

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 8, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action regarding approval of City of Bastrop Council Meeting Minutes for June 9, 2015 and July 7, 2015

2. Party Making Request: Interim City Secretary, Traci Chavez

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:

MINUTES OF REGULAR COUNCIL MEETING
BASTROP CITY COUNCIL
June 9, 2015

The Bastrop City Council met in a Regular Meeting on Tuesday, June 9, 2015 at 6:30 PM at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Ken Kesselus and Council Members, Kelly Gilleland, Dock Jackson, Gary Schiff and Willie DeLaRosa.

Councilmember McAnally was out of town. (There were problems with the microphones and for a while they decided not to use them. Some parts of the meeting were difficult to hear.)

6:32 pm Mayor Kesselus called the meeting to order

PLEDGES OF ALLEGIANCE

Dock Jackson led the pledges.

INVOCATION

Toast to Bastrop – Mayor said on June 8, 1832, the City of Bastrop was founded for the Mexican government; we are 183 years old. In place of an invocation, he read the Toast to Bastrop in honor of our birthday. He thanked BP&L for the bottled water.

PRESENTATIONS

Shawn Kirkpatrick gave his monthly report, which covered from the May meeting of the BEDC Board, since his last update. At the TEDC Mid-Year Conference (which he was unable to attend) the EDC was recognized for an economic excellence award for 2014. Shawn said we're currently working through the next phase of the business park infrastructure and will be discussing it at next week's board meeting. Discussing expanding Technology and Jackson Streets, completing the loop, and bringing another 65-70 acres online. The housing study and multi-family study that we're working on will be wrapped up in July and will go to the Board to be accepted and then released to the public. We are currently in budget prep and will have workshop at Monday's meeting, where we are debt service wise, looking at the infrastructure project and getting a scope of where we're going to be both with and without the project. The Bastrop High School automotive program had an awards ceremony for their NATEF certification, and the work that they put into that will pay dividends over the next few years. The Board provided Staff direction on education and workforce development and what our programs are going to look like for the next 12-24 months. It's something the Board has a lot of interest in pursuing in making sure that our workforce has the educational opportunities needed to be successful in the workforce, and also working with the workforce to find out how we're going to help Bastropians live and work here. The next BEDC board meeting will be Monday, June 15 at 6:30 at City Hall.

CITIZEN COMMENTS

Chester Eitze, Bastrop Opera House – He said that several years ago he had said he would bring two conferences to Bastrop. Accomplished that in March 2014 with the Texas Nonprofit Theater original play competition. Now, this is the Texas Nonprofit Theater's Youth Conference which begins officially to the public on Thursday the 11th and runs through Saturday night, all done at the PAC. The awards ceremony will be at the Convention center. There are two board members with the BOH who are in charge of

production and have worked diligently with these young people. There are 18 theatres across the State of Texas, all of the room blocks are gone. Lisa Holcomb, treasurer and a parent of two of the members, and Christine Hubert (sp?), a parent of another young lady. These students are the beginning of the Bastrop Academy Performing Troupe and also members of the Baron's Brigade. Christine thanked the Council and talked about the conference. 400-500 children getting to do their craft for an audience

Paul Grabowski – Chairman of the vocational service committee for the Bastrop County Rotary Club, thanked the city of Bastrop for their planning help, leadership and support and establishing the first Bastrop City Job Fair held at the Convention Center on May 8 and 9. The City of Bastrop made a significant impact on the job opportunities in our community, as well as impacting the vocational process for the 11th and 12th grade students at the two Bastrop high schools. I would specifically like to recognize the efforts of Councilmembers Kelly Gilleland and Kay McAnally for all of the upfront coordinating, planning, funding, scheduling of meetings, and problem solving discussions to make the career fair the success it was. Without your individual assistance and help and that of the City, we would not have achieved the success that we did. So again, thank you to all. I would like to present to the Mayor and Councilmembers Gilleland and McAnally a rotary certificate of appreciation. (Photos taken)

Gregory Cavanaugh, VP of Bastrop North Area Community Concern Committee, wanted to remind everyone that on Sat June 13th there will be a free community BBQ, and he wanted to invite everyone to come out to 610 Linden, corner of Linden and Main.

Lee Harle – Said that he wanted to take a minute to address some accusations and complaints from a neighbor. Lee leases the property at 205 Perkins Street, and for the last couple of months he has been called by Mr. Bowers from the Planning Office and told that a neighbor had been accusing him of running a business on that property, which is not allowed. He has also been accused of having late night parties all the time, and also that someone was living in a trailer on the property. Lee said he wanted to assure the council and the city staff that was having to deal with the phone calls that none of that is true. There is only one tenant on the property who lives in a house. Lee said he does own a business in town, and he runs it at 601 Chestnut. He said he's not having late night parties there all the time. He does host family and friends there, that's why he leases the property. He's having a family reunion there later this month. Loud music isn't happening; the only stereo they have is very small. He said in his opinion they are not causing any problems with the neighbors. He said he tried reaching out to neighbor with no response, but he keeps calling the City, and they call him to let him know about the complaints. Lee said he felt it was necessary to stand up and say that the complaints aren't warranted.

ANNOUNCEMENTS

Dock Jackson said he attended the Bastrop Fire Department annual appreciation banquet, and they gave an award of appreciation to the City. Also, the Firefighter of the Year was Andres Rosales.

Dock said he was asked to tell people about the Juneteenth Celebration the third weekend in June. He said this is the 150th anniversary of Juneteenth in Texas. There will be a gospel celebration at Paul Quinn AME Church at 4:00 on June 14th. The Banquet will be June 19th at the Convention Center, and there are still some seats available. Starts at 6:30; June 20 parade at 10 on Main. Car Show at city hall parking lot until 3:00. At noon there is an emancipation program, with a free street dance downtown on Main that evening.

(6:55) The Mayor asked if there was anything for the City manager's report. Kelly asked if he had an update on Ms. Word's report. Mike said next week hopefully. Kelly asked about the Alley B easement for the lighting. Mike said BPL is working on it and he doesn't know if we got the easement yet. Willie asked a question about D3. Gary Schiff said subsequent to the storms he's seen lots of branches on the street waiting to be picked up. Is there an active truck going around? Mike said he knows Republic has been actively working. Will take time to get it all picked up because there's so much.

Happy Birthday to Mike!

(A1 – A3) Consent agenda – Mayor read the first one verbatim.

Mr. DeLaRosa made the motion to approve consent agenda. Mr. Jackson seconded and motion passed unanimously.

PUBLIC HEARING:

On rezoning for 11 acres west of Childers. Yvonne said the property is located primarily behind Walmart. Currently zoned MF2 which would have allowed up to 25 units per acre. The developer's plans have changed. They are now requesting a zone change from MF2 to Planned Development to allow up to 70 attached single family units on individual lots. Offering a product not currently available in the City of Bastrop. Developer has submitted a concept plan. Yvonne explained what the development would include and described the units. Staff supports the change. P&Z had public hearing on May 28 and voted unanimously to recommend approving the zoning change. The developer is here tonight if you have questions.

Kelly asked what percentage of the development will go to new zoning. What do you call them? Yvonne – they're attached, like townhouses. All of these will be single family attached, 70 in total.

Tim Dalton – this is 11 acres, and there are no current plans for the additional. Kelly – So everything that you plan to build right now will be these attached? What price point? Time – We don't know yet. Kelly – It's a really interesting idea. Yvonne – Their single family residences project will be done in phases A and B. This project may also be done in phases, which the agreement allows for. Willie – directly across Childers, east side. Second phase will be on Perkins side. But these are single family residences. Yvonne – Once the subdivision is complete, there will be an entrance on both Childers and Perkins. They received only one response from the notification, and it was in favor.

Public hearing – 7:07 closed

B2 first reading on the proposed ordinance granting a zoning change.

Delarosa made the motion to approve, Schiff 2nd. Motion passed unanimously

Mike – Do you want it on the consent agenda next time?? (Yes) Willie wanted to make sure it would still be subject to people to discuss?

No old business

D1 – waive fees of \$358.02.

Yvonne Pritchard – This piece of property is on Wilson near Hickory. The Habitat for Humanity came in last week. They've already paid their tap and impact fees and their electrical extension fees. The building

permit fee would be approximately \$210, plumbing \$58, electrical \$68 and mechanical \$22. Because it's such a good organization and does such wonderful things for people, we thought it might be appropriate for them to ask to have these fees waived. Andy Aloquin (sp?) with Austin Habitat for Humanity spoke. He said the property is at 905 Wilson, just east of the corner lot.

Mr. Jackson moved to waive the fees, seconded by Mr. DeLaRosa, motion passed unanimously
Mayor Kesselus asked him to convey how excited they are to have Habitat in the community and thanked him. Andy thanked the City for a grant they had received from BP&L.

D2 – awarding an agreement for professional services on the comp plan. Mike said they had received funding from the Council as well as TxDOT. The staff committee who worked on developing the RFQ included the City engineer, director of planning, former CFO, Trey Job, and Mike. Went through a very extensive process and it was their unanimous decision to recommend Halff & Associates. Their agreement is in the packet and has been reviewed by the City engineer and City attorney, and there were some adjustments made. Halff & Associates made a presentation called Distinctively Bastrop.

(43:26) Jim Carrillo (sp?), the Director of Planning for HA, Jim Harvey (Alliance Trans) – This will be your plan, we help shape it. What you and fellow citizens want Bastrop to be in the future. He has 30 years of experience in planning, the project manager 20+ years of experience in this kind of a plan. Alliance Transportation is also currently working with Bastrop County's transportation plan, so this works very well on bringing the two plans together and making sure they work in sync. They have a tremendous amount of experience on this type of plan, with the state and TxDOT as well as communities. Angelou Economics will be doing an economics component so will be working with the EDC. Jim said they want the aspects of this plan to be market driven. It is design based and implementation focused. Whatever vision comes out in the vision statement is what they want to be reflected in the kinds of things that go into the plan. There will be community meetings, stakeholder meetings, surveys, attending events, websites, etc. Here is an example of how we communicate the vision. Paint the picture. Filling in places and showing this is what it can be in the future. It includes fundamental steps such as where are you today, what's happening that are successful, where are changes needed, where do you want to be in 20 years, how do we get there, implementation steps. What are the specific things that you carry forward in your regulations and process? It builds on where you are and the ETJ, future land use plan, thoroughfare plan, how to manage growth. It builds on your assets and creates a sense of place. We looked at different scenarios. And transportation planning. Jim from Alliance Trans said that the plan has a very substantial transportation component because you received funding through CAMPO and TxDOT to support that. He said it's very important that a community like Bastrop that is growing the way it is and has such a substantial ETJ, to have planning tools and resources to visualize the future transportation system. It's not just about solving the issues you have today, but solving the ones you're going to have in the future, and hopefully preventing future problems with good design and a good vision for the future. A plan of this type will help developers and land owners understand what the City is trying to accomplish and what your policies are. And you can develop a partnership with them in laying out your economic and your transportation and your land use strategies for the community. It will provide you with a list of projects for capital improvements and what that will cost and maybe how they can be funded. We can help you identify corridors for ROW preservation in areas that haven't been developed yet but are going to. And set standards and roadway designs that will help support the comp plan, it's an integrated effort, but also help support the economic vitality of the city and emergency response and city service requirements. They will do a technical analysis. Use CAMPO's travel demand

model to help put the City of Bastrop into its regional context, understand how you're being affected by travel into and out of Bastrop and commuting patterns, how you're being affected by transportation facilities that are not controlled by you, traffic going through your community. We'll also use some operational analysis tools to look at the dynamics of your city facilities, the operation of your intersections, the traffic conflicts, and try to address the range of problems prevent those problems in the future. He said they want to be context sensitive (respect the neighborhoods that are there, and the ones we find that we want to create in the comp plan, support the economic vitality of the city, and we've been asked to use a complete streets approach, considering everyone's needs and everyone's desires to use all modes available, including the ability to get across the street and in and out of facilities. He said he's really looking forward to that Staff has been really enthused and engaged in the project. Jim – It will give you a roadmap as to what you might need and what the cost will be. This will be a great plan to guide you over the next couple of decades and give you a strong foundation for how you want to grow and the kind of city you want to be in the future.

Mr. Schiff asked what is your experience interacting with TxDOT? Do you have a relationship with them? Yes, Jim and staff work daily with them. GS – You talked about a plan that gets implemented...if there's no follow-up they fall apart. What's in the scope to stay involved with Bastrop over a period of time? What's the timeline? Milestones? Answer – about a year. You have to get buy-in during the process, very specific actions. Those actions become much easier. They are actions that have responsibilities. GS – Does the scope include a follow-up? Answer – They're lay out a lot of it like the regulatory and then it will be up to Staff to get it adopted.

Mr. Schiff asked what Mike's plan to implement is. Mike said one of the reasons the team was oriented toward Halff was because they were impressed with the public engagement aspect of Halff. Can't find anything much about public engagement on the last comp plan. Need that to have public support. Staff will be intricately involved in the process. Will expect each of the boards, including himself, when the Council is confronted with various decisions they have to make, he will refer back to the comp plan to guide us in that area and not just let it sit here and be totally ignored. Mike will expect the same from the directors and the elements of the plan that is appropriate to their boards. To take into account the comp plan as part of their recommendations. We might want to fine tune it down the road that happens. But the responsibility falls on us to check and work w/the boards to make sure they're doing it and provide you a report in January as to what has happened over the last year regarding the comp plan.

Mayor Kesselus stated he hopes the City Council will do the same. Hopes to maintain a system to constantly refer to it themselves. And make sure at least quarterly they look at it. Write it into a system, like the utility meetings. Force themselves to think about every quarter. GS – Might consider bringing them back on a periodic basis to see what we've done and where we are. Mike – And when you get into making major recommendations, it needs to show where it fits in the comp plan. It's a guide. To follow up periodically to make sure the plan is carrying us in the direction of where we want to go...

Ms. Garcia McAnally asked if he can you go over the timeframe for deliverables? Answer – Generally about a year. We'll have a lot of stakeholder meetings but there will be three milestone public meetings throughout the process, they'll be almost like parties, to invite everyone to give feedback.

Mr. DeLaRosa asked how many proposals were there. CM Talbot stated 7, all good proposals. The two areas we felt Halff addressed the most was the continued recurring statement of the public engagement

process, and the aspect of developing the capital improvement plans and prioritizing and providing funding and what it's going to take to implement. Their team reflects that. They were not the low bid. This firm gave us the most comprehensive coverage. WD – already budgeted? Mike – Yes. Mayor – this year? Mike – We will have to split up with CAMPO, send in the bill and be reimbursed.

Ms. Garcia McAnally stated that on complicated proposals like this, she would like to see a scoring sheet in the future to help get clarity.

Mr. DeLaRosa made the motion to award the comprehensive plan to Halff & Associates in the amount of \$394,000. Seconded by Ms. Gilleland and passed unanimously.

Mr. Jackson stated he has seen their work and they've won several awards and he's happy to be using their services

D3 – Progressive Waste Solutions - Willie – I asked if there was going to be any more info available, I think there is probably more info that we need to look at and to take into consideration, and I would ask that we have a discussion tonight and put off the actual vote until the next meeting. This is an important contract for the City, 7-10 years. I think there are some other entities who would like to weigh in. Would like to see a scoring sheet. Willie asked to put off the vote until the next mtg. Mike said he has that info tonight, but Willie wants time to look at it. Mayor – Let's hear Mike present the proposal and allow people to speak and hear what they have to say, if they're questions, write them down, then welcome a motion from you to postpone.

Mike – Nov 2014, CC evaluated the status and determined rather than renew with RW, better to open the contract for proposals. RFP for provisions of solid waste and recycling svcs for City of Bastrop. He determined the proper prep for RFP was going to be a complex process and a tight timeline. Felt needed qualified consultant. Approached Burns and McDonnell to help assist city to help prep RFP for solid waste. They agreed to work with city to prep. Mike created an in-house team. Intense process. Five proposals, interviewed 4 to determine who best would fit.

Scott – (7:43) handed out presentation slides. (I marked one for Kay and one for the file.) *He basically went through the slides during his presentation, so I didn't take many notes.*

Waste Management didn't have enough time (needed five months), also had exceptions to the contract.

Three companies were very close and didn't seem to be based on money, looked at exceptions.

While they can all provide the services, they concluded Progressive had the best experience/financials.

They were the only company to promote diverting large brush. Inmold(sp?) graphic info on top of lids for recycling, value to the city of 7-8 thousand dollars.

Detailed transition plan. Did not request any exceptions. Some changes, but only to clarify or improve. Overall cost they were the lowest, lowest residential, second lowest on commercial, and lowest for city services.

WD – page 11 – given 40 points for lowest cost proposal, what was the dollar difference? They showed back-up slides to answer. PWS – 1.499 million, Rep 1.6 mill, TDS – 1.5 Mill, CTR – 1.578 mill – This sheet can be provided.

KG – How was the transition scored? Scott – Republic would have to put into place recycling carts, their significant plan was not as robust.

Mike – based upon firms interviews as to how they're going to transition the new carts and how detailed their proposals were, it was the consensus of the committee that Progressive had the most detailed, laid out, step-by-step plan.

KG – was the timeframe different? Mike – No, the same, in place by the 31st. It was the presentation of the step-by-step process that gave the comfort level.

KG – No litigation with cities or residents? A – RFP said litigations within last 10 years, several had a combo of residents, municipality, businesses, Progressive didn't have any litigation either way. Accidents, for instance.

(8:09) Mike said committee members were Tracy Moffett, the utility super in the utility office who gets the complaints, Tracy Waldron, Finance oversees the matters associated with the contract, Trey Job, monitors city facility wastewater treatment plant and oversees special events at the parks. Karla was on it but has now left. And Mike was on it.

GS – How does the cost compare with the current contract with Rep? Scott – pretty much exactly the same when you factor it all in. Republic would have probably made rate request in June, 2.5% maybe, which would mean a rate increase over the next year. The public education amount was closer to \$10K a year.

GS – What did we gain through this process? Are other things asked for in RFP that we're currently not doing? Mike – biggest thing is going from the bins to the carts, picking up every other week. And public education process not currently in place. They are going to take the brush ground up instead of the landfill. Content of the new contract is more performance based instead of the old one in the 80's which more standard municipal contract was. This one reflects concerns brought to him over last 7 years. Performance based and what the result is, accountability. Gets back to first step that Scott talked about. Full day in workshop, listed out concerns expressed by CC, especially brush, and built from that.

KG – Clarify statement about expect rate increase? Scott – each year contract allows to request a rate increase. But new RFP contract would be in effect until Aug 2016, so first rate increase would be a full year from end of Aug, instead of a rate increase this year. KG- But they wouldn't have asked for an increase if they got the new contract either, right? Scott – correct.

Mike – CC can address the rate increase through the budget process, at next years. It follows the budget process more closely instead of a rate increase in the middle of a budget year.

DJ – Recycling increased size has been reflected, and the education component hasn't been in there before now? Yes, Progressive will contribute \$10K per year over 7 year contract. And partnership with city about brochures, content for cable channel, and other communication that will occur with businesses and residents.

DJ – Brush will be ground got his attention. Just this one contractor? Scott – right. It wasn't required but they volunteered to commit to taking the large brush in clean piles with the grapple truck to take to the facility to process for mulch and/or compost. DJ – no additional cost, just an extra? Scott – Yes.

Scott – Seth wanted to clarify the slide about the 40 points. The decision was made instead of taking total line, the two most important rate categories are residents and City, very important. Determined on total line based on 20 points and bottom line of residential and city.

8:24 Adam Matthews, area manager for Progressive Waste. Over 300 contracts in TX. Transparent and equal process. Interest in partnership with city, collaboration.

Mayor – any questions for them? None

Steve Shannon, municipal services manager for Progressive waste, will be project manager, Approach has been to engage the community, etc. New carts, trash and recycling, new dumpsters, and new trucks. Will visit every business and public facility to analyze waste stream and identify containers, recycling, save money for companies, identify for specific education needs. Don't own a landfill. Every reason to recycle. Container for waste at PW yard. Will provide that and a recycling container. Will work with all 83 public events to make them green.

Ms. Gilleland asked what you are going to do with the mulch. Steve – use it for mulch or compost, also grind and use it for erosion control, try to recycle it before using for any engine application.

Motion – Rick Fraumann, TDS – Didn't offer the schedule requested. They offer many different schedules. They can bring more efficiency at lower cost. No scoring matrix for above and beyond the RFP. You may come up with a different recommendation than the committee. Only company that they know of who owns a landfill, and a recycling facility, and a composting facility. Values that they're adding. BISD had a RFP in Nov 2012, only for schools outside the city. They proposed added values. Should those be scored?

Ryan Beard (tagged in and picked up where Rick left off) – Couple more of the added values that weren't scored. Disaster relief. Important to put them into contracts. TDS put into Wimberley, San Marcos and Hays Co, roll-offs and restrooms and got permission to run trash constantly and divert brush. San Marcos is almost completely clean now (almost destroyed). Resident artist who takes landfill products and recycles them. Lion. Wants to give one to the City for the arts for loan up to 3 years.

Mr. Schiff asked if we talked to the BISD about their interests. Did they play a role in the decision? Mike – No, they did not.

8:39 Adam Dreager(?) Family Name - with TDS, believes there is more info than what they've seen in the scoring matrix. Put their history of svc up against theirs any day. **Would like the agenda posting to include any of the providers, not just one.**

Mayor Kesselus stated that a Board member of BISD called today and he asked someone to attend. Kelly got a call as well. Mike rec'd a call from the assistant super intendant asking why requesting they weren't involved. Mike said he never got a call throughout the whole process. It would have been taken into account if they had called.

WD – Pricing sheet (mike will get it to him tomorrow. Wants to see the cost breakdown.

Mr. DeLaRosa mad a motion to postpone action on this agenda item until the next meeting.

Willie 1st (wants to invite the school board next time)

Ms. Gilleland seconded the motion, which passed unanimously.

Mike – urgent timeline, expires August 31, would normally like 3 months, puts at about 2, but can't go much more.

8:44 – KG – One of speakers made a good point, that the extras may not have been factored in. Just the criteria laid out evaluated? Mike said the extras were factored in, depending on where they fit. Such as cost, approach, or overall. Wherever it fit.

KG – were the scores a formula or algorithm? Mike – No. Scott – each member of the committee scored each company based on the info provided in the written props and the interviews and they took them and scored and showed the average of the scores. The committee based their scoring on what they gave in writing and also the interview. A comb of everything. Did they take into acct the extras? Yes. But there were multiple extras from multiple companies, TDS as well as the other companies.

WD – Progressive added \$10,000 a year it lowered the cost per resident a year? Scott – yes. Other guy 14.32 current rate; Progressive proposed \$14.43 or thereabouts.

KG – Why is them possibly going up a factor? It's not relevant to this. Moot point. Scott – Just to clarify.

Scott – That overall cost includes the \$10K, given to the city in cash. Each company was given the opportunity to include extras, but at least two others did as well as Progressive. All taken into consideration.

Mayor – is there something else Mike can do between now and the next meeting? **GS – Summarize the variances, anything that was added as a benefit, above and beyond what was asked for, or any of the exceptions (see what they were; are the meaningful, would they be to our benefit?).**

Pricing sheet that Willie wanted was passed out.

Mayor asked Mike to send out the info requested by Gary once he gets it, and anyone lobbying with info should go to Mike, like the school, in writing to Mike, and anything else that comes up. Really have it ready to go next time. Bring Kay up to speed before.

All voted yes to postpone until next time. (8:54)

Ms. Gilleland said all communications should go through Mike and JC instead of individual CC members.

