounce rate:

- Include internal links to website pages
- Link to pages while creating content

Industry Averages

Engagement Metrics	Industry Average	VisitBastrop.com		% Difference
Total Pages Per Visit:	2.03	2.13	🟢	4.55%
Total Average Visit Duration:	0:01:50	0:02:01	🟢	9.36%
Total Bounce Rate:	53.90%	57.21%	🔴	5.78%
Organic Pages Per Visit:	2.07	2.50	🟢	17.04%
Organic Average Visit Duration:	0:02:08	0:02:17	🟢	6.82%
Organic Bounce Rate:	49.94%	45.03%	🟢	-10.90%

JUNE Social Media Stats

Facebook Activity Overview

79.3k	1,618	390
Impressions	Engagements	Clicks

Facebook Page	Total Fans	Fan Increase	Posts Sent	Impressions	Impressions per Post	Engagements	Engagements per Post	Link Clicks
Visit Bastrop	44.5k	-0.09%	25	79.3k	3,173	1,618	64.72	390

Instagram Activity Overview

549	911	25
Total Followers	Likes Received	Comments Received

Instagram Profile	Total Followers	Follower Increase	Followers Gained	Media Sent	Comments Sent	Impressions	Total Engagements	Engagements per Media	Engagements per Follower
Visit Bastrop (Business)	549	14.9%	71	26	2	10.8k	936	36	1.7







Merchants and Partners Promoted through DMO Channels in JUNE



Inspiration:

Summer Getaways
Live Music in Downtown Bastrop
Outdoor Adventures
Get Outside
Throw Back Thursday
National Iced Tea Month
National Great Outdoors Month
Fathers Day
Day Trips

Businesses:

Zip Lost Pines
Copper Shot Distillery
Deep in the Heart Art Foundry
Hyatt Regency Lost Pines
Hero Water Sports
Downtown Bastrop
Simply Sweet Cupcakes
Shulmans 8 Lost Pines
Bastrop River Company
Bastrop Chamber of Commerce
Southside BBQ
Taqueria 95

Events:

Bastrop Juneteenth Celebration
Blue Flame Cruisers Car Show
Bastrop Patriotic Festival
The Farm Street Opry
Live Music In Downtown Bastrop
Bastrop Homecoming Rodeo
First Friday Art Walk
Opera House Murder Mystery
Pine Street Market Days
Red, White & You, Dancing Through the Decades

Marketing Efforts – Bastrop Patriotic Festival

Partner – Bastrop Chamber of Commerce, City of Bastrop, Texas Monthly, Sun Radio













Marketing Efforts – Bastrop Patriotic Festival

Partner – Bastrop Chamber of Commerce, City of Bastrop, Texas Monthly, Sun Radio



- This post was a top performer on Texas Monthly, performing 4.8x better that the average of the last 100 Facebook posts.

- With this post there were 293 more reactions, 7 more comments, and 56 more shares than the average.

Sun Radio:

- 82 (20 second) radio spots promoting festival across several of their radio stations in Austin, San Marcos, Gonzales, Dripping Springs.
- Digital ads (10,000 impressions/3 weeks)
- E blasts – June 11, 18 & 25

VISIT BASTROP

Financial Statements

For the Period Ending May 31, 2018

Unaudited – For Management Use Only

Index:

Page 1 - Financial Summary
Page 2 - Financial Dashboard
Page 3 – Balance Sheet
Page 4 – Balance Sheet Ratios
Page 5 – Statement of Activities

VISIT BASTROP
Summary of Financial Information
May 2018

Below is a summary of the current financial reports; the detailed financials are attached for your review.

Balance Sheet

Assets – Cash remains strong due to the balance of the interim contract with the City that was forwarded to Visit Bastrop's new operating account. Cash will decrease monthly until the 4th quarter City Contract revenue is received in July.

Total prepaid expenses of $46,816 contain commercial insurance, conference deposits, advertising, website hosting and Destinations International membership dues and Event Impact Calculator. Conference deposits include a "prepaid package" with Connect in the amount of $14,200 for two conferences later in 2018 and two in 2019, and registration for the Destinations International Annual Convention. A refund has been requested and processed from Destinations International for the Annual Convention registration fees that were paid for Shane, Kathie, and Christy. Other prepaid includes all Simpleview services, Sprout Social Inc. and Social Tables software.

Liabilities – Current liabilities include outstanding vendor accounts payable as well as 1 day of accrued Salaries and Wages.

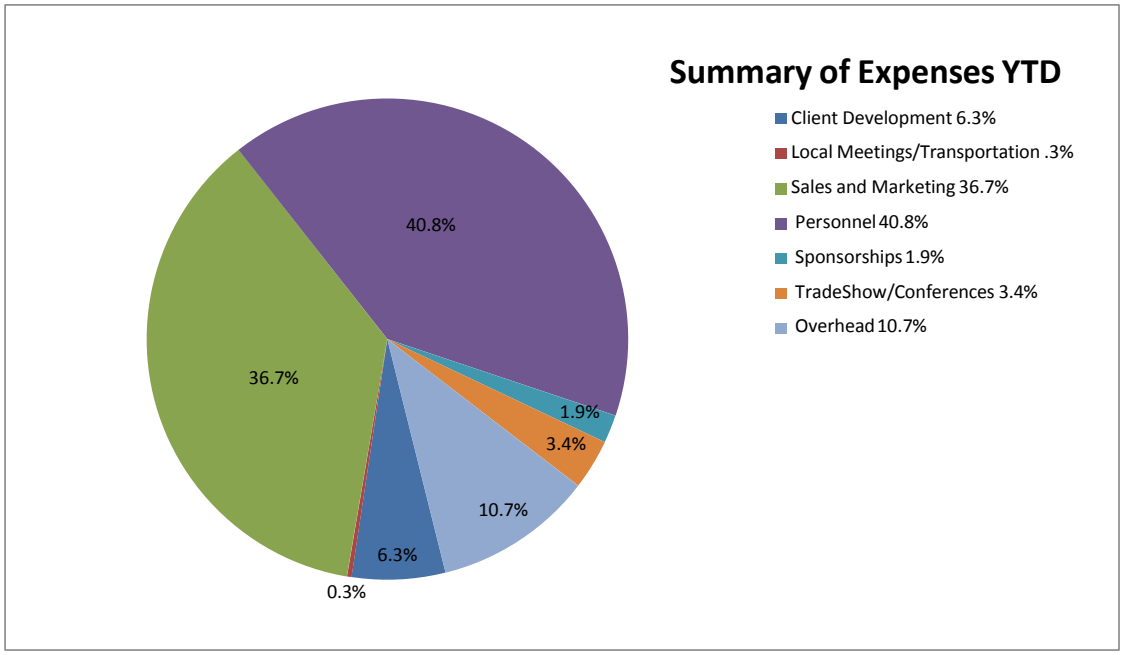
Association, Year to Date Statement of Activities

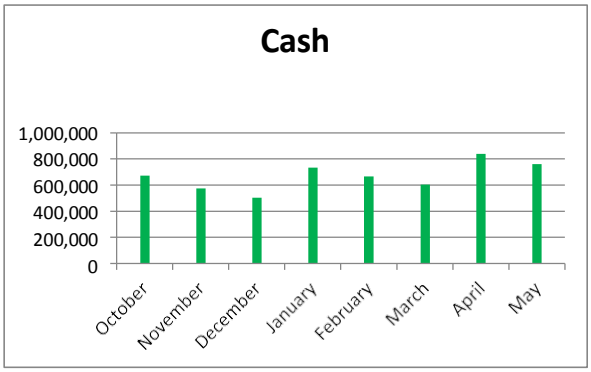
Revenues – Total revenue consists solely from the City contract.

Expenses – Total expenses are at or below budget in almost all categories with Marketing/Advertising and Personnel costs still being the biggest expenses to date, however the percentage gap is closing as we are progressing through the first year activities. Recruitment expenses include $10,000 paid to Searchwide as a first installment in the search for a new CEO. Software expenses consist of Sprout Social and Social Tables software, after the decision was made to move Simpleview costs to Marketing/Advertising.

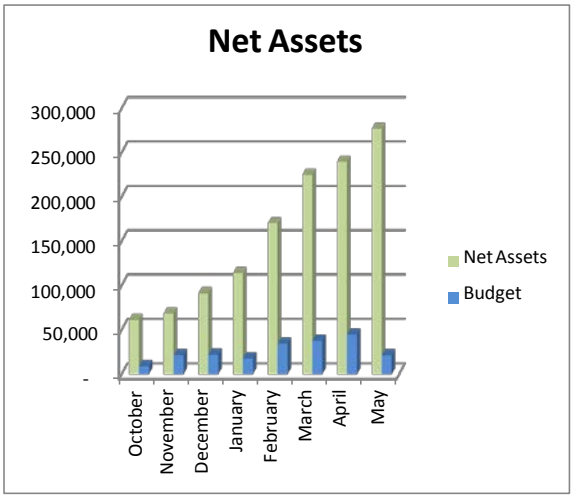
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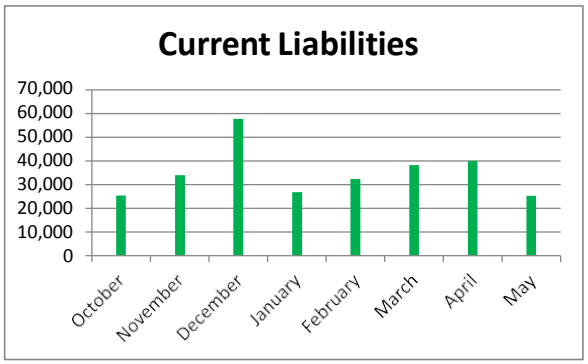
Visit Bastrop
Financial Dashboard
For the period ending May 31, 2018

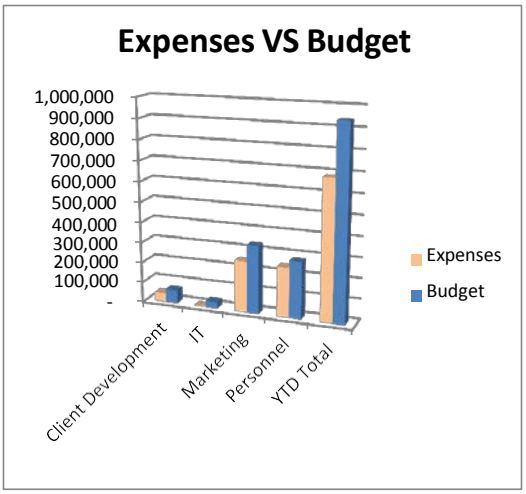




Note: City Contract payments received at the beginning of each quarter







Visit Bastrop
Balance Sheet
May 31, 2018

ASSETS	
CURRENT ASSETS	
Cash	
Operating Account	761,917
Total Cash	761,917
Accounts Receivable	-
OTHER ASSETS	
Prepaid Insurance	2,632
Prepaid Expenses - Conference	21,358
Prepaid Expenses - Media	10,600
Prepaid Expenses - Other	12,227
Total Prepaid Expenses	46,816
TOTAL CURRENT ASSETS	808,733
FIXED ASSETS	
Website	57,350
Furniture and Equipment	17,618
Less Accumulated Depreciation	(2,773)
Total Fixed Assets	72,195
TOTAL ASSETS	**880,928**
LIABILITIES	
CURRENT LIABILITIES	
Accrued Salaries and Wages	1,597
Accounts Payable	23,672
Total Current Liabilities	25,269
DEFERRED REVENUE	
City Contract	120,084
Total Deferred Revenue	120,084
TOTAL LIABILITIES	145,352
NET ASSETS	
Unrestricted Net Assets	458,688
Current Year Net Assets	276,888
TOTAL LIABILITIES & NET ASSETS	**880,928**

Visit Bastrop
Trend Balance Sheet Ratios For
the period ending May 31, 2018

	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	April 2018	May 2018
Operating Cash [1]	163.77	140.18	122.97	178.90	162.13	147.11	204.58	185.34
Current Ratio [2]	26.44	17.92	9.28	28.55	21.90	16.98	22.66	32.00
Leverage [3]	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

[1] **Operating Cash** = Cash/Daily Expenses. Indicates how many days a company can survive without additional cash.

2 **Current Ratio** = Current Assets/Current Liabilities. Measures a company's ability to repay short term debts with short term assets. A ratio between 1 and 2 is ideal, with a high number indicating greater ability to repay short term debt.

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Visit Bastrop
Statement of Activities
Year to Date May 31, 2018

	May 2018 YTD ACTUALS		May 2018 YTD BUDGET		VARIANCE TO BUDGET	
	$	%	$	%	$	%
REVENUE						
City Contract	$ 960,667	100.0%	$ 960,667	100.0%	-	0.0%
TOTAL REVENUE	**960,667**	100.0%	$ 960,667	100.0%	-	0.0%
EXPENSES						
Client Development	42,873	4.5%	65,733	6.8%	(22,860)	-34.8%
Dues & Subscriptions	8,928	0.9%	6,387	0.7%	2,541	39.8%
Information Technology	3,204	0.3%	31,662	3.3%	(28,458)	-89.9%
Local Meetings/Transportation	2,097	0.2%	3,150	0.3%	(1,053)	-33.4%
Marketing						
Advertising	233,512	24.3%	293,320	30.5%	(59,808)	-20.4%
Meeting and Convention Marketing	-	0.0%	12,500	1.3%	(12,500)	-100.0%
Visitor Guide	2,680	0.3%	15,000	1.6%	(12,320)	-82.1%
Research	14,847	1.5%	11,250	1.2%	3,597	32.0%
Total Marketing	251,040	26.1%	332,070	34.6%	(81,031)	-24.4%
Office Expense	12,503	1.3%	17,008	1.8%	(4,505)	-26.5%
Operational Costs	48,482	5.0%	80,413	8.4%	(31,931)	-39.7%
Personnel						
Salaries & Wages	199,384	20.8%	233,667	24.3%	(34,283)	-14.7%
Benefits	62,901	6.5%	89,921	9.4%	(27,020)	-30.0%
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CHANGE IN NET ASSETS	**$ 276,888**	28.8%	**$ 21,138**	2.2%	**$ 255,750**	92.4%



VISIT BASTROP

www.visitbastrop.com

Visit Bastrop

President's Report

June 2018



VISIT BASTROP

Financial Statements

For the Period Ending May 31, 2018

Unaudited – For Management Use Only

Index:

Page 1 - Financial Summary
Page 2 - Financial Dashboard
Page 3 – Balance Sheet
Page 4 – Balance Sheet Ratios
Page 5 – Statement of Activities

VISIT BASTROP
Summary of Financial Information
May 2018

Below is a summary of the current financial reports; the detailed financials are attached for your review.

Balance Sheet

Assets – Cash remains strong due to the balance of the interim contract with the City that was forwarded to Visit Bastrop's new operating account. Cash will decrease monthly until the 4th quarter City Contract revenue is received in July.

Total prepaid expenses of $46,816 contain commercial insurance, conference deposits, advertising, website hosting and Destinations International membership dues and Event Impact Calculator.
Conference deposits include a "prepaid package" with Connect in the amount of $14,200 for two conferences later in 2018 and two in 2019, and registration for the Destinations International Annual Convention. A refund has been requested and processed from Destinations International for the Annual Convention registration fees that were paid for Shane, Kathie, and Christy. Other prepaid includes all Simpleview services, Sprout Social Inc. and Social Tables software.

Liabilities – Current liabilities include outstanding vendor accounts payable as well as 1 day of accrued Salaries and Wages.

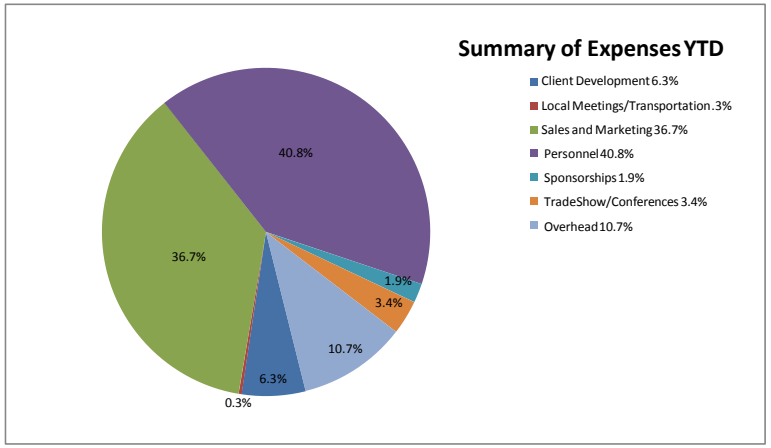
Association, Year to Date Statement of Activities

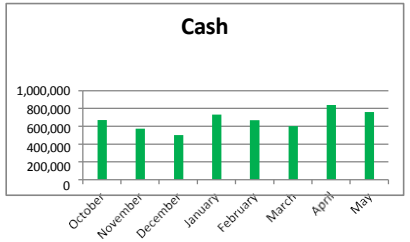
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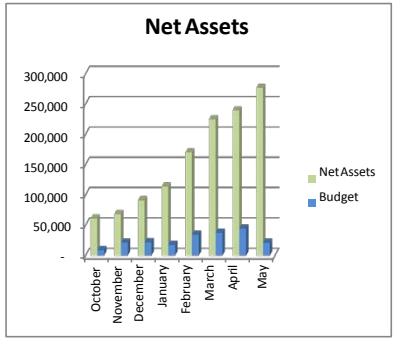
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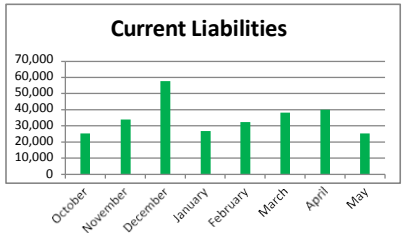
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Financial Dashboard
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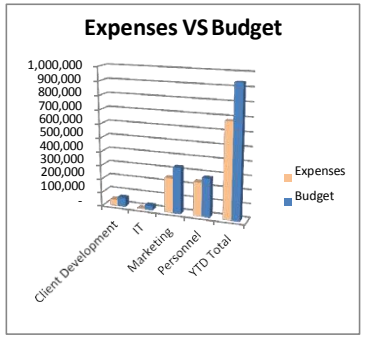




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VISIT BASTROP
www.visitbastrop.com

Lodging Industry Report

	May '18						Calendar Year to Date					
								% Change from YTD 2017				
	Occ	%CH Occ	ADR	% Ch ADR	% CH RevPAR	% CH Rooms Sold	Occ	%CH Occ	ADR	% Ch ADR	% CH RevPAR	% CH Rooms Sold
Bastrop	56.9	3.2	85.60	-4.6	-1.5	3.2	57.9	5.9	90.41	-1.9	3.8	5.9
1	54.8	6.1	84.86	3.3	9.5	6.1	55.3	3.6	88.23	5.7	9.4	12.8
2	49.3	-0.2	86.21	6.7	6.4	-0.2	51.7	-3.6	82.18	3.6	-0.2	-3.6
3	67.6	7.6	124.62	5.0	12.9	8.1	60.2	6.3	111.33	0.6	6.9	6.8
4	65.2	11.8	114.27	1.0	12.8	11.8	61.7	7.7	111.62	0.2	7.9	7.7
5	49.6	-10.5	100.24	-2.3	-12.6	3.6	51.7	-7.7	95.89	-2.3	-9.8	3.3
6	65.8	3.1	114.33	2.5	5.7	4.5	67.6	-0.1	124.60	5.9	5.8	1.4
7	77.6	-0.9	152.34	-0.4	-1.3	4.6	75.7	-2.4	161.22	0.5	-1.9	3.4
8	78.9	2.1	127.72	-7.7	-5.8	3.8	74.3	-2.1	130.94	-5.3	-7.3	5.8
9	58.0	-3.1	104.23	1.3	-1.8	11.9	57.2	-1.5	100.15	1.6	0.1	15.3
Average	62.4	1.92	109.44	.48	2.43	5.74	61.33	0.61	109.67	.86	1.47	5.88

Glossary

ADR	Average Daily Rate
RevPAR	Revenue per Available Room
Occ	Occupancy

Comparatives

South Austin/Airport

Bryan-College Station

Brenham

Seguin

City of Austin

Llano

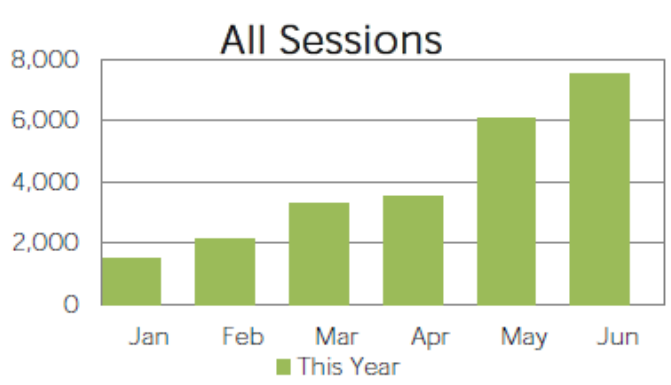
San Antonio

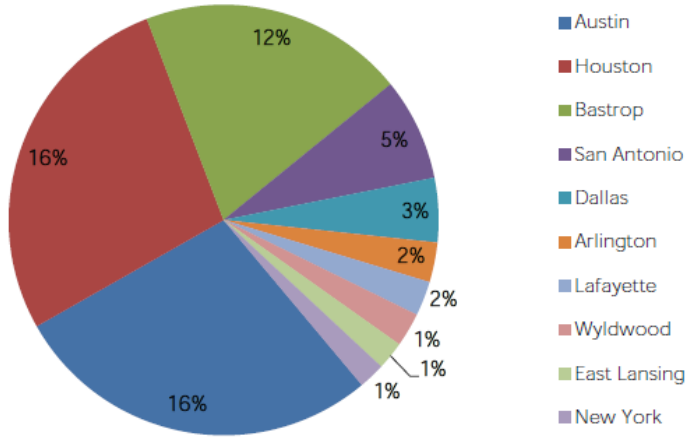
Fredericksburg

San Marcos

JUNE Website Traffic Overview

	Jan	Feb	Mar	Apr	May	Jun
Total Sessions	1,487	2,153	3,274	3,526	6,072	7,550
Users:	1,101	1,747	2,649	2,926	5,029	6,117
Bounce Rate:	49%	44%	47%	44%	48%	57%
Pageviews:	4,730	5,612	8,767	8,931	14,321	16,057
Avg Page per Session:	2.71	2.61	2.68	2.53	2.36	2.13
Avg Session Duration:	0:02:45	0:02:37	0:02:34	02:21	02:17	02:01
Total Organic Search Traffic:	729	1,268	1,801	2,192	3,458	3,855
% of Traffic From Organic Search:	49%	59%	55%	62%	57%	51%
Entry Pages From Search:	105	109	139	142	155	159









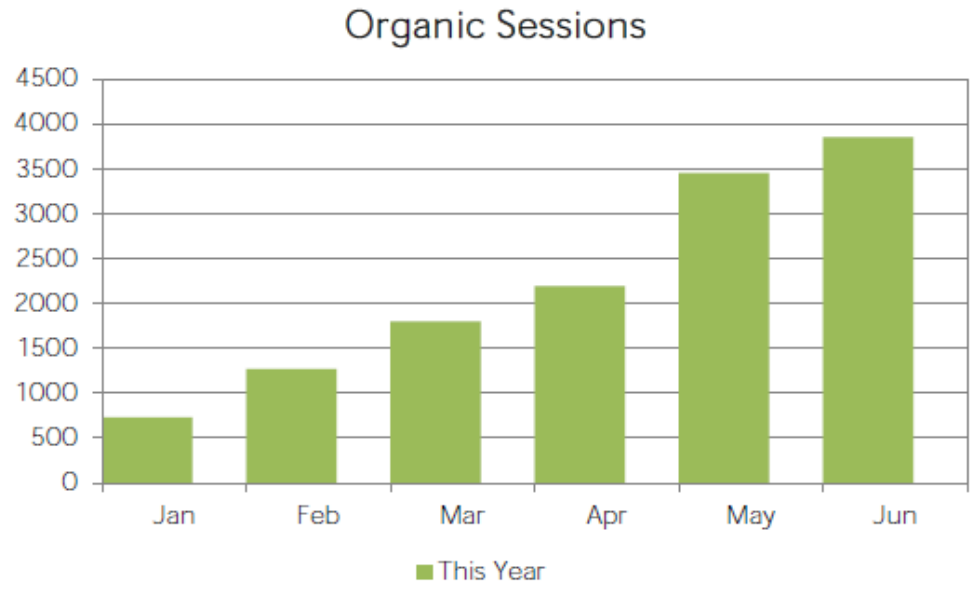


VISIT BASTROP
www.visitbastrop.com

JUNE Organic Traffic Overview

In June 2018, visitbastrop.com had 3,855 organic sessions. Once again, the number of organic sessions on the website this month is greater than previous months. Top organic pages include:

- Homepage
- Bastrop Patriotic Festival
- Hyatt on-site Activities
- Calendar of Events









JUNE Website Engagement Metrics

While our site performed above the industry averages for most engagement metrics, the overall bounce rate on visitbastrop.com was a bit higher than the average. *A review of top page with high bounce rates shows that users are engaging with the pages by spending time on them, but they are not visiting additional pages.* For example, the Bastrop Patriotic Festival page had an 88% bounce rate but users spent an average of 5:10 minutes on the page. Similarly, the Small Meetings page had a 76% and users spent 6:33 minutes on the page and the Hyatt Events on Site page had a 72% bounce rate but users spent nearly 3 minutes on the page.

Action items to reduce bounce rate:

- Include internal links to website pages
- Link to pages while creating content

Industry Averages

Engagement Metrics	Industry Average	VisitBastrop.com		% Difference
Total Pages Per Visit:	2.03	2.13		4.55%
Total Average Visit Duration:	0:01:50	0:02:01		9.36%
Total Bounce Rate:	53.90%	57.21%		5.78%
Organic Pages Per Visit:	2.07	2.50		17.04%
Organic Average Visit Duration:	0:02:08	0:02:17		6.82%
Organic Bounce Rate:	49.94%	45.03%		-10.90%

JUNE Social Media Stats

Facebook Activity Overview

79.3k	1,618	390
Impressions	Engagements	Clicks

Facebook Page	Total Fans	Fan Increase	Posts Sent	Impressions	Impressions per Post	Engagements	Engagements per Post	Link Clicks
Visit Bastrop	44.5k	-0.09%	25	79.3k	3,173	1,618	64.72	390

Instagram Activity Overview

549	911	25
Total Followers	Likes Received	Comments Received

Instagram Profile	Total Followers	Follower Increase	Followers Gained	Media Sent	Comments Sent	Impressions	Total Engagements	Engagements per Media	Engagements per Follower
Visit Bastrop (Business)	549	14.9%	71	26	2	10.8k	936	36	1.7







Merchants and Partners Promoted through DMO Channels in JUNE



Inspiration:

Summer Getaways
Live Music in Downtown Bastrop
Outdoor Adventures
Get Outside
Throw Back Thursday
National Iced Tea Month
National Great Outdoors Month
Fathers Day
Day Trips

Businesses:

Zip Lost Pines
Copper Shot Distillery
Deep in the Heart Art Foundry
Hyatt Regency Lost Pines
Hero Water Sports
Downtown Bastrop
Simply Sweet Cupcakes
Shulmans 8 Lost Pines
Bastrop River Company
Bastrop Chamber of Commerce
Southside BBQ
Taqueria 95

Events:

Bastrop Juneteenth Celebration
Blue Flame Cruisers Car Show
Bastrop Patriotic Festival
The Farm Street Opry
Live Music In Downtown Bastrop
Bastrop Homecoming Rodeo
First Friday Art Walk
Opera House Murder Mystery
Pine Street Market Days
Red, White & You, Dancing Through the Decades

Marketing Efforts – Bastrop Patriotic Festival

Partner – Bastrop Chamber of Commerce, City of Bastrop, Texas Monthly, Sun Radio













Marketing Efforts – Bastrop Patriotic Festival

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- This post was a top performer on Texas Monthly, performing 4.8x better that the average of the last 100 Facebook posts.

- With this post there were 293 more reactions, 7 more comments, and 56 more shares than the average.

Sun Radio:

- 82 (20 second) radio spots promoting festival across several of their radio stations in Austin, San Marcos, Gonzales, Dripping Springs.
- Digital ads (10,000 impressions/3 weeks)
- E blasts – June 11, 18 & 25

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 6B

TITLE:
Receive presentation on the unaudited Comprehensive Monthly Financial Report for the period ending June 30, 2018.

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 Hotel Occupancy Tax Fund.

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 R2017-75 on September 26, 2017.

FUNDING SOURCE:
N/A

ATTACHMENTS:
- Unaudited Comprehensive Monthly Financial Report for the period ending June 30, 2018

CITY OF BASTROP

Comprehensive Monthly Financial Report
June 2018



Performance at a Glance
as of June 30, 2018

	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 4-5
GENERAL FUND REV VS EXP	POSITIVE	Page 6
SALES TAXES	POSITIVE	Page 7
PROPERTY TAXES	POSITIVE	Page 8
WATER/WASTEWATER FUND REV VS EXP	POSITIVE	Page 9
WATER/WASTEWATER REVENUES	POSITIVE	Page 10
ELECTRIC FUND REV VS EXP	POSITIVE	Page 11
ELECTRIC REVENUES	POSITIVE	Page 12
HTOEL OCCUPANCY TAX FUND REV VS EXP	POSITIVE	Page 13
HOTEL OCCUPANCY TAX REVENUES	POSITIVE	Page 14
Legal fees	N/A	Page 15

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

COMPREHENSIVE MONTHLY FINANCIAL REPORT –June 2018

ECONOMIC INDICATORS

ECONOMY

National:

Real gross domestic product (GDP) increased at an annual rate of 2.2% in the 1st quarter of 2018. The personal income increased by .3% in Apr. 2018 with disposable personal income increasing .9%. The personal consumption expenditures increased .3%.

All of these reported by the Bureau of Economic Analysis.

U.S.Retail Sales:

March 2018 is up 4.5% from last year.

Texas Retail Sales:

This index is a single summary statistic that sheds light on the future of the state's economy. The index is a composition of eight leading indicators. The index is at 131.23 in Feb. 2018 which is up 7.7% from one year ago.

UNEMPLOYMENT

State-wide:

The state unemployment is up at 4.1% in Apr. 2018 from 4.0 Mar. 2018.

Bastrop:

Bastrop County has an unemployment rate of 3.1% in Apr. 2018 which is down from Mar. 2018.

June 30, 2018– NEWS FOR YOU

Attached is the Comprehensive Monthly Financial report for June 2018. This is 9 months of FY2018, or 75% of the fiscal year is complete.

Revenues: Overall, the City has earned $24,894,049. This amount is 73% of the approved budget of $33,973,741 and is 5.4% higher than the amount forecasted through the month of June.

Expense: Overall, the City has spent 11.5% less than forecasted.

Noteworthy

Grants update:

The City is currently preparing to bid the generators for Gills Branch and Central lift stations. We have recently been awarded phase 1 of the Pine St. drainage improvement project which includes 100% design and hydraulic/hydrology study. We were also awarded phase 1 of the Public Works detention pond project which includes 100% design, archeological study and the hydraulic/hydrology study.

BUDGET SUMMARY OF ALL FUNDS

	FY2018 Budget	FY2018 Forecast	FY2018 YTD	Variance
Revenues:				
General	$ 10,712,030	$ 8,674,442	$ 9,111,468	5.0%
Designated	47,450	29,838	68,505	129.6%
Innovation	256,500	192,375	331,619	72.4%
Debt Service	2,565,113	1,799,248	1,837,290	2.1%
Water/Wastewater	5,121,640	3,739,757	3,750,346	0.3%
Water/Wastewater Debt	2,007,586	1,080,162	1,389,125	28.6%
Impact Fees	896,439	558,400	508,999	-8.8%
Vehicle & Equipment Replacement	561,371	423,528	458,589	8.3%
Electric	7,323,696	5,085,073	5,359,568	5.4%
Hotel/Motel Tax	2,882,000	2,021,066	2,028,172	0.4%
Hospitality & Downtown	1,034,788	777,353	822,806	5.8%
Art in Public Places	75,041	56,277	57,650	2.4%
Library Board	20,150	12,613	28,176	123.4%
Cemetery	90,700	68,022	97,550	43.4%
Hunter's Crossing PID	379,237	375,895	376,693	0.2%
TOTAL REVENUES	$ 33,973,741	$ 24,894,049	$ 26,226,556	5.4%

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

COMPREHENSIVE MONTHLY FINANCIAL REPORT –June 2018

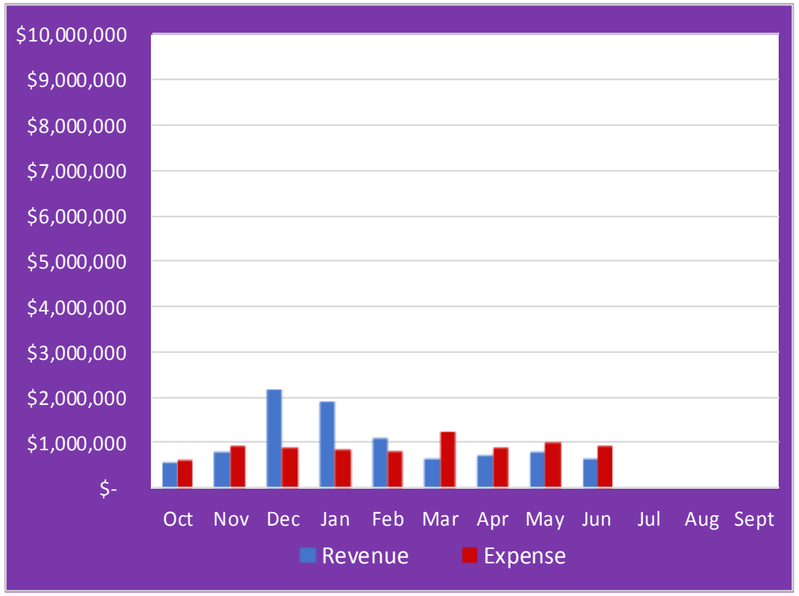
	FY2018 Budget	FY2018 Forecast	FY2018 YTD	Variance
Expense:				
General	$ 10,712,030	$ 8,065,004	$ 7,773,153	-3.6%
Designated	612,000	347,749	68,516	-80.3%
Innovation	664,500	577,378	456,539	-20.9%
Debt Service	2,354,274	591,799	591,814	0.0%
Water/Wastewater	6,679,564	4,568,424	3,645,972	-20.2%
Water/Wastewater Debt	1,440,212	388,911	388,911	0.0%
Impact Fees	730,021	155,631	97,288	-37.5%
Vehicle & Equipment Replacement	82,000	375,276	291,319	-22.4%
Electric	7,908,734	5,654,896	5,170,185	-8.6%
Hotel/Motel Tax	3,369,730	2,323,864	1,911,429	-17.7%
Hospitality & Downtown	1,027,522	805,317	683,082	-15.2%
Art in Public Places	94,050	47,010	24,777	-47.3%
Library Board	22,386	16,790	12,000	-28.5%
Cemetery	131,177	111,383	90,745	-18.5%
Hunter's Crossing PID	415,750	422,688	433,457	2.5%
TOTAL EXPENSES	$ 36,243,950	$ 24,452,120	$ 21,639,187	-11.5%
Surplus/(Shortfall)	$ (2,270,209)	$ 441,929	$ 4,587,369	938.0%

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

OVERALL FUND PERFORMANCE

GENERAL FUND REVENUES VS EXPENSES

Month	FY2018 Revenue	FY2018 Expense	Monthly Variance
Oct	$ 547,821	$ 589,749	$ (41,928)
Nov	773,721	901,783	$ (128,062)
Dec	2,129,343	841,355	$ 1,287,988
Jan	1,840,816	828,636	$ 1,012,180
Feb	1,090,678	756,976	$ 333,702
Mar	611,326	1,183,300	$ (571,974)
Apr	715,793	842,381	$ (126,588)
May	762,789	955,796	$ (193,007)
Jun	639,181	873,177	$ (233,996)
Jul			$ -
Aug			$ -
Sept			$ -
Total	$ 9,111,468	$ 7,773,153	$ 1,338,315
Cumulative Forecast	$ 8,674,442	$ 8,065,004	$ 609,438
Actual to Forecast $	$ 437,026	$ 291,851	$ 728,877
Actual to Forecast %	5.04%	3.62%	



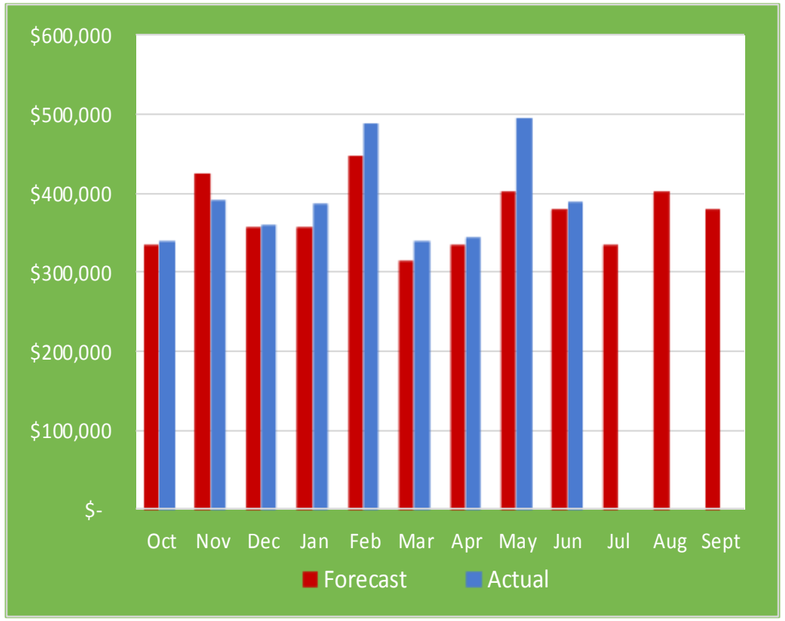
POSITIVE

Cumulatively overall, the General Fund is better than forecasted for this time of year. Revenues are 5% higher than forecasted and expenses are almost 4% lower than expected. This would be due to vacancies and forecasting assumptions.

REVENUE ANALYSIS

SALES TAX REVENUE

Month	FY2018 Forecast	FY2018 Actual	Monthly Variance
Oct	$ 334,264	$ 338,511	$ 4,247
Nov	423,401	388,767	$ (34,634)
Dec	356,548	357,359	$ 811
Jan	356,548	384,847	$ 28,299
Feb	445,685	485,934	$ 40,249
Mar	311,980	336,978	$ 24,998
Apr	334,264	341,233	$ 6,969
May	401,117	492,115	$ 90,998
Jun	378,832	385,827	$ 6,995
Jul	334,264		$ -
Aug	401,117		$ -
Sept	378,832		$ -
Total	$ 4,456,852	$ 3,511,571	$ 168,932
Cumulative Forecast	$ 3,342,639		
Actual to Forecast	$ 168,932	4.8%	

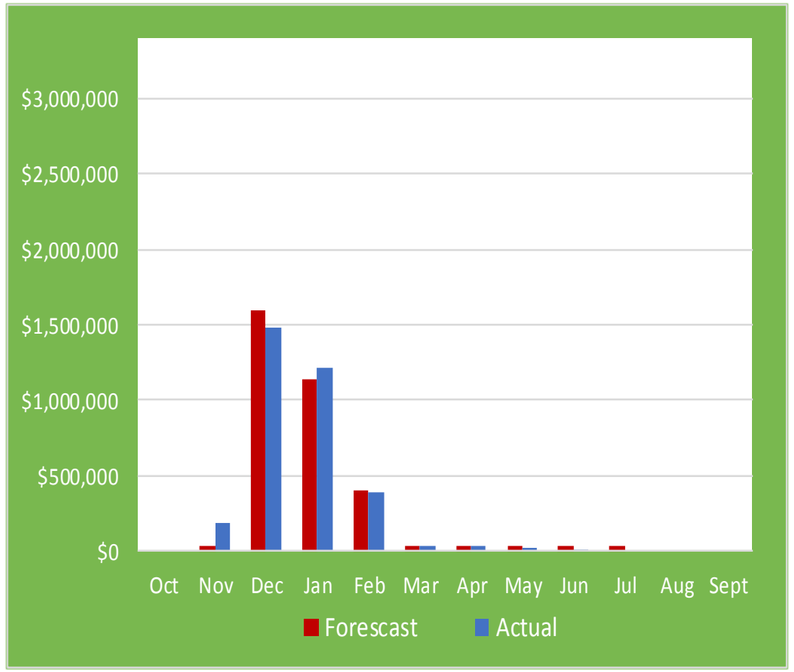


POSITIVE

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 5% greater than forecasted. Please note that May included a prior period adjustment of approx. $72,000.

PROPERTY TAX REVENUE

Month	FY2018 Forecast	FY2018 Actual	Monthly Variance
Oct	$ -	$ -	$ -
Nov	33,336	190,830	$ 157,494
Dec	1,600,131	1,478,112	$ (122,019)
Jan	1,133,426	1,209,437	$ 76,011
Feb	400,033	396,438	$ (3,595)
Mar	33,336	40,735	$ 7,399
Apr	33,336	31,324	$ (2,012)
May	33,336	17,901	$ (15,435)
Jun	33,336	5,744	$ (27,592)
Jul	33,336		$ -
Aug	-		$ -
Sept	-		$ -
Total	$ 3,333,606	$ 3,370,521	$ 70,251
Cumulative Forecast	$ 3,300,270		
Actual to Forecast	$ 70,251	2.08%	



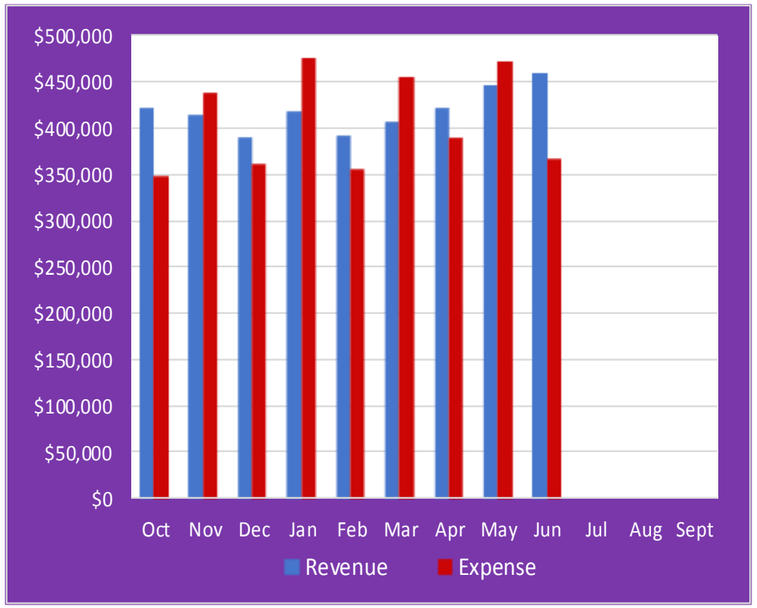
POSITIVE

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 forecast was based on FY17 actuals. Through the month of June actual has exceeded the budget by 2%.

OVERALL FUND PERFORMANCE

WATER/WASTEWATER FUND REVENUES VS EXPENSES

Month	FY2018 Revenue	FY2018 Expense	Monthly Variance
Oct	$ 419,499	$ 345,905	$ 73,594
Nov	411,848	435,971	$ (24,123)
Dec	388,292	359,304	$ 28,988
Jan	416,118	473,510	$ (57,392)
Feb	389,783	355,072	$ 34,711
Mar	404,673	453,275	$ (48,602)
Apr	418,727	387,712	$ 31,015
May	443,875	469,069	$ (25,194)
Jun	457,532	366,153	$ 91,379
Jul			$ -
Aug			$ -
Sept			$ -
Total	$ 3,750,347	$ 3,645,971	$ 104,376
Cumulative Forecast	$ 3,739,757	$ 4,568,424	$ (828,667)
Actual to Forecast $	$ 10,590	$ 922,453	$ 933,043
Actual to Forecast %	0.28%	20.19%	



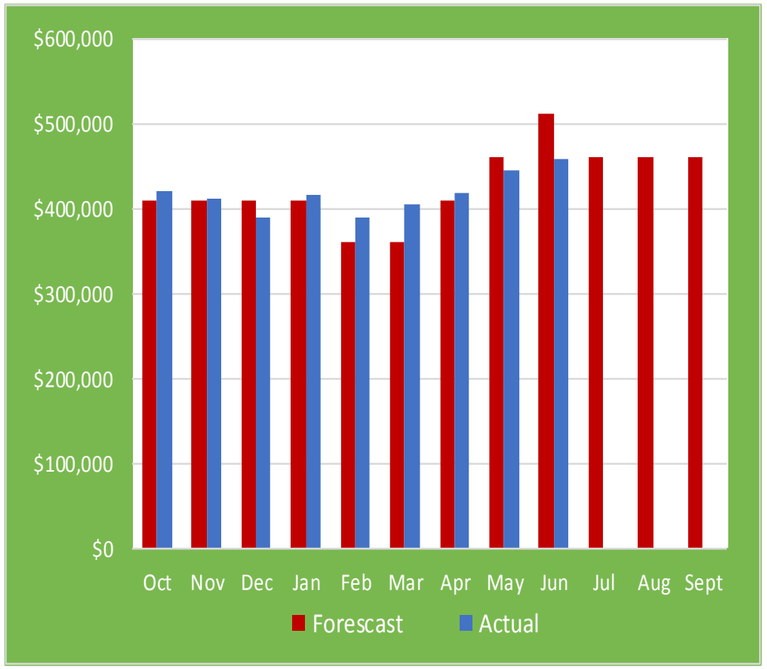
POSITIVE

Water and wastewater fund is 20% net positive. There are salary savings and capital projects that have not been expensed.

REVENUE ANALYSIS

WATER/WASTEWATER REVENUE

Month	FY2018 Forecast	FY2018 Actual	Monthly Variance
Oct	$ 409,891	$ 419,499	$ 9,608
Nov	409,891	411,848	$ 1,957
Dec	409,891	388,292	$ (21,599)
Jan	409,891	416,118	$ 6,227
Feb	359,155	389,783	$ 30,628
Mar	359,155	404,673	$ 45,518
Apr	409,891	418,727	$ 8,836
May	460,628	443,875	$ (16,753)
Jun	511,364	457,532	$ (53,832)
Jul	460,628		$ -
Aug	460,628		$ -
Sept	460,628		$ -
Total	$ 5,121,641	$ 3,750,347	$ 10,590
Cumulative Forecast	$ 3,739,757		
Actual to Forecast	$ 10,590	0.28%	



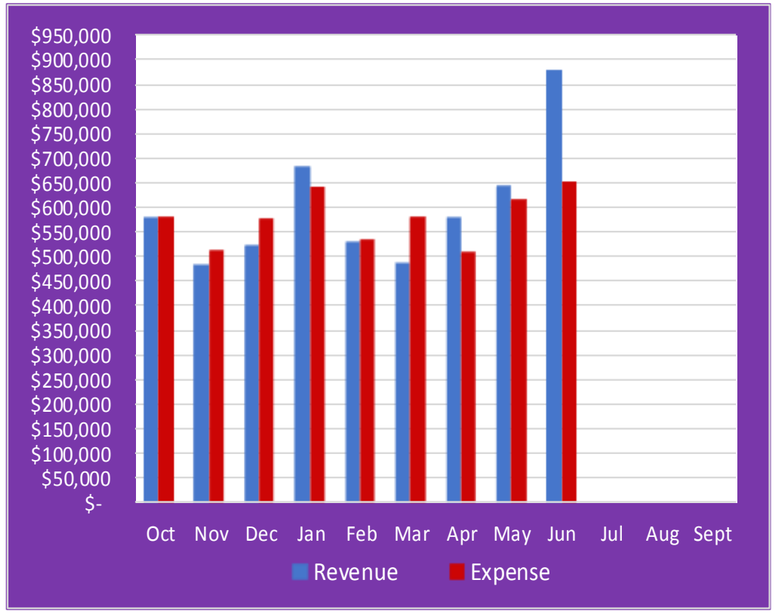
POSITIVE

The water and wastewater actual revenue is just slightly higher than forecast. There were 10 new meters set this month (1-Comm and 9-Resid).

OVERALL FUND PERFORMANCE

ELECTRIC FUND REVENUES VS EXPENSES

Month	FY2018 Revenue	FY2018 Expense	Monthly Variance
Oct	$ 575,828	$ 575,543	$ 285
Nov	482,650	509,673	$ (27,023)
Dec	519,759	574,941	$ (55,182)
Jan	678,275	638,368	$ 39,907
Feb	526,302	530,494	$ (4,192)
Mar	483,323	576,608	$ (93,285)
Apr	576,949	505,452	$ 71,497
May	641,790	611,171	$ 30,619
Jun	874,691	647,934	$ 226,757
Jul			$ -
Aug			$ -
Sept			$ -
Total	$ 5,359,567	$ 5,170,184	$ 189,383
Cumulative Forecast	$ 5,085,073	$ 5,654,896	$ (569,823)
Actual to Forecast $	$ 274,494	$ 484,712	$ 759,206
Actual to Forecast %	5.40%	8.57%	13.97%



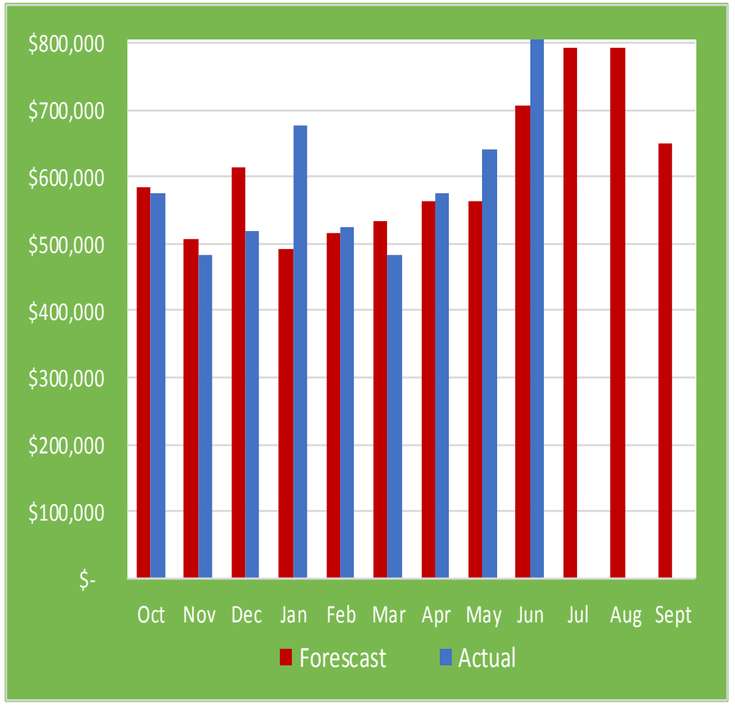
POSITIVE

The Electric utility fund is 14% net position. This fund has capital improvement projects budgeted that have not had actual expenses produced yet.

REVENUE ANALYSIS

ELECTRIC FUND REVENUE

Month	FY2018 Forecast	FY2018 Actual	Monthly Variance
Oct	$ 585,682	$ 575,828	$ (9,854)
Nov	506,618	482,650	$ (23,968)
Dec	614,433	519,759	$ (94,674)
Jan	492,242	678,275	$ 186,033
Feb	514,618	526,302	$ 11,684
Mar	535,368	483,323	$ (52,045)
Apr	564,119	576,949	$ 12,830
May	564,119	641,790	$ 77,671
Jun	707,873	874,691	$ 166,818
Jul	794,126		$ -
Aug	794,126		$ -
Sept	650,372		$ -
Total	$ 7,323,696	$ 5,359,567	$ 274,495
Cumulative Forecast	$ 5,085,072		
Actual to Forecast	$ 274,495	5.40%	



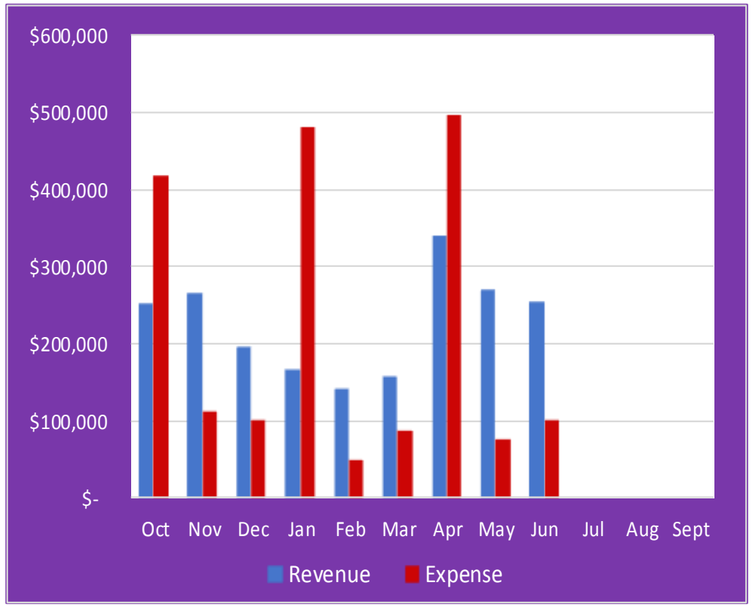
POSITIVE

The Electric utility revenue is almost 5.5% above forecasted revenue. There were no new meter sets this month.

OVERALL FUND PERFORMANCE

HOTEL OCCUPANCY TAX FUND REVENUES VS EXPENSES

Month	FY2018 Revenue	FY2018 Expense	Monthly Variance
Oct	$ 250,340	$ 416,596	$ (166,256)
Nov	263,130	110,633	$ 152,497
Dec	195,275	100,993	$ 94,282
Jan	165,533	478,487	$ (312,954)
Feb	140,248	48,335	$ 91,913
Mar	156,724	87,049	$ 69,675
Apr	336,568	494,443	$ (157,875)
May	268,359	74,537	$ 193,822
Jun	251,995	100,357	$ 151,638
Jul			$ -
Aug			$ -
Sept			$ -
Total	$ 2,028,172	$ 1,911,430	$ 116,742
Cumulative Forecast	$ 2,021,066	$ 2,323,864	$ (302,798)
Actual to Forecast $	$ 7,106	$ 412,434	$ 419,540
Actual to Forecast %	0.35%	17.75%	18.10%



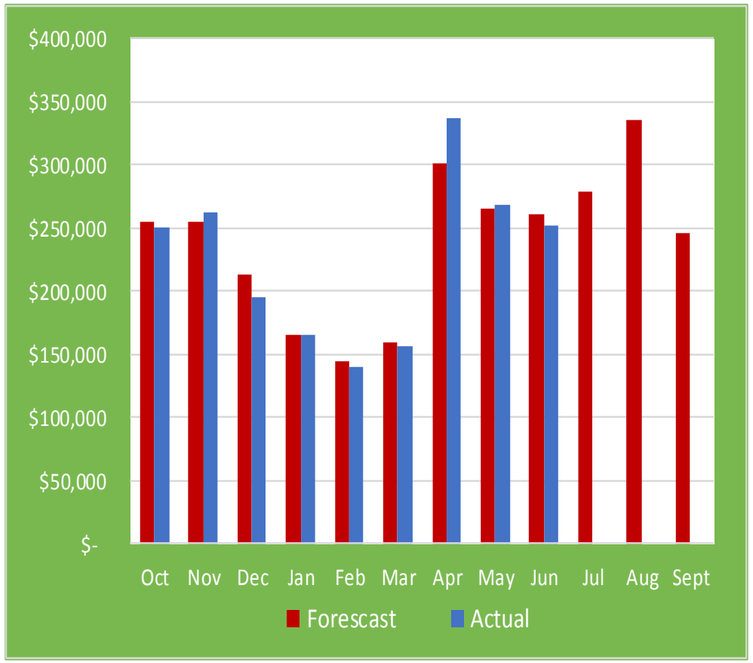
POSITIVE

The Hotel Occupancy Tax fund is overall in a positive position at a 18% net positive. The revenue is ~.5% higher than forecasted and the expenses are 18% lower than forecasted. Visit Bastrop is paid on a quarterly basis.

REVENUE ANALYSIS

HOTEL OCCUPANCY TAX REVENUE

Month	FY2018 Forecast	FY2018 Actual	Monthly Variance
Oct	$ 255,390	$ 250,340	$ (5,050)
Nov	255,196	263,130	$ 7,934
Dec	213,377	195,275	$ (18,102)
Jan	164,985	165,444	$ 459
Feb	145,030	140,248	$ (4,782)
Mar	158,970	156,814	$ (2,156)
Apr	301,938	336,568	$ 34,630
May	265,141	268,359	$ 3,218
Jun	261,039	251,995	$ (9,044)
Jul	279,344		$ -
Aug	336,103		$ -
Sept	245,488		$ -
Total	$ 2,882,001	$ 2,028,173	$ 7,107
Cumulative Forecast	$ 2,021,066		
Actual to Forecast %	$ 7,107	0.4%	



POSITIVE

We budgeted revenue flat from FY17 to FY18 and in FY17 we were short reaching our budget. We were hopeful that we would be able to meet this budget amount in FY18 with increased tourism promotion. So far YTD we are breakeven forecast to actual. ***The Hotel Tax revenue YTD is $52,000 more than same time last year.***

Legal fees by Attorney/Category

FIRM	CASE	FY15-16	FY16-17	FY17-18
BUNDREN				
	Pine Forest Interlocal	$ 700,800	$ 83,620	$ 24,429
	Vandiver	$ 79,951	$ 2,343	$ -
	Aqua CCN	$ 21,735	$ 12,898	$ -
	Red Light Camera Suit	$ 60,279	$ -	$ -
TERRELL LAW FIRM				
	Water permit	$ 482,815	$ 37,630	$ 135
DAVID BRAGG, P.C.				
	General legal	$ 8,603	$ 48,215	$ -
	Vandiver	$ -	$ 9,640	$ -
	Water Permit	$ -	$ 3,120	$ -
	Pine Forest Interlocal		$ 3,560	$ -
BOJORQUEZ LAW FIRM				
	General legal	$ -	$ 3,299	$ 133,188
	Vandiver	$ -	$ 4,546	$ 4,393
	Pine Forest Interlocal	$ -	$ -	$ 9,891
	Prosecutor	$ -	$ -	$ 15,077
	Water/Wastewater	$ -	$ -	$ 15,412
MULTIPLE FIRMS				
	XS Ranch Bankruptcy		$ 7,415	$ 11,770
RUSSEL RODRIGUEZ HYDE				
	XS Ranch Bankruptcy		$ 7,607	$ 21,717
	Hunters Crossing PID		$ 17,927	$ 35,264
TAYLOR, OLSON, ADKINS, SRALLA & ELAM, LLP				
	Red Light Camera Suit	$ 1,246	$ 443	$ 1,617
	Total Legal	$ 1,355,428	$ 242,263	$ 272,893

Summary by Case/Type

Row Labels	SUM FY15-16	SUM FY16-17	SUM FY17-18
Aqua CCN	$ 21,735	$ 12,898	$ -
General legal	$ 8,603	$ 51,514	$ 133,188
Hunters Crossing PID		$ 17,927	$ 35,264
Pine Forest Interlocal	$ 700,800	$ 87,180	$ 34,320
Prosecutor	$ -	$ -	$ 15,077
Red Light Camera Suit	$ 61,525	$ 443	$ 1,617
Vandiver	$ 79,951	$ 16,529	$ 4,393
Water permit	$ 482,815	$ 40,750	$ 135
Water/Wastewater	$ -	$ -	$ 15,412
XS Ranch Bankruptcy		$ 15,022	$ 33,487
Grand Total	**$ 1,355,428**	**$ 242,263**	**$ 272,893**

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 6C

TITLE:
Receive presentation on the Quarterly Investment Report for the period ending June 30, 2018.

STAFF REPRESENTATIVE:
Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:
The Chief Financial Officer has been slow diversifying the funds available for investment to increase the rate of return we have seen in the past while safekeeping our principle. As you can see from this report, we have expanded our Certificates of Deposits, and purchased some agency funds, which are yielding a better rate of return than the investment pools.

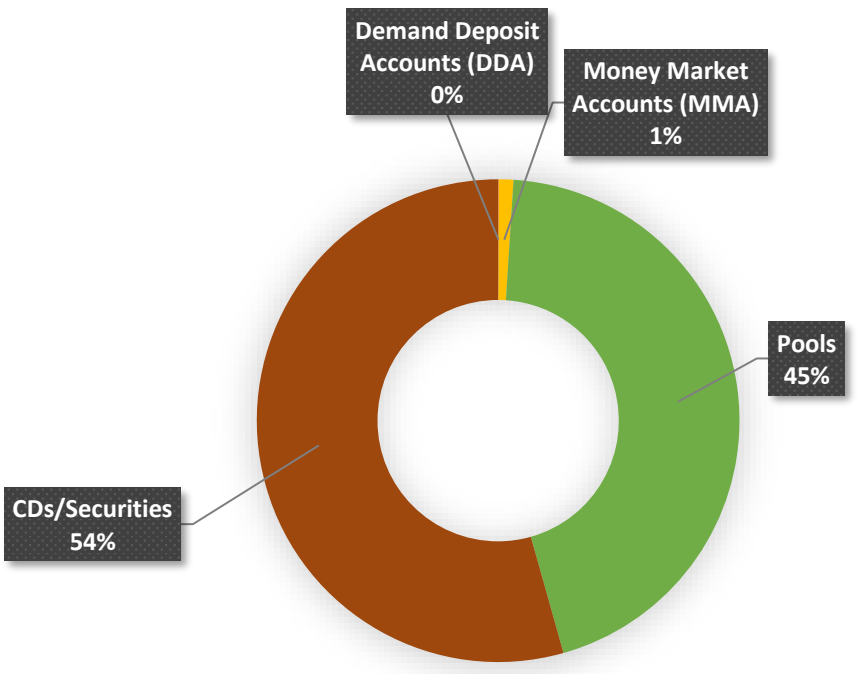
POLICY EXPLANATION:
This reporting requirement is set forth by the Public Funds Investment Act, Texas Government Code, Chapter 2256 and is also a requirement of the City of Bastrop Financial Management Policies, Chapter VIII. ASSET MANAGEMENT, Section C. INVESTMENT PERFORMANCE, as adopted by Resolution R2017-75 on September 26, 2017.

FUNDING SOURCE:
NA

ATTACHMENTS:
- Quarterly Investment Report for the period ending June 30, 2018.