Mr. DeLaRosa stated since our conversation, the company did a standup job and the men servicing the community.

8:56 recess for 5 min

9:02 back into session

D4 (XS Ranch) – Mike said he included in a previous update that John Landwehr {JL} with XS Ranch is ready to move forward with a Public Improvement District (PID) for Phase 1 of XS Ranch. John Landwehr was there to give a presentation and answer questions. Mike said the important thing to point out is this is the first step in a process, and the Council will have other opportunities where they'll have to make decisions for this to carry on.

Mr. Landweir handed out an updated, revised, streamlined version of what was provided to the Council previously. He said a PID is a tool that developers and cities use to provide infrastructure for projects, similar to the MUD that they've already approval for in the consent agreement with XS Ranch. A few changes and tweaks. The PID allows for them to bond upfront for some construction improvements.

Mr. Landweir stated the benefits to the City in why this is critically important to XS Ranch, is this allows us to accelerate the project. We've been working with years, as everyone knows, with the City Staff on the development agreement and the entitlements of XS Ranch. We currently have the final construction plans in for the bridge and the road to access the property. We are working on the water and wastewater designs at the moment. We're getting close to the finish line of brining this to the public. We don't intend to use the PID as the entire financial mechanism for XS Ranch, but just the primer to the pump, getting things moving. We will spend tens of millions of dollars on infrastructure to get the first lot open. This is a component to allow us to do that. The PID on XS Ranch is really intended for major infrastructure improvements, the typical systems and utilities that a city would provide, we as the developer of the property are providing that. We intend to use the PID for streets, water, wastewater, and drainage facilities. We've got a lot of infrastructure that goes in on day 1. This has changed from the original, we heard some comments and concerns about... The PID has the ability to do a laundry list of pieces and improvements. And because from this slide here you can actually see that infrastructure is our key critical factor, and that's really what this is going to be utilized for, is major infrastructure pieces. This is an updated draft of that. Yes, the numbers have changed a little bit. All of these are forecasts and projections. But this is... we are constantly revising costs, and they seem to be going up, but this is an example of the eligible costs, what we intend to use the funds for. And the PID won't cover all of these costs, we're raising funds, equity and debt to pay for these infrastructure pieces. What you can see here is about \$30 million of really what the PID eligible pieces are. This is primarily roads, bridges, drainage, water and wastewater. As well as you can see some of the additional costs that we lumped into it was the HOA amenity pieces, the primary onsite amenities, pools and things like that. And then the internal development costs we've lumped in. So the number is really closer to about \$40 million. So this is a key component to that. We're asking for a total bond issuance of a PID, potentially in multiple phases, of \$30 million, which will net us probably no more than about \$25 million.

Mr. Schiff asked how many houses are in phase 1. JL – That will be determined and defined specifically as we get down this process, right now we started looking at about 725 lots, and it could go up around 1,000. That has to... it's really a factor of the financial models as we move forward, what the bonding capacity is to allow for those improvement pieces, how many homes we have to include in to get up to that...

Mr. Landweir replied this meeting is intended to be a general conversation about moving forward with the XS Ranch PID and get further into the process of defining what those pieces are. We intend to work with your staff, as we've mentioned previously to the CM, staff, advisors, and your bond counsel to protect the city's interests. The collateral for this, the City is actually issuing the bonds, but the collateral is all based on XS ranch, out of the City, on XS Ranch. The XS Ranch PID will have a much defined financial model. Previous concerns regarding other PIDs have not been as defined. This will have a capitalized interest component, it'll define the assessments, and it'll have an authorized capital improvement plan. This will be monitored by a third party, who will provide direct reports to the city, required on an annual basis. We don't think it necessary to have a separate board. Willie said he doesn't like the city being involved in it, doesn't want to be the governing board. JL – What we're really

proposing here is a financial model, which is basically a budget that will come to the Council after a series of meetings. That budget will be underwritten through a very stringent bond process, unlike some of the other PIDs. This third party will make sure the model is being followed. This is infrastructure that's going to be put in; we're not going to be managing facilities with the PID.

Benefits to the homeowners – set up very similar to MUD districts, with a few benefits. There is cost certainty with a PID. Prior to the home being sold to the third party homebuyer, that assessment will be set and conveyed to the owner at closing at exactly what that assessment is going to be. It will not increase over the life of the PID. If you have X amount in your assessment day 1, it will stay the same throughout the term of the PID. It will not increase with your home value increase like an ad valorem tax does. The other piece is they are a finite obligation and will eventually go away.

We will assess the specific property on XS Ranch, the homeowners will know and understand exactly what that schedule at that time, and they'll pay annually just like they do on property tax, until that assessment is paid off. Annual payment of about \$2,000 a year based on a \$250K home. Payment will be set to be very similar to the proposed MUD tax rate. We're asking for, here's an example of what the costs could be. We will come back to the Council when we can define it specifically what the total costs and what we're able to bond for. This is just an approximation. The term is 30 years. The \$27,000 is the principal balance, financed. It's like borrowing \$27,000 over 30 years. Amortized out over \$2,000 a year. Mayor – similar to a second mortgage? JL – the PID assessment can be paid off at any time without any penalty. Yes, it's basically an additional lien on your house. Interest over time. The interest rate is 6.5% at this point, determined by market at the time of the bond. GS – It's not a PID fee, a PID assessment. A block, a size of money. If you borrow it, you have to pay interest on it. You can pay it off now or over time.

Mr. Landwehr explained there is this additional assessment and they're paying this \$2,000 every year. The same homeowner in a MUD would be paying approximately that same amount, because we based it on available tax base, that they would be paying a similar tax every year. They're paying a tax, whereas in this case these people are actually paying it off over time. Mayor – How would it be assessed? What would be the mechanism for billing and who would they pay it to? JL – We could contract with the County Tax Collector to incorporate it onto their tax bill. Or the city could bill directly. Or you can hire a third party to do it. Mayor – Because people in Hunter's Crossing think they're paying a tax but it's not.

Mayor to Mike – This is such a cool deal out there and they're building some great stuff fairly quickly. What are the chances of our waiting 30 years to annex it? Mike – I think that's going to depend on their take down rate of their building out there. Mayor – But there would be very little disadvantage for us to go ahead and annex it? We could start taxing them on the property. Every house that goes in we'd be charging our 60 cent rate, or 6 percent or whatever. There's not disadvantage to us doing that. There is a disadvantage to the property owner, because the first time we talked you said you thought the PID and the annexation would not overlap, but I'm not sure that's true. JL – You are correct in saying that, right now what we would propose is very similar what we have in the MUD consent agreement, where we have a period that there's a 90% debt that has to be overcome through the districts, as well as a 15 year moratorium on annexation. Doesn't exist in this case unless we agree to it. The City Council will have total discretion if we don't have that provision, to annex when they so choose. My guess is it will be a financial model decision. So the City could take a couple of different tracks on that. They could decide to annex a portion of the XS Ranch property into the City and bring those citizens into the City,

and not pay off the assessments that you're bringing into the City, so therefore they would have their PID assessment, the typical County pieces of their tax bill, as well as the City tax on top on that, basically what has happened in Hunter's Crossing. So a Council could decide to do that. Mayor – The only way to avoid that would be to put it into the agreement that we wouldn't do that. We wouldn't have an overlap and if we did we'd take on the debt. We'd treat it just like a MUD. (Mayor's discussion about homeowners not understanding what a PID is like Hunter's Crossing.)

JL – As the property owner, it is probably not in our interest for the City to annex initially because there is an additional tax burden. My guess is, based on the amount of infrastructure that's going to be in place, the maintenance and items that go along with it that a future council will probably not decide in the near term to annex. I agree it would be in our best interest to have some period of a moratorium. Regarding the Mayor's comments about third part homeowner resale and disclosure, this is an assessment that is recorded in the chain of title. And we want to make sure that through the builders and title groups there is a significant amount of notification and education for everyone that comes through this process. Mayor said he doesn't want another situation like HC where they're paying the PID and City taxes as well. He's concerned about the future.

JL – My understanding of the law is that we can agree in a consent based agreement that we can put in place safeguards for the homeowners. He showed a map of the proposed PID area and information on bond terms, \$30M, probably through multiple issuances. The first appraisal conducted by an appraiser decided on by the City. We'll probably have to do it over two issuances, which will net about \$25 million of available funds. Kelly asked something about 30 years. JL – said it's from whenever the bond is issued to the 30 years when it's paid off.

JL – Timing – On schedule to break ground, I'm hoping to be able to go out to bid on the bridge in September, which hopefully puts us at groundbreaking on the bridge by the end of the year. We would like to be able to have the PID bond sale approved by the end of fall. This is a schedule that allows for us to get there. This meeting is meeting #1, we're just asking for support to move ahead with City Staff. The next is to prepare the PID petition, a legal public notification period, presented at the next meeting where we're allowed to present it. There will be notification pieces in there. The third meeting is the approval of the formation of the PID. This is after a lot of conversation with the City and the City Staff to make sure if we want to get into the consent agreement portions of the XS Ranch of the PID. This meeting is really defining the area of the PID. This area for this many lots on your property. That's when we have the appraisers come out and start the bond underwriting process. Then come back to you at the fourth meeting, where we present the real financials, the specific numbers of how it will affect each individual and what that really means, and that's the time that the City can either approve or disapprove the bond sale themselves. Kelly asked about public hearings. JL – There is a legal requirement in the PID petition that there is a 15 day wait. The Council would set the PH for no less than 15 days, so that generally means you skip the next meeting by the time you have all the landowners notified and published, and have the PH at the next one, then the resolution to create the PID. No obligation is approved until the fourth meeting. Landowners affected by PID will be notified, and it will also be in the newspaper. Willie said something about the PID in HC and public awareness and notices and publicizing. GS – Any notice that we put out right now isn't the market that you're going to be selling to. New people to Bastrop will live there, and will any publicity affect the property now?

JL – Regarding a comment you had about us having a good product and hopefully selling it fairly quickly,

we are in tune with the burden and the marketability of those lots and homes for a very long period of time. It's not something that we're doing lightly. We're establishing a market rate. We could establish that rate a lot higher to get a lot more money back quicker, but we're not. We're trying to get it up and running. The total tax rate to these residents isn't a significant issue. That's really what people seem to care about is the total rate on an annual basis. And the PID is intended to be no more burden than the MUD would be, and only a little bit more than the typical city tax would be. Mayor – Theoretically, if you went and borrowed the money yourself, you'd be charging more for those lots. So essentially what people ought to be getting is a heck of a bargain on a lot, because it's like buying a house with two mortgages on it. One of them looks really good because you have to mortgage. So I think it's a, I see it as a marketing tool for y'all. I want to say that for many years we've worked with y'all and we are very hopeful about XS Ranch. We've been with y'all through the ups and downs of the economy and I'm convinced that this is the best way for y'all to proceed. And y'all need to get going and get that bridge done. And I think we ought to find a way. Maybe we need to do more education with the community, I don't mind that. But I think that it's time for us to go ahead and tell Mike to go ahead and start working on this thing. Willie made some point about public awareness that's hard to hear.

(39:37) - Mayor made the recommendation for Mike to move ahead and try to figure something out with XS Ranch to get the PID done.

Willie made the motion based on the Mayor's recommendation (for Mike to work with XS Ranch to make the PID a reality), and Dock seconded it. All in favor.

D5 Tish Winston – DeLaRosa moved to approve, Gilleland seconded, approved unanimously

D6 Connie Schroeder - Delarosa moved to approve, seconded by Gilleland, approved unanimously

D7 Debbie Moore - Delarosa moved to approve, seconded by Gilleland, approved unanimously

D8 Financials - (9:40) No concerns – Gilleland moved to accept the financials, Schiff seconded and the motion passed unanimously.

D9 Training - The Mayor read the ordinance and explained that May was too soon for training. Mike has updated the ordinance and he recommends making the change.

Schiff made motion to accept the change in the ordinance and place on the consent agenda, Jackson seconded, and motion passed unanimously.

ADJOURNMENT

At 9:47 PM Council Member DeLaRosa moved to adjourn, seconded by Council Member Gary Schiff. Motion passed unanimously.

ATTEST:

Mayor Ken Kesselus

ATTEST:

Interim City Secretary Traci Chavez

NOTICE OF SPECIAL BUDGET WORKSHOP MEETING MINUTES
Bastrop City Council
July 7, 2015

The Bastrop City Council met in a Special Council Meeting on Tuesday, July 7, 2015 at 6:00 PM at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Kesselus and Council Members Dock Jackson, Kay Garcia McAnally, Kelly Gilleland and Gary Schiff. Willie DeLaRosa was absent due to illness.

1. CALL TO ORDER:

At 6:03 PM Mayor Kesselus called the meeting to order with a quorum being present.

2. EXECUTIVE SESSION:

At 6:04 PM the Bastrop City Council adjourned Workshop Special Meeting pursuant to Texas Government Code, Chapter 551, convened into Executive Session to discuss the following:

1. Section 551.0-74 – Personnel Matters: City Secretary

At 6:23 PM Bastrop City Council adjourned Executive Session and reconvened into Special Session and took the following action. City Manager Mike Talbot made the recommendation of filing the position of City Secretary with candidate Ann Franklin. Mayor Kesselus officially presented Ms. Franklin to fill the vacant position of the City Secretary. Ms. Gilleland made the motion to accept the recommendation. Mr. Schiff seconded the motion. Motion carried unanimously.

Mr. Talbot read a bio on Ms. Franklin to the audience and introduced her to all in attendance. Ms. Franklin was welcomed by all.

3. WORKSHOP SESSION:

City Manager Talbot provided a PowerPoint presentation along with a review and discussion with the City Council regarding the Development of the FY 2016 Budget regarding all funds, including revenues and expenditures, critical needs and other areas of the Budget. All felt it was a very productive meeting.

The Bastrop City Council adjourn Workshop Session and reconvene into Special Session to take any necessary action(s). No action taken.

4. EXECUTIVE SESSION

At 7:15 PM the Bastrop City Council met in a closed/executive session pursuant to the Texas Government Code, Chapter 551, *et seq*, to discuss the following:

1. Section 551.0-74 – City Manager – Personnel Administration
2. Section 551.086 - Certain Public Power Utilities: Competitive Matters

At 8:04 PM the Bastrop City Council adjourned Executive Session and reconvened into Special Session to Take any necessary action. No Action taken.

5. ADJOURN

At 8:05 PM Mr. Schiff made the motion to adjourn. Ms. Gilleland seconded the motion. Motion passed unanimously. 16

APPROVED:

Ken Kesselus, Mayor

Traci Chavez, Interim City Secretary

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 8, 2015

MEETING DATE: July 14, 2015

1. Agenda Item: **Approval of the statutory denial, for a period of 180 days from the date of Council action on this request for the Final Plat of a Northwest Portion of Farm Lot 11, East of Main Street being +/- 1.413 acres located within the city limits of Bastrop, Texas.**

2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview) Attachments: Yes X No

A city must take action on a plat within 30 days or the plat is automatically approved.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

b) _____

c) _____

8. Staff Recommendation:

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____

SCALE: 1" = 1/2 Mile

SCALE: 1" = 50'

SCALE: 1" = 100'

ADMINISTRATIVE PLAT of a NORTHWEST PORTION of FARM LOT 11, EAST of MAIN STREET

RECEIVED
JUN 18 2015

By _____

Lot 1 0.277 Acres

Lot 2 0.266 Acres

Lot 3 0.266 Acres

Lot 4 0.262 Acres

Lot 5 0.266 Acres

MESQUITE STREET

PECAN STREET

FARM LOT 11
(E.M.S.)

- 1) All subdivisions shall conform to the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 2) The applicant hereby certifies that the City of Bastrop is not obligated to construct any improvements to the subdivision. The applicant understands that the City of Bastrop is not obligated to construct any improvements to the subdivision. The applicant understands that the City of Bastrop is not obligated to construct any improvements to the subdivision.
- 3) Approved under Bastrop No. 2015-21, regarding the amendment with a fee of \$1,000.00, per subdivision, to be submitted prior to holding public hearings.
- 4) Prior to construction of any improvements to the subdivision, holding permits will be obtained from the City of Bastrop.
- 5) The Subdivider Certifies that the subdivision is subject to the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 6) Services provided by:
 - Water service provided by: City of Bastrop
 - Sewer service provided by: City of Bastrop
 - Electric service provided by: BPC
 - Gas service provided by: Texas Western Gas
 - Other service provided by: Central Electric Energy
- 7) All without will be underground.
- 8) Subdivider shall be solely responsible for all relocation and modifications to existing utilities.
- 9) The lot to be subdivided shall be owned and controlled by the approved water distribution and wastewater collection facilities.
- 10) Watermaster and water systems shall conform to the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 11) The portion of this subdivision that is designated Flood Hazard Area as shown on the Flood Insurance Rate Map by the FIRM, No. 17050C, for the City of Bastrop, Texas. (Effective date 01/01/01). The subdivision shall conform to the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 12) Gravel and foundation materials shall be submitted to the City of Bastrop for approval. The City of Bastrop may require for all construction in rock, 1/4" building single family and duplex construction.
- 13) Building setbacks (BS) and other setbacks shall be in accordance with the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 14) As shown on the map, the lot to be subdivided shall be in accordance with the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 15) Property owner shall provide access to all easements as may be necessary and shall not provide access by governmental authority.
- 16) All easements in private property shall be established by the property owner or assign.
- 17) The owner hereby certifies that the lot to be subdivided shall be in accordance with the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 18) The owner hereby certifies that the lot to be subdivided shall be in accordance with the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.
- 19) The owner hereby certifies that the lot to be subdivided shall be in accordance with the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.

STATE OF TEXAS
COUNTY OF BASTROP

I, _____, County Clerk of Bastrop County, Texas, do hereby certify that the foregoing plat of subdivision of Farm Lot 11, East of Main Street, is in accordance with the City of Bastrop Code of Ordinances, particularly, and generally, excepting otherwise provided.

APPROVED AND ACCEPTED BY THE CITY OF BASTROP
ON THIS 18th DAY OF _____, 2015.

APPROVED: _____ ATTEST: _____
City Clerk City of Bastrop, Texas

FILED FOR RECORDS ON the _____ day of _____, 2015.

FILED FOR RECORDS ON the _____ day of _____, 2015.

FILED FOR RECORDS ON the _____ day of _____, 2015.

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 8, 2015

MEETING DATE: July 14, 2015

1. Agenda Item: **Approval of the statutory denial, for a period of 180 days from the date of Council action on a request for the Amended Plat of +/- 0.512 acres out of Farm Lot 17, East of Main Street located within the city limits of Bastrop, Texas.**

2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview) Attachments: Yes X No

A city must take action on a plat within 30 days or the plat is automatically approved.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

b) _____

c) _____

8. Staff Recommendation:

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 8, 2015

MEETING DATE: July 14, 2015

1. Agenda Item: **Approval of Bastrop Marketing Corporation's request for reimbursement of expenses.**

2. Party Making Request: **Tracy Waldron, Chief Financial Officer**

3. Nature of Request: (Brief Overview) Attachments: Yes X No

4. Policy Implication: _____

5. Budgeted: X Yes No N/A

Bid Amount: _____

Under Budget: _____

Budgeted Amount: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____

**CITY OF BASTROP
FINANCE
DEPARTMENT**

Memo

To: Mayor, City Council and City Manager
From: Tracy Waldron, Chief Financial Officer
Date: July 8, 2015
Re: Reimbursement of Accrued Bastrop Marketing Corporation Expenses

Attached is the request from Bastrop Marketing Corporation (BMC) for payment of funds in accordance with the Tourism Marketing Agreement that was signed with the City of Bastrop in November 2003.

This request is for the time period for May 2015. There is a month lag in the receipt of the hotel occupancy tax monies.

It is recommended that Council approve the reimbursement of funds in the amount of \$78,427.74 for May 2015 to BMC in accordance with our agreement to be spent on advertising and marketing the City of Bastrop area. This amount represents 43% of the tax collections.

If you have any questions regarding this agreement please contact me at 512-332-8820.

ASTROP COUNCIL MEETING

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, Discussion And Possible Action On A Resolution Of The City Of Bastrop, Texas, In Response To Request For Interim Rate Increase By Centerpoint Energy Resources Corp., South Texas Division ("Centerpoint"); Finding That Rates Could Not Be Set; Recommending That The Statute Authorizing Interim Rate Relief Known As The "Gas Reliability Infrastructure Program" Be Amended During The 85th Session Of The Texas Legislature So That Costs Of The Program Can Be Reviewed In A Timely And Meaningful Manner In Order For Just And Reasonable Rates To Be Established By The Bastrop City Council. Determining That The Meeting At Which This Resolution Was Adopted Complied With The Texas Open Meetings Act; Making Such Other Findings And Provisions Related To The Subject; And Declaring An Effective Date.

2. Party Making Request: City Manager Michael H. Talbot

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:

CITY OF BASTROP, TEXAS RESOLUTION NO. 2015 - 13

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, IN RESPONSE TO REQUEST FOR INTERIM RATE INCREASE BY CENTERPOINT ENERGY RESOURCES CORP., SOUTH TEXAS DIVISION (“CENTERPOINT”); FINDING THAT RATES COULD NOT BE SET; RECOMMENDING THAT THE STATUTE AUTHORIZING INTERIM RATE RELIEF KNOWN AS THE “GAS RELIABILITY INFRASTRUCTURE PROGRAM” BE AMENDED DURING THE 85TH SESSION OF THE TEXAS LEGISLATURE SO THAT COSTS OF THE PROGRAM CAN BE REVIEWED IN A TIMELY AND MEANINGFUL MANNER IN ORDER FOR JUST AND REASONABLE RATES TO BE ESTABLISHED BY THE BASTROP CITY COUNCIL. DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION WAS ADOPTED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING SUCH OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, on or about March 31, 2015 CenterPoint Energy Resources Corp., South Texas Division (“CenterPoint”) delivered an application to the City Secretary to increase the annual revenues for the South Texas Division by approximately \$4 million as an interim rate adjustment under the Gas Reliability Infrastructure Program (“GRIP”); and

WHEREAS, CenterPoint is requesting that the fixed monthly charge, known as the “customer charge”, increase by \$2.18 per month for residential customers, \$4.48 per month for small business customers and \$26.66 per month for large volume customers; and

WHEREAS, the customer charge for residential customers has increased by 44% since 2011 to a total of \$20.07 per month. The customer charge is a fixed monthly charge that is imposed upon a customer whether he/she uses any gas or not; and

WHEREAS, the City of Bastrop, Texas (“City”) is participating in the review of the GRIP filing by CenterPoint as part of a coalition of cities known as the Alliance of CenterPoint Municipalities (“ACM”) and in connection with that review retained Resolved Energy Consulting to undertake written discovery directed to CenterPoint as well as analyze the filing and available documents relevant to the filing; and

WHEREAS, in connection with its review Resolved Energy has submitted a report that is attached hereto and incorporated herein, in which it found in pertinent part that:

- There were capital projects included in the rate application that have nothing to do with safety or reliability.
- Capital projects for divisions other than the South Texas Division were included in this GRIP application.
- Expenses were reduced for labor and transportation as a result of certain capital expenditures but the expense reductions were not taken into account in the rate application.
- The South Texas Division has experienced growth in customers and sales but they were not taken into account in calculating the interim rate adjustment.
- The rate used for the return on invested capital does not take into account more current levels of returns which are lower than those set five years ago.
- The time period between comprehensive rate cases is so long that it is not possible to review the capital projects included in the interim rate adjustments.

WHEREAS, due to the GRIP statute and interpretations by Texas courts, cities have been deprived of their original jurisdiction to set rates and to participate in GRIP interim rate adjustments at the Railroad Commission of Texas; and

WHEREAS, the GRIP statute needs to be amended at the Texas Legislature so the cities can resume its role in setting just and reasonable rates of gas utilities.

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

Section 1. The statements and findings set out in the preamble to this resolution are hereby in all respects approved and adopted.

Section 2. The City Council is not approving the rates of CenterPoint in that it lacks the ability to set rates based upon provisions set forth in the GRIP statute and the interpretations thereof by Texas courts and the Railroad Commission of Texas.

Section 3. The City Council finds that the GRIP statute needs to be amended in the following respects:

- General rate cases need to occur on a more frequent basis.
- Cities may participate in GRIP proceedings at the Railroad Commission of Texas or its successor.
- GRIP should be limited to capital projects in excess of \$10 million that pertain only to the safety or reliability of distribution or transmission pipeline where money is not available from capital markets at reasonable rates.
- All GRIP capital projects must be matched to customer growth, expenses and revenues.
- Only GRIP capital projects of the entity, utility or division, that is requesting the interim increase in rates may be included in the interim rate adjustment.
- All earnings monitoring reports must be updated to set forth the allocation percentages for any costs or expenses that are being allocated to the applicant utility from any other division or entity.
- An applicant utility cannot rely upon a capital structure or a rate of return that is more than 3 years old.

Section 4. The City Council authorizes the City Manager to urge inclusion of the findings and recommendations in Section 3 in the legislative platform of the Texas Municipal League for the 85th Session of the Texas Legislature as well as any legislative goals and objectives undertaken by the City on its own behalf during the next legislative session.

Section 5. The meeting at which this resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 6. This resolution shall be effective immediately upon passage.

PASSED AND APPROVED this 14TH day of July, 2015.

Ken Kesselus, Mayor

ATTEST:

Traci Chavez, Interim City Secretary

DATE SUBMITTED: July 8, 2015
MEETING DATE: July 14, 2015

1. Agenda Item: **Presentation and possible discussion from Civic Organizations seeking Community Support Funding (CS) for services not currently provided by the City for Fiscal Year 2016.**

- a. Austin Habitat for Humanity, Inc.
- b. Bastrop County Child Welfare Board
- c. Bastrop County Emergency Food Pantry & Support Center, Inc.
- d. Bastrop County Women's Shelter, Inc. dba Family Crisis Center
- e. Bastrop Pregnancy Resource Center
- f. Boys and Girls Club of Bastrop County
- g. Children's Advocacy Center of Bastrop County
- h. Combined Community Action, Inc.
- i. Court Appointed Special Advocates (CASA) of Bastrop County, Inc.
- j. In the Streets-Hands Up High Ministry
- k. Literacy Volunteers of Bastrop
- l. Mission U-too
- m. YMCA of Austin/Bastrop Branch

2. Party Making Request: **Tracy Waldron, Chief Financial Officer**

3. Nature of Request: (Brief Overview) Attachments: Yes X No **SEPERATE PACKET**

4. Policy Implication: **Per the CS calendar, July 14, 2015 is designated for organizations to present and discuss their applications for funding with City Council.**

5. Budgeted: _____ Yes _____ No _____ N/A
 Bid Amount: _____ Budgeted Amount: _____
 Under Budget: _____ Over Budget: _____
 Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing:	<u>NAME/TITLE</u>	<u>INITIAL</u>	<u>DATE</u>	<u>CONCURRENCE</u>
a)				
b)				
c)				

8. Staff Recommendation: _____

9. Advisory Board: Approved _____ Disapproved _____ None _____

10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action regarding the update from the Vision Task Force on progress of the five Initiatives, including possible action on the Marketing Initiative recommendation.

2. Party Making Request: Council Member Kay Garcia McAnally

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

The attached report is the fourth update on the progress of five initiatives championed by the Vision Task Force in its over two years of operation. The report outlines progress to date on these initiatives. In addition, the VTF is making recommendations specifically for the next steps on the Marketing Initiative and is asking for Council action on these recommendations. Councilperson Kay Garcia McAnally is making the presentation on this item

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved

_____ None

11. Action Taken:

City of Bastrop

Vision Task Force Report

Number 4



July 14, 2015

About the Vision Task Force

In October 2013, as the Bastrop City Council was contemplating priorities for the coming fiscal year, Council member Kay Garcia McAnally suggested that the City develop an enhanced vision for Bastrop that would factor into budgeting for the next fiscal year and beyond. With City Council's endorsement, Ms. Garcia McAnally formed the Vision Task Force to explore how Bastrop might better meet the challenges and opportunities of a growing population, an expanding economic foundation, and the increasing importance of tourism to Bastrop's economic vitality and future.

Currently serving on the task force are Ms. Garcia McAnally (as chair and City Council liaison); City Manager Mike Talbot; City Planning and Development Director Melissa McCollum; Comprehensive Plan liaison Wesley Brandon; Bastrop Main Street Program Director Kayli Head; Bastrop Economic Development Corporation Executive Director Shawn Kirkpatrick; Bastrop Chamber of Commerce President/CEO Becki Womble, and citizens Martha Harris, John Landwehr, Dr. Matthew Mix, Dick Smith and Nancy Wood. Assisting the effort has been Cami Hardee, president of Hardee Partners, LLC. Ms. Hardee retired in May 2014 from her position as Senior Vice President of Marketing and Communications at Woodbine Development Corporation (developers of the Hyatt Lost Pines Resort and Spa) and was retained by the City to review Convention and Exhibit Center operations, financial performance, marketing and sales. She continues to work on a contract basis with the Bastrop Marketing Corporation, which is now controlled by the Hyatt Corporation.

From its beginning, the task force drew from the City's mission statement to guide it in conceptualizing pathways for meeting the challenges/opportunities of safeguarding Bastrop's unique character, honoring its distinguished history, nurturing a vibrant business climate and enhancing the quality of life for its citizens.

The task identified five key initiatives for that purpose; in short, those are:

- Articulating a visionary master plan
- Enhancing community recreation
- Strengthening the educational underpinnings of the community
- Nurturing a broad-based cultural arts movement in the community
- Enhancing the power of Bastrop tourism marketing efforts

Works in Progress

▪ **Articulating a visionary master plan**

- In response to an RFQ issued by the City for facilitation of a comprehensive plan, a review committee recommended appointment of Halff Associates, Inc. (Austin). At its June 9 meeting, City Council awarded the firm the contract, at a cost of \$394,000, partially funded by a \$200,000 grant from the Capital Area Metropolitan Planning Organization.
- The planning consultant has proposed a 15-member Comprehensive Plan “steering committee” to provide direction for the project. The proposal, approved by City Council on June 23, calls for the committee to include two City Council members and representatives of various City commissions, boards and task forces as well as representatives of other stakeholder entities.
- The Comprehensive Plan is expected to be ready for City Council consideration and adoption by early 2016.

▪ **Enhancing community recreation**

- The City has received Community Development Block Grant (CDBG) funds and is exploring the idea of using those funds to seed the building of a multi-use facility that may house the YMCA and can also be used for an emergency shelter.
- The “Y” continues to provide a large array of recreational and educational services to the community. It envisions significant growth and program expansion to meeting rising community demand for services. It is currently exploring funding and design of a central facility to accommodate such a program.
- The City now has assumed management control of Mayfest Park and rodeo arena facilities. The City’s vision is to enhance these resources for expanded local use as well as for tourism.
- In its recent session, the Legislature enacted HB 3615 permitting “a city that is intersected by both State Highways 71 and 95” to use Hotel Occupancy Tax (“HOT”) funds for an existing sports facility when the facility “was used in the preceding calendar year a combined total of more than 10 times for district, state, regional or national tournaments.”¹

▪ **Strengthening the educational underpinnings of the community**

- The Bastrop Economic Development Corporation and the Chamber of Commerce continue to work with Bastrop Independent School District to support local education through the “We Believe in BISD” campaign. That campaign has drawn the attention of the Texas Association of School Boards and was one of five showcased at a recent TASB statewide conference.
- Led by City Council member Kelly Gilleland, the City spearheaded a highly successful Jobs Fair in May 2015...highly successful both in terms of the large number of firms represented and the large number of students and adults seeking employment. The event included one day for companies to interface with BISD high school students and an ensuing day for

nonstudents to explore job/career opportunities. The City and its joint sponsors — the Chamber of Commerce and the BEDC — plan to make the Fair an annual event.

▪ **Nurturing a broad-based cultural arts movement**

- Bastrop Art in Public Places has successfully implemented its first annual sculptural art exhibit in downtown: 12 sculptures from visiting artists are on display outdoors in five locations. The sculptures will be rotated yearly; BAIPP is hoping to feature a larger number of sculptures in later years.
- BAIPP has made its first public sculpture purchase of “The Conspirators,” now installed in front of City Hall. This light-hearted composition of frolicking bears has been well received by local residents and visitors alike.
- The BAIPP Transformer Project, phase one, was such a public success that phase two was launched and completed, and there is talk of moving swiftly to phase three.
- The City and BAIPP have agreed on a design for creating a local “signature” on the TXDOT overpasses at Tahitian Village and Highway 71. The City has allocated \$67,900 in HOT funds for the project.
- A Cultural Arts Council, created to activate Bastrop’s Cultural Arts District (so designated by the Texas Commission for the Arts), is coming together under the leadership of Naseem Khonsari. A working group has been formed to draft bylaws, articles of incorporation and to seek 501c3 nonprofit status. The group envisions a large across-the-arts festival and other initiatives to promote Bastrop’s creative culture to local and distant audiences.
- A supplemental infusion of \$300,000 by the City has allowed the Bastrop Fine Arts Guild to meet its \$4 million funding target for the Lost Pines Art Center and to start construction this fall. The site has been cleared, and sheet metal and other architectural elements of the dismantled mill are being conserved for “recycling” into the new structure.
- The City and the Bastrop Opera House, under Artistic and Executive Director Chester Eitze, hosted this year’s Texas Nonprofit Theatres Youth Conference on June 11-14. The annual conference celebrates youth involvement in the performance arts and includes performances, workshops and awards. The City Council has also agreed to invest \$68,000 in the restoration of the historic Opera House building through a HOT fund grant in FY 2015.

▪ **Enhancing the power of Bastrop tourism marketing efforts**

- With expiration of the Tourism Marketing Agreement between the City and ownership of Hyatt Regency Lost Pines in June 2016, a representative of the City approached the resort’s new general manager to contemplate a City/Hyatt service agreement regarding key aspects of the Lost Pines/Bastrop destination marketing challenge. Negotiations have been interrupted by management changes; the resort has since expressed its interest in fulfilling a continuing role in Bastrop’s destination marketing effort and potentially helping the City restructure an official destination marketing entity to be guided by an Advisory Council

consisting of a representative of the resort and representatives of other key tourism-related entities.

- DBA has undertaken an exemplary step in the direction of marketing collaboration in its recent billboard campaign to promote downtown Bastrop as a tourist destination. The collaborative project includes five organizations and 25 downtown businesses that are underwriting the effort to place destination advertisements on eight strategically situated billboards between Bastrop and Houston beginning January 1, 2015. Billboard artwork will be changed once in summer and once in fall to draw travelers to Downtown Bastrop. City Council has approved a special allocation of \$68,000 of HOT funds to expand the billboard campaign along Highway 71 and I-35 corridors leading from Austin.
- The Vision Task Force marketing subcommittee has been reviewing HOT-funded marketing efforts of local organizations, including the Bastrop Convention and Exhibit Center, to determine how those efforts might be enhanced and their impact optimized. The subcommittee and the Vision Task Force, in turn, believe the answer lies in Bastrop's creation of a Destination Marketing Organization (DMO) to be launched incrementally by the City this fall.
- This new structure is the focus of the following Vision Task Force report and five specific recommendations for City Council action.

¹ Hotel Occupancy Taxes are paid by overnight guests in a hotel, motel or B&B and collected by the State of Texas on behalf of a city having such facilities within its city limits or Extraterritorial Jurisdiction (ETJ). State law — as summarized by Scott Joslov of the Texas Hotel & Restaurant Association in *What Cities Need to Know About to Administer Municipal Hotel Occupancy Taxes* (2014 revision) – imposes the following restrictions on a city's use of HOT revenue:

Criterion #1: First, every expenditure must DIRECTLY enhance and promote tourism AND the convention and hotel industry.

Criterion #2: Every expenditure of the hotel occupancy tax must clearly fit into one of nine statutorily provided categories for expenditure of local hotel occupancy tax revenues:

- 1) Funding the establishment, improvement, or maintenance of a convention center or visitor information center.
- 2) Paying the administrative costs for facilitating convention registration.
- 3) Paying for advertising, solicitations, and promotions that attract tourists and convention delegates to the city or its vicinity.
- 4) Expenditures that promote the arts.
- 5) Funding historical restoration or preservation programs.
- 6) Funding certain expenses, including promotional expenses, directly related to a sporting event within counties with a population of under 1 million.
- 7) Funding the enhancement or upgrading of existing sports facilities or sports fields for certain municipalities.
- 8) Funding transportation systems for tourists.
- 9) Signage directing tourists to sights and attractions that are visited frequently by hotel guests in the municipality.

The Marketing Initiative

Context: Bastrop's emergence as a tourism destination

For much of Bastrop's recent past, visitors to Bastrop were largely attracted to its 19th and early 20th Century neighborhoods and Main Street buildings, to recreation in Bastrop State Park and to seek signs of the significant role Bastrop played in the settlement of Texas. Visits were likely to be brief day trips, accomplished by a drive-through, a hike along the river or through Bastrop State Park or a stop at the old Bastrop County Historical Society museum or the Public Library for local history.

The development and successful marketing of Hyatt Regency Lost Pines Resort and Spa — as an easily accessible world-class resort within the Lost Pines Region and a short drive from historic downtown Bastrop — has been transformative for the City. The resort provided a springboard that put Bastrop on the map as a tourist destination. It also has transformed the City's awareness of how tourism can give significant lift to the local economy.

Two major drivers for that transformation, each functionally independent of the other, are:

- **Tourism Marketing Agreement:** In 2006, the City recognized that successful startup of a destination resort in the City's ETJ required professional destination marketing services, typically provided in most Texas cities by a Convention and Visitors Bureau (or Destination Marketing Organization as such entities are increasingly being described). The City — lacking any such mechanism or structure for tourism promotion — entered into a unique agreement with Woodbine Development Corporation (then owner/developer of the Hyatt Lost Pines Resort). That agreement established an entity called Bastrop Marketing Corporation, charged with putting Bastrop and the Lost Pines Region on the tourism map.

This 10-year agreement, expiring in June 2016, provides that BMC design, execute and sustain an aggressive regional marketing program that was initially focused on startup of the resort but also evolved to enhance the image and awareness of the City as a tourist destination. The program was managed in concert with the resort's own advertising, public relations and sales plans funded by resort operations and costing between \$3 million to \$4 million annually. The agreement has been fulfilled for the past eight years by a marketing team that included

independent contractors, Dublin and Associates for public and media relations, and Proof Advertising for advertising strategy/design, media placement, website management and maintenance, and impact analytics. Ms. Hardee had managed BMC since its inception in 2006 and continues in a contract position with BMC. BMC was acquired by Hyatt Corporation when the latter bought out Woodbine and other partners in the resort in October 2014.

Reimbursement of BMC expenses is funded by the City from HOT funds collected from resort guests. The declining-scale reimbursement was defined by the agreement and is currently at 43 percent of the net HOT funds collected by the resort during the fiscal year. For the current fiscal year, that reimbursement was projected to be \$914,529. The remainder of the HOT funds attributable to the Hyatt is retained by the City, along with HOT proceeds from 12 other hotels, motels and similar lodgings and from several B&Bs within the City limits or ETJ.

- **Significant HOT revenue** — HOT revenue from the resort and from a growing number of local hotels and B&Bs within Bastrop city limits and its ETJ has provided Bastrop exceptional leverage for promoting tourism. Revenue is expected to exceed the original budgeted amount (\$2,647,000 for the fiscal year 2015) and the allocation of \$2,934,388 (inclusive of the estimated BMC reimbursement) will fund projects across three “tiers,” summarized as follows:
 - **Tier One** addresses fundamental, baseline convention and tourism functions: convention center operation (\$570,275) and service of bonded indebtedness (\$551,025) for a combined \$1.2 million in FY 2014-15; underwriting the larger portion of Main Street Program expenditures (\$75,000); and a reserve of about \$2 million needed to maintain the City’s bond rating. BMC reimbursements — estimated at \$914,529 — and the Visitor Center (\$60,700)—might reasonably be seen as Tier One commitments, as well. (Total allocation for Tier One, as conceptualized here, is \$2,170,829.)
 - **Tier Two** addresses grants to non-governmental organizations for distance marketing of their programs and events — such as Yesterfest, Veterans Weekend, Homecoming and Rodeo — and for payment of City support services for such activities. (Total allocation for Tier Two, including a supplemental grant of \$68,000 in May 2015, to the Downtown Business Alliance for its billboard campaign, now stands at \$413,000.)
 - **Tier Three** includes special allocations approved by City Council for preserving and enhancing assets that play an important role in supporting tourism (e.g., Lost Pines Arts Center construction, \$144,559; Bastrop Opera House repairs, \$68,000) and acceleration of Convention Center debt payment. (Total allocation for Tier Three, thus defined, is \$350,559.)

Where are we now?

As was discussed at the City Council's Workshop in January, Bastrop currently has a patchwork of autonomous marketing/advertising initiatives among multiple HOT-funded entities with different priorities and responsibilities (BMC, Convention Center, Main Street, BCHS, DBA, Chamber of Commerce, Arts groups, event committees, City services). We find both challenges and opportunities to cohesively marketing Bastrop as a tourism destination in the future.

Where do we want to be?

- Growing convention and tourism traffic to nurture local amenities, create and sustain local employment and enhance the tax base (increased HOT revenue and sales tax revenue) as we share Bastrop's unique qualities with visitors.
- Effectively promoting Bastrop's identity as a nature-oriented recreational, heritage, culinary and cultural arts destination.
- Ensuring the highest and best use of resources (human and financial) dedicated to nurturing Bastrop as a tourist and convention destination

What are our options?

- Continue negotiation with the Hyatt to renew the current BMC agreement — whereby a defined percent of HOT paid by resort overnight guests would continue to flow to the BMC, now owned by the Hyatt Corporation. Renewal would entail a defined time period, would specify services to be provided to advance Bastrop and Lost Pines as a tourism destination, and would provide a mechanism for accountability and funding.
- Let the current agreement expire in June 2016, and create in its stead a Destination Marketing Organization (DMO), funded by HOT revenues and fully accountable to the City of Bastrop, to ensure that Bastrop receive heightened prominence in promoting tourism to the area.

How do we get there?

- By deploying resources (dollars and people) under a comprehensive, integrated destination marketing plan and budget for Bastrop
- By incrementally addressing the following essential elements of a unified destination marketing structure/plan, in accordance with prioritization by City Council:
 - Establish "Destination Bastrop" as the City's DMO to manage, oversee, and coordinate Bastrop's tourism marketing initiatives as well as convention center sales and marketing

- Develop and implement a compelling tourism “brand”/identity/signature and visitor experience strategy as part of the City’s Comprehensive Strategic Plan and Visioning Process
- Amplify collaboration and coordination among local organizations contributing to the tourism effort

What are the key attributes of ‘Destination Bastrop’ DMO

- **Mission:** To encourage cohesiveness and among public and private sectors in the marketing of Bastrop and the Lost Pines Region as a desirable convention and tourism destination. *(NOTE: this effort is separate from economic development sales/marketing initiatives designed to attract new businesses and jobs to the community, which is not an authorized use of HOT funds.)*
- **Vision:** Bastrop and the Lost Pines Region prides itself on being a welcoming community with nature-oriented, historic and culturally diverse assets, as well as offering an inviting base of lodging, dining, recreation and shopping venues, to share with conventioners, business and leisure travelers from around the world. Local businesses and residents provide extraordinary visitor services that position the City and the region as a place worth repeat visits.
- **Central Marketing Objective:** The objective is to enhance the City’s and the region’s image as a desirable location to visit and vacation. The effort will be supported by an aggressive, cooperative external and internal marketing plan implemented by a credible, professional and experienced marketing team.
- **Coordinated Marketing Tools:** All current industry tools will be used including advertising (print, digital, outdoor and specialty), public/media relations, social media sites, websites, collateral (brochures, print and electronic), convention sales and services, special event marketing support (in conjunction with event planning/coordination teams and committees) and management of visitor services.
- **Structure/Oversight:** Destination Bastrop will be an entity that contracts with the City to develop, manage and implement the regional marketing plan.

What can Council do now?

- **First:** Vision Task Force continues to advise Council for the Marketing Initiative
- **Second:** Agree on the “Destination Bastrop” DMO scenario as a replacement for BMC
- **Third:** In FY 2016 Budget allocate HOT funds to create “Destination Bastrop”
- **Fourth:** Continue the current system of Tier Two grants for FY 2016 through May 2016
- **Fifth:** Before granting FY 2016 HOT funds for visitor information centers, establish a Service Level Agreement (SLA) to accommodate all functions necessary for tourism operations

How much will it cost?

- **Transitional Funding**
FY 2016 Budget (Oct 2015 thru Sept 2016)
 - BMC funded through May 2016
(8 months x \$80,000 = \$640,000)
 - Remaining four months allocated to “Destination Bastrop”
(4 months x \$80,000 = \$320,000)
 - Allocate Tier Two Funds through May 2016
- **Launch in Mid 2016**
 - All launch expenses will be funded through revamping of HOT fund processes
- **Future Sustainability**
 - **Cost would be less than we currently spend from HOT funds on destination tourism marketing.**
 - Nothing out of General Fund
 - HOT funds will cover operations and staffing

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 10, 2015MEETING DATE: July 14, 2015

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION A PRESENTATION BY HARDEE PARTNERS, LLC ON THE BASTROP CONVENTION & EXHIBIT CENTER.**

2. Party Making Request: **Michael H. Talbot**

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

Ms. Cami Hardee will be present Tuesday evening to make a presentation to the City Council "Bastrop Convention & Exhibit Center."