City of Bastrop
Quarterly Investment Report
Portfolio Summary
period ending June 30, 2018

Investments Description	June 30, 2018 Book Value	June 30, 2018 Market Value	March 31, 2018 Book Value	March 31, 2018 Market Value	QTD Interest Earned	YTD Interest Earned	Weighted Average Maturity
Demand Deposit Accounts (DDA)	$ 404,079	$ 404,079	$ 12,550	$ 12,550	$ 4,940	$ 10,569	0.00
Money Market Accounts (MMA)	$ 295,218	$ 295,218	$ 265,679	$ 265,679	$ 738	$ 2,257	0.01
Pools	$ 11,985,408	$ 11,985,408	$ 12,177,086	$ 12,177,086	$ 53,530	$ 127,317	0.45
CDs/Securities	$ 14,732,835	$ 14,651,122	$ 14,836,835	$ 12,958,204	$ 54,816	$ 132,428	4.25
Total Investments	**$ 27,417,539**	**$ 27,335,827**	**$ 27,292,150**	**$ 25,413,519**	**$ 114,022**	**$ 272,571**	**4.70**



The investment portfolio of the City of Bastrop is in compliance with the Public Investment Act and the Investment Policy and Strategies.

Prepared by:

Tracy Waldron

Tracy Waldron, Chief Financial Officer

City of Bastrop
Detail of Investment Holdings
period ending June 30, 2018

Type	BANK/ BROKER	CUSIP #/ Account #	YIELD	MATURITY DATE	March 31, 2018 Market Value	Purchase/ Adjustments	Sales/Adjust/ Call/Maturity	June 30, 2018 Book Value	June 30, 2018 Market Value
DDA	FNB-Pooled Cash				$ 9,831			$ 404,079	$ 404,079
MMA	FNB-Escrow Acct				$ 250,589			$ 250,734	$ 250,734
MMA	FNC-Dreyfus				$ 7,530			$ 21,457	$ 21,457
MMA	MBS-MM Acct				$ 7,560			$ 23,027	$ 23,027
Pools	Texpool				$ 728,963			$ 1,735,241	$ 1,735,241
Pools	Texas Class				$ 8,144,068			$ 7,757,057	$ 7,757,057
Pools	Texas Term				$ 3,304,055			$ 2,493,110	$ 2,493,110
Security	FHLMC	3134GATV6	1.73%	10/28/2019	$ 746,370			$ 748,797	$ 746,310
Security	FHLMC	3134GALS1	1.51%	09/12/2019	$ 492,500			$ 498,122	$ 493,415
Security	FHLMC	3134GATH7	1.43%	04/28/2020	$ 491,415			$ 499,486	$ 491,455
Security	FHLMC	3130ACHA5	1.75%	09/28/2020	$ 494,535			$ 499,625	$ 493,400
Security	FHLMC	3134GBG55	1.93%	09/29/2020	$ 245,157			$ 248,980	$ 244,700
Security	Intern Bk	45905UQ23	2.00%	10/30/2020	$ 512,242			$ 520,488	$ 510,037
Security	FHLMC	3134GSGA7	2.58%	02/24/2021	$ 509,939			$ 510,220	$ 507,919
CD	FNC	PER200CW7	1.05%	05/04/2018	$ 199,932		$ 200,000	$ -	$ -
CD	FNC	465076JH1	1.05%	05/04/2018	$ 244,922		$ 245,000	$ -	$ -
CD	FNC	02006LA78	1.00%	05/07/2018	$ 244,880		$ 245,000	$ -	$ -
CD	FNC	46176PFA8	1.00%	05/04/2018	$ 244,922		$ 245,000	$ -	$ -
CD	FNC	981571CD2	1.10%	05/04/2018	$ 199,938		$ 200,000	$ -	$ -
CD	FNC	57116ALT3	1.00%	05/07/2018	$ 244,914		$ 245,000	$ -	$ -
CD	FNC	845182AM6	1.00%	05/07/2018	$ 244,914		$ 245,000	$ -	$ -
CD	FNC	29266N2A4	0.95%	05/07/2018	$ 244,868		$ 245,000	$ -	$ -
CD	FNC	59013JNX3	1.00%	05/10/2018	$ 244,904		$ 245,000	$ -	$ -
CD	FNC	49306SWN2	1.00%	05/11/2018	$ 244,902		$ 245,000	$ -	$ -
CD	FNC	140420ZA1	1.00%	05/11/2018	$ 244,902		$ 245,000	$ -	$ -
CD	FNC	05581WGE9	1.05%	05/25/2018	$ 244,814		$ 245,000	$ -	$ -
CD	FNC	466682AF8	0.90%	05/29/2018	$ 244,799		$ 245,000	$ -	$ -
CD	FNC	74316VEN1	0.90%	05/31/2018	$ 244,787		$ 245,000	$ -	$ -
CD	FNC	69413CES4	0.90%	05/31/2018	$ 244,792		$ 245,000	$ -	$ -
CD	FNC	307660KA7	0.90%	06/04/2018	$ 244,770		$ 245,000	$ -	$ -
CD	FNC	254672F86	1.00%	08/17/2018	$ 244,319			$ 245,000	$ 244,694
CD	FNC	066519CA5	1.00%	08/27/2018	$ 244,194			$ 245,000	$ 244,603
CD	FNC	06425KBR9	1.00%	09/14/2018	$ 29,889			$ 30,000	$ 29,937
CD	FNC	05580AFE9	1.10%	09/17/2018	$ 246,024			$ 247,000	$ 246,434
CD	FNC	084601GN7	1.25%	11/29/2018	$ 246,968			$ 248,000	$ 247,139
CD	FNC	29976DX62	1.25%	11/30/2018	$ 246,961			$ 248,000	$ 247,132
CD	FNC	58403B5P7	1.40%	12/13/2018	$ 248,126			$ 249,000	$ 248,218
CD	FNC	68621KAJ0	1.50%	03/18/2019	$ 246,676			$ 248,000	$ 246,656
CD	FNC	508176CH5	1.60%	03/22/2019	$ 247,889			$ 249,000	$ 247,802
CD	Frontier	501272	0.95%	05/25/2018	$ 248,522			$ 249,117	$ 249,117
CD	FNB	74957	0.80%	06/27/2018	$ 130,000		$ 130,000	$ -	$ -
CD	MBS	049060BE5	1.40%	01/14/2019	$ 247,922			$ 249,000	$ 247,999
CD	FNC	02587DM88	1.65%	04/05/2019	$ 243,937			$ 245,000	$ 243,817
CD	FNC	02587CEH9	1.55%	05/03/2019	$ 246,448			$ 248,000	$ 246,403
CD	FNC	39260NCF7	2.10%	05/07/2019	$ -	$ 245,000		$ 245,000	$ 244,544
CD	MBS	71270QQW9	1.60%	05/10/2019	$ 246,572			$ 248,000	$ 246,457
CD	FNC	48126XW35	1.50%	05/17/2019	$ 247,235			$ 249,000	$ 247,190
CD	FNC	949763HU3	1.65%	06/21/2019	$ 247,404			$ 249,000	$ 247,262
CD	FNC	856285BZ3	1.70%	06/24/2019	$ 245,545			$ 247,000	$ 245,367
CD	FNC	06740KKN6	1.65%	07/26/2019	$ 55,581			$ 56,000	$ 55,549
CD	FNC	33715LAK6	1.75%	06/17/2019	$ 247,733			$ 249,000	$ 247,531
CD	FNC	066438CN0	2.20%	08/09/2019	$ -	$ 245,000		$ 245,000	$ 244,383
CD	FNC	06740KKW6	1.70%	09/27/2019	$ 189,298			$ 191,000	$ 189,157
CD	FNC	55266CWX0	1.70%	09/27/2019	$ 58,475			$ 59,000	$ 58,431
CD	FNC	14042RKA8	1.75%	11/08/2019	$ 244,631			$ 247,000	$ 244,402
CD	FNC	95536KAC2	2.35%	11/08/2019	$ -	$ 245,000		$ 245,000	$ 244,378
CD	FNC	90421MCB7	2.35%	11/12/2019	$ -	$ 245,000		$ 245,000	$ 244,363
CD	FNC	90352RAA3	1.80%	11/18/2019	$ 244,737			$ 247,000	$ 244,478
CD	FNC	45673KAM8	1.75%	05/21/2019	$ 247,904			$ 249,000	$ 247,708
CD	MBS	474067AG0	1.90%	11/22/2019	$ 245,098			$ 247,000	$ 244,782
CD	FNC	61747MG47	2.20%	01/21/2020	$ 245,884			$ 247,000	$ 245,404
CD	FNC	27002YDN3	2.40%	03/16/2020	$ 244,412			$ 245,000	$ 243,817

City of Bastrop
Detail of Investment Holdings
period ending June 30, 2018

Type	BANK/ BROKER	CUSIP #/ Account #	YIELD	MATURITY DATE	March 31, 2018 Market Value	Purchase/ Adjustments	Sales/Adjust/ Call/Maturity	June 30, 2018 Book Value	June 30, 2018 Market Value
CD	FNC	38148PZR1	2.50%	03/23/2020	$ 244,836			$ 245,000	$ 244,182
CD	FNC	32021SEU6	2.40%	03/23/2020	$ 244,363			$ 245,000	$ 243,768
CD	FNC	101120DX8	2.40%	03/23/2020	$ 150,607			$ 151,000	$ 150,242
CD	FNC	92937CGZ5	2.40%	03/23/2020	$ 244,363			$ 245,000	$ 243,768
CD	FNC	947547JX4	2.45%	03/30/2020	$ 244,539			$ 245,000	$ 243,917
CD	FNC	066851WA0	2.50%	03/30/2020	$ 189,829			$ 190,000	$ 189,322
CD	FNC	465076KG1	2.70%	05/04/2020		$ 246,000		$ 246,000	$ 245,791
CD	FNC	PER200EA3	2.70%	05/04/2020		$ 200,000		$ 200,000	$ 200,000
CD	FNC	90521AQW1	2.20%	05/16/2019		$ 245,000		$ 245,000	$ 244,708
CD	FNC	88224PKK4	2.20%	05/16/2019		$ 245,000		$ 245,000	$ 244,708
CD	FNC	23204HFR4	2.40%	11/25/2019		$ 245,000		$ 245,000	$ 244,463
CD	FNC	149159MP7	2.40%	09/05/2019		$ 249,000		$ 249,000	$ 248,821
CD	FNC	61760ALP2	2.75%	06/01/2020		$ 246,000		$ 246,000	$ 245,862
CD	FNC	46176PHV0	2.75%	06/01/2020		$ 246,000		$ 246,000	$ 245,862
CD	FNC	87165FVG6	2.65%	05/04/2020		$ 246,000		$ 246,000	$ 245,570
CD	FNC	033537AK7	2.60%	05/08/2020		$ 213,000		$ 213,000	$ 212,419
CD	FNC	05581WXZ3	2.80%	06/01/2020		$ 246,000		$ 246,000	$ 246,093
CD	FNC	91435LAN7	2.85%	06/19/2020		$ 249,000		$ 249,000	$ 249,236
		TOTAL			$ 27,219,633	$ 3,856,000	$ 3,960,000	$ 27,417,539	$ 27,335,827

DATES: 4/01/2018- 6/30/2018

		BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE	AVERAGE DAILY BALANCE
WATER/WASTEWATER FUND						
202-00-00-1010	XS RANCH WELL MI	250,588.67	145.26	0.00	250,733.93	250,636.11
	FUND 202 TOTAL	250,588.67	145.26	0.00	250,733.93	250,636.11
FAIRVIEW CEMETERY-PERMAN						
526-00-00-1142	CERT OF DEPOSIT-	249,116.81	0.00	0.00	249,116.81	249,116.81
526-00-00-1148	CD - FNB	130,000.00	0.00	130,000.00CR	0.00	124,285.71
	FUND 526 TOTAL	379,116.81	0.00	130,000.00CR	249,116.81	373,402.52
2013 COMB REV/TAX BOND						
724-00-00-1100	TEXAS TERM	1,424,051.90	6,309.42	95,690.51CR	1,334,670.81	1,394,617.59
	FUND 724 TOTAL	1,424,051.90	6,309.42	95,690.51CR	1,334,670.81	1,394,617.59
CO 2014 SERIES						
725-00-00-1100	TEXAS TERM	1,880,003.12	5,804.72	727,368.51CR	1,158,439.33	1,383,043.18
	FUND 725 TOTAL	1,880,003.12	5,804.72	727,368.51CR	1,158,439.33	1,383,043.18
POOLED CASH FUND						
991-00-00-1000	POOLED CASH ACCO	12,550.24	10,150,935.67	9,759,407.09CR	404,078.82	852,081.83
991-00-00-1100	TEX POOL	728,963.38	1,006,277.26	0.00	1,735,240.64	1,221,322.06
991-00-00-1105	TEXAS CLASS	8,144,068.18	1,743,901.55	2,130,912.57CR	7,757,057.16	7,049,144.61
991-00-00-1135	DREYFUS MM ACCT	7,530.27	3,624,941.05	3,611,014.79CR	21,456.53	67,116.84
991-00-00-1136	MULTI-BANK SECUR	7,560.11	15,467.31	0.00	23,027.42	16,339.11
991-00-00-1140	CERTIFICATE OF D	0.00	0.00	0.00	0.00	0.00
991-00-00-1141	CERTIFICATE OF D	10,188,000.00	3,856,000.00	3,830,000.00CR	10,214,000.00	10,141,956.04
991-00-00-1146	CERTIFICATES OF	744,000.00	0.00	0.00	744,000.00	744,000.00
991-00-00-1147	U.S. AGENCY	3,525,717.62	0.00	0.00	3,525,717.62	3,525,717.62
	FUND 991 TOTAL	23,358,389.80	20,397,522.84	19,331,334.45CR	24,424,578.19	23,617,678.11
	REPORT TOTALS	27,292,150.30	20,409,782.24	20,284,393.47CR	27,417,539.07	27,019,377.51

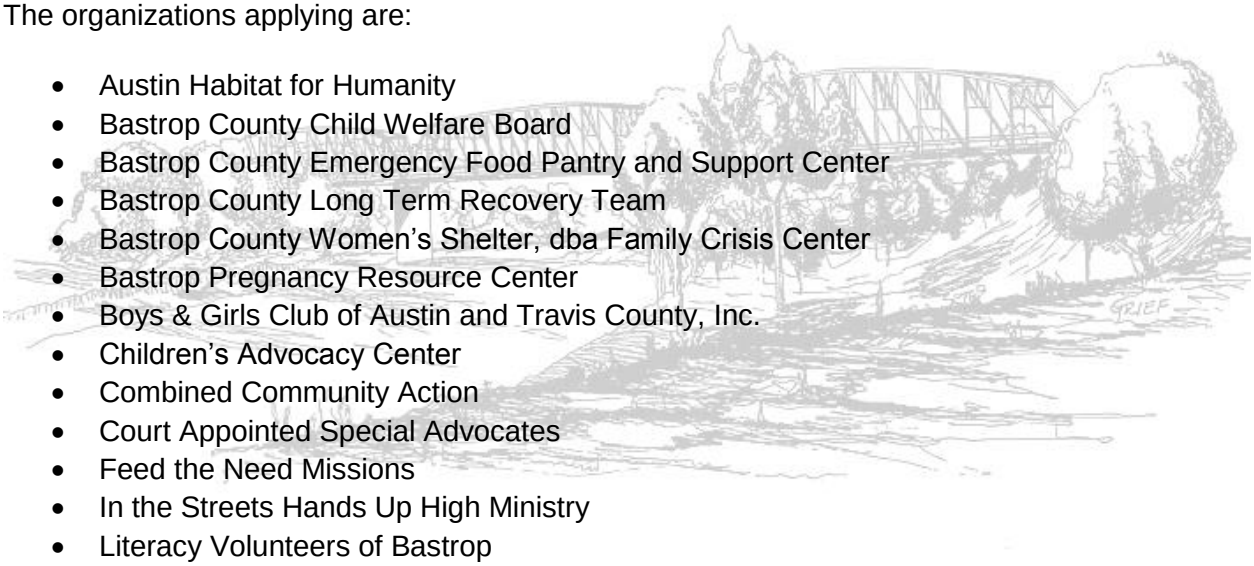
STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 6D

TITLE:
Presentation from Organizations applying for FY2019 Community Support Funding.

STAFF REPRESENTATIVE:
Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:
The organizations applying are:



- Austin Habitat for Humanity
- Bastrop County Child Welfare Board
- Bastrop County Emergency Food Pantry and Support Center
- Bastrop County Long Term Recovery Team
- Bastrop County Women's Shelter, dba Family Crisis Center
- Bastrop Pregnancy Resource Center
- Boys & Girls Club of Austin and Travis County, Inc.
- Children's Advocacy Center
- Combined Community Action
- Court Appointed Special Advocates
- Feed the Need Missions
- In the Streets Hands Up High Ministry
- Literacy Volunteers of Bastrop

POLICY EXPLANATION:
Organizations providing charitable services to the citizens of Bastrop, that could be provided by the City of Bastrop, are eligible to apply for Community Support funding.

FUNDING SOURCE:
Bastrop Power & Light Fund

RECOMMENDATION:
N/A

ATTACHMENTS:
- Applications

COMMUNITY SUPPORT APPLICATIONS RECIVED BY 6/29/18 DEADLINE

1. Austin Habitat for Humanity
2. Bastrop County Child Welfare Board
3. Bastrop County Emergency Food Pantry and Support Center
4. Bastrop County Long Term Recovery Team
5. Bastrop County Women's Shelter, dba Family Crisis Center
6. Bastrop Pregnancy Resource Center
7. Boys & Girls Club of Austin and Travis County, Inc.
8. Children's Advocacy Center
9. Combined Community Action
10. Court Appointed Special Advocates
11. Feed the Need Missions
12. In the Streets Hands Up High Ministry
13. Literacy Volunteers of Bastrop

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Austin Habitat for Humanity — June 28, 2018
Official Name of Organization — Date

500 W Ben White Blvd — Austin — TX — 78704
Address — City — State — Zip

Sherri Goodman, Director of Grants & Contracts — sgoodman@austinhabitat.org
Contact Person — E-mail

512-472-8788 x111 — 512-367-5712
Phone Number — Fax Number

74-2373217 — 73651401
Federal ID # — State ID #

RECEIVED
JUN 29 2018
CITY OF BASTROP
FINANCE DEPARTMENT

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$ 10,000.00
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

Austin Habitat for Humanity respectfully requests an investment of up to $10,000 in support of the 2019 Home Repair Program. The proposed funding will be used to complete critical home repairs for at least two (2) low-income homeowners in the City of Bastrop. These repairs will address deficiencies in structure, safety, accessibility, and/or livability. We focus our repairs on meeting the individual homeowners' needs while ensuring that the home remains a safe, secure, and affordable place to live for the extended future.

Describe the organization's purpose.

Through faith in action, Austin Habitat for Humanity brings people together to build homes, communities, and hope. We are dedicated to breaking the cycle of poverty through the provision and preservation of affordable homeownership. Our programs are designed to help low-income families create and sustain homeownership as a means to develop individual financial stability, strengthen families, and revitalize entire communities.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

In our 30-plus year history, Austin Habitat for Humanity has completed critical repairs on more than 310 homes and built 435 new homes, making it the largest provider of affordable homeownership opportunities to low-income residents in Central Texas. Austin Habitat founded the nation's first ReStore in 1992, which has diverted over 23 million pounds of waste from landfills. Austin Habitat was awarded the title "Affiliate of Distinction" by Habitat for Humanity International for success in innovation, community development, and financial sustainability from 2013 to 2017, the duration of the program. In a country of more than 1,300 Habitat affiliates, Austin Habitat was one of only 23 Affiliates of Distinction and one of only five affiliates to receive the award three consecutive times.

The Home Repair Program began in 2006, providing exterior painting and light repair work. Realizing the needs of our communities to go beyond light exterior work, it has evolved into a critical repair program. Two full-time staff members manage the delivery of this program, and we utilize both subcontractors and volunteers to complete the work. The team is led by our VP of Construction, who has more than 10 years of residential construction experience, including experience working with two Habitat for Humanity affiliates.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

N/A. Our last in-kind service from the City of Bastrop was the waiving of our permit fees for new construction of a Habitat home in June 2015.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

Since June 1, 2017, we have served one City of Bastrop family through our Affordable Homeownership Program, and we have identified a City of Bastrop resident to complete a critical repair by September 30, 2018. This client is still going through the approval process. In that same time we have served 10 families in Affordable Homeownership and 20 families in Home Repair. As such, 6% of our programs have been in service to Bastrop families.

Additionally since June 1, 2017, we have served one other family in Bastrop County through Affordable Homeownership and two other Bastrop County families through Home Repair.

PROGRAM SERVICES

Describe your program services.

The Home Repair Program provides critical home repairs to low-income homeowners at no-cost to help them remain in their homes. This allows us to preserve existing affordable housing stock instead of always needing to build it from the ground up.

To be eligible for the Home Repair Program, applicants must own and occupy their own homes, must earn less than 60% of the Median Family Income, and must be unable to complete the home repairs on their own. In addition, applicants must be willing to partner with Austin Habitat by participating in all aspects of the project's process, including performing repairs to the best of their abilities. After a home assessment is done, Austin Habitat prioritizes emergency and accessibility repairs, including installing smoke detectors, making accessibility modifications (installing ADA ramps, grab bars, and hand rails), replacing doors and windows, patching or replacing roofs, restoring structural integrity to the house, and replacing electrical and mechanical systems. As many repairs as possible are completed with the help of volunteer labor, while skilled repair projects are completed by qualified subcontractors. All Home Repair clients are also made aware of Austin Habitat's free foreclosure prevention and housing counseling classes, which are available to them as well.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

City of Bastrop funds will be applied to the purchase of materials to complete 2 home repair projects for low-income homeowners in Bastrop. We will spend $5,000 of the funding on each home. We will leverage other sources of support as much as possible, including in-kind donations, volunteer labor, and additional funding, to maximize our impact. Each client is extended to receive up to $15,000 worth of repairs due to our leveraged resources.

How will the program services benefit the community?

The Home Repair Program works to keep low-income homeowners in safe, familiar, and sustainable surroundings. This contributes to neighborhood revitalization by breaking the cycle of poverty housing; preserving beautiful and historic neighborhoods; restoring safety within homes; and inspiring homeowners and volunteers. Many of our clients are elderly and/or disabled, and this program is often the difference between staying in their chosen homes and communities and transitioning to unwanted and unaffordable nursing homes and assisted living facilities.

The program is considered successful when the repairs completed allow existing low-income homeowners to continue living in their homes under better conditions. These repairs improve the comfort, safety, accessibility, energy efficiency, and affordability for our clients. Following the completion of repairs, Home Repair Program staff complete a home walk-through with clients to ensure they understand what repairs took place and are satisfied with the repairs.

In addition to the benefits on the clients, this program also benefits the community by preserving the existing affordable housing stock.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

With the proposed funding, we anticipate serving 2 families or approximately 4 people. This translates as less than 1% of the current population, but by preserving Bastrop's existing affordable housing stock, this funding will benefit Bastrop citizens for generations to come.

In 2012, Austin Habitat made a commitment to expanding our service area to include Bastrop County. Including City of Bastrop repairs, Austin Habitat has completed seven home repair projects within Bastrop County since 2015. We are slated to complete another critical home repair project in the City of Bastrop by September 30, 2018. We have built six affordable homes in Bastrop County since 2016, three within the Bastrop city limits. Bastrop-area residents are becoming increasingly aware of our presence in their communities - we are receiving 15-20 inquiries to our Home Repair program from Bastrop County residents each month, many within the city limits of Bastrop. Keeping our commitment to serve our rural communities, Austin Habitat leverages your investment to complete more affordable housing projects in Bastrop. Austin Habitat respectfully requests up to a $10,000 investment from the City of Bastrop to allow us to complete 2 more home repairs within the city limits in 2019 in order to meet demand.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Almost 200,000 adults age 65 years and older live in the 5-county Central Texas area (Bastrop, Caldwell, Hays, Travis, Williamson Counties) and make up nearly 10% of the total Central Texas population. This number is expected to increase to more than half a million by 2040, which will comprise nearly one-fifth of the Central Texas population (Texas State Data Center 2014). Of the five county area, Bastrop County has the highest percentage (13.4%) of older adult residents in their population. This population group is more likely to have fixed incomes and higher medical bills, which often leads to being economically disadvantaged. One quarter of all older adults living in Central Texas have incomes at or below 200% of the poverty threshold and likely experience some level of economic hardship (US Census Bureau 2015). For older adults remaining in an existing home, repairs or modifications (installation of grab bars, handrails, etc) can help create a safer living environment. For seniors with low-incomes, the inability to finance home repairs can be a significant challenge that threatens their safety and well-being.

To our knowledge, there are no other organizations providing critical home repairs in the City of Bastrop, as we have previously looked for organizations to which we could refer people who called us from Bastrop looking for assistance, but we would happily engage in a partnership to maximize our impact. Austin Habitat is an active member of the Bastrop Community Support Partners Facebook Group created by the City Manager and attends each quarterly meeting to look for potential partnerships in Bastrop.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

Austin Habitat maintains information on all of the individuals and families we serve. City of Bastrop residents will be easily identifiable in our database based on client addresses.

How will you evaluate if you were effective?

The first step in this process is to involve the homeowner and make sure that we are meeting their needs with the service that we provide. This feedback is taken into consideration when planning and executing home repairs for other clients. Additionally, all of our repairs come with a one-year warranty that allows us to ensure lasting results and high-quality work.

In 2016, as part of the Austin Housing Repair Coalition, Austin Habitat for Humanity integrated a national framework called the Green and Healthy Homes Initiative (www.greenandhealthyhomes.org) into our existing Home Repair program. This initiative allows us to provide more comprehensive home repairs focusing on 8 key elements of a green and healthy home. Our Home Repair program evaluation processes have recently been redesigned to incorporate this framework and include both qualitative and quantitative data. We fully implemented this new evaluation process in 2017, which includes conducting a pre- and post- survey with every Home Repair Program to evaluate the program's impact.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

Austin Habitat is a founding and active member of the Austin Housing Repair Coalition (AHRC). We participate in city-wide evaluations that help us understand the impact of home repairs both on the family and the home. In 2012, AHRC released a report detailing the outcomes of the repairs. These outcomes included a 66% increase in respondents that felt safe in their homes and 67% of respondents with breathing/asthma issues before the repairs reporting improved breathing ability. 40% of the respondents reported an improved financial situation after the repairs, due to reduced utility bills, maintenance costs, and medical expenses.
In Austin Habitat's pre-survey conducted with a Bastrop client in early 2017, the client disagreed with the statements "I feel safe in my home in its present condition" and "I can safely have children visit or stay in my home in its present condition." With the help of City of Bastrop's investment, Austin Habitat replaced the deteriorated roofing and fascia, fixed electrical circuit to the dryer, made modifications to the tub/shower, installed a hood vent and exhaust fan, among other improvements. After Austin Habitat completed the critical repairs, the client strongly agreed with all the statements in the survey and said the repairs made her home warmer and safer.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Phyllis Snodgrass
Digitally signed by Phyllis Snodgrass
DN: cn=Phyllis Snodgrass, o=Austin Habitat for Humanity, ou, email=psnodgrass@ahfh.org, c=US
Date: 2018.06.28 12:56:32 -05'00'

Authorized Signature for the Applicant

6/28/2018
Date

Phyllis Snodgrass
Name Printed or Typed

Chief Executive Officer
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

Austin Habitat for Humanity®

We build **strong**, **stable** and **self-reliant** communities

June 28, 2018

City of Bastrop
Finance Department
PO Box 427
1311 Chestnut Street
Bastrop, TX 78602

RECEIVED
6-29-18

Re: 2019 Community Support Application

To the City of Bastrop,

Enclosed please find the application and supporting documents for the FY 2019 Community Support funding.

Austin Habitat for Humanity is proud to be serving Bastrop residents with our comprehensive affordable homeownership services. We would be grateful to partner with you again in the delivery of our critical Home Repair Program for low-income residents, especially seniors and people with disabilities.

Our partnership over the past four years is an integral part of delivering critical home repair projects to City of Bastrop residents. Austin Habitat is looking forward to continue serving vulnerable populations so they can safely age-in-place and remain living in their preferred community.

If you have any questions regarding this application or need any additional information, please do not hesitate to contact the Director of Grants & Contracts, Sherri Goodman, at sgoodman@austinhabitat.org or 512-472-8788 x111. Thank you for your time and consideration.

Sincerely,

Phyllis Snodgrass

Phyllis Snodgrass
Chief Executive Officer
Austin Habitat for Humanity

Board Members Curtis Page | Heather Ladage | Yvette Boatwright | Gaylon Boyd | Dilum Chandrasoma | Ken Corby | Kevin Cunningham | Chip Dart | John Doucet | Chris Engen | Michael Golden | Hugh Forrest | Dr. George Gau | Michael Golden | Jay Hartzell | Phil Hutchinson | Mark Masten | John Neff | David O'Neil | David Osborn | Estrella Posey | Ross Sabolcik | Valerie Salinas-Davis | Jeff Serra | Eric T. Smith | Anand Srinivasan | Sherine Thomas | Larry Smith | Joe Tracy | Dan Young

500 W Ben White Blvd, Austin, TX 78704
512-472-8788 | austinhabitat.org

Austin Habitat for Humanity®

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June 28, 2018

City of Bastrop
Finance Department
PO Box 427
1311 Chestnut Street
Bastrop, TX 78602

RECEIVED 6-29-18

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Enclosed please find the application and supporting documents for the FY 2019 Community Support funding.

Austin Habitat for Humanity is proud to be serving Bastrop residents with our comprehensive affordable homeownership services. We would be grateful to partner with you again in the delivery of our critical Home Repair Program for low-income residents, especially seniors and people with disabilities.

Our partnership over the past four years is an integral part of delivering critical home repair projects to City of Bastrop residents. Austin Habitat is looking forward to continue serving vulnerable populations so they can safely age-in-place and remain living in their preferred community.

If you have any questions regarding this application or need any additional information, please do not hesitate to contact the Director of Grants & Contracts, Sherri Goodman, at sgoodman@austinhabitat.org or 512-472-8788 x111. Thank you for your time and consideration.

Sincerely,

Phyllis Snodgrass

Phyllis Snodgrass
Chief Executive Officer
Austin Habitat for Humanity

Board Members Curtis Page | Heather Ladage | Yvette Boatwright | Gaylon Boyd | Dilum Chandrasoma | Ken Corby | Kevin Cunningham | Chip Dart | John Doucet | Chris Engen | Michael Golden | Hugh Forrest | Dr. George Gau | Michael Golden | Jay Hartzell | Phil Hutchinson | Mark Masten | John Neff | David O'Neil | David Osborn | Estrella Posey | Ross Sabolcik | Valerie Salinas-Davis | Jeff Serra | Eric T. Smith | Anand Srinivasan | Sherine Thomas | Larry Smith | Joe Tracy | Dan Young

500 W Ben White Blvd, Austin, TX 78704
512-472-8788 | austinhabitat.org

Austin Habitat For Humanity - All Companies
Income Statement
For the Twelve Months Ending Sunday, December 31, 2017

	December 2017			2016	YTD 2017			2016	Full Yr	YTD % to Annual
	December	Budget	Variance	December	***YTD***	YTD Budget	Variance	YTD	Budget	Budget
Revenues										
Contributions	***532,287***	409,774	122,513	673,020	***2,350,215***	2,599,698	-249,483	3,219,379	2,599,698	90.40%
Capital Campaign	***41,637***	83,334	-41,697	0	***583,599***	1,000,000	-416,401	0	1,000,000	58.36%
Special Events	***625***	0	625	6,000	***183,775***	150,000	33,775	220,938	150,000	122.52%
Affordable Housing Income	***7,675***	0	7,675	2,320	***125,580***	129,250	-3,670	47,290	129,250	97.16%
Gain on sale of real estate	***0***	0	0	0	***0***	0	0	1,152,412	0	0.00%
Gain (Loss) on asset disposal	***4,700***	0	4,700	-224	***7,200***	0	7,200	-224	0	0.00%
Inventory Adjustment inc/(dec)	***-5,824***	-5,000	-824	-34,117	***-27,097***	-30,000	2,903	-33,970	-30,000	90.32%
Net Investment Income	***7,120***	14,484	-7,364	2,830	***46,840***	42,808	4,032	48,934	42,808	109.42%
Shared Appreciation	***63,673***	0	63,673	0	***63,673***	0	63,673	0	0	0.00%
Sales - Donated	***158,895***	140,388	18,507	163,834	***1,910,325***	1,785,128	125,197	1,511,844	1,785,128	107.01%
Sales - Purchased	***159,327***	120,409	38,918	115,484	***1,961,275***	1,487,350	473,925	1,364,244	1,487,350	131.86%
Sales Discounts and Refunds	***-6,068***	-3,912	-2,156	-5,277	***-106,082***	-49,088	-56,994	-57,521	-49,088	216.11%
Credit Card Fees	***-5,023***	-5,219	197	-7,028	***-59,690***	-64,760	5,070	-58,389	-64,760	92.17%
Cost of Goods Sold	***-62,324***	-66,225	3,901	-55,829	***-819,934***	-818,043	-1,892	-736,707	-818,043	100.23%
Management Fee	***22,549***	22,549	0	19,257	***270,588***	270,588	0	231,078	270,588	100.00%
Rental Income	***2,000***	2,000	0	2,700	***31,520***	24,000	7,520	31,105	24,000	131.33%
Other Income	***4,429***	3,508	921	16,563	***101,882***	37,096	64,786	76,076	37,096	274.64%
In-Kind Donations	***4,546***	4,546	0	-798,000	***50,071***	55,004	-4,933	12,400	55,004	91.03%
Refunds	***0***	0	0	0	***0***	0	0	-163	0	0.00%
	930,225	***720,636***	***209,589***	***101,532***	***6,673,739***	***6,619,032***	***54,707***	***7,028,724***	***6,619,032***	***100.83%***
Expenses										
Personnel	***337,762***	296,801	40,961	294,300	***3,677,302***	3,617,559	59,743	3,155,521	3,617,559	101.65%
Professional Fees	***15,135***	11,044	4,091	23,646	***138,114***	162,240	-24,125	226,929	162,240	85.13%
Management Fee	***22,549***	22,549	0	19,257	***270,588***	270,588	0	231,078	270,588	100.00%
Occupancy Expenses	***58,743***	35,272	23,471	-12,974	***507,733***	414,573	93,161	393,247	414,573	122.47%
Warranty Work	***1,654***	138	1,516	-270	***4,489***	13,040	-8,551	5,041	13,040	34.43%
Tools & Equipment	***2,771***	833	1,938	2,963	***11,185***	10,000	1,185	9,351	10,000	111.85%
Communications & Fundraising	***28,114***	19,459	8,655	22,606	***221,069***	200,727	20,342	205,178	200,727	110.13%
Capital Campaign Expense	***7,000***	16,500	-9,500	0	***191,521***	198,000	-6,479	0	198,000	96.73%
Other Expense	***42,219***	45,585	-3,366	103,004	***468,438***	521,902	-53,464	562,743	521,902	89.76%
Depreciation & Amortization	***22,908***	17,334	5,574	59,300	***279,482***	216,814	62,668	276,550	216,814	128.90%
Interest Expense	***18,464***	19,068	-604	27,738	***241,808***	246,563	-4,755	249,308	246,563	98.07%
NMTC Transaction Fees	***4,161***	6,700	-2,539	3,328	***26,430***	26,800	-370	26,989	26,800	98.62%
Tithe to HFHI	***6,083***	2,804	3,279	2,083	***53,000***	63,720	-10,720	61,000	63,720	83.18%
	567,564	***494,087***	***73,477***	***544,982***	***6,091,161***	***5,962,525***	***128,637***	***5,402,935***	***5,962,525***	***102.16%***
Income from operations	***362,661***	***226,549***	***136,112***	***-443,450***	***582,577***	***656,507***	***-73,930***	***1,625,790***	***656,507***	***88.74%***
Restricted Contributions										
CHDO Contributions	***0***	0	0	0	***0***	0	0	455,502	0	0.00%
Caldwell Contributions	***750***	0	750	1,450	***23,718***	0	23,718	16,562	0	0.00%
UT Campus Contributions	***10***	0	10	0	***-642***	0	-642	5,334	0	0.00%
Total Restricted Contributions	***760***	***0***	***760***	***1,450***	***23,075***	***0***	***23,075***	***477,398***	***0***	***0.00%***
Home Sales & Mortgage Discounts										
Sales of Homes	***185,384***	0	185,384	0	***1,720,000***	2,000,000	-280,000	1,993,000	2,000,000	86.00%
In-Kind Contributions	***0***	0	0	2,140	***138,126***	69,270	68,856	143,753	69,270	199.40%
In-Kind Labor	***0***	0	0	825,073	***786,123***	502,805	283,319	1,491,438	502,805	156.35%
Cost of Homes Sold	***-203,934***	0	-203,934	0	***-2,017,577***	-1,751,692	-265,885	-2,415,028	-1,751,692	115.18%
Cost of Homes Sold - Land	***0***	0	0	0	***-300,762***	-362,571	61,809	-828,908	-362,571	82.95%
Discount on Mortgages	***-126,948***	-375,000	248,052	-289,648	***-126,948***	-375,000	248,052	-289,648	-375,000	33.85%
Mortgage Discount Amortization	***480,377***	409,542	70,835	402,989	***480,377***	409,542	70,835	402,989	409,542	117.30%
Net Income on sale of homes	***334,879***	***34,542***	***300,337***	***940,554***	***679,339***	***492,354***	***186,985***	***497,596***	***492,354***	***137.98%***
Net Income	***698,300***	***261,091***	***437,209***	***498,554***	***1,284,991***	***1,148,860***	***136,131***	***2,600,784***	***1,148,860***	***111.85%***

Austin Habitat For Humanity - All Companies
Balance Sheet
For the Twelve Months Ending Sunday, December 31, 2017

	December 2017	November 2017	October 2017
ASSETS			
Current Assets			
Cash	$1,259,633	$720,367	$831,729
Capital Campaign	167,882	167,882	182,094
Investments & Money Market	400,080	399,828	400,850
Accounts Receivable	173,000	196,559	240,906
Capital Campaign Pledges	497,535	570,339	570,939
Prepaid Expense and Other	248,189	274,606	174,858
Donated Inventory	155,000	155,000	155,000
Purchased Inventory	464,453	516,219	488,180
Construction in Progress	484,300	481,726	623,564
Notes Receivable - ST Portion	13,997	15,059	15,035
Net Mortgages Receivable - Current Portion	382,371	366,907	366,907
Total Current Assets	***4,246,440***	***3,864,491***	***4,050,060***
Fixed Assets			
Land for Affiliate Use	3,090,000	3,090,000	3,090,000
Property and Equipment	7,446,190	7,441,720	7,436,154
Less: Accumulated Depreciation	(943,637)	(923,024)	(902,191)
NMTC Other Assets - POB	387,924	387,924	387,924
Less: Accumulated Amortization	(104,081)	(102,587)	(101,094)
Total Fixed Assets	***9,876,396***	***9,894,034***	***9,910,794***
Other Assets			
Land Held for Development	3,500,621	3,127,495	2,978,077
Mortgage Receivable - LT Portion (net of Unamortized Discount)	8,893,793	9,055,948	9,161,166
NMTC Investment in Joint Venture	2,429,247	2,429,247	2,429,247
Notes Receivable - LT Portion	1,241,049	905,176	906,255
Forgiveable Notes Receivable	145,476	145,476	145,476
Total Other Assets	***16,210,186***	***15,663,342***	***15,620,221***
TOTAL ASSETS	***30,333,022***	***29,421,867***	***29,581,075***
LIABILITIES AND NET ASSETS			
Current Liabilities			
Accounts Payable	456,737	313,826	244,823
Accrued Expenses	178,110	169,339	135,384
Accrued Vacation Pay	60,845	54,013	54,013
Payroll Taxes Payable	877	(18,304)	14,780
Notes Payable (Mortgage Portfolio) ST	32,086	29,637	29,637
Debt / Notes Payable ST	156,985	156,501	156,002
Capital Lease Current Portion	33,251	33,168	33,085
Total Current Liabilities	***918,891***	***738,180***	***667,724***
Non-Current Liabilities			
Notes Payable (Mortgage Portfolio) LT	1,622,178	1,616,391	1,619,401
Debt / Notes Payable LT	4,813,793	4,826,515	4,838,678
Deferred Revenue	1,027,101	982,486	994,407
Escrow / Custodial Accounts	295,476	295,476	295,476
NMTC Deferred Revenue & Accr Interest POB	225,989	225,989	225,989
NMTC QLICI - POB	3,200,965	3,200,965	3,200,965
Capital Lease Long Term	256,670	262,206	265,008
Total Non-Current Liabilities	***11,442,172***	***11,410,028***	***11,439,924***
TOTAL LIABILITIES	**12,361,063**	**12,148,208**	**12,107,648**
Net Assets			
Unrestricted Assets	16,543,467	16,543,467	16,543,467
Restricted Assets	143,501	143,501	143,501
Current Net Income (Loss)	1,284,991	586,691	786,459
Total Net Assets	***17,971,959***	***17,273,659***	***17,473,426***
TOTAL LIABILITIES AND NET ASSETS	***30,333,022***	***29,421,867***	***29,581,075***

IRS Department of the Treasury
Internal Revenue Service

ATLANTA GA 39901-0001

In reply refer to: 0752639100
Mar. 10, 2016 LTR 4168C 0
74-2373217 000000 00
00017473
BODC: TE

AUSTIN HABITAT FOR HUMANITY INC
% PHYLLIS SNODGRASS
500 W BEN WHITE BLVD
AUSTIN TX 78704

029909

Employer ID Number: 74-2373217
Form 990 required: YES

Dear Taxpayer:

We issued you a determination letter in August 1985, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

City of Bastrop

2019 Community Support Funding Application

Attachments 2 & 4: Project Budget & Other Funding Sources

October 1, 2018 - September 30, 2019

Austin Habitat for Humanity
Expenses for 2 Critical Home Repair Projects

Funding Source	Building Materials & Labor	Permits & Fees	Admin Costs	Total
City of Bastrop 2019 CS	$10,000			$10,000
Other Fundraising/In-Kind*	$20,000			$20,000
Austin Habitat for Humanity		$150	$11,600	$11,750
	$30,000	$150	$11,600	$41,750

**While other sources of funding for these projects are not known at the time of application, our previous projects were completed at $15,000 each and we were able to successfully fundraise for those projects. We are confident that we can serve these clients with the same level of impact.*

Austin Habitat for Humanity®

2018 Board of Directors

Yvette Boatwright, Development Officer
3801 N. Capital of Texas Hwy J-180
Austin, TX 78746
Cell: 512-680-1078
yvette@realtyaustin.com

Gaylon Boyd, Treasurer
221 West 6th St. 2nd Floor, TX3-8018
Austin, TX 78701
Work: 512-479-5772
gaylon.boyd@jpmorgan.com

Dilum Chandrasoma
1008 West Avenue
Austin, TX 78701
Cell: 512-450-8987
dilum12@gmail.com

Ken Corby
1607 Pease Road
Austin, TX 78703
Cell: 201-400-5276
kacorby1111@gmail.com

Kevin Cunningham
11305 4 Points Dr Building 2 #100
Austin, TX 78726
Cell: 512-633-0148
kevin.cunningham@sailpoint.com

Chip Dart
10648 Bramblecrest Dr.
Austin, TX 78726
Cell: 512-981-5284
chip.dart@thedarts.net

John Doucet
7401B Hwy 71 West, Ste 160
Austin, TX 78735
Cell: 512-517-3485
john.doucet@doucet-austin.com

Chris Engen
2100 Kramer Ln., Suite 550
Austin, TX. 78758
Cell: 512-796-4242
chris@eciaustin.com

Hugh Forrest
400 Bowie St
Austin, TX 78703
Cell: 512-467-7979
hugh@sxsw.com

Dr. George Gau, Emeritus
301 Laurel Valley Road
West Lake Hills, TX 78746
Home: 512-413-9545
george.gau@mccombs.utexas.edu

Michael Golden, Legal Officer
4505 Shoalwood Ave
Austin, TX 78756
Cell: 512-732-8902
mike@boulettegolden.com

Jay Hartzell
3207 Perry Ln
Austin, TX 78731
Phone: 512-471-6779
jhartzell@mail.utexas.edu

Phil Hutchinson
1350 IH 35
San Marcos, TX 78666
Cell: 512-757-2234
phil.hutchinson@mccoys.com

Heather Ladage, Chair-Elect
504 Lavaca Street, Ste 1008
Austin, TX 78701
Cell: 512-922-3037
hladage@bizjournals.com

CITY OF BASTROP

2019 COMMUNITY SUPPORT FUNDING APPLICATION

received 6-29-18

ORGANIZATION INFORMATION:

BASTROP COUNTY CHILD WELFARE BOARD — 06/27/2018

Official Name of Organization — Date

BASTROP COUNTY CHILD WELFARE BOARD | BASTROP | TX | 78602

Address | City | State | Zip

804 PECAN STREET — commissionerwilliepina@utexas.edu

Contact Person — E-mail

William Pina

Phone Number — Fax Number

512-303-4136 (h); 512-796-2164 (cell) — 80-0714683

Federal ID # — State ID #

Is your Organization:

[ ] 501(c)3 Other (provide description) non-profit without 501(c)3

$ 2,500

Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

To advocate for the welfare of children in Bastrop County. Board members interpret the child welfare program to county residents by increasing public awareness. Citizens become involved through activities such as the observance of Child Abuse Prevention Month in April and other community awareness and informational events. The Child Welfare Board develops policies governing the allocation of board funds, acts as financial liaison between the Texas Department of Family and Protective Services (DFPS) and the county commissioners, represents the child welfare program to the community, and sponsors special events for foster parents and children served through Child Protective Services (CPS). The Child Welfare Board is authorized in Texas Family Code, Subsection 264.005.

Describe the organization's purpose.

To advocate for the welfare of children in Bastrop County. Board members interpret the child welfare program to county residents by increasing public awareness. Citizens become involved through activities such as the observance of Child Abuse Prevention Month in April and other community awareness and informational events. The Child Welfare Board develops policies governing the allocation of board funds, acts as financial liaison between the Texas Department of Family and Protective Services (DFPS) and the county commissioners, represents the child welfare program to the community, and sponsors special events for foster parents and children served through Child Protective Services (CPS). The Child Welfare Board is authorized in Texas Family Code, Subsection 264.005.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

Our quarterly reports reflect the Bastrop County Child Welfare Board provided fund assistance on items such as educational trips; support classes; school supplies; car seats; clothing; misc. personal items; Xmas gifts; birthday cards; for 2017 as follows:
1st qtr-- 11 children served;
2nd qtr-- 49 children served;
3rd qtr-- 8 children served;
4th qtr-- 4 children served; $2,500 was used by CPS staff to provide gifts to numerous children

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

NONE

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

The Child Protective Services Board report for fiscal year 2017 to date reflects the total number of children that come under the umbrella of Child Protective Services during a critical time of their lives.

For 2018, the monthly average in foster care (Sept 2017 - May 2018) was 116 children.

For 2017, the monthly average in foster care (Sept 2016 - August 2017) was 118 children.

PROGRAM SERVICES

Describe your program services.

To advocate for the Welfare of the children. Board members interpret the child welfare program to county residents by increasing public awareness. Citizens become involved through activities such as the observance of Child Abuse Prevention Month in April and other community awareness and informational events. The Child Welfare Board develops policies governing the allocation of board funds, acts as financial liaison between the Texas Department of Family and Protective Services (DFPS) and the county commissioners, represents the child welfare program to the community, and sponsors special events for foster parents and children served through Child Protective Services (CPS). The Child Welfare Board is authorized in Texas Family Code, Subsection 264.005.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The Bastrop County Child Welfare Board will consider fund assistance requests for Bastrop county foster children on items such as educational trips; support classes; school supplies; car seats; clothing; misc. personal items; Xmas gifts; birthday cards, and promoting awareness of child abuse prevention month activities.

How will the program services benefit the community?

The foster children that are supported through the Bastrop County Child Welfare Board need the same things as other children. As advocates and sponsors to this organization you are an important key to letting these children know they are loved and important. Please support the foster children in Bastrop County through our efforts.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

The Bastrop County Child Welfare Board will fund assistance to foster children in Bastrop County on items such as educatonal trips; support classes; school supplies; car seats; clothing; misc. personal items; Xmas gifts; birthday cards, and promoting awareness of child abuse prevention month activities. The total percent of foster children in Bastrop County is approximately 47%.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Currently, there are currently 131 (May 2018 report) children in foster care. The number of children in foster for last year for the same period was 123 (May 2017 report). The requests for foster care children are submitted by the Child Protective Services staff. Each requests documents the reason for the request and if other resources were explored and reason request was not funded through other funding sources.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

Requests for assistance are submitted by the Child Protective Services staff, which documents service needed, number of children being served & ages served. Generally, requests are for startup funds when placed in foster or kinship care.

Typically quarterly reports are prepared by the Treasurer which include the number of children served and services provided. No funding was granted for 2018.

How will you evaluate if you were effective?

The monthly report from the Child Protective Services staff provides information on foster care statistics in Bastrop County.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

The monthly report provided by the Child Proctective Services staff provides information on foster care statistics in Bastrop County.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Authorized Signature for the Applicant

6/29/18
Date

William Piña
Name Printed or Typed

Chair
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

BASTROP COUNTY CHILD WELFARE BORD
Profit & Loss Statement Summary
01/01/2017--12/31/2017

INCOME			
	CITY	$	-
	COUNTY	$	2,500.00
	INTEREST	$	37.49
	GIFTS/DONATIONS	$	7,169.00
	TOTAL INCOME	$	9,706.49
EXPENSES			
	Birthdays	$	-
	Christmas	$	2,525.00
	CPS REQUESTS	$	5,535.79
	Membership	$	50.00
	Misc	$	125.00
	Postage & Delivery	$	49.00
	Printing & Reproducti	$	-
	TOTAL EXPENSES	$	8,284.79
	TOTAL	**$**	**1,421.70**

BASTROP COUNTY WELFARE BORD
PROPOSED 2018-2019 BUDGET
10/01/2018--09/30/2019

CONTRIBUTIONS			
	CITY	$	2,500.00
	COUNTY	$	2,500.00
	GIFTS/DONATIONS	$	5,000.00
		$	10,000.00
EXPENSES			
	Birthdays	$	600.00
	Christmas	$	3,000.00
	CPS REQUESTS	$	5,800.00
	Membership	$	150.00
	Misc	$	150.00
	Postage & Delivery	$	150.00
	Printing & Reproduction	$	150.00
	TOTAL EXPENSES	$	10,000.00

X

IRS DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
OGDEN UT 84201-0023

Date of this notice: 05-09-2011

Employer Identification Number:
80-0714683

Form: SS-4

Number of this notice: CP 575 F

For assistance you may call us at
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB OF THIS NOTICE.

008701.868108.0021.001 1 MB 0.390 532

BASTROP COUNTY CHILD PROTECTIVE
% WILLIAM M PINA
804 PECAN ST
BASTROP TX 78602

8701

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 80-0714683. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, Tax Exempt Status for Your Organization, has details on the application process, as well as information on returns you may need to file. To apply for formal recognition of tax-exempt status, most organizations will need to complete either Form 1023, Application for Recognition Under Section 501(c)(3) of the Internal Revenue Code, or Form 1024, Application for Recognition of Exemption Under Section 501(a). Submit the completed form, all applicable attachments, and the required user fee to:

Internal Revenue Service
PO Box 12192
Covington, KY 41012-0192

The Pension Protection Act of 2006 contains numerous changes to the tax law provisions affecting tax-exempt organizations, including an annual electronic notification requirement (Form 990-N) for organizations not required to file an annual information return (Form 990 or Form 990-EZ). Additionally, if you are required to file an annual information return, you may be required to file it electronically. Please refer to the Charities & Non-Profits page at www.irs.gov for the most current information on your filing requirements.

Form **W-9**
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
BASTROP COUNTY CHILD PROTECTIVE SERVICES BOARD

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
804 PECAN STREET

Requester's name and address (optional)

6 City, state, and ZIP code
BASTROP, TX 78602

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
[ ][ ][ ] - [ ][ ] - [ ][ ][ ][ ]

or

Employer identification number
8 0 - 0 7 1 4 6 8 3

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ [signature] Date ▶ 6/18/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

MISSION STATEMENT

The mission of the Bastrop County Child Welfare Board is to provide encouragement and monetary support to the children and families of Bastrop County under the auspices of the Texas Department of Family and Protective Services (DFPS), their foster parents, and the Child Protective Services (CPS) staff. The Board will initiate and maintain public awareness of the needs of these children among the local government entities, businesses, and the public at large. The Board will maintain awareness of local CPS activities and its effectiveness in securing the well being of these children.

BASTROP COUNTY CHILD WELFARE BOARD
By Laws

Based upon statutory provision made by the State of Texas, Texas Family Code, §264.005 – County Child Welfare Boards, for the establishment of Child Welfare Boards, the bylaws hereinafter set forth are adopted for organization and functioning of the Bastrop County Child Welfare Board.

ARTICLE I

Name

This organization shall be known as the Bastrop County Child Welfare Board, refer to in the bylaws as the "Board". Furthermore, in the bylaws, County of Bastrop is referred to as the "County" and Texas Department of Family and Protective Services is referred to as the "Department" and the Department's staff as "CPS" an acronym for "Child Protective Services".

ARTICLE II

Purpose

The Board should keep in mind these four objectives toward which their service is directed:

1. To know the needs and to develop a program for the protection, care, health and well-being of all children with the focus being given to the neglected, delinquent and abused children of County.

2. To familiarize the citizens of the County with the needs of these children and the program of the Board.

3. To stimulate families, communities, and County toward the acceptance of the responsibility for adequate planning for children in need of assistance and services.

4. To encourage and promote in the County such activities as will benefit the children who are in need of these services and to perform such specific duties as the County, by Commissioner's Court action, or the State of Texas, by action of the Department, may require of this Board.

ARTICLE III

Administrative Procedure

The Board shall carry out its purpose through the professional staff appointed by and under the administration of the Department. The Board shall work directly with the CPS supervisor. All decisions concerning casework will remain entirely with the CPS supervisor and other members of the professional staff.

ARTICLE IV

Membership

The Board will consist of no less than seven (7) no more than fifteen (15) persons appointed by the Commissioners' Court. Members are encouraged to participate in all fundraisers and serve without compensation.

Ex-Officio Members

Ex-Officio members of the Board are the County Judge, District Attorney, District Judge, and County Court-at-Law Judge.

Terms

Each member will serve a three-year term on a rotating basis. Initially, the appointees will be designated to serve the following terms: 1/3 of the members appointed to three-year term; 1/3 of the members to a two-year term; and 1/3 of the members to a one-year term. In successive years, two (2) to five (5) new members will be appointed.

Vacancy

A vacancy may be filled as they occur by appointment of the Commissioners' Court. The person appointed shall assume the same status as to term of appointment of the vacating member.

Removal

Members serve at the pleasure of the Commissioners' Court. However, the Board may ask any member to resign upon their failing to attend three (3) consecutive regular meetings without giving notification by phone or email to an officer of the Board.

A. If a member fails to attend a regular meeting and does not contact an officer of the Board for three (3) times in one fiscal year, then they will automatically be dismissed of their duties as a board member.

B. If a member is absent for any meeting, it is their responsibility to contact by phone or email an officer of the Board giving the reason for missing the meeting.

    1. Any member in attendance may ask the Chair to call for a vote to determine if the absent member's reason is an excused or unexcused absence. It will be voted on the day of the meeting.
    2. After three (3) unexcused absences in one fiscal year, the member is removed from all duties and responsibilities as a board member.

Texan Penal Code or Texas Controlled Substances Act Violations

Any member who is alleged to have committed an offense of abuse, neglect, or exploitation, or an offense against a person, an offense against a family, or an offense involving public indecency under the Texas Penal Code; or an offense under the Texas Controlled Substances Act, is removed from the Child Welfare Board.

The member may be reinstated if it is determined that the member did not commit such offenses. However, the Commissioners' Court is to notify the Texas Department of Family and Protective Services of its intent to do so ten (10) working days before reinstatement.

ARTICLE V

Fiscal Year

The fiscal year of the Board shall be the same as followed by the County of Bastrop.

ARTICLE VI

Audit

At the close of each fiscal year an audit of the financial affairs of the Board will be held and completed by a committee selected by the Board with the results of such audit to be

reported to the Board.

ARTICLE VII

Meetings

Meetings shall be held on a quarterly basis, in some suitable place, and at a suitable time as provided by the Board. Special meetings may be called at the discretion of the Chair and any Board member, after written notice stating time, place and purpose of the meeting. However, all meetings must be posted in accordance with the Texas Open Meetings Act.

Three Board members shall constitute a quorum for the transaction of all business, and actions taken by the Board shall be upon a majority vote of members present. The latest edition of Robert's Rule of Order shall govern parliamentary procedure of the Board.

Between meetings, three Board members may approve a transaction of a CPS funding request through email if it is an emergency and requested by a CPS supervisor.

ARTICLE VIII

Officers

The Board shall elect a Chair, Vice Chair, Secretary, and Treasurer at each December meeting. These officers will begin serving their term of office in January of the following year and end in December. The unexpired terms of office shall be filled by a vote of the membership.

A. The Chair shall be the presiding officer of the Board. He/she shall perform all duties pertaining to his/her office and those additional duties delegated by the Board. He/she shall also be an ex-officio member of all committees appointed from the Board.

B. The Vice-Chair of the Board shall perform the duties of Chair in case of the absence of the Chair. He/she shall perform all other duties delegated to him/her by the Board.

C. The Secretary shall be the recording officer of the Board. He/she shall keep the minutes of the meetings of the Board and conduct the correspondence for the Board. He/she shall perform all other duties delegated to him/her by the Board.

D. The Treasurer shall be the chief financial officer of the Board and chair the budget

committee. The Treasurer shall receive all funds allocated, reimbursed or donated to the Board and disburse all expenditures approved by the Board. The Treasurer shall also perform all other duties delegated to him/her by the Board.

ARTICLE IX

Committees

The Chair appoints Board members to committees, as needed, to carry out the Board's objectives. There are four standing committees.

A. Rainbow Room – a Board member chairs this committee consisting of other Board members and volunteers in coordination with the CPS staff. This Committee maintains the Rainbow Room.

B. Foster Children Birthday Cards and Gift Cards – the Board Secretary chairs this committee consisting of other Board members in coordination with the Board Treasurer and CPS staff. This Committee mails birthday cards with gift cards to the foster children on a monthly basis.

C. Budget – the Board Treasurer chairs this committee consisting of other Board members. This Committee sets the budget for the fiscal year.

D. Fundraising – the Board Vice-Chair chairs this committee consisting of other Board members. This Committee finds opportunities in fundraising.

E. Advisory Committee – The Bastrop County Child Welfare Board appoints county residents in an advisory capacity to assist in promoting and achieving the Board goals and objectives. Advisory Committee members are non-voting members of the Board.

ARTICLE X

Responsibilities

Responsibilities of the Board shall be:

A. To cooperate with the requirements established by the Department which determine policies regarding professional services, office management, and foster home care.

B. To advise CPS on the welfare of children in the County and ensure its required reporting.

C. To cooperate with all local, state, and national agencies in coordinating and promulgating the community program for the welfare of children.

D. Cooperating with CPS staff in:

1. Developing local resources for child care.
2. Interpreting to the community the program as it develops.
3. Maintaining high standards of casework.
4. Safeguarding the confidential status of all social records.
5. Assuming responsibility to appear personally before the Commissioner's Court sessions as arranged by the Court and the Chair of the Board.

ARTICLE XI

Amendments to the Bylaws

Amendments shall be voted on by the Board at the next meeting after written notice has been submitted to each Board member. Two-thirds of the Board shall be required to amend the Bylaws.

BUDGETED APPROPRIATIONS

Child Welfare

Line Item 100-645	Description	2016-2017 Estimated Actual	2017-2018 Approved
1110	Office Salaries	35,238	34,835
2000	Fringe Benefits	11,000	12,546
4105	Foster Care	2,500	2,500
4211	Communications	1,200	1,200
4231	Transportation	8,000	8,000
		57,938	59,081

Bastrop County Child Welfare Board Members 2017
January 1, 2017

William M. "Willie" Piña, Chair
(appointed April 23, 2007)
141 Koolua Drive
Bastrop, Texas 78602
(H) 512-303-4136
(C) 512-796-2164
commissionerwilliepina@utexas.edu

Tamera McIntyre, Vice Chair
(appointed April 2016)
104 Grady Tuck
Bastrop, Texas 78602
(512) 581-8052
tmcintyre@cityofbastrop.org

Yolanda Morales, Treasurer
(appointed January 24, 2011)
PO Box 1166
Bastrop, Texas 78602
(C) 512-733-3648
(W) 512-332-7271
yolanda.morales@co.bastrop.tx.us

Charlotte Collins, Secretary
(appointed May 26, 2009)
PO Box 486
Smithville, Texas 78957
(H) 512-848-8770
(O) 512-478-8753
charcoll99@gmail.com

Randy Fritz
(appointed February 9, 2015)
127 McCarthy Drive
Bastrop, Texas 78602
(C) 512-985-6271
rnfritz@austin.rr.com

PK Barnett
(appointed May 26, 2009)
310 MLK Jr. Drive
Bastrop, Texas 78602
(H) 303-0848 or 303-6667
(C) 718-8000
PK.barnett@bluebonnetmhmr.org

Child Protective Services Liaison
Laura Moore
CPS Supervisor
Texas Department Family & Protective Services
3809 Loop 150E
Bastrop, Texas 78602
(O) 512-321-8138
(C) 979-639-1045
laura.moore@dfps.state.tx.us

Other CPS Staff
Billie Littleton, 321-8132
Jasmine Alexander, 321-8161

TEXAS
Department of Family and Protective Services

Child Protective Services
Summary Report for the Texas Council of Child Welfare Boards

Fiscal Year : 2017

Region: 007 **County:** BASTROP

Description	September	October	November	December	January	February	March	April	May	June	July	August
Intakes Assigned	73	79	77	50	95	58	65	75	101	80	77	104
Investigations Completed	42	32	26	39	88	37	67	64	83	81	40	45
Children Removed From Home	7	2	10	3	11	3	4	6	3	1	3	12
Children Removed From Home African American	0	0	0	0	0	0	0	0	0	0	0	1
Children Removed From Home Anglo	4	1	6	1	4	3	0	5	2	0	2	4
Children Removed From Home Hispanic	2	1	3	1	7	0	1	1	1	0	1	6
Children Removed From Home Other	1	0	1	1	0	0	3	0	0	1	0	1
Family Based Safety Services Open at the End of the Month	41	38	43	31	29	26	28	31	31	33	39	43
Children in Subcare	131	128	123	123	129	125	122	123	123	118	116	116
Children in Subcare Ages 0 - 2	30	31	33	34	35	34	31	31	31	30	28	25
Children in Subcare Ages 0 - 2 Male	16	17	19	19	20	19	16	16	16	15	15	14
Children in Subcare Ages 0 - 2 Female	14	14	14	15	15	15	15	15	15	15	13	11
Children in Subcare Ages 3 - 5	25	22	19	18	21	19	19	16	18	18	16	17
Children in Subcare Ages 3 - 5 Male	11	11	12	11	14	12	14	12	14	14	13	13
Children in Subcare Ages 3 - 5 Female	14	11	7	7	7	7	5	4	4	4	3	4
Children in Subcare Ages 6 - 9	26	26	24	23	25	24	24	27	27	23	24	23
Children in Subcare Ages 6 - 9 Male	13	12	10	10	11	10	10	12	12	10	10	10
Children in Subcare Ages 6 - 9 Female	13	14	14	13	14	14	14	15	15	13	14	13
Children in Subcare Ages 10 - 13	27	27	26	24	23	23	23	24	22	22	24	28
Children in Subcare Ages 10 - 13 Male	19	19	18	16	17	17	16	17	15	14	16	19
Children in Subcare Ages 10 - 13 Female	8	8	8	8	6	6	7	7	7	8	8	9
Children in Subcare Ages 14 - 17	22	21	20	23	24	24	24	24	24	24	23	22
Children in Subcare Ages 14 - 17 Male	13	12	12	15	13	13	14	14	14	14	14	14
Children in Subcare Ages 14 - 17 Female	9	9	8	8	11	11	10	10	10	10	9	8
Children in Subcare Ages 18 and Above	1	1	1	1	1	1	1	1	1	1	1	1
Children in Subcare Ages 18 and Above Male	0	0	0	0	0	0	0	0	0	0	0	0
Children in Subcare Ages 18 and Above Female	1	1	1	1	1	1	1	1	1	1	1	1
Children in Subcare Placed in County from This County	51	49	48	49	50	53	54	53	48	43	44	42

Notes:
The children in subcare and their age and gender breakdown is by placement county prior to fiscal year 2009 and by legal county for fiscal year 2009 forward.
The sum of all exit types may not match the sum of children exiting care (see Outcomes) because children exiting care includes adoptions consummated out-of-state.
The sum of male and female counts may not match the count of children in each age group due to the possibility of undetermined gender.
TCCWB_01c reflects data (counts and totals) as of the last day of the month prior to the "MDC - Warehouse Data As of" date listed below.