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: **NAME/TITLE** **INITIAL** **DATE** **CONCURRENCE**

a) _____

b) _____

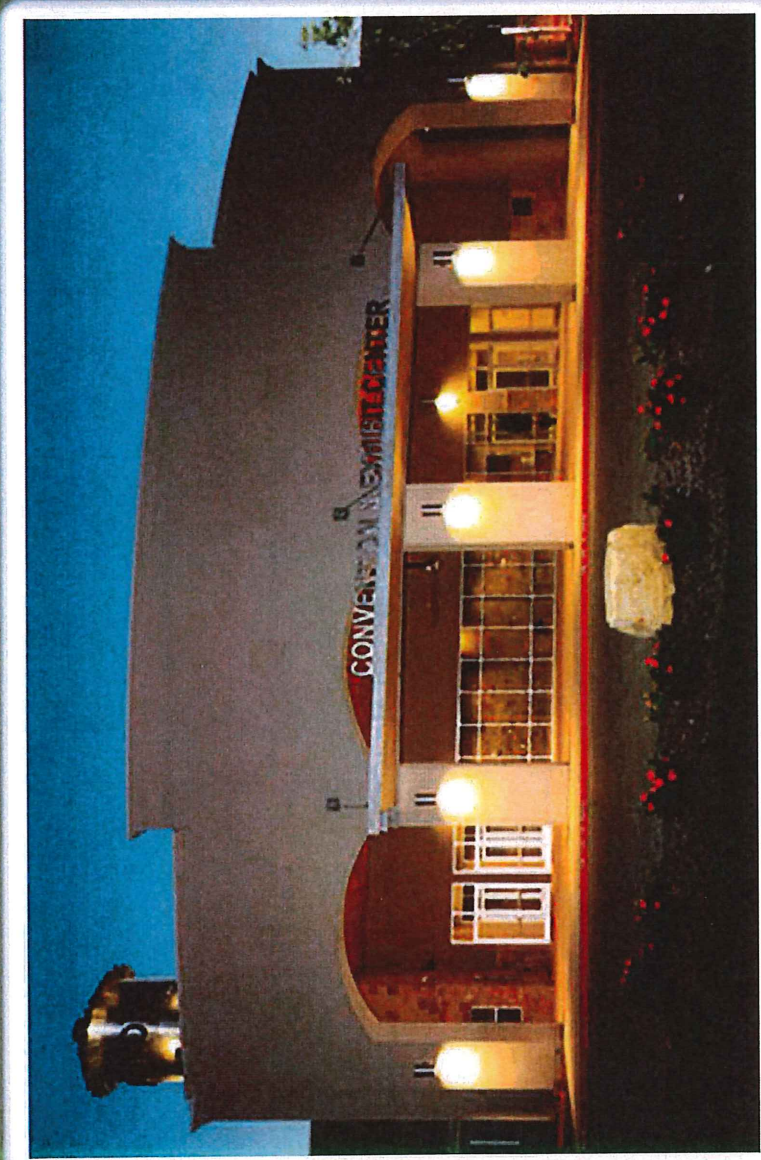
c) _____

8. Staff Recommendation:

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____



Bastrop Convention & Exhibit Center

Report to Bastrop City Council

Presented by



Hardee Partners, LLC
Development and Marketing Services

July 14, 2015

Bastrop Convention & Exhibit Center

Report to Bastrop City Council

- Background
- Issues/Situational Analysis
- 2007 TEEX Study Review/Benchmark
(Texas A&M Engineering Extension Service)
- BCEC Operational, Sales/Marketing Review and
SWOT Snapshot
- Recommendations

Background

- In October 2014, the City Manager hired Hardee Partners, LLC, to perform a benchmark assessment of Bastrop Convention & Exhibit Center (BCEC) performance and to provide the City with specific recommendations for enhancing the future operational, marketing and financial success of the City's asset.
- The City seeks to enhance BCEC's performance in order to reduce the Center's dependence on HOT funds while ensuring that the City does not have to subsidize the Center from the General Fund.

Issues/Situation Analysis

Performance Snapshot

Issues/Situation Analysis

- 26,000-square-foot BCEC opened in Spring 2011 as an attractive, well-designed, City-owned facility financed and subsidized through HOT funds
- After 4 years of operations, BCEC is challenged to achieve an industry-standard 50% occupancy or generate enough revenue to cover an industry-standard 45% of its expenses
- More than \$1 million in HOT funds is used for BCEC operations and debt service annually

Issues/Situation Analysis

- Without the support of a Convention & Visitors Bureau, BCEC is missing an aggressive sales outreach; a competitive vs. collaborative *marketing* environment exists in the City, fueled by fragmented use of HOT funds
- Additional meeting facilities have been added within Bastrop and in other nearby cities, creating a more competitive environment than was anticipated in the TEEX market study performed for the City of Bastrop in 2007

Issues/Situation Analysis

Year	Total Revenue	Operating Expenses	Net	% Covered	Budget /SF	Revenue /SF	# Paid Events (Days)	Occu-pancy
2011-12	\$220,311*	\$642,215	-\$421,904	34%	\$25	\$8.57	58 (58)	16%
2012-13	\$137,765	\$627,789	-\$490,024	22%	\$24	\$5.30	51 (70)	19%
2013-14	\$128,752	\$675,492	-\$546,740	19%	\$26	\$4.95	53 (85)	23%
2014-15 forecast	\$152,000	\$808,735	-\$656,735	19%	\$31	\$5.84	NA	NA

* 2011-12 revenue included \$104,000 associated with the Bastrop Complex Fire activities

Debt service is not included in the budget calculations

Gift-in-kind meetings are not included in event or occupancy calculations

2007 TEEX Study Review

Texas A&M Engineering Extension Service
benchmarking against other Texas convention centers

2007 TEEX Study Review

- Used performance history from more than 20 Texas cities to project performance of BCEC (*Hardee Partners reviewed these and additional cities in the 2015 study*)
- TEEX concluded that Bastrop would achieve a significant economic impact boost from construction of BCEC (satisfy pent-up local demand and induce new non-local demand)
- Expected revenue at BCEC after five years was set by TEEX at \$275,206 with operating expenses of \$584,762 (*review and update of the forecast suggests this is still reasonable but not without operational and marketing adjustments*)

2007 TEEX Study Review

- TEEX projected local demand for BCEC could generate more than half of the Center's expected revenue and would require careful booking strategy to meet the recommended goal of 51% of bookings from non-local business
- Current review suggests local revenue projections may have been exaggerated. Increased competition by other Texas convention centers, increased meeting venue options in Bastrop, the general economic downturn in 2008 and Bastrop Fire Complex were not anticipated in the TEEX study.

2007 TEEX Study Review

- Achieve 45% occupancy rate
- Cover 45% of budgeted expenses with revenue
- Achieve \$222,917 of revenue by year 3 and \$275,206 by year 5
- Derive more than 50 percent of bookings/revenue from non-local events (drive hotel room nights)

Above goals were labeled aggressive and would require a significant and coordinated marketing/promotional effort

2007 TEEX Study Review

Promotional Recommendations

- Strong/unified community branding
- Joint Destination Marketing Organization (DMO) and Convention Center marketing plan and budget
- Excellent customer/visitor experience to drive repeat business and word of mouth advertising
- Strong web presence and promotion, with special interest in attracting meeting planners
- Possible restructuring of the BMC agreement with Hyatt Regency Lost Pines ownership to support convention center bookings

BCFEC Operational, Sales/Marketing Review

Comparison of Other Comparable Centers

Operational, Sales/Marketing Review

TEEX METRICS GOALS	BCEC ACTUALS through 2013-14
45% occupancy	23% occupancy
45% budget coverage	19% budget coverage
\$222,917 Year 3 Revenue	\$128,752 Year 3 Revenue
More than 50% non-local bookings	More than 50% non-local bookings
Significant/coordinated marketing plan and budget	\$100,000 marketing budget not coordinated with other Bastrop HOT-funded entities

Operational, Sales/Marketing Review

TEEX PROMOTIONAL RECOMMENDATIONS	BCEC STATUS
Strong, unified community branding	Multiple brands for City and region (not just logos)
Joint DMO/BCEC marketing plan/budget	No DMO/fragmented use of HOT funds for marketing
Excellent customer/visitor experience to drive word-of-mouth	Positive reviews locally; low awareness among meeting planners
Strong web presence/promotion, targeting meeting planners	Multiple websites in City; none targeting meeting planners
Possible restructuring of Hyatt Lost Pines sales/marketing agreement to support BCEC	Renegotiation launched but stalled by management change at resort

Operational, Sales/Marketing Review

(Comparable Set Comparison)

City	City Population 2010	County Population 2010	Meeting Facility (Year Opened/Reno)	Meeting Facility Size (SF)
Bastrop	7,239	74,171	Bastrop Convention & Exhibit Center* (2011)	26,000
Granbury	7,978	51,182	Granbury Resort Conference Center (2008)	20,000
Decatur	6,042	59,127	Decatur Civic Center (2001)	33,000
New Braunfels	57,740	108,472	New Braunfels Civic/Convention Center (2008)	50,000
Waco	124,805	234,906	Waco Convention Center (1971/2012)	144,000
Grapevine	46,334	2 million+	Grapevine Convention Center* (1991)	23,500

* Also have large destination resort meeting facilities in the City

Operational, Sales/Marketing Review

(Comparable Set Comparison)

City	Rental Revenue 2013-14	Rentable SF	Rental Rev/Rentable SF	Other Revenue (e.g., services, catering, alcohol) 2013-14
Bastrop	\$1115,486	15,375	\$7.51	\$13,266
Granbury	\$140,064	13,131	\$10.67	\$254,750
Decatur	\$196,533	26,905	\$7.25	\$368,500
New Braunfels	\$338,903	27,100	\$12.60	\$25,612
Waco	\$669,758	83,006	\$8.07	\$488,121
Grapevine	\$593,539	14,027	\$42.31	Unknown

Based on City financial websites; variation in reporting exists, limiting exact comparisons.

Operational, Sales/Marketing Review

(Comparable Set Comparison)

City	CC Expenses 2013-14	CC Revenue 2013-14	% Budget Coverage	Budget Deficit/ Fund Subsidy	Key Difference
Bastrop	\$675,365	\$128,752	19%	(\$546,613)	No supporting CVB/sales staff; low F&B rev
Granbury	\$667,967	\$385,040	58%	(\$282,927)	Sales/marketing support; higher rates; F&B rev
Decatur	\$915,070	\$565,033	62%	(\$350,037)	Significant F&B program; small HOT fund
New Braunfels	\$690,731	\$355,848	52%	(\$334,883)	Larger facility; CVB sales/marketing support
Waco	\$3,160,017	\$1,107,341	35%	(\$2,052,676)	Regional CVB; size; sales support
Grapevine	\$1,406,932	\$826,000	59%	(\$580,932)	CVB; meeting destination image; other rev

Operational, Sales/Marketing Review

(Comparable Set Comparison)

City	# of Convention Center FTEs	Staffing Personnel Expenses	CVB/DMO/ Marketing Staff FTEs	City's HOT Funds	Hotels (Rooms) in City
Bastrop	4.5	\$253,857	NA	\$2.6 MM	25 (1,053)*
Granbury	6	\$311,235	9	\$541K	39 (870)
Decatur	11	\$580,070	NA	\$450K	16 (706)
New Braunfels	8.5	\$323,782	12	\$3.8 MM	233 (3,223)
Waco	35.71	\$1,673,698	10	\$7 MM	55 (2,926)
Grapevine	14	\$824,412	66	\$12.9 MM	24 (6,234)

* Based on Texas Hotel Occupancy Report 1Q 2015 for Bastrop

Operational, Sales/Marketing Review

(Comparable Set Comparison)

City	Adjoining Hotel	Center's Distance from Closest Hotel	Closest Branded Hotel	# of Rooms in Closest Hotel
Bastrop	no	1.9 miles	Hampton Inn	89
Granbury	nearby	0.1 mile	Hilton Garden Inn	106
Decatur	no	1.3 miles	Hampton Inn	74
New Braunfels	no	1.7 miles	Courtyard by Marriott	125
Waco	yes	Adjoining	Hilton	197
Grapevine	no	0.3 miles	Comfort Inn	100

* Based on Texas Hotel Occupancy Report 3Q 2014

Operational, Sales/Marketing Review

(Marketing Mix: The Ps and Cs)

Elements	Subjective Rating	Comments
Product/Customer Needs and Value	Positive -	Facility receives high marks as an attractive venue; "expensive"
Price or Cost to User	Neutral	Rates seem competitive; pricing strategy needs improvement
Promotion or Communication	Negative	Awareness of the facility is very low among meeting planners; branding?
Place or Convenience	Neutral	Location is a positive, but public transit is an issue
People or Consideration	Neutral	Staff receives positive customer feedback; no dedicated sales staff or DMO "selling"
Process or Consistency	Negative	Booking process/reporting improvements under way
Circumstances	Neutral	City's HOT funds minimize risk

Operational, Sales/Marketing Review

(Business Mix Sample: 2013-15 actual & forecast)

Segment	# of Events	Revenue %	# of Attendees	# of Event Days	Avg. Rev/Event
Association	7	\$33,035 (15%)	1,515 (10%)	15	\$4,719
Corporate	22	\$20,973 (10%)	1,492 (6%)	31	\$953
Events	4	\$8,060 (4%)	2,500 (10%)	8	\$2,015
Government	9	\$12,525 (6%)	1,220 (5%)	12	\$1,392
SMERF	50	\$111,591 (52%)	13,090 (51%)	61	\$2,232
Tradeshow	6	\$26,890 (13%)	6,000 (22%)	15	\$4,482
Total	98	\$213,074	25,817	145	\$2,174

BCEC SWOT Snapshot

Strengths	Weaknesses
▪ Newness ▪ Accessibility within Golden Triangle ▪ Flexible space ▪ Significant HOT funds available ▪ Variety of nearby hotel rooms ▪ Growing appreciation for regional pillars: nature, history and small-town charm	▪ Lack of brand awareness ▪ No sales staff; deployment strategy ▪ Lack of experienced DMO/CVB ▪ Disconnect between Center and other organizations that provide “convention services” and marketing ▪ Walkability and transportation issues; distance from hotels
Opportunities	Threats
▪ Renegotiation of BMC agreement ▪ Land available for adjoining hotel ▪ Potential to create coordinated marketing effort for the City, region ▪ Potential to build a brand and enhance brand awareness and image as meetings destination	▪ Community organizations and business do not support BCEC ▪ Resort business and HOT funds decline; competition increases ▪ Fragmented/uncoordinated use of HOT funds dilutes marketing budget & effectiveness

Recommendations

BCEC Operations, Sales/Marketing

Define Desired ROI

The City of Bastrop makes a significant annual investment in BCEC:

\$1,301,159 for operations and debt service in 2014-15

Although the ROI is generated through more than BCEC revenue (e.g, civic pride and quality of life factors, availability of the center for uses within the City/community for in-kind participation/events), BCEC has not been guided by typical industry-standard metrics.

“That which gets measured is achieved.”

Success Metrics, Mission, Goals

It is recommended that the City Manager and City Council jointly establish the definition of success for BCEC and formally adopt

- Mission and Vision statements for the center (clarifying roles and responsibilities; tourism vs. convention center operations)
- Formalized Guiding Principles and Metrics to help the BCEC staff in annually setting measurable operational, sales and marketing objectives, goals and tactics (list of standard metrics provided in full report)
- Review and revise operating policies and procedures that limit revenue potential (e.g., catering & alcohol sales, pricing and discounts)

Proposed BCEC Mission

*The mission of Bastrop Convention & Exhibit Center is to
generate economic and civic benefits for
the City of Bastrop and the Lost Pines Region
by hosting memorable meetings, conferences, trade shows,
events and celebrations
in an attractive and safe facility with extraordinary services
provided by a customer-oriented team.*

Proposed Guiding Principles

to be finalized and approved by City Manager and City Council

- Maximize positive economic impact for the local community by optimizing the revenue-expense ratio
- Serve as the region's preferred gathering place and host important community events
- Help generate event-driven tax revenue from out-of-town attendees to fund essential city services that enhance the quality of life for all Bastrop residents

Guiding Principles (cont'd)

to be finalized and approved by City Manager and City Council

- Maintain high ethical standards; be fiscally sound; and give back to the community
- Be a leader in environmental and social responsibility by operating the building efficiently
- Provide clients and guests with extraordinary service; consistently exceed expectations in order to drive future business and encourage repeat business

Guiding Principles (cont'd)

to be finalized and approved by City Manager and City Council

- Work collaboratively with other organizations involved in marketing and promoting the City of Bastrop and the Lost Pines Region
- Service the needs of all visiting groups and individuals and provide visitors with a memorable Bastrop experience
- Maintain excellent physical surroundings, equipment and support services for conventions, trade shows, consumer shows, events and local celebrations

Proposed Positioning, Vision

*The Bastrop Convention & Exhibit Center is
the top-of-mind, venue-of-choice
among Lost Pines Region and Central Texas
meeting/event planners, as well as
Bastrop residents, organizations and businesses.*

Sales and Marketing Support

Ultimately, awareness of BCEC as a valued meeting/event destination must be increased among meeting planners, which requires an aggressive sales strategy and experienced sales team.

The local community must support BCEC and be engaged and invested in the future of the center to achieve the proposed vision. Locals need to be the center's best cheerleaders.

TEEX promotional recommendations **must** be addressed to increase potential for success at BCEC.

Realign Sales/Marketing Efforts

TEEX PROMOTIONAL RECOMMENDATIONS	BCEC STATUS
Strong, unified community branding	Multiple brands for City and region (not just logos)
Joint DMO/BCEC marketing plan/budget	No DMO/fragmented use of HOT funds for marketing
Excellent customer/visitor experience to drive word-of-mouth	Positive reviews locally; low awareness among meeting planners
Strong web presence/promotion, targeting meeting planners	Multiple websites in City; non targeting meeting planners
Possible restructuring of Hyatt Lost Pines sales/marketing agreement to support BCEC	Renegotiation launched but stalled by management change at resort

Short-Term Action Plan

- **LOCAL SALES/MARKETING TEAM:** Mobilize an informal sales/advisory committee from HOT-funded organizations to support BCEC sales/marketing; 15 volunteers identified through survey. Existing staff cannot do it alone.
- **SALES STRATEGY:** Develop a prospect list and work with local hotel sales teams to “mine” the prospect list for “right-fit” meetings/events; jointly sponsor FAMs for meeting planners
- **COORDINATE MARKETING RESOURCES:** Enhance the image of BCEC through an upgrade of all BCEC marketing communication vehicles; coordinate with other Bastrop HOT-funded marketing efforts

Long-Term Action Plan

- **BRAND DEVELOPMENT & MARKETING:** Nurture, develop and promote the Bastrop brand for the tourism and convention industry through an umbrella DMO
- **PRICING IMAGE CHANGE:** Develop a competitive pricing strategy/policy in conjunction with dedicated Sales Team to include “incentive funds” — money or credits used to induce meeting planners to select a given destination; adopt discount plan according to guiding principles
- **DISTRICT MASTER PLAN:** Pursue Convention/Civic Center District master plan to connect multiple Bastrop meeting venues. Optimize venue management as a complex; could include hotel and third-party management contact

Align Sales Strategy with BCEC

Proposed Performance Goals

- Host at least 40,000 attendees at BCEC in 2015-16 (26,000 in 2013-14)
- Book 164 event days at the center in 2015-16, to achieve 45% occupancy; e.g., target 50 weekdays, 97 Fridays/Saturdays and 16 Sundays (84 days booked in 2013-14)
- Achieve 45% coverage of budget with operating revenue (\$300,000 revenue with \$667,000 budget)
- Optimize operating budget by partnering with other tourism stakeholders on group sales/marketing and meeting planner initiatives (coordinate use of HOT funds)

Align Sales Strategy with BCEC

Proposed Performance Goals (cont'd)

- Establish booking goals for each target segment, e.g., 2 large association meetings per year, 2 annual meetings per year, 50 weddings per year, 10 government meetings per year
- Encourage repeat business by achieving 95% positive customer-service responses and resolving negative complaints with memorable customer engagement
- Increase the number of bookings that contract for hotel room nights at local hotels (coordinate tracking with hotel operators)

Align Sales Strategy with BCEC Proposed Performance Goals (cont'd)

- Generate a list of tentative prospects to pursue in 2015-18 (long-term lead bookings could be pursued through the proposed contractual arrangement with Hyatt Lost Pines; short-term bookings could continue to be booked directly by BCEC staff)
- Analyze lost business to identify future facility, operational or marketing challenges and opportunities
- Prepare for renovation/expansion needs (reserve fund)

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 6, 2015

MEETING DATE: July 14, 2015

1. Agenda Item: **Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports and Quarterly Investment Report for the period ending in May 31, 2015.**

2. Party Making Request: **Tracy Waldron, Chief Financial Officer**

3. Nature of Request: (Brief Overview) Attachments: Yes X No

Provide City Council monthly financial report overview for four major funds to include General Fund, Water-Wastewater Fund, Bastrop Power & Light and the Hotel Motel Fund.

4. Policy Implication: _____

5. Budgeted: Yes No N/A

Bid Amount: _____

Under Budget: _____

Budgeted Amount: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

b) _____

c) _____

8. Staff Recommendation: Acceptance of monthly financial reports

9. Advisory Board: Approved Disapproved None

10. Manager's Recommendation: Approved Disapproved None

11. Action Taken: _____

**CITY OF BASTROP, TEXAS
MONTHLY FINANCIAL REPORT AND
QUARTERLY FINANCIAL REPORT
FOR PERIOD ENDING May 31, 2015**



CITY OF BASTROP
SUMMARY OF REVENUES AND EXPENDITURES
AS OF May 31, 2015

Fiscal year 2015 is 8 month or 67% completed as of May 31, 2015.

- General Fund revenues reflect \$7,738,962 collected or 82% of the budgeted revenue received. Expenditures represent \$6,289,638 or 62% of the budget spent.
- Water/ Wastewater Fund revenues reflect 62% collected or \$2,699,690. Expenditures represent 60% spent or \$2,360,089.
- The Electric Fund revenues reflect 64% collected or \$4,784,248. Expenditures represent 65% spent or \$5,005,303.
- The Hotel /Motel Fund revenues reflect 64% collected or \$1,682,458. Expenditures represent 68% spent or \$1,742,500.

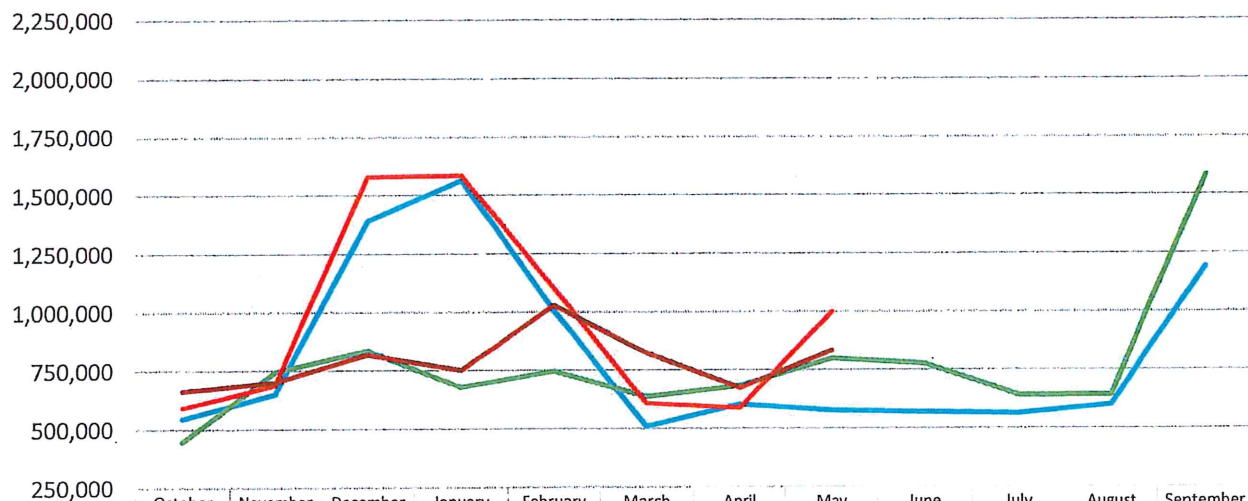
Revenues

Expenditures

	FY 2015 Budget	FY 2015 Actual	% of FY2015 Budget	FY 2015 Budget	FY 2015 Actual	% of FY2015 Budget
General Fund	\$ 9,381,088	\$ 7,738,962	81.89%	\$ 9,937,808	\$ 6,289,638	62.14%
WWW Fund	\$ 4,338,480	\$ 2,699,690	62.23%	\$ 3,911,020	\$ 2,360,089	60.34%
Electric Fund	\$ 7,513,000	\$ 4,784,248	63.68%	\$ 7,753,790	\$ 5,005,303	64.55%
Hotel Motel Fund	\$ 2,647,000	\$ 1,682,458	63.56%	\$ 2,495,988	\$ 1,742,500	67.94%

GENERAL FUND REVENUE & EXPENDITURES AS OF May 31, 2015

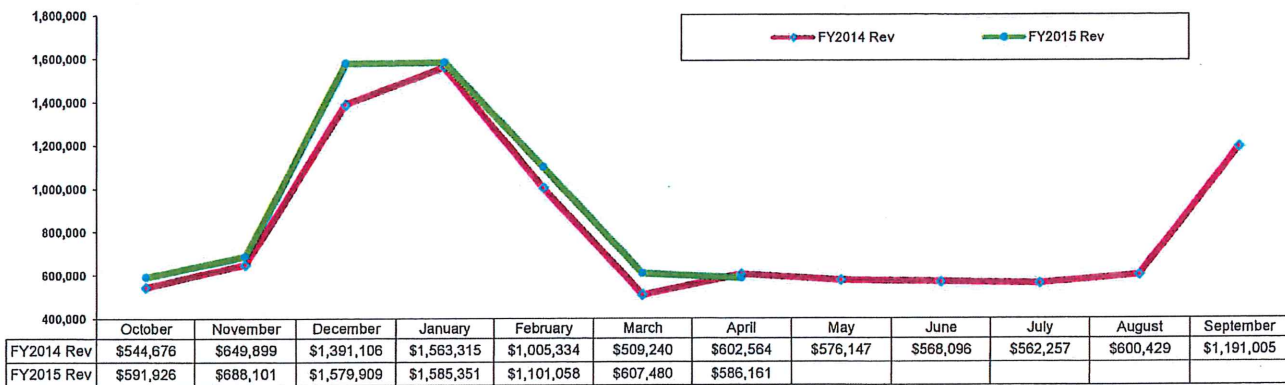
- Revenues will increase in December, January, and February due to collection of the Ad Valorem Taxes.
- Due to an audit adjustment that accrues our revenue into the period it was earned, the Sales Tax revenue earned in October and November are estimated.
- The Revenue spiked in May due to the transfer from BP&L of \$200,000 for the Comprehensive Plan



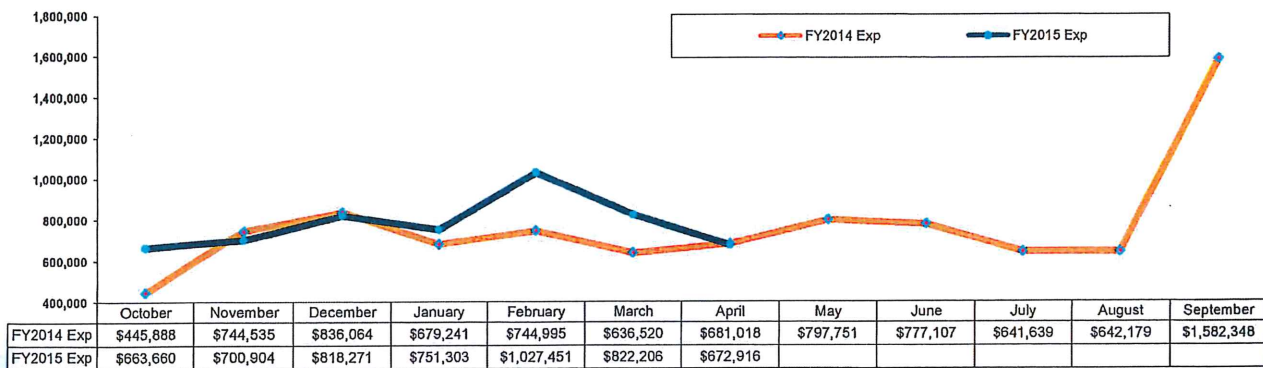
	October	November	December	January	February	March	April	May	June	July	August	September
FY2014 Revenues	\$544,676	\$649,899	\$1,391,106	\$1,563,315	\$1,005,334	\$509,240	\$602,564	\$576,147	\$568,096	\$562,257	\$600,429	\$1,191,005
FY2014 Expenses	\$445,888	\$744,535	\$836,064	\$679,241	\$744,995	\$636,520	\$681,018	\$797,751	\$777,107	\$641,639	\$642,179	\$1,582,348
FY2015 Revenues	\$591,926	\$688,101	\$1,579,909	\$1,585,351	\$1,101,058	\$607,480	\$586,161	\$998,976				
FY2015 Expenses	\$663,660	\$700,904	\$818,271	\$751,303	\$1,027,451	\$822,206	\$672,916	\$832,928				

GENERAL FUND REVENUE & EXPENDITURES AS OF May 31, 2015

FY 2014 & 2015 Revenues



FY 2014 & 2015 Expenditures

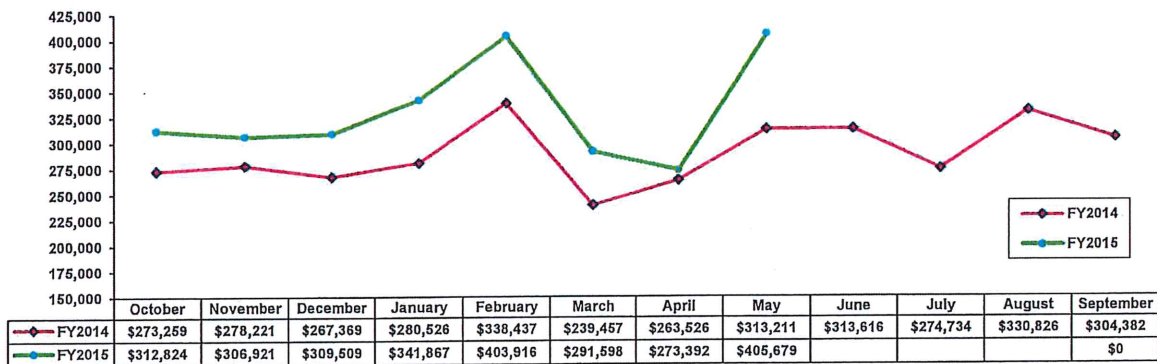


GENERAL FUND REVENUE AS OF May 31, 2015

FY2015 Budgeted \$3,495,000*

FY2015 YTD \$2,645,706

Sales Tax

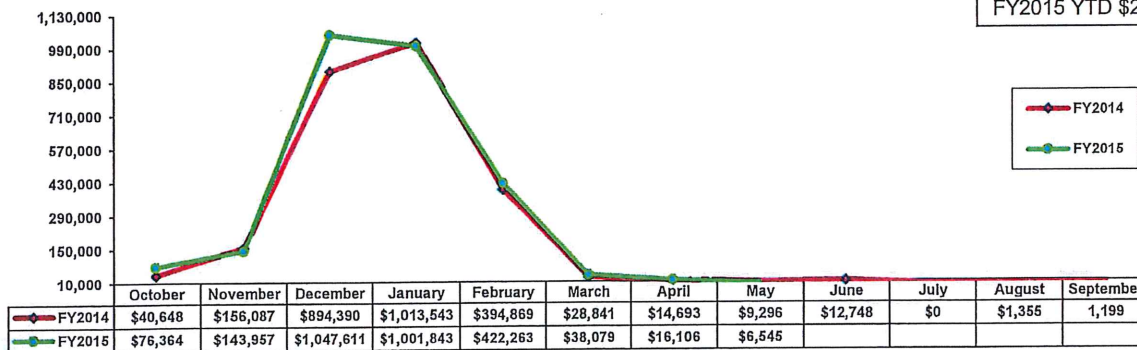


*This amount was amended in May 2015 (Increased by \$65,000)

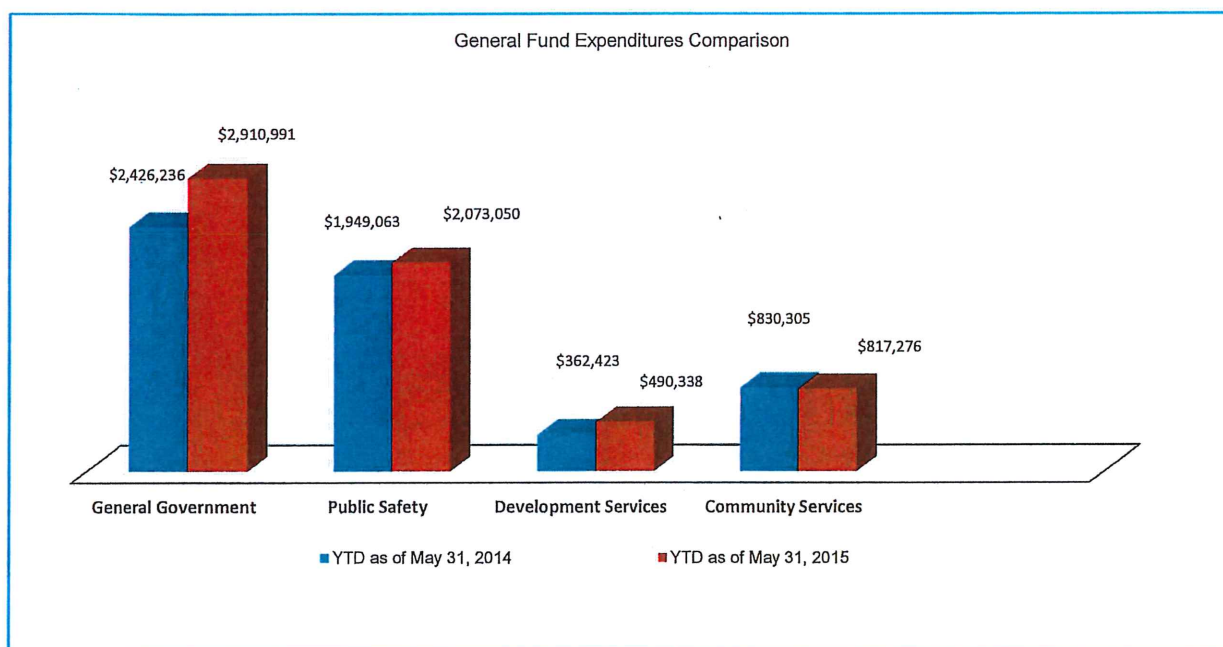
Ad Valorem Taxes

FY2015 Budget \$2,779,920

FY2015 YTD \$2,752,768



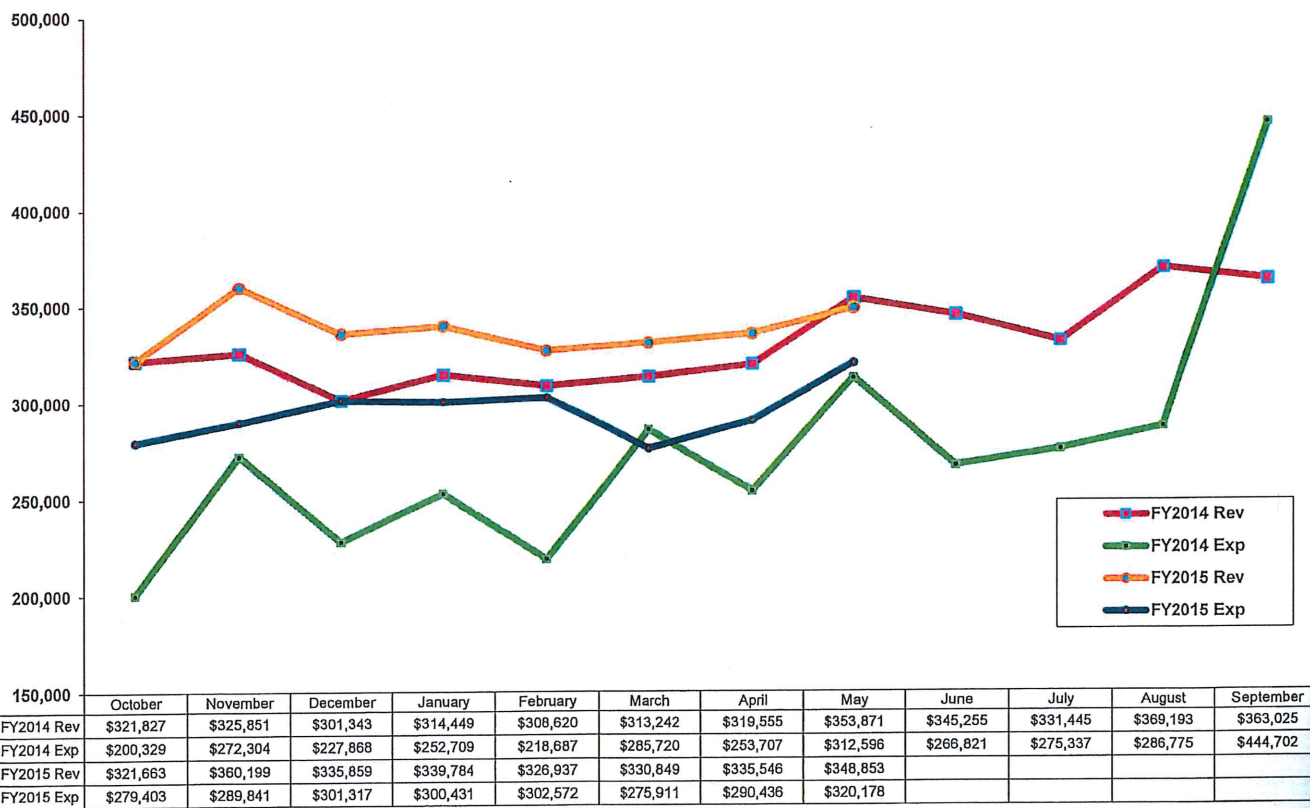
GENERAL FUND EXPENDITURES AS OF May 31, 2015



- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, and Building Maintenance
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development Services includes the Planning Department
- Community Services includes Recreation, Parks, and Library

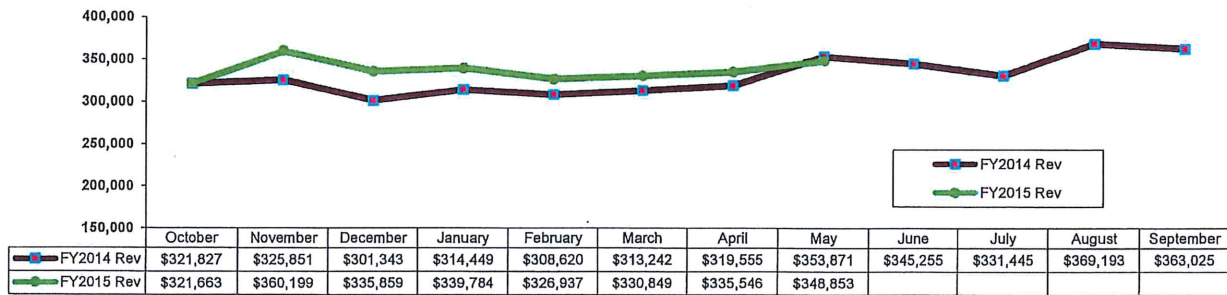
WATER WASTEWATER FUND REVENUE & EXPENDITURES AS OF May 31, 2015

□ Water/ Wastewater Fund Revenues Year-to-date (YTD) as of May 31, 2015 are \$2,699,690 or 62.23% of the year.

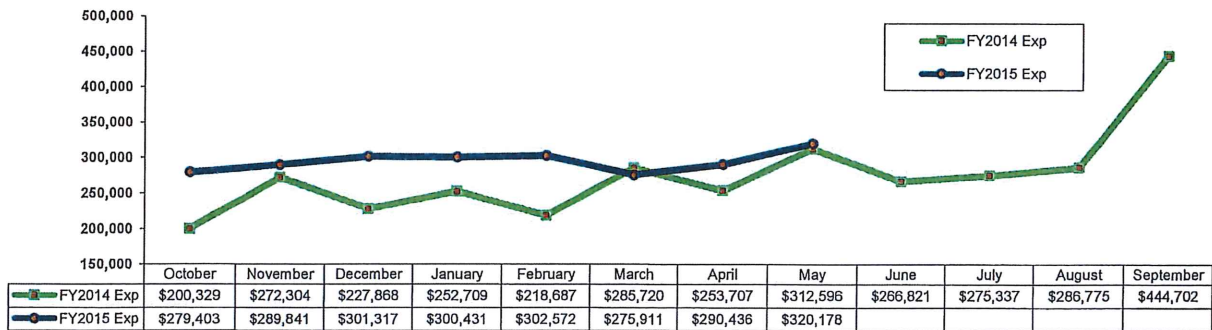


WATER WASTEWATER FUND REVENUE & EXPENDITURES AS OF May 31, 2015

FY 2014 & 2015 Revenues

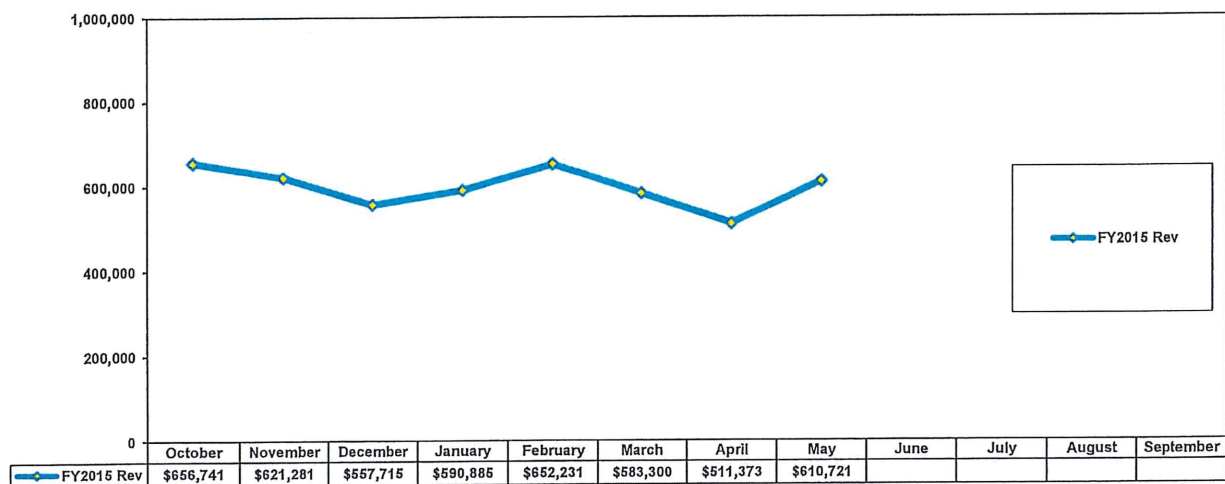


FY 2014 & 2015 Expenditures



BASTROP POWER AND LIGHT / ELECTRIC FUND REVENUE AS OF May 31, 2015

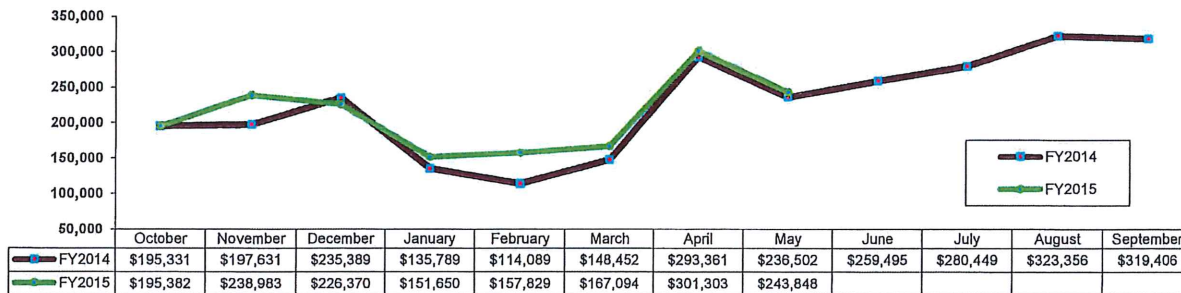
❑ Electric Fund Revenues Year-to-date (YTD) as of May 31, 2015 are \$4,784,248 or 64% of the FY2015 adopted budget.



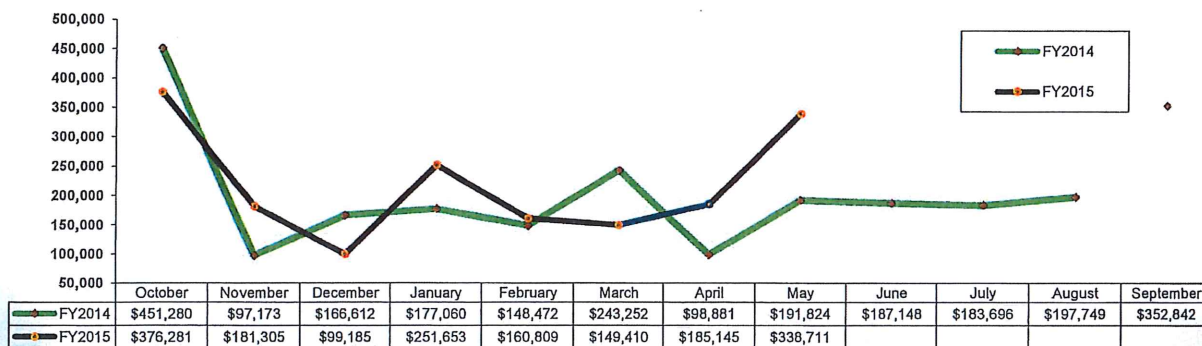
HOTEL MOTEL TAX REVENUE FUND REVENUE AND EXPENDITURES AS OF APRIL 30, 2015

- ❑ Revenues as of April 30, 2015 represent YTD earned revenue of \$1,438,611. Due to an audit adjustment that accrues our revenue into the period it was earned, the revenue earned in October is an estimate.
- ❑ Expenses in October are increased due to the one-time disbursement of funds to Hotel Motel funded organizations.