Data Source: Caseload Data Warehouse
TCCWB_01c

MDC - Warehouse Data As of: 11/07/2017
Report Run Date: 06/28/2018

TEXAS
Department of Family and Protective Services

Child Protective Services
Summary Report for the Texas Council of Child Welfare Boards

Fiscal Year : 2017

Region: 007 **County:** BASTROP

Description	September	October	November	December	January	February	March	April	May	June	July	August
Children in Subcare Placed in County from Another County	80	87	80	91	98	91	93	95	86	82	70	76
Children in Subcare Placed Outside County	80	79	75	74	79	72	68	70	75	75	72	74
Children in Kinship Care	76	72	71	71	66	71	65	65	62	58	58	53
Children with PMC/Parental Rights Terminated	57	59	49	47	50	52	52	51	55	57	58	62
Children Awaiting Adoption	55	57	48	45	48	48	49	48	48	50	51	56
Children Not Awaiting Adoption	2	2	1	2	2	4	3	3	7	7	7	6
Children Exited Care (Outcomes)	1	2	16	9	7	5	5	9	2	7	6	7
Exit Type Adoptions Consummated	0	0	10	2	0	0	2	4	1	2	3	3
Exit Type Reunification	0	1	5	7	3	4	2	2	0	4	3	0
Exit Type Custody Given to Relatives	0	0	1	0	4	1	0	3	1	1	0	2
Exit Type Emancipated	1	0	0	0	0	0	1	0	0	0	0	1
Exit Type Other	0	1	0	0	0	0	0	0	0	0	0	1
Average Daily Caseload Investigation	28.2	35.0	45.7	48.1	30.3	23.9	20.7	15.9	13.2	15.1	14.7	19.1
Average Daily Caseload Family Based Services	22.9	20.3	21.1	21.0	12.8	10.9	13.6	19.6	18.7	26.3	15.0	15.1
Average Daily Caseload Substitute Care	32.1	35.3	33.8	31.9	29.1	28.3	26.7	24.1	21.0	19.2	19.4	19.2

Notes:
The children in subcare and their age and gender breakdown is by placement county prior to fiscal year 2009 and by legal county for fiscal year 2009 forward.
The sum of all exit types may not match the sum of children exiting care (see Outcomes) because children exiting care includes adoptions consummated out-of-state.
The sum of male and female counts may not match the count of children in each age group due to the possibility of undetermined gender.
TCCWB_01c reflects data (counts and totals) as of the last day of the month prior to the "MDC - Warehouse Data As of" date listed below.

TEXAS
Department of Family and Protective Services

Child Protective Services
Summary Report for the Texas Council of Child Welfare Boards

Fiscal Year : 2018

Region: 007 **County:** BASTROP

Description	September	October	November	December	January	February	March	April	May	June	July	August
Intakes Assigned	106	107	104	84	102	108	83	83	96	0	0	0
Investigations Completed	68	81	69	57	37	58	67	41	64	0	0	0
Children Removed From Home	6	9	4	7	2	20	8	9	21	0	0	0
Children Removed From Home African American	4	2	0	4	0	1	1	0	4	0	0	0
Children Removed From Home Anglo	2	6	3	1	2	10	6	0	9	0	0	0
Children Removed From Home Hispanic	0	1	0	2	0	8	1	7	7	0	0	0
Children Removed From Home Other	0	0	1	0	0	1	0	2	1	0	0	0
Family Based Safety Services Open at the End of the Month	45	44	39	35	38	45	43	39	36	0	0	0
Children in Subcare	115	120	102	101	102	114	112	119	131	0	0	0
Children in Subcare Ages 0 - 2	27	27	22	23	22	24	26	29	36	0	0	0
Children in Subcare Ages 0 - 2 Male	14	16	12	14	14	15	16	18	23	0	0	0
Children in Subcare Ages 0 - 2 Female	13	11	10	9	8	9	10	11	13	0	0	0
Children in Subcare Ages 3 - 5	18	19	17	15	15	16	13	14	17	0	0	0
Children in Subcare Ages 3 - 5 Male	13	13	11	9	8	9	8	9	9	0	0	0
Children in Subcare Ages 3 - 5 Female	5	6	6	6	7	7	5	5	8	0	0	0
Children in Subcare Ages 6 - 9	19	19	14	15	15	21	21	21	25	0	0	0
Children in Subcare Ages 6 - 9 Male	8	9	7	7	7	10	11	12	16	0	0	0
Children in Subcare Ages 6 - 9 Female	11	10	7	8	8	11	10	9	9	0	0	0
Children in Subcare Ages 10 - 13	26	29	24	23	24	26	26	26	26	0	0	0
Children in Subcare Ages 10 - 13 Male	18	20	17	15	16	17	18	16	17	0	0	0
Children in Subcare Ages 10 - 13 Female	8	9	7	8	8	9	8	10	9	0	0	0
Children in Subcare Ages 14 - 17	24	25	24	24	25	25	24	27	25	0	0	0
Children in Subcare Ages 14 - 17 Male	15	15	16	17	18	19	18	20	19	0	0	0
Children in Subcare Ages 14 - 17 Female	9	10	8	7	7	6	6	7	6	0	0	0
Children in Subcare Ages 18 and Above	1	1	1	1	1	2	2	2	2	0	0	0
Children in Subcare Ages 18 and Above Male	0	0	0	0	0	1	1	1	1	0	0	0
Children in Subcare Ages 18 and Above Female	1	1	1	1	1	1	1	1	1	0	0	0
Children in Subcare Placed in County from This County	46	47	30	27	26	40	44	51	62	0	0	0

Notes:
The children in subcare and their age and gender breakdown is by placement county prior to fiscal year 2009 and by legal county for fiscal year 2009 forward.
The sum of all exit types may not match the sum of children exiting care (see Outcomes) because children exiting care includes adoptions consummated out-of-state.
The sum of male and female counts may not match the count of children in each age group due to the possibility of undetermined gender.
TCCWB_01c reflects data (counts and totals) as of the last day of the month prior to the "MDC - Warehouse Data As of" date listed below.

Data Source: Caseload Data Warehouse
TCCWB_01c

MDC - Warehouse Data As of: 06/07/2018
Report Run Date: 06/28/2018

TEXAS
Department of Family and Protective Services

Child Protective Services
Summary Report for the Texas Council of Child Welfare Boards

Fiscal Year : 2018

Region: 007 **County:** BASTROP

Description	September	October	November	December	January	February	March	April	May	June	July	August
Children in Subcare Placed in County from Another County	76	74	63	72	70	74	73	73	70	0	0	0
Children in Subcare Placed Outside County	69	73	72	74	76	74	68	68	69	0	0	0
Children in Kinship Care	61	63	50	47	45	61	60	65	80	0	0	0
Children with PMC/Parental Rights Terminated	58	58	40	39	39	38	34	33	39	0	0	0
Children Awaiting Adoption	54	55	37	37	36	34	28	28	34	0	0	0
Children Not Awaiting Adoption	4	3	3	2	3	4	6	5	5	0	0	0
Children Exited Care (Outcomes)	9	10	25	13	2	4	5	3	7	0	0	0
Exit Type Adoptions Consummated	3	2	24	4	2	0	0	0	0	0	0	0
Exit Type Reunification	3	7	1	2	0	1	0	2	3	0	0	0
Exit Type Custody Given to Relatives	3	0	0	6	0	2	3	1	3	0	0	0
Exit Type Emancipated	0	1	0	0	0	1	1	0	1	0	0	0
Exit Type Other	0	0	0	1	0	0	1	0	0	0	0	0
Average Daily Caseload Investigation	17.4	14.9	13.5	13.6	15.7	18.1	17.2	19.9	17.6	0	0	0
Average Daily Caseload Family Based Services	14.6	14.2	13.6	15.9	12.9	12.6	17.5	17.4	20.0	0	0	0
Average Daily Caseload Substitute Care	20.4	19.8	20.2	18.9	19.1	20.0	21.7	23.9	25.7	0	0	0

Notes:
The children in subcare and their age and gender breakdown is by placement county prior to fiscal year 2009 and by legal county for fiscal year 2009 forward.
The sum of all exit types may not match the sum of children exiting care (see Outcomes) because children exiting care includes adoptions consummated out-of-state.
The sum of male and female counts may not match the count of children in each age group due to the possibility of undetermined gender.
TCCWB_01c reflects data (counts and totals) as of the last day of the month prior to the "MDC - Warehouse Data As of" date listed below.

Data Source: Caseload Data Warehouse
TCCWB_01c

MDC - Warehouse Data As of: 06/07/2018
Report Run Date: 06/28/2018

DATE	NUM	PAYEE	CATEGORY	AMOUNT	AMOUNT
INCOME					**$ 9,706.49**
DONATIONS RECEIVED					**$ 9,669.00**
10/17/17	DEP	BASTROP COUNTY FUNDING	INCOME-COUNTY	$ 2,500.00	
02/17/17	DEP	DEPOSIT-DONATION	INCOME-DONATIONS	$ 1,300.00	
05/04/17	DEP	DEPOSIT-DONATION	INCOME-DONATIONS	$ 344.00	
08/09/17	DEP	DEPOSIT-DONATION	INCOME-DONATIONS	$ 1,000.00	
09/07/17	DEP	DEPOSIT-DONATION	INCOME-DONATIONS	$ 500.00	
12/06/17	DEP	DEPOSIT-DONATION	INCOME-DONATIONS	$ 3,925.00	
12/13/17	DEP	DEPOSIT-DONATION	INCOME-DONATIONS	$ 100.00	
INTEREST					**$ 37.49**
01/31/17		INTEREST DEPOSIT	INTEREST	$ 3.25	
02/28/17		INTEREST DEPOSIT	INTEREST	$ 2.87	
03/31/17		INTEREST DEPOSIT	INTEREST	$ 3.36	
04/30/17		INTEREST DEPOSIT	INTEREST	$ 2.76	
05/31/17		INTEREST DEPOSIT	INTEREST	$ 2.43	
06/30/17		INTEREST DEPOSIT	INTEREST	$ 1.95	
07/31/17		INTEREST DEPOSIT	INTEREST	$ 2.12	
08/31/17		INTEREST DEPOSIT	INTEREST	$ 2.49	
09/30/17		INTEREST DEPOSIT	INTEREST	$ 2.26	
10/31/17		INTEREST DEPOSIT	INTEREST	$ 3.13	
11/30/17		INTEREST DEPOSIT	INTEREST	$ 4.29	
12/31/17		INTEREST DEPOSIT	INTEREST	$ 6.58	
EXPENSES					**$ (8,284.79)**
BIRTHDAYS					**$ -**

DATE	NUM	PAYEE	CATEGORY	AMOUNT	AMOUNT
CHRISTMAS					$ (2,525.00)
12/08/17	3112	FIRST NATIONAL BANK	CPS REQUEST-XMAS	$ (2,525.00)	
CPS REQUESTS					$ (5,535.79)
02/03/17	3108	BEVERLY DIXON	CPS REQUEST	$ (300.00)	
02/03/17	3103	BISD DRIVERS EDUCATION	CPS REQUEST	$ (100.00)	
02/03/17	3106	CAROL CHILDERS	CPS REQUEST	$ (150.00)	
02/03/17	3105	NANCY ANDRESS	CPS REQUEST	$ (300.00)	
02/17/17	3109	BRITANY FLORES	CPS REQUEST	$ (125.00)	
03/10/17	3116	MARIANNITA MCDONALD	CPS REQUEST	$ (200.00)	
04/10/17	3124	DEPELCHIN CHILDREN'S CENTER	CPS REQUEST	$ (291.14)	
04/10/17	3122	ESTELA TORRES JUAREZ	CPS REQUEST	$ (150.00)	
04/10/17	3121	ROXANN OCKELBERRY	CPS REQUEST	$ (350.00)	
05/04/17	3126	COURTNEE MCLAURIN	CPS REQUEST	$ (375.00)	
05/15/17	3128	ANNETTE DIXON	CPS REQUEST	$ (125.00)	
05/15/17	3130	DAWN DANIELLE	CPS REQUEST	$ (82.09)	
05/15/17	3127	ELIZABETH AREVALO-LARA	CPS REQUEST	$ (625.00)	
06/09/17	3131	BRENDA JACKSON	CPS REQUEST	$ (76.06)	
08/04/17	3119	WAL-MART	SCHOOL SUPPLIES	$ (750.00)	
09/08/17	3135	ASHLEY HAGAN	CPS REQUEST	$ (16.00)	
09/08/17	3133	CYNTHIA DENNIS	CPS REQUEST	$ (150.00)	
09/08/17	3132	FARRAH PRESELY	CPS REQUEST	$ (125.00)	
09/08/17	3134	JAROD LEICHTNAM	CPS REQUEST	$ (200.00)	
09/08/17	3129	SHEILA KOEPPEN	CPS REQUEST	$ (300.00)	

DATE	NUM	PAYEE	CATEGORY	AMOUNT	AMOUNT
09/21/17	3136	CORNELIA MITCHELL	CPS REQUEST	$ (200.00)	
10/16/17	3138	FIRST NATIONAL BANK	CPS REQUEST	$ (155.00)	
10/23/17	3140	FIRST NATIONAL BANK	CPS REQUEST	$ (205.00)	
12/13/17	2943	FIRST NATIONAL BANK	CPS REQUEST	$ (155.00)	
12/13/17	2942	KELLI SANDOVAL	CPS REQUEST	$ (30.50)	
MEMBERSHIP DUES					$ (50.00)
03/10/17	3120	SMITHVILLE CHAMBER OF COMMERCE	MEMBERSHIP DUES	$ (50.00)	
MISC					$ (125.00)
03/10/17	3118	BANQUET DONATION	MISC	$ (100.00)	
04/11/17		STOP PAYMENT	MISC	$ (25.00)	
POSTAGE & DELIVERY					$ (49.00)
03/10/17	3111	POST OFFICE-STAMPS	POSTAGE	$ (49.00)	
PRINTING & REPRODUCTION					$ -
				TOTAL	$ 1,421.70

		BEGINNING BALANCE				$3,826.87
DATE		PAYEE	AMOUNT	CL DATE	DEPOSIT	
01/31/17		INTEREST DEPOSIT			$ 3.25	$3,830.12
02/03/17	3103	BISD DRIVERS EDUCATION	$ 100.00	2/16		$3,730.12
02/03/17	3105	NANCY ANDRESS	$ 300.00	2/8		$3,430.12
02/03/17	3106	CAROL CHILDERS	$ 150.00	2/10		$3,280.12
02/03/17	3108	BEVERLY DIXON	$ 300.00	2/6		$2,980.12
02/17/17	DEP	DONATION		2/17	$ 1,300.00	$4,280.12
02/17/17	3109	BRITANY FLORES	$ 125.00	2/22		$4,155.12
02/28/17		INTEREST DEPOSIT			$ 2.87	$4,157.99
03/10/17	3111	POST OFFICE-STAMPS	$ 49.00	3/16		$4,108.99
03/10/17	3116	MARIANNITA MCDONALD	$ 200.00	3/14		$3,908.99
03/10/17	3118	CTCCPB (Banquet Donation)	$ 100.00	3/21		$3,808.99
03/10/17	3120	SMITHVILLE CHAMBER OF COMMERCI	$ 50.00	3/17		$3,758.99
03/31/17		INTEREST DEPOSIT			$ 3.36	$3,762.35
03/10/17	3117	CHRISTINA ORTIZ(VOID) $450.00	$ -	N/A		$3,762.35
04/11/17		STOP PAYMENT	$ 25.00	4/11		$3,737.35
04/10/17	3121	ROXANN OCKELBERRY	$ 350.00	4/14		$3,387.35
04/10/17	3122	ESTELA TORRES JUAREZ	$ 150.00	4/14		$3,237.35
04/10/17	3123	THERESA HERNANDEZ--VOID	$ -	N/A		$3,237.35
04/10/17	3124	DEPELCHIN CHILDREN'S CENTER	$ 291.14	4/14		$2,946.21
04/30/17		INTEREST DEPOSIT			$ 2.76	$2,948.97
05/04/17	3126	COURTNEE MCLAURIN	$ 375.00	5/10		$2,573.97
05/15/17	3127	ELIZABETH AREVALO-LARA	$ 625.00	5/22		$1,948.97
05/15/17	3128	ANNETTE DIXON	$ 125.00	5/22		$1,823.97
05/15/17	3130	DAWN DANIELLE	$ 82.09	5/22		$1,741.88
05/04/17	DEP	DONATION		5/5	$ 344.00	$2,085.88
05/31/17		INTEREST DEPOSIT		5/31	$ 2.43	$2,088.31
06/09/17	3131	BRENDA JACKSON	$ 76.06	6/14		$2,012.25
06/30/17		INTEREST DEPOSIT		5/31	$ 1.95	$2,014.20
07/31/17		INTEREST DEPOSIT		5/31	$ 2.12	$2,016.32
08/04/17	3119	WAL-MART (SCHOOL SUPPLIES)	$ 750.00	8/7		$1,266.32
08/09/17	DEP	DONATION		8/7	$ 1,000.00	$2,266.32
08/31/17		INTEREST DEPOSIT		8/31	$ 2.49	$2,268.81
09/07/17	DEP	DEPOSIT-DONATION		9/7	$ 500.00	$2,768.81
09/08/17	3129	SHEILA KOEPPEN	$ 300.00	9/15		$2,468.81
09/08/17	3132	FARRAH PRESELY	$ 125.00	9/12		$2,343.81
09/08/17	3133	CYNTHIA DENNIS	$ 150.00	9/12		$2,193.81
09/08/17	3134	JAROD LEICHTNAM	$ 200.00	9/12		$1,993.81
09/08/17	3135	ASHLEY HAGAN	$ 16.00	9/19		$1,977.81
09/21/17	3136	CORNELIA MITCHELL	$ 200.00	9/26		$1,777.81
09/30/17		INTEREST		9/30	$ 2.26	$1,780.07
10/16/17	3138	FIRST NATIONAL BANK	$ 155.00	10/16		$1,625.07
10/17/17	DEP	BASTROP COUNTY FUNDING		10/17	$ 2,500.00	$4,125.07
10/23/17	3140	FIRST NATIONAL BANK	$ 205.00	10/25		$3,920.07
10/31/17		INTEREST		10/31	$ 3.13	$3,923.20
11/30/17		INTEREST		11/30	$ 4.29	$3,927.49
12/06/17	DEP	DONATION		12/6	$ 3,925.00	$7,852.49
12/08/17	3112	FNB (XMAS GIFT CARDS)	$ 2,525.00	12/8		$5,327.49
12/13/17	2942	KELLI SANDOVAL	$ 30.50	12/18		$5,296.99
12/13/17	2943	FIRST NATIONAL BANK	$ 155.00	12/13		$5,141.99
12/13/17	DEP	DONATION		12/13	$ 100.00	$5,241.99
12/31/17		INTEREST		12/31	$ 6.58	$5,248.57

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

RECEIVED JUN 2 9 2018

ORGANIZATION INFORMATION:

Bastrop County Emergency Food Pantry & Support Center Inc	June 27,2018
Official Name of Organization	Date

806 Fayette Street	Bastrop	Texas	78602
Address	City	State	Zip

Tresha Silva	director@bastropfoodpantry.org
Contact Person	E-mail
512303-0033	5123214544
Phone Number	Fax Number
742485884	NA
Federal ID #	State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$ 33,658.00
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

The Bastrop County Emergency Food Pantry & Support Center (BCEFP) respectfully requests $33,658.00 from the City of Bastrop to provide food, basic needs, and emergency assistance to the most impoverished and disadvantaged in our city. Your support will be actively used for programming, direct services, and operational support so we can provide for the disabled, homeless, and low-income families who need our assistance the most.

Last year more than 19,000 people across more than10,000 households needed access to our services, and the demand is steadily rising. With more referrals than ever before, our team works tirelessly to provide healthy foods and resources to our community's most vulnerable. With an estimated 13.2% of our county being food insecure, according to Feeding America, many Americans are one job loss or medical crisis away from food insecurity -but some people including children and seniors may be at higher risk of hunger than others. These are our clients that we distribute food too.

Describe the organization's purpose.

The mission of the Bastrop County Emergency Food Pantry & Support Center is to serve Bastrop County residents going through periods of transition by providing Emergency Food Assistance, Education & Support.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

Bastrop County Emergency Food Pantry & Support Center Inc. has 31 years of experience in the fight against hunger and poverty. In 2017, BCEFP provided services to 10,804 households over 19,920 people in the County and distributed over 342,000 pounds of nutritious food.

We are a tool that this city's citizens depend on to come to their aide when food insecurity hovers at their doorstep. In 2017 our Executive Director Tresha Silva was named Hunger Hero 2017 by Central Texas Food Bank. Tresha and agency were recognized for leadership and their client-centered model and unique programming. Bastrop County Emergency Food Pantry is working with Texas Hunger Initiative to establish a coalition to work toward a "Hunger-Free Communities." Tresha Silva serves as the Co-Chair for that group, and part of the work has been to conduct a county-wide hunger assessment. The data would be used address areas where there may be a gap or a lack of services. Bastrop County Emergency Food Pantry has received a status of being a Healthy Pantry because of its focus on nutrition.

BCEFP prides its effort to provide healthier food choices to our clients. We are excited to announce that two of our staff members have been trained as Navigators for SNAP (food stamps) and other benefit application assistance. This allows us to help our clients apply fo

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

The City of Bastrop has always been an essential partner to the Bastrop County Emergency Food Pantry's mission. The most recent in-kind support that BCEFP received was in 2018. The City provided the Food Pantry in-kind support by allowing us to host or Empty Bowl Project in the Bastrop Convention Center. We experienced new success with the donation of the beautiful space. We had over 700 attendees, and some people traveled as far as Katy Texas.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

In 2017, an estimated 49% of our total organization's resources benefited the City of Bastrop and its citizens.

Each day, children and families throughout our city wonder where their next meal will come from. In the summers, when children can no longer access free lunches at school, the need for healthy foods is exceptional. With limited resources and little hope, families turn to cheap, fast-food options or go without. Many low-income residents in our community live in rural pockets, where access to grocery stores, Austin-based nonprofits, and other support services is incredibly limited. No child in Bastrop should wonder where their next meal will come from, and the Bastrop County Emergency Food Pantry is the largest community food bank exclusively serving Bastrop ensuring our community's most vulnerable receive the guidance, sustenance, and support they need.

BCEFP served emergency food assistance to 1,063 unique households and 2,830 individuals whose residence is the City of Bastrop. This represents 53% of all the households within Bastrop County towns and cities who received emergency food assistance from BCEFP during the year.

PROGRAM SERVICES

Describe your program services.

Our Emergency Food Assistance Program (EFAP) gives food to insecure individuals and families a 45 day supply of healthy diet made up from the USDA My Plate as this is the most current daily food recommendation. In addition to providing emergency food, BCEFP helps clients in need with referral information, counseling, system navigation, and financial literacy. Our Brown Bag and Open Arms Programs help low-income elderly citizens (Brown Bag Program) and children and adults who have physical or mental disabilities (Open Arms Program). Brown Bag and Open Arms members receive a monthly supplement of a nutritious bag of food. Members also gain access to healthy whole grain, protein and fresh produce three times a week through our Whole Grains distribution. Low-income citizens age 60 and older also receive an additional monthly box of food through the federal Department of Agriculture Commodity Supplemental Food Program.

Transportation to our senior program participants is provided weekly. Our Senior Education Program provides social, health, and nutritional activities and transportation twice a month to at-risk elder clients in our community. Our Stronger Families Today Program (SFT) provides financial education workshops, case management, and financial assistance to low-income individuals. SNAP application assistance is available to low-income individuals and families. Our Fresh Food for Families Program gives all Bastrop residents access

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

BCEFP will use the awarded funds to support the day to day operational cost for the following programs. Emergency Assistance, Brown Bag & Open Arms and Senior Education Programs.

Empowered with City of Bastrop Community Funds, BCEFP will expand access and availability of healthy foods and experience a measurable increase in availability of fresh produce to clients through extended hours, increased programming, and access to healthy foods.

How will the program services benefit the community?

Hunger is a serious issue in Bastrop County, 13.2 percent of the residents, live in households that are food insecure. Food insecure households lack access to enough food for a healthy and active lives. Those households face many challenges such as health issue like having at least one member that is battling high blood pressure or type two diabetes. BISD reported that more 73% of the children in the school district are eligible for free or reduced lunch through the federal school meal program. Children that live in food insecure households have a hard time focusing in the class room and cause them have substandard academic achievement. Our vulnerable low income seniors face the challenge of not having enough or the right amount of nutritious foods to take medications properly and this contributes to poor health. If the Bastrop County Emergency Food Pantry had to close its doors due to a lack of funding, those citizens who are under the poverty level, who are the working poor, or who are elderly and disabled, will go hungry. Our consumer are dependent on the Food Pantry and the services and programs we offer. We are taking healthy food and paring it with good programing to make the difference in the lives of others.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

BCEFP estimates 45% of our total organizations resources benefit the City of Bastrop and its citizens.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Hunger is a serious issue in Bastrop County 13.2% of the residents do not know where their next meal will come from and 24.5% of our kids are hunger or facing hunger in our county. The Central Texas Food Bank distributed over a 1,000,000pounds of food to Bastrop County and Bastrop County Emergency Food Pantry & Support Center Inc. is one of the largest partners they have in Bastrop County. (Feeding America Hunger Study 2017). Our agency has ensured during tough times that people had a resource that could respond quickly and efficiently to their needs. Another feature that distinguishes our pantry is the frequency of access and availability and the volume of food served.

There is currently no resource like ours available in the City of Bastrop that can provide holistic approach to meeting their needs in a way that addresses the root issues.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

Bastrop County Emergency Food Pantry & Support Center Inc. using a program called Food Bank Manager. This program allows our agency to track and measure our data in real time, with many options for data reporting. We can run customized reports that can track an evaluate visit history, demographics and a number of areas that help improve the service we provide to our clients. The reports are used for planning and grant reporting.

How will you evaluate if you were effective?

We track the effective is of our programs by comparing years of service. We have strategic goals set for our agency and our programs. Our board of directors receive monthly program reports to use as a tool to determine the level of impact our working is having and effectiveness of our programs.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

BCEFP assisted 10, 804 households and distributed over 342,031 pounds of food in FY17. When you take that data and translate it into meals provided the number is 273,624 healthy meals. We have provided information and referrals to 592 to households.
Free transportation was provided to seniors on our program for a total of 727 trips for 2017. The City of Bastrop residents have benefited from those programs. The number of households served and the number of individuals are not unique numbers.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Tresha Silva

Authorized Signature for the Applicant

June 29, 2018

Date

Tresha Silva

Name Printed or Typed

Executive Director

Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

FINANCIAL STATEMENTS
WITH INDEPENDENT AUDITOR'S REPORT

YEARS ENDED DECEMBER 31, 2017 AND 2016

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BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

STATEMENTS OF FINANCIAL POSITION

December 31, 2017 and 2016

	2017	2016
ASSETS		
Current assets		
Cash and cash equivalents	$ 66,891	$ 6,011
Investments	62,689	56,240
Certificate of deposit	50,908	50,579
Receivables:		
Grants and contracts	75,000	64,040
Other	3,545	5,174
Inventory	1,783	2,409
Prepaid expenses	2,077	6,094
Total current assets	262,893	190,547
Fixed assets		
Land	17,024	17,024
Building and improvements	426,435	426,435
Furniture and equipment	121,423	151,356
Less accumulated depreciation	(210,773)	(216,533)
Net fixed assets	354,109	378,282
Total assets	$ 617,002	$ 568,829
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts payable	$ 2,409	$ 2,798
Accrued payroll	7,205	8,801
Accrued vacation	8,785	5,658
Other accrued liabilities	8,505	3,563
Total liabilities	26,904	20,820
Net assets		
Unrestricted net assets		
Available for current operations	124,846	86,153
Investment in fixed assets	354,109	378,282
Total unrestricted net assets	478,955	464,435
Temporarily restricted net assets	111,143	83,574
Permanently restricted net assets	-	-
Total net assets	590,098	548,009
Total liabilities and net assets	$ 617,002	$ 568,829

See accompanying Notes to Financial Statements.

BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

STATEMENTS OF ACTIVITIES

Year Ended December 31, 2017

	Current Operating Funds			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUES AND OTHER SUPPORT				
Grants and contracts	$ 41,975	$ 145,000	$ -	$ 186,975
Contributed goods and services	50,046	-	-	50,046
Contributions	87,645	-	-	87,645
Fund raising	51,360	-	-	51,360
Program revenue	9,340	-	-	9,340
Other income	16	-	-	16
Investment income	7,532	-	-	7,532
Net assets released from donor imposed restrictions	117,431	(117,431)	-	-
Total revenues and other support	365,345	27,569	-	392,914
EXPENSES				
Program services				
Emergency food and support services	289,297	-	-	289,297
Supporting services				
Management and general	33,515	-	-	33,515
Fund raising	28,013	-	-	28,013
Total expenses	350,825	-	-	350,825
CHANGE IN NET ASSETS (decrease)	14,520	27,569	-	42,089
NET ASSETS				
Beginning of year	464,435	83,574	-	548,009
End of year	$ 478,955	$ 111,143	$ -	$ 590,098

See accompanying Notes to Financial Statements.

BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

STATEMENTS OF ACTIVITIES - continued

Year Ended December 31, 2016

	Current Operating Funds			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
REVENUES AND OTHER SUPPORT				
Grants and contracts	$ 61,951	$ 64,040	$ -	$ 125,991
Contributed goods and services	41,492	-	-	41,492
Contributions	45,947	-	-	45,947
Fund raising	43,968	-	-	43,968
Program revenue	6,037	-	-	6,037
Other income	9	-	-	9
Investment income	1,350	-	-	1,350
Net assets released from donor imposed restrictions	90,417	(90,417)	-	-
Total revenues and other support	291,171	(26,377)	-	264,794
EXPENSES				
Program services				
Emergency food and support services	299,765	-	-	299,765
Supporting services				
Management and general	23,720	-	-	23,720
Fund raising	17,497	-	-	17,497
Total expenses	340,982	-	-	340,982
CHANGE IN NET ASSETS (decrease)	(49,811)	(26,377)	-	(76,188)
NET ASSETS				
Beginning of year	514,246	109,951	-	624,197
End of year	$ 464,435	$ 83,574	$ -	$ 548,009

See accompanying Notes to Financial Statements.

BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

STATEMENTS OF CASH FLOWS

Years Ended December 31, 2017 and 2016

	2017	2016
CASH FLOWS PROVIDED BY (USED BY) OPERATING ACTIVITIES		
Change in net assets (decrease)	$ 42,089	$ (76,188)
Adjustments to reconcile change in net assets to net cash provided by operating activities		
Unrealized (gain)/loss on investments	(6,449)	(627)
(Gain)/loss on sale of fixed assets	48	-
Depreciation	24,459	24,721
(Increase) decrease in operating assets		
Receivables	(9,331)	(21,830)
Inventory	626	1,662
Prepaid expenses	4,017	14,588
Increase (decrease) in operating liabilities		
Accounts payable	(389)	(2,929)
Deferred revenue	-	(500)
Accrued payroll	(1,596)	581
Accrued vacation	3,127	-
Other accrued liabilities	4,942	1,635
Net cash provided by (used by) operating activities	61,543	(58,887)
CASH FLOWS PROVIDED BY (USED BY) INVESTING ACTIVITIES		
Purchase of fixed assets	(334)	(2,239)
Purchase of certificate of deposit	(329)	(329)
Net cash provided by (used by) investing activities	(663)	(2,568)
NET INCREASE (DECREASE) IN CASH	60,880	(61,455)
CASH AND CASH EQUIVALENTS		
Beginning of year	6,011	67,466
End of year	$ 66,891	$ 6,011

See accompanying Notes to Financial Statements.

BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

STATEMENTS OF FUNCTIONAL EXPENSES

Year Ended December 31, 2017

	Program Services	Supporting Services: Management and General	Supporting Services: Fund Raising	Total
EXPENSES				
Salaries	$ 146,698	$ 16,804	$ 12,715	$ 176,217
Payroll taxes	11,416	1,344	1,026	13,786
Total personnel costs	158,114	18,148	13,741	190,003
Food/Groceries	63,677	-	-	63,677
Depreciation	20,301	2,446	1,712	24,459
Utilities	9,691	1,168	817	11,676
Insurance	8,860	1,068	747	10,675
Professional services	1,130	8,136	95	9,361
Fundraising	-	-	9,243	9,243
Office supplies/expenses	6,058	730	511	7,299
Telecommunications	4,576	551	386	5,513
Repairs and maintenance	3,222	388	272	3,882
Automobile	3,850	-	-	3,850
Miscellaneous	2,748	331	232	3,311
Postage	2,544	306	215	3,065
Program supplies	2,392	-	-	2,392
Travel/transportation	1,196	134	-	1,330
Marketing	504	61	42	607
Promotion and printing	434	48	-	482
Total functional expenses	$ 289,297	$ 33,515	$ 28,013	$ 350,825

See accompanying Notes to Financial Statements.

BASTROP COUNTY EMERGENCY FOOD PANTRY AND SUPPORT CENTER, INC.

STATEMENTS OF FUNCTIONAL EXPENSES - continued

Year Ended December 31, 2016

	Program Services	Supporting Services: Management and General	Supporting Services: Fund Raising	Total
EXPENSES				
Salaries	$ 145,318	$ 14,695	$ 3,266	$ 163,279
Payroll taxes	12,972	1,312	291	14,575
Total personnel costs	158,290	16,007	3,557	177,854
Food/Groceries	56,379	-	-	56,379
Depreciation	22,002	2,225	494	24,721
Utilities	10,639	1,076	239	11,954
Insurance	9,282	939	208	10,429
Professional services	13,413	-	-	13,413
Fundraising	-	-	12,527	12,527
Office supplies/expenses	5,255	531	119	5,905
Telecommunications	3,888	393	88	4,369
Repairs and maintenance	4,998	505	113	5,616
Automobile	4,301	-	-	4,301
Miscellaneous	2,452	248	55	2,755
Postage	2,715	275	60	3,050
Program supplies	3,607	-	-	3,607
Travel/transportation	1,634	165	37	1,836
Marketing	-	1,266	-	1,266
Promotion and printing	910	90	-	1,000
Total functional expenses	$ 299,765	$ 23,720	$ 17,497	$ 340,982

See accompanying Notes to Financial Statements.

NOTE 1: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Description of Organization

Bastrop County Emergency Food Pantry and Support Center, Inc. (the "Organization") is a Texas nonprofit corporation established in 1987. The primary purpose of the organization is to provide emergency food and support services to people in need in Bastrop County.

The Organization is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, except on net income derived from unrelated business activities. The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions that are material to the financial statements. The Organization believes it is no longer subject to examination by the IRS for years prior to 2014.

The Organization is supported primarily through federal and local grants and donor contributions.

Program Names & Descriptions: The Organization has the following programs in place:

Emergency Food and Assistance Program: Provides emergency food, counseling, referral information and utility bill payment assistance. The program also provides education, assistance with food stamp applications and completing other public assistance forms related to seniors. These services are designed to support and assist individuals and families to overcome a crisis of insufficient food items or the inability to pay utility bills. An applicant must be in crisis.

The Brown Bag Program: Assists low income elderly residents by providing them with nutritional supplemental foods and support service. The program also provides multiple educational opportunities, assistance with food stamp applications and completing other public assistance forms related to seniors. The program provides a number of transportations for the senior population and provides access to nutritious foods, access to health clinics and nutrition classes that promote healthy lifestyles for seniors. Applicants must be at least 60 years of age and classified as low-income (based on the Federal Guidelines).

The Open Arms Program: Assists low income persons with a disability or mental health condition with nutritional supplemental foods and support service. The program also provides education and assistance with food stamp applications and other public assistance forms. The applicant must be physically or mentally disabled and under the age of 60 and classified as low-income (based on Federal Guidelines).

Educational Workshops: Clients who need continued services are offered a series of workshops. These include managing personal resources efficiently, maintaining a healthy balanced diet, budgeting, meal planning, food safety and preparation, as well as home safety, senior "scams" safety and shopping tips.

Financial Classes: FDIC Money Smart Program is a curriculum of courses that cover Savings, Credit Card Debt, Credit Scores, Keeping Your Credit Safe, and How to Charge it Right.

Fresh Foods for Families Program: This program provides fresh fruits and vegetables once a month to any person living in Bastrop County, as well as information about nutrition and health.

NOTE 1: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Summary of Significant Accounting Policies

Accounting Estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Method of Accounting: The Organization uses the accrual basis method of accounting. Using this method of accounting, revenue and other support and any related accounts receivable are reported when funds are considered earned, regardless of when cash is received. Revenues received prior to being earned are reported as deferred revenue. Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are restricted for future periods or for specific purposes are considered temporarily restricted or permanently restricted and increases those net asset classes. Conditional promises to give are not reported until the condition is met. Expenses and accounts payable are reported when an obligation is incurred, regardless of when cash is disbursed. All expenses are reported as reductions in unrestricted net assets.

Net Assets Classes: The Organization reports the following net assets classes:

Permanently restricted net assets: The part of the net assets of a not-for-profit organization resulting from contributions whose use by an organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of an organization are considered permanently restricted net assets. An example of a permanently restricted net asset would be the donation of funds (or other assets) to an organization in which the donor imposed a restriction that the funds not be expended, but that the organization would be permitted to use or expend part or all of the income (or other economic benefit) derived from the donation.

Temporarily restricted net assets: Not-for-profit organizations receive contributions and other resources whose use is limited by stipulations that are more specific than the broad limits resulting from the nature and purpose of the organization and its programs. Resources (net assets) with such stipulations that either expire by passage of time or can be fulfilled by actions of an organization are reported as temporarily restricted net assets.

Unrestricted net assets: Resources not included in the above categories are considered unrestricted net assets. While these resources are reported as unrestricted, an organization manages them in compliance with its exempt purposes, Board of Director designations, legal requirements, and contractual obligations.

Cash and Cash Equivalents: Cash equivalents are considered cash in demand deposit accounts and certificates of deposit with original maturities of less than three months.

Receivables: Receivables consist of grants and promises to give. Receivables are considered past due based on how recently payments have been received. Past due accounts are reviewed by management periodically and if considered uncollectible, the accounts are charged off as bad debts. At year end 2017 and 2016, no accounts are considered past due and no allowance for doubtful accounts was considered necessary.

Inventories: Inventories consist of food and non-food items and are valued at the lower of cost or market on a first-in, first-out basis. Donated items are valued at $0.15 per pound.

NOTE 1: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Fair Value Measurements: Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Organizations measures and discloses fair value measurements in accordance with the following techniques.

1. Market approach - uses prices and other relevant information generated by market transactions involving identical or comparable assets or liabilities. Prices may be indicated by pricing guides, sale transactions, market trades, or other sources;

2. Cost approach - based on the amount that currently would be required to replace the service capacity of an asset (replacement cost); and

3. Income approach - uses valuation techniques to convert future amounts to a single present amount based on current market expectations about the future amounts (includes present value techniques and option-pricing models). Net present value is an income approach where a stream of expected cash flows is discounted at an appropriate market interest rate.

Changes in fair value of financial instruments and unrealized gains or losses on financial instruments are reported in the statement of activities. Investment income and gains and losses on investments are reported as an increase or decrease in unrestricted net assets unless a donor or law temporarily or permanently restricts their use.

Fixed assets: It is the Organization's policy to capitalize property and equipment over $250. Lesser amounts are expensed. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long these donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at that time. Property and equipment are depreciated using the straight-line method over a 30-year estimated useful life for buildings and a 7 to 10-year life for furniture and equipment.

Long-lived assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of the asset may not be recoverable. During the year, the Organization did not adjust the carrying amount of any fixed assets.

Contributed Goods and Services: Contributed goods are recorded as noncash contributions at an estimated fair value based on the Organization's experience with similar goods. Contributed services are recorded as noncash contributions if, a) the services create or enhance non-financial assets or b) require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation. The value of the noncash contributions is considered an accounting estimate. The estimate may be adjusted as more current information becomes available and any adjustment could be significant.

Allocation of Costs: The Organization allocates common costs between program services, management and general, and fund raising expenses based on management's estimate of the costs related to each of the Organization's activities. The estimates are reviewed and adjusted periodically to reflect changes in the activities of the Organization. The allocation of costs reported in the financial statements is considered a significant accounting estimate. The estimate may be adjusted as more current information becomes available and any adjustment could be significant.

NOTE 1: DESCRIPTION OF ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

Reclassifications: Certain prior year amounts have been reclassified in order to conform to the current year presentation.

Subsequent Events: Management has evaluated subsequent events through the date of the *Independent Auditor's Report*, which is the date the financial statements were available to be issued. No events have occurred from the statement of financial position date through that date that would require disclosure in the financial statements.

NOTE 2: FAIR VALUE MEASUREMENTS

Assets measured at fair values at December 31, 2017 are as follows.

		Fair Value Measurement		
	Total	Quoted Prices in Active Markets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Equity Funds	$ 41,890	$ 41,890	$ -	$ -
Municipal Bonds	20,799	20,799	-	-
Total	$ 62,689	$ 62,689	$ -	$ -

Assets measured at fair values at December 31, 2016 are as follows.

		Fair Value Measurement		
	Total	Quoted Prices in Active Markets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Equity Funds	$ 36,966	$ 36,966	$ -	$ -
Municipal Bonds	19,274	19,274	-	-
Total	$ 56,240	$ 56,240	$ -	$ -

The following schedule summarizes the investment return for the years ended December 31, 2017 and 2016.

	2017	2016
Investment income	$ 1,083	$ 723
Unrealized gain	6,449	627
Total investment income	$ 7,532	$ 1,350

NOTE 3: TEMPORARILY RESTRICTED NET ASSETS

Net assets released from restrictions imposed by donors as the result of actions or through the passage of time during 2017 and 2016 were $117,431 and $90,417, respectively and are reported as transfers from temporarily restricted net assets to unrestricted net assets in the statement of activities.

At year end, the Organization had the following temporarily restricted net assets in the form of cash and receivables available for use under certain restrictions.

Funding Source	2017	2016	Restrictions Imposed
St. David's Foundation	$ 75,000	$ 60,000	Time restricted
Austin American Statesman	11,143	19,534	Seasons of Caring
City of Bastrop	-	4,040	Time restricted
St. David's Foundation	15,000	-	Capacity building
Central Texas Food Bank	10,000	-	Capacity building
Total	$ 111,143	$ 83,574	

The Organization received services from unpaid volunteers that benefited both program services and management and general support services. No amounts have been recognized in the statement of activities because the contributed services do not meet the criteria for accounting recognition.

NOTE 4: CONTRIBUTED GOODS AND SERVICES

During 2017 and 2016, the Organization received the following contributed goods that are reported as unrestricted support in the financial statements:

	Programs	Management and General	Fund Raising	Total
Year Ended December 31, 2017:	$ 50,046	$ -	$ -	$ 50,046
Year Ended December 31, 2016:	$ 41,492	$ -	$ -	$ 41,492

Bastrop County Emergency Food Pantry and Support Center
City of Bastrop Grant Budget
Oct 2018 - Sept 2019

Program Costs

Intake Coordinator

Salary		$ 15,000.00
Payroll taxes	FICA	1,105.20
	SUTA	52.80
Nibbles Backpack Program		17,500.00
Total		$ 33,658.00

* Special Budget note

BCEFP allocate City Funding to Intake Coordinator salary due to the fact that our staff are all tied to d

Attchment B

INTERNAL REVENUE SERVICE
District Director

DEPARTMENT OF THE TREASURY
1100 Commerce St., Dallas, TX 75242

BASTROP COUNTY EMERGENCY FOOD
PANTRY,INC
1201 PINE ST
BASTROP,TX 78602-0953

Person to Contact:
Vivian Randle

Telephone Number:
(214)767-1682

Refer Reply to:
EP/EO:MC:4940 DAL

Date:SEPTEMBER 23,1993

EIN:74-2485884

Dear Sir or Madam:

Our records show that BASTROP COUNTY EMERGENCY FOOD PANTRY INC is exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted JUNE,1989 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 170(b)(1)(A)(vi).

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely Yours,

Vivian Randle

EP/EO Correspondence Examiner
Customer Service Section

Other Sources of Revenue or Funding

1. St. David's Foundation
2. Bastrop County
3. Central Texas Food Bank
4. Individual Donations
5. Churches, Business and Organizations
6. CAPCOG
7. Three Annual Fundraisers

Funding Request $33,658

To be allocated for the Pantry's Programs and day to day operation & NIBBLES backpack Program

Bastrop County Emergency Food & Support Center, Inc.
Board of Directors 2018

Name	Address	Phone	Term End
Steve Dunn President	725 Annika Way Bastrop, TX 78602 Sdunn@aquawsc.com	C: 512-304-5260	12/2019
Barbara Adkins Vice President	103 Buck Shot Court Bastrop, TX 78602 barbara.adkins1967@gmail.com	H: 512-581-0612 C: 512-517-1546	12/2018
Rene Flores Treasurer	178 Ulupau Circle Bastrop, TX 78602 RFlores@woodforest.com	W: 512-332-2984 C: 512-785-0404	12/2018
Tonda Owens Board Member	138 Haliimaile Lane Bastrop, TX 78602 Tondalier1114@yahoo.com	C: 512-799-4359	Ametrias
Stephanie Wood Board Member	272 Plum Street Bastrop, TX 78602 Stephanie.wood@edwardjones.com	C:512-718-2153 W: 512-281-5867	Ametrias
Roy Blanco Board Member	114 Murchison Drive Cedar Creek, TX. 78612 rblanco@aplusfcu.org	C: 512-669-9111 W: 512-421-2740	8/2018
Evan M. Moilan, Jr. Board Member	125 Fallow Way Bastrop, TX. 78602 evanmoilan@gmail.com	C: 979-702-0406	6/2018
Deflora Thornes Board Member	143 Mt. Olive Road Cedar Creek, TX. 78612 philipann2@yahoo.com	512-922-2415	7/2019
Amber M. Kani Board Member	2705 E. 17th Street Austin, TX. 78702 ambermariekani@gmail.com	814-207-6846	7/2019
Gina Ohara	376 Colorado Dr. Cedar Creek, Texas 78602 ginadooohara@gmail.com	512-415-6480	12/2020
Tresha Silva, Executive Director	1201 Pine Street Bastrop, TX 78602 director@bastropfoodpantry.org	W: 512-303-0033 C: 512-203-8570	Staff

Revised

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Bastrop County Long Term Recovery Team	06/25/18
Official Name of Organization	Date
P.O. Box 1975	Bastrop TX 78602
Address	City State Zip
Sheila Lowe	ed@bcltrt.org
Contact Person	E-mail
512-521-3001 ext. 1	512-521-3001
Phone Number	Fax Number
45-4463754	801545916
Federal ID #	State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

RECEIVED
JUN 27 2018
CITY OF BASTROP
FINANCE DEPARTMENT

$ 10,0000.00
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

Our request is to ensure that the Bastrop County Long Term Recovery Team remain operational to immediately and efficiently assist the citizens of Bastrop in the event of future weather events or disasters. It will also enable BCLTRT to continue to work with neighborhoods year-round to prepare for such incidents and lessen the impact of loss through educational workshops, safety trainings and disaster simulations.

Describe the organization's purpose.

The Mission of the Bastrop County Long Term Recovery Team is to assist low-income, uninsured and underinsured individuals and families with recovery from natural and man-made disasters. This mission is accomplished by having affected individuals and families work closely with a case manager to identify their unmet needs and to assist with obtaining the resources necessary to meet these needs.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

The Bastrop County Long Term Recovery Team was established after the 2011 Bastrop County Complex Fires. Since our inception we have responded to one additional wildfire and five floods and wind events. In the City of Bastrop in response to the 2017 Hurricane Harvey flood, BCLTRT is still actively working with families and have assisted over sixty families with referrals and funding for repairs so far. In the City of Bastrop between 2015-2016, BCLTRT allocated and spent $38,915 to complete repairs on eleven projects. BCLTRT has also coordinated over 500 hours of volunteers for projects between 2015 and 2017. These volunteer hours when figured at $25 per hour, based on FEMA recommendations, total over $12,000 in savings to Bastrop families. These volunteers with their time and skills allowed Bastrop citizens to remain and return to their homes as quickly as possible. The repairs completed by these volunteers also guaranteed that affected residents continue living in Bastrop. In total BCLTRT has rebuilt/replaced145 homes and repaired over 60 homes for families with flood and wind damage. The Bastrop County Long Term Recovery Team has received numerous awards for the work it has done. Most recently BCLTRT received the Governors Community Leadership Award for Disaster Response for 2016. Because of our experience we are often called upon to assist other communities in developing their own long-term recovery groups.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

The Bastrop County Long Term Recovery Team received a usage waiver for the use of the Bastrop Convention Center on 9/4/2016.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

BCLTRT is still actively working with families affected by the floods caused by 2017 Hurricane Harvey. However, to date 11 percent of the families served by BCLTRT for Hurricane Harvey have been City of Bastrop citizens.

PROGRAM SERVICES

Describe your program services.

BCLTRT works to recruit and train citizens to assist during disasters and weather events. These individuals are responsible for working directly with BCLTRT to coordinate neighborhood damage assessments and gathering information about who needs shelter and clean-up assistance from volunteers. They also assist with preparing a neighborhood plan to assist families with vulnerabilities, such as families with children and individuals with disabilities.

This enables BCLTRT to begin pre-planning for the needs of these families and allows the organization to start scheduling long term volunteer assistance. The result is a more organized way of handling future events and less impact of loss for the families affected.

BCLTRT also works with City of Bastrop staff and officials to respond to individual family needs that arise throughout the year that may or may not be disaster related. BCLTRT staff also works with COB staff to create a city message regarding preparedness. We work with other disaster relief/recovery organizations that serve the City of Bastrop and its citizens.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

Our main goal is to continue providing long term recovery for families affected by disasters and weather events that have been declared by our local, state and federal government. We will continue to achieve this by supplying resources to Bastrop families, organizing repairs/rebuilds and/or by making sure families are prepared for any future incidents.

The objective of this funding request is to create prepared neighborhoods through, community messaging, neighbor participation in planning, damage assessments, and volunteer coordination.

How will the program services benefit the community?

BCLTRT is on standby to respond to any local, state or federal disaster and assist our citizens with disaster recovery. During times when we are not actively responding to or assisting with recovery with disasters in Bastrop County, BCLTRT is working to make Bastrop County better prepared for future disasters.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

In the past year 36 percent of our services were rendered within the city limits of Bastrop. Currently 11 percent of the City of Bastrop residents eligible for our program have received some type of assistance from BCLTRT. It is unknown for response to a disaster or weather event in the FY2019. However, our goal is to set up at least two neighborhood programs within the City of Bastrop with completed community preparedness plans.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Since our inception we have responded to two wildfires and five flood and wind events. The results of our assistance show homes being rebuilt, replaced, or repaired. We work with city, county, state and federal organizations. These entities provide us the information about the assistance needed in Bastrop and we respond according to our organizations policies. It has become imperative to keep programming in place and our communities be prepared.

At this time there are no other Bastrop organizations that provide the services that BCLTRT provides. There are organizations that operate at the time of a disaster or weather event, that offer specialized services. We have identified them and work closely with those groups. If in the future there are other organizations that begin providing community disaster services, BCLTRT will coordinate with them.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

We track participation in our programs by case management. We keep all the files of our past and current clients to complete reporting request, assist clients with questions regarding their projects and future grant request. The files are divided by disaster and demographically.

How will you evaluate if you were effective?

In evaluating the program, it will be deemed successful when the following goals are met:

1. A written plan for participating neighborhoods for damage assessments and how assistance will be provided to neighbors in the event of a future disaster or weather event.
2. A written plan is developed for the evacuation of persons with disabilities and unaccompanied minors.
3. There is a clear community message regarding preparation between the City of Bastrop and BCLTRT

If you have done/currently doing these program services, describe the results you have experienced and statistics.

Within the first year of our program because of Hurricane Harvey we have been focused on our primary goal, which is providing long term recovery for families affected by disasters and weather events. We have been assisting families since last August recover and our efforts to begin preparedness has been limited to neighborhood surveys and community messaging. We are still working with the initial two neighborhoods, but have received positive feedback from a third that is ready to engage.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Sheila Lowe — Authorized Signature for the Applicant

6/25/18 — Date

Sheila Lowe — Name Printed or Typed

Executive Director — Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

Bastrop County Long Term Recovery
Profit & Loss
January through December 2017

	Jan - Dec 17
Income	
4005 · Client	43,210.90
4050 · Direct Public Support	307,102.17
4100 · Fundraiser Income	1,792.57
4600 · Other Types of Income	900.00
Total Income	353,005.64
Expense	
6100 · Construction Materials	1,517.64
6200 · Contract Services	22,706.60
6300 · Facilities and Equipment	7,160.06
6400 · Fundraising Expense	981.07
6500 · Administration	79,038.34
6700 · Other Types of Expenses	3,797.23
6800 · Travel and Meetings	2,152.08
9000 · Void	0.00
Total Expense	117,353.02
Net Income	**235,652.62**

BUDGET SUMMARY OF PROJECT COSTS

Bastrop County Long Term Recovery Team (BCLTRT)

Neighborhood Preparedness Plan

Expenses	**City of Bastrop**	**BCLTRT**	**Totals**
Program Administration	$6,000.00	$19,000.00	$25,000.00
Office Space	$1,500.00	$5,000.00	$6,500.00
Training Material	$1,000.00	$1,000.00	$2,000.00
Office Expenses	$1,500.00	$1,500.00	$3,000.00
Total Project Cost	$10,000.00	$26,500.00	$36,500.00

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 09 2012

BASTROP COUNTY LONG TERM RECOVERY TEAM
PO BOX 1975
BASTROP, TX 78602

Employer Identification Number:
45-4463754
DLN:
17053059371012
Contact Person:
SIRIJUN MAYI ID# 31449
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
February 3, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

FUNDING

Bastrop County Long Term Recovery Team (BCLTRT)
Operation and Neighborhood Preparedness Plan

Potential/Awarded Funding Sources	FY Requested 2018-2019	FY Awarded 2018-2019
Bastrop County	$25,000.00	
City of Bastrop	$10,000.00	
HEART Program		$15,000.00
Austin Community Foundation		$15,000.00
Total Requested	$35,000.00	$30,000.00

Bastrop County Long Term Recovery Team
Board Directors
2018-2019

Name	City	State	Board Position	Profession	Voting
Chuck Kellogg	Bastrop	TX	President	Director Aqua Water	Voting
Janice Butler	Bastrop	TX	Secretary	David Weekly Homes	Voting
Patricia Weiss	Bastrop	TX	Treasurer	VP Roscoe State Bank	Voting
Fran Hunter	Smithville	TX	Communications Chair	FranLan Multimedia	Voting
Dennis Rassi	Elgin	TX	Construction Chair	Local Business Owner	Voting
Kate Johnston	Bastrop	TX	Volunteer Chair	OneStar Foundation	Voting
Susan Guedry	Smithville	TX	Member	Community Member	Voting
Jan Goebel	Cedar Creek	TX	Unmet Needs Chair	Community Member	Non-Voting Member
Sheila Lowe	Bastrop	TX	Executive Director	BCLTRT	Non-Voting Member

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Bastrop County Women's Shelter, dba Family Crisis Center	6/20/2018
Official Name of Organization	Date

P.O. Box 736	Bastrop	TX	78602
Address	City	State	Zip

Sherry Murphy	sherrym@familycrisiscenter.us
Contact Person	E-mail
512-321-7760	512-321-7771
Phone Number	Fax Number
74-2304542	17423045420
Federal ID #	State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

RECEIVED
JUN 27 2018
CITY OF BASTROP
FINANCE DEPARTMENT

$ 10,000
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

The Family Crisis Center requests $10,000 in funding from the City of Bastrop to help support services to individuals in Bastrop impacted by domestic or sexual violence. Programs and services provided by the Center include: community violence prevention programs for youth and adults; crisis intervention and advocacy; safety planning; emergency shelter; counseling; transitional housing; hospital and court accompaniment; assistance filing assault charges, seeking protective orders, and applying for Crime Victims' Compensation; and mandated violence intervention programs including a state-accredited Batterer's Intervention Program (BIPP) and the Protective Parenting program. The Center provides a continuum of care through its core victim service programs, which are aimed at creating sustainable change in the lives of individuals impacted by domestic violence and sexual assault.

Describe the organization's purpose.

The Bastrop County Women's Shelter, dba Family Crisis Center started in 1981 from a coalition of rural Texas women with a shared vision of offering hope, support, and assistance to women victimized by domestic violence. Since becoming an incorporated nonprofit in 1983, the Center has evolved into a community leader in rural Central Texas. The mission of the Family Crisis Center is to be the expert resource and service provider in eliminating domestic and sexual violence in Bastrop, Colorado, Fayette and Lee counties. The Center strives to provide comprehensive programs to assure victim safety and offender accountability with the ultimate goal of helping families create and maintain violence-free lives. The Center envisions a safe community built on equality without the existence of violence.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

The Family Crisis Center has maintained an emergency shelter program for victims of domestic and sexual violence since before the agency was incorporated in 1983. The first dedicated shelter facility was established for victims of domestic and sexual violence in 1989. The Center collaborated with Bastrop County on the first area Arrest Program grant project in 1999. The grant supported the development of the local Coordinated Community Response Team (CCRT). The Center completed an expansion of the emergency shelter and development of the transitional housing complex in 2001; the creation of a local Sexual Assault Integrated Nursing Team (SAINT) in 2005; and the construction of a new thrift store facility in 2006. In fiscal year 2017 the Center provided 890 individuals with crisis services; 6,820 nights of emergency shelter were provided for 190 adults and 138 children; transitional housing was provided for 33 adults and 34 children; and 122 individuals were provided with information about protective orders.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

The City of Bastrop has waived fees for the agency relating to various projects including construction of the agency's community thrift store in 2005; construction of the transitional housing apartment complex in 1999; and construction of the agency's direct service/administrative office in 1996.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

Approximately 21% of the total organization's purpose benefitted City of Bastrop citizens in fiscal year 2017.

PROGRAM SERVICES

Describe your program services.

Program services include crisis intervention services, emergency shelter, transitional housing, and individual and group counseling services. Crisis intervention services are accessible through the agency's 24-hour crisis hotline and include the coordination of emergency transportation, and resources for individuals in immediate crisis; housing assistance; case management and advocacy; assistance accessing other mainstream services; and legal advocacy. Emergency shelter services are available for up to 30 days, with extensions provided on a case-by-case basis, and transitional housing services are available for up to 24 months in the agency's 21-unit transitional housing apartment complex. Residential services also include transportation; life-skills training; case management; and emergency food and clothing. Counseling services incorporate various modalities including solution focused therapy, cognitive behavioral therapy, client-centered therapy, and psychodynamic therapy designed to foster self-confidence and to assist adult and youth clients to recognize their own resiliency.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

Funds will support access to core victim services to City of Bastrop citizens including crisis intervention services; emergency shelter; transitional housing; and counseling for individuals impacted by domestic and sexual violence and their families.

How will the program services benefit the community?

By providing comprehensive victim services, the Family Crisis Center works to ensure victim safety, reduce the number of individuals who experience re-victimization, and empower survivors to move beyond crisis and develop new skills that will help them reach their goals. Crisis intervention services focus on victim safety and providing clients with support, information and options. Counseling services meet a critical need for individuals in rural communities to overcome the challenges resulting from violence. Emergency shelter services are a vital resource for individuals and families fleeing their homes due to domestic or sexual violence. Transitional housing provides families with the time and support necessary to begin rebuilding their lives free from violence. Additionally, agency staff provides Spanish-language services for underserved, immigrant clients including translation, advocacy, accompaniment, and counseling services.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

In the last fiscal year, the Family Crisis Center served 336 individuals from the City of Bastrop who were impacted by domestic violence, sexual assault, and/or stalking. Services included assistance with food, clothing, and personal necessities, information regarding the protective order process, court accompaniment during protective order hearings and criminal court cases, emergency shelter, group counseling for survivors of domestic violence, and transitional housing. While these individuals represent approximately 4% of the population of the City of Bastrop, funding for victim service programs ultimately benefits the community as a whole. These programs provide information and support for victims as well as representatives of local service systems in order to increase reported incidents of domestic and sexual violence, support case investigation, and prosecution of offenders. These activities serve to strengthen the community's response to these forms of violence and to increase community safety.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

In 2016, the following incidents were reported in Bastrop County: 662 incidents of family violence, including 2 fatalities as a result of family violence; 75 incidents of sexual assault; and 58 incidents of rape. The Family Crisis Center provides the only emergency shelter and transitional housing services in the City of Bastrop for victims of domestic and sexual violence. Last year, the Center sheltered 61 City of Bastrop citizens for 1,572 nights. The agency also coordinates and secures funding for the local Sexual Assault Nurse Examiners (SANE) Program, a collaborative initiative with Children's Advocacy Center that provides forensic medical examinations for victims of sexual assault. Additionally, the Center collaborates with other social service agencies and organizations, representatives of local government, the criminal justice system, and community groups and participates in several community initiatives aimed at increasing victim safety and maintaining offender accountability.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

The Family Crisis Center's staff will track and record services provided to citizens of the City of Bastrop through client service files and staff service logs, which are turned in on a weekly basis. Client and service data is maintained in the Center's client database. Client data includes demographic information such as address, city of residence, county of residence, and postal code for statistical and reporting purposes.

How will you evaluate if you were effective?

The Family Crisis Center evaluates program effectiveness based on a variety of outcomes measures. Direct service programs are evaluated based on client satisfaction; symptom abatement through therapeutic treatment; client and counselor alliance as determined by the client; increased knowledge of the dynamics of domestic and sexual violence; and increased knowledge of available community resources and strategies for enhancing safety. Outcomes are measured through client surveys and session/outcome rating scales utilized in counseling treatment.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

The agency's victim service programs are ongoing. The following reflects outcome data for fiscal year 2017: 97% of clients surveyed reported increased knowledge of available community resources; 98% of clients surveyed reported increased knowledge of strategies for enhancing their safety; 97% of clients surveyed reported feeling that their children were more safe; and 96% of clients surveyed reported decreased feelings of isolation as a result of the services provided. In addition the following outputs were recognized agency wide during FY 2017: 321 prevention programs were provided to 4,099 elementary & 3,182 middle/high school students, and 172 community youth; 890 individuals received crisis intervention services; 3,530 hotline calls were answered; 6,820 nights of emergency shelter were provided to 190 adults and 138 children; 33 adults and 34 children benefited from transitional housing; 42 adult sexual assault/rape victims were provided hospital accompaniment for a medical forensic exam; and 144 adults participated in offender accountability programs.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Authorized Signature for the Applicant

6/26/2018
Date

Sherry Murphy
Name Printed or Typed

Executive Director
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

BASTROP COUNTY WOMEN'S SHELTER, INC.
DBA FAMILY CRISIS CENTER

STATEMENTS OF ACTIVITIES

For the Years Ended September 30, 2017 and 2016

	2017			
	Unrestricted	Temporarily Restricted	Total	2016 Total
Public Support and Revenues				
Grants - federal awards	$ -	$ 922,421	$ 922,421	$ 833,629
Grants - state awards	-	312,202	312,202	303,872
Contributions	100,510	109,901	210,411	327,379
Cash: in-kind	328,474	-	328,474	338,631
Thrift store, net of $196,526 in cost of sales	199,360	-	199,360	194,636
Program	19,364	-	19,364	36,344
Special events	80,181	-	80,181	78,758
Rent income	-	50,766	50,766	49,479
Miscellaneous	14,070	-	14,070	28,681
Total Revenues	741,959	1,395,290	2,137,249	2,191,409
Net Assets Released from Restriction and Satisfaction of Purpose Restrictions	1,438,046	(1,438,046)	-	-
Total Public Support, Revenues, and Reclassification	2,180,005	(42,756)	2,137,249	2,191,409
Expenses				
Program expenses	1,764,757	-	1,764,757	1,686,180
Administration	103,018	-	103,018	84,812
Fundraising	311,857	-	311,857	322,257
Total Expenses	2,179,632	-	2,179,632	2,093,249
Net Operating Income (Loss)	373	(42,756)	(42,383)	98,160
Beginning net assets	1,774,603	55,702	1,830,305	1,732,145
Ending Net Assets	$ 1,774,976	$ 12,946	$ 1,787,922	$ 1,830,305

See notes to financial statements.

BASTROP COUNTY WOMEN'S SHELTER, INC.
DBA FAMILY CRISIS CENTER

STATEMENTS OF FINANCIAL POSITION

September 30, 2017 and 2016

ASSETS	2017	2016
Current Assets		
Cash and cash equivalents	$ 390,385	$ 389,060
Certificates of deposit	180,452	179,686
Grants receivable	192,378	180,262
Prepaid expenses	3,457	596
Inventory	20,000	20,000
Total Current Assets	786,672	769,604
Capital Assets		
Land	153,866	153,866
Building	3,249,183	3,249,183
Furniture and equipment	584,828	584,828
Less: accumulated depreciation	(1,815,836)	(1,721,369)
Total Capital Assets	2,172,041	2,266,508
Other Assets		
Deposits	150	150
Total Other Assets	150	150
Total Assets	$ 2,958,863	$ 3,036,262
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	$ 59,144	$ 54,062
Grant advance	32,234	8,759
Rent deposits	4,300	4,200
Compensated absences payable	17,702	13,546
Notes payable, current portion	70,860	62,776
Total Current Liabilities	184,240	143,343
Long-Term Liabilities		
Notes payable, less current portion	986,701	1,062,614
Total Long-Term Liabilities	986,701	1,062,614
Total Liabilities	1,170,941	1,205,957
Net Assets		
Unrestricted	1,774,976	1,774,603
Temporarily restricted	12,946	55,702
Total Net Assets	1,787,922	1,830,305
Total Liabilities and Net Assets	$ 2,958,863	$ 3,036,262

See notes to financial statements.

Bastrop County Women's Shelter, dba Family Crisis Center
FY19 Preliminary Proposed Budget
Consolidated for All Facilities and Programs
October 1, 2018 - September 30, 2019

	Total Agency Budget	City of Bastrop Funding
Anticipated Revenues		
Government Grants	1,430,000	
Private & Corporate Foundations	90,000	
Local City & County Funding	54,000	10,000
Local Contributions & Workplace Designations	60,000	
Program Fees	35,000	
Transitional Housing Rent Income	48,000	
Special Event/Fundraising Income	80,000	
Thrift Store Income	410,000	
Interest, Dividends, Refunds, & Other Income	8,000	
Total Anticipated Revenues	$ 2,215,000	$ 10,000
Anticipated Expenditures		
Salaries	1,591,000	9,075
Payroll Taxes and Employee Benefits	162,000	925
Staff Travel (staff mileage providing agency services/functions)	55,000	
Direct Client Assistance (shelter food & supplies & other direct client assist.)	40,000	
Supplies (office consumables, program specific supplies & postage)	24,000	
Equipment and Equipment Lease/Maintenance Contracts	28,000	
Communications (VOIP phones & service, cell phones, and internet fees)	20,800	
Utilities/Facility Costs (electric, water, sewer & garbage for all facilities)	49,000	
Insurance (property, general & professional liability, D&O, and vehicle)	36,200	
Contracts/Professional Fees (Audit/990, interpertation & Spanish counseling)	14,800	
Maintenance/Repairs (doc. shredding, building maint., network & software)	60,633	
Interest and Debt Reduction	83,167	
Special Event/Fundraising Expenses	28,000	
Subscriptions, Memberships, Fees, and Advertising	16,400	
Staff and Volunteer Training and Support	4,800	
Vehicle Costs	1,200	
Total Anticipated Expenditures	$ 2,215,000	$ 10,000

Internal Revenue Service
District Director

Department of the Treasury

1100 COMMERCE STREET
DALLAS TX 75242 0000

Date: FEB 17 1989

Employer Identification Number:
74-2304542
Contact Person:
EO TECHNICAL ASSISTOR
Contact Telephone Number:
(214) 767-3526

BASTROP COUNTY WOMENS SHELTER INC
P O BOX 736
BASTROP, TX 78602

Our Letter Dated:
July 10, 1984
Addendem Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(1).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions please contact the person whose name and telephone number are shown above.

Sincerely yours,

Gary O. Booth
District Director

Letter 1050(DO/CG)

Bastrop County Women's Shelter, dba Family Crisis Center
FY 2019 Funding Sources (confirmed & prospective)
October 1, 2018 - September 30, 2019

Government Grants	$1,430,000
Criminal Justice Division of the Governor's Office - General Victim Assistance Direct Services Grant	
Office of the Attorney General - Other Victims Assistance Grant	
Office of the Attorney General - Sexual Assault Prevention and Crisis Services Federal Grant	
Office of the Attorney General - Sexual Assault Prevention and Crisis Services State Grant	
Office on Violence Against Women - Improving Criminal Justice Response Grant	
Office on Violence Against Women - Rural Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant	
Office on Violence Against Women - Transitional Housing Grant	
TX Dept. of Health and Human Services - Family Violence Program Grant	
TX Dept. of Health and Human Services - Special Nonresidential Project Grant	
Community Justice Assistance Division - Batterer's Intervention & Prevention Program	
City/County Funding	$54,000
Community Support	$60,000
Foundation & Corporate Grants	$90,000
Fundraising/Special Events	$80,000
Thrift Store Revenue	$410,000

PO Box 736/431 Old Austin Highway
Bastrop, TX 78602
512-321-7760 | 888-311-7755 (toll free)
www.family-crisis-center.org

Family Crisis Center Board of Directors FY2018

Patricia Allen, Esq. – Secretary
Compliance Attorney
113 Frontier Trail, Bastrop, TX, 78602
Work Phone: (512) 332-7953
Cell Phone: (512) 569-7456
Email: patricia.allen@bluebonnet.coop

Robert Barker – Vice President
Retired Non-Profit CEO
220 Wagon Way, Bastrop, TX, 78602
Home Phone: (512) 985-5688
Cell Phone: (561) 427-3495
Email: barker.robert1@gmail.com

Ada Castle
Retired College Administrator
13817 County Line Road #403, Elgin, TX 78621
Cell Phone: (616) 238-1018
Email: ada.castle@sbcglobal.net

David Connor
Retired Probation Officer & LCDC Counselor
303 Centennial, Carmine, TX 78932
Home Phone: 979-278-4022
Cell Phone: 979-966-8054
Email: drc1996155@yahoo.com

Susan Farris – Treasurer
Clinical Social Worker
P.O. Box 2534, Bastrop, TX, 78942
Home Phone: (512) 971-0063
Work Phone: (512) 308-5935
Email: slfarris@att.net

Linda Field
Retired School Counselor
1185 CR 205, Giddings, TX, 78942
Cell Phone: (979) 204-3343
Home Phone: (979) 542-1900
Email: lsnfield@gmail.com

Sarah Newman-Altamirano, Esq. – President
Attorney
1508 Pecan Street, Bastrop, TX, 78602
Cell Phone: (512) 718-7013
Work Phone: (512) 332-7928
Email: sarah.newman-altamirano@bluebonnet.coop

Darlia Maxwell – Parliamentarian
Marketing Professional
2814 Airport Road, La Grange, TX, 78945
Home Phone: (979) 247-4870
Cell Phone: (979) 966-9046
Email: darliam@cvctx.com

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

6-25-18

ORGANIZATION INFORMATION:

Bastrop Pregnancy Resource Center — Official Name of Organization

6/18/2018 — Date

494 HWY 71 W STE. 140-153 — Address

City

State

Zip

Celeste Hoffman — Contact Person

bastrop.prc@hotmail.com — E-mail

512-629-8780 — Phone Number

Fax Number

27-0665145 — Federal ID #

State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$20,000.00
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

RECEIVED
JUN 25 2018
CITY OF BASTROP
FINANCE DEPARTMENT

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

We are requesting funding so we can continue to expand our services in our community. BPRC has recently acquired land in Smithville that will allow us to build a third location as well as a women and children's home. This will be a program where moms can stay a minimum of one year. We will help them enroll in school and acquire employment. These clients will also be involved in our classes taught within the center and throughout our community. As BPRC continues to grow we would like to continue to expand the curriculum and programs offered. Our classes include prenatal, parenting, breastfeeding, childbirth, life skill, Bible studies and much more. We also teach an abstinence program at our physical locations, as well as our schools, Churches and community organizations. Last year we taught over 1,000 children within the school district. All of our services are free of charge. We want our community to become one where all of its people are self-sustaining and healthy. Our goal is to teach families to provide loving, nurturing, caring homes where children can lead by parents healthy examples.

Describe the organization's purpose.

Our purpose is to save the lives of the unborn and to prevent unwanted pregnancy through our abstinence based curriculum taught both within the center and throughout the community. In addition, we strive to promote healthy family development through our classes and programs. We provide pregnancy testing, non-medical sonograms, emergency housing, material assistance including clothing, cribs, carseats etc. In addition we provide a variety of classes and support groups. Our goal is to help not only women, but entire families to become self-sufficient and realize their self worth. We provide numerous on the job opportunities and have been blessed to watch our clients use the skills they learn to seek employment.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

When we opened our doors in 2009 Bastrop County was number one in teenage pregnancy in the state of Texas. We can proudly say our county is no longer in this statistic. We believe this number has dropped as a result of the classes and services provided by BPRC. This year alone we were able to teach our abstinence curriculum to over 1,0000 students in Bastrop County. Hundreds of these students made a commitment to abstain from sexual activity until marriage. We have been able to watch both male and female clients that have attend our classes obtain employment, housing and become completely self sustaining.. We have wonderful working relationships and receive referrals from many local agencies. A few of these include Family Crisis Center, DHS, 211, CPS, Bastrop Food Pantry and much more. BPRC has been able to rescue 12 girls from sex trafficking and assist in several adoptions.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

Bastrop Power and Light 11/2014 to current

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

100% benefited the city of Bastrop citizens. There are no requirements to receive services and all of our services are free of charge

PROGRAM SERVICES

Describe your program services.

We provide pregnancy testing,,clothing (size newborn to 5T), diapers, formula,,babyfood, car seats etc. We also provide classes in parenting, childbirth, breastfeeding, life skills ,budgeting, nutrition, exercise, sexual and physical abuse, abortion recovery and Bible studies. We provide housing and emergency lodging. We have recently acquired land in Smithville that will eventually provide housing for moms and children. Our abstinence programs W.AIT and Worth the Wait are both taught at our physical location, schools and throughout the community. We want our youth understand they are special and the risks involved with sexual activity, drugs, partying etc. These programs also discuss bullying, self-esteem, bounder setting and much more. All services are free of charge.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The funds will be used to further expand our resources and programs, including the following:
more curriculum and copies of class material
more interaction with local schools
more availability to local agencies through providing more classes and workshops
technology for use at schools and organizations to utilize various teaching programs

How will the program services benefit the community?

Our services provide emotional support, food, clothing, housing and provide a healthier way of living. We strive to build strong, healthy families. This starts with working with our youth through adulthood. We help them set goals, learn to handle peer pressure and realize the meaning of a healthy relationship. The material items we provide help cloth and feed babies, children, expect5ant mothers and anyone else involved in their family.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

Anyone who walks through our doors or contacts us are eligible for our services. 100% of of Bastrop can benefit from this funding.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

We know our services are needed in Bastrop county because of the statistics on poverty, single mothers, and teen pregnancies remind us we have many more people to reach. We know by the number of clients that walk through our doors and their responses of how they could not have achieved their goals without us. The gratitude and stories they share remind us that there are still large numbers of people to reach. The teen pregnancy statistics remind us there are still young people to reach, and the gratitude the youth express when we work with them verifies this.

At this time there are no other entities that provide all the services we do.

We work with and refer to other agencies, such as Family Crisis Center, DHS, DPS, food pantries and churches for utility assistance and food. These are meant to be short-term as our goal is for our clients to become self-sufficient.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

We use a software system called EKYROS as well as our own in-house version of statistics gathering to track all of our data. We are also affiliated with Care Net, which tracks our statistics and makes sure we are following all regulations.

How will you evaluate if you were effective?

We know we are effective as we watch the employment rate of our clients and community go up and teen and unwanted pregnancies go down. We can look at these by the statistics we track as well as the ones reported by our city and state.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

We have watched teen pregnancy drop through Texas Health and Human Services as well as reports we receive from our school district. We have watched our clients finish high school, find jobs, and become self-sufficient. Clients attending parenting classes become more relaxed and confident parents. Our abortion-vulnerable clients have returned throughout their pregnancies and through their children's toddler years to attend classes. Clients still drop by just to give us a hug, share pictures, and thank us for helping them through some low points in their lives.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Celeste Hoffman
Authorized Signature for the Applicant

6-18-18
Date

Celeste Hoffman
Name Printed or Typed

Director
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

Management Report

Bastrop Pregnancy Resource Center
For the period ended December 31, 2017

Prepared on
June 19, 2018

For management use only

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Profit and Loss

January - December 2017

	Total
INCOME	
Contributions	75,595.54
Gifts in Kind-Goods (Non-Cash)	9,149.77
Total Contributions	**84,745.31**
Investments	0.00
Interest-Savings, Short-term CD	35.21
Total Investments	**35.21**
Total Income	**84,780.52**
GROSS PROFIT	**84,780.52**
EXPENSES	
10 - PROGRAM SERVICES	0.00
Advertising	128.57
Affiliation Dues / Donations	430.00
Offering - Non-Profit	100.00
Total Affiliation Dues / Donations	**530.00**
Client Services	613.73
Baby Supplies	543.02
Bible Study	321.52
Gift for Client	38.93
Homeless Prevention	3,231.25
Meal for Client	48.74
Supplies/services for mother	1,747.77
Total Client Services	**6,544.96**
Educational / Publications	3,277.73
Pay Pal/Square Fees	137.52
Pregnancy Tests	99.81
Volunteer Train / Appreciation	551.58
Total 10 - PROGRAM SERVICES	**11,270.17**
30 - FUNDRAISING	155.00
Events	0.00
Bake Sale	20.00
Banquet	4,064.82
COTA Events	-90.00
Crafts Fundraiser	51.58
Golf Tourney	6,092.42
Tea	859.81
Total Events	**10,998.63**
Total 30 - FUNDRAISING	**11,153.63**
50 - OPERATING EXPENSES	0.00
Background Checks	370.29
Bank / Card Fees	246.65
Contract Services	0.00

	Total
IT Services	433.00
Outside Contract Services	680.00
Total Contract Services	**1,113.00**
Facilities	499.49
Internet	1,097.90
Rent / Lease of property	19,900.00
Repairs / Maint	455.21
Security System	658.04
Telephone	2,058.93
Utilities	2,021.26
Total Facilities	**26,690.83**
Facilities and Equipment	0.00
Computer Equipment	429.98
Equip Rental and Maintenance	16.21
Storage Unit Rental	835.00
Total Facilities and Equipment	**1,281.19**
Insurance	910.00
Meals	706.05
Payroll Expenses	15,800.00
Payroll Tax Expense	1,208.74
Postage	110.60
Postage Box Fee	77.04
Total Postage	**187.64**
Printing	528.27
Supplies - operations/office	6,400.65
Travel Expense	0.00
Gasoline / Fuel Expense	18.32
Mileage Reimb - Celeste Hoffman	1,946.50
Misc. Travel Expense	688.00
Total Travel Expense	**2,652.82**
Total 50 - OPERATING EXPENSES	**58,096.13**
Total Expenses	**80,519.93**
NET OPERATING INCOME	**4,260.59**
NET INCOME	**$4,260.59**

Balance Sheet

As of December 31, 2017

	Total
ASSETS	
Current Assets	
Bank Accounts	
BPRC FNB Checking Account	3,232.20
BPRC Savings Account	875.82
Certificate of Deposit	5,213.94
Total Bank Accounts	**9,321.96**
Other Current Assets	
Undeposited Funds	1,462.69
Total Other Current Assets	**1,462.69**
Total Current Assets	**10,784.65**
Fixed Assets	
Furniture and Equipment	699.95
Total Fixed Assets	**699.95**
Other Assets	
Rent Deposit	1,600.00
Total Other Assets	**1,600.00**
TOTAL ASSETS	**$13,084.60**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	-141.80
Total Other Current Liabilities	**-141.80**
Total Current Liabilities	**-141.80**
Total Liabilities	**-141.80**
Equity	
Unrestricted Net Assets	8,965.81
Net Income	4,260.59
Total Equity	**13,226.40**
TOTAL LIABILITIES AND EQUITY	**$13,084.60**

	A	B	C	D
1	BPRC Annual Projected Budget 10/01/2018 - 09/30/2019			Monthly
2	Building Costs ($1800/month)	$21,600.00		
3	Repairs/Maintenance	$400.00		
4	Insurance	$4,000.00		
5	Utilities	$4,800.00		
6	**Facility TOTAL**	**$30,800.00**	**$30,800.00**	**$2,566.67**
7	Director Bastrop/Elgin	$65,000.00		
8	Assistant Director Bastrop	$30,000.00		
9	Assistant Director Elgin	$30,000.00		
10	Administrative Assistant Bastrop	$16,000.00		
11	Administrative Assistant Elgin	$16,000.00		
12	Boutique Coordinator Bastrop/Elgin	$20,000.00		
13	Bookkeeping Bastrop/Elgin	$20,000.00		
14	**Salary TOTAL**	**$197,000.00**	**$197,000.00**	**$16,416.67**
15	Banquet	$7,000.00		
16	Cowgirl Tea Fundraiser	$7,000.00		
17	Golf for Life Fundraiser	$5,000.00		
18	**Fundraiser TOTAL**	**$19,000.00**	**$19,000.00**	**$1,583.33**
19	CareNet	$275.00		
20	Ekyros	$480.00		
21	Misc. Membership Dues Fees	$3,200.00		
22	**Membership Fees TOTAL**	**$3,955.00**	**$3,955.00**	**$329.58**
23	Office Supplies	$6,200.00		
24	Furniture	$1,000.00		
25	Internet/Phone Services/Printing/Adv	$5,000.00		
26	Travel Expenses (Mileage)	$5,000.00		
27	Postage	$1,000.00		
28	Education / Publications	$8,000.00		
29	Miscellaneous	$2,000.00		
30	Other: Merchant Services, Bank etc	$2,000.00		
31	**Center Operations TOTAL**	**$30,200.00**	**$30,200.00**	**$2,516.67**
32	Training	$2,500.00		
33	Recognition	$1,000.00		
34	**Volunteer Expenses TOTAL**	**$3,500.00**	**$3,500.00**	**$291.67**
35	**Meeting/Conferences TOTAL**	**$1,500.00**	**$1,500.00**	**$125.00**
36	Client Materials	$4,000.00		
37	Homeless Prevention	$8,000.00		
38	Emergency Fund	$500.00		
39	**Client Support TOTAL**	**$12,500.00**	**$12,500.00**	**$1,041.67**
40	**TOTAL BUDGET**		**$298,455.00**	**$24,871.25**

BASTROP PREGNANCY RESOURCE CENTER
SOURCES OF FUNDING

1. Bastrop Power & Light

2. Churches

3. Local businesses

4. Individuals

5. Fundraisers

Bastrop Pregnancy Resource Center

Council Members

Charles Elliot- President

Jennie Brimhall- Vice President

Lynn Shirk- Treasurer

MaryAnn Greene- Secretary

Stella Hill

Cheli Cook

Jarrett Nampkin

Debra Thorne Francis

Stephanie Tullas

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: OCT 30 2009

BASTROP PREGNANCY RESOURCE
CENTER
C/O BPRC
494 HWY 71 WEST STE 140
BASTROP, TX 78602

Employer Identification Number:
27-0665145
DLN:
17053260342019
Contact Person:
ERIC KAYE
ID# 31612
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
September 2, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

BASTROP PREGNANCY RESOURCE

Sincerely,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Corporations Section
P.O. Box 13697
Austin, Texas 78711-3697

Hope Andrade
Secretary of State

Office of the Secretary of State

CERTIFICATE OF FILING
OF

Bastrop Pregnancy Resource Center
File Number: 801165348

The undersigned, as Secretary of State of Texas, hereby certifies that a Certificate of Formation for the above named Domestic Nonprofit Corporation has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 09/02/2009

Effective: 09/02/2009

Hope Andrade
Secretary of State

FILED
In the Office of the
Secretary of State of Texas
SEP 02 2009
Corporations Section

Articles of Incorporation
of
Bastrop Pregnancy Resource Center

Article I. Name, Registered Office and Type

1.01 Name: The name of the entity shall be: Bastrop Pregnancy Resource Center

1.02 Registered Office: The mailing address of the registered office of the Corporation shall be: 494 Hwy. 71 West Ste. 140, Bastrop TX 78602

1.03 Type: The filing entity being formed shall be a nonprofit corporation.

Article II. Registered Agent and Registered Office

2.01 Registered Agent: The initial registered agent shall be Jennie L. Brimhall, an individual resident of the state of Texas.

2.02 Registered Office of Registered Agent: The business address of the registered agent shall be: 494 Hwy.71 West Ste. 140, Bastrop TX. 78602

Article III. Duration

3.01 The period of the corporation's duration is perpetual.

Article IV. Purpose

4.01 The purpose of this corporation shall be exclusively for charitable, educational and outreach purposes. including for such purposes, the making of distributions to organizations that qualify as exempt organizations under the section 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended. All funds, whether income or principal, and whether acquired by gift or contribution or otherwise, shall be devoted to said purposes.

Article V. Limitations

At all times the following shall operate as conditions restricting the operations and activities of the corporation.

5.01 No part of the net earnings of the corporation shall insure to the benefit of any Officer of the corporation, Council Member of the corporation or any private individual (except reasonable compensation that the corporation shall pay for services actually rendered to or for the corporation, or allowed by the corporation as a reasonable allowance for authorized expenditures incurred on behalf of the corporation. No Officer of the corporation, Council Member or any private individual shall be entitled to share in the distribution of any of the corporate assets on dissolution of the corporation.

5.02 No substantial part of the activities of the corporation shall be the promotion of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

5.03 Notwithstanding any other provisions of these articles, the corporation shall not conduct or be involved with any activities not permitted to be conducted or involve with by an organization exempt from taxation under section 501(c)(3) of the Internal Revenue Code and its regulations as it now exists or as they may hereafter be amended.

Article VI. Board of Directors/Administrative Council

6.01 The Administrative Council shall serve as the corporations Board of Directors. The number of Administrative Council Members shall be no less than 9.

6.02 Current Administrative Council:

Jennie Brimhall
110 Trapper Trail
Bastrop, TX 78602

Karen Roh
154 Stoney Brook Drive
Cedar Creek, TX 78612

Graceanna Holder
155 Valley View Drive
Bastrop, TX 78602

Joelle Lively
124 West Oak Loop
Cedar Creek, TX 78612

Lynda Sparks
306 Browning Dr.
Bastrop, TX 78602

Linda Burns
165 Mandy Ln.
Red Rock, TX 78662

Jeff Hagen
1601 Main St.
Bastrop, TX 78602

Suellen Payne
1701 Main St.
Bastrop, TX 78602

Jeri Leseman
3505 Buck Ln.
Dell Valle, TX 78617

Mary Moore
198 Three Oaks Ln.
Bastrop, TX 78602

Lisa Jackson
184 Gonzales
Paige, TX 78659

Rhonda Renfro
Po Box 165
Bastrop, TX 78602

Article VII. Membership: The nonprofit corporation will have no members.

Article VIII. Dissolution

8.01 Upon the time of dissolution of the corporation, assets shall be distributed by the Administrative Council, after paying or making provisions of payment of all debts, obligations and liabilities, to another non-profit , Christian based organization, which carries an existing 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they may hereafter be amended.

Article IX. Incorporator

9.01 The incorporator of this corporation is: Jennie L. Brimhall
110 Trapper Trail
Bastrop, TX 78602

Adoption of Articles of Incorporation

The undersigned have hereby stated that these Articles of Incorporation as stated herein have been approved and adopted by the Founders of the Corporation. The undersigned signs this document subject to penalties imposed by law for the submission of a materially false or fraudulent instrument.

Date: 8/31/09

Jennie L. Brimhall, Incorporator/Co-Founder

Date: 8-31-09

Celeste Hoffman, Co-Founder

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Boys & Girls Clubs of Austin and Travis County, Inc. — Official Name of Organization

6/18/2018 — Date

5407 N. IH 35, Suite 400 — Address

Austin — City

TX — State

78723 — Zip

Misti Potter — Contact Person

misti.potter@bgcaustin.org — E-mail

512-444-7199 — Phone Number

512-444-7554 — Fax Number

74-6087356 — Federal ID #

State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$ 5,000
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

RECEIVED
JUN 22 2018
CITY OF BASTROP
FINANCE DEPARTMENT

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

BGCAA is requesting support from the City of Bastrop for programming and staffing costs related to the operation of the BGCAA Teen Center at the Schulman Theater, at 1600 Chestnut Street in Bastrop, Texas. This center is a project of the Boys & Girls Clubs of the Austin Area, and offers young people a safe space to engage with caring adult mentors and to develop skills in our three core focus areas: Academic Success, Good Character & Citizenship, and Healthy Lifestyles. Academic Success programs enable youth to become proficient in basic educational disciplines, set goals, explore careers, prepare for employment or additional schooling, and embrace technology to achieve future success. Healthy Lifestyles programming develops young people's capacity to engage in positive behaviors that nurture their well-being, set personal health and nutrition goals, and engage young minds in the importance of active and healthy lives. Building Character & Leadership skills among our young members helps to empower them to support and influence their Club and community, sustain meaningful relationships with others, develop a positive self-image, participate in the democratic process, and respect their own and others' cultural identities.

Describe the organization's purpose.

BGCAA is dedicated to its mission to inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible, and caring citizens. The vision of BGCAA is to become Central Texas' most effective, recognized, and vital out-of-school-time provider. Our priority outcome is to keep kids in school and ensure that they graduate on time, ready to attend college or trade school, or join the work force.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

Due to the successful implementation of a range of innovative, field-tested programs, we are a market leader uniquely positioned to have broad positive effect upon the region's youth. Aspects of our program that demonstrate our capacity, experience, and ability to positively impact the youth in our community include:
• Our organization currently serves over 2,000 kids a day, ages 6 to 18, at 33 locations throughout Travis and Bastrop counties, at schools, community centers, and public housing sites. Annually we engage with 12,000 young people and have a positive impact on over 8,000 registered members.
• Hispanic and African-American youth represent the two largest groups in our membership, at 65% and 20%, respectively.
• 81% of our members come from families who are economically-disadvantaged.
• Our Clubs are free or low-cost and are intentionally located in neighborhoods that are home to our targeted population of under-served youth, to make them accessible to communities where poverty runs high, and where many kids would, without the availability of our Clubs, be left alone unsupervised, unguided, and unsafe.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

N/A

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

Overall, our organization operates 33 sites for youth, with one in the City of Bastrop, but seven in Bastrop County, including Clubs in Elgin and Smithville. The percentage of our purpose that benefits the City of Bastrop is 3%, but 21% of our purpose benefits the County.

PROGRAM SERVICES

Describe your program services.

The BGCAA Teen Center of the City of Bastrop will be open from 7pm -10pm for monthly teen nights. This will be a free program available to all 13-18 year old children in Bastrop. Through this teen program, young people will gain the skills they need to enter the workforce, successfully engage with other professionals, and achieve success in the working world. Recruitment for weekly teen programs will take place through the monthly Teen Nights, resulting in a consistent teen program for all eligible youth. Program participants will develop leadership skills and gain opportunities for planning, decision-making, contributing to Club and community and celebrating our national heritage. In addition to these benefits, this program will also allow young people the opportunity to gather and socialize in a safe, structured, and supervised environment staffed by caring, adult mentors.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The funds will be used primarily for staffing expenses for the teen center, as well as for rewards and incentives for youth, programming costs, and general & administrative costs.

How will the program services benefit the community?

The National Institute on Out-of-School Time reports that quality after school programming, like the programs offered by Boys & Girls Clubs of the Austin Area, has been proven to positively affect attendance, test scores, and grade retention, especially for youth at risk of negative outcomes. It has also been proven to reduce gang influence, drug and alcohol abuse, pre-mature sexual activity, and juvenile crime. Through our proven-effective programs, we positively influence young people, and combat the negative outcomes that are associated with growing up in an economically-disadvantaged household.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

Of the children ages 5-18 that are eligible for participation in BGCAA programming, over 4,000 of them are teen members, putting the total percentage of eligible participants at 30%.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Approximately 60% of Bastrop ISD youth are determined to be at-risk of academic failure, and 64% are classified as economically disadvantaged youth. The impact of poverty on the long-term success of youth is striking. Currently, BISD college-ready graduates in English Language Arts and Math are lower than the state average, as are college and career ready graduates at 60.3% with the state average being 75.9%. The Annie E. Casey Foundation has found that children who read proficiently by the end of third grade are more likely to graduate from high school to be economically successful in adulthood, however 80% of low-income 4th graders are reading below grade level. Additionally, studies by the Afterschool Alliance have shown that the demand for after school programs in communities of color (Hispanic youth are the majority demographic of BISD) affected by poverty is higher (56%) than the national average. If these children are not provided with services that help them level the playing field and get support, they will remain in low-income neighborhoods and under-performing schools and will be given fewer opportunities and access to resources. Although there are other youth development organizations in the area, none offer the comprehensive programs offered by BGCAAA at a rate that is affordable for families who need us the most.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

Data Collection: Vision, a Boys & Girls Clubs of America-endorsed data collection and tracking software system allows BGCAA Clubs to gather and record information regarding member attendance rates, frequency of participation and specific program participation. Staff at all Clubs are expected to enter data into the system daily.

How will you evaluate if you were effective?

Evaluation: BGCAA utilizes the Youth Program Quality Assessment tool which is a validated evaluation instrument used to assess the quality of BGCAA programs. Once evaluated, program staff will use the tool to assess program delivery and youth engagement. The organization also urges member feedback by implementing the Boys & Girls Clubs of America National Youth Outcomes Initiative survey tool. This survey is distributed to all youth attending Club and enables staff to get feedback from our members regarding safety, risky behavior, healthy lifestyles and overall club experience. Additional evaluation methods include pre- and post-program assessment and family and campus surveys.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

1. In 2017, BGCAA members had a higher promotion rate and attendance rate than youth who did not attend BGCAA.
2. The percentage of our members who self-report "fighting" is lower than state and national averages and has been for the last two years. The percentage of our members who self-report "concern for community" is higher than state and national averages and has been for the last two years.
3. BGCAA members have a lower percentage of aggressive behavior and in school/out of school suspensions.
4. According to pre- and post-test data, 65% of members surveyed increased their fruit and vegetable intake and daily exercise rate.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Misti L Potter — Authorized Signature for the Applicant

6/19/18 — Date

Misti S. Potter — Name Printed or Typed

CEO — Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

Boys & Girls Clubs of Austin Area and Travis Counties
Income Statement from Operations January 1 - December 31, 2017

	Actual
Operating revenue	
Governmental Grants	$2,277,144
Found's & NP's	$1,480,551
Events	$1,411,964
Corp's & Business	$344,216
Club Fees	$261,906
Individuals	$238,962
St David's Amplify Match	$115,655
Foundation Income	$38,040
Club Sponsorships	$37,252
Investment Income	$5,395
	$6,211,086
Operating expenses	
People	($4,414,218)
Program Supplies	($305,790)
Events Expense	($291,659)
General & Administrative	($758,393)
Marketing & Promotion	($82,766)
Bad Debt Expense	($16,491)
	($5,869,317)
Net Operating Profit/(Loss)	$341,769

Boys & Girls Clubs of Austin Area and Travis County
Operating Budget January 1 - December 31, 2019

Revenue		2019
Indivdual Giving	$	650,000
Corp's & Businesses	$	650,000
Found's & NP's	$	1,258,622
Gov't Grants	$	1,507,223
Events	$	1,435,000
Club Revenue	$	697,459
In Kind	$	-
Investment Income	$	11,402
Foundation Income	$	38,040
Operating Revenue	$	6,247,746

Expenses		
Depreciation	$	47,400
G&A	$	239,024
IT, Software & Hosting	$	77,400
Phone/communications	$	22,220
Employee Reimbursements	$	17,140
Professional/Financial Fees	$	67,500
Direct Program Supplies/Vendors	$	252,900
Vendors/Contractors Non-Program	$	40,000
Travel & Training Related	$	103,099
Dues, Fees, Memberships	$	41,975
Wages & Related	$	4,735,324
Marketing & Promotion	$	115,400
Maintenance & Repairs	$	3,687
Insurance	$	57,150
Events Expense	$	380,527
Vehicle Expense	$	47,000
Operating Expense	$	6,247,746

Net Change in Assets from Operations	$	0

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248562362
Feb. 27, 2009 LTR 4168C E0
74-6087356 000000 00 000
00012639
BODC: TE

BOYS AND GIRLS CLUBS OF AUSTIN AND
TRAVIS COUNTY INC
5407 N INTERSTATE 35 STE 400
AUSTIN TX 78723

000930

Employer Identification Number: 74-6087356
Person to Contact: Mr. McQueen
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Feb. 18, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in October 1967, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

Gift Detail and Summary Report

Constituent Name	Date	Fund Description	Cash	Stocks	Pledge Bal	MG Pledge Bal
Alamo Drafthouse Cinemas	3/28/2018	General Operating Suppor	$6,400.00	$0.00	$0.00	$0.00
	3/28/2018	General Operating Suppor	$86.32	$0.00	$0.00	$0.00
Albertsons Safeway	2/5/2018	General Operating Suppor	$33.49	$0.00	$0.00	$0.00
	5/14/2018	General Operating Suppor	$29.68	$0.00	$0.00	$0.00
AmazonSmile Foundation	2/12/2018	General Operating Suppor	$51.57	$0.00	$0.00	$0.00
	5/17/2018	General Operating Suppor	$44.39	$0.00	$0.00	$0.00
Asterra Management	6/12/2018	General Operating Suppor	$500.00	$0.00	$0.00	$0.00
Austin Boys & Girls Club Foundation	1/3/2018	General Operating Suppor	$3,170.00	$0.00	$0.00	$0.00
	2/9/2018	General Operating Suppor	$3,170.00	$0.00	$0.00	$0.00
	2/9/2018	General Operating Suppor	$1,666.66	$0.00	$0.00	$0.00
	3/8/2018	General Operating Suppor	$3,170.00	$0.00	$0.00	$0.00
	3/8/2018	General Operating Suppor	$833.33	$0.00	$0.00	$0.00
	4/2/2018	General Operating Suppor	$3,170.00	$0.00	$0.00	$0.00
	4/2/2018	General Operating Suppor	$833.33	$0.00	$0.00	$0.00
	5/10/2018	General Operating Suppor	$3,170.00	$0.00	$0.00	$0.00
	5/10/2018	General Operating Suppor	$833.33	$0.00	$0.00	$0.00
	6/6/2018	General Operating Suppor	$3,170.00	$0.00	$0.00	$0.00
	6/6/2018	General Operating Suppor	$833.33	$0.00	$0.00	$0.00
Austin Chamber of Commerce	4/2/2018	General Operating Suppor	$25.00	$0.00	$0.00	$0.00
Austin Community Foundation	1/18/2018	General Opperating Suppo	$20,000.00	$0.00	$0.00	$0.00
	2/21/2018	General Opperating Suppo	$30,146.01	$0.00	$0.00	$0.00
Austin Startup Games Inc	4/2/2018	General Operating Suppor	$1,500.00	$0.00	$0.00	$0.00
Boys & Girls Clubs of America	1/17/2018	General Operating Suppor	$17,500.00	$0.00	$0.00	$0.00
	1/17/2018	General Operating Suppor	$1,500.00	$0.00	$0.00	$0.00
	1/17/2018	General Operating Suppor	$1,577.00	$0.00	$0.00	$0.00
	1/23/2018	General Operating Suppor	$2,000.00	$0.00	$0.00	$0.00
	3/21/2018	General Operating Suppor	$1,429.40	$0.00	$0.00	$0.00
	4/6/2018	General Operating Suppor	$5,000.00	$0.00	$0.00	$0.00
	4/16/2018	General Opperating Suppo	$10,000.00	$0.00	$0.00	$0.00
	6/1/2018	General Operating Suppor	$746.12	$0.00	$0.00	$0.00
	6/1/2018	General Operating Suppor	$785.83	$0.00	$0.00	$0.00

Gift Detail and Summary Report

Constituent Name	Date	Fund Description	Cash	Stocks	Pledge Bal	MG Pledge Bal
	6/1/2018	General Operating Suppor	$994.49	$0.00	$0.00	$0.00
	6/1/2018	General Operating Suppor	$404.34	$0.00	$0.00	$0.00
	6/6/2018	General Operating Suppor	$17,500.00	$0.00	$0.00	$0.00
Breedlove & Associates	4/9/2018	General Operating Suppor	$3,240.00	$0.00	$0.00	$0.00
Brinker International	5/2/2018	General Operating Suppor	$50.00	$0.00	$0.00	$0.00
Capital One Bank	3/21/2018	General Operating Suppor	$0.00	$0.00	$3,000.00	$0.00
Carl C. Anderson Sr. & Marie Jo Anders	1/19/2018	General Opperating Suppo	$10,000.00	$0.00	$0.00	$0.00
Charles Schwab & Co. Inc.	1/23/2018	General Operating Suppor	$625.00	$0.00	$0.00	$0.00
Chick-Fil-A	6/6/2018	General Operating Suppor	$74.11	$0.00	$0.00	$0.00
Dell, Inc.	1/31/2018	General Operating Suppor	$210.00	$0.00	$0.00	$0.00
	3/2/2018	General Operating Suppor	$70.00	$0.00	$0.00	$0.00
	3/22/2018	General Operating Suppor	$165.00	$0.00	$0.00	$0.00
	4/4/2018	General Operating Suppor	$5,000.00	$0.00	$0.00	$0.00
	5/4/2018	General Operating Suppor	$140.00	$0.00	$0.00	$0.00
	5/30/2018	General Operating Suppor	$140.00	$0.00	$0.00	$0.00
Donohoe Advisory Associates LLC	3/2/2018	General Operating Suppor	$250.00	$0.00	$0.00	$0.00
ECG Foundation	6/12/2018	General Operating Suppor	$2,500.00	$0.00	$0.00	$0.00
FM Global Foundation	1/29/2018	General Opperating Suppo	$300.00	$0.00	$0.00	$0.00
Focus Strategies	4/3/2018	General Operating Suppor	$50.00	$0.00	$0.00	$0.00
Foster A Life, Inc	6/12/2018	General Opperating Suppo	$266.00	$0.00	$0.00	$0.00
GAP Foundation	2/12/2018	General Operating Suppor	$1,000.00	$0.00	$0.00	$0.00
	5/15/2018	General Operating Suppor	$250.00	$0.00	$0.00	$0.00
	5/15/2018	General Operating Suppor	$300.00	$0.00	$0.00	$0.00
Give in Lieu Foundation	6/12/2018	General Operating Suppor	$50.00	$0.00	$0.00	$0.00
Greater Goods Roasting Co., LLC	2/16/2018	General Operating Suppor	$928.00	$0.00	$0.00	$0.00
	5/23/2018	General Operating Suppor	$1,548.00	$0.00	$0.00	$0.00
Hat Creek Burger LLC	1/17/2018	General Operating Suppor	$297.50	$0.00	$0.00	$0.00
I Live Here, I Give Here	3/2/2018	General Operating Suppor	$360.50	$0.00	$0.00	$0.00

Gift Detail and Summary Report

Constituent Name	Date	Fund Description	Cash	Stocks	Pledge Bal	MG Pledge Bal
	4/18/2018	General Operating Suppor	$6,000.00	$0.00	$0.00	$0.00
JustGive	3/13/2018	General Operating Suppor	$5,000.00	$0.00	$0.00	$0.00
Kung Fu Saloon	6/6/2018	General Operating Suppor	$231.41	$0.00	$0.00	$0.00
Mama Fu's Asian House	2/21/2018	General Operating Suppor	$5,000.00	$0.00	$0.00	$0.00
MasTec N.A.	4/9/2018	General Operating Suppor	$3,000.00	$0.00	$0.00	$0.00
MOD Super Fast Pizza LLC	3/26/2018	General Operating Suppor	$107.55	$0.00	$0.00	$0.00
Morgan, Lewis & Bockius LLP	3/5/2018	General Operating Suppor	$5,000.00	$0.00	$0.00	$0.00
OneHope Foundation	5/15/2018	General Operating Suppor	$47.70	$0.00	$0.00	$0.00
Onion Creek Volkswagen	1/12/2018	General Operating Suppor	$1,500.00	$0.00	$0.00	$0.00
Outdoor Voices	2/16/2018	General Operating Suppor	$4,712.26	$0.00	$0.00	$0.00
Paycom Payroll, LLC-Operating	4/30/2018	General Operating Suppor	$500.00	$0.00	$0.00	$0.00
Reaud Charitable Foundation	1/24/2018	General Operating Suppor	$10,000.00	$0.00	$0.00	$0.00
Rester Management LLC	5/29/2018	General Operating Suppor	$50.00	$0.00	$0.00	$0.00
Silicon Laboratories, Inc.	1/17/2018	General Operating Suppor	$1,000.00	$0.00	$0.00	$0.00
	5/21/2018	General Operating Suppor	$500.00	$0.00	$0.00	$0.00
St. David's Foundation	3/29/2018	General Operating Suppor	$146,236.00	$0.00	$0.00	$0.00
The CW Television Network	4/10/2018	General Operating Suppor	$5,000.00	$0.00	$0.00	$0.00
Via 313 Pizza Restaurant	6/6/2018	General Operating Suppor	$250.00	$0.00	$0.00	$0.00
Virtus Real Estate Capital, LLC	1/24/2018	General Operating Suppor	$285.00	$0.00	$0.00	$0.00
	3/5/2018	General Operating Suppor	$285.00	$0.00	$0.00	$0.00
	4/2/2018	General Operating Suppor	$285.00	$0.00	$0.00	$0.00
	4/23/2018	General Operating Suppor	$735.00	$0.00	$0.00	$0.00
	5/10/2018	General Operating Suppor	$235.00	$0.00	$0.00	$0.00
	6/7/2018	General Operating Suppor	$845.50	$0.00	$0.00	$0.00
Visa, Inc.	2/22/2018	General Operating Suppor	$500.00	$0.00	$0.00	$0.00
VIVO Realty	4/10/2018	General Operating Suppor	$100.00	$0.00	$0.00	$0.00
Weir Foundation	4/23/2018	General Operating Suppor	$1,000.00	$0.00	$0.00	$0.00

Constituent Name	Date	Fund Description	Cash	Stocks	Pledge Bal	MG Pledge Bal
William and Madeline Smith Foundation	3/6/2018	General Operating Suppor	$10,000.00	$0.00	$0.00	$0.00
Zen 2, Ltd	3/29/2018	General Operating Suppor	$56.02	$0.00	$0.00	$0.00
		Grand Totals:	**$378,549.17**	**$0.00**	**$3,000.00**	**$0.00**

88 Gift(s) listed

48 Donor(s) listed

BOYS & GIRLS CLUBS
OF THE AUSTIN AREA

2018
BOARD OF DIRECTORS
(As of 5/02/18)

Honorable Ben Barnes *2019
Chair Emeritus
Ben Barnes Group
PO Box 81676
Austin, TX 78708
Ph: (w) 512.322.0128
(c) 512.415.1414 Fax: 512.322.0106
DC Office: 202.467.4141
Assistant: Susan Martin
smartin@benbarnesgroup.com

Dr. John Sibley Butler *2019
Vice Chair Emeritus
The University of Texas at Austin
1 University Station, B-6300
Austin, TX 78712
Ph: (w) 512.471.4788 (h) 512.345.6570
(c) 512.656.9903 Fax: 512.232.4189
john.butler@mccombs.utexas.edu

Sam Zabaneh *2020
Chair of the Board
DLA Piper LLP
401 Congress Avenue, Suite 2500
Austin, TX 78701
Ph: (w) 512.457.7126 Fax: 512.457.7001
samer.zabaneh@dlapiper.com
Assistant: Sony Patadia
sony.patadia@dlapiper.com

Terrell F. Gates *2019
Immediate Past Chair of the Board
Chair of Resource Development Committee
Virtus Real Estate Capital
835 W. 6th St., Suite 1500
Austin, TX 78703
Ph: (w) 512.891.1201
Fax: 512.891.1210
tgates@virtusre.com
Assistant: Madison Lee
MLee@virtusre.com

William Talbot *2019
Chair-Elect (2019-2020)
American Campus Communities
12700 Hill Country Blvd., Suite T-200
Austin, TX 78738
Ph: (w) 512.732.1013 (c) 512.296.9250
wtalbot@americancampus.com

Dean M. Johnson *2019
Treasurer
Chair of Finance Committee
2706 Townes Lane
Austin, TX 78703
Ph: 434.825.1787
johnson1545@me.com

Lynn Hamilton Butler *2018
Secretary
Husch Blackwell
111 Congress Avenue, Suite 1400
Austin, TX 78701
Ph: (w) 512.479.9758 (c) 512.626.7923
Fax: 512.2267318
Lynn.butler@huschblackwell.com
Assistant: Christine Deacon, 512.472.5456

Matt Martin *2019
Chair of Marketing Committee
iheartMedia
3601 S. Congress Ave., Bldg F
Austin, TX 7y8704
Ph: (c) 210.867.6995 (w) 512.684.7300
MattMartin@iheartmedia.com
Assistant: Debi McMichael
DebiMcMichael@iheartmedia.com

Michael J. McLaughlin *2019
Chair of Operations Committee
Dell Inc.
401 Dell Way
Round Rock, TX 78682
Ph: (w) 512.725.3602 (c) 512.413.3540
Michael.Mclaughlin@dell.com
Assistant: Lynda Harbove
Lynda.Harbove@dell.com

Dr. James A. Broaddus *2019
Broaddus & Associates, Inc.
1301 S. Capital of Texas Hwy., Suite A-302
Austin, TX 78746
Ph: (w) 512.329.8822 (c) 512.657.7602
broaddus@broaddusassociates.com
Assistant: Donna Wells
dwells@broaddusassociates.com

George Casey *2018
Community Leader
4620 Mantle Drive
Austin, TX 78746
Ph: (h) 512.330.9817
geocasey@earthlink.net

Karen Casey *2018
Community Leader
4620 Mantle Drive
Austin, TX 78746
Ph: (h) 512.330.9817
karen_casey@earthlink.net

Mike Coffin *2019
Community Leader
2102 Sharon Ln
Austin, TX 78703
Ph: (c) 512.751.8808 (h) 512.236.8077
Mikecoffin@me.com

Michael Guptan *2018
Community Leader
8618 Navidad Drive
Austin, TX 78735
Ph: (h) 917.821.1609
michaelguptan@gmail.com

Jay Harvey *2020
Winckler & Harvey, LLP
4407 Bee Cave Rd., Suite 222
Austin, TX 78746
Ph: (w) 512.306.1800 (c) 512.970.0408
jharvey@wincklerharvey.com
Assistant: Nancy Mattox
nancym@wincklerharvey.com

William A. Heine *2018
American Constructors, Inc.
11900 W Parmer Lane, Suite 200
Cedar Park, TX 78613
Ph: (w) 512.328.2026 (c) 512.750.6769
bheine@acitexas.com
Assistant: Belinda Lasseter
blasseter@acitexas.com

Stacey Heller *2020
American Campus Communities
12700 Hill Country Blvd., Suite T-200
Austin, TX 78738
Ph: (w) 512.732.1000
sheller@americancampus.com

Eric Lassberg *2018
KXAN
908 W. Martin Luther King Jr. Blvd.
Austin, TX 78703
Ph: (w) 512.703.5242 (c) 512.673.9412
eric.lassberg@KXAN.com

Sean Kelly *2019
Cappello Group, Inc.
401 Congress Ave., Suite 1540
Austin, TX 78701
Ph: (w) 512.852.4333 (c) 310.344.9999
sk@cappellocorp.com

Sean Mills *2019
PlainsCapital Bank
201 W 5th St. Ste 1000
Austin, TX 78701
Ph: (w) 512.457.7543 (c) 512.636.4703
smills@plainscapital.com

Gretchen D. Mitchell *2020
Community Leader
2205 Warbler Way
Austin, TX 78735
Ph: (c) 214.725.8411 (h) 512.382.5087
Gretchen.g.d.mitchell@gmail.com

David Parks *2020
Adjacent Technologies, Inc.
10415 Morado Circle
Bldg 1, Suite 120
Austin, TX 78759
Ph: (w) 512.388.1338 Fax: 512.388.0836
(c) 214.995.5999
dparks@adjacent-tech.com

Jorge T. Rangel *2020
Sitecast Real Estate
1814 Newton
Austin, TX 78704
Ph: (c) 512.992.8732
jrangel@me.com

Brad Schlosser *2019
Schlosser Development Corp.
405 N. Lamar Blvd., Suite 200
Austin, TX 78703
Ph: (w) 512.472.7774 (h) 512.476.7032
(c) 512.970.2828 Fax: 512.472.5774
bschlosser@sdcaustin.com

Randy Stone *2018
Retired Partner, PricewaterhouseCoopers
5 Cloverbrook Ct.
Austin, TX 78738
Ph: (c) 512.917.6661
rstoneatx@att.net

Michael Volpe *2020
EZCORP, Inc.
2500 Bee Cave Road
Building One, Suite 200
Rollingwood, TX 78746
Ph: (w) 512.314.3343 (c) 512.689.4338
mike_volpe@ezcorp.com

Jordan Ware *2019
Winstead PC
401 Congress Avenue, Ste 2100
Austin, TX 78701
Ph: (w) 512.370.2837 direct
Fax: 512.370.2850
jware@winstead.com

Mario Zambrano *2019
CMIT Solutions
925-B Capital of Texas Hwy, Ste 25
Austin, TX 78746
Ph: (w) 512.879.4555 (c) 512.695.5971
Fax: 512.879.4544
mzambrano@cmitsolutions.com

C. Jeff Cook *2018
President
Austin Boys & Girls Club Foundation
2006 Elton Ln
Austin, TX 78703
333 S. Hope St.
Los Angeles, CA 90071
Ph: (w) 844.421.6636
(c) 512.457.9434
Jeff_cook@capgroup.com
Assistant: Annie Vest
Annie_vest@capgroup.co

Misti Potter
Chief Executive Officer
Boys & Girls Clubs of the Austin Area
5407 N. IH35, Suite 400
Austin, TX 78723
Ph: (w) 512.444.7199 (c) 512.483.1700
Fax: 512.444.7554
misti.potter@bgcaustin.org

* End of Board Term

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Children's Advocacy Center, Serving Bastrop, Lee and Fayette Counties — 6/7/18
Official Name of Organization — Date

1002 Chestnut Street — Bastrop — TX — 78602
Address — City — State — Zip

April Lewandowski — cacbastrop@austin.rr.com
Contact Person — E-mail

512-321-6161 — 512-321-6164
Phone Number — Fax Number

74-2633011 —
Federal ID # — State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$ 9,000
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

In 2017 there were 210 confirmed cases of child abuse and neglect in Bastrop County. Child abuse extorts and enormous toll on children, families and the citizens of Bastrop. The stress, trauma and persistent fear that occur at an early age from the result of child abuse leads to lifelong health, psychological, and behavioral consequences. Child Abuse and Neglect has been cited by the Centers for Disease Control and Prevention and the U.S. Department of Health and Human Services (HHS) as a priority health problem. HHS has called violence toward children a public health crisis. The CAC provides essential services for abused children, including: Forensic Interviews, Victim Advocacy, Crisis Counseling, Therapy, Crime Victims Compensation assistance, Court Accompaniment, and on-site SANE (Sexual Assault Nurse Examiners) exams. The Center also coordinates the MDT (multi-disciplinary team) of 24 different agencies who are involved in the investigation and prosecution of child abuse cases. Our request of $9,000 will assist the Center in providing essential services for the year, and assist in maintaining our Federal and State funding by showing local government support.

Describe the organization's purpose.

The purpose of the Children's Advocacy Center (CAC) is to break the cycle of abuse for children in the community and assist them in beginning the restoration process. The CAC's mission is to partner with community agencies to provide intervention and therapeutic services to child abuse victims and their non-offending family members to minimize the impact of abuse. The CAC coordinates the county MDT that meets at our facility twice each month to review cases and offer needed input and resources that may help the families, ensuring that clients don't "fall between the cracks" because of the different agencies working on their cases. CAC also participates in numerous awareness events and training for the community to help recognize and report child abuse. We also offer child abuse prevention training and education.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

The Bastrop CAC is one of the "original 13" CAC's that began in Texas 26 years ago. There are now over 70 CACs throughout the state, which leads the nation in implementing this best practice model of responding to child abuse with a well-coordinated interagency approach. In 2017 we provided 340 Forensic Interviews of children and provided 2,982 hours of therapy for children and their non-offending family members. The CAC is a nationally accredited center and has been a leader in awareness and prevention training in schools and day cares, training personnel from bus drivers to principles. The CAC is governed by a volunteer Board of Directors that meets monthly to direct the policies and financial health of the agency. 100% of its members contribute financially to the Center at least once a year. The Agency is headed by an Executive Director with lengthy experience in child and family services. There are 10 staff members, 4 contract therapists, and therapy interns that work at the CAC. Each staff member is expected to go to training and attend peer reviews/meetings to keep up with best practices and trends in their field.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

We haven't received in-kind services directly from the City, however, a majority of our volunteers are residents of the city of Bastrop. We also receive in-kind support from Bastrop business and organizations such as the Bastrop Rotary Club, and Bluebonnet Electric. The CAC staff and Board members are active in the community of Bastrop as well, maintaining membership in the Chamber of Commerce, Rotary, Bastrop Education Foundation, Victim Services Network, local churches, sports teams, etc.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

In our Forensic Interviewing, Advocacy and Therapy programs, 24% of the total clients were City of Bastrop residents. While our purpose and focus is on the direct improvements in the lives of the children we serve, the broader community also benefits economically and socially as a result of stopping individual cases of abuse and setting the child and family on a path to healing. In addition to children served at the center, many awareness and outreach events take place within the City of Bastrop each year, including "We Sing for The Children". Speakers are available upon request to provide child abuse prevention information and recognizing and reporting training to service organizations, faith based organizations, and youth serving organizations within the City of Bastrop. Our MDT meetings are held semimonthly, and are attended by the Bastrop Police Department and several agencies that also work and provide services within the city limits. The CAC facility is located within the city limits, and city residents benefit from the local resources and referrals we can provide.

PROGRAM SERVICES

Describe your program services.

Forensic Interviews are performed by trained personnel who ask developmentally appropriate, non-leading questions and are trained to gather information that can be used in criminal trials. A forensic Interview is recorded so that a child doesn't have to be interviewed by several different agencies or at several different times. A primary goal of the CAC is to reduce the number of times that a child has to tell his/her story so we don't re traumatize the child and the interview results in a fair and accurate gathering of case information for any future court proceedings. Family Advocates provide crisis intervention, assistance with Crime Victims Compensation (CVC), sharing Victim Rights information, providing accompaniment to medical exams and court proceedings, as well as acting as liaison between victims and the judicial and/or law enforcement officials. The Clinical Therapy program offers counseling to children who are a victim of abuse, their siblings and their protective parent or guardian. The Clinical Director sets up services with contract therapists and interns on-site as well as gives referrals to outside therapists when we can't satisfy the client's needs here. The CAC's Therapy Program is child-centered and trauma based. We offer play therapy and family therapy, along with individual therapy. All services at the CAC are free and most are also available in the Spanish language. We have bilingual staff on site.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The City of Bastrop funding will be used for general operating expenses. It will help to support our work with City of Bastrop residents. $9,000 will provide the additional help needed to continue operating our facility and programs that reach out to Bastrop residents, which make up the largest percentage of clients seen by the CAC.

In authorizing the creation of children's advocacy centers in Texas, the state legislature envisioned a partnership with state, federal and local governments partnering with local communities and community support to combat child abuse in each local jurisdiction. Our federal grant funding requires matching funds. As such, we are able to leverage the use of funding from the City of Bastrop. With $9,000 in funding not only to serve Bastrop residents, but may also to be used as match, we are able to secure up to $36,000 in federal grant funds. In addition to helping to support children who have been abused, these leveraged funds which come to our local center also help to support our local economy.

How will the program services benefit the community?

The CAC offers a child-friendly environment where children and their non-offending family members can receive services in response to the trauma of physical and sexual abuse. The Center does not duplicate services, as it is the only Children's Advocacy Center in the tri-county service area. The recorded Forensic Interviews are done for the benefit of all the enforcement and prosecuting agencies, so that the child doesn't have to retell their story. Before the CAC existed, children were forced to tell their story of abuse to over 5 different professionals in a variety of settings in an attempt to get all the details. This could be detrimental to a case, and could also re-traumatize the child by having to tell their story again and again.
The CAC exists in order to provide child victims of abuse a safe, child-friendly place to tell their story assisted by trained interviewers. This not only keeps the children from being re-traumatizing, but also helps to coordinate services and resources needed in the restoration process so that the family can move forward after such a devastating event. The Advocacy and Therapy services are in place because child abuse is so difficult for everyone involved. Our staff helps the family face the issues and work to support the child. Without our services, child abuse victims and their families would not have the opportunity to work through the devastating effects of the abuse, exacerbating the lifelong health, psychological, and behavioral consequences, which in turn, impacts the community as a whole.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

The $9,000 request is 1% of our annual budget. In 2017twenty-four percent of the children and families we served were from the City of Bastrop. This funding will be used to support our services for Bastrop residents. While it's hard to estimate an exact number, stopping abuse and beginning the healing process has a ripple effect throughout the community. In addition to the price paid by its victims, child abuse and neglect exacts a very high economic impact on the community. The estimated average lifetime cost per victim of nonfatal child maltreatment is $210,012 including $32,648 in childhood health care costs; $10,530 in adult medical costs; $144,360 in productivity losses; $7,728 in child welfare costs; $6,747 in criminal justice costs; and $7,999 in special education costs (CDC, 2012). Abused children are: 6 Times more likely to commit suicide; 24 Times more likely to commit sexual assaults; 6 Times more likely to abuse their own children, perpetuating the cycle of violence; 25% more likely to experience teen pregnancy; 25% more likely to abuse drugs or alcohol; 59% more likely to be arrested as a juvenile; 28% more likely to be arrested as an adult; 30% more like to commit violent crime. The CAC is dedicated to stopping the abuse, beginning the healing process and reducing the cycle of abuse from generation to generation. We believe all citizens of the City of Bastrop benefit from this.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Child abuse is a crime committed against Bastrop's smallest residents, and the Children's Advocacy Center provides valuable services to these children as they reclaim their childhood. In 2017, CPS reported that there were 210 confirmed cases of child abuse and neglect in Bastrop County. This number does not reflect child abuse cases investigated by law enforcement only. In actuality, the number of child abuse cases is higher than the DFPS numbers. Because child abuse is still a taboo subject with some families, we need to continue working to educate and bring awareness to the issue of child abuse in Bastrop and our tri-county area. The CAC is the only Children's Advocacy Center in Bastrop, Lee and Fayette Counties, and all services are free of charge. Without our services, child abuse victims and their families would be forced to travel to Austin, San Marcos, or Bryan to receive similar services. The Family Crisis Center coordinates Sexual Assault Nurse Examinations (SANE) exams for adults who have been sexually abused and we handle the cases involving children. We use several of the same SANE nurses and report to each other the scheduled on-call coverage and stats. Our strongest coordination of services occurs during our MDT meeting where the law enforcement, prosecution and other professionals involved in child abuse cases review and update each case. This provides valuable information regarding the criminal, civil, and therapeutic aspects of these cases to all professionals involved, and also allows for appropriate services to be offered to our families. By sharing information, issues are identified and resolved more efficiently in order to assist families with their recovery journey.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

CAC uses a tracking system called NCA-trak, which is hosted by the National Children's Alliance, which is an association of over 800 Children's Advocacy Centers nationwide. Client information and demographics is input into this system, and various reports can be generated to verify statistics.