Hotel / Motel Fund Revenue



Hotel / Motel Fund Expenses



City of Bastrop
Quarterly Investment Summary
As of May 31, 2015

TEXPOOL

12/31/2014 Beginning Book and Market Value Balance \$32,762,657

Subtractions/ Changes to Market Value \$1,399,661

05/31/2015 Ending Book and Market Value Balance \$34,162,318

Accrued Interest for Reporting Period: \$6,984.03

Weighted Average Maturity (WAM): 51 days

Average Monthly Yield, on a simple basis: .0553%

CERTIFICATES OF DEPOSIT

12/31/2014 Beginning Balance and Market Value \$1,500,000

Additions/ Changes to Market Value \$0

05/31/2015 Current Balance and Market Value \$1,500,000

Maturity Date: 04/26/2016

Term Date: 365 days

Current Rate: .80 %

POOLED CASH

12/31/2014 Beginning Book and Market Value Balance \$1,314,251.21

Subtractions/ Changes to Market Value (\$983,446.24)

05/31/2015 Ending Book and Market Value Balance \$281,988,.20

Accrued Interest for Reporting Period: \$4,490.16

FINANCIAL STATEMENT REPORTS ARE ATTACHED

- General Fund
- Water/ Wastewater Utility Fund
- Hotel Motel Fund

C I T Y O F B A S T R O P
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2015

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TAXES & PENALTIES						
10-00-4001 CURRENT TAXES M&O	2,552,367.06	2,779,920.00	6,544.68	2,752,767.57	27,152.43	99.02
10-00-4002 DELINQUENT TAXES M&O	25,516.68	35,750.00	1,724.92	20,800.18	14,949.82	58.18
10-00-4003 PENALTIES & INTEREST M&O	17,739.67	26,000.00	2,088.87	21,123.38	4,876.62	81.24
10-00-4004 FRANCHISE TAX	230,902.02	400,000.00	40,110.59	253,848.33	146,151.67	63.46
10-00-4006 CITY SALES TAX	2,254,006.02	3,495,000.00	354,174.61	2,594,201.10	900,798.90	74.23
10-00-4008 OCCUPATION TAX	8,235.95	8,000.00	1,035.00	3,550.00	4,450.00	44.38
10-00-4009 MIXED BEVERAGE TAX	20,178.94	20,000.00	0.00	23,055.37	(3,055.37)	115.28
10-00-4010 380 AGREEMENT PROP REFUND	0.00	0.00	0.00	(44,029.26)	44,029.26	0.00
TOTAL TAXES & PENALTIES	5,108,946.34	6,764,670.00	405,678.67	5,625,316.67	1,139,353.33	83.16
LICENSES & PERMITS						
10-00-4020 BUILDING PERMITS	73,346.63	75,000.00	12,210.52	80,860.11	(5,860.11)	107.81
10-00-4021 ZONING FEES	1,503.00	3,000.00	635.58	1,247.58	1,752.42	41.59
10-00-4022 PLATTING FEES	6,960.00	6,000.00	450.00	16,463.80	(10,463.80)	274.40
10-00-4023 SPECIAL EVENT PERMIT FEE	1,300.00	2,000.00	0.00	600.00	1,400.00	30.00
TOTAL LICENSES & PERMITS	83,109.63	86,000.00	13,296.10	99,171.49	(13,171.49)	115.32
CHARGES FOR SERVICES						
00-00-4040 ANIMAL SERVICE RECEIPTS	225.00	200.00	0.00	140.00	60.00	70.00
00-00-4043 PARKS RECEIPTS	1,365.00	1,600.00	675.00	1,495.00	105.00	93.44
00-00-4044 PD ACCIDENT REPORTS	1,413.00	1,800.00	0.00	1,160.00	640.00	64.44
00-00-4046 SPECIAL EVENTS HOT REIMB	9,644.32	35,000.00	0.00	10,613.00	24,387.00	30.32
00-00-4049 TRANSFER STATION RECEIPTS	3,188.02	7,000.00	1,090.00	3,975.00	3,025.00	56.79
TOTAL CHARGES FOR SERVICES	15,835.34	45,600.00	1,765.00	17,383.00	28,217.00	38.12
FINES & FORFEITURES						
00-00-4070 MUNICIPAL COURT FINES	119,209.40	178,800.00	20,742.31	172,134.76	6,665.24	96.27
00-00-4076 LIBRARY RECEIPTS	10,375.59	16,000.00	1,351.10	10,746.37	5,253.63	67.16
00-00-4078 JUVENILE CASE MANAGER-M/C	3,339.05	5,100.00	652.60	6,105.04	(1,005.04)	119.71
00-00-4080 TEEN COURT (MC)	872.58	1,000.00	60.00	414.40	585.60	41.44
TOTAL FINES & FORFEITURES	133,796.62	200,900.00	22,806.01	189,400.57	11,499.43	94.28
OTHER REVENUE						
TOTAL						
INTEREST INCOME						
00-00-4400 INTEREST RECEIPTS	2,901.13	5,000.00	305.49	3,254.09	1,745.91	65.08
TOTAL INTEREST INCOME	2,901.13	5,000.00	305.49	3,254.09	1,745.91	65.08

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2015

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
INTERGOVERNMENTAL						
00-00-4411 BASTROP CO/LIBRARY	8,500.00	0.00	0.00	0.00	0.00	0.00
00-00-4413 BISD PROJECT RECEIPTS	46,525.30	40,000.00	0.00	26,499.33	13,500.67	66.25
00-00-4414 DEPT OF JUSTICE GRANT REIMB	0.00	0.00	0.00	694.43	(694.43)	0.00
00-00-4415 EMERGENCY MANAGEMENT	28,051.19	30,000.00	0.00	23,368.97	6,631.03	77.90
00-00-4419 PROPERTY LIEN PAYMENTS	13,853.59	0.00	0.00	7,705.00	(7,705.00)	0.00
00-00-4490 ELECTRIC IN-KIND	344,186.64	516,280.00	43,023.33	344,186.64	172,093.36	66.67
00-00-4491 WATER/WASTEWATER IN-KIND	354,013.28	531,020.00	44,251.66	354,013.28	177,006.72	66.67
00-00-4493 BEDC IN-KIND	132,719.92	169,080.00	16,589.99	112,719.84	56,360.16	66.67
00-00-4495 CONVENTION CENTER IN-KIND	116,080.00	174,120.00	14,510.00	116,080.00	58,040.00	66.67
00-00-4496 DONATION IN-KIND	0.00	0.00	183,000.00	183,000.00	(183,000.00)	0.00
TOTAL INTERGOVERNMENTAL	1,043,929.92	1,460,500.00	301,374.98	1,168,267.49	292,232.51	79.99
MISCELLANEOUS						
00-00-4509 GENERAL DONATIONS	250.00	718.00	0.00	1,545.38	(827.38)	215.23
00-00-4512 SALE OF FIXED ASSETS	6,539.33	0.00	0.00	546.00	(546.00)	0.00
00-00-4522 WORKERS COMP. REIMBURSE	1,208.46	4,000.00	0.00	0.00	4,000.00	0.00
00-00-4536 MISCELLANEOUS	21,068.27	21,000.00	2,625.00	15,170.53	5,829.47	72.24
00-00-4537 INSURANCE PROCEEDS	15,695.06	0.00	0.00	9,906.31	(9,906.31)	0.00
TOTAL MISCELLANEOUS	44,761.12	25,718.00	2,625.00	27,168.22	(1,450.22)	105.64
TRANSFERS-IN						
00-00-4703 TRANSFERS IN - ELECTRIC FUND	409,000.00	613,500.00	51,125.00	409,000.00	204,500.00	66.67
00-00-4704 TRANS IN - SANITATION FUND	0.00	48,000.00	0.00	0.00	48,000.00	0.00
00-00-4718 TRANSFER-IN SPECIAL PROJECT	0.00	200,000.00	200,000.00	200,000.00	0.00	100.00
TOTAL TRANSFERS-IN	409,000.00	861,500.00	251,125.00	609,000.00	252,500.00	70.69
** TOTAL REVENUE **						
	6,842,280.10	9,449,888.00	998,976.25	7,738,961.53	1,710,926.47	81.89
	=====	=====	=====	=====	=====	=====

C I T Y O F B A S T R O P
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2015

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT						
00-NON-PROGRAM						
TOTAL						
TOTAL						
LEGISLATIVE						
00-NON-PROGRAM						
PERSONNEL SERVICES	4,011.02	5,970.00	565.18	4,068.05	1,901.95	68.14
SUPPLIES & MATERIALS	1,623.62	7,530.00	129.48	3,492.18	4,037.82	46.38
OCCUPANCY	5,626.22	8,000.00	794.34	5,302.41	2,697.59	66.28
CONTRACTUAL SERVICES	1,080.00	8,800.00	379.50	1,089.50	7,710.50	12.38
OTHER CHARGES	8,138.90	19,940.00	195.98	7,142.05	12,797.95	35.82
TOTAL 00-NON-PROGRAM	20,479.76	50,240.00	2,064.48	21,094.19	29,145.81	41.99
TOTAL LEGISLATIVE	20,479.76	50,240.00	2,064.48	21,094.19	29,145.81	41.99
ORGANIZATIONAL						
00-NON-PROGRAM						
PERSONNEL SERVICES	104,702.03	182,580.00	12,004.20	110,718.60	71,861.40	60.64
SUPPLIES & MATERIALS	10,630.17	14,740.00	832.61	10,144.70	4,595.30	68.82
MAINTENANCE & REPAIRS	5,384.19	7,160.00	79.00	2,848.98	4,311.02	39.79
CONTRACTUAL SERVICES	311,950.04	574,570.00	(106,379.51)	550,835.96	23,734.04	95.87
OTHER CHARGES	237,427.25	485,115.00	385.77	287,385.46	197,729.54	59.24
CAPITAL OUTLAY	22,500.00	0.00	183,000.00	183,000.00	(183,000.00)	0.00
TOTAL 00-NON-PROGRAM	692,593.68	1,264,165.00	89,922.07	1,144,933.70	119,231.30	90.57
TOTAL ORGANIZATIONAL	692,593.68	1,264,165.00	89,922.07	1,144,933.70	119,231.30	90.57
CITY MANAGER						
00-NON-PROGRAM						
PERSONNEL SERVICES	210,506.19	293,613.00	36,538.32	198,103.60	95,509.40	67.47
SUPPLIES & MATERIALS	4,153.57	8,050.00	157.63	4,988.34	3,061.66	61.97
OCCUPANCY	5,469.16	9,400.00	769.35	5,458.45	3,941.55	58.07
CONTRACTUAL SERVICES	108.50	350.00	0.00	87.50	262.50	25.00
OTHER CHARGES	9,558.74	10,140.00	99.61	6,596.46	3,543.54	65.05
TOTAL 00-NON-PROGRAM	229,796.16	321,553.00	37,564.91	215,234.35	106,318.65	66.94
TOTAL CITY MANAGER	229,796.16	321,553.00	37,564.91	215,234.35	106,318.65	66.94
CITY SECRETARY						

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2015

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
00-NON-PROGRAM						
PERSONNEL SERVICES	46,615.93	72,759.00	680.50	44,085.65	28,673.35	60.59
SUPPLIES & MATERIALS	715.16	5,975.00	123.65	1,162.17	4,812.83	19.45
OCCUPANCY	1,407.96	2,190.00	242.05	1,775.14	414.86	81.06
CONTRACTUAL SERVICES	950.00	5,600.00	2,690.00	4,780.00	820.00	85.36
OTHER CHARGES	15,116.14	40,490.00	2,031.62	17,326.88	23,163.12	42.79
TOTAL 00-NON-PROGRAM	64,805.19	127,014.00	5,767.82	69,129.84	57,884.16	54.43
TOTAL CITY SECRETARY	64,805.19	127,014.00	5,767.82	69,129.84	57,884.16	54.43
FINANCE						
00-NON-PROGRAM						
PERSONNEL SERVICES	200,496.23	334,710.00	44,188.62	219,312.26	115,397.74	65.52
SUPPLIES & MATERIALS	4,351.48	9,440.00	535.89	5,721.28	3,718.72	60.61
MAINTENANCE & REPAIRS	31,718.95	38,000.00	2,113.52	29,253.76	8,746.24	76.98
OCCUPANCY	4,658.74	7,550.00	655.25	4,769.63	2,780.37	63.17
CONTRACTUAL SERVICES	26,614.39	44,150.00	1,309.13	29,918.47	14,231.53	67.77
OTHER CHARGES	6,489.81	18,640.00	1,502.91	8,292.06	10,347.94	44.49
TOTAL 00-NON-PROGRAM	274,329.60	452,490.00	50,305.32	297,267.46	155,222.54	65.70
METER SERVICE						
PERSONNEL SERVICES	222,851.87	355,916.00	33,969.24	222,942.35	132,973.65	62.64
SUPPLIES & MATERIALS	22,415.42	35,290.00	4,339.99	21,035.09	14,254.91	59.61
MAINTENANCE & REPAIRS	3,307.91	8,500.00	64.23	3,800.49	4,699.51	44.71
OCCUPANCY	8,317.20	12,620.00	768.70	6,194.05	6,425.95	49.08
CONTRACTUAL SERVICES	8,066.25	32,100.00	1,203.00	17,060.09	15,039.91	53.15
OTHER CHARGES	2,743.87	6,580.00	101.30	1,793.38	4,786.62	27.26
TOTAL METER SERVICE	267,702.52	451,006.00	40,446.46	272,825.45	178,180.55	60.49
TOTAL FINANCE	542,032.12	903,496.00	90,751.78	570,092.91	333,403.09	63.10
HUMAN RESOURCE						
00-NON-PROGRAM						
PERSONNEL SERVICES	62,540.81	102,067.00	11,332.78	65,636.72	36,430.28	64.31
SUPPLIES & MATERIALS	309.25	1,575.00	202.29	352.83	1,222.17	22.40
MAINTENANCE & REPAIRS	1,015.96	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	2,025.77	3,445.00	308.74	2,263.79	1,181.21	65.71
CONTRACTUAL SERVICES	11.00	325.00	8.00	28.00	297.00	8.62
OTHER CHARGES	8,148.13	15,903.00	555.45	8,256.60	7,646.40	51.92
TOTAL 00-NON-PROGRAM	74,050.92	123,315.00	12,407.26	76,537.94	46,777.06	62.07
TOTAL HUMAN RESOURCE	74,050.92	123,315.00	12,407.26	76,537.94	46,777.06	62.07

C I T Y O F B A S T R O P
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2015

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
INFORMATION TECHNOLOGY						
00-NON-PROGRAM						
PERSONNEL SERVICES	67,446.23	148,662.00	12,166.03	71,086.82	77,575.18	47.82
SUPPLIES & MATERIALS	6,745.76	14,710.00	198.42	5,877.61	8,832.39	39.96
MAINTENANCE & REPAIRS	20,027.62	93,270.00	523.80	60,005.96	33,264.04	64.34
OCCUPANCY	3,577.14	8,515.00	735.39	5,428.64	3,086.36	63.75
CONTRACTUAL SERVICES	7,498.75	14,700.00	21.08	3,362.76	11,337.24	22.88
OTHER CHARGES	2,820.86	6,200.00	0.00	4,432.97	1,767.03	71.50
CAPITAL OUTLAY	0.00	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL 00-NON-PROGRAM	108,116.36	296,057.00	13,644.72	150,194.76	145,862.24	50.73
TOTAL INFORMATION TECHNOLOGY	108,116.36	296,057.00	13,644.72	150,194.76	145,862.24	50.73
POLICE						
ADMINISTRATION						
PERSONNEL SERVICES	195,614.38	443,973.00	49,557.12	286,059.63	157,913.37	64.43
SUPPLIES & MATERIALS	24,080.63	28,920.00	1,234.19	14,233.52	14,686.48	49.22
MAINTENANCE & REPAIRS	16,779.47	25,141.00	331.89	21,500.02	3,640.98	85.52
OCCUPANCY	34,429.65	54,556.00	3,281.41	37,016.88	17,539.12	67.85
CONTRACTUAL SERVICES	100,748.20	196,695.00	101.49	98,142.56	98,552.44	49.90
OTHER CHARGES	14,120.42	32,735.00	3,245.92	13,329.45	19,405.55	40.72
CAPITAL OUTLAY	58,970.00	45,745.00	0.00	34,405.00	11,340.00	75.21
TOTAL ADMINISTRATION	444,742.75	827,765.00	57,752.02	504,687.06	323,077.94	60.97
CODE ENFORCEMENT						
PERSONNEL SERVICES	23,943.59	53,395.00	5,886.24	34,825.91	18,569.09	65.22
SUPPLIES & MATERIALS	1,726.34	1,100.00	94.21	601.98	498.02	54.73
MAINTENANCE & REPAIRS	45.99	750.00	0.00	131.06	618.94	17.47
CONTRACTUAL SERVICES	0.00	17,525.00	0.00	4,795.00	12,730.00	27.36
OTHER CHARGES	13.92	9,225.00	0.00	3,261.33	5,963.67	35.35
TOTAL CODE ENFORCEMENT	25,729.84	81,995.00	5,980.45	43,615.28	38,379.72	53.19
EMERGENCY MANAGEMENT						
SUPPLIES & MATERIALS	0.00	2,300.00	0.00	1.19	2,298.81	0.05
MAINTENANCE & REPAIRS	0.00	2,500.00	0.00	106.94	2,393.06	4.28
OTHER CHARGES	0.00	1,000.00	0.00	188.52	811.48	18.85
TOTAL EMERGENCY MANAGEMENT	0.00	5,800.00	0.00	296.65	5,503.35	5.11
POLICE-CID						
PERSONNEL SERVICES	101,984.11	150,920.00	16,912.73	89,569.30	61,350.70	59.35
SUPPLIES & MATERIALS	1,059.13	3,400.00	128.46	1,553.30	1,846.70	45.69
MAINTENANCE & REPAIRS	293.39	1,460.00	42.95	216.55	1,243.45	14.83
CONTRACTUAL SERVICES	2,396.26	3,000.00	900.00	1,362.37	1,637.63	45.41
OTHER CHARGES	200.00	4,745.00	0.00	2,973.00	1,772.00	62.66
TOTAL POLICE-CID	105,932.89	163,525.00	17,984.14	95,674.52	67,850.48	58.51

C I T Y O F B A S T R O P
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2015

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
POLICE-PATROL						
PERSONNEL SERVICES	703,932.46	1,258,306.00	132,151.72	776,698.92	481,607.08	61.73
SUPPLIES & MATERIALS	40,089.00	105,013.00	4,011.28	61,401.67	43,611.33	58.47
MAINTENANCE & REPAIRS	29,410.00	20,900.00	4,071.31	13,117.45	7,782.55	62.76
CONTRACTUAL SERVICES	12,983.05	16,310.00	1,018.66	16,102.12	207.88	98.73
OTHER CHARGES	5,058.15	12,800.00	620.82	4,606.87	8,193.13	35.99
CAPITAL OUTLAY	78,041.40	130,530.00	0.00	91,516.89	39,013.11	70.11
TOTAL POLICE-PATROL	869,514.06	1,543,859.00	141,873.79	963,443.92	580,415.08	62.40
POLICE-CRIME PREVENTION						
PERSONNEL SERVICES	55,531.95	85,290.00	9,159.38	54,771.06	30,518.94	64.22
SUPPLIES & MATERIALS	383.35	3,650.00	0.00	453.30	3,196.70	12.42
MAINTENANCE & REPAIRS	0.00	2,000.00	44.82	174.82	1,825.18	8.74
CONTRACTUAL SERVICES	561.90	1,500.00	0.00	532.00	968.00	35.47
OTHER CHARGES	180.00	1,150.00	0.00	65.00	1,085.00	5.65
TOTAL POLICE-CRIME PREVENTION	56,657.20	93,590.00	9,204.20	55,996.18	37,593.82	59.83
ANIMAL SERVICES						
PERSONNEL SERVICES	29,047.31	3,127.00	0.00	0.00	3,127.00	0.00
SUPPLIES & MATERIALS	1,680.17	7,255.00	115.30	765.95	6,489.05	10.56
MAINTENANCE & REPAIRS	656.81	1,200.00	0.00	478.92	721.08	39.91
CONTRACTUAL SERVICES	349.28	2,175.00	305.24	1,041.56	1,133.44	47.89
OTHER CHARGES	7,724.42	12,720.00	3,000.00	6,434.55	6,285.45	50.59
TOTAL ANIMAL SERVICES	39,457.99	26,477.00	3,420.54	8,720.98	17,756.02	32.94
TOTAL POLICE	1,542,034.73	2,743,011.00	236,215.14	1,672,434.59	1,070,576.41	60.97
FIRE-VOLUNTEER						
00-NON-PROGRAM						
PERSONNEL SERVICES	2,176.52	5,000.00	0.00	4,670.43	329.57	93.41
SUPPLIES & MATERIALS	43,708.87	58,675.00	1,276.42	8,468.02	50,206.98	14.43
MAINTENANCE & REPAIRS	26,103.06	97,500.00	6,425.88	79,615.02	17,884.98	81.66
OCCUPANCY	30,618.62	46,650.00	2,210.17	21,935.68	24,714.32	47.02
CONTRACTUAL SERVICES	23,002.53	31,040.00	162.41	26,407.46	4,632.54	85.08
OTHER CHARGES	12,381.07	27,725.00	4,606.98	14,636.23	13,088.77	52.79
TOTAL 00-NON-PROGRAM.	137,990.67	266,590.00	14,681.86	155,732.84	110,857.16	58.42
TOTAL FIRE-VOLUNTEER	137,990.67	266,590.00	14,681.86	155,732.84	110,857.16	58.42
MUNICIPAL COURT						
00-NON-PROGRAM						
PERSONNEL SERVICES	189,049.99	303,295.00	32,129.37	192,555.45	110,739.55	63.49
SUPPLIES & MATERIALS	6,737.56	10,000.00	292.08	7,376.77	2,623.23	73.77
MAINTENANCE & REPAIRS	12,549.90	14,010.00	0.00	12,653.40	1,356.60	90.32
OCCUPANCY	6,758.71	10,310.00	832.92	6,703.29	3,606.71	65.02
CONTRACTUAL SERVICES	13,758.93	32,590.00	1,835.26	20,076.64	12,513.36	61.60
OTHER CHARGES	4,668.67	8,800.00	408.49	5,516.73	3,283.27	62.69
TOTAL 00-NON-PROGRAM	233,523.76	379,005.00	35,498.12	244,882.28	134,122.72	64.61

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2015

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL MUNICIPAL COURT	233,523.76	379,005.00	35,498.12	244,882.28	134,122.72	64.61
PLANNING & DEVELOPMENT						
00-NON-PROGRAM						
PERSONNEL SERVICES	290,022.99	469,104.00	54,273.07	308,434.39	160,669.61	65.75
SUPPLIES & MATERIALS	8,911.76	13,850.00	1,235.85	7,222.36	6,627.64	52.15
MAINTENANCE & REPAIRS	851.12	2,000.00	311.98	331.93	1,668.07	16.60
OCCUPANCY	6,481.07	12,700.00	975.21	6,977.66	5,722.34	54.94
CONTRACTUAL SERVICES	24,987.91	357,350.00	6,871.59	131,691.24	225,658.76	36.85
OTHER CHARGES	31,167.94	50,300.00	1,447.48	35,679.96	14,620.04	70.93
TOTAL 00-NON-PROGRAM	362,422.79	905,304.00	65,115.18	490,337.54	414,966.46	54.16
TOTAL PLANNING & DEVELOPMENT	362,422.79	905,304.00	65,115.18	490,337.54	414,966.46	54.16
HEALTH						
00-NON-PROGRAM						
CONTRACTUAL SERVICES	35,512.98	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	35,512.98	0.00	0.00	0.00	0.00	0.00
TOTAL HEALTH	35,512.98	0.00	0.00	0.00	0.00	0.00
PUBLIC WORKS						
ADMINISTRATION						
PERSONNEL SERVICES	411,763.80	656,258.00	69,442.95	420,867.44	235,390.56	64.13
SUPPLIES & MATERIALS	54,565.15	85,450.00	2,529.60	39,376.80	46,073.20	46.08
MAINTENANCE & REPAIRS	32,919.73	63,050.00	2,463.59	23,325.27	39,724.73	36.99
OCCUPANCY	8,095.40	14,010.00	758.59	7,246.22	6,763.78	51.72
CONTRACTUAL SERVICES	13,480.50	31,425.00	4,131.52	19,822.98	11,602.02	63.08
OTHER CHARGES	43,060.56	69,950.00	5,207.89	46,177.08	23,772.92	66.01
CAPITAL OUTLAY	23,677.80	155,000.00	0.00	0.00	155,000.00	0.00
TOTAL ADMINISTRATION	587,562.94	1,075,143.00	84,534.14	556,815.79	518,327.21	51.79
RECREATION						
CONTRACTUAL SERVICES	19,750.00	42,500.00	(243.84)	10,424.00	32,076.00	24.53
TOTAL RECREATION	19,750.00	42,500.00	(243.84)	10,424.00	32,076.00	24.53
PARKS						
PERSONNEL SERVICES	292,452.68	542,887.00	48,284.50	283,484.22	259,402.78	52.22
SUPPLIES & MATERIALS	28,949.59	40,770.00	3,097.92	16,873.66	23,896.34	41.39
MAINTENANCE & REPAIRS	29,904.13	51,600.00	2,748.76	32,326.11	19,273.89	62.65
OCCUPANCY	28,018.03	62,740.00	4,374.44	33,341.00	29,399.00	53.14
CONTRACTUAL SERVICES	8,844.74	19,380.00	297.00	4,631.96	14,748.04	23.90
OTHER CHARGES	5,441.72	7,850.00	995.37	5,102.78	2,747.22	65.00
CAPITAL OUTLAY	13,188.40	46,257.00	0.00	(104.00)	46,361.00	0.22-
TOTAL PARKS	406,799.29	771,484.00	59,797.99	375,655.73	395,828.27	48.69