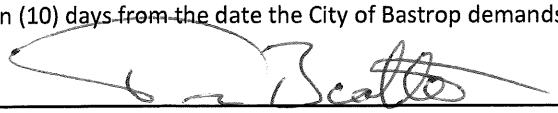
How will you evaluate if you were effective?

The dispositions of individual criminal cases are tracked monthly through the MDT meetings. These track the number of felony charges filed each month, the number of cases accepted for prosecution, and the number of convictions, pleas and acquittals. Additionally, the CAC gathers Initial Visit Caregiver Surveys which are filled out during the first visit to the Center. The surveys include questions regarding safety, professionalism, communication, and referral of services are included on this survey. The most recent tally indicates a 93% satisfaction rate. Finally, our therapists track the progress of each individual child in therapy. Therapy services continue to be provided until the child has progressed to the point of no longer needing therapy services to process or deal with the trauma associated with the abuse.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

CAC has been providing services to abused children and their non-offending family members since 1992, and have assisted thousands of children and their families in our tri-county area. The numbers served have grown steadily, particularly over the past couple of years. Last year, we provided 109 forensic interviews for City of Bastrop children, compared with 76 the year before. Children who are interviewed and their non-offending family members are also offered therapy and advocacy services. Staff Advocates contact clients after the interview to see what services are needed and follow up on an as needed basis. Therapy services and Advocate contact allow us to monitor client progress, and evaluate effectiveness of services. Last year, we served a total of 209 children and non-offending family members from the City of Bastrop who received therapy, advocacy, and other support services, compared with 147 the previous year. Our services are available to our clients for an indeterminate amount of time. Each person's story is different, as are their needs during this journey of hope and healing. This is a process that no one can put a time limit on, and the CAC supports them throughout their involvement in the criminal, civil, and therapeutic systems.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.



Authorized Signature for the Applicant

6/7/18

Date

Terry Beattie

Name Printed or Typed

Executive Director

Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

RECEIVED
JUN 07 2018
CITY OF BASTROP
FINANCE DEPARTMENT

The Children's Advocacy Center serving
Bastrop, Lee, and Fayette Counties

June 7, 2018

Tracy Waldron
Chief Financial Officer
City of Bastrop
1311 Chestnut Street
Bastrop, TX 78602

Dear Ms. Waldron,

Please accept the enclosed application and attachments for the funding opportunity through the City of Bastrop for fiscal year 2019.

We are respectfully requesting $9,000 for this upcoming year. We are headquartered in the City of Bastrop and the need for our services in this community is significant and growing. Our model is built on partnerships and collaboration. Federal and State funding requires matching commitments from our community, and we hope to continue receiving generous support from the city.

Please do not hesitate to call me at 512-321-6161 if you have any questions or concerns.

Sincerely,

Terry Beattie
Executive Director

1002 Chestnut Street, Bastrop, TX 78602
Phone (512) 321-6161 ☺ Fax (512) 321-6164
www.childrensadvocacycenter.org

A 501(c)(3) Non-Profit Corporation, Federal Tax ID #74-263301

Attachment 5

List of all Board Members

Children's Advocacy Center of Bastrop, Lee and Fayette Counties
Board of Directors 2017-2018

President (2017)	**Connie Behrhorst** St. David's Healthcare Connie.behrhorst@stdavids.com 512.426.9738 Term ends 6/2019	**Member**	**Jill McNabb** Greater Texas FCU Jill.mcnabb@gtfcu.org 512-985-6986 Term ends 6/2019
1st VP (2017)	**Ehrikka Hodge** Elgin ISD happyaggie@aggiemail.com 512-281-4672 Term ends 6/2018	**Member**	**Anthony Adams** SenseCorp aareactor@yahoo.com 512-689-2306 Term ends 6/2018
2nd VP (2017)	**Jack Nelson** Realtor jackrnelson@yahoo.com 512-332-1000 Term ends 6/2018	**Member**	**Karen Maxwell** Travis County Sheriff's Office Kmaxwell0743@gmail.com 512-304-0678 Term ends 6/2018
Treasurer (2017)	**Chris Cartwright** Community Member (512) 303-9819 hm (512) 971-6683 cell txyacht@att.net Term ends 6/2018	**Member**	**Pompeyo Chavez, MD** Family Health Center of Bastrop pchavez@fhcob.com 512-772-1989 Term ends 6/2018
Secretary (2017)	**Lindsey Hansen** Community Member lmogonye@gmail.com 979-324-8197 Term ends 6/2019	**Member**	**Kristi Koch** University of Texas at Austin klkoch@austin.utexas.edu 512-897-8855 Term ends 6/2019
Past President	**Maureen Stanek** Bastrop Christian Outreach Center mstanek@bcocchurch.org 512-321-8671 Term ends 6/2019	**Member**	**Bob Barker** Community Member Barker.Robert1@gmail.com 512-427-3495 Term ends 6/2017
Officer At-Large	**Zia Lowe** Realtor zia@bastropforsale.com 512-303-4441 wk 512-789-3724 cell Term ends 6/2019	**Member**	**Sumai Lokumbe** Community Member sumaiblokumbe@gmail.com 512-718-9350 Term ends 6/2019
Member	**Eric Farley** A+ Federal Credit Union efarley@aplusfcu.org 512-663-0742 Term ends 6/2020	**MDT Partner**	**Maurice Cook** Bastrop County Sheriff maurice.cook@co.bastrop.tx.us 512-303-1080
MDT Partner	**Bryan Goertz** Bastrop County District Attorney BryonGoertz@aol.com 512-581-7125	**MDT Partner**	**Brian Webb** Child Protective Services - DFPS Brian.webb@dfps.state.tx.us **512-629-6144**

Attachment 1

Last fiscal year's financial statement (profit & loss statement) and audited financials

CHILDREN'S ADVOCACY CENTER
Profit & Loss
July 2016 through June 2017

	Jul '16 - Jun 17
Ordinary Income/Expense	
Income	
Civil Cases	1,000.00
Combined Federal Campaign	61.69
Community Outreach Income	420.21
Donations (Indiv. & Group/Corp)	
Group/Corporate Donations	305.47
Individual Donations	36,796.28
SECC (United Way)	1,504.95
Total Donations (Indiv. & Group/C...	38,606.70
Foundation Income	
Gibson Foundation	7,500.00
TX Women's League	3,500.00
Total Foundation Income	11,000.00
Fundraisers	
Amplify Austin	2,189.38
Character Breakfast	3,358.00
Coins for Kids	6,466.48
Lights Camera Texas	69,845.26
Tee Off Against CB - Golf Tourn	8,517.42
Total Fundraisers	90,376.54
Grants Income	
FEDERAL	
VOCA - 16/17	278,928.57
VOCA I - 15/16	76,952.22
Total FEDERAL	355,880.79
Local Government	
Bastrop	6,781.50
Bastrop CO	12,500.00
Elgin	3,500.00
Fayette CO	10,000.00
LaGrange	3,500.00
Lee CO	10,000.00
Schulenburg	250.00
Smithville	500.00
Total Local Government	47,031.50
Misc Grants	
My Safe Space	2,000.00
Misc Grants - Other	2,298.00
Total Misc Grants	4,298.00
STATE	
CAC Texas Grants	
CACTX 15/16	27,950.78
CACTX 16/17	112,250.21
OVAG GRANTS	
OVAG 15/16	6,846.01
OVAG 16/17	36,266.59
Total OVAG GRANTS	43,112.60
Total CAC Texas Grants	183,313.59
Total STATE	183,313.59
Total Grants Income	590,523.88
Interest & Dividend Income	517.99
Program Revenue	

CHILDREN'S ADVOCACY CENTER
Profit & Loss
July 2016 through June 2017

	Jul '16 - Jun 17
I & I Training Income	3,120.00
Total Program Revenue	3,120.00
Reclothing Project	458.00
Total Income	736,085.01
Gross Profit	736,085.01
Expense	
Accounting	6,015.93
Audit	5,700.00
Bank Charges	279.87
Community Outreach	
My Safe Space Grant	784.25
Community Outreach - Other	1,705.49
Total Community Outreach	2,489.74
Contract Therapy	72,360.00
Copier (Leased Equip)	6,604.64
Dues & Subscriptions	6,701.35
Employee Benefits	
Health/Dental (Employer Pays)	41,961.83
SIMPLE 401/EMPLOYER	10,583.14
Employee Benefits - Other	-237.54
Total Employee Benefits	52,307.43
Fundraising	
Amplify Austin	12.98
Character Breakfast	1,398.20
Coins for Kids	851.39
Misc. Fundraising	29.00
T-Off Against CB - Golf Tourn	3,948.49
Total Fundraising	6,240.06
Gifts & Flowers	29.41
I & I Conference Expenses	2,407.79
Insurance	15,746.75
Interest Expense	1,808.34
Janitorial	4,285.00
Marketing & Development	1,570.95
Office Supplies	9,991.42
Payroll Salaries	
Clinical Assistant	9,800.00
Clinical Director	66,678.98
Community Educator	37,317.20
Executive Director	64,999.92
Family Advocate	0.00
Forensic Interviewer/Advocate	104,937.78
Office Manager	41,537.00
Program Director	47,767.40
Total Payroll Salaries	373,038.28
Payroll Taxes	28,537.45
Phone/Internet	6,050.63
Postage	527.90
Program Supplies/Expense	1,639.60
Repair & Maintenance	8,449.61
Training/Board/Staff/MDT	7,150.25
Travel/Mileage/Tolls	6,672.60
Utilities	6,195.92
Website Hosting	119.40

CHILDREN'S ADVOCACY CENTER
Profit & Loss
July 2016 through June 2017

	Jul '16 - Jun 17
Total Expense	632,920.32
Net Ordinary Income	103,164.69
Other Income/Expense	
Other Income	
Donations-In Kind	
VOCA-Contract Therapy	96,504.52
VOCA Income	50,555.95
Donations-In Kind - Other	20,726.86
Total Donations-In Kind	167,787.33
Total Other Income	167,787.33
Other Expense	
Depreciation	15,713.00
In-Kind Expenses	
VOCA-Contract Therapy	96,504.52
VOCA-Volunteer Services	50,555.95
In-Kind Expenses - Other	18,791.78
Total In-Kind Expenses	165,852.25
Total Other Expense	181,565.25
Net Other Income	-13,777.92
Net Income	**89,386.77**

JAMES A. ROBERTSON
Certified Public Accountant
352 Landa Street
New Braunfels, Texas 78130

September 29, 2017

To the Board of Directors
The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties

I have audited the financial statements of The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties (the Center) for the year ended June 30, 2017, and have issued my report thereon dated September 29, 2017. Professional standards require that I provide you with the following information related to my audit.

My Responsibility under U.S. Generally Accepted Auditing Standards

As stated in my engagement letter my responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. My audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

I performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of my engagement letter, I will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Center are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2017. I noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Difficulties Encountered in Performing the Audit

I encountered no difficulties in dealing with management in performing and completing my audit.

Corrected and Uncorrected Misstatements

Professional standards require me to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to my satisfaction, that could be significant to the financial statements or the auditor's report. I am pleased to report that no such disagreements arose during the course of our audit.

Management Representations

I have requested certain representations from management that are included in the management representation letter dated September 29, 2017.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, my professional standards require the consulting accountant to check with me to determine that the consultant has all the relevant facts. To my knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

I generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditor. However, these discussions occurred in the normal course of our professional relationship and my response was not a condition to my retention.

This information is intended solely for the use of the Board of Directors and management of the Center and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

James A. Robertson, CPA

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties

Financial Statements

Year Ended June 30, 2017

JAMES A. ROBERTSON
CERTIFIED PUBLIC ACCOUNTANT
391 LANDA STREET
NEW BRAUNFELS, TX 78130
830-625-6073

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
The Chidren's Advocacy Center Serving
Bastrop, Lee and Fayette Counties

I have audited the accompanying financial statements of The Childrens Advocacy Center Serving Bastrop, Lee and Fayette Counties (a nonprofit organization) which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses and cash flows for the year then ended, and related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to, express an opinion on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Childrens Advocacy Center Serving Bastrop, Lee and Fayette Counties as of June 30, 2017, and the changes in its net assets and its cash flow for the year then ended in accordance with accounting principles generally accepted in the United States of America.

September 29, 2017

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties
Statement of Financial Position
June 30, 2017

Assets	
Current Assets	
Cash	$ 226,947
Receivables	43,634
Total Current Assets	270,581
Property and Equipment	212,761
Total Assets	$ 483,342
Liabilities	
Current Liabilities	
Accounts payable	$ 2,346
Accrued vacation payable and insurance	12,498
Payroll taxes payable	-
Current portion of long-term debt	12,549
Total Current Liabilities	27,393
Long-term debt	32,781
Total Liabilities	60,174
Net Assets	
Unrestricted	423,168
Total Liabilities and Net Assets	$ 483,342

See accompanying notes to financial statements.

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties
Statement of Activities
Year Ended June 30, 2017

Revenues	
Contributions - Individuals and corporate	$ 150,700
- Governments and foundations	65,316
Government contracts	539,194
Fund-raising	90,377
Interest income	518
Other	3,367
Total Revenues	849,472
Expenses	
Program services	651,977
Supporting services	
Management and general	74,374
Fund-raising	34,125
Total Expenses	760,476
Increase (Decrease) in Net Assets	88,996
Net Assets at beginning of year	334,172
Net Assets at end of year	$ 423,168

See accompanying notes to financial statements.

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties
Statement of Functional Expenses
Year Ended June 30, 2017

	Program Services	Supporting Services: Management & General	Supporting Services: Fund-raising	Total
Compensation	$ 311,673	$ 41,442	$ 19,923	$ 373,038
Payroll taxes	23,971	3,143	1,423	28,537
Employee benefits	43,938	5,754	2,615	52,307
Contract therapy	72,540	-	-	72,540
Community outreach	2,490	-	-	2,490
Training, travel	13,823	-	-	13,823
Supplies	1,640	-	-	1,640
Accounting	-	6,016	-	6,016
Office expenses	8,758	1,147	521	10,426
Audit	-	5,700	-	5,700
Utilities	5,382	705	321	6,408
Lease	5,548	726	330	6,604
Insurance	13,227	1,732	788	15,747
Telephone	5,082	666	302	6,050
Janitorial	3,599	471	215	4,285
Repairs & maintenance	5,472	717	326	6,515
Dues & subscriptions	5,629	737	335	6,701
Fundraising	-	-	6,240	6,240
In kind expense	113,598	-	-	113,598
Conference	2,408	-	-	2,408
Interest expense	-	1,808	-	1,808
Miscellaneous	-	1,882	-	1,882
Depreciation	13,199	1,728	786	15,713
	$ 651,977	$ 74,374	$ 34,125	$ 760,476

See accompanying notes to financial statements.

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties
Statement of Cash Flows
Year Ended June 30, 2017

Cash Flows Provided by (Used by) Operating Activities	
Increase (Decrease) in net assets	$ 88,996
Adjustments to reconcile increase in net assets to net cash provided by (used by) operating activities:	
Depreciation	15,113
(Increase) Decrease in accounts receivable and other	7,447
Increase (Decrease) in accounts payable	(1,091)
Increase (Decrease) in vacation payable and insurance	569
Increase (Decrease) in payroll taxes payable	(4,088)
Increase (Decrease) in current portion of long-term debt	701
Net Cash Provided by (Used by) Operating Activities	107,647
Cash Flows Provided by (Used by) Investing Activities	
Fixed asset additions	-
Net Cash Provided by (Used by) Investing Activities	-
Cash Flows Provided by (Used by) Financing Activities	
Reduction of long-term debt	(12,756)
Net Cash Provided by (Used by) Financing Activities	(12,756)
Net Increase (Decrease) in Cash	94,891
Beginning Cash	132,056
Ending Cash	$ 226,947

See accompanying notes to financial statements.

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties
Notes to Financial Statements
June 30, 2017

Note 1 - Nature of Activities and Significant Accounting Policies

Nature of Activities

The Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties (the Center) is a non-profit corporation whose mission is to help protect victims of child abuse from further trauma and to enhance the investigation and prosecution of child abuse cases through the collaborative efforts of the community. The Center operates in Bastrop, Lee and Fayette Counties in Texas. The Center is supported primarily through contributions, government contracts, and special events.

Donated Materials and Services

The Center reports donated materials and services received at fair value. In addition, many individuals volunteer their time and perform a variety of tasks that assist the Center, but these services do not meet the criteria for recognition as contributed services.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Property and Equipment

It is the Center's policy to capitalize property and equipment over $1,000. Purchased property and equipment is capitalized at cost. Donations of property and equipment are recorded as contributions at their estimated fair value. Such donations are reported as unrestricted contributions. Property and equipment are depreciated using the straight-line and double declining method over the estimated useful lives, which is generally five to forty years.

Financial Statement Presentation

The Center is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. As permitted by the statement, the Center does not use fund accounting.

Note 1 - Nature of Activities and Significant Accounting Policies (continued)

Income Taxes

The Center is a not-for-profit Organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation.

Cash and Cash Equivalents

For purposes of the statements of cash flows, the Center considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

Financial instruments that potentially subject the Center to concentrations of credit risk consist principally of accounts receivable. Accounts receivable are due from several governmental units and have been 100% collectible to date.

Date of Management's Review

Subsequent events have been evaluated through September 29, 2017, which is the date the financial statements were available to be issued.

Note 2 - Property and Equipment

Property and equipment as of June 30, 2017 consisted of the following:

Land	$ 31,225
Building and improvements	264,785
Equipment and furniture	58,002
	354,012
Accumulated depreciation	(141,251)
	$ 212,761

Note 3 - Long-Term Debt

The Center's long-term debt consists of the following:

Note payable to bank, due in monthly installments of $733 including interest, at a variable interest rate of 3.25% at year end, due December 5, 2020, secured by land and building.	$ 28,449
Note payable to bank, due in monthly installments of $422 including interest, at a variable interest rate of 3.25% at year end, due January 20, 2021, secured by land and building.	16,881
	45,330
Less current portion	(12,549)
	$ 32,781

Future scheduled maturities of long-term debt are as follows:

Years ending June 30:	
2017	12,549
2018	12,963
2019	13,412
2020	6,406

Attachment 2

Proposed Budget FY2019

Children's Advocacy Center Serving Bastrop, Lee and Fayette Counties

FY 2019 Budget

Description	FY 19 Income
Federal	$570,000.00
State	$187,672.00
Local Gov't	$50,200.00
Program Revenue	$3,000.00
Foundations	$10,000.00
Other Grants	$4,500.00
Donations	$37,500.00
Fundraising	$74,900.00
Interest	$500
Total Income	**$938,272.00**

Description	FY 19 Expenses
Accountant Fees	$7,200
Attorney Fees	$1,500
Audit	$6,000
Bank charges	$400
Contract Therapy	$95,000
Copier	$7,900
Computer Equipment	$1,500
Dues/Subscriptions	$3,200
Employee Insurance	$69,000
Fundraising	$5,500
Insurance	$15,500
IT Support	$2,500
Interest Expense	$2,000
Janitorial	$6,500
Meals/entertainment (flowers/gifts)	$500
Mortgage	$13,850
Office Supplies	$18,000
Outreach	$2,500
Payroll Taxes	$37,000
Postage	$1,200
Program Supplies	$8,500
Repairs/Maintenance	$7,500
Employee Retirement	$14,500
Salaries	$499,163
Translation	$1,000
Telephone/internet	$6,100
Training-Board, Staff, MDT & Travel	$16,500
Utilities	$7,600
New building expenses	$9,409.41
SubTotal Expenses	**$938,272.00**

Attachment 3

Copy of 501 (c) letter from Internal Revenue Service

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248574145
Apr. 27, 2011 LTR 4168C E0
74-2633011 000000 00
00013562
BODC: TE

CHILDRENS ADVOCACY CENTER OF
BASTROP COUNTY
1002 CHESTNUT ST
BASTROP TX 78602

141

Employer Identification Number: 74-2633011
Person to Contact: MS. COLLINS
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your Apr. 18, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in OCTOBER 1992.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248574145
Apr. 27, 2011 LTR 4168C E0
74-2633011 000000 00
00013563

CHILDRENS ADVOCACY CENTER OF
BASTROP COUNTY
1002 CHESTNUT ST
BASTROP TX 78602

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

S. A. Martin, Operations Manager
Accounts Management Operations

Attachment 4

Other sources of funding

Children's Advocacy Center Serving
Bastrop, Lee and Fayette Counties

FY 2017-2018 SOURCES OF INCOME

GRANTS: 75%

- Victims of Crime Act (VOCA)
- Children's Advocacy Centers of Texas
- OVAG (Attorney General)
- Gibson Foundation
- Women of Courage Foundation
- Texas Center for the Judiciary
- Texas Women's League

CITY AND COUNTY: 7%

- Counties of Bastrop, Lee and Fayette
- Cities of Bastrop, Giddings, Elgin, LaGrange, Smithville, Schulenburg, Flatonia

CIVIC, CORPORATE & INDIVIDUAL DONORS: 6%

SPECIAL EVENT FUNDRAISERS: 12%

- Lights, Camera, Texas!
- Amplify Austin
- Law Enforcement Golf Tournament
- State Employee Charitable Campaign
- Coins for Kids

IN-KIND DONATIONS:

- Therapy Interns
- Quilts for children
- Toys, Craft and art supplies
- Volunteer hours from Bikers Against Child Abuse
- General Volunteer Hours

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Combined Community Action, Inc.	June 25, 2018
Official Name of Organization	Date

165 W. Austin St.	Giddings	TX	78942
Address	City	State	Zip

Kelly Franke	kjfranke@ccaction.com
Contact Person	E-mail
979/540-2999	979/542-9565
Phone Number	Fax Number
74-1548511	N/A
Federal ID #	State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

RECEIVED
JUN 27 2018
CITY OF BASTROP
FINANCE DEPARTMENT

$ 8,000.00
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

Combined Community Action, Inc. (CCA) is requesting $6,000 in support for the Senior Nutrition "Meals on Wheels" Program. The Senior Nutrition Program is the only program in Bastrop that provides a hot noon meal 5 days a week to seniors. Our congregate site is located at the Settlement and clients can come to the center to eat, socialize, play games, etc. For our homebound clients, CCA has trained volunteers that deliver the meals to the seniors in the comfort of their own homes. Our caring volunteers are able to check on the clients for any physical or mental changes and report those changes back to the site manager who in turn can call the emergency contact for the client.

CCA is also requesting support for our Family Services Programs. We are requesting $2,000 in support to assist families and individuals with rent or utility deposits. Many times there are individuals/families that fall between the cracks for our federally funded programs and need assistance just one time to get on their feet.

Describe the organization's purpose.

The purpose of CCA is to provide direct services to clients by working to stimulate the coordination of all resources that will enable low-income individuals and families of all ages to secure the opportunities needed for them to become fully self-sufficient.

The Senior Nutrition Program assist older person to remain at home and independent by providing meals 5 days a week. The Meals on Wheels Association of Texas reports that it cost taxpayers $41,000 a year per person for nursing home assistance versus providing meals 5 days a week at a cost of less that $1,625.00 a year.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

CCA has been providing services to residents of Bastrop for over 50 years. The Senior Nutrition Program is by far one of the most popular programs because we are helping one of the most vulnerable populations. Other programs provided by CCA include: Weatherization Assistance (5 homes weatherized), Case Management for At-Risk Children and Pregnant Women (currently working with 34 individuals), Utility Assistance ($34,174.62 in assistance was paid on behalf of Bastrop residents to B P & L in 2017), Tenant Based Rental Assistance (currently assisting 5 individuals) and the Senior Nutrition Program (provided over 10,500 meals to residents in the City of Bastrop). We also partner with Advocacy Outreach and Family Crisis Center for the Emergency Solutions Grant which provides Rapid Re-Housing and Homeless Prevention.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

CCA currently serves on the Bastrop Community Support Group. The Mayor and City Manager started this group so that local non-profits could meet and share information about programs as well as planning a Social Service Expo for October.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

Approximately 13% of our organizations purpose benefits the City of Bastrop. CCA serves 10 central Texas counties with various programs. The City of Bastrop residents have access to every program that CCA currently offers. More than 350 unduplicated individuals received services last year. Based on our 2016 IRS 990, CCA's administrative over head is less than 6%. We strive to provide the best direct services to our clients.

PROGRAM SERVICES

Describe your program services.

The Senior Nutrition Program serves over 80 clients a year in the City of Bastrop with hot noon meals, 5 days a week. The number of clients will vary as clients leave and enter the program. We currently have roughly 25 volunteers that deliver meals to the homebound clients. The Settlement provides a space for CCA to serve meals to the congregate clients. The site manager is on duty 8:30 - 1:00 p.m. daily. She greets the congregate clients who can socialize with other clients, play games and receive nutrition education materials. We are looking to expand services at the center and extend the hours. The site manager also plates all the homebound meals and prepares them for delivery by our trained volunteers. We ask each client for a voluntary donation of $2.00 per meal, but most of the seniors live on a fixed income and cannot make the suggested donation. Currently in Bastrop County our donation rate is $0.21/per meal and in order to maintain the program we need to receive at least a $1.00/per meal. For many of our clients, this is the only meal they may eat in a day.

CCA provides rent and utility assistance to clients in the city of Bastrop that may fall between the cracks. The funds received from the City will assist with helping those individuals.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The funds received form the City will be used to provide direct services to the clients. Funds received for the Senior Nutrition Program will purchase meals for clients and funds received for the family services department will be used to assist with rent and utility deposits.

How will the program services benefit the community?

The funds for the Senior Nutrition Program will benefit the community by serving hot noon meals 5 days a week, allowing residents to remain at home and independent for as long as possible. The meals served provide 1/3 of the daily nutrition intake required to make the residents most productive citizens.

The funds for the Family Services Department will help the economy of Bastrop by assisting clients in need of rent and utility deposits. These funds will help those who fall between the cracks of the federally funded programs.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

CCA estimates that 10% of the city of Bastrop residents will benefit from CCA's services and will be in touch with our agency for referrals to other local programs. CCA gives priority to the elderly, persons with disabilities and families with young children.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

The Senior Nutrition Program is the only program in Bastrop that provides a hot noon meal, 5 days a week to seniors. CCA does work with other local organizations in Bastrop such as the Bastrop County Food Pantry. We make and receive referrals from all the local groups. We have also been working with Habitat for Humanity, they have provided rehab services to clients homes and CCA provides the weatherization assistance to make the homes more energy efficient. CCA also works closely with Family Crisis Center on the Emergency Solutions Grant which provides assistance with Rapid Rehousing and Homeless Prevention.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

The Site Manager at the Senior Nutrition Site completes daily nutrition reports. Those reports capture the number of clients served and the meal count. These reports are sent to the Central Office and monthly reports are compiled from the daily nutrition reports and reported to the Capital Area Planning Council - Area Agency on Aging.

The Family Services Department has a client tracking software that tracks every client we serve with rent, utilities, food, clothing, disaster assistance, case management, etc.

How will you evaluate if you were effective?

Client satisfaction surveys are provided to clients 2 times a year. The clients are provided an opportunity to comment on our services and makes suggestions. These surveys are confidential so that the client can freely express their opinions. CCA also has a strategic plan the board reviews twice a year to see if we are meeting our community action plan for the year.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

We can report that during this program year the need for meals continues to increase due to the increase of the elderly population. We also know services for utility assistance have increased due to the population of Bastrop increasing. CCA conducts a community needs assessment every 3 years, the most recent one was just completed and we have found that housing is the greatest need which will in turn mean more families will need help with deposits. Another thing we learned through the needs assessment is there are areas in Bastrop that individuals do not have a high school diploma or GED. This needs assessment helps CCA to focus in on the needs of the community.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Authorized Signature for the Applicant

6/26/18
Date

Kelly Franke
Name Printed or Typed

Executive Director
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

Helping People. Changing Lives.
community Action PARTNERSHIP
AMERICA'S POVERTY FIGHTING NETWORK

COMBINED COMMUNITY ACTION, INC.
165 WEST AUSTIN • GIDDINGS, TEXAS 78942
979.540.2980 800.688.9065 Fax 979.542.9565
www.ccaction.com

June 25, 2018

City of Bastrop
Finance Department
P.O. Box 427
1311 Chestnut St.
Bastrop, TX 78602

RECEIVED
JUN 27 2018
CITY OF BASTROP
FINANCE DEPARTMENT

Dear Finance Department:

Please find enclosed the 2019 Community Support Funding Application for Combined Community Action, Inc. (CCA). CCA is requesting $8,000 from the City of Bastrop for the Senior Nutrition "Meals on Wheels" Program and for the Family Services Program to assist with rent and utility deposits. Other programs provided by CCA include:

Weatherization Assistance – 5 homes weatherized last year
Case Management for At-Risk Children – CCA's Social Worker currently working with 34 individuals in the city limits
Utility Assistance - $34,174.62 in payments to BP & L on behalf of clients in 2017
Tenant Based Rental Assistance – 2 families currently served
Emergency Solutions Grant – Collaboration between Advocacy Outreach, Family Crisis Center and CCA to assist with Rapid Re-housing and Home Prevention
Bastrop County Community Cares – currently serve on this committee to address the housing concerns for the City of Bastrop and Bastrop County
Bastrop Community Support Group – currently serve on this group, we meet quarterly and planning a Social Service Expo

We would like to thank the City of Bastrop for their support and look forward to our continued relationship. If you have any questions, please feel free to call me at 979/540-2999.

Sincerely,

Kelly Franke
Executive Director

REVENUE/EXPENSE STATEMENT - 2017

COMBINED COMMUNITY ACTION (CCAFND)

Detailed Revenue and Expense Report

01/01/2017 to 12/31/2017

DRAFT

All Funds

Revenue

02.000.00.409	INCOME-CITY GOVERNMENTS	6,400.00
02.000.00.410	INCOME-COUNTY GOVERNMENTS	12,700.00
02.000.00.424	INCOME-FLOWER FUND	40.00
02.000.00.425	INCOME-RENT/BUILDING	23,160.00
02.000.00.440	INCOME-MISCELLANEOUS	0.01
02.000.00.446	INCOME-CCA CASINO NITE	7,521.00
05.000.00.412	INCOME-N/E PROGRAM	15.50
05.000.00.415	INCOME-LOCAL CASH	14,067.00
05.000.00.424	INCOME-FLOWER	20.79
05.000.00.451	INCOME-OAA TITLE 111	131,060.44
06.000.00.415	INCOME-LOCAL CASH	54,500.00
06.000.00.418	INCOME-UNITED WAY	20,639.19
06.000.00.424	INCOME-FLOWER	32.49
06.000.00.437	INCOME-SENIOR EXPO	625.00
06.000.00.442	INCOME-AMERIGROUP	12,980.52
06.000.00.443	INCOME-EVERCARE/United Health Care	33,562.05
06.000.00.445	INCOME-BULK MAILINGS	6,520.00
06.000.00.446	INCOME-SV FUNDRAISER	20,197.00
06.000.00.448	INCOME-SPONSOR-A-SENIOR	265.00
06.000.00.451	INCOME-OAA TITLE 111	281,818.36
07.000.00.415	REVENUE-LOCAL CASH	1,200.00
07.000.00.419	INCOME-OAA TITLE 111	28,709.57
07.000.00.424	INCOME-FLOWER	4.22
08.000.00.444	INCOME-TX DEPT OF AGRICULTURE	70,245.28
10.000.00.440	INCOME-MISCELLANEOUS	25,110.90
10.000.00.441	INCOME-PAMPER PINK	23,499.57
10.000.00.499	INCOME-CALENDARS	140.00
19.000.00.401	INCOME-TDHCA	15,982.00
27.000.00.404	INCOME-TX MEDICAID & HEALTH CARE PARTNER	37,273.33
27.000.00.424	INCOME-FLOWER FUND	7.50
39.000.00.444	INCOME-ADVOCACY OUTREACH	6,706.01
40.000.00.424	INCOME-FLOWER	2.64
40.000.00.444	INCOME-ADVOCACY OUTREACH	63,952.80
41.000.00.401	INCOME-TDHCA	7,000.00
45.000.00.401	INCOME-TDHCA	16,250.00
47.000.00.401	INCOME-TDHCA	37,356.87
48.000.00.430	INCOME-TACAA - AARP	203,846.00
49.000.00.401	INCOME-TDHCA	29,352.00
49.000.00.424	INCOME-FLOWER	33.95
49.000.00.441	INCOME-CHRISTMAS DONATIONS	575.00
49.000.00.442	INCOME-SACRED HEART CHURCH / LAGRANGE	450.00
50.000.00.401	INCOME-TDHCA	205,004.00
50.000.00.440	INCOME-MISCELLANEOUS	256.01
50.000.00.441	INCOME-CHRISTMAS DONATIONS	153.47
50.000.00.442	INCOME-SACRED HEART CHURCH / LAGRANGE	1,050.00
50.000.00.443	INCOME-IMMANUEL LUTHERAN CHURCH	250.00
54.000.00.447	INCOME-FAYETTE RESALE INC	30,000.00
55.000.00.424	INCOME-FLOWER	5.00
55.000.00.426	INCOME-CSBG	27,459.24
55.000.00.427	INCOME-C P W	4,671.99
55.000.00.429	INCOME-NUTRITION CONG C1	9,905.39
55.000.00.431	INCOME-LCACRC	5,109.63
55.000.00.433	INCOME-DOE WAP	2,965.65
55.000.00.434	INCOME-CSBG/DISCRETIONARY	29.93

Darlene Myers, CFO

55.000.00.435	INCOME- TACAA / AARP - HURRICANE HAVEY	601.06
55.000.00.445	INCOME-NUTRITION HB C2	23,627.92
55.000.00.446	INCOME-NUTRITION SCO 111B	2,264.46
55.000.00.449	INCOME-LIHEAP WAP	15,499.50
55.000.00.454	INCOME-E S G	4,644.86
55.000.00.487	INCOME-CEAP	13,328.12
55.000.00.494	INCOME-HILL ST. PROJECT	463.52
65.000.00.438	INCOME-BLUEBONNET ELECTRIC COOP	11,167.10
66.000.00.401	INCOME-TDHCA	81,807.28
66.000.00.424	INCOME-FLOWER FUND	8.50
67.000.00.401	INCOME-TDHCA	100,826.72
67.000.00.424	INCOME-FLOWER FUND	1.50
68.000.00.401	INCOME-TDHCA	364,112.88
90.000.00.413	INCOME-INTEREST	3.25
90.000.00.425	INCOME-RENT	16,663.70
91.000.00.401	INCOME-TDHCA	694,411.52
91.000.00.424	INCOME-FLOWER	23.41
99.000.00.438	INCOME-BLUEBONNET ELECTRIC COOP	12,000.00
06.000.10.448	INCOME-SPONSOR-A-SENIOR / BASTROP	100.00
06.000.14.448	INCOME-SPONSOR-A-SENIOR / BLANCO	300.00
06.000.20.448	INCOME-SPONSOR-A-SENIOR / CALDWELL	645.00
03.000.25.417	INCOME-C P & L COL0 CO	7,000.00
05.000.26.408	INCOME-PROGRAM - ALLENWOOD	359.90
06.000.26.408	INCOME-PROGRAM - ALLENWOOD	1,543.05
06.000.26.448	INCOME-SPONSOR-A-SENIOR - ALLENWOOD	1,770.00
05.000.27.408	INCOME-PROGRAM - BASTROP	760.00
06.000.27.408	INCOME-PROGRAM - BASTROP	3,182.00
06.000.27.448	INCOME-SPONSOR-A-SENIOR - BASTROP	1,390.00
05.000.28.408	INCOME-PROGRAM - BLANCO	22.00
06.000.28.408	INCOME-PROGRAM - BLANCO	2,423.50
06.000.28.448	INCOME-SPONSOR-A-SENIOR - BLANCO	355.50
05.000.29.408	INCOME-PROGRAM - BUDA	147.00
06.000.29.408	INCOME-PROGRAM - BUDA	4,473.15
06.000.29.448	INCOME-SPONSOR-A-SENIOR - BUDA	580.00
05.000.30.408	INCOME-PROGRAM - CARMINE	2,157.00
06.000.30.408	INCOME-PROGRAM - CARMINE	58.00
06.000.31.408	INCOME-PROGRAM - ELGIN	1,261.55
06.000.31.448	INCOME-SPONSOR-A-SENIOR - ELGIN	459.02
06.000.32.408	INCOME-PROGRAM - FLATONIA	470.00
06.000.32.448	INCOME-SPONSOR-A-SENIOR - FLATONIA	325.00
05.000.33.408	INCOME-PROGRAM - GEORGIA ST	835.10
05.000.34.408	INCOME-PROGRAM - GIDDINGS	1,841.85
06.000.34.408	INCOME-PROGRAM - GIDDINGS	1,176.55
06.000.34.448	INCOME-SPONSOR-A-SENIOR - GIDDINGS	4,920.00
05.000.35.408	INCOME-PROGRAM - JOHNSON CITY	594.40
06.000.35.408	INCOME-PROGRAM - JOHNSON CITY	829.00
06.000.35.448	INCOME-SPONSOR-A-SENIOR - JOHNSON CITY	3,340.50
05.000.36.408	INCOME-PROGRAM - KYLE	7.00
06.000.36.408	INCOME-PROGRAM - KYLE	1,591.10
06.000.37.408	INCOME-PROGRAM - LAGRANGE	3,351.00
06.000.37.448	INCOME-SPONSOR-A-SENIOR - LAGRANGE	7,320.00
05.000.38.408	INCOME-PROGRAM - LAVISTA	1,020.45
06.000.38.408	INCOME-PROGRAM - LAVISTA	9.00
06.000.39.408	INCOME-PROGRAM - LOCKHART	943.00
06.000.39.448	INCOME-SPONSOR-A-SENIOR - LOCKHART	1,287.68

05.000.40.408	INCOME-PROGRAM - LULING	1,544.85
06.000.40.408	INCOME-PROGRAM - LULING	1,908.25
06.000.40.448	INCOME-SPONSOR-A-SENIOR - LULING	575.00
05.000.41.408	INCOME-PROGRAM - PRAIRIE LEA	573.55
05.000.42.408	INCOME-PROGRAM - RED ROCK	970.95
05.000.43.408	INCOME-PROGRAM - SCHULENBURG	2,525.00
06.000.43.408	INCOME-PROGRAM - SCHULENBURG	6,279.75
06.000.43.448	INCOME-SPONSOR-A-SENIOR - SCHULENBURG	870.00
05.000.44.408	INCOME-PROGRAM - SMITHVILLE	2,491.50
06.000.44.408	INCOME-PROGRAM - SMITHVILLE	2,507.55
06.000.44.448	INCOME-SPONSOR-A-SENIOR - SMITHVILLE	4,710.00
05.000.45.408	INCOME-PROGRAM - WIMBERLEY	36.00
06.000.45.408	INCOME-PROGRAM - WIMBERLEY	1,060.00
06.000.45.448	INCOME-SPONSOR-A-SENIOR - WIMBERLEY	6,500.00
06.000.50.448	INCOME-SPONSOR-A-SENIOR / FAYETTE	31,390.80
06.000.70.448	INCOME-SPONSOR-A-SENIOR / HAYS	13,147.00
06.000.80.448	INCOME-SPONSOR-A-SENIOR / LEE	5,516.00
Total Revenue		**$2,963,592.10**

Expenses

10.103.00.801	SALARIES	26,450.40
47.103.00.801	SALARIES	162.00
48.103.00.801	SALARIES	3,184.53
49.103.00.801	SALARIES	17,888.72
50.103.00.801	SALARIES	125,696.17
55.103.00.801	SALARIES	79,473.60
67.103.00.801	SALARIES-ADMINISTRATION	2,266.25
68.103.00.801	SALARIES -ADMINISTRATION	4,935.00
91.103.00.801	SALARIES - ADMINISTRATION	13,490.66
10.104.00.821	FRINGE-FICA/TUCA	2,152.05
10.104.00.823	FRINGE-O A INSURANCE	645.88
10.104.00.825	FRINGE-RETIREMENT	528.00
10.104.00.827	FRINGE-FRESH BENIES	102.00
47.104.00.821	FRINGE-FICA/TUCA	12.39
48.104.00.821	FRINGE-FICA/TUCA	258.44
48.104.00.823	FRINGE-O A INSURANCE	59.68
49.104.00.821	FRINGE-FICA/TUCA	1,515.70
49.104.00.824	FRINGE-HOSPITALIZATION INS	138.75
49.104.00.825	FRINGE-RETIREMENT	225.21
49.104.00.826	FRINGE-LIFE INSURANCE	33.41
49.104.00.827	FRINGE-FRESH BENIES	42.50
50.104.00.821	FRINGE-FICA/TUCA	9,719.79
50.104.00.823	FRINGE-O A INSURANCE	3,436.77
50.104.00.824	FRINGE-HEALTH INS	1,526.25
50.104.00.825	FRINGE-RETIREMENT	2,480.76
50.104.00.826	FRINGE-LIFE INSURANCE	367.51
50.104.00.827	FRINGE-FRESH BENIES	212.50
55.104.00.821	FRINGE-FICA/TUCA	5,777.83
55.104.00.823	FRINGE-WORKERS COMP	1,884.53
55.104.00.824	FRINGE-HOSPITALIZATION INS	6,660.00
55.104.00.825	FRINGE-RETIREMENT	1,590.00
55.104.00.826	FRINGE-LIFE INSURANCE	412.20
55.104.00.827	FRINGE-FRESH BENIES	153.00
67.104.00.821	FRINGE-FICA/TUCA	185.88
67.104.00.823	FRINGE-OCC ACC INS	135.84
67.104.00.825	FRINGE-RETIREMENT	16.47
68.104.00.821	FRINGE FICA/TUCA	413.92
68.104.00.823	FRINGE-OCC ACC INS	207.91
68.104.00.825	FRINGE-RETIREMENT	44.53
68.104.00.826	FRINGE-LIFE INSURANCE	34.60
68.104.00.827	FRINGE-FRESH BENIES	17.00
91.104.00.821	FRINGE-FICA/TUCA	1,156.27
91.104.00.823	FRINGE-WORKER'S COMP INS	363.56
91.104.00.825	FRINGE-RETIREMENT	263.10
91.104.00.826	FRINGE-LIFE INSURANCE	181.78
19.105.00.830	TRAVEL	129.15
47.105.00.830	TRAVEL IN AREA	403.81
48.105.00.830	TRAVEL IN AREA	305.23
49.105.00.830	TRAVEL-IN AREA	285.65
50.105.00.829	TRAVEL-BOARD	287.55
50.105.00.830	TRAVEL-IN AREA	1,692.10
50.105.00.831	TRAVEL-OUT OF AREA	7,888.85
68.105.00.892	TRAVEL-FEES/MEMBERSHIP	186.25
91.105.00.830	TRAVEL-IN-AREA	15.30

91.105.00.892	TRAVEL-FEES/MEMBERSHIP	216.25
96.105.00.830	TRAVEL-IN-AREA	45.90
02.106.00.853	SUPPLIES-POSTAGE/FREIGHT	(104.75)
10.106.00.842	SUPPLIES-MEETING	519.94
10.106.00.844	SUPPLIES-OFFICE	51.20
49.106.00.841	SUPPLIES-MAIN/JAN/CUST	353.94
49.106.00.842	SUPPLIES-MEETING(BOARD)	133.67
49.106.00.844	SUPPLIES-OFFICE	15.38
49.106.00.845	SUPPLIES-OTHER(COMPUTER)	268.89
50.106.00.841	SUPPLIES-MAINT/JAN/CUST	1,890.98
50.106.00.842	SUPPLIES-BOARD MEETING	592.49
50.106.00.844	SUPPLIES-OFFICE	696.58
50.106.00.845	SUPPLIES-OTHER/COMPUTER	135.00
55.106.00.836	SUPPLIES-CONSUMABLES	568.70
55.106.00.841	SUPPLIES-MAINT/JAN/COST	1,104.15
67.106.00.841	SUPPLIES-MAINT/JANT/CUST	94.46
67.106.00.852	SUPPLIES-COPYING/PRINTING	139.05
67.106.00.853	SUPPLIES-POSTAGE/FREIGHT	14.53
91.106.00.841	SUPPLIES MAIN/JAN/CUSTODIAL	47.76
91.106.00.844	SUPPLIES-OFFICE	9.98
91.106.00.852	SUPPLIES-COPY/PRINTING	210.98
96.106.00.841	SUPPLIES MAIN/JAN/CUSTODIAL	15.05
02.106.01.999	SUPPLIES-CCA CASINO NITE	5,715.54
02.107.00.803	OTHER COST-AUDIT	765.00
02.107.00.859	OTHER COST-RENT	12,276.00
02.107.00.912	OTHER COST-LATE CHGS/PENT/FINAN/ETC	872.65
02.107.00.914	OTHER COST-FLOWERS	98.00
02.107.00.915	OTHER COST-BUILDING INTEREST	7,519.24
02.107.00.999	OTHER COST-MISCELLANEOUS	2,519.53
03.107.00.803	AUDIT	700.00
10.107.00.803	OTHER COST-AUDIT	417.00
10.107.00.841	OTHER-MAINT/DECOR/REPAIRS	1,103.14
10.107.00.852	OTHER-COPY/PRINT	592.31
10.107.00.853	OTHER-POSTAGE	697.34
10.107.00.861	OTHER-RENT/OFFICE	1,331.00
10.107.00.864	OTHER COSTS-CRISIS ASSISTANCE	897.64
10.107.00.867	OTHER-TELEPHONE	641.19
10.107.00.868	INTERNET	1,706.42
49.107.00.852	OTHER COST-COPYING/PRINTING	342.55
49.107.00.853	OTHER COST-POSTAGE/FREIGHT	9.05
49.107.00.861	OTHER COST-RENT/OFFICE	158.00
49.107.00.864	OTHER COST-UTILITIES	172.38
49.107.00.867	OTHER-COST-TELEPHONE	312.29
49.107.00.868	OTHER COST-INTERNET	272.86
49.107.00.892	OTHER COST-FEES/MEMBERSHIP	101.75
49.107.00.893	OTHER COST-FEES/REGISTRATION	3,370.00
50.107.00.842	OTHER COST-MEETING SUPPLIES	95.42
50.107.00.852	OTHER COST-COPY/PRINT	1,599.48
50.107.00.853	OTHER COST-POSTAGE/FREIGHT	597.33
50.107.00.856	OTHER COST-ADS/PUBLICATIONS	910.06
50.107.00.861	OTHER COST-RENT/OFFICE	1,518.00
50.107.00.864	OTHER COST-UTILITIES	1,698.09
50.107.00.867	OTHER COST-TELEPHONE	1,908.15
50.107.00.868	OTHER COST-INTERNET	1,813.48
50.107.00.870	OTHER COST-INSURANCE/BLDG	1,967.31

50.107.00.872	OTHER COST-INSURANCE/OTHER	2,479.50
50.107.00.892	OTHER COST-FEES/MEMBERSHIP	651.25
50.107.00.893	OTHER COST-FEES/REGISTRATION	1,225.00
50.107.00.904	OTHER COST-MAINT/REPAIR/IMPROV	5.68
55.107.00.829	OTHER COST-TRAVEL	3,460.10
55.107.00.852	OTHER COST-COPY/PRINTING	1,407.44
55.107.00.853	OTHER COST-POSTAGE/FREIGHT	2.46
55.107.00.861	OTHER COST-RENT/OFFICE	876.00
55.107.00.864	OTHER COST-UTILITIES	897.63
55.107.00.867	OTHER COST-TELEPHONE	2,023.16
55.107.00.868	OTHER COST-INTERNET	1,986.34
55.107.00.884	OTHER COST-TRAINING/STAFF DEV	860.00
55.107.00.892	OTHER COSTS- MEMBERSHIP FEES	100.00
55.107.00.896	OTHER COST-COMPUTER	1,783.00
67.107.00.803	OTHER COST-AUDIT	1,200.00
67.107.00.861	OTHER COST-RENT/BUILDING	93.00
67.107.00.864	OTHER COST-UTILITIES	90.71
67.107.00.867	OTHER COST-TELEPHONE	113.09
67.107.00.868	OTHER COST-INTERNET	136.43
68.107.00.856	OTHER COST-ADS/PUBLICATIONS	101.25
76.107.00.803	OTHER COST-AUDIT	23.00
90.107.00.803	AUDIT	209.00
90.107.00.856	OTHER COST-ADS/PUBLICATION	76.67
90.107.00.870	OTHER COST-INSURANCE	2,865.92
91.107.00.861	OTHER COST-RENT/OFFICE	20.00
91.107.00.864	OTHER COST-UTILITIES	104.90
91.107.00.868	OTHER COST-INTERNET	88.42
91.107.00.870	OTHER COST-INSURANCE/BLDG	1,787.36
91.107.00.893	OTHER COST-FEES/REGISTRATION	925.00
91.107.00.896	OTHER COSTS-COMPUTER UPGRADE	4,950.00
91.107.00.903	OTHER COST-MAINTENANCE EQUIPMENT	150.00
91.107.00.998	OTHER COST-ADM ALLOC COST	12,909.30
96.107.00.861	OTHER COST-RENT/OFFICE	118.00
96.107.00.864	OTHER COST-UTILITIES	107.75
96.107.00.868	OTHER COST-INTERNET	88.42
96.107.00.904	MAINT/IMPROV/JANT	1.92
10.107.01.999	OTHER-MEDICAL TRAVEL EXPENSE	3,000.00
10.109.01.840	PROMOTIONAL-PINK EVENT	5,375.08
41.110.00.920	EQUIPMENT-COMPUTER UPGRADE	8,600.00
49.110.00.920	EQUIPMENT-COMPUTER UPGRADE	1,429.96
41.114.00.875	CONTRACTUAL-PROF/GRAPHIC	3,400.00
50.114.00.803	CONTRACTUAL-AUDIT	2,689.00
55.114.00.803	CONTRACTUAL-AUDIT	826.00
55.114.00.841	CONTRACTUAL-JANITORIAL	548.81
67.114.00.803	FISCAL AUDIT	359.00
68.114.00.803	FISCAL AUDIT	3,431.00
91.114.00.803	CONTRACTUAL-AUDIT	5,610.00
39.115.00.801	RAPID - CASE MGMT - SALARIES	935.24
39.115.00.821	RAPID - CASE MGMT - FICA/TUCA	80.66
39.115.00.823	RAPID - CASE MGMT - OCC/ACC	132.63
39.115.00.825	RAPID - CASE MGMT - RETIREMENT	17.50
39.115.00.830	RAPID - CASE MGMT - MILEAGE	15.30
39.115.00.998	RAPID - CASE MGMT - ADM ALLOC COST	200.09
40.115.00.801	RAPID - CASE MGMT - SALARIES	19,727.33
40.115.00.821	RAPID - CASE MGMT - FICA/TUCA	1,566.34

40.115.00.823	RAPID - CASE MGMT - OCC/ACC	139.05
40.115.00.825	RAPID - CASE MGMT - RETIREMENT	302.80
40.115.00.830	RAPID - CASE MGMT - MILEAGE	644.85
40.115.00.998	RAPID - CASE MGMT - ADM ALLOC COST	3,742.77
91.115.00.801	SALARIES-PROGRAM SERVICES	53,023.90
91.115.00.821	FRINGE-FICA/TUCA	4,387.67
91.115.00.823	FRINGE-WORKER'S COMP INS	1,344.76
91.115.00.825	FRINGE- RETIREMENT	1,030.52
91.115.00.826	FRINGE-LIFE INSURANCE	241.60
91.115.00.827	FRINGE-FRESH BENIES	280.50
91.115.00.830	TRAVEL-IN AREA	1,266.30
91.115.00.841	SUPPLIES MAIN/JAN/CUSTODIAL	1,728.65
91.115.00.844	SUPPLIES-OFFICE	1,295.33
91.115.00.845	SUPPLIES-COMPUTER	124.42
91.115.00.852	SUPPLIES-COPY/PRINTING	3,419.15
91.115.00.853	SUPPLIES-POSTAGE/FREIGHT	1,663.27
91.115.00.861	OTHER COST-RENT/OFFICE	1,538.00
91.115.00.864	OTHER COST-UTILITIES	1,246.02
91.115.00.867	OTHER COSTS-TELEPHONE	2,825.87
91.115.00.868	OTHER COST-INTERNET	3,959.67
39.118.00.823	HMIS - DATA ENTRY - OCC/ACC	20.99
39.118.00.890	HMIS - COMPUTER LICENSE/FEES	700.00
39.118.00.998	HMIS - DATA ENTRY - ADM ALLOC COST	3.60
40.118.00.801	HMIS - DATA ENTRY - SALARIES	3,670.44
40.118.00.821	HMIS - DATA ENTRY - FICA/TUCA	290.28
40.118.00.823	HMIS - DATA ENTRY - OCC/ACC	35.59
40.118.00.825	HMIS - DATA ENTRY - RETIREMENT	48.11
40.118.00.998	HMIS - DATA ENTRY - ADM ALLOC COST	698.40
96.119.00.826	FRINGE-LIFE INSURANCE	94.39
96.119.00.827	FRINGE-FRESH BENIES	25.50
10.123.00.998	ADM ALLOC COST	5,109.63
47.123.00.998	ADM ALLOC COST	29.93
48.123.00.998	ADM ALLOC COST	601.06
49.123.00.998	ADM ALLOC COST	2,259.83
50.123.00.998	ADM ALLOC COST	25,618.23
66.123.00.998	ADM ALLOC COST	998.52
67.123.00.998	ADM ALLOC COST	2,965.65
68.123.00.998	ADM ALLOC COST	14,500.98
90.123.00.998	ADM ALLOC COST	463.52
49.128.00.864	CRISIS ASSISTANCE	21.51
50.128.00.864	CRISIS ASSISTANCE	3,604.72
05.203.00.801	SALARIES-SERVICE	49,075.17
06.203.00.801	SALARIES-SERVICE	113,059.91
07.203.00.801	SALARIES	11,779.59
27.203.00.801	SALARIES	24,614.16
90.203.00.801	SALARIES	2,500.00
05.204.00.821	FRINGE-FICA/TUCA	4,283.41
05.204.00.823	FRINGE-WORKER'S COMP INS.	1,207.77
05.204.00.824	FRINGE-HOSPITAL INS.	2,913.72
05.204.00.825	FRINGE-RETIREMENT	319.92
05.204.00.826	FRINGE-LIFE INSURANCE	72.64
05.204.00.827	FRINGE-FRESH BENIES	228.00
06.204.00.821	FRINGE-FICA/TUCA	9,658.37
06.204.00.823	FRINGE-WORKERS COMP INS.	2,806.19
06.204.00.824	FRINGE-HOSPITALIZATION INS.	8,741.28

06.204.00.825	FRINGE- RETIREMENT	952.08
06.204.00.826	FRINGE-LIFE INSURANCE	218.52
06.204.00.827	FRINGE-FRESH BENIES	690.00
07.204.00.821	FRINGE-FICA/TUCA	1,065.27
07.204.00.823	FRINGE-WORKER'S COMP INS	251.86
27.204.00.821	FRINGE-FICA/TUCA	2,001.77
27.204.00.823	FRINGE-WORKER'S COMP INS	610.15
27.204.00.826	FRINGE-LIFE INSURANCE	128.16
27.204.00.827	FRINGE-FRESH BENIES	102.00
90.204.00.821	FRINGE-FICA/TUCA	166.09
90.204.00.823	FRINGE-OCC ACC INS	35.14
05.205.00.830	TRAVEL-IN-AREA	522.95
05.205.00.878	TRAVEL-FUEL	131.77
05.205.00.879	TRAVEL-MAINTENANCE	294.48
05.205.00.888	TRAVEL-LICENSE/FEES	20.25
06.205.00.830	TRAVEL-IN AREA	3,365.50
06.205.00.833	TRAVEL-TRANSSPORTING	1,070.93
06.205.00.873	TRAVEL-VEHICLE INS.	2,598.00
06.205.00.878	TRAVEL-FUEL	395.24
06.205.00.879	TRAVEL-MAINTENANCE	414.25
06.205.00.888	TRAVEL-LICENSE/FEE	60.75
07.205.00.830	TRAVEL-IN AREA	4,949.89
07.205.00.879	TRAVEL-MAINTENANCE	520.97
27.205.00.830	TRAVEL-IN AREA	4,227.75
27.206.00.844	SUPPLIES-OFFICE	183.46
27.206.00.852	SUPPLIES-COPY/PRINTING	456.56
27.206.00.853	SUPPLIES-POSTAGE/FREIGHT	389.00
90.206.00.845	SUPPLIES-MATERIALS/REPAIRS	3,019.40
05.207.00.803	OTHER COST-AUDIT	1,788.00
05.207.00.853	OTHER COST-POSTAGE/FREIGHT	54.25
05.207.00.867	OTHER COST-TELEPHONE	770.23
05.207.00.868	OTHER COST-INTERNET	432.20
05.207.00.871	OTHER COST-INSURANCE/LIABILITY	1,491.01
05.207.00.998	OTHER COST-IADM ALLOC COST	9,905.39
06.207.00.803	OTHER COST-AUDIT	5,362.00
06.207.00.853	OTHER COST-POSTAGE/FREIGHT	54.25
06.207.00.867	OTHER COST-TELEPHONE	2,411.76
06.207.00.868	OTHER COST-INTERNET	1,410.71
06.207.00.871	OTHER COST-INSURANCE/LIABILITY	4,473.03
06.207.00.998	OTHER COST-ADM ALLOC COST	23,627.92
07.207.00.803	OTHER COST-AUDIT	500.00
07.207.00.853	OTHER COST-POSTAGE/FREIGHT	1,182.59
07.207.00.867	OTHER COST-TELEPHONE	5,644.74
07.207.00.868	IOTHER COST-INTERNET	1,044.25
07.207.00.871	OTHER COST-INSURANCE/LIABILITY	1,000.00
07.207.00.998	OTHER COST-ADM ALLOC COST	2,264.46
27.207.00.803	OTHER COST-AUDIT	325.00
27.207.00.861	OTHER COST-RENT/OFFICE	260.00
27.207.00.867	OTHER COST-TELEPHONE	1,380.21
27.207.00.868	OTHER COST-INTERNET	1,033.22
27.207.00.892	OTHER COST-MEMBERSHIP FEES	30.00
05.208.00.884	PROF DEV-TRAIN/STAFF/CONF	144.99
05.208.00.892	PROF DEV-DUES/MEMBERSHIP	118.12
06.208.00.884	PROF DEV-TRAIN/STAFF	434.95
06.208.00.892	PROF DEV-DUES/MEMBERSHIP	118.13

05.209.00.857	PROMOTIONAL-RECRUIT/ADVERTISE	489.59
06.209.00.857	PROMOTIONAL-RECRUIT/ADVERTISE	672.73
05.210.00.903	EQUIPMENT-MAINTENANCE	270.00
06.210.00.903	EQUIPMENT-MAINTENANCE	810.00
05.211.00.836	CONSUMABLES	220.26
05.211.00.839	FOOD COST-CONSUMABLES	84,728.99
06.211.00.836	CONSUMABLES	665.36
06.211.00.839	FOOD-CONSUMABLES	313,228.40
06.211.00.847	FOOD-FROZEN/SHELF	33,838.00
08.211.10.839	CONTRACTED MEALS	15,741.16
08.211.14.839	CONTRACTED MEALS	3,935.69
08.211.20.839	CONTRACTED MEALS	14,791.45
08.211.50.839	CONTRACTED MEALS	13,230.05
08.211.70.839	CONTRACTED MEALS	18,773.82
08.211.80.839	CONTRACTED MEALS	3,773.11
05.212.00.841	SUPPLIES-MAINT	2.75
05.212.00.844	SUPPLIES-OFFICE	332.13
05.212.00.845	SUPPLIES-OTHER	101.29
05.212.00.852	SUPPLIES-COPYING/PRINTING	1,272.38
06.212.00.841	SUPPLIES-MAINT	8.29
06.212.00.844	SUPPLIES-OFFICE	423.11
06.212.00.845	SUPPLIES-OTHER	123.76
06.212.00.852	SUPPLIES-COPYING/PRINTING	2,906.40
07.212.00.841	SUPPLIES-MAINT	33.04
05.213.00.859	OCCUPANCY-RENT	1,486.00
05.213.00.864	OCCUPANCY-UTILITIES	352.27
05.213.00.904	OCCUPANCY-MAINT/REPRS/IMPROVE	414.30
06.213.00.859	OCCUPANCY-RENT	4,198.00
06.213.00.864	OCCUPANCY-UTILITIES	1,106.46
06.213.00.904	OCCUPANCY-MAIN/REPAIRS/IMPROVE	1,620.58
07.213.00.859	OCCUPANCY-RENT	2,460.00
07.213.00.864	OCCUPANCY-UTILITIES	5,763.32
07.213.00.904	OCCUPANCY-MAINT/REPAIRS/IMPROVE	5,430.73
90.214.00.804	SITE-CONTRACT LABOR	8,134.78
66.215.00.801	SALARIES-SUPPORT SERVICES	18,575.86
66.215.00.821	FRINGE-FICA/TUCA	1,581.26
66.215.00.823	FRINGE-OCC ACC INS	391.98
66.215.00.825	FRINGE-RETIREMENT	240.59
66.215.00.826	FRINGE-LIFE INSURANCE	6.92
66.215.00.827	FRINGE-FRESH BENIES	25.50
66.215.00.829	TRAVEL	492.01
66.215.00.841	SUPPLIES/MAINT	250.59
66.215.00.845	SUPPLIES OTHER	64.96
66.215.00.852	SUPPLIES-COPY/PRINT	124.27
66.215.00.853	SUPPLIES-POSTAGE	133.55
66.215.00.862	OTHER COST-BUILDING RENT	186.00
66.215.00.864	OTHER COST-UTILITIES	130.85
66.215.00.867	TELEPHONE	236.75
66.215.00.868	INTERNET	272.86
66.215.00.896	COMPUTER/SOFTWARE	2,673.15
67.215.00.801	SALARIES-PROGRAM SUPPORT	6,810.00
67.215.00.821	FRINGE-FICA/TUCA	549.64
67.215.00.823	FRINGE-OCC ACC INS	122.99
67.215.00.825	FRINGE-RETIREMENT	55.41
67.215.00.827	FRINGE-FRESH BENIES	17.00

68.215.00.801	SALARIES-SUPPORT SERVICES	57,142.08
68.215.00.821	FRINGE-FICA/TUCA	4,405.34
68.215.00.823	FRINGE-OCC ACC INS	1,343.30
68.215.00.825	FRINGE-RETIREMENT	1,041.74
68.215.00.826	FRINGE-LIFE INSURANCE	124.56
68.215.00.827	FRINGE-FRESH BENIES	144.50
68.215.00.829	TRAVEL	4,148.97
68.215.00.841	SUPPLIES/MAINT	753.11
68.215.00.845	SUPPLIES OTHER	2,187.03
68.215.00.852	SUPPLIES-COPY/PRINT	1,726.51
68.215.00.853	SUPPLIES-POSTAGE	499.15
68.215.00.862	OTHER COST-BUILDING RENT	857.00
68.215.00.864	OTHER COST-UTILITIES	676.07
68.215.00.867	TELEPHONE	1,058.33
68.215.00.868	INTERNET	1,577.05
68.215.00.870	OTHER COST-BLDG INS	1,787.36
68.215.00.873	VEHICLE INSURANCE	1,500.00
68.215.00.879	VEHICLE MAINT.	156.85
68.215.00.896	COMPUTER/SOFTWARE	2,243.00
65.216.00.940	WEATHERIZATION MATERIALS	4,998.04
66.216.00.940	WEATHERIZATION MATERIALS	57,416.81
67.216.00.940	MATERIALS-WEATHERIZATION	31,948.60
68.216.00.940	WEATHERIZATION MATERIALS	83,819.58
67.217.00.871	INSURANCE-LIABILITY	1,693.00
65.218.00.804	SUBCONTRACTOR	6,169.06
66.218.00.804	SUBCONTRACTOR	47,734.91
67.218.00.804	SUBCONTRACTOR	17,947.84
68.218.00.804	SUBCONTRACTOR	71,222.19
27.223.00.998	ADM ALLOC COST	4,671.99
91.228.01.865	ECP-AUSTIN CNTY/ELECTRICITY	2,293.03
91.228.10.865	ECP-BASTROP CNTY/ELECTRICITY	29,438.17
96.228.10.865	ECP-BASTROP CNTY/ELECTRICITY	3,740.75
91.228.25.865	ECP-COLORADO CNTY/ELECTRICITY	3,047.21
91.228.50.865	ECP-FAYETTE CNTY/ELECTRICITY	1,195.37
96.228.50.865	ECP-FAYETTE CNTY/ELECTRICITY	149.29
91.228.80.865	ECP-LEE CNTY/ELECTRICITY	8,240.52
96.228.80.865	ECP-LEE CNTY/ELECTRICITY	329.21
19.232.00.862	SECURITY DEPOSITS	300.00
39.232.00.862	RAPID - SECURITY DEPOSITS	675.00
40.232.00.862	RAPID - SECURITY DEPOSITS	5,135.00
40.232.00.864	RAPID - UTILITY DEPOSITS	1,384.84
19.232.01.862	RENTAL ASSISTANCE-COUNTRY OAKS	5,384.00
39.232.01.862	RAPID - RENTAL ASSISTANCE	1,525.00
40.232.01.862	RAPID - RENTAL ASSISTANCE	9,596.00
19.232.02.862	RENTAL ASSISTANCE-PINE POINT APARTMENTS	7,344.00
39.232.02.862	HML - RENTAL ASSISTANCE	2,400.00
40.232.02.862	HML - RENTAL ASSISTANCE	16,971.00
19.232.03.862	RENTAL ASSISTANCE-DONELLA'S VENTURES	2,954.00
03.232.25.865	PREVENTION-ELECTRICITY	5,789.30
45.233.00.864	OTHER - DIRECT SERVICES	16,250.00
47.233.00.999	DISASTER RELIEF - HURRICANE HARVEY	66,748.74
54.233.00.862	RENTAL ASSISTANCE	7,669.00
54.233.00.864	UTILITY ASSISTANCE	12,818.36
48.233.03.999	HOUSING (Roof, House Repairs)	107,294.89
99.233.10.864	UTILITY ASSISTANCE - BASTROP CO	6,179.31

99.233.50.864	UTILITY ASSISTANCE - FAYETTE CO	1,201.88
99.233.80.864	UTILITY ASSISTANCE - LEE CO	4,593.88
06.303.00.801	NUT ED-SALARIES	2,569.96
06.304.00.821	NUT ED-FICA/TUCA	232.88
66.305.00.829	TRAINING/TECH ASSISTANCE	2,000.00
67.305.00.801	TRAINING/TECH ASSISTANCE - SALARIES	6,476.44
67.305.00.821	TRAINING/TECH ASSISTANCE - FICA/TUCA	491.12
67.305.00.823	TRAINING/TECH ASSISTANCE - O A INS	143.02
67.305.00.825	TRAINING/TECH ASSISTANCE - RETIREMENT	29.26
67.305.00.829	TRAINING/TECH ASSISTANCE-TRAVEL	8,259.02
67.305.00.893	TRAINING/TECH ASSISTANCE-REGISTRATION FEES	250.00
02.309.00.999	PROMOTIONAL-MISCELLANEOUS	704.40
91.333.01.865	EAP-AUSTIN CNTY/ELECTRICITY	63,035.84
96.333.01.865	EAP-AUSTIN CNTY/ELECTRICITY	1,831.55
91.333.10.865	EAP-BASTROP CNTY/ELECTRICITY	172,839.30
96.333.10.865	EAP-BASTROP CNTY/ELECTRICITY	9,395.26
91.333.25.865	EAP-COLORADO CNTY/ELECTRICITY	76,957.29
96.333.25.865	EAP-COLORADO CNTY/ELECTRICITY	2,671.36
91.333.50.865	EAP FAYETTE CNTY/ELECTRICITY	87,959.05
96.333.50.865	EAP FAYETTE CNTY/ELECTRICITY	2,412.63
91.333.80.865	EAP LEE COUNTY/ELECTRICITY	110,060.20
96.333.80.865	EAP LEE COUNTY/ELECTRICITY	4,590.88
66.335.00.940	HEALTH/SAFETY	16,709.86
67.335.00.940	HEALTH/SAFETY	19,438.35
68.335.00.940	HEALTH/SAFETY	61,826.72
06.407.00.852	BULK-COPY/PRINT	372.17
06.407.00.853	BULK-POSTAGE	470.40
06.412.00.845	SUPPLIES-OTHER	8,864.83
91.505.00.829	TRAVEL-TDHCA REIMBURSEMENT	469.29
50.704.00.825	LOCAL CASH-RETIREMENT	78.00
49.707.00.892	LOCAL CASH-FEES/MEMBERSHIP	1,790.00
49.707.00.893	LOCAL CASH-OTHER/FEES,REGISTRATION	500.00
50.707.00.842	LOCAL CASH-MEETING SUPPLIES	13.98
06.712.00.845	LOCAL CASH-SUPPLIES OTHER	54.21
06.712.01.999	LOCAL-MISC.,ALLENWOOD	1,868.42
50.714.00.803	CONTRACTUAL-AUDIT	46.00
49.728.00.864	LOCAL CASH-CRISIS	970.96
50.728.00.864	LOCAL CASH-CRISIS ASSISTANCE	6,395.66
49.728.01.864	LOCAL CASH-CRISIS - SACRED HEART CHURCH	749.24
50.728.01.864	LOCAL CASH-CRISIS - SACRED HEART CHURCH	417.37
Total Expenses		**$2,954,474.09**
Excess Revenues Over Expenses		**$9,118.01**

PROPOSED BUDGET
2019

COMBINED COMMUNITY ACTION, INC.