C I T Y O F B A S T R O P
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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
BUILDING MAINTENANCE						
PERSONNEL SERVICES	97,553.89	162,714.00	16,817.85	95,891.55	66,822.45	58.93
SUPPLIES & MATERIALS	2,978.67	11,300.00	662.16	7,331.72	3,968.28	64.88
MAINTENANCE & REPAIRS	2,606.16	2,600.00	145.88	526.31	2,073.69	20.24
OCCUPANCY	211.04	600.00	43.07	265.01	334.99	44.17
CONTRACTUAL SERVICES	1,342.91	2,090.00	84.48	751.43	1,338.57	35.95
OTHER CHARGES	92.58	300.00	0.00	175.70	124.30	58.57
TOTAL BUILDING MAINTENANCE	104,785.25	179,604.00	17,753.44	104,941.72	74,662.28	58.43
TOTAL PUBLIC WORKS	1,118,897.48	2,068,731.00	161,841.73	1,047,837.24	1,020,893.76	50.65
 LIBRARY						
00-NON-PROGRAM						
PERSONNEL SERVICES	300,803.33	519,387.00	55,488.23	322,027.60	197,359.40	62.00
SUPPLIES & MATERIALS	44,967.85	64,869.50	6,389.07	49,914.21	14,955.29	76.95
MAINTENANCE & REPAIRS	11,069.64	16,297.50	138.94	10,752.77	5,544.73	65.98
OCCUPANCY	22,681.09	41,389.00	3,411.33	26,783.58	14,605.42	64.71
CONTRACTUAL SERVICES	15,108.30	19,125.00	1,168.00	13,532.40	5,592.60	70.76
OTHER CHARGES	9,125.36	11,516.00	857.01	8,185.74	3,330.26	71.08
TOTAL 00-NON-PROGRAM	403,755.57	672,584.00	67,452.58	431,196.30	241,387.70	64.11
TOTAL LIBRARY	403,755.57	672,584.00	67,452.58	431,196.30	241,387.70	64.11
*** TOTAL EXPENSES ***	5,566,012.17	10,121,065.00	832,927.65	6,289,638.48	3,831,426.52	62.14
	=====	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	1,276,267.93	(671,177.00)	166,048.60	1,449,323.05	(2,120,500.05)	215.94-

*** END OF REPORT ***

C I T Y O F B A S T R O P
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2015

202-WATER/WASTEWATER FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
CHARGES FOR SERVICES						
TOTAL						
WATER REVENUES						
00-00-4101 WATER SALES-RESIDENTIAL	757,222.69	1,362,500.00	104,487.84	812,444.26	550,055.74	59.63
00-00-4102 WATER SALES-COMMERCIAL	657,113.21	1,100,900.00	90,460.40	695,016.77	405,883.23	63.13
00-00-4150 PENALTIES	20,126.06	32,700.00	2,734.02	21,132.15	11,567.85	64.62
00-00-4152 WATER TAPPING FEES	8,175.00	1,000.00	600.00	6,000.00	(5,000.00)	600.00
00-00-4154 WATER SERVICE FEES	15,740.50	26,000.00	2,095.00	13,140.00	12,860.00	50.54
00-00-4156 OTHER	0.00	0.00	0.00	150.00	(150.00)	0.00
TOTAL WATER REVENUES	1,458,377.46	2,523,100.00	200,377.26	1,547,883.18	975,216.82	61.35
WASTEWATER REVENUES						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	543,503.40	904,700.00	74,972.44	594,384.10	310,315.90	65.70
00-00-4202 WASTEWATER SALES-COMMERCIAL	424,636.83	686,700.00	60,471.70	467,098.93	219,601.07	68.02
00-00-4250 PENALTIES	13,241.36	23,980.00	2,198.69	15,463.92	8,516.08	64.49
00-00-4252 SEWER TAPPING FEES	4,050.00	1,000.00	600.00	1,350.00	(350.00)	135.00
00-00-4253 SEPTIC TANK DUMP FEES	47,577.15	100,000.00	0.00	0.00	100,000.00	0.00
00-00-4256 OTHER	0.00	0.00	560.00	560.00	(560.00)	0.00
TOTAL WASTEWATER REVENUES	1,033,008.74	1,716,380.00	138,802.83	1,078,856.95	637,523.05	62.86
OTHER REVENUE						
TOTAL						
INTEREST INCOME						
00-00-4400 INTEREST RECEIPTS	1,908.39	3,000.00	215.96	2,278.24	721.76	75.94
TOTAL INTEREST INCOME	1,908.39	3,000.00	215.96	2,278.24	721.76	75.94
MISCELLANEOUS						
00-00-4519 BACKFLOW TESTING COST	2,700.00	4,000.00	0.00	1,500.00	2,500.00	37.50
00-00-4547 BY THE WAY CAMPGROUND	15,150.88	22,000.00	0.00	9,755.34	12,244.66	44.34
00-00-4548 LCRA/WCID	47,215.00	70,000.00	9,457.20	59,416.35	10,583.65	84.88
TOTAL MISCELLANEOUS	65,065.88	96,000.00	9,457.20	70,671.69	25,328.31	73.62
TRANSFERS-IN						
TOTAL						
OTHER SOURCES						
00-00-4810 INSURANCE PROCEEDS	398.46	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SOURCES	398.46	0.00	0.00	0.00	0.00	0.00
** TOTAL REVENUE **	2,558,758.93	4,338,480.00	348,853.25	2,699,690.06	1,638,789.94	62.23

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2015

202-WATER/WASTEWATER FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT						
00-NON-PROGRAM						
TOTAL						
TOTAL						
WATER/WASTEWATER DEPT.						
ADMINISTRATION						
PERSONNEL SERVICES	448,853.48	852,022.00	74,693.60	436,227.49	415,794.51	51.20
SUPPLIES & MATERIALS	23,293.19	47,710.00	4,671.08	22,622.44	25,087.56	47.42
MAINTENANCE & REPAIRS	8,179.74	19,130.00	149.89	4,489.63	14,640.37	23.47
OCCUPANCY	14,010.71	23,470.00	1,582.29	13,778.58	9,691.42	58.71
CONTRACTUAL SERVICES	455,239.26	661,420.00	59,049.79	445,006.59	216,413.41	67.28
OTHER CHARGES	25,957.20	45,500.00	1,866.58	39,751.81	5,748.19	87.37
CONTINGENCY	0.00	28,950.00	0.00	0.00	28,950.00	0.00
DEBT SERVICE	504,605.36	1,242,728.00	103,560.67	832,846.99	409,881.01	67.02
TRANSFERS OUT	114,456.00	172,000.00	14,333.34	114,666.72	57,333.28	66.67
TOTAL ADMINISTRATION	1,594,594.94	3,092,930.00	259,907.24	1,909,390.25	1,183,539.75	61.73
W/WW DISTRIBUT/COLLECT						
SUPPLIES & MATERIALS	16,901.75	6,800.00	348.22	1,683.57	5,116.43	24.76
MAINTENANCE & REPAIRS	43,294.65	80,400.00	2,007.33	15,572.56	64,827.44	19.37
CONTRACTUAL SERVICES	1,256.25	9,840.00	93.10	1,537.30	8,302.70	15.62
OTHER CHARGES	395.00	1,500.00	0.00	148.50	1,351.50	9.90
CAPITAL OUTLAY	0.00	15,000.00	0.00	0.00	15,000.00	0.00
TOTAL W/WW DISTRIBUT/COLLECT	61,847.65	113,540.00	2,448.65	18,941.93	94,598.07	16.68
WATER PRODUCTION/TREAT						
SUPPLIES & MATERIALS	12,061.90	28,500.00	3,750.09	22,712.86	5,787.14	79.69
MAINTENANCE & REPAIRS	25,505.82	94,000.00	3,018.75	27,135.32	66,864.68	28.87
OCCUPANCY	67,728.74	116,000.00	9,205.89	84,403.74	31,596.26	72.76
CONTRACTUAL SERVICES	62,152.11	126,350.00	7,590.00	64,898.86	61,451.14	51.36
TOTAL WATER PRODUCTION/TREAT	167,448.57	364,850.00	23,564.73	199,150.78	165,699.22	54.58
WW TREATMENT PLANT						
SUPPLIES & MATERIALS	12,304.51	29,800.00	4,581.61	17,751.01	12,048.99	59.57
MAINTENANCE & REPAIRS	45,640.52	135,100.00	12,417.80	65,254.81	69,845.19	48.30
OCCUPANCY	99,022.15	117,800.00	13,823.13	103,718.28	14,081.72	88.05
CONTRACTUAL SERVICES	43,060.58	57,000.00	3,435.00	45,881.54	11,118.46	80.49
TOTAL WW TREATMENT PLANT	200,027.76	339,700.00	34,257.54	232,605.64	107,094.36	68.47
TOTAL WATER/WASTEWATER DEPT.	2,023,918.92	3,911,020.00	320,178.16	2,360,088.60	1,550,931.40	60.34
*** TOTAL EXPENSES ***	2,023,918.92	3,911,020.00	320,178.16	2,360,088.60	1,550,931.40	60.34

7-06-2015 01:34 PM

C I T Y O F B A S T R O P
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2015

PAGE: 3

202-WATER/WASTEWATER FUND

	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
EXPENDITURES						
REVENUES OVER/ (UNDER) EXPENDITURES	534,840.01	427,460.00	28,675.09	339,601.46	87,858.54	79.45

*** END OF REPORT ***

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2015

501-HOTEL/MOTEL TAX FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TAXES & PENALTIES						
00-00-4007 MOTEL/HOTEL TAX RECEIPTS	1,555,534.00	2,643,500.00	243,746.65	1,681,134.39	962,365.61	63.60
TOTAL TAXES & PENALTIES	1,555,534.00	2,643,500.00	243,746.65	1,681,134.39	962,365.61	63.60
INTEREST INCOME						
00-00-4400 INTEREST EARNED	1,009.02	3,500.00	100.94	1,171.02	2,328.98	33.46
TOTAL INTEREST INCOME	1,009.02	3,500.00	100.94	1,171.02	2,328.98	33.46
INTERGOVERNMENTAL						
TOTAL						
MISCELLANEOUS						
30-00-4514 MISCELLANEOUS INCOME	0.00	0.00	0.00	152.81	(152.81)	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	152.81	(152.81)	0.00
** TOTAL REVENUE **	1,556,543.02	2,647,000.00	243,847.59	1,682,458.22	964,541.78	63.56
	=====	=====	=====	=====	=====	=====

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2015

501-HOTEL/MOTEL TAX FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT						
00-NON-PROGRAM						
TOTAL						
TOTAL						
HOTEL/MOTEL TAX FUND						
00-NON-PROGRAM						
CONTRACTUAL SERVICES	775,570.46	1,282,429.00	241,538.08	914,341.35	368,087.65	71.30
OTHER CHARGES	9,644.32	45,000.00	0.00	10,613.00	34,387.00	23.58
TRANSFERS OUT	789,339.14	1,237,459.00	97,173.33	817,545.64	419,913.36	66.07
TOTAL 00-NON-PROGRAM	1,574,553.92	2,564,888.00	338,711.41	1,742,499.99	822,388.01	67.94
TOTAL HOTEL/MOTEL TAX FUND	1,574,553.92	2,564,888.00	338,711.41	1,742,499.99	822,388.01	67.94
*** TOTAL EXPENSES ***	1,574,553.92	2,564,888.00	338,711.41	1,742,499.99	822,388.01	67.94
REVENUES OVER/ (UNDER) EXPENDITURES	(18,010.90)	82,112.00	(94,863.82)	(60,041.77)	142,153.77	73.12-

*** END OF REPORT ***

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED:

MEETING DATE:

1. Consideration, discussion and possible action regarding Board appointment by Mayor Kesselus and subject to confirmation by the Bastrop City Council on the appointment of Ms. Janie McFarlin to serve the remaining term of Ms. Nettie Kimble who has resigned from the Bastrop Housing Authority as Resident Commissioner.

2. Party Making Request: Mayor Ken Kesselus

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs:

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:



HOUSING AUTHORITY OF THE CITY OF BASTROP

P. O. Box 707, 502 Farm Street, Bastrop, Texas 78602

PH: 512-321-3398 TTY: 1-800-735-2989 FAX: 512-303-0568

The Owner does not discriminate against persons with disabilities

RECEIVED
6-19-15

June 17, 2015

Honorable Mayor Ken Kesselus
PO Box 427
Bastrop, TX 78602

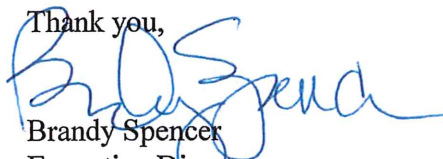
Honorable Mayor Kesselus:

Please be advised that Ms. Nettie Kimble, Resident Commissioner, has relocated to the Dallas to be with family due to health conditions. Attached, please find her Letter of Resignation from the Housing Authority Board of Commissioners.

The Board of Commissioners considered potential candidates to replace Ms. Kimble as Resident Commissioners. The Board identified Ms. Janie McFarlin based on her excellent rental history and involvement with the Housing Authority. Chairperson, Pastor Phil Woods and I met with Ms. McFarlin yesterday and she indicated she was interested in serving on the Housing Authority's Board of Commissioners. Attached, please find her Application for Appointment to the Housing Authority Board of Commissioners.

If you have any questions, please feel free to contact me at 512-321-3398.

Thank you,


Brandy Spencer
Executive Director

Bastrop Texas - 78603
1008 Emily St - OA

Li Brandy Spencer secretary of the Bastrop
Housing authority of the City of Bastrop.

Thanks for entrusting me to
your Religious sit & Committee personnel
that I had the opportunity to be a
part of.

I am sorry that at this time illness
is causing me to leave the City of
Bastrop. Thanks to the Housing staff and
the mayor for his commendable letters that
he mailed to me. Also Pastor Woods
and all of the committee personnel past and
future ones.

Thanks

Robert Lemile



RECEIVED
6-18-15

CITY OF BASTROP

City Secretary's Office
1311 Chestnut Street
Bastrop, Texas 78602
(512) 332-8800
<http://www.cityofbastrop.org>

Application for City Board/Commission/Committee Please Print or Type Clearly.

New Appointment: ☐

Request for Re-Appointment: ☐

SECTION A: APPLICANT INFORMATION

Last Name	McFarlin		First	Janie	Middle	Elizabeth
Street Address	604 Hill		Mailing Address	SAME		
Apt/Unit #	A	City	BASTROP	State	TEXAS	
Phone	(512) 332-0942		E-mail Address			
Date Available	Now	I have lived in Bastrop	59 years.	Place of Employment		
Have you filed an application here before?	YES ☐	NO ☒	If so, when?			
Have you ever been convicted of a crime?	YES ☐	NO ☒	If so, when?			
Do you reside within the City Limits of Bastrop?	YES ☒	NO ☐	Currently Employed	YES ☐	NO ☒	

Note: Various boards, commissions and committees of the City either allow for or require appointments of persons who reside in the County, the City's Extra Territorial Jurisdiction, and/or the Bastrop Independent School District. For more information on this please refer to the Articles of Incorporation or By Laws of the entities of interest. The City Secretary is able to assist in obtaining copies of the By-Laws, upon request.

SECTION B: REFERENCES

Please list three professional references.

Full Name	Rev. C. A. Williams	Relationship	Pastor
Company	Macedonia Baptist Church	Phone	(512) 587-4550 (303-3727) (church)
Full Name	Wanda Mae Zetha Madison	Relationship	Friend
Company	BASTROP CO (retired)	Phone	(512) 303-0606
Full Name	MARY TIPS WILLIAM	Relationship	Friend
Company	TRAVIS COUNTY	Phone	(512) 225-4527

SECTION C: ADDITIONAL INFORMATION

Do you currently serve on any other boards, commissions, or committees? Please list any below:

NO

What qualifies you to serve on the board(s) you are applying for?

By being a long time resident of BASTROP AND know the people of BASTROP.

Why do you want to serve on the board(s) you are applying for?

Beleive That I can be an Asset And Hope To help in ANY WAY I CAN.

SECTION D: BOARDS/COMMISSIONS/COMMITTEES

Please indicate the Boards, Commissions or Committees you are interested in serving. List in order of preference.

☐ Bastrop Parks Board	☐ Bastrop Economic Development Corporation	☒ Bastrop Housing Authority
☐ Planning and Zoning Commission	☐ Board of Adjustment	☐ Construction Standards Board of Adjustments
☐ Main Street Advisory Board	☐ Fairview Cemetery Advisory Board	☐ Art in Public Places Board
☐ Hunters Crossing Local Government Corporation Board	☐ Bastrop Library Board (☐ City Resident / ☐ BISD Area Resident)	
☐ Automated Red Light Advisory Committee	☐ Other:	
☐ Historic Landmark Commission	*Please indicate which position(s) you are qualified to serve under. ☐ Architect, Planner, Designer ☐ Licensed Real Estate Professional ☐ Own Commercial Historic Structure/Property ☐ Own Residential Historic Structure/Property ☒ General Resident of City of Bastrop ☐ Planning and Zoning Member ☐ Bastrop County Historic Society Member	

DISCLAIMER AND SIGNATURE

- It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from the board/commission/committee.
- I give the City of Bastrop the right to investigate all references and to secure additional information about me, if related. I hereby release from liability the City of Bastrop and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.
- This application is kept on active file at the City Secretary's Office for 1 year. At the conclusion of this time, if I have not heard from the City Secretary and still wish to be considered for a board/commission/committee, it will be necessary to fill out a new application.
- I understand that just as I am free to resign at any time, the City of Bastrop reserves the right to terminate my status as member at any time, with or without cause and without prior notice. I understand that no representative of the City of Bastrop has the authority to make any assurances to the contrary.
- I understand it is the City of Bastrop's policy not to refuse to hire a qualified individual with a disability because of this person's need for an accommodation that would be required by the ADA.
- I agree to participate and complete any required training the city deems necessary, such as Open Meetings Act training, as a condition of my board service, and I agree to submit a copy of completion documentation on file with the City Secretary.
- If selected, I agree to adhere to the City of Bastrop's Ethics Ordinance and to represent the City's business ethically at all times.

Signature *Janice E. McFarlin*

Date *6-17-15*

WRITTEN NOTICE

A hardcopy of this application with the original signature must be printed and mailed to be officially accepted for a board/commission/committee. Please return by mail or in person to:

City of Bastrop, TX
 City Secretary's Office
 1311 Chestnut Street
 Bastrop, Texas 78602

OFFICE USE ONLY

Date Application Received:		Application Received by:	
Position Appointed:		Date Appointed:	
Term Starts:		Term Expires:	

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 6, 2015

MEETING DATE: July 14, 2015

Agenda Item.

**CONSIDERATION, DISCUSSION AND POSSIBLE ACTION AWARDDING A CONTRACT TO
ENVIROMENTAL IMPROVEMENT INC. TO PERFORM ALL WORK REQUIRED TO
COMPLETE THE WILLOW PLANT FILTRATION PROJECT FOR THE ALTERNATE BID
AMOUNT OF \$645,000.00**

2. Party Making Request: **Director of PW& Utilities, Trey Job**

3. Nature of Request: (Brief Overview) Attachments: Yes ☒ No ☐

4. Policy Implication: _____

5. Budgeted: X Yes No N/A

Bid Amount: Base bid amount \$ 628,000.00

Budgeted Amount: \$500,000.00

Under Budget:

over Budget: \$145,000.00

Amount Remaining: \$ 145,000.00

6. Alternate Option/Costs: The Alternate bid option is \$17,000.00 above the base bid.

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

8. Staff Recommendation: award the bid to EI² for the alternate bid price of \$645,000.00.

9. Advisory Board: Approved Disapproved X None

10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____

City of Bastrop



Agenda Information Sheet:

City Council Meeting Date: July 14, 2015

Agenda Item Description:

CONSIDERATION, DISCUSSION AND POSSIBLE ACTION AWARDDING A CONTRACT TO ENVIROMENTAL IMPROVEMENT INC. TO PERFORM ALL WORK REQUIRED TO COMPLETE THE WILLOW PLANT FILTRATION PROJECT FOR THE ALTERNATE BID AMOUNT OF \$645,000.00

Item Summary:

The implementation of this willow plat filtration project will bring the city of Bastrop into compliance with the GUI corrective action plan that was required by the TCEQ in 2013. The City submitted a corrective action plan to the TCEQ September of 2013, and now that bids have been received, reviewed and accepted by the project engineer at CH2MHILL, City staff is recommending awarding the contract to EI². The alternate Bid amount is \$17,000.00 over the base bid amount but will provide better flow resulting in more Gallons per minute if the city of Bastrop deems it necessary in the future to increase high service pump sizes at the Willow water treatment plant. It will also allow longer runtimes between filter changes.

City Contact:

Trey Job – Director of Public Works & Utilities

Attachments:

Copy of the last memorandum updating the project progress.

Date: June 19, 2015
To: Mike Talbot, City Manager
From: Trey Job/ Director of Public works & Utilities
RE: Willow plant filtration project
Progress Report



Dear Mike,

As of June 19, 2015 the willow filtration project is making some notable progress. The bids were opened on June 18, 2015 at 2 p.m. The bids from EI² are \$628,000.00 for the 5 cartridge filter housing and or \$645,000.00 for the 8 cartridge filter housing units. The increased of filters allows for more flow through the filters and is expected to extend the time between filter changes. Of course increasing the number cartridges means increasing the cost when filters are changed. I would like to discuss it with you and CH2MHILL once they have completed their review of the bid documents. If everything is in order I will place it on the agenda for approval at the July 14th council meeting. Here is a time line of events to date I thought would be helpful for your report.

- 9/ 19/ 2013 submitted corrective action plan to TCEQ
- TCEQ response to corrective action plan 6/3/14
- Exception request letter for cartridge filtration 9/24/2014
- TCEQ response to exception letter 2/5/2015
- Response to TCEQ comments 3/9/2015
- Required TCEQ E.coli testing began in January 2015
- TCEQ response detailing a correction in our population and number of connections. 3/12/15
- Submitted final plans and drawings to TCEQ 3/25/15
- 5/25/15 end of TCEQ comment period.
- Approval letter from TCEQ received 5/28/15
- Pre-bid meeting at Willow WTP site 5/29/15
- Submittal of prices by 6/18/15.
- Bids were received, opened and sent to the engineer for review 6/18/15

Thank you
Trey Job/Director

Review of Contractor Bid, Bastrop Willow Plant Filtration Project

TO: Trey Job
FROM: CH2M HILL
DATE: June 29, 2015

The purpose of this memorandum is to provide the City with CH2M HILL's evaluation of the bid received for the Willow Plant Filtration Project.

Relevant documents are attached for reference.

Evaluation of Bid Contents

Specification 00 21 13, INSTRUCTIONS TO BIDDERS, defined the specific items to be completed and submitted as part of the bid. Each of these items is discussed below.

1) Bid Form

Submitted as required, with Addendum acknowledged and appropriate corporation information and signature.

Base Bid Price: \$628,000

Alternative Bid Price: \$645,000

2) Bid security

Submitted Bid Bond as required. Surety by United Fire and Casualty Company.

3) Bidder's Experience

Submitted as required, with specific project experience identified for entity that will perform the Work.

4) Bidders' Qualification

Submitted as required for entity performing the Work. Includes Officer, Project Manager, Controller, and Field Superintendent

5) List of Project References

Submitted as required. Projects are adequate.