2019 PROPOSED BUDGET

PROGRAM	BUDGET AMT	SALARIES	FRINGE	TRAVEL	FOOD COSTS	SUPPLIES	OCCUPPANCY	CONTRACTUAL	OTHER	Direct Service
Nutrition C-1	192,463.00	52,168.00	9,248.00	822.00	108,122.00	1,971.00	3,132.00	0.00	15,000.00	0.00
Nutrition C-2	540,554.00	125,379.00	23,625.00	5,000.00	338,550.00	6,400.00	9,000.00	0.00	27,000.00	0.00
Nutrition SCO	42,381.00	11,975.00	1,430.00	3,882.00	0.00	150.00	13,444.00	0.00	11,000.00	0.00
Tx Dept of Agriculture	48,419.00	0.00	0.00	0.00	48,419.00	0.00	0.00	0.00	0.00	0.00
Community Services	234,312.00	120,953.00	16,000.00	14,574.00	0.00	10,760.00	7,600.00	14,425.00	33,000.00	15,000.00
Support Services	104,796.00	75,993.00	14,145.00	1,735.00	0.00	1,900.00	5,557.00	1,966.00	2,500.00	0.00
Weatherization/LIHEAP	428,405.00	60,140.00	7,600.00	8,880.00	0.00	6,170.00	5,000.00	0.00	10,750.00	327,865.00
Comprehensive Energy	701,658.00	79,883.00	10,540.00	3,035.00	0.00	6,475.00	9,500.00	7,227.00	20,000.00	560,998.00
DOE WAP	141,615.00	18,800.00	3,245.00	1,000.00		1,000.00	150.00	0.00	11,000.00	105,420.00
ESG	150,000.00	43,360.00	3,900.00	1,360.00						99,880.00
	2,584,603.00									

TOTAL

Revenue/Income		OAA TITLE III	PROGRAM INCOME	LOCAL CASH	UNITED WAY	MISC	TX DEPT OF HOUSING & COMM AFFAIRS	TX DEPT OF AGRICULTIRE
Nutrition	733,017.00	476,461.00	72,000.00	139,556.00	10,000.00	35,000.00		
Nutrition SCO	42,381.00	29,000.00		13,381.00				
TDA	48,419.00							48,419.00
CSBG	234,312.00						234,312.00	
Support Services	104,796.00					104,796.00		
WAP/LIHEAP	428,405.00						428,405.00	
CEAP	701,658.00						701,658.00	
WAP/DOE	141,615.00						141,615.00	
ESG	150,000.00						150,000.00	
TOTAL	2,584,603.00							

Senior Nutrition - Congregate
Proposed 2019

Salaries	05.203.00.801	$ 54,000.00
Fringe		
FICA/TUCA	05.204.00.821	$ 5,000.00
Safety/OA Ins	05.204.00.823	$ 2,000.00
Hosp. Ins.	05.204.00.823	$ 2,500.00
Retirement	05.204.00.825	$ 250.00
Life & AD Ins	05.204.00.826	$ 100.00
Travel		
In-Area	05.205.00.830	$ 1,000.00
Out -of-Area	05.205.00.831	$ -
Ins/Vehicle	05.205.00.873	$ -
Fuel	05.205.00.878	$ 100.00
Vehicle Maint	05.205.00.879	$ 100.00
License/Fee's	05.205.00.888	$ -
Other Cost		
Audit	05.207.00.803	$ 1,500.00
Contractual	05.207.00.817	$ 2,500.00
Postage	05.207.00.853	$ 50.00
Telephone	05.207.00.867	$ 750.00
Internet	05.207.00.868	$ 500.00
Ins-Liability	05.207.00.871	$ 1,500.00
Indirect Cost	05.207.00.999	$ 9,000.00
Professional Dev.		
Training/Staff	05.208.00.884	$ 500.00
Membership	05.208.00.892	$ 250.00
Promotional		
Copy/Print	05.209.00.852	$ 1,200.00
Recruitment	05.209.00.857	$ 250.00
Equipment		
Rent/Lease	05.210.00.860	$ -
Maint/Repair	05.210.00.903	$ 1,200.00
Food Cost		
Consumables	05.211.00.836	$ 500.00
Contracted Meals	05.211.00.839	$ 105,000.00
Raw Food	05.211.00.846	$ -
Frozen Meals	05.211.00.847	$ -

Supplies		
Maint.	05.212.00.841	$ 100.00
Nut. Ed Matls	05.212.00.835	$ 200.00
Office Supplies	05.212.00.844	$ 250.00
Supplies/Other	05.212.00.845	$ 1,000.00
Copy/Printing	05.212.00.852	$ 1,000.00
Occupancy		
Rent	05.213.00.859	$ 1,500.00
Utilities	05.213.00.864	$ 1,000.00
Ins. Building	05.213.00.871	$ 1,000.00
Main/Custodial	05.213.00.904	$ 1,200.00
Total Cost		$ 197,000.00
Revenue		
USDA	05.000.00.407	$ -
Program Income	05.000.00.408	$ 15,000.00
N/E Prog.Income	05.000.00.412	$ 250.00
Interest	05.000.00.413	$ -
Sale of Fixed Asset	05.000.00.414	$ -
Local Cash	05.000.00.415	$ 20,000.00
United Way	05.000.00.418	$ -
Misc Income	05.000.00.440	$ 10,000.00
OAA Income	05.000.00.451	$134,000.00
Total Revenue		$ 179,250.00

**shortfall in revenue vs. expenses
Projected Revenue and Expenses

Senior Nutrition - Home Delivered Meals
2019 Projected

Salaries	06.203.00.801	$	127,000.00
Fringe		$	22,000.00
FICA/TUCA	06.204.00.821		
Safety/OA Ins	06.204.00.823		
Hosp. Ins.	06.204.00.823		
Retirement	06.204.00.825		
Life & AD Ins	06.204.00.826		
Travel			
In-Area	06.205.00.830	$	5,000.00
Out -of-Area	06.205.00.831	$	-
Meal Delivery	06.205.00.833	$	770.00
Ins/Vehicle	06.205.00.873	$	2,000.00
Fuel	06.205.00.878	$	200.00
Vehicle Maint	06.205.00.879	$	-
License/Fee's	06.205.00.888	$	-
Other Cost			
Audit	06.207.00.803	$	2,500.00
Contractual	06.207.00.817	$	-
Postage	06.207.00.853	$	500.00
Telephone	06.207.00.867	$	1,500.00
Internet	06.207.00.868	$	1,000.00
Ins-Liability	06.207.00.871	$	4,000.00
Indirect Cost	06.207.00.999	$	22,000.00
Professional Dev.			
Training/Staff	06.208.00.884	$	1,000.00
Membership	06.208.00.892	$	200.00
Promotional			
Copy/Print	06.209.00.852	$	-
Recruitment	06.209.00.857	$	275.00
Equipment			
Rent/Lease	06.210.00.860	$	-
Maint/Repair	06.210.00.903	$	750.00
Food Cost			
Consumables	06.211.00.836	$	-
Contracted Meals	06.211.00.839	$	320,000.00
Raw Food	06.211.00.846	$	-

Frozen Meals	06.211.00.847	$	21,000.00	
Supplies				
Maint.	06.212.00.841	$	-	
Nut. Ed Matls	06.212.00.835	$	-	
Office Supplies	06.212.00.844	$	-	
Supplies/Other	06.212.00.845	$	2,000.00	
Copy/Printing	06.212.00.852	$	3,000.00	
Occupancy				
Rent	06.213.00.859	$	4,100.00	
Utilities	06.213.00.864	$	2,900.00	
Ins. Building	06.213.00.871	$	2,000.00	
Main/Custodial	06.213.00.904	$	-	
Total Cost		$	545,695.00	
Revenue				
USDA	06.000.00.407	$	-	
Program Income	06.000.00.408	$	22,000.00	Client Donations Projected
N/E Prog.Income	05.000.00.412	$	-	
Interest	06.000.00.413	$	-	
Sale of Fixed Asset	06.000.00.414	$	-	
Local Cash	06.000.00.415	$	51,850.00	*requested
United Way	06.000.00.418	$	17,500.00	*requested
Misc Income	06.000.00.440	$	25,000.00	** TWL funding reported under Misc. funding
Amerigroup	06.000.00.442	$	16,750.00	
Evercare	06.000.00.443	$	23,240.00	
Direct Mail Campaign	06.000.00.445	$	5,000.00	
SV Fundraiser	06.000.00.446	$	15,000.00	
Sponsor A Senior	06.000.00.448	$	35,000.00	
OAA Income	06.000.00.451	$	295,000.00	
Total Revenue		$	506,340.00	

**shortfall in revenue vs. expenses

501©3 DETERMINATION

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

RECEIVED
JUL 26 2001

Date: July 20, 2001

Person to Contact:
Judy Simonson 31-04016
Customer Service Representative
Toll Free Telephone Number:
8:00 a.m. to 9:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
74-1548511

Combined Community Action, Inc.
165 West Austin
Giddings, TX 78942

Dear Sir or Madam:

This letter is in response to your request for affirmation of your organization's exempt status with your current address. Your address has been changed as shown above.

Our records indicate that a determination letter issued in January 1996 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of $20 a day, up to a maximum of $10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Combined Community Action, Inc.
74-1548511

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your organization's exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of $20 a day for each day you do not make these documents available for public inspection (up to a maximum of $10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,

John E. Ricketts

John E. Ricketts, Director, TE/GE
Customer Account Services

SOURCES OF FUNDING

COMBINED COMMUNITY ACTION, INC.
STATE AND FEDERAL CONTRACTS

PROGRAM	AMOUNT	AGENCY
ADMIN	Cost Allocation	N/A
CCA, Inc.	N/A	N/A
Nutrition C-1	215,000	CAPCOG
Nutrition C-2	430,000	CAPCOG
Senior Center Operations	28,000	CAPCOG
Texans Feeding Texans	71,000	TDA
Community Services Block Grant	205,000	TDHCA
Comp Energy Assistance	915,000	TDHCA
Central Power and Light	5,000	CPL
Weatherization	475,000	TDHCA
Tenant Based Rental Asst.	8% of rental	TDHCA
Emergency Solutions Grant	150,000	TDHCA
Case Management	Vendor	HHSC
United Healthcare	Vendor	United Healthcare
Amerigroup	Vendor	Amerigroup

COUNTY/CITY	AMOUNT REQUESTED	AMOUNT RECEIVED
Austin County	5,000	2,000
Bastrop County	15,000	10,000
Blanco County	5,000	5,000
Caldwell County	8,000	1,700
Colorado County	5,000	5,000
Fayette County	10,000	10,000
Hays County	15,000	13,000
Lee County	8,500	8,500
Smithville	6,000	1,000
Elgin	4,000	4,000
Columbus	1,500	1,500
Giddings	6,000	4,000
LaGrange	6,000	6,000
Sealy	2,000	2,000

BOARD OF DIRECTORS

Name of Organization: COMBINED COMMUNITY ACTION, INC.

Board of Directors Roster

Date: 1/26/2018

Name	Appointment Date	Date Term Expires	Address: Street, City, Zip Code	Phone	Email Address
Chair/President: Doug Wessels	01/2001	Appointed by Judge	PO Box 129, Rock Island, TX 77470	979-758-4041	doug.wessels@co.colorado.tx.us
Mark Meuth	01/2017	Appointed by Judge	804 Pecan St. Bastrop, TX 78602	512-581-4000	mark.meuth@co.bastop.tx.us
Randy Recihardt	01/2009	Appointed by Judge	11014 Pless Rs., Cat Spring, TX 78933	979-877-4203	pct3@austincounty.com
Nicole Ramirez Rep of the Poor	01/2017	01/2019	2139 Oak Ridge Rd. LaGrange, TX 78945	979-966-3651	nramirez@flatonia.txed.net
Alan Turner	04/2015	Appointed by Judge	200 S. Main, Rm 107, Giddings, TX 78942	979-542-6897	commissionerpct3@co.lee.tx.us
Laura Lucio Rep of the Poor	04/2016	04/2018	PO Box 124, Ledbetter, TX 78947	979-540-0558	luciol99@yahoo.com
Jeremy Finch Private Interest	01/2016	01/2018	4026 Frank Rd., La Grange, TX 78945	979-966-2812	jeremy_finch02@yahoo.com
Janis Wolfshohl Private Interest	07/2016	07/2018	2117 CR 226, Giddings, TX 78942	979-542-5337	redhead3k@hotmail.com
Julie Karstedt	12/2013	Appointed by Judge	246 W. Colorado, La Grange, TX 78945	979-966-7005	julie.karstedt@co.fayette.tx.us
Kirk Lowe Private Interest	01/2018	01/2020	2205 Walnut St., Columbus, TX 78934	979-732-3114	klowe@fscinc.net
Lisa Janish Rep of the Poor	5/2017	2/2019	30 S. Holland Bellville, TX 77418	979/865-3136	ljanish@cityofbellville.com
Kristi Glasper Rep of the Poor	5/2017	5/2019	P.O. Box 653 Bastrop, TX 78602	512-303-2272	executivedirector@casabastrop.com
Rev. Eugene Thomas Rep of the Poor	01/2018	01/2020	816 Bonham, Columbus, TX 78934	979-732-3458	N/A
Joseph Guerrero Private Interest	04/2017	4/2019	PO Box 1226, Elgin, TX 78621	512-913-0898	guerrero@pvco.net
Shannon Hanath Private Interest	4/2017	4/2019	1 East Main Bellville, TX 77418	979-865-5911	Shannonh@austincounty.com

RECEIVED 6-29-18

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Cout Appointed Special Advocates of Bastrop County, Inc — Official Name of Organization

06/27/2019 — Date

507 Water Street — Address

Bastrop — City

Texas — State

78602 — Zip

Kristi Glasper — Contact Person

executivedirector@casabastrop.com — E-mail

512-303-2272 — Phone Number

512-303-9637 — Fax Number

74-2522961 — Federal ID #

State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$ 8,000

Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

Court Appointed Special Advocates (CASA) of Bastrop Counties,Inc provides advocacy for children who are removed from their homes by Child Protective Services (CPS) due to child abuse and/or neglect. CASA is appointed as the Guardian Ad-Litem by the court system. Once a child/children are removed from their homes, CPS seeks to find placement with other qualified family members, if not then the child/children are placed in licensed foster care homes. Many times family or foster care homes are not in the same community where the children were removed. Regardless of the placement of children, our organization is dedicated to serving 100% of children who are removed by CPS. Our organization is built on a foundation of recruiting community volunteers to advocate for children who are removed from the communities they live in. To ensure that CASA Staff and Advocates are effectively advocating for these children in care, funding plays a critical role. The requested funding will support Recruiting, Training and Retention of CASA Advocates, mileage to support the crucial contact needed with the children, foster families, biological families, schools, therapist and doctors so that CASA can make the best informed recommendation to the courts. In addition, the funding will be used to support a percentage of CASA operations. The ultimate goal for CASA Staff and Advocates is to advocate on behalf of the children in the foster care system to ensure they are placed in a loving, safe and permanent home that is free of abuse and neglect.

Describe the organization's purpose.

The purpose of Court Appointed Special Advocates (CASA) of Bastrop, Fayette and Lee Counties is to recruit and train community volunteers to advocate for children who have been removed from their homes by Child Protective Services (CPS) due to child abuse and neglect. CASA Advocates advocate for the children in the court system and the community and ensure that their needs are being met. CASA Advocates stay with the child/children they are assigned until they find permanency.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

During our current fiscal year (September 1, 2017 to present) CASA of Bastrop, Fayette and Lee Counties, has advocated for 285 children over the three county service area. Of those 285 children, 201 were from Bastrop County alone, 66 from the City of Bastrop. During this Fiscal Year 17 our organization:

*Advocated for 284 children that were removed from their homes due to child abuse and neglect in Bastrop, Fayette and Lee Counties
*Assisted in placing 135 abused and neglected children in permanent (forever) homes
*Had 66 committed community volunteer advocates who were the voice of the abused and neglected children
*Volunteer advocates dedicated approximately 7,632 hours to serving the children our organization
*Volunteer advocates traveled approximately 49,556 miles to advocate for the children we represent.

In all of the cases, CASA Advocates were assigned to ensure that these children received the advocacy in the court system and the

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

N/A

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

CASA of Bastrop, Fayette and Lee Counties play a vital role in recruiting community volunteers to advocate on behalf of children placed in the foster care system due to child abuse and neglect. During this fiscal year, our organization has served a total of 285 children over the three county service area, with 71% (201) of those children being from Bastrop County alone, 33% (66) of those children were removed from the City of Bastrop. A large percentage of the children our organization serves are removed from this area. It is imperative that our organization recruit citizens from this community to serve the children in the community. Currently our organization has 66 trained volunteers, 73% of these volunteers reside in the City of Bastrop.

It is our goal to ensure that 100% of the children removed from the counties we serve are supported by volunteers from their community. In addition to advocating, we seek to ensure that each child finds a safe, permanent, stable home.

PROGRAM SERVICES

Describe your program services.

Court Appointed Special Advocates (CASA) of Bastrop, Fayette and Lee Counties provides trained CASA Volunteer Advocates to advocate for children who have been removed from their homes, by CPS, due to child abuse and neglect. The court system orders our organization as the Guardian Ad-Litem for children who the State of Texas is granted Temporary Managing Conservatorship. Our organization then matches a trained CASA Advocate to a case. The CASA Advocate, begins to advocate in the court system and the community. CASA Advocates visit the children and develop a bond with these children as they navigate during this traumatic time. Our volunteers visit the children on a monthly basis at their placement, and at school. They visit with the foster care placements, biological families, teachers, doctors, therapist and CPS to ensure that these children receive every possible service they need during this time. Once the parents/guardians time line for completing services for CPS is up, our organization makes a recommendation to the court on whether it is in the child's best interests to return to the parents/guardians or if the parental rights should be terminated. If the parents rights are terminated by the court system, our organization continues on the case and plays a vital role in choosing an adoptive family for the child/ren. Our organization also holds New CASA Volunteer Trainings regularly throughout the year to ensure that we have enough community volunteers to serve the abused and neglected children in all the communities we serve.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The requested funding will be used to support the following:
*Monthly operations related to a percentage of utilities and phone costs. Our organization is fortunate to own our building out-right so we do not need support for rent or mortgage.
*Mileage to support CASA Staff and Advocates as they serve children who have been removed from their homes. Many times the children are placed out of the City of Bastrop and mileage is needed to support the travel.
* Volunteer Recruitment/Outreach Activities: activities related to recruiting new CASA Volunteers such as newspaper ads, printing of brochures, recruitment fairs materials, child abuse and awareness outreach materials
*CASA Volunteer Training: support the 30 hour CASA training that is required for community members who are new to the program and want to become CASA Advocates. Printing of the CASA Volunteer Training Manual, other necessary training materials and food and drinks for volunteers attending the training.

How will the program services benefit the community?

Through the CASA work, we educate the community about child abuse and neglect, hoping to raise awareness and to end the abuse. We are protecting the most vulnerable citizens of Bastrop, the children. In addition to educating the community, once a child is removed from the home due to child abuse and neglect, CASA staff and volunteers step in to advocate in the court and in the community for the child's nest interest. The volunteer's focus is on that child, giving hope and help in guiding the child to a safe, permanent home. CASA volunteers can make a lifelong difference in the life of the child they represent and hope to stop the cycle of abuse and neglect for future generations. Research shows that a one to one relationship between a foster child and a supportive adult can lead to positive changes in a young person's life.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

We feel that 100% of the children and adults, that live in the city of Bastrop, will benefit from the work of CASA. We advocate for the children who are removed from their homes due to child abuse and neglect, however we also provide child abuse and neglect activities and information the citizens of Bastrop. Our organization is built on the foundation that we have community volunteers advocate for the children we serve. Unfortunately, the number of abused children continues to rise and will have provide additional recruitment efforts to ensure that we adequately have the number of volunteers to serve all children who are removed from their homes are appointed a CASA Volunteer. CASA is the only local program who offers this service and can provide a strong voice for all the children until they find a safe, loving, permanent home.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Unfortunately, children enter the CPS system due to child abuse and neglect many times at the hands of their own family members. The CASA program was developed to ensure that each child in CPS care is represented with a voice in the court system. CASA of Bastrop has been in existences since 1988, serving children and the community for the past 30 years. Our CASA organization is one of the original 13 CASA that were formed in the state of Texas. CASA is the ONLY agency appointed as the voice of the child. It is very important that as we move into the future, we are collaborating and coordinating efforts with all agencies and organizations who serve these children. Our organization partners with the Children's Advocacy Center, who provides the entry point into the CPS system for the majority of the children who are removed. In addition CAC also provides therapy to many of the children that we serve. Our organization also partners with the Family Crisis Center as they are providing services and classes to many of the parents of the children that we are serving. The Executive Director is a member of Bastrop County Cares. This organization is made up of other non-profits, churches and some business to look at the need of the community to ensure that in hopes that we will be able to streamline efforts to improve services for these children and families.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

CASA of Bastrop, Fayette and Lee Counties recently transitioned to a new data base program called OPTIMA which tracks all children as well as volunteers. Through this system we are able to sort data according to the counties/cities we serve.

How will you evaluate if you were effective?

We will evaluate our effectiveness through the outcome of all child cases and continue to receive feedback from the judge, CPS, and all other parties involved. Every year our organization surveys all volunteers, community and judicial stakeholders. Through this survey we were able to capture great feedback from all parties of things that were working well and recommendations on things to improve our organization. This survey will be given every April from here on out.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

Currently our organization is advocating for 100% of the children removed by CPS due to child abuse and neglect in the three county service area. During this fiscal year, our organization has served a total of 285 children over the three county service area, with 71% (201) of those children being from Bastrop County alone, 33% of those children were removed from the City of Bastrop. Of those 285 children, CASA played an instrumental role in finding forever homes for 114 children, the remaining 137 children are still active on our case load.
We have 66 active volunteers, 73% of those volunteers are from Bastrop County. We have had a 25% increase in volunteers in the past year in large part to our organization investing in hiring a full time Volunteer Recruiter/Trainer. Our best recruitment efforts are coming from word of mouth from our current volunteers. Our existing volunteers are serving as a recruiting tool for our organization as they are understanding the need for more volunteers as we see the increase in children being removed due to child abuse and neglect.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Authorized Signature for the Applicant

6/25/2018
Date

Kristi Glasper
Name Printed or Typed

Executive Director
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

CASA
Court Appointed Special Advocates
FOR CHILDREN

CASA of Bastrop,
Fayette & Lee Counties

www.casaofbastrop.org

CITY OF BASTROP
PROPOSED BUDGET
Fiscal Year 2018-2019

Budget Category	Requested Funding
Monthly Operations: Utilities, office phone & cell phones ($200 x 12 months)	$2,400
Mileage for CASA Staff and Advocates (3,303 miles' x .545 per mile)	$1,800
Volunteer Training Classes: training manual & materials, refreshments, ($500 x 4 classes)	$2,000
Volunteer Recruitment/Outreach Activities Newspaper Ads, brochure printing, materials for recruitment fairs, child abuse/neglect outreach efforts ($150 x 12)	$1,800
Total amount of request	**$8,000**

CASA
Court Appointed Special Advocates
FOR CHILDREN

CASA of Bastrop,
Fayette & Lee Counties
www.casaofbastrop.org

OTHER SOURCES OF FUNDING

Victims of Crimes Act (VOCA)

Crime Victims Compensation (CVC)

Other Victims Assistance Grant (OVAG)

Texas Women's League

City/County Funding

- Fayette County
- Bastrop County
- Lee County
- City of Giddings
- City of Elgin
- City of LaGrange
- City of Smithville

Donations

Fundraising

CASA
Court Appointed Special Advocates
FOR CHILDREN
CASA of Bastrop, Fayette & Lee Counties
www.casaofbastrop.org

Governing Board Member List
2017-2018 Fiscal Year
As of November 2017

Name	Board Appointment	Community Business/ Organization	Phone Number	Address	Email Address	County	TERM
Donna Jones	President	Community Member	(832) 326-9613	P.O. Box 865, Bastrop, TX 78602	djones1pmr@aol.com	Bastrop	2nd
Michael York	Vice President	Lee County/ Justice of the Peace	(979) 540-6030	P.O. Box 263 Lincoln, TX 78948	mikeyork1424@yahoo.com	Lee	2nd
Philip Oestreich	Treasurer	Thrivent Financial	(979) 968-8434	1903 Janssen Lane LaGrange, TX 78945	philo@cvctx.com	Fayette	2nd
Jeanette Shelby	Board Member	Jeanette Shelby Realty	(512) 281-3412	150 Forest Dr. Elgin, TX 78621	jeanetteshelby@yahoo.com	Bastrop	2nd
Anna Harris	Board Member	Lone Star Circle of Care	(512) 629-2618	2311 Water St Bastrop, Tx 78602	annaharris@lscctx.org	Bastrop	1st
Kathleen Gonzales	Board Member	Community Member	(512)-560-5704	105 Pheasant Trail Bastrop, Tx 78602	Katastrophy04@yahoo.com	Bastrop	1st
Karen Mahoney-Woods	Board Member	Attorney/ Community Member	(979)-639-5114	485 N. Jefferson St, LaGrange, Tx 78945	karenmahoneylaw@aol.com	Fayette	1st
Bebe Gaines	Board Member	Community Member	(512) 422-4384	108 Fish Camp Rd Smithville, Tx 78957	bebegaines@gmail.com	Bastrop	1st
Amberley Palmer	Board Member	Classic Bank	512-788-7594	493 Hwy 71 Bastrop, TX 78602	aplamer@classicbank.com	Bastrop	1st

CASA of Bastrop, Fayette & Lee Counties
Staff Member List

Main Office Physical Address: 507 Water Street, Bastrop Texas 78602 **Phone:** (512) 303-2272 **Fax:** (512)303-9637

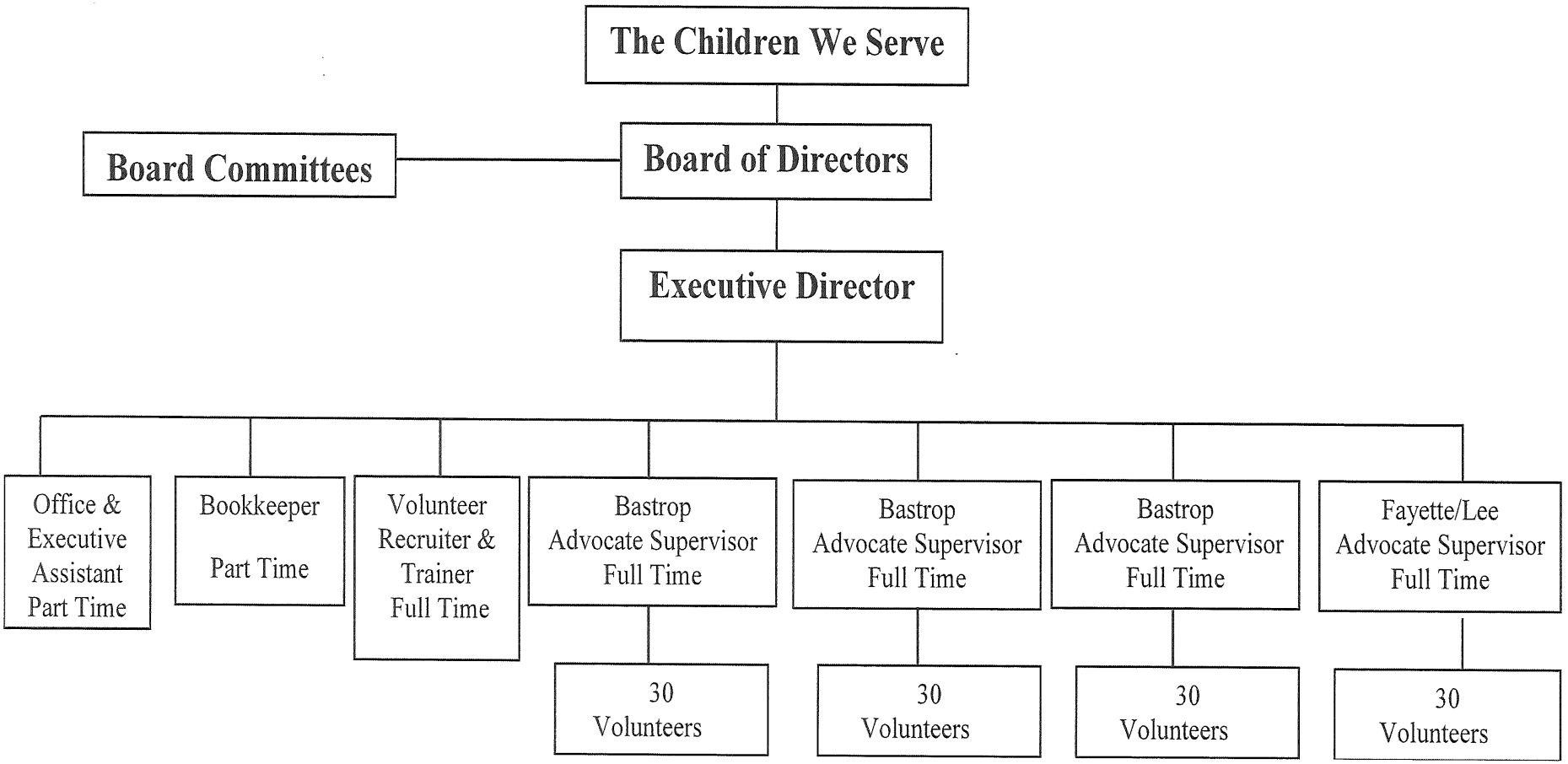
Fayette County Office: Fayette County Extension Office, 255 Svoboda Lane, La Grange, Texas 78945 **Phone:** (979)968-3177

Office Mailing Address: P.O. Box 623, Bastrop Texas 78602

CASA STAFF	POSITION	Phone Number	Office Cell-phone	Email Address
Kristi Glasper	Executive Director	512-303-2272	512-718-0055	executivedirector@casabastrop.com
Sylvia Olson	Advocate Supervisor Fayette/Lee Counties	979-968-3177	512-409-6432	sylviaolson@casabastrop.com
Alicia Evette Elam	Advocate Supervisor Bastrop County	512-303-2272	512-988-9245	aliciaevetteelam@casabastrop.com
Crystal Justice	Advocate Supervisor Bastrop County	512-303-2272	512-987-0875	crystaljustice@casabastrop.com
Tina Smith	Advocate Supervisor Bastrop County	512-303-2272	512-409-8813	tinasmith@casabastrop.com
Rita Floyd	Volunteer Recruiter & Trainer	512-303-2272	512-409-0771	ritafloyd@casabastrop.com
Laura Odom	Office Assistant (part time)	512-303-2272	N/A	lauraodom@casabastrop.com
Erika Rankin	Bookkeeper (part time)	512-303-2272	N/A	erika.rankin@gmail.com

CASA
Court Appointed Special Advocates
FOR CHILDREN
CASA of Bastrop, Fayette & Lee Counties
www.casaofbastrop.org

CASA of Bastrop, Fayette & Lee Counties
Program Organizational Chart
FY 18



Internal Revenue Service
District Director

Department of the Treasury

1100 COMMERCE STREET
DALLAS, TX 75242-0000

Date: JUN 01 1989

Employer Identification Number:
74-2522961
Contact Person:
EO TECHNICAL ASSISTOR
Contact Telephone Number:
(214) 767-3526

COURT APPOINTED SPECIAL ADVOCATES
OF BASTROP COUNTY
P O BOX 623
BASTROP, TX 78602

Accounting Period Ending:
December 31
Form 990 Required:
Yes
Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

COURT APPOINTED SPECIAL ADVOCATES

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of $10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed $5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

COURT APPOINTED SPECIAL ADVOCATES

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Gary O. Booth
District Director

CASA of Bastrop County, Inc.
Profit & Loss
September 2016 through August 2017

	Sep '16 - Aug 17
Ordinary Income/Expense	
Income	
Donations	
Donations	44,245.35
Jury Donations	246.00
Total Donations	44,491.35
Casino Night	
Sponsorships	24,260.00
Ticket Sales- 50/50	2,535.00
Auction	2,443.00
Ticket Sales- Event	5,020.00
Total Casino Night	34,258.00
Grants	
City/County Grants	23,400.00
Texas Womens League	3,500.00
County Grants	12,000.00
City Grants	8,558.00
CVC	96,472.00
OVAG	42,233.53
VOCA	73,642.56
Grants - Other	2,000.00
Total Grants	261,806.09
Interest	294.04
Miscellaneous	0.00
Total Income	340,849.48
Expense	
Fundraising Expenses	
Fundraising - Advertising	2,820.38
Fundraising - Meals	3,070.84
Fundraising - Supplies	1,255.78
Rental	8,222.80
Total Fundraising Expenses	15,369.80
Administrative	
Advertisement	135.00
Association Dues	275.00
Audit	10,500.00
Bank Charges	0.69
Credit card fees	423.78
Dues & Subscriptions	960.78
Equipment	514.98
Gift	238.35
Miscellaneous	570.96
Office Supplies	10,589.26
Postage	1,008.18
Professional Fees	1,500.00
Rental	400.00
Total Administrative	27,116.98
Occupancy	
Insurance	5,618.00
Janitorial	1,725.00
Repairs & Maintenance	2,857.46
Telephone/Internet	7,933.47
Utilities	6,072.86
Total Occupancy	24,206.79
Consulting	375.00

CASA of Bastrop County, Inc.
Profit & Loss
September 2016 through August 2017

	Sep '16 - Aug 17
Payroll Expenses	
Salaries	214,699.91
Payroll Taxes	
Medicare	3,113.18
Social Security	13,311.39
Tx. Workforce Commission	173.42
Total Payroll Taxes	16,597.99
Payroll Fees	183.80
Bonuses	4,139.96
Retirement	6,041.03
Payroll Expenses - Other	82.10
Total Payroll Expenses	241,744.79
Program Services	
Direct Program Services	
Child Expense	4,369.13
Program Supplies	807.74
Recruitment	4,096.35
Total Direct Program Services	9,273.22
Volunteer Expenses	
Volunteer Appreciation	831.98
Volunteer Materials	897.45
Volunteer Training Meals	1,198.76
Volunteer Expenses - Other	710.50
Total Volunteer Expenses	3,638.69
Total Program Services	12,911.91
Staff Training/Conferences	4,460.00
Travel & Mileage	
Car Rental/Fuel	4,198.08
Lodging	2,045.34
Meals - Staff Training & Other	1,058.13
Mileage-Non Training	16,676.90
Total Travel & Mileage	23,978.45
Reconciliation Discrepancies	233.53
Total Expense	350,397.25
Net Ordinary Income	-9,547.77
Net Income	**-9,547.77**

CITY OF BASTROP
2018 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Feed the Need Missions — Official Name of Organization

June 21, 2018 — Date

P.O. Box 1542 — Address

Bastrop — City

TX — State

78602 — Zip

Christine Farquhar — Contact Person

christine.farquhar@feedtheneed.org — E-mail

888-511-7173 x210 — Phone Number

Fax Number

27-3419631 — Federal ID #

801313488 — State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

RECEIVED
JUN 27 2018
CITY OF BASTROP
FINANCE DEPARTMENT

$ 15000
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2018 (10/01/2017 - 09/30/2018) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

Feed the Need Missions is requesting funds to continue helping with social, spiritual, emotional, and physical needs amongst those that are impoverished in the City of Bastrop. Socially, we create an environment that is safe for the entire family to volunteer and give back to their community. This also provides social interaction for the low income families to have a positive influence in their lives. Feed the Need Missions is a Christ centered organization that wants to bring hope back to the community. By being at the same place, at the same time every week, it gives hope through consistency. This is something that these families latch onto and learn to grow in; ultimately, providing emotional healing. Physical needs are met in many different ways through Feed the Need, but the main way is through the 418 hot meals served every week in two locations in the City of Bastrop totaling 21,752 per year. We need money to continue to reach the community and City of Bastrop citizens physical need for food. For many of these families this is the only hot meal they get all week, not to mention the only time they are able to eat meat because of it's higher price range compared to other types of food.

Describe the organization's purpose.

Our mission is to feed people both physically and spiritually. We follow Christ's model of going into communities to meet their physical needs, build meaningful relationships and share the love and message of Christ. We work with people like you and churches to support this outreach and to come alongside people to help them grow spiritually.

For us, the burger is just the tool to open the door to share the gospel of Jesus. Our desire is that one day we will have a Feed the Need team in every town across the country (and hopefully across the world!). That we would be able to reach out and provide food, music, and the message of Christ in these communities every week. We like to call ourselves a large ministry, just in its beginning stages.

CITY OF BASTROP
2018 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

Feed the Need Missions has been serving in the City of Bastrop for eight years. We have served 16250 meals in 2015, 17,573 meals in 2016, 21,752 meals in 2017 and 8,185 meals year-to-date, at two locations, in the City of Bastrop. Our leadership has a combined experience of 26 years; along with our board of directors who brings leadership skills from an outside business and/or church prospective to teach and equip a staff of six. Our staff then provides training to 80 volunteers to be able to handle circumstances and funds to better reach our community and change the lives of those in poverty.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

Feed the Need Missions has not received any in-kind services, but has received funding from the 2015, 2016 and 2017 Community Support Grant.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

Over the past year, Feed the Need Missions has served 53,484 hot meals, 40.67% of the total organizations purpose has benefited the City of Bastrop citizens.

PROGRAM SERVICES

Describe your program services.

Feed the Need Missions program services provides a hot meal to any one in need consistently every week to help with social, spiritual, emotional, and physical needs amongst those that are impoverished.

CITY OF BASTROP
2018 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The City of Bastrop funds will be used to provide food, supplies, and equipment needed to serve 21,752 hot meals per year.

How will the program services benefit the community?

Feed the Need Missions' program services benefits the community by providing help with social, spiritual, emotional, and physical needs amongst those that are impoverished. Socially, we create an environment that is safe for entire family to volunteer and give back to their community as well as provide social interaction for the low income families to have a positive influence in their lives. Spiritually many of these people have lost hope. We are a Christ centered organization that wants to bring hope back to the people in the community of Bastrop. By being at the same place and meeting at the same time every week, this brings hope and helps with emotional healing. Physically we provide a hot meal consistently every week and teach people how to budget. This results in people learning not to be homeless and to have a place on their own. It also creates hope for others as they see others each week and see the progress of other families and individuals are making.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

Feed the Need Missions serves 418 hot meals with 165 people who come through the line to provide food for their household every week. The 2013 US Census Bureau states, "that there are 2697 households in the City of Bastrop with 2.54 persons per household (2009-2013)". Feed the Need calculates the population served estimates 2.54 persons per household, by the amount of hot meals served and per the amount of persons that come through the line every week. Therefore, we serve 165 households per week, and with 2697 households in the City of Bastrop, per the US Census Bureau, equals 6.12% of the City of Bastrop citizens will benefit from this funding. Feed the Need's focus is on the impoverished. The US Census Bureau states that 9.1% of 7554 persons living in the City of Bastrop are below poverty level (2009-2013). That means 687 persons and 270 households are living impoverished in the City of Bastrop. Feed the Need is reaching 165 households equaling 61.11% of the impoverished citizens in the City of Bastrop.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Feed the Need Missions' program services are needed to help with social, spiritual, emotional, and physical needs amongst those that are impoverished in the City of Bastrop. We started providing these serves in 2010 to the City of Bastrop. In 2013, we started a second location on the north side of the City of Bastrop because the need increased. These services provide a hot meal once a week consistently. We currently are feeding 418 hot meals per week equaling 21,752 meals a year to the City of Bastrop citizens. There is one entity that is providing similar services to the City of Bastrop citizens that we are familiar with, Open Door Soup Kitchen. Our coordination of services is provided by a Site Coordinator at each location. They help organize and make sure the food is there each week, but also to provide leadership, counsel and to be a servant. The Site Coordinator is overseen by an Area Manager. The Area Manager is a Feed the Need Missions staff member. They are in charge of how funds are dispersed to each location and provide overall guidance for the Site Coordinator.

CITY OF BASTROP
2018 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

Feed the Need Missions will track the number of City of Bastrop citizens benefited by the number of meals we serve weekly and by the relationships developed. Our Site Coordinator is able to track this process and report the progress with their Area Manager.

How will you evaluate if you were effective?

Feed the Need will evaluate how effective our program is by the number of people who return on a weekly bases, by relationships developed, by the number of people who start serving, by the amount of donations given, and the number of people who get involved in a church. This progression shows the effectiveness on how our program effects people socially, spiritually, emotionally, and physically.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

Feed the Need Missions provides program services every week by providing 418 hot meals in two City of Bastrop locations with a goal to help with social, spiritual, emotional and physical needs. This has resulted in us building trust and relationships with the homeless community, the housing authority, the citizens we serve and our volunteers. We have been able to come alongside the authorities in hostile situations to bring guidance and to help bring order. Guidance can take place because we consistently are there every week creating an environment of consistence and simplicity. Statistically the longer we are at a location providing the program services the more results. As in, homeless men and women learning to get off the streets and becoming better citizens. We also see people we serve learning to budget and become better stewards of their resources. Emotional healing takes place by the consistent meeting on a weekly basis giving confidence and hope through social and spiritual relationships through Jesus Christ.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Christine Farquhar — Authorized Signature for the Applicant

6·26·2018 — Date

Christine Farquhar — Name Printed or Typed

Donor Relations/Administrative Assistant — Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 30, 2017
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

Feed the Need Missions
Statement of Activity
January - December 2017

	Total
Revenue	
Contributions	224,333.72
Benevolence	5,150.00
Total Contributions	**$ 229,483.72**
Grants	7,912.00
Other Non Profit Income	7,029.44
Total Special Events, Net	**$ 29,646.10**
Total Revenue	**$ 274,071.26**
Expenditures	
Program Expenses	
Disaster Reilef	
Equipment/ Maintenance	10,082.53
Food & Supplies	17,862.12
Program Staff	
Contract Services	3,000.00
Salaries & Wages	2,600.00
Travel	3,043.48
Total Program Staff	**$ 8,643.48**
Training and Development	$ 138.55
Volunteer Investment	458.08
Total Disaster Reilef	**$ 37,184.76**
Other Programs	20,178.39
Prison Ministry	1,302.55
Total Other Programs	**$ 21,480.94**
Program Development	
Facilities	3,445.03
Food & Supplies	5,830.75
Meetings	1,598.34
Salaries & Wages	42,853.56
Training/Development	975.99
Travel	5,639.96
Total Program Development	**$ 60,343.63**
Weekly Gatherings	
Physically	
Benevolence	7,188.42
Equipment/ Maintenance	3,576.13
Depreciation Exp	6,825.40
Insurance	2,119.70
Weekly Food & Supplies	30,441.32
Total Physically	**$ 50,150.97**
Spiritually	
Area Development	
Meetings	570.33
Memberships	689.75
Special Events	3,352.09
Total Area Development	**$ 4,612.17**
Program Staff	
Salaries & Wages	24,413.38
Supplies	1,155.60
Training/Development	1,027.76
Travel	4,362.28
Total Program Staff	**$ 30,959.02**
Volunteer Investment	
Appreciation	1,372.38
Meetings	1,022.22
Training/Development	1,793.70
Total Volunteer Investment	**$ 4,188.30**
Total Spiritually	**$ 39,759.49**
Total Weekly Gatherings	**$ 89,910.46**
Total Program Expenses	**$ 208,919.79**
Fundraising	26,709.80
General and Administrative	25,129.27
Total Supporting Services	**$ 51,839.07**
Total Expenditures	**$ 260,758.86**
Net Operating Revenue	**$ 13,312.40**
Net Revenue	**$ 13,312.40**

Feed the Need Missions
Proposed Budget FY2019
October 2018-September 2019

Physically	
Weekly Food & Supplies	$ 13,920.00
Equipment/Maintenance	$ 4,860.00
Other (Insurance, Benevolence, etc...)	$ 1,920.00
Facilities	$ 2,220.00
Total Physical	**$ 22,920.00**
Spiritually	
Program Staff	
Contract Services	$ 450.00
Salary & Wages	$ 17,400.00
Supplies	$ 300.00
Training/Development	$ 600.00
Travel	$ 1,800.00
Area Development	
Meetings	$ 450.00
Memberships	$ 450.00
Other	$ 150.00
Special Events	$ 900.00
Volunteers	
Appreciation	$ 1,500.00
Meetings	$ 450.00
Training/Development	$ 600.00
Total Spiritually	**$ 25,050.00**
Supporting Services	
Fundraising	$ 4,200.00
Administrative	$ 5,400.00
Total Supporting Services	**$ 9,600.00**
Total Yearly Cost	**$ 57,570.00**

IRS Department of the Treasury
Internal Revenue Service

OGDEN UT 84201-0046

In reply refer to: 0423263449
Jan. 19, 2018 LTR 252C 0
27-3419631 201612 67
00006004
BODC: NOBOD

FEED THE NEED MISSIONS
% JONAH BEYER
PO BOX 1542
BASTROP TX 78602

003640

Taxpayer Identification Number: 27-3419631

Dear Taxpayer:

Thank you for your Form 990.

We have changed the name on your account as requested. The number shown above is valid for use on all tax documents.

If you need forms, schedules, or publications, you may get them by visiting the IRS website at www.irs.gov or by calling toll-free at 1-800-TAX-FORM (1-800-829-3676).

If you have any questions, please call us toll free at 1-877-829-5500.

If you prefer, you may write to us at the address shown at the top of the first page of this letter.

Whenever you write, please include this letter and, in the spaces below, give us your telephone number with the hours we can reach you. Also, you may want to keep a copy of this letter for your records.

Telephone Number ( )_____ Hours_____

Sincerely yours,

Shane M. Painter
Dept. Manager, Entity

Enclosure(s):
Copy of this letter

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: DEC 07 2010

MISSION U-TOO
C/O TOM SLAVIN JR
402 BRIDGEPOINT
KINGSLAND, TX 78639

Employer Identification Number:
27-3419631
DLN:
17053287303010
Contact Person:
DANIEL RENNER ID# 31697
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 30, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

MISSION U-TOO

Sincerely,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Feed the Need Missions
Income by Donor Summary
01/01/2017-12/31/2017

	Income
Individual Donations	$7,367.00
City of Bastrop Community Support	$5,992.00
Total Income	**$13,359.00**

Feed the Need Missions
Board of Directors
2018-2019

Michael Warden
Attorney
615 E 32nd Street
Bryan, Texas 77803
2173694186
michael.robert.warden@gmail.com

Jonah Beyer
President, Feed the Need Missions
107 Pahala Court Unit B
Bastrop, Texas 78602
5129888365
jonah.beyer@feedtheneed.org

Jason Bray
Vice President, Feed the Need Missions
157 Kalalea Lane
Bastrop, Texas 78602
2142364446
jason.bray@feedtheneed.org

Drew Granzow
Chief Operating Officer, Brightleaf Technologies, Inc.
6000 Road
Montrose, Colorado 81403
5125279806
drew.granzow@edifai.com

Bryan Bracewell
Chief Executive Officer, Southside Market & Barbeque
1212 Highway 290 O.
Elgin, Texas 78621
5129403529
Fax: 5122854433
bbracewell@southsidemarket.com

received 6-27-18

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

In The Streets Hands Up High Ministry	06/26/2018
Official Name of Organization	Date
PO Box 1921	Bastrop TX 78602
Address	City State Zip
Roland Nava	ministry@itshuh-ministry.org
Contact Person	E-mail
512-317-7503	
Phone Number	Fax Number
27-251562	
Federal ID #	State ID #

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

RECEIVED
JUN 27 2018
CITY OF BASTROP
FINANCE DEPARTMENT

$ 12,000.00
Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

The funds requested will be for the purpose of providing food, cooked meals and temporary refuge to the citizens of the City of Bastrop. Those who have lost or have come to a stop in their financial resources. Also with the funds we will extend our facility to accommodate more individuals and the families residing in our S.A.F.E. Emergency Shelters. It will also provide resources for our one year faith-based rehabilitation home/shelter.

Describe the organization's purpose.

Our purpose is to see that no one will go hungry. That all in need will receive a hot meal. And a place to seek refuge during their times of financial difficulties and situations they are facing. Helping men that desire to make a change in their life through our one-year faith based rehabilitation home. To let the less fortunate know that there are many people in this county who truly care about people. For we never know when we or a family member may be that one in need.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

Since moving to our new location in 2016 to date we have served approximately 30,000 meals. We have made ready and opened five S.A.F.E. Shelters since February 2018. One of the men at Men At The Cross Shelter has graduated the one year faith-based rehabilitation program. Two of the men have graduated to the "Back to work/Re-entering into society" part of the program and are slated to graduate the entire program within one month. We have partnered with the BISD Homeless Liaison who refers families in need of refuge. The Ladies of Charity has allowed our organization vouchers to assist the families of S.A.F.E. at their time of move-out.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

To date, the only service we have received from the City of Bastrop is the annual community support funding. We were appreciatively granted the funds in 2016, 2017 and 2018.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

100% of everything our ministry does and provides benefits the City of Bastrop citizens whose finances fall between average to below poverty level medians (>$10 - $60K).

PROGRAM SERVICES

Describe your program services.

Open Door Soup Kitchen - provides two meals a day from Monday - Saturday, for all people regardless of race, color, creed, age or financial status. A Sunday dinner is served after our 3pm service every Sunday (no need to attend service). Dinner is provided for the families at S.A.F.E. In addition, free health screening is provided by Wesley Nurse (RN).

Men At The Cross Shelter/Home - This is a one year program for men. We provide a drug and alcohol free environment and a positive living violence free facility; Celebrate Recovery is a Christian based drug and alcohol program; Occupational training; one on one and group counseling; and volunteering in the community including serving at ODSK.

S.A.F.E. (Safe Acre Family Environment) Emergency Family Shelters - Our goal is to assist families for one to three months, free of financial responsibility, so they can save and get back on their feet. S.A.F.E. provides a safe family atmosphere; three meals a day (breakfast, lunch and dinner). Full accommodations w/furnishings, inc appliances and linen; in addition to a free laundromat.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

The funding will be used for all of our program services. Such as purchasing uncooked foods to cook hot meals; paper goods to serve the meals on; purchasing supplies for the men's home and family shelters (i.e. linens, bath toiletries,etc.). And to assist with payment of utility bills.

How will the program services benefit the community?

Our services will benefit the community by providing all services free of charge. From a hot meal to supplying 2-3 days of groceries to individuals and families in need of food at home. From the health screenings to temporary housing for families that have fallen on difficult situations. The families of S.A.F.E. Emergency Family Shelter benefit from the Advocacy Outreach Center in Elgin to receive financial support the deposit and first month's rent for their new residence.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

Again those who fall between average to below poverty levels (approx 60%) in the City of Bastrop can benefit from all the services provided by our organizations. Yet we do not discriminate against or refuse services to any financial status.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

In the years our organization has been in existence in the city of Bastrop we have noticed an increase in the services we provide. There is no permanent location that serves two free meals on a daily basis to the citizens who are food insecure. While there are several churches that do provide a benevolence for a motel room to people without a permanent place to live; our S.A.F.E. shelters provide family housing up the three months, free of charge. This is for reason to assist families in regaining financial stability and a permanent dwelling unit thereafter. Yes, there are other entities (resources) that provide housing, groceries or a hot meal to Bastrop citizens. However, the free housing provided is for battered women only not FAMILIES (i.e. man/wife, child(ren); groceries are not available to all who seek assistance because of certain stipulations; and the feedings, while they may serve two - three times a week in Bastrop, they are not in a permanent location. We have advised (or coordinated with) these other entities to refer people and/or families to our organization when their services are not a suitable fit.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

We keep a daily breakfast and lunch tally sheet to calculate the number of citizens we serve daily and have added a dinner tally sheet to keep count of the families in our S.A.F.E. shelters. These numbers are submitted to Central Texas Food Bank monthly. S.A.F.E. keeps on file the applications of families residing or who have resided in the shelters. Our health screening nurse submits her "clients seen" numbers to us quarterly for our records and reporting to the City of Bastrop.

How will you evaluate if you were effective?

Receiving recognition from others proves our effectiveness. Early in the year we received recognition from Bastrop County Cares for our Hurricane Harvey (2017) efforts. Just recently Bastrop Independent School District awarded us with a Certificate of Appreciation for housing homeless families (7 families to date) and homeless male students (6 students to date). Open Door Soup Kitchen and S.A.F.E. Emergency Family Shelters have been given recognition via KXAN, KEYE, KVUE and Spectrum News.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

Our ministry has grown to include six S.A.F.E. shelters for homeless families in dire need or families on the verge of eviction (hence being homeless). Since opening the shelters in February of this year we have helped seven families including the three currently on site. This year one individual graduated from our one year, Men At The Cross, faith-based program and two have gained employment and will graduate within one month. Open Door Soup Kitchen has expanded and an additional expansion is currently in the works to accommodate additional clients needing a meal.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Authorized Signature for the Applicant

06/26/2018
Date

Roland Nava
Name Printed or Typed

Pastor (Founder)
Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

In the Streets-Hands Up High Ministry
Profit & Loss
January through December 2017

	Jan - Dec 17
Ordinary Income/Expense	
Income	
44500 · Government Grants	5,692.00
47000 · Pledged Donations	34,544.23
47100 · Individual Donations	25,210.25
47150 · Corporate Donations	41,207.55
47175 · Guest Speaking	848.00
47200 · Tithes & Offerings	6,768.74
47250 · In-Kind Contributions	1,622.01
47400 · Yard Sale Revenue	774.00
47500 · Rental Revenue	1,600.00
Total Income	118,266.78
Gross Profit	118,266.78
Expense	
60000 · Advertising and Promotion	923.46
60200 · Automobile Expense	14,123.16
60250 · Bus and Van Expenses	5,541.19
60400 · Bank Charges	61.65
61400 · Charitable Contributions	1,960.33
61450 · Christmas Outreach	769.87
61500 · Commissions - PayPal	106.83
62800 · Facilities and Equipment	3,688.71
63200 · Furnishings	1,922.98
63300 · General Liability Insurance	6,118.44
63800 · Landscaping Expenses	3,400.00
64000 · Improvements	19,946.95
64600 · Ministry Expenses	31.78
64700 · Mortgage Payment	11,928.00
64800 · Office Equipment	135.00
64900 · Office Supplies	844.46
65030 · Printing and Copying	237.20
65040 · Food, Beverage & Incidental	3,361.76
65050 · Telephone	2,133.40
65060 · Internet	1,587.51
65300 · Outreach Needs	297.10
66500 · Postage and Delivery	182.94
67200 · Repairs and Maintenance	1,677.71
67250 · Stipend -- Pastor Nava	17,078.54
67252 · Stipend - Rosie	855.88
67300 · Storage Rental	1,215.00
67800 · Small Tools and Equipment	351.25
68000 · Supplies	2,703.41
68600 · Utilities	8,040.76
68700 · Website	263.88
Total Expense	111,489.15
Net Ordinary Income	6,777.63
Other Income/Expense	
Other Expense	
80100 · Capital Purchases	5,060.10
Total Other Expense	5,060.10
Net Other Income	-5,060.10
Net Income	**1,717.53**

In The Streets Hands Up High Ministry
Proposed Annual Budget FY2019
10/01/18 - 9/30/19

INCOME:		
Loose Offerings	$	7,500
Unexpected Individual Contributions	$	25,000
Pledged Donations (Sponsorships)	$	35,000
City of Bastrop Funding	$	12,000
Total Budgeted Income	$	79,500

EXPENSES:		
Mortgage	$	11,928
Utilities	$	10,200
Proposed Stipend	$	25,000
Auto Expenses	$	10,500
Liability Insurance	$	6,200
Auto Insurance	$	2,947
Operating Expenses	$	12,725
Total Budgeted Expenses	$	79,500

IRS Department of the Treasury
Internal Revenue Service

CINCINNATI OH 45999-0038

In reply refer to: 0248164841
Apr. 28, 2015 LTR 4168C 0
27-2515162 000000 00
00018966
BODC: TE

IN THE STREETS-HANDS UP HIGH
MINISTRY
607 B LINDEN ST
BASTROP TX 78602

:7911

Employer Identification Number: 27-2515162
Person to Contact: B. Hall
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Apr. 17, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in August 2014.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(i).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

I.T.S.-H.U.H. MINISTRY
In The Streets-Hands Up High
Evangelist Roland Nava
A non-profit 501(c)(3)
Organization
27-2515162

In The Streets - Hands Up High Ministry

Open Door Soup Kitchen/Men At The Cross Home
SAFE Emergency Family Shelter/Housing Our Students Through
PO Box 1921
Bastrop, TX 78602
Evangelist Roland A Nava
512-317-7503

List of Board Members:

Pastor Evangelist Roland Nava - Founder/Chairman
Rosalinda Nava - Co-Founder/Co-Chair
Reverend Joe Williams - Senior Board Director
Amy Cervantez - Secretary
Lynda Eichorst - Treasurer
Pastor John Eason - Member/Advisor
Pastor Ben Hitzfeld - Member/Advisor
Victor Gonzalez - Member/Legal Advisor
Vernetta Williams - Member
Bobby Cervantez - Member
Debbie Vega - Member

I.T.S.-H.U.H. MINISTRY
In The Streets-Hands Up High
Evangelist Roland Nava
A non-profit 501(c)(3)
Organization
27-2515162

In The Streets - Hands Up High Ministry

Open Door Soup Kitchen/Men At The Cross Home
SAFE Emergency Family Shelter/Housing Our Students Through
PO Box 1921
Bastrop, TX 78602
Evangelist Roland A Nava
512-317-7503

Sources of funding:

Pledged Sponsorships
Individual donations
Offerings

CITY OF BASTROP

RECEIVED JUN 29 2018

2019 COMMUNITY SUPPORT FUNDING APPLICATION

ORGANIZATION INFORMATION:

Literacy Volunteers of Bastrop			06/23/2018
Official Name of Organization			Date
1404 Pine Street P.O. Box 855	Bastrop	Texas	78602
Address	City	State	Zip
Lyla helgren		info@literacybastrop.org	
Contact Person		E-mail	
512-521-7860		n/a	
Phone Number		Fax Number	
74-2543119		128929201	
Federal ID #		State ID #	

Is your Organization:

[✓] 501(c)3 Other (provide description) _____

$10,000

Funding Amount Requested

Required Attachments:

1) Last fiscal year's financial statement (profit & loss statement) for your organization as a whole
2) Proposed Budget FY2019 (10/01/2018 - 09/30/2019) as directly related to funding requested
3) Copy of 501 (c) letter from Internal Revenue Service
4) Identify other sources of funding
5) List of all Board Members

Answer the following. Your focus should be on how your organization benefits the community and City of Bastrop citizens. Be as specific as possible.

Provide a brief summary on why you are requesting funds:

We request funds from the City of Bastrop for 2018/2019 in the amount of $10,000 to continue to serve the increasing number of citizens in our community who need assistance in improving their reading, writing, math and literacy. Literacy Volunteers of Bastrop (LVB) provides services to students free of charge to assist them in accomplishing both their educational and life goals, such as: getting their GED, getting their driver's license, obtaining a job or advancing in a job, becoming computer literate, enrolling in technical programs, helping their children with homework, or being able to read to their children. We appreciate your continued support of LVB and the vital services we provide the community. City of Bastrop Community Support Funding would be used to pay a portion of direct expenses for tutoring, as well as a portion of salary for LVB's paid staff members. Currently we have two paid staff members who share the Coordinator responsibilities. The Tutor Coordinator performs administrative functions for the organization, in addition to tutor recruitment, management and training. We are expect to expanding our program this year due to our added partnership with BISD.

Describe the organization's purpose.

LVB offers a continuum of educational services that transitions individuals from literacy to GED, to college, and work. We strengthen families by helping those students progress to post-secondary education and/or gain a better chance at the job market. We tailor success by building specific strategies used in diagnosing strengths and weaknesses and providing a personalized plan. We provide caring and competent tutors who are matched with students according to their learning needs. Many students are tutored one-on-one in a classroom (through our partnership with Community Action Adult Education and their free GED and ESL classes) with a degreed teacher, while others work with a tutor one-on-one or in small groups at the LVB office or the Bastrop Public Library. We are a key organization that serves the adult population for educational services and partner with other valuable organizations in the community.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

Share your organization's experience, accomplishments and qualifications to successfully complete the program services.

LVB has been serving the Bastrop community for over 28 years, and our volunteers have served over 900 students since 2010. Lyla Helgren, our Tutor Coordinator, works closely with Dale Burke, Education Coordinator of Community Action Adult Education and LVB Board President. Mr. Burke has many years experience in facilitating adult education, and has recently retired from BISD as a guidance counselor and served in military for 20 years as a recruiter. We currently have 7 volunteer tutors.

One of our success stories is that of Julie Guttierrez, a 47 year of woman who due to a phobia of math had struggled in the CAI Ged class, and came in and out of that program for 9 years. She agreed to tutoring, and through a concentrated effort on her part, intense tutoring from the tutor, and help from her GED instructor, she finally pushed past her fears and was able to achieve her GED. She is now a manager at the gift shop at the Hyatt Regency Lost Pines Resort and loves her job.

Identify any in-kind services that you currently receive, or have received in the past from the City of Bastrop (include dates).

LVB values the ongoing relationship we have had for a number of years with the Bastrop Public Library. The free services provided by the library that have been particularly useful to LVB volunteers and students are: study booths to provide one-on-one tutoring or study time for students, classroom and meeting space, public access to computers with high speed internet available to volunteers and students, books for all literacy levels (some ordered specifically for LVB), and posting of literacy and class information. The Bastrop Library collaborates with LVB to provide program awareness and capacity building.

Over the past year, identify what percentage of your total organizations purpose benefited City of Bastrop citizens.

Over the last year, residents of the City of Bastrop represented 72% of the total students served by LVB.

PROGRAM SERVICES

Describe your program services.

LVB has been providing free literacy services to the Bastrop community for over 28 years. The volunteer tutors of LVB currently provide free individual and small group instruction in the areas of GED preparation, ESL (English as a Second Language) and Basic Reading. We have recently expanded to include a program for family literacy. We have seen an increasing number of the hardest to serve students with learning disabilities and at-risk students for whom we tailor an individual educational plan. We value our ongoing collaboration with the Community Action Adult Education (CAI) Program in Bastrop and provide tutors to work with students enrolled in their free GED and ESL classes. Many of our students are tutored in conjunction with these classes. Additionally we offer free tutoring at the Bastrop Public Library on Mondays and Wednesdays. Tutoring at the library includes tutoring in the following subjects: basic reading, writing and math, GED, ESL, and homework assistance to school aged children through our family literacy program. Each adult student is administered a TABE assessment and is re-tested periodically to determine advancements or improvements in academic areas.

We also partner with BISD, providing tutors for their (ACE) Program. Additionally we partner with Workforce Solutions, Food Pantry, Literacy Coalition of Central Tx and other area entities to provide the most comprehensive service to our students and the community.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

How will the City of Bastrop funds be used?

Funds requested from the City of Bastrop Community Support Funding of $10,000 will be used in two areas: Expenses including textbooks, locator tests, software, bookkeeping, tutor training workshops, insurance and office expenses and salary for LVB Tutor Coordinator.

The amount of $4,500 is requested for insurance, CPA expense, technology updates, tutor training workshops, marketing, communications, office expenses, textbooks and test booklets.

The amount of $5,500 is requested to pay salary of LVB's paid staff members (20 hours per week). The Tutor Coordinator is responsible for tutor recruitment and training, in addition to administrative functions vital for the success of the organization.

How will the program services benefit the community?

The most recent data on literacy rates at censusreporter.org, indicates that 17.5% of Bastrop County adults lack a high school diploma, 12.8% below poverty, 26% of Bastrop County's population speaks a language other than English. These citizens have many skills and much to offer our community, but in order to contribute they need help improving their reading, writing and literacy skills. LVB offers this help free of charge in the following areas: Basic Reading tutoring for individuals who speak and understand English, but whose reading skills need improvement; ESL tutoring to assist students fluent in a language other than English become more proficient in the English speaking, reading and writing skills; GED (General Equivalency Diploma, tutoring which focuses on the subjects of math, writing, social studies, science and reading; Family Literacy (parent and child work together with a tutor to improve literacy within the family). The value of our service would be approximately $8,000 a student for tutoring if this was a for profit business. We help improve and strengthen the community by offering these educational services free of charge. Our valuable services improves lives, strengthens families, and increases ones' opportunity for gainful employment.

For your organization's purpose, what percentage of City of Bastrop citizens do you estimate will benefit from this funding?

Over the last year, residents of the City of Bastrop represented 72% of the total students served by LVB.

How do you know these program services are needed? Are there other entities providing the same or similar services which are available to City of Bastrop citizens? Will there be a coordination of services? Explain.

Census reports continue to show a need in Bastrop county for adult education. Our organization primarily serves the disadvantaged population due to poverty, high school drop outs, and non-English speaking citizens. LVB continues to see an increase in need from the community, particularly in the area of preparation for the GED and workplace literacy. Our collaboration with Community Action Adult Education, Workforce Solutions, Bastrop County Sheriff's Office, Bastrop Probation Dept., Bastrop Independent School District and other entities ensures that we provide a service that is not duplicated within the community.

CITY OF BASTROP
2019 COMMUNITY SUPPORT FUNDING APPLICATION

REPORTING

How will you track the number of City of Bastrop citizens benefited by your organization's program services?

Upon entry into our program, students are required to fill out enrollment forms which contain a variety of information for statistical purposes. The student's address is collected at this time, to determine whether they live in the City of Bastrop, Bastrop County (BISD), Bastrop County (non-BISD) or other. This information is entered into a master file and maintained by the Tutor Coordinator for Literacy Volunteers of Bastrop.

How will you evaluate if you were effective?

Project success will be defined as meeting or exceeding the federal performance targets for adult education programs. Since LVB partners with Community Action Adult Education (CAI), and CAI must comply with these federally set performance targets, LVB must as well. LVB believes that being held to these criteria for success strengthens the program. Students are administered a baseline assessment with either the TABE or BEST tests at the beginning of each semester. Progress assessments utilizing a different version of the test are administered at least once during the course of the semester. Practice GED tests are also offered to students. The student is expected to demonstrate measurable gains in academic skills and/or English proficiency as measured by the assessments. While these assessments are important, often the more important thing for teachers, tutors and the learners is the goal setting process. At the beginning of each semester, students are asked to set goals which are ultimately what motivate them to learn. Goal review is ongoing, and achievements are noted and celebrated.

If you have done/currently doing these program services, describe the results you have experienced and statistics.

LVB and its' team is including information on the actual outcomes of our programs from 7/1/17 to present. The objective of the GED tutoring program is for adults to make progress toward their educational goals as measured by the National Reporting System for adult education programs (Test of Basic Education - TABE). Of the total 112 students tutored by LVB, 62 were enrolled in the GED preparation program. Of the 62 GED students, 57 have each made gains of at least one level in reading writing and/or math since entering the program. During the time period 7/13 to 6/14, our program in collaboration with CAI 12 students have successfully completed their GED. Our graduates include a dental hygienist, accountants, bookkeepers, heavy equipment operator, truck drivers, CNAs, LVNs, an RN, dialysis technician and other skilled workers. In addition to these achievements, other GED students have met many of their individual goals, such as: getting their driver's license, becoming employed or advancing in the jobs, helping their children with homework, volunteering at their child's school, and being able to read to their children. Our ESL tutoring program assisted 27 adults, with 76% progressing at least one level in English proficiency in the 2018 spring semester.

The information contained herein and attached to this application is true and correct to the best of my knowledge. I hereby acknowledge that any funding received from the City of Bastrop must be expended as I have represented in this application and according to any requirements set by the City of Bastrop City Council and according the opinion of the City of Bastrop, to the program guidelines. I agree that if funds are not expended accordingly, in said funds will be returned to the City of Bastrop within ten (10) days from the date the City of Bastrop demands such.

Lyla Helgren — Authorized Signature for the Applicant

6/29/18 — Date

Lyla Helgren — Name Printed or Typed

Program Coordinator — Title

Return this application to:
City of Bastrop
Finance Department
P. O. Box 427
1311 Chestnut Street
Bastrop, Texas 78602

DEADLINE: 5:00 P.M., June 29, 2018
(no applications will be accepted after this deadline)

Electronic/Facsimile submissions will not be considered.

RECEIVED JUN 2 9 2018

Literacy Volunteers of Bastrop
1404 Pine Street
P.O. Box 855
Bastrop, TX 78602
512-521-7860
www.literacybastrop.org

June 29, 2018

Tracy Waldron
Chief Financial Officer, City of Bastrop
1311 Chestnut Street
Bastrop, TX 78602

Ms. Waldron:

Attached you will find the 2018/2019 Community Support Funding Application and supporting documents for the Literacy Volunteers of Bastrop (LVB). We value the partnership we have with the City of Bastrop, as we continue our mission to improve community members' quality of life by increasing their economic and social independence through improved English literacy. Our program works closely with each student, free of charge, to help them build a bridge from illiteracy and poverty to self-sufficiency. LVB uses trained volunteer tutors and has a strong track record in making a difference with those we serve in Bastrop County.

We appreciate the city's long-time support of LVB and its students. Thank you for your consideration of this request. Please feel free to contact me at 512-521-7860 or by email at info@literacybastrop.org

Sincerely,

Lyla Helgren

Lyla Helgren
Program Coordinator
Literacy Volunteers of Bastrop

2017-2018 Year Summary	
Total Year Cash Flow	
Yr Beginning Cash on hand	**12020.35**
City of Bastop	$7,500.00
Dollar General	$10,000.00
Community Action	$7,700.00
Donations	$0.00
Bank Interest	$7.48
Reimbursements	$11.99
Total Year Income Rcvd	**25,219.47**
Total Year Expenses	
Background check	119.30
Cleaning	0.00
Computer Expense	2,071.47
Conferences, Training	147.06
CPA	250.00
Insurance	862.00
Memberships/Dues	237.17
Office Supplies	546.88
Phone expense	314.14
US Postal Service	116.93
Office Equipment	19.70
Board Meeting	14.29
Community Awareness	375.69
Text Books/Assessment	22.01
Rent	9,240.00
Wages	7,785.22
Payroll Taxes	0.00
Student Awards	0.00
Austin American Statesman	
Volunteer Appreciation	36.30
Tutor Training	0.00
Other	37.67
TOTAL EXPENDITURES	**$22,901.83**
Yr End Balance	**$2,317.64**
Yr Beginning cash on hand	**12020.35**
Yr End Cash on Hand	**15727.89**

Literacy Volunteers of Bastrop
CITY OF BASTROP PROPOSED BUDGET OCTOBER 2018 to SEPTEMBER 2019

ANNUAL BUDGET CITY FUNDING	Salary Program Dir	Community Involvment	Liability Ins.	CPA	Office Cleaning	Website	Memberships	Office Supplies	Tutor Training	Total
$10,000	$6,840	$523.00	$785.00	$250	$300	$140	$214	$360	$588	$10,000
October	$570			$250	25		59	30		
November	$570		$785.00		25			30		
December	$570				25		50	30		
January	$570				25		105	30		
February	$570	$523.00			25			30		
March	$570				25			30		
April	$570				25			30		
May	$570				25			30		
June	$570				25			30		
July	$570				25			30	588	
August	$570				25			30		
September	$570				25	140		30		
TOTAL	$6,840	$523	$785	$250	$300	$140	$214	$360	$588	$10,000

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 30 2004

LITERACY VOLUNTEERS OF BASTROP INC
C/O LYNN KIRBY
1109 MAIN ST STE F
BASTROP, TX 78602

Employer Identification Number:
74-2543119
DLN:
17053020007044
Contact Person:
DAN W BERRY ID# 31122
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Form 990 Required:
Yes
Addendum Applies:
Yes

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(I)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(I) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the

part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than $25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally $25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of $20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed $10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding $1,000,000 in any year, the penalty is $100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding $1,000,000 shall not exceed $50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

LITERACY VOLUNTEERS OF BASTROP INC

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Lois G. Lerner

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Addendum

LITERACY VOLUNTEERS OF BASTROP INC

The effective date for your individual exemption is March 9, 2004. This is the date your organization requested to be removed from the group exemption for Proliteracy Worldwide.

DEC-01

The State of Texas

Secretary of State

CERTIFICATE OF INCORPORATION

OF

LITERACY VOLUNTEERS OF AMERICA-BASTROP, INC.
CHARTER NUMBER 01269292

THE UNDERSIGNED, AS SECRETARY OF STATE OF THE STATE OF TEXAS, HEREBY CERTIFIES THAT THE ATTACHED ARTICLES OF INCORPORATION FOR THE ABOVE NAMED CORPORATION HAVE BEEN RECEIVED IN THIS OFFICE AND ARE FOUND TO CONFORM TO LAW.

ACCORDINGLY, THE UNDERSIGNED, AS SECRETARY OF STATE, AND BY VIRTUE OF THE AUTHORITY VESTED IN THE SECRETARY BY LAW, HEREBY ISSUES THIS CERTIFICATE OF INCORPORATION.

ISSUANCE OF THIS CERTIFICATE OF INCORPORATION DOES NOT AUTHORIZE THE USE OF A CORPORATE NAME IN THIS STATE IN VIOLATION OF THE RIGHTS OF ANOTHER UNDER THE FEDERAL TRADEMARK ACT OF 1946, THE TEXAS TRADEMARK LAW, THE ASSUMED BUSINESS OR PROFESSIONAL NAME ACT OR THE COMMON LAW.

DATED OCT. 29, 1993

John Hannah Jr
Secretary of State

LVB Sources of Funding (2017/2018)

City of Bastrop Community Support Funding Grant 2017/2018	$10,000.00
Dollar General Grant	$10,000.00
Total Funding	**$20,000.00**

Literacy Volunteers of Bastrop

Board of Directors

2017-2018

President: Dale Burke

Treasurer: Allen Pearl

Secretary: Gloria Villarreal

Coordinator: Lyla Helgren

Additional Board Members:

Kayla Highland

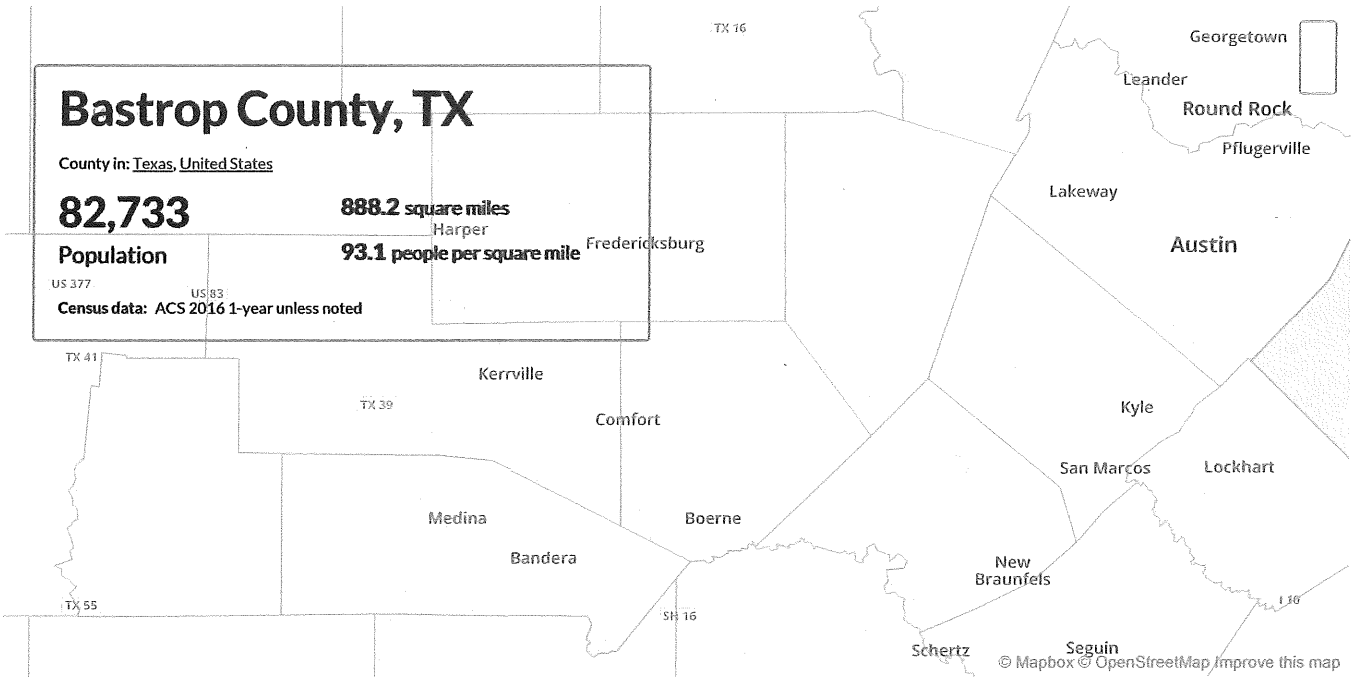
Lilly Vara

Sue Pardue

Peggy Caffalette

Census Reporter

Search for places, tables, topics, or glossaries Search



Bastrop County, TX

County in: Texas, United States

82,733
Population

888.2 square miles

93.1 people per square mile

Census data: ACS 2016 1-year unless noted

Find data for this place Search by table or column name...

Interact with charts and statistics for margins of error and additional information.

Demographics

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

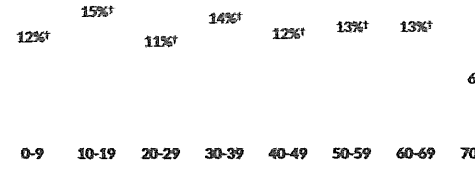
Age

38.7
Median age

about 10 percent higher than the figure in Texas: 34.5

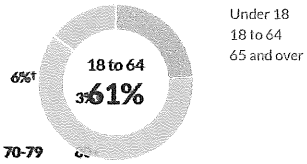
about the same as the figure in United States: 37.9

Population by age range



Show data / Embed

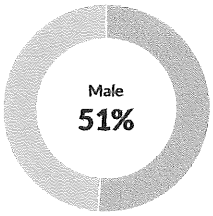
Population by age category



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† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Sex



Show data / Embed

Race & Ethnicity



*Hispanic includes respondents of any race. Other categories are non-Hispanic.; ACS 2016 5-year data

Show data / Embed

Economics

Income

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

$25,379
Per capita income

about 90 percent of the amount in Texas: $28,714

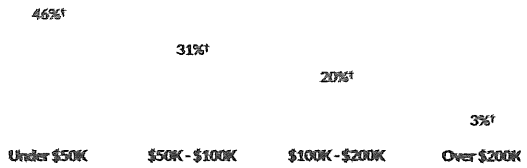
about 80 percent of the amount in United States: $31,128

$56,508
Median household income

about the same as the amount in Texas: $56,565

about the same as the amount in United States: $57,617

Household income



Show data / Embed

Poverty

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

12.8%
Persons below poverty line

about 80 percent of the rate in Texas: 15.7%

about 90 percent of the rate in United States: 14.1%

Children (Under 18)



Show data / Embed

Seniors (65 and over)



Show data / Embed

Transportation to work

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

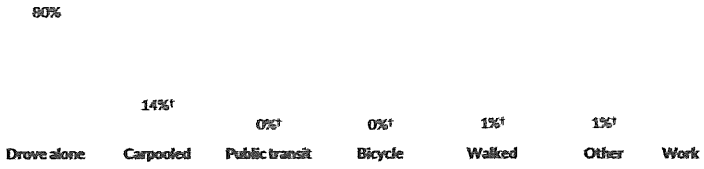
34.1 minutes
Mean travel time to work

* ACS 2016 5-year data

about 1.3 times the figure in Texas: 25.9

about 1.3 times the figure in United States: 26.2

Means of transportation to work



* Universe: Workers 16 years and over; ACS 2016 5-year data

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Families

Households

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

25,975
Number of households

Texas: 9,535,612

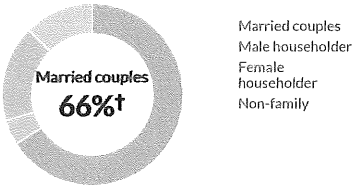
United States: 118,860,065

3.1
Persons per household

about 10 percent higher than the figure in Texas: 2.9

about 20 percent higher than the figure in United States: 2.7

Population by household type



Show data / Embed

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Geographical mobility

13.5%

Moved since previous year

about 80 percent of the rate in Texas: 15.9%

about 90 percent of the rate in United States: 14.6%

Population migration since previous year



Show data / Embed

Social

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Educational attainment

82.2%

High school grad or higher

about the same as the rate in Texas: 82.9%

a little less than the rate in United States: 87.5%

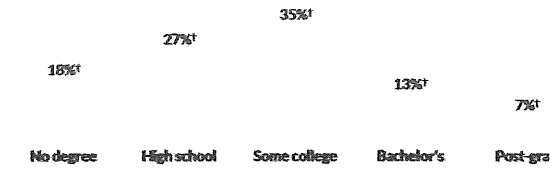
20.2%

Bachelor's degree or higher

about two-thirds of the rate in Texas: 28.9%

about two-thirds of the rate in United States: 31.3%

Population by minimum level of education



* Universe: Population 25 years and over

Show data / Embed

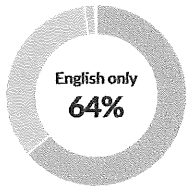
Language

N/A

Persons with language other than English spoken at home

* ACS 2016 5-year data

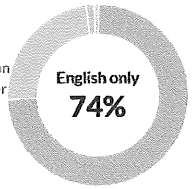
Language at home, children 5-17



* ACS 2016 5-year data

Show data / Embed

Language at home, adults 18+



* ACS 2016 5-year data

Show data / Embed

Place of birth

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

11.4%

Foreign-born population

about two-thirds of the rate in Texas: 17%

about 80 percent of the rate in United States: 13.5%

Place of birth for foreign-born population



* ACS 2016 5-year data

Show data / Embed

Veteran status

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

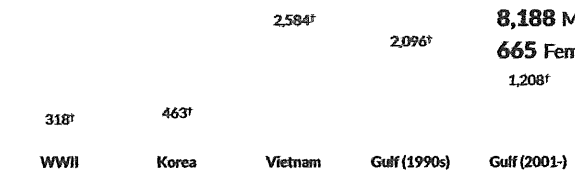
14.1%

Population with veteran status

about double the rate in Texas: 7.1%

nearly double the rate in United States: 7.4%

Veterans by wartime service



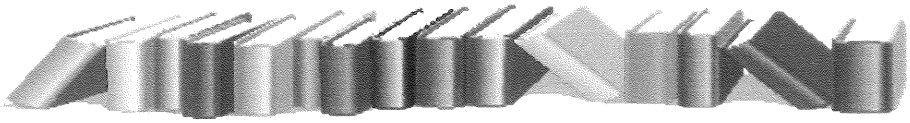
8,853 Total veterans
8,188 Male
665 Female

* Civilian veterans who served during wartime only; ACS 2016 5-year data

Show data / Embed

Literacy Volunteers of Bastrop

tutoring



FREE TUTORING IN:

Reading & Writing

For adults and school age children whose
reading and writing skills need improvement.
Help for the family to improve their reading and writing together.

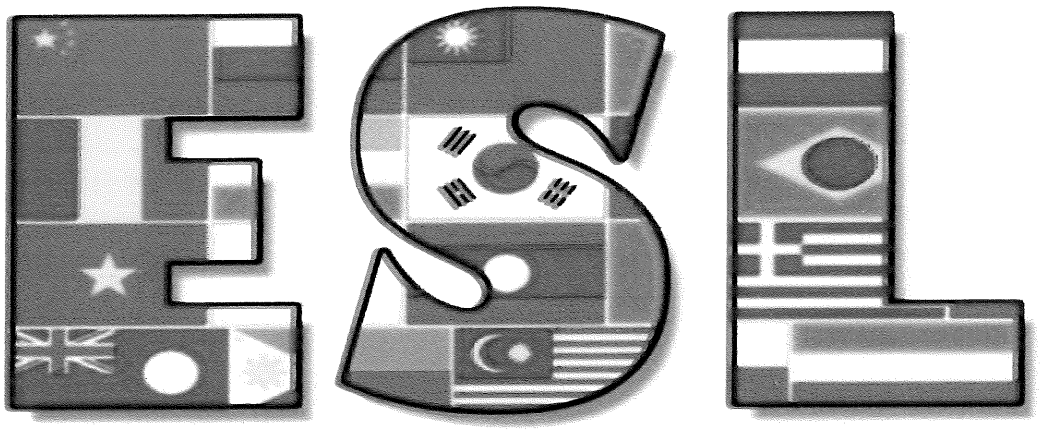
Math

Individuals needing help with basic math: percent, fractions, multiplication, and division. Children with a parent together can get math help!

GED preparation

Advanced math, and advanced writing skills in preparation for the GED exam.

Office Address: 1404 Pine Street
Mailing Address: P.O. Box 855 • Bastrop, TX 78602
Email: info@literacybastrop.org
Website: www.literacybastrop.org
Phone: 512-521-7860



ENGLISH AS A SECOND LANGUAGE

We need YOU!

Where: **Red Rock Elementary**
When: Mon & Wed from 6pm- 8pm
What: assisting our ESL teacher

How you can help LVB:

We need volunteers!

For a small amount of time, perhaps one hour a week you can change people's lives for the better. LVB has students that need your help! Even if you've never tutored before, if you have a sincere desire to help others, and the ability to read, write and speak English, we need you!

Tax Deduction: Volunteer miles are tax deductible!

LBV is in need of volunteers for tutors and volunteer assistance with LBV fundraisers.

Go Green with Paperless

BASTROP BP&L POWER & LIGHT

Hochheim PRAIRIE INSURANCE

We need YOU!

Where: **Lost Pines Elementary**
When: Mon & Wed from 6pm- 8pm
What: assisting our ESL teacher



We invite you to Join

Literacy Volunteers of Bastrop

@ Double Dave's Pizza for a

Cat in the Hat

Literacy Awareness Event!

Public Read Aloud

Bingo for the kids

Gift Card Giveaways

AND PIZZA!

Friday May 18th

6:00 pm- 8:00 pm

Sponsered in part by:

Sertino's Coffee

Dunkin Donuts

Starbucks

The Coffee Dog

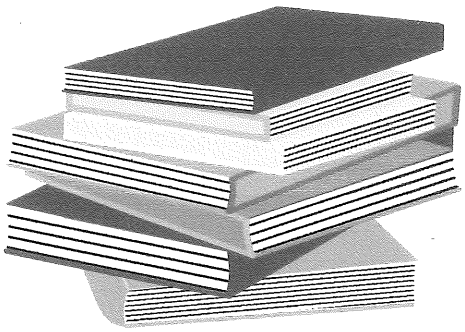
"The more that you read,

the more things you will know.

The more that you learn,

the more places you'll go." — Dr. Seuss

Literacy Volunteers of Bastrop



LITERACY CHANGES LIVES!

The mission of the Literacy Volunteers of Bastrop (LVB) is to enhance community members' quality of life by increasing their economic and social independence through improved literacy. It coordinates and supports high-quality literacy services throughout Bastrop county to create a community where businesses can hire, people can work, and families can thrive!

LVB offers:

One-on-one tutoring in the following subject areas:
Reading & Writing
Math
GED preparation
English as a Second Language (ESL) For students fluent in a language other than English to become more proficient in English.
Family Literacy Parent and child read and learn together.
Homework help available.

Sponsored By:

City Of Bastrop

Dollar General

Hochheim Insurance

Strategic Plan 2018-2019

Literacy Volunteers of Bastrop

In 2017-2018, Literacy Volunteers of Bastrop embarked on a new direction based on funding from Dollar General and the City of Bastrop. This funding allowed LVB to accomplish several goals this past year. Identification of a volunteer coordinator brought stability to office operations. Increased visibility in the community was accomplished through corporate contacts and support. Tutoring efforts were concentrated on Community Action ESL classes at Lost Pines Elementary. A literacy event was held at Double Dave's to encourage parents reading to families.

In looking forward to another successful year with increased growth and activities, several goals have been identified.

Goal 1: Increase outreach to clients needing services.

Objective 1.1: Expand opportunities with Bastrop ISD schools for tutoring services.
Objective 1.2: Develop promotional materials in English and Spanish.
Objective 1.3: Increase tutoring services to more Community Action ESL classes.

Goal 2: Increase the number of volunteers.

Objective 2.1: Collaborate with Bastrop Community Cares and other community organizations to recruit volunteers.
Objective 2.2: Identify community groups for presentations about LVB.
Objective 2.3: Implement a training plan for new volunteers.

Goal 3: Continue development of a comprehensive family literacy program.

Objective 3.1: Select targeted populations for family literacy.
Objective 3.2: Coordinate with BISD to implement family literacy activities with elementary students.

COMMUNITY ACTION INC. & LITERACY VOLUNTEERS OF BASTROP

The Community Builder's News

VOLUME I, ISSUE I JUNE 2018

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Building A Strong Community Through Education, Training, Literacy, and Strategic Partnerships

Community Action Inc., Literacy Volunteers of Bastrop are building a strong community by providing education through GED/High School Equivalency classes, Integrated Education and Training in classes such a bookkeeping and certified nursing assistants, English as a Second Language classes, and personalized and family literacy tutoring in reading, writing, and math. These classes, with the help of Workforce Solutions, often lead to employment in better or more fitting jobs with increased pay and benefits. As a strategic partner, the Workforce can offer paid training to youth or adults who qualify under a Workforce Investment Opportunity Act (WIOA). Likewise, Vocational Rehab (VR) assists those enrolled in classes who have qualify for disabilities.

This school year, 51 students enrolled in the GED/HSE classes at Bastrop Workforce Solutions in either a day class, a night GED class, or a Spanish GED/HSE class held at Bastrop Intermediate school. English as a Second Language classes were held at Lost Pines Elementary and Red Rock Elementary and Stoney Point Head start School. Additionally, Integrated Education and Training Classes were given on bookkeeping and certified nursing assistants as shown below with certificates awarded to those who completed the classes and passed exams for certification. Above is a family literacy reading of *Cat in the Hat* provided by Literacy Volunteers of Bastrop.





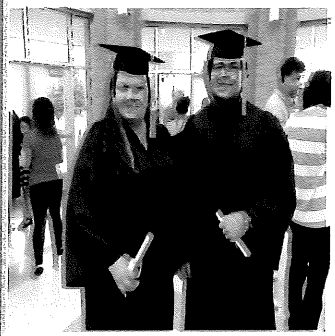


Community Action Inc.
P.O. Box 855

Phone: 512-985-5169
LVB - 512-521-7860

Email:
dburke@communityaction.com
LVB - info@literacybastrop.org

GED/HSE Classes



Community Action Inc. plays a strategic role in the community by offering adults who have not graduated from high school the opportunity to work toward getting their GED/High School Equivalency (HSE). This school year, 42 students participated in the classes at Workforce Solutions in Bastrop. Two of the students pictured left are GED graduates who also elected to participate in the graduation ceremonies held at the Hays CISD Performing Arts Center in Kyle along with 40 graduates for the 9 counties covered by the organization.

Leeza Roitaille completed free classes online through Res Care Academy, earning two certificates in bookkeeping. She plans to attend a bookkeeping course with ACC and Community Action Inc. in the future to pursue her career.

Jacob Rodriquez qualified for the Workforce Investment Opportunity Act (WIOA) Youth program which paid for his GED exams, paid gas money for him to attend classes, and awarded him a $100 stipend upon successful completion of his GED/HSE. It also gave him the opportunity to have further paid training in a short term training program offered on a Target List through Workforce Solutions, but he has plans to get employment working in Corrections at this and later plans to go to college to prepare for a career as a construction superintendent.

GED/HSE Offered in Spanish and in County Jail



To meet the need of many Spanish-speaking adults in the community who wish to get their GED/HSE, for further education or better employment, Marie Blazek (far left in back row) is putting her skills to use. A retired public school ESL teacher, who has a love of the Spanish culture, is preparing these students for the GED exam as well as improving their English proficiency. This school year, 9 students participated in her classes offered at the Bastrop Intermediate School. Marie has been an ESL and Spanish GED instructor with Community Action Inc. for two years, teaching both at Red Rock and now at the BIS location. These students each received certificates recognizing their improved skills in English proficiency and academic progress toward getting the GED/HSE.

Teachers Cyndy Lee and Mark Bransford teach at the jail for Community Action Inc. They not only help inmates prepare for a GED, but also assist them with career plans for employment once they are released from incarceration. Cyndy is a former Adult Probation Officer/Trainer and Mark is a retired GED teacher who taught at FCI in Bastrop.

ESL Classes at Lost Pines Elementary



Pictured with ESL teacher Laura Soriano (2nd from left) are some of the students from her advanced ESL at Lost Pines Elementary who demonstrated improvement in their class. This is the second year ESL classes were offered at Lost Pines Elementary, and the class grew to the point of having to start an additional class their for beginning ESL students.

Laura is a certified public school teacher with ESL, and in her second year with Community Action Inc., putting her education, skills, and knowledge to work helping people in the community improve their English proficiency. This will help many of them meet their goals in stepping out in to the community with confidence and preparing for better employment and further education. Childcare was provided by BISD childcare providers. Literacy Volunteers of Bastrop has volunteers working with the adults in classes assisting the teachers and has developed curriculum for the children as well to improve their literacy skills and bring the parents together with their children, reading together with classic stories such as *Cat in the Hat* pictured on the front page.

Beginner ESL Class at Lost Pines Elementary

To meet the needs of the growing ESL class at Lost Pines Elementary, Dr Glenda Rose (3rd from left) a highly experienced ESL teacher and Professional Development Specialist with Texas A&M, came on with Community Action Inc. to teach the beginning ESL students.

Glenda has taught ESL for over 30 years and conducts training seminars for educators nationally and internationally and is an asset to the program here putting her education and skills to great use. These students have received certificates recognizing their improved skills in English proficiency and some will be moving up to the advanced class. Glenda finds great joy in helping these students discover a new world as they further their English proficiency, learning the language alongside their children and communicating better in their work environments.



ESL at Red Rock Elementary

To meet the demand of adults in the Red Rock area wishing to learn English, an ESL class began this year at Red Rock Elementary School. The class is being taught by David Howell, (pictured 5th from left) who is new to Community Action Inc. this year, and is a retired public school principal, School Counselor, and ESL teacher for adults from an organization in which he worked after retiring from public school.

He is bonding well with these adult students and enjoying the rewards of seeing them become good role models for their children in English proficiency and able to advocate for their children's progress in school. Childcare is also offered by BISD when the childcare positions are filled.



Literacy Volunteers of Bastrop (LVB) Board

LVB has a strong board with several experienced educators and passionate volunteers and coordinators. Pictured front left is Dale Burke, LVB president, a retired Senior Master Sergeant from the USAF who supervised the training and development of Air Force Reserve Recruiters nationwide and is a retired Special Education and Career and Technology teacher from BISD. He has been with Community Action Inc. for 6 years as a Career Counselor, Teacher, and now Adult Education Coordinator and has been the LVB President for two years. Pictured in back is Alan Pearl, a dedicated volunteer who has assists in GED classes as well as providing one on one tutoring. 2nd from left in the back row is Dr. Sue Pardue, a Spanish Professor at ACC in Elgin and former Adult Education Director. Next to her is Lyla Helgren the coordinator for LVB volunteers and her sister Lilly Vara, the past LVB coordinator who passionately works with LVB volunteers. Pictured front right is Peggy Caffalette, a retired ESL teacher who tests for ESL classes. The goal is to develop Family Literacy in the community and assist students in GED/ ESL classes, as well as provide individual tutoring in reading, writing and math.



VOLUNTEERS NEEDED

STRATEGIC PARTNERSHIPS:

- BISD
- Bastrop Chamber of Commerce/Education Committee
- Bastrop Food Pantry
- Bastrop Economic Development Council
- Bastrop Community Cares
- Bastrop Christian Ministerial Alliance
- Texas Workforce Solutions
- TWC Vocational Rehabilitation

Community Action Inc.
P.O. Box 855

Phone: 512-985-5169
LVB - 512-521-7860

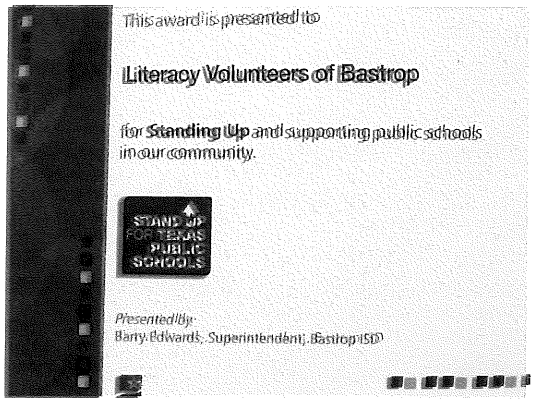
Email:
dburke@communityaction.com
LVB - info@literacybastrop.org

How You Can Help

Community Action Inc. and Literacy Volunteers of Bastrop have a great partnership in meeting the needs of the community with adults of all ages wishing to improve their education, English proficiency, and competency in many areas for improved employment opportunities. New opportunities are being provided through Community Action Inc. this upcoming school year with more integrated education and training classes in critical skills areas and academies for areas such as math boot camp and entrepreneurs for both English and Spanish-speaking adults.

More specialized instructors, volunteers, and childcare providers with LVB are needed for these classes and individual tutoring. For more information on this contact: **Dale Burke at 512-985-5169** or **Lyla Helgren at 512-521-7860.**

Creating a Community of Lifelong Learners



A Great Honor

Dale Burke Recognized as Bastrop Man of the Year!



Dale Burke, pictured on right with his wife, Maureen Burke, was honored to be chosen as the 2018 Bastrop Man of the Year for the Bastrop Chamber of Commerce. This award is given to individuals who go beyond the normal responsibilities of providing service to the communities through community organizations, churches, and other activities. In addition to being the Adult Education Coordinator/GED Teacher/Career Counselor with Community Action Inc., and LVB President, Dale has been a project coordinator with the Bastrop Christian Ministerial Alliance, a Chaplain with the Bastrop Police Dept., a member of the Bastrop Chamber Education Committee - "We Believe In BISD" Team. He is also a board member with the Bastrop Christian Outreach Center (BCOC), serving as an ordained minister with the jail ministry team for over 20 years and providing career guidance to organizations such as Hope House, who has a Christian rehab program, as well as being a long time praise and worship member and musician playing for community events. He is passionate about serving people in the community and wants to connect with others who have that same desire to make this community an even better place than it is now. Contact him today to join him in making a difference in the lives of many people desiring to be better citizens and to have greater opportunities for employment to take care of their families.

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 7

TITLE:

CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Citizens' Comment portion of the Council meeting. 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 Staff for research and possible future action.

To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the start of the meeting.

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: July 24, 2018 **AGENDA ITEM**: 8A

TITLE:
Consider action to approve City Council minutes from the July 10, 2018 meeting.

STAFF REPRESENTATIVE:
Lynda Humble, 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 July 10, 2018 meeting.

ATTACHMENTS:

- July 10, 2018, DRAFT Regular Meeting Minutes.

MINUTES OF REGULAR COUNCIL MEETING
BASTROP CITY COUNCIL
July 10, 2018

The Bastrop City Council met in a Regular Meeting on Tuesday, July 10, 2018, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Ennis, Rogers and Peterson. Officers present were City Manager Lynda Humble, City Secretary Ann Franklin and City Attorney Alan Bojorquez.

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

PLEDGE OF ALLEGIANCE
Martin Serna Jr, Bastrop Public Library., led the Pledge of Allegiance.

INVOCATION
Chaplain Dale Burke, Police Chaplain, gave the invocation.

Council Member Jones arrived to the meeting at 6:34 p.m.

PRESENTATIONS

4A. Mayor's Report

4B. Councilmembers' Report

4C. City Manager's Report

WORK SESSION/BRIEFINGS

5A. Review Rules of Procedure for the City Council of the City of Bastrop, Texas.
The City Council reviewed Rules of Procedure for the City Council of the City of Bastrop. Direction was given to staff to modify the "Request to Speak" form.

STAFF AND BOARD REPORTS - None

CITIZEN COMMENTS

SPEAKER(S)

Jennifer Bridges
650 Cool Water Dr.
(330)347-5874

Lisa Reamer
650 Cool Water Dr.
(330)347-5874

DRAFT

CONSENT AGENDA

A motion was made by Council Member Ennis to approve Items 8A, 8B, 8C, 8D, 8E, 8F, 8G and 8H listed on the Consent Agenda after being read into the record by City Secretary, Ann Franklin. Seconded by Council Member Peterson, motion was approved on a 5-0 vote.

8A. Consider action to approve City Council minutes from the June 19, 2018 Special Budget Workshop meeting, June 21, 2018 Joint Council and Visit Bastrop meeting and June 26, 2018 Regular Council meeting.

8B. Consider action to approve Resolution No. R-2018-47 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Sections 3B, 3C, 3D, & 3E Preliminary Plat, being 28.675 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8C. Consider action to approve Resolution No. R-2018-48 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 1A Preliminary Plat, being 13.994 acres out of the Mozea Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8D. Consider action to approve Resolution No. R-2018-51 of the City Council of the City of Bastrop, Texas, approving the Pecan Park Commercial, Block 8, Lot 1 Final Plat, being 9.160 acres out of the Nancy Blakey Survey, Abstract 98, located south of the future extension of Agnes Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8E. Consider action to approve Resolution No. R-2018-53 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 1, Phase B Final Plat, being 19.954 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969 and south of the future extension of Sam Houston Drive, within the extra-territorial jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolutions; and providing an effective date.

8F. Consider action to approve Resolution No. R-2018-52 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 3, Phase A Final Plat being 39.146 acres out of the Jose Manuel Bangs Survey, Abstract 5, located east of FM 969 within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8G. Consider action to approve Resolution No. R-2018-49 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3B Final Plat, being 5.152 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8H. Consider action to approve Resolution No. R-2018-50 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3C Final Plat, being 4.961 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ITEMS FOR INDIVIDUAL CONSIDERATION

9A. Consider action to approve Resolution No. R-2018-54 of the City Council of the City of Bastrop, Texas approving a list of qualified consulting firms; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.
Presentation was made by Public Works, Utilities and Leisure Services Director, Trey Job.

A motion was made by Council Member Peterson to approve Resolution No. R-2018-54, seconded by Council Member Jones, motion was approved on a 5-0 vote.

9B. Hold public hearing and consider action to approve the first reading of Ordinance No. 2018-13 of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled "Building Regulations," Article 3.20, "Signs," to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for property notice and meeting and move to include on the July 26, 2018 City Council agenda for second reading.
Presentation was made by Planning and Development Assistant Director, Jennifer Bills.

Public hearing was opened.

Public hearing was closed.

A motion was made by Mayor Pro Tem Nelson to approve Ordinance No. R-2018-13, seconded by Council Member Jones, motion was approved on a 5-0 vote.

EXECUTIVE SESSION

A motion was made by Council Member Rogers to meet in executive session, seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

The City Council met at 7:41 p.m. in a closed/executive session pursuant to the Texas Government Code, Chapter 551, et seq, to discuss the following:

10A. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of updating the city's regulatory program, including public comment and citizen input into the new subdivision ordinance, pending revisions to zoning and sign codes, and uniformity of the permitting process.

The Bastrop City Council reconvened at 9:42 p.m. into open (public) session.

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

A motion was made by Mayor Pro Tem Nelson to authorize Mayor Schroeder to notify the Planning and Zoning Commission Chair that the Bastrop City Council is extending the time needed to deliberate the subdivision ordinance, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

ADJOURNMENT

Adjourned at 9:44 p.m. without objection.

APPROVED: ATTEST:

_____ _____

Mayor Connie B. Schroeder City Secretary Ann Franklin

DRAFT

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 8B

TITLE:
Consider action to approve the second reading of Ordinance No. 2018-13 of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled "Building Regulations," Article 3.20, "Signs," to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for proper notice and meeting.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

BACKGROUND/HISTORY:
The Bastrop Code of Ordinances, Section 3.20 – Signs contains the regulations regarding the types, size, and locations of signage within the city limits and along specific highways within the Statutory Extraterritorial Jurisdiction. This section was re-written in 2006 and amended in 2011 to allow electronic messaging on certain signage.

Recent requests have been made to allow legal, non-conforming signage to be able to upgrade existing sign faces to incorporate a limited amount of electronic messaging area. Additionally, past sign code interpretation has resulted in pylon/pole sign types to incorporate electronic signage. Due to these factors, City Council requested that staff propose amendments to the code that would address these issues.

A legal, non-conforming sign is a sign which was legally installed prior to the adoption of the current code. These include signs installed prior to the 2006 updates, or signs that were installed prior to annexation of the property into the city limits. Non-conforming signs can change the sign face, but cannot make any changes that would increase the degree of non-conformity.

Currently, Section 3.20.015 (5) *Electronic message (L.E.D.)* is allowed in two sign types at a specific percentage of the total sign area:

(A) Such signs shall be allowed in the following circumstances:
  (i) When incorporated into a permitted monument sign; or
  (ii) When used to display fuel prices on a permitted fuel pricing sign.
(B) Such signs shall not exceed 25% of the area of the sign.

This section also includes limits on the motion of the picture and how often the sign can change message:

(C) Any change of pictures or information on the sign shall not produce the illusion of scrolling, moving objects, expanding or contracting shapes, rotation or any similar effect of animation.

(D) Any change of pictures or information on the sign shall not change more often than once every eight (8) seconds except for message display of time or temperature. Each change of pictures or information must constitute a complete phrase or thought and not be the completion of a previous phrase or thought. Each change of pictures or information must be completed in two (2) seconds or less and may not include visually distracting techniques such as flashing, racing, strobing, twinkling, animation, etc.

Staff is proposing amendments that would allow up to 25% of the sign face of new pylon/pole signs include electronic signage. The maximum permitted sign face for a pylon sign in the current code is 160 square feet, so the electronic messaging can comprise a maximum of 40 square feet of the total sign face.

For legal, non-conforming signs that are already over 160 square feet, the owner would be allowed to convert up to 40 square feet of the existing sign face to electronic.

For legal, non-conforming signs that are under 160 square feet, the owner would be able to convert up to 30% of the existing sign face to electronic, up to a maximum of 40 square feet. .

The proposed amendment would allow the electronic portion of the sign to be incorporated into one sign face, or be a separate sign face on the same pole, as long as the total of all sign faces is limited to 160 square feet (or the previous total non-conforming sign area for signs over 160 square feet). Additionally the electronic messaging portion of a separate sign must be located below the static sign face area.

The proposed amendment would be added to Section 3.20.015 (5) (amended language in red):

Chapter 3 – BUILDING REGULATIONS

ARTICLE 3.20 – SIGNS

Sec. 3.20.015 - Standards for permanent signs

* * *

(5) Electronic message (L.E.D.).

(A) Such signs shall be allowed in the following circumstances:

(i) When incorporated into a permitted monument sign; or

(ii) When used to display fuel prices on a permitted fuel pricing sign; or

(iii) When placed on a new or existing permitted on-premises pole or pylon sign; or

(iv) When placed on a legal, nonconforming on-premises pole or pylon sign.

(B) Signs permitted under Sections (5)(A)(i) or 5(A)(ii) shall not exceed 25% of the area of the sign.

(C) Signs permitted under Sections (5)(A)(iii) or 5(A)(iv):

(i) if placed on a new or existing pole or pylon sign, the digital sign face shall only be a part of the total sign face and shall not exceed 25% of the total sign face or may be a separate digital sign face whose size shall not exceed 25% of the total sign face area when both digital and non-digital sign face areas are combined;

(ii) legal, non-conforming pole or pylon signs 160 square feet or greater, may convert up to forty (40) square feet of the current sign face to a digital sign face, or may install a separate digital sign face whose size shall not exceed forty (40) square feet and whose addition does not increase the total sign face area when sign face areas of both the digital and non-digital sign are combined;
(iii) legal, non-conforming pole or pylon signs of less than 160 square feet may convert up to 30% of the current sign face or 40 square feet, whichever is less, to a digital sign or may add a digital sign that is up to 30% of the combined sign face areas, or 40 square feet, whichever is less, such that the entire sign face area, when digital and non-digital sign face areas are combined, does not exceed 160 square feet;

(D) Any change of pictures or information on the sign shall not produce the illusion of scrolling, moving objects, expanding or contracting shapes, rotation, or any similar effect of animation.
(E) Any change of pictures or information on the sign shall not change more often than once every eight (8) seconds except for message display of time or temperature. Each change of pictures or information must constitute a complete phrase or thought and not be the completion of a previous phrase or thought. Each change of pictures or information must be completed in two (2) seconds or less and may not include visually distracting techniques such as flashing, racing, strobing, twinkling, animation, etc.
(F) Only one sign face per pylon or pole sign may contain a digital sign face and any separate digital sign shall be located below the non-digital sign.

The section defining Non-conforming signs would also need to be amended to reflect the ability to change of portion of the existing sign to include electronic messaging.

Sec. 3.20.019 - Nonconforming signs.

(a) A nonconforming sign is a sign which was installed legally prior to the adoption of this article or amendments of this article, but does not comply with the current sign regulations. A nonconforming sign shall be allowed to be continued and maintained at its existing location subject to the following conditions: The face of the sign may be changed, but no change or alteration shall be made that would increase the degree of nonconformity. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign.
(b) An on-premises sign, conforming or otherwise, may be removed no sooner than the first anniversary of the date the business, person, or activity that the sign or sign structure identifies or advertises ceases to operate on the premises on which the sign or sign structure is located. If the premises containing the nonconforming sign or sign structure are leased, the sign must be removed no later than the second anniversary after the date the most recent tenant ceases to operate on the premises. The director's decision may be appealed to the planning and zoning commission.
(c) A nonconforming sign may not be reconstructed, repaired, or replaced for any purpose other than maintenance operations or for changing the letters, symbols, or other matter on the sign. Reconstruction, repair, or replacement of a nonconforming sign shall be completed no later than ninety (90) days following the date of the damage. For purposes of this subsection, a sign, or a substantial part of a sign, is considered destroyed if it is blown down, dismantled or the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same location. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign or be considered reconstruction, repair, or replacement of the sign as defined in this section.

(d) If the city requires the relocation, reconstruction or removal of a sign, conforming or otherwise, within its corporate limits or its extraterritorial jurisdiction, the mayor shall appoint a municipal board of sign control pursuant to chapter 216 of the Local Government Code to determine the amount of compensation, if any, the owner of the sign is entitled to relocate, reconstruct or remove the sign. Prior to such determination, the owner of the sign shall be given the opportunity for a hearing before the municipal board about the issues involved.

PUBLIC NOTIFICATION:
Notice of the public hearing was posted in the Bastrop Advertiser on June 9, 2018, more than 15 days prior to the public hearing.

POLICY EXPLANATION:
Chapter 216 of the Texas Local Government Code
The City has the authority to regulate signs within the City Limits and the extraterritorial jurisdiction (ETJ).

10.2 - AUTHORITY TO AMEND ORDINANCE:
The City Council may from time to time, after receiving a final report thereon by the Planning and Zoning Commission and **after public hearings required by law, amend, supplement, or change the regulations herein provided** or the boundaries of the zoning districts specified on the Zoning Map. Any Ordinance regulations or Zoning District boundary amendment may be ordered for consideration by the City Council, be initiated by the Planning and Zoning Commission, or be requested by the owner of real property, or the authorized representative of an owner of real property.'

The Planning & Zoning Commission will hold public hearing and make a recommendation on the amendment to City Council. The City Council will hold a public hearing and two ordinance readings if this amendment is approved and adopted.

PLANNING & ZONING COMMISSION RECOMMENDATION:
Recommend to delay action on this item until digital billboards or comprehensive sign code amendments are considered.

CITY COUNCIL ACTION:
At the July 10, 2018 meeting, City Council held a public hearing and approved the first reading of the ordinance.

RECOMMENDATION:
Consider action to approve the second reading of Ordinance No. 2018-13 of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled "Building Regulations," Article 3.20, "Signs," to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for proper notice and meeting.

ATTACHMENTS:
- Ordinance

ORDINANCE NO. 2018-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE BASTROP CODE OF ORDINANCES BY AMENDING CHAPTER 3, TITLED "BUILDING REGULATIONS," ARTICLE 3.20, "SIGNS," TO ESTABLISH REGULATIONS FOR ELECTRONIC MESSAGE (L.E.D.) SIGNS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR PROPER NOTICE AND MEETING.

WHEREAS, the Bastrop City Council pursuant to its zoning authority under Chapter 211 of the Texas Local Government Code and pursuant to other Texas statutory authority and charter authority, has adopted ordinances and regulations that pertain to the development and zoning of land within the City and its extra territorial jurisdiction; and

WHEREAS, the City Council desires to update its sign regulations to meet the changing conditions in the City; and

WHEREAS, digital signs are often requested to be placed in lieu of or in addition to conforming and nonconforming signs; and

WHEREAS, controlled placement of digital signs could have a positive impact on the businesses and economic development of the City; and

WHEREAS, the uncontrolled placement of digital signs could have a negative impact on the health, safety, and aesthetics of the City; and

WHEREAS, placement of approved digital signs that provide a different manner and place of communication would assist in alleviating the uncontrolled placement of digital and other signs within the City; and

WHEREAS, regulation of signs in the City will substantially promote the City's interest in preserving the aesthetic beauty of the City while also promoting economic development; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001 and the City Charter of the City of Bastrop, the City has general authority to adopt an ordinance or police regulation that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Chapter 216 of the Texas Local Government Code, the City has the authority to regulate signs within the City Limits and the extraterritorial jurisdiction (ETJ); and

WHEREAS, the Planning and Zoning Commission had a meeting and a public hearing on June 28, 2018 and recommended denial; and

WHEREAS, the City, having received the recommendation of the Planning and Zoning Commission, now desires to amend the Signs Ordinance of the City of Bastrop.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Bastrop, TX:

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

SECTION 2. AMENDMENT Chapter 3, Article 3.20 of the City of Bastrop Code of Ordinances is hereby amended to be read in accordance with *Attachment "A"*, which is attached hereto and incorporated into this Ordinance for all intents and purposes.

SECTION 3. REPEALER To the extent reasonably possible, ordinances are to be read together in harmony. However, all ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

SECTION 4. SEVERABILITY Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

SECTION 5. CODIFICATION The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City's Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

SECTION 6. EFFECTIVE DATE This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

SECTION 7. PROPER NOTICE & 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. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading on this, the 10th day of July 2018.

READ & APPROVED on the Second Reading on this, the 24th day of July 2018.

APPROVED:

_____
Connie B. Schroeder, Mayor

ATTEST:

_____
Ann Franklin, City Secretary

APPROVED AS TO FORM:

_____
Alan Bojorquez, City Attorney

Attachment "A"

Bastrop Code of Ordinances

Chapter 3: Building Regulations

Article 3.20: General Provisions

Chapter 3 – BUILDING REGULATIONS

ARTICLE 3.20 – SIGNS

Sec. 3.20.015 - Standards for permanent signs

* * *

(5) Electronic message (L.E.D.).

(A) Such signs shall be allowed in the following circumstances:

(i) When incorporated into a permitted monument sign; or

(ii) When used to display fuel prices on a permitted fuel pricing sign; or

(iii) When placed on a new or existing permitted on-premises pole or pylon sign; or

(iv) When placed on a legal, nonconforming on-premises pole or pylon sign.

(B) Signs permitted under Sections (5)(A)(i) or 5(A)(ii) shall not exceed 25% of the area of the sign.

(C) Signs permitted under Sections (5)(A)(iii) or 5(A)(iv):

(i) if placed on a new or existing pole or pylon sign, the digital sign face shall only be a part of the total sign face and shall not exceed 25% of the total sign face or may be a separate digital sign face whose size shall not exceed 25% of the total sign face area when both digital and non-digital sign face areas are combined; (ii) legal, non-conforming pole or pylon signs 160 square feet or greater, may convert up to forty (40) square feet of the current sign face to a digital sign face, or may install a separate digital sign face whose size shall not exceed forty (40) square feet and whose addition does not increase the total sign face area when sign face areas of both the digital and non-digital sign are combined;

(iii) legal, non-conforming pole or pylon signs of less than 160 square feet may convert up to 30% of the current sign face, or 40 square feet, whichever is less, to a digital sign or may add a digital sign that is up to 30% of the combined sign face areas or 40 square feet, whichever is less, such that the entire sign face area, when digital and non-digital sign face areas are combined, does not exceed 160 square feet;

(D) Any change of pictures or information on the sign shall not produce the illusion of scrolling, moving objects, expanding or contracting shapes, rotation, or any similar effect of animation.

(E) Any change of pictures or information on the sign shall not change more often than once every eight (8) seconds except for message display of time or temperature. Each change of pictures or information must constitute a complete phrase or thought and not be the completion of a previous phrase or thought. Each change of pictures or information must be completed in two (2) seconds or less and may not include visually distracting techniques such as flashing, racing, strobing, twinkling, animation, etc.

(F) Only one sign face per pylon or pole sign may contain a digital sign face and any separate digital sign shall be located below the non-digital sign.

* * *

Sec. 3.20.019 - Nonconforming signs.

(a) A nonconforming sign is a sign which was installed legally prior to the adoption of this article or amendments of this article, but does not comply with the current sign regulations. A nonconforming sign shall be allowed to be continued and maintained at its existing location subject to the following conditions: The face of the sign may be changed, but no change or alteration shall be made that would increase the degree of nonconformity. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign.

(b) An on-premises sign, conforming or otherwise, may be removed no sooner than the first anniversary of the date the business, person, or activity that the sign or sign structure identifies or advertises ceases to operate on the premises on which the sign or sign structure is located. If the premises containing the nonconforming sign or sign structure are leased, the sign must be removed no later than the second anniversary after the date the most recent tenant ceases to operate on the premises. The director's decision may be appealed to the planning and zoning commission.

(c) A nonconforming sign may not be reconstructed, repaired, or replaced for any purpose other than maintenance operations or for changing the letters, symbols, or other matter on the sign. Reconstruction, repair, or replacement of a nonconforming sign shall be completed no later than ninety (90) days following the date of the damage. For purposes of this subsection, a sign, or a substantial part of a sign, is considered destroyed if it is blown down, dismantled or the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same location. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign or be considered reconstruction, repair, or replacement of the sign as defined in this section.

(d) If the city requires the relocation, reconstruction or removal of a sign, conforming or otherwise, within its corporate limits or its extraterritorial jurisdiction, the mayor shall appoint a municipal board of sign control pursuant to chapter 216 of the Local Government Code to determine the amount of compensation, if any, the owner of the sign is entitled to relocate, reconstruct or remove the sign. Prior to such determination, the owner of the sign shall be given the opportunity for a hearing before the municipal board about the issues involved.

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 9A

TITLE:
Consider action to approve Resolution No. R-2018-55 of the City Council of the City of Bastrop, Texas, authorizing proceeding with the issuance of City of Bastrop, Texas certificates of obligation; directing publication of notice of intention to issue certificates of obligation; other related matters; and establishing an effective date.

STAFF REPRESENTATIVE:
Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:
Based on our current Interest and sinking (debt service) tax rate, we have the debt capacity to take on additional debt without an increase in the current rate. This will allow the City to fund much needed projects to improve streets, bridges, sidewalks and drainage. The City's Financial Advisor has calculated this available capacity for FY2018-2019 at $4,700,000. The list of projects to be funding from this bond issuance will be discussed during the Council budget workshops and finalized by adoption of the FY 2018-2019 budget.

POLICY EXPLANATION:
City Charter Sec. 7.01 – Powers to Issue
In keeping with state law, the City shall have the power to borrow money on the credit of the City for any public purpose not now or hereafter prohibited by state law.

Timeline of Competitive Sale:

- July 24 – First notice of intent appears in the newspaper
- July 30 – Second notice appears in the newspaper
- Aug. 20 – Preliminary Official Statement distributed to the bidders
- Aug. 22 – Ratings are received and published
- Aug. 28 – City Council adopts an Ordinance authorizing the issuance of the Certificate of Obligation
- Sept. 20 – Closing of the Bond issuance

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-55 of the City Council of the City of Bastrop, Texas, authorizing proceeding with the issuance of City of Bastrop, Texas certificates of obligation; directing publication of notice of intention to issue certificates of obligation; other related matters; and establishing an effective date.

ATTACHMENTS:

- Resolution R-2018-55

RESOLUTION NO. R-2018-55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AUTHORIZING PROCEEDING WITH THE ISSUANCE OF CITY OF BASTROP, TEXAS CERTIFICATES OF OBLIGATION; DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; OTHER RELATED MATTERS; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Bastrop, Texas (the "City") is authorized to issue various types of debt obligations for public purposes as authorized by law and the City's home-rule charter; and

WHEREAS, the City Council deems it advisable to give notice of intention to issue certificates of obligation ("Certificates") of the City, as hereinafter provided for costs incurred or to be incurred for (i) constructing, improving and upgrading the City's streets including drainage, sidewalks, right-of-way and bridge repair; and (ii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of issuing the certificates of obligation; and

WHEREAS, it is officially found and determined that the meeting at which this resolution has been considered and acted upon was open to the public and public notice of the time, place and subject of said meeting was given, all as required by Tex. Gov't Code Ann. Ch. 551; Now, Therefore

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

SECTION 1. Form of Notice. Attached hereto is a form of "Notice of Intention to Issue Certificates of Obligation," (the "Notice") the form and substance of which are hereby adopted and approved.

SECTION 2. Publication of Notice. The Notice shall be published, in substantially the form attached hereto, in a newspaper, as defined in Tex. Gov't Code Ann. §2051.044, of general circulation in the City, once a week for two consecutive weeks, the date of the first publication thereof to be before the 30th day before the date tentatively set for passage of the ordinance authorizing the issuance of such Certificates.

SECTION 3. Attorney General Fee**.** The City Council hereby authorizes the disbursement of a fee equal to the lesser of (i) one-tenth of one percent of the principal amount of each series of obligations being issued or (ii) $9,500 for each series, provided that such fee shall not be less than $750, to the Attorney General of Texas Public Finance

Division for payment of the examination fee charged by the State of Texas for the Attorney General's review and approval of public securities and credit agreements, as required by Section 1202.004 of the Texas Government Code. The appropriate member of the City's staff is hereby instructed to take the necessary measures to make this payment. The City is also authorized to reimburse the appropriate City funds for such payment from proceeds of the Certificates and general obligation bonds, respectively.

SECTION 4. Effective Date. This Resolution shall become effective immediately upon adoption. The Mayor and City Secretary are hereby authorized and directed to execute this Resolution on behalf of the City and the Mayor and City Manager are hereby authorized to do any and all things proper and necessary to carry out the intent of this Resolution.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 24th, day of July 2018.

APPROVED:

_____
Connie B. Schroeder, Mayor

ATTEST:

_____
Ann Franklin, City Secretary

APPROVED AS TO FORM:

_____
Alan Bojorquez, City Attorney

NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Bastrop, Texas, at its meeting to commence at 6:30 P.M. on August 28, 2018, at its regular meeting place in the Council Chamber of City Hall, 1311 Chestnut Street, Bastrop, Texas 78602, tentatively proposes to authorize the issuance of interest bearing certificates of obligation of said City in a total maximum principal amount not exceeding $4,700,000, for the public purpose of paying contractual obligations incurred or to be incurred for: (i) constructing, improving and upgrading the City's streets including drainage, sidewalks, right-of-way and bridge repair; and (ii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of issuing the certificates of obligation. The City presently proposes to provide for the payment of the certificates of obligation by the levy of ad valorem taxes, within the limit prescribed by law, and a limited pledge of not to exceed $1,000 of surplus revenues of the City's water and wastewater system.

Connie B. Schroeder

Mayor, City of Bastrop, Texas

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 9B

TITLE:
Consider action to approve Resolution R-2018-56 of the City of Bastrop, Texas amending the City Council Rules of Procedure; establishing a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:
Lynda Humble, City Manager

BACKGROUND/HISTORY:
The Rules of Procedure for the City Council of the City of Bastrop, Texas contains Section 1.4 Annual Review, which states:

> *"Following the municipal elections each year, Council will review these rules of procedure annually, make changes as appropriate, and adopt their own rules of procedure in accordance with the Charter at the first scheduled meeting in July. In the event no annual review occurs, the standing rules of procedure continue in effect. This does not limit the Council's right and ability to amend the rules at any other time during the year, in accordance with the Charter."*

POLICY EXPLANATION:
On July 10, 2018, City Council reviewed their Rules of Procedure during a Work Session and recommended several changes to reflect current practices. Those changes are as follows:

- **Section 4.7 Citizen Comments**. Amend procedure to require Citizen Comment cards to be completed and submitted to City Secretary prior to the start of the meeting.
- **Section 4.8B Consent Agenda Items**: Amend procedure to establish the following protocol: 1) Pull item off consent agenda, 2) City Secretary reads captions, 3) Motion/second, 4) Take vote.
- **Section 4.10 Executive Session Items**: Amend procedure to include statement "Council shall agree in Executive Session what can be shared in public prior to concluding the Executive Session.
- **Article 6 Council Liaisons to Boards and Commissions**: 1) Amend procedure to exempt the Ethics Commission, Bastrop Housing Authority, and Zoning Board of Adjustments from requiring a Council liaison. 2) Amend procedure to include "Council liaisons will be appointed by Mayor with consideration given to applicable expertise.

City Council also requested that the Citizen Comment form be revised to provide a place for citizens to note which agenda item they wish to address before Council. The revised form is included as an attachment.

RECOMMENDATION:
Consider action to approve Resolution R-2018-56 of the City of Bastrop, Texas amending the City Council Rules of Procedure; establishing a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Resolution R-2018-56
- Revised Rules of Procedure
- Revised Citizen Comment form



RESOLUTION NO. R-2018-56

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS AMENDING THE CITY COUNCIL RULES OF PROCEDURE; ESTABLISHING A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Charter, Section 3.13 Rules of Procedure, says the Council shall determine its own rules of procedure and order of business; and

WHEREAS, Section 1.4 of the City Council Rules of Procedures states that an annual review is required at the first Council in July; and

WHEREAS, the City Council discussed the proposed Rules of Procedure during a work session held on July 10, 2018 and recommended amending the City Council Rules of Procedures to make several changes that reflect current practices.

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

Section 1: That the City Council hereby approves the revised Rules of Procedure, attached hereto as Exhibit A and made a part hereof by this reference.

Section 2: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 24th day of July, 2018.

APPROVED:

_____
Connie B. Schroeder, Mayor

ATTEST:

_____
Ann Franklin, City Secretary

APPROVED AS TO FORM:

_____
Alan Bojorquez, City Attorney

Rules of Procedure for the City Council of the City of Bastrop, Texas

BASTROPTX
City of Bastrop

Adopted: August 23, 2005
Revised: October 10, 2017
Revised: July 24, 2018

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ARTICLE 1. AUTHORITY, APPLICABILITY, AMENDMENT, AND ANNUAL REVIEW

1.1 Authority.

Article III, Section 3.13 of the City Charter of the City of Bastrop, Texas grants the City Council the right to determine its own rules of procedure. The following rules are enumerated under and by authority of said provision.

1.2 Applicability.

The rules of procedure adopted by the City Council are applicable not only to the City Council, but also to all boards, commissions, and committees of the City of Bastrop.

1.3 Amendment.

These rules may be amended or new rules adopted by three (3) of the five (5) voting members of the City Council present.

1.4 Annual Review.

Following the municipal elections each year, Council will review these rules of procedure annually, make changes as appropriate, and adopt their own rules of procedure in accordance with the Charter at the first scheduled meeting in July. In the event no annual review occurs, the standing rules of procedure continue in effect. This does not limit the Council's right and ability to amend the rules at any other time during the year, in accordance with the Charter.

ARTICLE 2. GENERAL RULES OF PROCEDURE AND POLICIES

2.1 Construction of Authority.

The construction of authority in all matters associated with the meetings and activities of the City Council, including the agenda, shall be: (1) the U.S. Constitution and statues of the United States of America; (2) The Texas Constitution and statues of the State of Texas; (3) the City Charter; (4) the Code of Ordinances of the City of Bastrop, Texas; (5) these rules; and, (6) Rosenberg's Rules of Order as amended and set forth herein.

2.2 Meetings Shall Be Public.

All meetings of the City Council shall be public, and notices thereof shall be posted as provided under the Texas Government Code, Chapter 551, Open Meetings Act. Except in the case of an emergency meeting, notice of all meetings shall be given 72 hours before the time set for any meeting.

If meetings are held at Bastrop City Hall, they shall be televised live on the City's television channel via the appropriate cable providers and live-streamed via social media. If unable to televise meetings live due to technical difficulties, the meeting shall be recorded for a later broadcast. The Council meetings shall be rebroadcast as a part of the City's on-going channel programming.

The Bastrop City Hall is wheelchair accessible and special parking is available on the west side

of the building. If special accommodations are required, please contact the City Secretary a minimum of 24 hours in advance at 512-332-8800.

2.3 Conduct of Meetings.

Meetings of the City Council shall be conducted according to the rules adopted by the City Council, as well as the terms and provisions of Rosenberg's Rules of Order as amended herein and when not inconsistent with these rules.

2.4 Regular Meetings.

Regular meetings of the City Council shall be on the second and fourth Tuesday of each month at 6:30 p.m. The Council may, by majority vote at a regular meeting, change the days or times of meetings as circumstances may necessitate. Per the City Charter, the Council shall meet regularly and at least once each month.

2.5 Special Meetings.

The City Council may hold as many additional, special meetings as may be necessary for the transaction of the business of the City. Special meetings of the City Council may be called as necessary upon written notice to the City Secretary by the Mayor or by any two (2) members of the City Council unless made at a regular meeting at which a quorum of Council Members is present. The City Manager and all Council Members shall be notified of all special meetings.

2.6 Emergency Meetings.

In case of an emergency or urgent public necessity, which shall be expressed in the meeting notice, it shall be sufficient if members receive and notice is posted two (2) hours before the meeting is convened. Notice shall be provided also to the media in accordance with the Texas Government Code, Section 551.047.

2.7 Workshops (Work Session).

Workshops are special meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the City Council. Audience comments or questions will not be considered at a work session unless posted for citizen comment.

2.8 Executive Sessions.

Executive sessions are sessions closed to the public. These sessions are only permitted for the purpose of discussing matters enumerated in Chapter 551, Open Meetings Act of the Texas Government Code. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open Meetings Act.

The City Council can retire into an executive session as stated on a posted agenda during a regular or special meeting. However, before said session begins, the presiding officer shall announce that the executive session is commencing. The order in which an executive session may appear on the agenda is subject to the discretion of the City Council. A certified record of the meeting will be created by the presiding officer or his or her designee, sealed and permanently kept, subject to opening by court order. No voting or action shall be taken by the City Council during an executive session. No other subject but that posted on the agenda is to be considered. Adjournment of the executive session and any vote needed shall be made during the open public meeting.

2.9 Recessed Meetings.

No meeting shall be recessed for a longer period of time than until the next regular meeting except when required information has not been received, or, in the case of work sessions or special meetings, to a date certain by motion duly passed.

2.10 Quorum.

Four (4) members of the Council shall constitute a quorum to do business, and a majority vote of those attending any meeting at which there is a quorum present shall be sufficient to adopt any ordinance or resolution, except otherwise provided in the City's Charter. (Charter Article III, Section 3.13).

2.11 Conflict of Interest.

A Council Member prevented from voting by a conflict of interest shall file a conflict of interest questionnaire with the City Secretary as soon as possible after the posting of an agenda, which contains a conflict, unless an applicable conflict of interest questionnaire has already been filed.

A Council Member prevented from voting by a conflict of interest shall step down from the dais and leave the Council Chambers, shall not vote on the matter, shall not participate in discussions regarding the matter or attempt to influence the Council's deliberation of the matter in any way, shall not attend Executive sessions regarding the matter, and shall otherwise comply with the State law and City ordinances concerning conflicts of interest including Chapter 171 of the Texas Local Government Code.

2.12 Presiding Officer.

The Mayor shall serve as the Chief Presiding Officer for all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tem shall serve as the presiding officer. In the absence of the Mayor and Mayor Pro Tem, the City Manager shall call the meeting to order, if a quorum of the Council is present, and the first order of business shall be for Council to elect by majority vote, a temporary presiding officer from the members then seated and in attendance. The temporary presiding officer shall serve in such capacity until the meeting is adjourned.

The presiding officer shall serve as the chair of all meetings and shall make final rulings on all questions pertaining to these rules. All decisions of the presiding officer are final unless overruled by the City Council through a motion to appeal as described in Article 3.9 – Courtesy, Decorum and Order of these rules.

The Mayor, as Chief Presiding Officer, is entitled to participate in the discussion and debate, but may not vote, except in elections, to break a tie and as otherwise provided in the City's Charter. Because the presiding officer conducts the meeting, it is common courtesy for the chair to take a less active role than other members of the Council in debates and discussions. This practice in no way precludes the presiding officer from participating in the meeting fully and freely.

The presiding officer of boards and commissions shall be the person selected by the board or commission as the chair, co-chair, or vice chair. If these persons are not in attendance, the board or commission shall choose a temporary presiding officer from among the members in

attendance.

2.13 Minutes of Meetings.

The City Secretary shall keep minutes of all proceedings of the City Council and they shall be open to public inspection in accordance with the laws of the State of Texas.

2.14 Suspension and Amendment of Rules.

Any provisions of these rules not governed by federal, state law or the City Charter may be temporarily suspended by a super majority vote (see Article 3.7 of these rules) of the City Council. Any provisions of these rules may be amended by majority vote if such amendment is appropriately posted on an agenda of a regular meeting of the City Council and receives approval of the majority of City Council at such meeting.

2.15 Rules for the Press and Media.

The use of media equipment, such as lights, cameras and/or microphones should be coordinated with the City Manager prior to the meeting to ensure that the equipment does not disturb or otherwise conflict with or disrupt the meeting or the Council's activities.

ARTICLE 3. PARLIAMENTARY PROCEDURE

3.1 Purpose.

The purpose of these rules of parliamentary procedure is to establish orderly conduct of the meetings. Simple rules lead to a wider understanding and participation. Complex rules create two classes: (1) those who understand the rules, and (2) those who do not fully understand and those who do not fully participate. The ultimate purpose of these rules of parliamentary procedure is to encourage and facilitate decision-making by the City Council. In a democracy, the majority opinion carries the day.

These rules enable the majority to express their opinion and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

3.2 Model Format for an Agenda Item Discussion.

The following ten (10) steps may be used as a model or guidebook by the Presiding Officer. The meeting is governed by the agenda and the agenda constitutes the only items to be discussed. Each agenda item can be handled by the Presiding Officer (Mayor) in the following basic format:

1. *Announce the Item*. The Mayor should clearly announce the agenda item number and should clearly state what the subject matter of the agenda item by reading the caption for the item being considered.
2. *Receive a Report*. The Mayor should invite the appropriate people to report on the item, including any recommendation they might have.
3. *Ask Clarifying Questions*. The Mayor should ask the Council Members if they have any technical questions for clarification. At this point, members of the City Council may ask

clarifying questions to the people who reported on the item, and they should be given time to respond.

4. *Seek Citizen Input*. The Mayor should invite citizen comments – or if a public hearing, open the public hearing. Upon conclusion, the Mayor should announce that public input is closed, or if a public hearing, close the public hearing.
5. *Motion First*. The Mayor should invite a motion from the City Council before debate is given on the merits of the item. The Mayor should announce the name of the member who makes the motion.
6. *Motion Second*. The Mayor should determine if any member of the City Council wishes to second the motion. The Mayor should announce the name of the member who seconds the motion. If no member of the City Council wishes to second the motion, then the motion fails, and should be so stated by the Mayor.
7. *Repeat Motion*. If the motion is made and seconded, the Mayor should make certain that everyone (including the audience) understands the motion. This is done in three ways:
    a. The Mayor can ask the maker of the motion to repeat it;
    b. The Mayor can repeat the motion; or
    c. The Mayor can ask the City Secretary to repeat the motion.
8. *Discuss the Motion*. The Mayor should now invite the members of the City Council to discuss the motion. If there is no desired discussion, the Mayor may call for a vote. If there has been no discussion or a brief discussion, then there is no need to repeat the motion before taking a vote. If the discussion has been lengthy, it is a good idea to repeat the motion before calling for the vote.
9. *Vote*. The Mayor may ask the City Secretary to call roll. Unless a super-majority is required for passage of the motion, a simple majority vote determines whether the motion passes or fails. Unless a member of the Council seeks recusal from voting on any question where the vote would constitute a conflict of interest, and that recusal is consented to by a majority of the remainder of the Council, all members of the Council shall vote upon every question, ordinance or resolution. Action items require a vote.
10. *Announce the Outcome*. The Mayor announces the results of the vote and should also state what action (if any) the Council has taken. The Mayor should announce the name of any member who voted in the minority on the motion.

3.3 The Basic Motions.

The basic motion is the one that puts forward a decision for consideration. A basic motion might be: “I move for approval of the ordinance as submitted,” or “I make a motion that we deny the resolution.”

3.4 The Motion to Amend.

If a member wants to change a basic motion, he or she would have to motion to amend the original or previously amended motion. A motion to amend might be: “I move that we amend the motion to include the changes we discussed to the ordinance.” A motion to amend seeks to retain the basic motion on the floor (a motion made and seconded), but to modify it in some way. A motion to amend requires the agreement of the person making the original motion. If the basic motion has already been seconded, the motion to amend must be acknowledged and

accepted by the member who seconded the basic motion.

3.5 Discussion and Debate.

The basic rule of motions is that they are subject to discussion and debate. Accordingly, the basic motion and the motion to amend are all eligible, each in their turn for full discussion by and before the City Council. Discussion and debate can continue as long as the members wish to discuss it, or until the Mayor decides that it is time to move on and call a vote on the motion.

3.6 Other Motions.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the Council to move on. The following motions are NOT debatable, and the Mayor must immediately call a vote on the motion, if seconded by another member.

- *Motion to Adjourn*. This motion, if passed, requires the Council to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote.
- *Motion to Recess*. This motion, if passed, requires the Council to immediately take a recess. Normally the Mayor will determine the length of the recess which could last for a few minutes to several hours. It requires a simple majority vote.
- *Motion to Fix the Time to Adjourn*. This motion, if passed, requires the Council to adjourn the meeting at the specific time set in the motion. For example, "I move we adjourn this meeting at Midnight." It requires a simple majority vote.
- *Motion to Table*. This motion, if passed, requires discussion of the agenda item to be halted immediately, and the agenda to be placed on hold. The motion may contain a specific time to bring the item up again, or it may not specify a time. If no time is specified, the item shall be placed on the agenda at the following Council meeting.
- *Motion to Remove from Table*. This motion, if passed, allows the Council to remove an item previously placed on hold. A vote in favor of removing an item from the table must be made before the Council can take action on an item that was tabled.

3.7 Motions Requiring a Supermajority Vote to Pass.

A super majority vote consists of four votes (three to pass as a simple majority, plus one more).

- *Motion to Limit Debate*. This motion is sometimes referred to as, "moving the question" or, "calling the question." When a member of the Council makes such a motion, the member is saying, "I have had enough discussion, let's vote on the issue." When such a motion is made, the Mayor should ask for a second, stop the discussion and vote on the motion to limit debate. The motion requires a super majority vote to pass. Meaning, the number of council members voting for the motion must equal four or more.
- *Motion to Object to the Consideration of an Item*. This motion, if passed, precludes the City Council from even considering the item on the agenda. It does not preclude the item from appearing on a future agenda. The motion requires a super majority vote to pass. (Normally, this motion is unnecessary, because the objectionable item can be defeated outright or tabled.)

- *Motion to Suspend the Rules*. This motion is debatable, but requires a super majority vote to pass. This motion allows the Council to suspend its own rules for a particular purpose. For example, the Council may desire to give a particular speaker more time than normally allowed. A "motion to suspend the rules and give the speaker ten additional minutes," accomplishes this desire.

3.8 Motion to Reconsider.

There is a special motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. As such, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to reconsider is made.

A motion to reconsider requires a simple majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

The first issue involves timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting (if properly noticed and on the posted agenda). A motion to reconsider made at a later time is considered untimely and it may not be considered unless the Council suspends the rules to consider it.

Secondly, the motion to reconsider can only be made by a member of the Council who voted in the majority on the original motion. The motion to reconsider may be seconded by any member of the City Council regardless of how they voted on the original motion. If a member of the Council who voted in the minority on the original motion seeks to make a motion to reconsider, it MUST be ruled out of order by the Mayor. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back again and again, which would defeat the purpose of finality.

If a motion to reconsider passes, then the original matter is back before the Council, and a new original motion is in order. The matter may be discussed as if it were on the floor for the first time.

3.9 Courtesy, Decorum and Order.

These rules of order are meant to promote an atmosphere of courtesy and decorum appropriate for the efficient discussion of business. It is the responsibility of the Mayor (and the members of the City Council) to maintain that atmosphere of courtesy and decorum. The Mayor should always ensure that debate and discussion focus on the item and the policy in question, not on the personalities of the participants of the discussion. Debate on policy is healthy; debate on personalities is not. In order to assist in the creation and maintenance of that atmosphere, the following rules shall govern all meetings:

1. *Request to Speak*. Before a Council Member, staff member or an audience member may speak, they must first be recognized by the Mayor. Upon recognition the person requesting to speak shall hold the floor and shall make their point clearly and succinctly. Public comments must be kept relevant to the subject before the Council. The Mayor

shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, overly redundant or slanderous remarks may be barred by the Mayor from further comment before the Council during the meeting. Audience members who wish to speak during an agenda must first complete a 'request to speak card' and submit it to the City Secretary. The Mayor has the right to cut a speaker off if the discussion becomes too personal, too loud, too crude, irrelevant, impertinent, redundant, or slanderous.

2. *Order*. If a person fails to request to speak before speaking, the Mayor shall rule them 'out of order' and remind them that they do not have the floor. While the Council is in session, all Council Members must preserve order and decorum. A person shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the meeting, nor disturb any other person while speaking or refuse to obey the orders of the Mayor. Members of the City Council should not leave their seats during a meeting without first obtaining permission of the Mayor, or making a motion to recess.
3. *Improper References Prohibited*. Every person desiring to speak shall address the entire Council and shall not single out a member of the Council, the audience or a staff member. Speakers shall confine themselves to the question under debate, avoiding all personal attacks and indecorous language.
4. *Interruptions*. A Council Member, once recognized, shall not be interrupted when speaking unless it is to call him or her to order, or other such interruption expressed below. If the Council Member, while speaking, is called to order, he or she shall cease speaking until the question of order is determined, and if the Council Member is found to be in order, he or she shall be permitted to proceed speaking. Allowable interruptions or points of order are as follows:
    a. *Point of Privilege*. The proper interruption would be: "Point of Privilege." The Mayor would then ask the interrupter to, "state your point." Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room might be too hot or cold, or a fan motor might interfere with a Council Members ability to hear.
    b. *Point of Order*. The proper interruption would be: "Point of Order." The Mayor would then ask the interrupter to, "state your point." Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the Mayor called for a vote on a motion that permits debate without allowing any discussion.
    c. *Motion to Appeal*. If the Mayor makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the Mayor by stating, "motion to appeal." If the motion is seconded and after debate if it passes by a simple majority vote, the ruling of the Mayor is reversed.
    d. *Call for orders of the day*. This is simply another way of saying, "let's return to the agenda." If a council member believes the discussion has strayed from the agenda. The motion does not require a vote. If the Mayor discovers that the discussion has strayed from the agenda, he or she simply returns to the business of the day.

e. *Withdraw a Motion*. During the debate and discussion of a motion, the original maker of the motion on the floor, at any time, may interrupt the speaker to withdraw his or her motion. The motion is immediately deemed withdrawn and discussion on the motion shall cease. Council members are free to make the same motion or another motion.

3.10 City Council and Board Member Disruptions.

As stated in Resolution R-2017-20, when members of the City Council or other Board Members become engaged in heated discussions that could be construed as not following parliamentary procedures; it will be the responsibility of the Presiding Officer (Mayor or Board Chair) to restore order to the meeting. In the event that order cannot be immediately restored, the Presiding Officer should call for a recess. When the recess is called, a sufficient number of the City Council or Board Members should depart the room so that a quorum is no longer present. Information Technology personnel will ensure that the microphones and audio for the television channel are turned off. The Presiding Officer will determine what action to take and will resume the meeting, when appropriate. Law enforcement personnel will not become involved unless a crime (i.e. assault, terroristic threat, etc.) is committed.

3.11 Audience Disruptions.

As stated in Resolution R-2017-20, if a member of the audience (gallery) becomes disruptive, the Presiding Officer will inform that person that their conduct is not permissible and to cease. If that person receives a second warning, the Chief of Police or his/her designee will position themselves in proximity to that person. On the third warning (when appropriate), the Presiding Officer will inform the person that their actions are disrupting this lawful meeting and they must depart immediately. The Chief of Police or his/her designee will escort the person out of the chambers and off of City property. In the event the person does not leave the chambers, the person will be subjected to arrest under Section 42.05 of the Texas Penal Code (TPC). The person will be subject to arrest under Section 30.05 TPC if the person does not leave the property. In the event the same person comes to a subsequent meeting and disrupts that meeting to the point they are requested to leave again, a criminal trespass warning can be issued.

It should be noted that case law has determined that only using profane language in a public place does not rise to the level of Disorderly Conduct as defined in Section 42.01 TPC. The utterance of this language should rise to the level that a fight is imminent.

3.12 Council May Discipline its Own Members.

In the event a Council Member violates the Charter, these rules or any other ordinance of the city, or acts in a manner that causes embarrassment or disgrace to the City of Bastrop, the City Council on supermajority vote may discipline the offending member.

Such action may only take place after an executive session is held to discuss the offense. The offending member shall be present at the executive session to answer any questions asked by members of the City Council or make other statements as he or she may desire to make in his or her defense. If the offending member refuses to attend the executive session, the remaining

members of the City Council may proceed in his or her absence.

The outcome of the executive session may be as follows and shall be made publicly in open session in accordance with the Texas Open Meetings Act:

1. *No Action*. The City Council chooses to take no action.
2. *Private Censure*. The City Council may choose to privately censure the offending member, leaving their comments to the offending member left in the confines of the executive session.
3. *Public Censure*. The City Council may choose to publicly censure the offending member through a resolution passed by supermajority vote and entered into the public record.

ARTICLE 4. AGENDA ORDER

The Mayor and the City Manager or an appropriate designee shall prepare an agenda and cause the same to be posted a minimum of 72 hours prior to the meeting. Agendas and packet material shall be delivered to the City Council via electronic format uploaded into a cloud storage service, such as Dropbox. City Council shall be notified via email that the agenda and packet have been uploaded and available for review. The goal would be to upload the agenda and packet on Friday prior to a regularly scheduled Council Meeting. In the event of an emergency meeting of the City Council, this provision shall be suspended when not inconsistent with the provisions of federal or state law or the City Charter.

In order to facilitate the agenda process, the Mayor, two Council Members, or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager (City Charter, Article III, Section 3.05 Prohibitions). Agenda items must be provided to the City Manager's Office at City Hall by 12:00 noon on the 11th calendar day preceding the date of the regular meeting. If the agenda topic does not allow for staff to adequately prepare information for Council's consideration, the item may be postponed until the next regular meeting.

4.1 Call to Order.

The Mayor shall call the meeting to order. The Mayor shall announce that a quorum of the City Council is present and shall state for the record the names of all members of the City Council that are absent.

4.2 Pledges of Allegiance to the United States & Texas Flags.

The Council shall recite the Pledge of Allegiance, first to the United States Flag, and then to the state Flag of Texas. The Council welcomes individuals and organizations, young and old, to lead the Pledges.

4.3 Invocation.

All regular meetings of the City Council shall include an invocation.

4.4 Presentations.

Presentations may be made by the Mayor, City Council or Staff. The Mayor may deliver any proclamation as may be required from time to time. Outside entities and organizations granted permission to make a presentation shall be placed in this section.

4.5 Work Session/Briefings.

Items may be included in this section for the purpose of conducting a detailed and thorough exploration of matters that may come before City Council as an item for individual consideration. All questions of a technical nature, which require a detailed explanation for understanding, may be considered in a work session. Council may, through the City Manager, request the attendance of such staff members or outside experts as may be required to answer such questions. No formal action may be taken on items. Council may provide staff direction on the matter being considered. Audience comments or questions will not be considered at a work session unless posted accordingly.

4.6 Staff and Board Briefings.

Items that are provided to Council on a routine basis, such as monthly financial statements and quarterly investment reports, should be included in this section. Appointed boards of the City, who have been requested to provide periodic updates, such as the Bastrop Economic Development Corporation and Visit Bastrop, will be included in this section.

4.7 Citizen Comments.

Every agenda must include the following language for purposes of open and transparency to inform the public of how to appropriately address the City Council:

> *At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the start of the Council meeting. 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 Staff for research and possible future action.*
>
> *To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the start of the Council meeting.*
>
> *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.*

4.8A Approval of the Minutes.

The Council shall consider the minutes of any meeting presented for their review since the last regular meeting. This heading will only be used when there are no other items listed on a consent agenda.

4.8B Consent Agenda Items.

There is hereby established, as a part of every agenda for regular and/or special called meetings of the City Council, a portion of said agenda that shall be labeled "consent agenda." Said consent agenda may consist of any and all business regularly coming before the City Council including approval of the minutes of previous meetings.

Any member of the City Council or a citizen may request that any item be removed from the consent agenda and considered separately prior to the City Secretary reading the caption of each item. If any item was removed from the consent agenda, it will be considered immediately following approval of the remainder of the consent agenda.

The City Secretary shall read the caption of each item and/or ordinance prior to a motion being made to approve the Consent Agenda. Once a second is received on the motion, the Council shall vote.

All items set out in the consent agenda shall be deemed passed upon passage of an affirmative motion, by a vote of the majority of the members of the City Council, that the consent agenda be adopted. No further action shall be deemed necessary, and all such items appearing on the consent agenda, upon passage of such motion, shall be deemed adopted as if voted upon separately.

4.9 Items for Individual Consideration.

Items for individual consideration shall be considered by the City Council individually and approved by either a simple majority vote or a super majority vote as the case may be.

Public hearings, which are statutorily required, shall be included in this section. The Mayor shall first request staff comments. The Mayor shall open the public hearing and receive citizen input. While the public hearing is open, Council may ask questions of the speakers, but may not deliberate or argue with the public on the matter at hand. Those speaking at a public hearing are required to follow the rules established herein for Citizen Comments. Upon conclusion of citizen comments, the Mayor shall close the public hearing. Council may deliberate or take action on the matter at hand upon the closing of the public hearing.

4.10 Executive Session Items.

This section is only used when it is necessary for the Council to convene in executive session. Executive sessions are sessions closed to the public. They are only permitted for the purpose of discussing matters enumerated in Chapter 551, Open Meetings Act of the Texas Government Code. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open Meetings Act.

If the subject of the executive session warrants, the executive session may be held prior to the regular session. Council shall agree in Executive Session what can be shared in public prior to concluding the Executive Session.

4.11 Action on Executive Session Items.

This section is only used if Council conducts an executive session. Action on executive session items must be taken during public/open session of the Council. Action may include the taking of no action at all.

4.12 Adjournment.

The Mayor shall adjourn the meeting upon passage of the appropriate motion.

ARTICLE 5. RULES GOVERNING CITIZEN COMMENTS

5.1 Purpose.

It is the desire of the City Council to hear from the citizens of Bastrop and to stimulate discussion and offer a forum for a cordial and meaningful public debate on matters that are properly a concern of the City Council. The following rules shall control and govern audience comments.

5.2 Rules for Audience Comments.

Immediately preceding the opening of a public hearing, the Mayor may direct the City Secretary to read the rules governing citizen comments.

5.3 Rules Governing Citizen Comments.

1. Each speaker is limited to a maximum timed limit of three minutes on any item except for a public hearing item.
2. No individual may address the Council without submitting a speaker card. The card must clearly state the subject or issue on which the citizen wishes to speak. If the subject matter does not pertain to city business, the Mayor shall advise the individual and/or make recommendations as to how they may get the issue addressed.
3. Citizens speaking on agenda items shall restrict their comments to the subject matter listed.
4. Citizens speaking on non-agenda items shall only speak during the Citizens Comment portion of the agenda.
5. Council may not act upon or discuss any issue brought forth as a non-agenda item, except to:
    a. Make a statement of specific factual information given in response to the inquiry, or
    b. A recitation of existing policy in response to the inquiry.

    Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
6. Proper respect, decorum, and conduct shall prevail at all times. Impertinent, slanderous, or personal attacks are strictly prohibited and violators may be removed from the Council

Chambers.

7. No placards, banners or signs may be displayed in the Council Chambers or City Hall. Exhibits relating to a presentation are acceptable.
8. Arguing, intimidation, or other disruptive behavior is prohibited. Discussion and/or debate are acceptable only on items specifically listed on the agenda.
9. Unauthorized remarks from the audience, stomping of feet, applauding, whistles, yells, or any type of disruptive behavior is prohibited. Applause of appreciation may be acceptable when recognizing a significant event or achievement.
10. Council meetings are the workplace to carry out the business of the City of Bastrop; therefore, any conduct that could constitute harassment in the workplace is prohibited.
11. In all cases, the Mayor shall preside over the Council meeting and ensure that proper conduct and decorum is adhered to.

5.4 Preservation of Order.

As referenced in Article 3.11 above, the Mayor shall preserve order and decorum and, if necessary, shall cause to be silenced or removed from the Council Chambers any non-Council Member speaking out of order or disrupting the order of the meeting.

ARTICLE 6. COUNCIL LIAISONS TO BOARDS AND COMMISSIONS

One Council Member will be appointed as the council liaison to each of the city's boards and commissions annually as a part of the Board & Commission Member appointment process, except for the Ethics Commission, Bastrop Housing Authority, and the Zoning Board of Adjustments. Council liaisons will be appointed by Mayor with consideration given to applicable expertise. Council liaisons may attend, but are not required to attend, the meetings of the boards or commissions to which they have been appointed as liaison. Board and commission members may contact their council liaison concerning items of concern or interest with regard to their appointed board.

ARTICLE 7. TABLE OF MOTIONS AND POINTS OF ORDER

MOTION/ORDER	REQUIRES SECOND	DEBATABLE	AMENDABLE	VOTE TYPE
Basic Motion	Yes	Yes	Yes	Simple
Motion to Amend	*	No	Yes	N/A
Motion to Adjourn	Yes	No	No	Simple
Motion to Recess	Yes	No	Yes	Simple
Motion to Fix the Time to Adjourn	Yes	No	No	Simple
Motion to Table	Yes	No	No	Simple

Motion to Limit Debate	Yes	No	No	Super
Motion to Object to the Consideration of an Item	Yes	No	No	Super
Motion to Suspend Rules	Yes	No	No	Super
Motion to Reconsider	Yes	Yes	Yes	Simple
Point of Privilege	No	No	No	N/A
Point of Order	No	No	No	N/A
Motion to Appeal	Yes	Yes	No	Simple
Call for Orders of the Day	No	No	No	N/A
Withdraw a Motion	No	No	No	N/A
Motion to Enforce	Yes	No	No	Simple

* For the purposes of these rules, Amendments are not debatable and only require the approval of the member who made the original motion. An amendment to an amendment, requires first the approval of the member who made the original amendment and secondly the approval of the member who made the original motion.

BASTROP CITY COUNCIL MEETINGS

REQUEST TO SPEAK

Meeting Date: _____, 20___

PLEASE PRESENT THIS FORM TO THE CITY SECRETARY PRIOR TO THE START OF THE MEETING. WHEN YOU ARE RECOGNIZED BY THE MAYOR TO SPEAK, PLEASE STAND AND STATE YOUR NAME.

PLEASE PRINT LEGIBLY

Name: _____

Address: _____

_____

(City) **(State)** **(Zip)**

Phone: _____

WHEN WOULD YOU LIKE TO SPEAK:

____ **Citizens' Comments** (This item is available for citizens to speak on items not on the agenda. In accordance with the Texas Attorney General's opinion, any public comment that is made on an item that is not on the published agenda will only be heard by the Bastrop City Council. No formal action, discussion, nor comment will be made by the City Council.)

TOPIC:

_____

_____

____ **Agenda Item No**. _____

☐ wish to speak IN FAVOR of this item.

☐ wish to speak IN OPPOSITION to this item.

☐ do not wish to speak.

Please record my ____SUPPORT ____OPPOSITION.

All CDs & DVDs that the public would like to present while they speak during City Council MUST be submitted a minimum of 24 hours prior to the meeting. Please contact the City Secretary at (512)332-8811 to coordinate.

I agree that I will limit my time to three minutes, speak with respect, and refrain from using profane, insulting or threatening language.

"I hereby certify that the information and statements by me to the Bastrop City Council are true and accurate. I further swear that the testimony I give before this body will be true and accurate. I understand that by speaking before the City Council, I may or may not be filmed or recorded for public broadcasting and I give my full permission to do so."

_____

(Signature)

WELCOME TO THE BASTROP CITY COUNCIL MEETING!

Those wishing to address the City Council are asked to complete this card. Please present the card to the City Secretary prior to the start of the meeting.

The Mayor will ask those wishing to address the City Council to do so at the appropriate time. **Please approach the speaker's stand, state your name and address for the record**, and discuss the specific agenda item or topic of interest. Please direct your comments to the Mayor and Council.

Although the City Council cannot take specific action on Citizens' Comments on items not on the Regular Agenda due to legal requirements, the City Council may:

1. Have the item placed on a future agenda for action;
2. Refer the item to the full City Council or a subcommittee for further study;
3. Refer the item to staff for study or conclusion.

We appreciate your interest in the community and hope you will visit again soon.

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 9C

TITLE:
Consider action to approve Resolution R-2018-57 of the City of Bastrop, Texas approving an Escrow Agreement with Seton Family of Hospitals for public improvements associated with the construction of a health care facility on 32 acres located at the southeast corner of SH 71 and FM 304 in the amount of Eight Hundred Ninety-Six Thousand Three Hundred Seventeen and 40/100 Dollars ($896,317.40), attached as Exhibit A; authorize the City Manager to execute all necessary documents; providing for a repealing clause, and establishing an effective date.

STAFF REPRESENTATIVE:
Jerry Palady, Interim Director of Engineering & Development

BACKGROUND/HISTORY:
Seton Family of Hospitals is building a health care facility on 32 acres located at the southeast corner of SH 71 and FM 304. This project will include public improvements including a public lift station, wastewater improvements, and potable water improvements. The Engineering Opinion of Probable Cost estimates the cost of this infrastructure at $896,317.40.

POLICY EXPLANATION:
In the City's Code of Ordinances, Section 3.21.066 requires a reasonable bond from entities that are placing facilities in the public rights-of-way. In lieu of a completion bond, the City is willing to accept an escrow agreement in the amount of the estimated cost of the infrastructure. The escrow agent is Heritage Title Company of Austin. The City Attorney has reviewed and approved this escrow agreement.

RECOMMENDATION:
Consider action to approve Resolution R-2018-57 of the City of Bastrop, Texas approving an Escrow Agreement with Seton Family of Hospitals for public improvements associated with the construction of a health care facility on 32 acres located at the southeast corner of SH 71 and FM 304 in the amount of Eight Hundred Ninety-Six Thousand Three Hundred Seventeen and 40/100 Dollars ($896,317.40), attached as Exhibit A; authorize the City Manager to execute all necessary documents; providing for a repealing clause, and establishing an effective date.

ATTACHMENTS:
- Resolution R-2018-57
- Exhibit A – Escrow Agreement

RESOLUTION NO. R-2018-57

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING AN ESCROW AGREEMENT WITH SETON FAMILY OF HOSPITALS FOR PUBLIC IMPROVEMENTS ASSOCIATED WITH THE CONSTRUCTION OF A HEALTH CARE FACILITY ON 32 ACRES LOCATED AT THE SOUTHEAST CORNER OF SH 71 AND FM 304 IN THE AMOUNT OF EIGHT HUNDRED NINETY-SIX THOUSAND THREE HUNDRED SEVENTEEN AND 40/100 DOLLARS ($896,317.40), ATTACHED AS EXHIBIT A; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENT; PROVIDING FOR A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The City Council has appointed the City Manager as the Chief Administrative Officer of the City; and

WHEREAS, The City Manager is responsible for the proper administration of all affairs of the City; and

WHEREAS, the City's Code of Ordinances, Section 3.21.066 requires a reasonable bond from entities that are placing facilities in the public rights-of-way; and

WHEREAS, the Seton Family of Hospitals are building a health care facility on 32 acres located at the southeast corner of SH 71 and FM 304 which includes public improvement improvements including a public lift station, wastewater improvements, and potable water improvements; and

WHEREAS, The Engineering Opinion of Probable Cost estimates the cost of Seton's infrastructure at $896,317.40.

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

Section 1: That the City Manager is hereby authorized to execute all necessary documents related to the Escrow Agreement with Seton Family of Hospitals in the amount of Eight Hundred Ninety-Six Thousand Three Hundred Seventeen and 40/100 Dollars ($896,317.40), attached as Exhibit A.

Section 2: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 24th day of July 2018.

APPROVED:

_____
Connie B. Schroeder, Mayor

ATTEST:

_____
Ann Franklin, City Secretary

APPROVED AS TO FORM:

_____
Alan Bojorquez, City Attorney

ESCROW AGREEMENT

This Escrow Agreement (this "Agreement") is made as of this __ day of _____, 2018 (the "Effective Date") by and among SETON FAMILY OF HOSPITALS, a Texas nonprofit corporation ("Seton"), the CITY OF BASTROP ("City"), (Seton and the City sometimes collectively referred to herein as the "Parties"); and HERITAGE TITLE COMPANY OF AUSTIN, INC., a Texas corporation ("Escrow Agent").

RECITALS:

WHEREAS, in connection with the development by Seton of a health care facility on approximately 32 acres of property located at State Highway 71 and F.M. 304 in the City of Bastrop, TX (the "Project"), the City requires that Seton construct, at Seton's cost and expense, upon a portion of the Project real estate the following improvements: (a) a sanitary sewer lift station, (b) certain wastewater improvements, (c) certain potable water improvements and (d) certain related erosion control measures (collectively, the "Public Improvements");

WHEREAS, the approximate cost of the Public Improvements is set forth on Exhibit A, attached hereto and incorporated herein, which is a Preliminary Opinion of Probable Cost Estimate in the amount of $896,317.40 (the "Escrow Funds");

WHEREAS, the City is willing to forego the procurement by Seton of one or more completion bonds if Seton is willing to deposit the Escrow Funds with the Escrow Agent pursuant to the terms and conditions hereof and Seton is willing to make such a deposit; and

WHEREAS, the Parties desire to enter into this Agreement to set forth their respective rights and obligations with respect to the Escrowed Funds, and Escrow Agent joins herein for the purpose of acting as an escrow agent for the Parties with respect to disbursement thereof.

WHEREAS, upon completion by Seton of the construction of the Public Improvements as evidenced by the delivery of a certificate of completion (the "Certificate of Completion") by _____, (the "Project Engineer"), the Escrow Funds shall be released to Seton by the Escrow Agent.

NOW, THEREFORE, for good and valuable consideration the receipt and sufficiency of which are hereby acknowledged the parties hereto agree as follows:

1. Recitals. The recitals set forth above are true and correct and are incorporated herein by reference.

2. Deposit and Disbursement of Escrow Funds. Prior to commencement of construction of the Public Improvements, Seton shall deposit with the Escrow Agent the Escrow Funds ($896,317.40) in cash or cash equivalent funds. Upon receipt by the Escrow Agent of either: (a) a joint request for disbursement signed by both Seton or the City, or (b) the Certificate of Completion executed only by the Project Engineer, Escrow Agent shall disburse the Escrow Funds to Seton. The parties acknowledge that disbursement by Escrow Agent pursuant to clause (b) in the preceding sentence shall not require the consent, permission acknowledgement or

approval of either Seton or the City. However, Escrow Agent shall provide notice to the parties upon the disbursement of the Escrow Funds.

3. Excess Escrowed Funds. Any Escrowed Funds in excess of the Public Improvements remaining in the escrow account after completion of the Public Improvements shall be disbursed to Seton.

4. Notices. Any and all notices, demands, requests, submissions, approvals, consents, or other communications or documents required to be given, delivered or served or which may be given, delivered or served under or by the terms and provisions of this Agreement or pursuant to law or otherwise, shall be in writing. All notices shall be either (a) sent by overnight delivery using a nationally recognized overnight courier, in which case notice shall be deemed delivered one (1) business day after deposit with such courier, (b) sent by certified or regular U.S. mail, postage prepaid, in which case notice shall be deemed delivered two (2) business days after deposit in such mails, or (c) sent by personal delivery, in which case notice shall be deemed delivered upon receipt or refusal of delivery. All notices shall be addressed, if to the City, to the City at:

Development Services
C/O City Engineer
PO Box 427
Bastrop, TX 78602

with a copy to:

Bojorquez Law Firm, PC
Attn: Alan Bojorquez
12325 Hymeadow Dr. Ste. 2-100
Austin TX 78750

or to such other address as City may from time to time designate by written notice to Seton and Escrow Agent, or if to Seton, addressed to Seton at:

Seton Network Facilities
1300 West 34th Street
Austin, TX 78705

with a copy to:

Hall, Render, Killian, Heath & Lyman, P.S.C.
500 North Meridian Street, Suite 400
Indianapolis, IN 46204
Attn: Robert A. Hicks, Esq.
Via Facsimile: (317) 633-4878

or to such address as may Seton may from time to time designate by written notice to the City and Escrow Agent, or if to Escrow Agent, addressed to Escrow Agent at:

Heritage Title Company of Austin
401 Congress Avenue, Suite 1500, Austin, TX 78701

or to such address as Escrow Agent may from time to time designate by written notice to the City and Seton.

5. Investment and Use of Escrow Funds. The Escrow Agent shall (i) not be required to invest the Escrow Funds and (ii) not commingle the Escrow Funds with any funds of the Escrow Agent or others except as permitted herein. City and Seton shall provide Escrow Agent with tax identification numbers and other information reasonably required by Escrow Agent in order for the Escrow Agent to comply with reporting obligations.

6. Interpleader. Seton and City mutually agree that in the event of any controversy regarding the Escrow Funds, unless mutual written instructions are received by the Escrow Agent directing the Escrow Funds' disposition, the Escrow Agent shall not take any action, but instead shall await the disposition of any proceeding relating to the Escrow Funds or, at the Escrow Agent's option, the Escrow Agent may interplead all parties and deposit the Escrow Funds with a court of competent jurisdiction in which event the Escrow Agent may recover all of its court costs and reasonable attorneys' fees. Unless a court decides otherwise, Seton shall be obligated to pay such costs and fees of the Escrow Agent. The court may also assess against the non-prevailing party the reasonable attorneys' fees of the prevailing party incurred in successfully enforcing the terms hereof.

7. Liability of Escrow Agent. The parties acknowledge that the Escrow Agent is acting as a party hereto solely for the convenience of City and Seton, that the Escrow Agent shall not be deemed to be the agent of either of the parties, and that the Escrow Agent shall not be liable to either of the parties for any action or omission on its part taken or made in good faith, and not in disregard of this Agreement, but shall be liable for its willful misconduct and negligent acts and for any loss, cost or expense incurred by Seton or City resulting from the Escrow Agent's mistake of law respecting the Escrow Agent's scope or nature of its duties. Seton and City shall jointly and severally indemnify and hold the Escrow Agent harmless from and against all costs, claims and expenses, including reasonable attorneys' fees, incurred in connection with the performance of the Escrow Agent's duties hereunder, except with respect to actions or omissions taken or made by the Escrow Agent in bad faith, in disregard of this Agreement or involving willful misconduct or negligence on the part of the Escrow Agent.

8. Escrow Fee. Except as expressly provided herein to the contrary, the escrow fee, if any, charged by the Escrow Agent for holding the Escrow Funds and making the disbursements required hereunder shall be paid by Seton.

9. Commingling. The Escrow Agent may commingle the Escrow Funds with other deposits or with its own funds in the manner provided for the administration of funds pursuant to

applicable law; provided, however, that nothing herein shall diminish the Escrow Agent's obligation to apply the full amount of the Escrow Funds in accordance with the terms of this Agreement.

10. Response Time by Escrow Agent. If the terms of this Agreement require Escrow Agent to take certain action upon the occurrence of any event or contingency, the time prescribed for action by Escrow Agent shall in all cases be a reasonable time after notice to Escrow Agent of the happening of such event or contingency, unless a specific time period for response has been stated.

11. Execution in Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of such counterparts shall constitute one Agreement. To facilitate execution of this Agreement, the parties may execute and exchange by PDF electronic email counterparts of the signature pages.

12. Governing Law. This Agreement shall, in all respects, be governed, construed, applied, and enforced in accordance with the laws of the State of Texas

13. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the respective legal representatives, successors, assigns, heirs and devisees of the parties.

14. Resignation of Escrow Agent. The Escrow Agent may resign its duties hereunder by giving written notice of its resignation to Seton and City at least thirty (30) days prior to the date specified for such resignation to take effect. Upon the effective date of such resignation, the Escrow Funds shall be delivered by the Escrow Agent to a successor escrow agent designated in writing by the mutual agreement of Seton and City or, if there is no such agreement between the parties, then to a title company selected by Seton (the "Successor Escrow Agent"). The Successor Escrow Agent shall evidence its agreement to comply with the obligations of the Escrow Agent herein and thereafter, it shall succeed to all of the rights and obligations of the Escrow Agent hereunder.

15. Captions. All captions, headings, paragraph and subparagraph numbers and letters are solely for reference purposes and shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted.

16. Severability. The invalidity or unenforceability of a particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted.

17. Entire Agreement. Time is of the essence of this Agreement. This Agreement constitutes the sole and entire agreement of the parties and is binding upon Seton and the City, their heirs, successors, legal representatives and assigns.

IN WITNESS WHEREOF, the undersigned have duly executed and delivered this Agreement as of the day and year first set forth above.

CITY:

By:_____

Printed:_____

Title:_____

SETON:

By:_____

Printed: SCOTT HERNDON

Title: CFO

ESCROW AGENT:

By:_____

Printed:_____

Title:_____

EXHIBIT A

Preliminary Opinion of Probable Cost Estimate
Seton Bastrop Public Improvements

Stantec Consulting Services, Inc. Date Prepared: 12-Mar-18
TBPE F-6324
Stantec Job Number: 222010772
Client: Seton
Location: SH 71 and SH 304, Bastrop, Texas

A. PUBLIC LIFT STATION

Item No.	Approx. Qty	Unit	Description of Item		Unit Price		Amount
A1	1	LS	2-5HP Submersible Pumps, 1-72'x276" Concrete Wet Well, Stationary Piping, Valve Vault, etc.	$	100,000.00	$	100,000.00
A2	1	LS	Wet Well Electric Junction Box	$	5,000.00	$	5,000.00
A3	1	LS	Odor Control Drum and Pump on Concrete Pad	$	10,000.00	$	10,000.00
A4	1	LS	Scada Antenna with Tower	$	40,000.00	$	40,000.00
A5	1	LS	Electrical Equipment with Rack Support and Roofing	$	15,000.00	$	15,000.00
A6	1	LS	Power Quality Meter and Surge Protection Devices	$	15,000.00	$	15,000.00
A7	1	LS	Underground Trenching and Conduit	$	40,000.00	$	40,000.00
A8	1250	LF	4-inch Force Main	$	35.00	$	43,750.00
A9	1	LS	10-inch thick Top Slab for Wet Well (7' DIA.)	$	3,000.00	$	3,000.00
A10	1	LS	1'-2" thick Bottom Slab for Wet Well (9' DIA.)	$	5,000.00	$	5,000.00
A11	1	LS	Emergency Generator with Concrete Pad	$	35,000.00	$	35,000.00
A12	1	LS	Electric Pad for Controls	$	4,000.00	$	4,000.00
A13	272	SY	Asphalt Access Drive	$	40.00	$	10,880.00
A14	1,416	SF	6-inch Thick Washed Landscape Gravel	$	4.00	$	5,664.00
A15	244	LF	8-Foot Wooden Security Fence	$	35.00	$	8,540.00
A16	1	LS	Vehicular Double Swing Gate	$	4,000.00	$	4,000.00
A17	2	EA	Overhead Lights	$	2,500.00	$	5,000.00
A18	1	LS	Concrete Sidewalk	$	1,000.00	$	1,000.00
A19	1	LS	3' Wide Fence Gate	$	2,000.00	$	2,000.00
					SUBTOTAL	$	**352,834.00**
					10% CONTIGENCY	$	**35,283.40**
					TOTAL	$	**388,117.40**

B. WASTEWATER IMPROVEMENTS

B1	1400	LF	Furnish and Install 8" SDR 26 PVC	$	58.00	$	81,200.00
B3	10	EA	Furnish and Install 4-ft Diameter wastewater manhole	$	8,000.00	$	80,000.00
B5	20	LF	12" C900 DR 14 Encasement Pipe for W/WW Crossings	$	45.00	$	900.00
B5	50	LF	18" C900 DR 14 Encasement Pipe for W/WW Crossings	$	80.00	$	4,000.00
B6	50	LF	12" Steel Encasement Pipe for WW/STM Crossings	$	55.00	$	2,750.00
B6	130	LF	18" Steel Encasement Pipe for WW/Channel Crossings	$	90.00	$	11,700.00
B6	1400	LF	Trench Safety for Wastewater Line	$	1.00	$	1,400.00
					SUBTOTAL	$	**181,950.00**
					10% CONTIGENCY	$	**18,195.00**
					TOTAL	$	**200,145.00**

C. POTABLE WATER IMPROVEMENTS

C1	2200	LF	Furnish and Install 12" C-900 DR-14 PVC Waterline	$	45.00	$	99,000.00
C2	1200	LF	Furnish and Install 8" C-900 DR-14 PVC Waterline	$	27.00	$	32,400.00
C3	75	LF	Furnish and Install 6" Class 350 Ductile Iron Waterline	$	30.00	$	2,250.00
C4	130	LF	Furnish and Install 8" Class 350 Ductile Iron Waterline	$	50.00	$	6,500.00
C5	80	LF	18" Steel Encasement Pipe for W/STM Crossings	$	140.00	$	11,200.00
C5	50	LF	24" Steel Encasement Pipe for W/STM Crossings	$	150.00	$	7,500.00
C6	7	EA	Furnish and Install 12" Gate Valve	$	2,000.00	$	14,000.00
C7	9	EA	Furnish and Install 8" Gate Valve	$	1,500.00	$	13,500.00
C8	9	EA	Furnish and Install 6" Gate Valve	$	800.00	$	7,200.00
C9	2	EA	Furnish and Install 1" Air Release Valve	$	2,500.00	$	5,000.00
C10	9	EA	Furnish and Install Standard Fire Hydrant Assembly	$	4,500.00	$	40,500.00
C11	80	LF	Bore Under S.H. 304 and Connect to Existing 12" Waterline, Including 82 LF of 24" Steel Encasement	$	200.00	$	16,000.00
					SUBTOTAL	$	**255,050.00**
					10% CONTIGENCY	$	**25,505.00**
					TOTAL	$	**280,555.00**

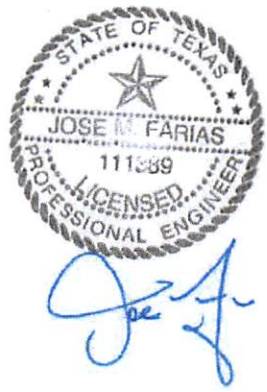
D. EROSION CONTROLS AND MISCELLANEOUS ITEMS

D1	1	LS	Furnish and Install Erosion and Sedimentation Controls - such as Silt Fence, Inlet Protection, Construction Entrance, and other miscellaneous items	$	25,000.00	$	25,000.00
					SUBTOTAL	$	**25,000.00**
					10% CONTIGENCY	$	**2,500.00**
					TOTAL	$	**27,500.00**

Cost Summary

(A) PUBLIC LIFT STATION	$	388,117.40
(B) WASTEWATER IMPROVEMENTS	$	200,145.00
(C) POTABLE WATER IMPROVEMENTS	$	280,555.00
(D) EROSION CONTROLS AND MISCELLANEIOUS ITEMS	$	27,500.00
TOTAL	$	**896,317.40**

COST IS MADE BY AN ENGINEER. NOT A PROFESSIONAL CONSTRUCTION CONTRACTOR. THE ACCURACY OF ESTIMATES CANNOT BE GUARANTEED.



3/12/18

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 9D

TITLE:
Consider action to approve Resolution No. R-2018-58 of the City Council of the City of Bastrop, Texas, confirming the appointment by the Mayor to the Hunters Crossing Local Government Corporation Board, as required in Section 3.08 of the City's Charter; and establishing an effective date.

STAFF REPRESENTATIVE:
Lynda K. Humble, City Manager

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

Brian Rider, Place 2, represented Forestar, the former owner of Hunters Crossing. Forestar recently sold their business interest in Hunters Crossing. Council Member Drusilla Rogers will serve as the Place 2 representative until a future appointment is made by Mayor Schroeder.

POLICY EXPLANATION:

- Council Member Drusilla Rogers is appointed as Place 2 on the Hunters Crossing Local Government Corporation Board for a term ending in 2020.

FUNDING SOURCE:
N/A

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-58 of the City Council of the City of Bastrop, Texas, confirming the appointment by the Mayor to the Hunters Crossing Local Government Corporation Board, as required in Section 3.08 of the City's Charter; and establishing an effective date.

ATTACHMENTS:
- Resolution

RESOLUTION NO. R-2018-58

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS CONFIRMING THE MAYOR'S APPOINTMENT TO THE HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION BOARD, AS REQUIRED IN SECTION 3.08 OF THE CITY'S CHARTER; AND ESTABLISHING AN EFFECTIVE DATE

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

WHEREAS, Mayor Connie has made an appointment to the Hunters Crossing Local Government Corporation; and

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

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

Section 1: That Mayor Connie Schroeder appointed the following member to the Hunters Crossing Local Government Corporation:

Hunters Crossing Local Government Corporation:
Council Member Drusilla Rogers is appointed to fill Place #2 with a term that expires in 2020.

Section 2: That the City Council of the City of Bastrop confirms Mayor Schroeder's appointment to the Hunters Crossing Local Government Corporation.

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 24th day of July, 2018.

APPROVED:

_____
Connie B. Schroeder, Mayor

ATTEST:

_____
Ann Franklin, City Secretary

APPROVED AS TO FORM:

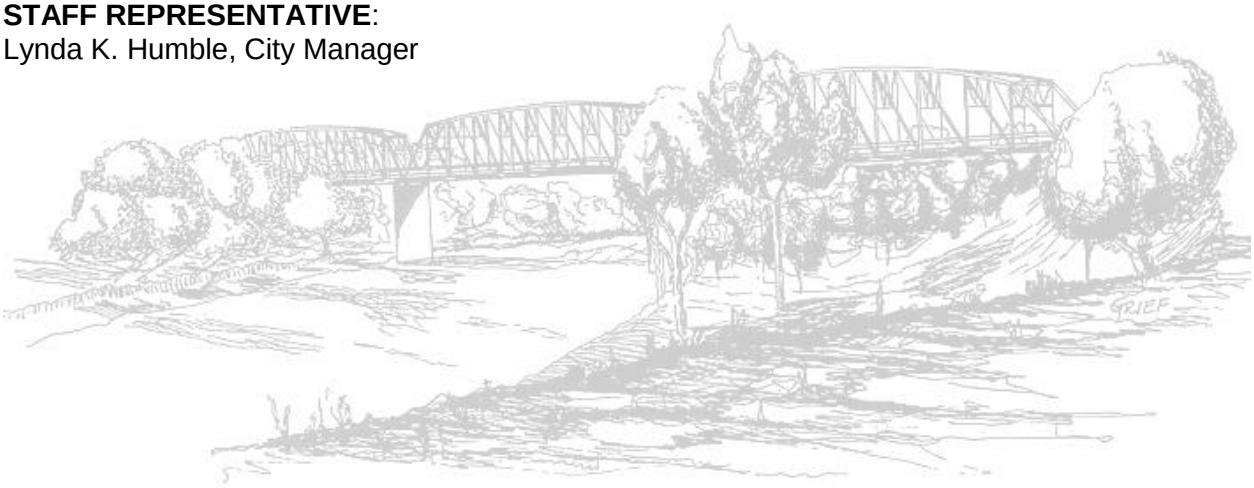
_____
Alan Bojorquez, City Attorney

STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 10A

TITLE:
City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of updating the city's regulatory program, including public comment and citizen input into the new subdivision ordinance, pending revisions to zoning and sign codes, and uniformity of the permitting process.

STAFF REPRESENTATIVE:
Lynda K. Humble, City Manager



STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 10B

TITLE:
City Council shall convene into closed executive session pursuant to Section 551.072 of the Texas Government Code to discuss purchase of four (4) pieces of property in and around the Downtown area.

STAFF REPRESENTATIVE:
Lynda Humble, City Manager



STAFF REPORT

MEETING DATE: July 24, 2018 **AGENDA ITEM**: 11

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

STAFF REPRESENTATIVE:
Lynda Humble, City Manager