6) List of Key Subcontractors and Suppliers

Submitted as required.

7) Evidence of Authority to do business in Texas

Submitted as required.

8) Contractor's License No.

Not Applicable. State of Texas does not require licensing of Texas general contractors.

9) Evidence of Authority of Signatory to Sign

Submitted required.

Evaluation of Costs versus Engineers Estimate of Cost

Base bid and Alternative Bids were received from EI2. The bid values are presented below in Table 1, and compared with the Engineers Estimate of Cost. The Contractor Base bid and Alternative bid both fall between the Engineer's Estimates. The Contractor's Base bid is higher than the Base Bid Engineer's Estimate, and the Alternate Bid is lower.

Based on this comparison, it appears that both Contractor's bids are within a reasonable range. It does not appear that the Contractor inadvertently missed any portion of the work in their bid, or that the Contractor is presenting a price that is excessive or inappropriate.

TABLE 1
Comparison between Engineers Estimate and Bids Received

	Engineer's Estimate	Contractor's Bid
Base Bid	\$553,000	\$628,000
Alternate Bid	\$768,000	\$645,000

NOTE: Engineer's Estimate was developed without the 6 additional turbidity meters required by TCEQ. Contractor's bid includes these turbidity meters.

Recommendation

CH2M HILL evaluated the completeness of the Contractor's bid, the quality of the bidder's experience, and the bid amounts as compared with the Engineer's estimate of probable cost. Based on this evaluation, it is recommended that the City award the construction contract to Environmental Improvements, Inc.

Further, it is recommended that the City select to contract with Environmental Improvement, Inc. for the ALTERNATE BID. The additional cost relative to the Base Bid is less than \$20,000, and the value to the City of the larger filter canisters is significant. The larger filter canisters are expected to increase filter run times, reduce the frequency of filter cartridge replacement, and will provide additional filtration capacity that may prove valuable to the City as it develops long-term water supply plans.



The State of Texas
Secretary of State

CERTIFICATE OF FILING
OF

ARTICLES OF AMENDMENT

FOR

ENVIRONMENTAL IMPROVEMENTS, INC.,

FORMERLY

ENVIRONMENTAL IMPROVEMENTS CORPORATION
CHARTER NO. 225006

THE UNDERSIGNED, AS SECRETARY OF STATE OF THE STATE OF TEXAS,
HEREBY CERTIFIES THAT DUPLICATE ORIGINALS OF THE ATTACHED FOR THE
ABOVE, DULY SIGNED AND VERIFIED, HAVE BEEN RECEIVED IN THIS OFFICE
AND ARE FOUND TO CONFORM TO LAW.

ACCORDINGLY THE UNDERSIGNED, AS SUCH SECRETARY OF STATE, AND BY
VIRTUE OF THE AUTHORITY VESTED IN HIM BY LAW, HEREBY ISSUES THIS
CERTIFICATE AND ATTACHES HERETO THE DUPLICATE ORIGINAL.



Mark M. White
Secretary of State

Office of the Secretary of State
Austin, Texas
July 1, 1969

OFFICE OF THE SECRETARY OF STATE

CERTIFICATE OF AMENDMENT
OF

ENVIRONMENTAL IMPROVEMENTS CORPORATION
FORMERLY: MIL-TOOLE, INC.

CHARTER NO. 225006
The undersigned, as Secretary of State of the State of Texas, hereby certifies that duplicate originals of Articles of Amendment to the Articles of Incorporation of the above corporation duly signed and verified pursuant to the provisions of the Texas Business Corporation Act, have been received in this office and are found to conform to law.

ACCORDINGLY the undersigned, as such Secretary of State, and by virtue of the authority vested in him by law, hereby issues this Certificate of Amendment to the Articles of Incorporation and attaches hereto a duplicate original of the Articles of Amendment.

Dated August 6, 1969

Martha Dies Jr.
Secretary of State



 COPY

For Reference only. See original for details.



OFFICE OF THE SECRETARY OF STATE

CERTIFICATE OF INCORPORATION
OF

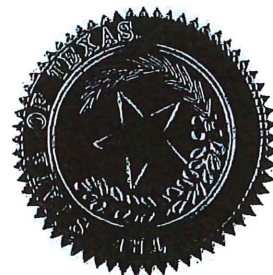
MIL-TOOLE, INC.
Charter No. 225006

The undersigned, as Secretary of State of the State of Texas, hereby certifies that duplicate originals of Articles of Incorporation for the above corporation duly signed and verified pursuant to the provisions of the Texas Business Corporation Act, have been received in this office and are found to conform to law.

ACCORDINGLY the undersigned, as such Secretary of State, and by virtue of the authority vested in him by law, hereby issues this Certificate of Incorporation and attaches hereto a duplicate original of the Articles of Incorporation.

Dated... June... 6th..., 19 66...

John L. Hill
Secretary of State





MATOUS CONSTRUCTION GENERAL CONTRACTORS

8602 N. Hwy 317 • Belton, Texas 76513 • Office: 254.780.1400 • Fax: 254.780.2599

June 24, 2015

Mr. Brian Phenegar
Environmental Improvements, Inc.

RE: City of Bastrop – Willow Plant Filtration Project

Brian,

The State of Texas does not have a requirement or program to license general contractors. Matous Construction, Ltd. has been operating in the State of Texas as a general contractor since 1993. We are authorized to do business in the State of Texas and there are no regulatory requirements prohibiting us from performing the work on the above referenced project.

Please let me know if you need any additional information.

Sincerely,

Blake Pitts
Vice President

Clean Water for a Better Tomorrow

Phone Notes, 6/23/15

Call from:

Matt Berg, CH2M

Call to:

Texas Department of Licensing and Regulation

E. O. Thompson State Office Building

P. O. Box 12157

Austin, TX 78711

(512) 463-6599call (512) 463-6599

Notes:

Texas General Contractors are not licensed. Only specialty contractors, including HVAC, fire sprinkler systems, plumbing, electricians and well drilling/pump installation specialists, need to be licensed in Texas.

<http://www.contractors-license.org/tx/Texas.html#osc>

environmental
improvements inc.



713/461-1111 Fax: 713/461-1821
1183 Brittmoores, Suite 100 / Houston, Texas 77043
Post Office Box 79266 / Houston, Texas 77279-9266

June 24, 2015

To Whom It May Concern:

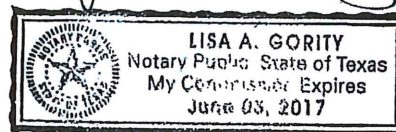
Brian J. Phenegar, Vice President and Owner of Environmental Improvements Inc., has the authority to enter into contract agreements for the company.

Respectfully,

Michael L. Milstead

Michael L. Milstead
President and Owner

Lisa A. Garity 6/24/15



STATEMENT OF UNANIMOUS CONSENT OF BOARD OF DIRECTORS
(In Lieu of Special Meeting of Directors)

ENVIRONMENTAL IMPROVEMENTS, INC.

[Pursuant to Article 9.10(b) of the Texas Business Corporation Act
and Section 6.201 of the Texas Business Organizations Code]

The undersigned, being all of the Directors of ENVIRONMENTAL IMPROVEMENTS, INC., do hereby consent that when the Statement of Unanimous Consent is signed, or an exact counterpart thereof, the following resolutions shall then be deemed to be adopted to the same extent, and to have the same effect, as if adopted at a Special Meeting of the Directors of ENVIRONMENTAL IMPROVEMENTS, INC., duly called and held for the purposes of acting upon the proposal to adopt such resolutions.

RESOLUTION NO. 1 - Election of Officers.

WHEREAS, the Corporation has lost its President, Larry D. Kelm, to a tragic accident, and

WHEREAS, it is deemed to be in the best interest of and necessary for the Corporation to elect a new President and additional Officers, therefore,

BE IT RESOLVED, that the following persons be and hereby are appointed and elected to the below listed offices of the Corporation:

<u>Name</u>	<u>Office</u>
M. Lyle Milstead	President & Secretary
J.P. "Bucky" Richardson	Vice President & Treasurer
Brian Phenegar	Vice President
Eric Fields	Vice President
Fred Willms	Vice President

BE IT FURTHER RESOLVED, that each of the aforesaid Officers of the Corporation shall serve in their respective offices and shall receive as remuneration therefore such monthly compensation plus such additional compensation as may, from time to time, be fixed by the Board of Directors.

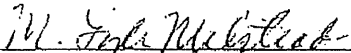
RESOLUTION NO. 2 - Authorize Transactions with Independent Bank.

WHEREAS, the Corporation's Bank, Independent Bank ("the Bank"), has requested that the Corporation authorize the appropriate Officers of the Corporation to sign loan documents and any supporting documents to confirm loans or renew loans as may be required by the Bank, therefore,

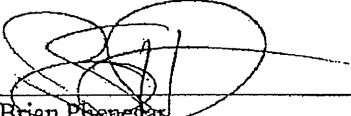
BE IT RESOLVED, that the Board of Directors does hereby authorize and instruct the President or any of the Vice Presidents to sign on behalf of the Corporation any required loan documents and any supporting documents as may be required by the Bank to confirm or renew any loans that the Corporation may have with the Bank or as may be required by the Bank to ratify the banking relationship between the Corporation and the Bank.

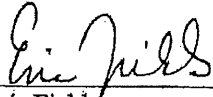
BE IT FURTHER RESOLVED, that the Board of Directors hereby instructs the proper Officers of the Corporation to take all steps necessary to put into effect the foregoing resolutions.

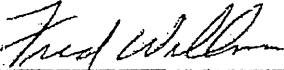
DATED: December 1st, 2014.


M. Lyle Milstead


J.P. "Bucky" Richardson


Brian Phenejar


Eric Fields


Fred Willms

EI2boarddresolutions

NOTE TO BIDDER: Use typewriter or ink for completing this Bid Form.

**BID FORM
(STIPULATED PRICE BASIS)**

1. BID RECIPIENT

1.1. This Bid is submitted to:

Owner: City of Bastrop

Address: 1311 Chestnut Street, Bastrop, TX 78602

Project Identification: Willow Plant Filtration Project

1.2. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

2. BIDDER'S ACKNOWLEDGEMENTS

2.1. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

3. BIDDER'S REPRESENTATIONS

3.1. In submitting this Bid, Bidder represents that:

3.1.1. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged.

<u>Addendum No.</u>	<u>Addendum Date</u>
<u>#1</u>	<u>6/16/15</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

(Bidder shall insert number of each Addendum received.)

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JUNE 16, 2015
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BID FORM
00 41 13 - 1
ADDENDUM NO. 1

Contract may be terminated and payment withheld if this certification is inaccurate.

4.1.7. Trench Safety: When trench excavations exceed 5 feet in depth, Bidder will comply with SC-7.12.H in regards to trench safety.

5. BASIS OF BIDS

5.1. Bidder shall complete the Work in accordance with the Contract Documents for the following price(s):

5.2. Lump Sum Bid Price for BASE BID: \$ 628,000⁰⁰

5.3. Lump Sum Bid Price for BID ALTERNATE A: \$ 645,000⁰⁰

OWNER, at OWNER's sole discretion, shall select whether BASE BID or BID ALTERNATE A is selected.

6. TIME OF COMPLETION

6.1. Bidder agrees the Work, and any Milestones specified in Section 01 31 13, Project Coordination, will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before the dates, or within the number of calendar days, indicated in the Agreement.

6.2. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work, and any specified Milestones, within the Contract Times.

7. ATTACHMENTS TO THIS BID

7.1. The following documents are submitted with and made a condition of this Bid:

7.1.1. Required Bid security in the form of certified check, bank money order, or a Bid bond.

7.1.2. Bidding Team's Experience.

7.1.3. List of Bidding Team's Project References.

7.1.4. List of Proposed Subcontractors and Suppliers as required on the Instructions to Bidders.

7.1.5. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such license within the time for acceptance of Bids.

7.1.6. Contractor's License No.: _____ of entity who will perform the Work, or Evidence of Bidder's ability to obtain a State Contractor's License and a covenant by Bidder to obtain said license within the time for acceptance of Bids.

8. DEFINED TERMS

8.1. The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

9. BID SUBMITTAL

9.1. This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): N/A

By (signature): _____

Doing business as: _____

A Partnership

Partnership Name: N/A (SEAL)

By: _____
(Signature of general partner – attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: Environmental Improvements Inc. (SEAL)

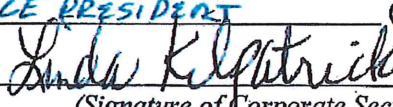
State of Incorporation: TEXAS

Type (General Business, Professional, Service, Limited Liability): _____

By:  VP
(Signature - attach evidence of authority to sign)

Name (typed or printed): BRIAN PHENEGAR

Title: VICE PRESIDENT (CORPORATE SEAL)

Attest: 
(Signature of Corporate Secretary)

Date of Qualification to do business in Texas is:
_____.

A Joint Venture

Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address: _____

Phone No.: _____ FAX No.: _____

E-mail: _____

END OF SECTION

BID BOND

Any singular reference to Bidder, Surety, Owner, or other party shall be considered plural where applicable.

BIDDER (Name and Address):

El2 of Buda, TX
235 Trademark Drive
Buda, TX 78610

SURETY (Name and Address of Principal Place of Business):

United Fire & Casualty Company
P.O. Box 73909
Cedar Rapids, IA 52407-3909

OWNER (Name and Address):

City of Bastrop
1311 Chestnut Street
Bastrop, TX 78602

BID

Bid Due Date: June 18, 2015

Project (Brief Description Including Location): Willow Plant Filtration Project

BOND

Bond Number: N/A

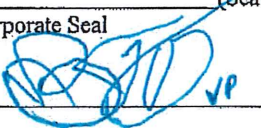
Date (Not later than Bid due date): June 18, 2015

Penal sum	<u>Five Per Cent of the Greatest Amount Bid</u>	<u>5% G.A.B.</u>
	(Words)	(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

El2 of Buda, TX
Bidder's Name and Corporate Seal (Seal)

By: 
Signature and Title

Attest: 
Signature and Title

SURETY

United Fire & Casualty Company
Surety's Name and Corporate Seal (Seal)

By: 
Signature and Title Theresa L. Gildart, Attorney-in-Fact
(Attach Power of Attorney)

Attest: 
Signature and Title Katherine Perkinson, Witness

Note: Above addresses are to be used for giving required notice.

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MARCH 17, 2015
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BID BOND
00 43 13 - 1

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Surety's liability.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by Owner, or
 - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default by Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

END OF SECTION

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 MARCH 17, 2015
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BID BOND
 00 43 13 - 2

IMPORTANT NOTICE

TO OBTAIN INFORMATION OR MAKE A COMPLAINT:

You may call United Fire & Casualty Company's toll-free telephone number for information or to make a complaint at:

800-343-9130

You may also write to United Fire & Casualty Company at:

United Fire & Casualty Company
Attn: Bond Department
P.O. Box 73909
Cedar Rapids, IA 52407-3909

-or street address-

United Fire & Casualty Company
Attn: Bond Department
118 2nd Avenue SE
Cedar Rapids, IA 52401

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at:

800-252-3439

You may write the Texas Department of Insurance at:

P.O. Box 149104
Austin, TX 78714-9104

ATTACH THIS NOTICE TO YOUR BOND. This notice is for information only and does not become a part or a condition of the attached document and is given to comply with Section 2253.48, Government Code, and Section 53,202, Property Code, effective September 1, 2001.

SECTION 00 52 13
AGREEMENT

THIS AGREEMENT is by and between CITY OF BASTROP

(Owner) and Environmental Improvements Inc.

(Contractor).

Owner and Contractor, in consideration of the mutual covenants set forth herein, agree as follows:

1. WORK

1.1. Contractor shall complete the Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

1.1.1. Construction of filtration systems, and installation of turbidity monitoring.

2. THE PROJECT

2.1. The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

2.1.1. Compliance with TCEQ requirements for treatment and monitoring of groundwater under the influence of surface water.

3. ENGINEER

3.1. The Project has been designed by CH2M HILL (Engineer), who is to act as Owner's representative, assume duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

4. CONTRACT TIMES

4.1. Time of the Essence: Time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

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MARCH 17, 2015
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AGREEMENT
00.52.13 - 1

498326A.GN1

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement in triplicate. One counterpart each has been delivered to Owner, Contractor, and Engineer. All portions of the Contract Documents have been signed or identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____, 20__ (which is the Effective Date of the Agreement).

OWNER: _____

CONTRACTOR: _____

By: _____

Environmental Improvements Inc.

By: Brian Phuegar

Title: _____

Title: Vice President

[CORPORATE SEAL]

[CORPORATE SEAL]

Attest: _____

Attest: Randa Kilpatrick

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

License No. _____
(Where applicable)

Agent for service or process: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

END OF SECTION

AGREEMENT
00 52 13 - 8

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MARCH 17, 2015
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SIMILAR PROJECTS COMPLETED

Davis Water Treatment Plant Process Improvements & Equipment Replacement/Rehabilitation – Phase B and Flocculator Improvements
Austin, Texas

Project Amount: \$17,527,972

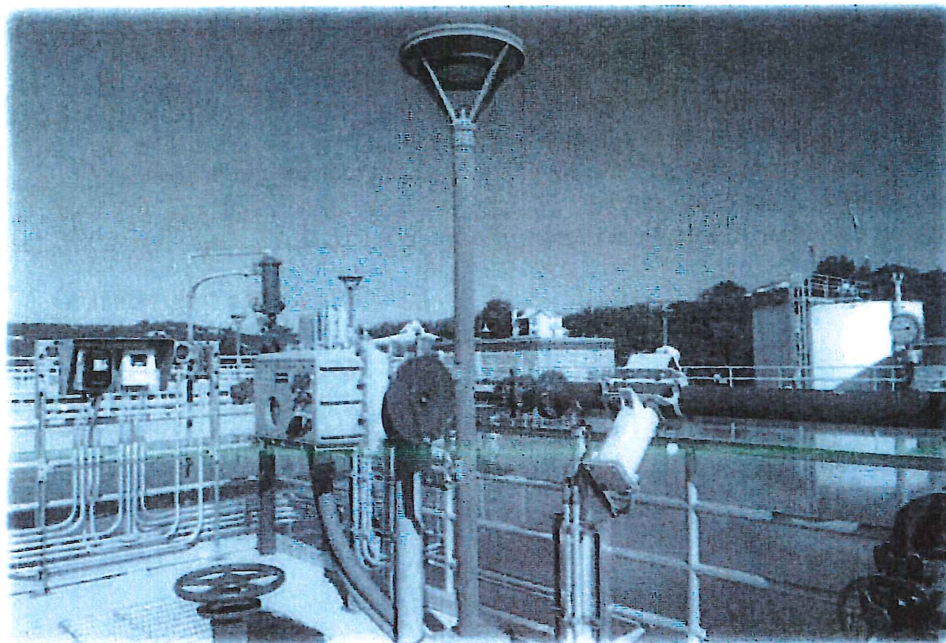
Engineer: TCB / AECOM – Austin
Shelby Echols, P.E.
512.472.4519

Project Team: Sr. Project Manager: Bruce A. Matous, CEO
Project Manager: Blake Pitts, Vice President
Project Supt: John T. Yanez, Vice President
Concrete Supt: Willie Beach, Vice President

This project included major modifications to a 120 MGD Water Treatment Plant for the City of Austin, Texas.

Matous Construction successfully managed the installation of new flocculator drive shafts and paddles, new clarifier drives and bridges for 21 EA 85' DIA Settling Basins, large diameter piping and valves.

This was an existing plant and required a coordinated effort between the management of Matous Construction and the City of Austin's plant operators to maintain treatment of drinking water for the citizens of Austin. This included bypassing large structures and coordinating dewatering efforts. Matous crews were driven by closely coordinated scheduling efforts that often included working at night to ensure flow.



SIMILAR PROJECTS COMPLETED

7.08 MGD Water Treatment Plant at Stillhouse Hollow Reservoir Kempner Water Supply - Kempner, Texas

Project Amount: \$14,345,202

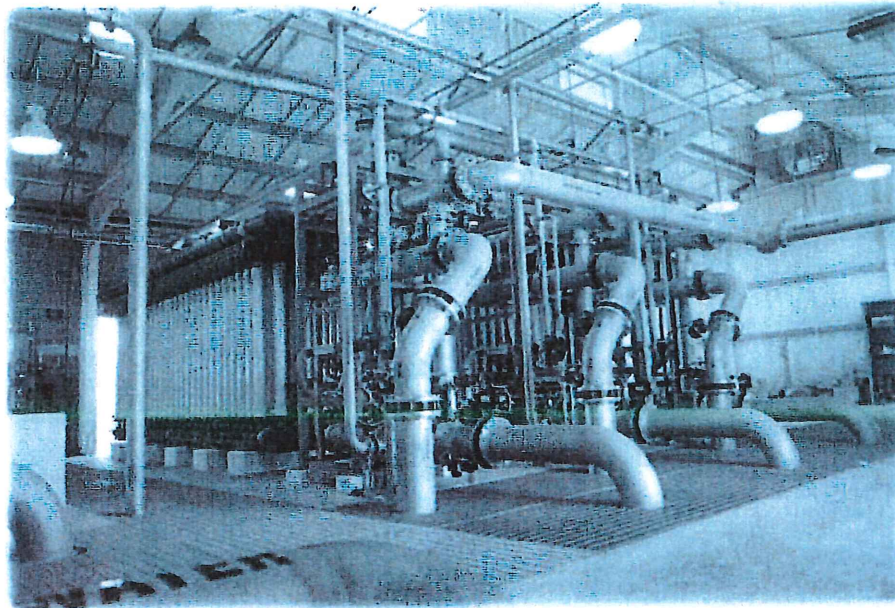
Engineer: Steger and Bizzell Consulting Engineers
Georgetown, Texas
Mr. Perry Steger, P.E.
512.930.9412

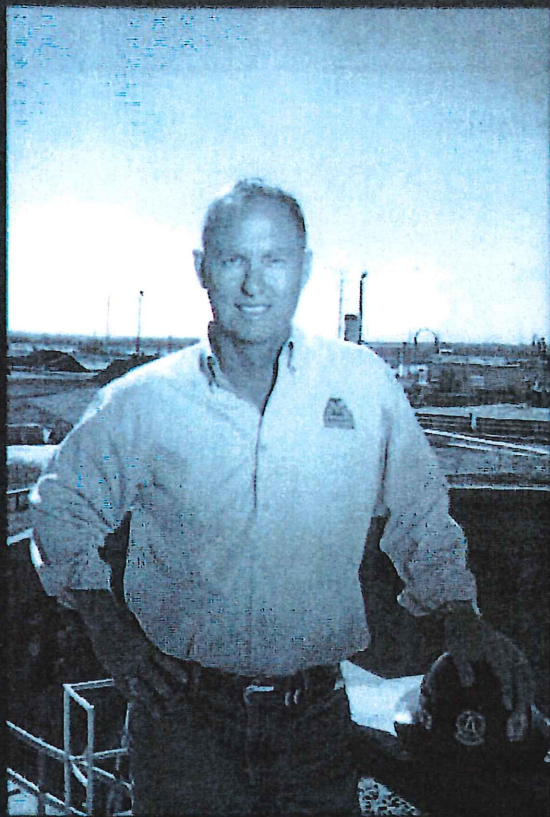
Project Team:	Project Manger:	Don R. Schuch, President
	Project Supt:	Greg Beach
	Concrete Supt:	Robert Tatum

This project included the construction of a new 7.08 MGD Surface Water Treatment Plant located near Salado, Texas.

Project included the following

- Raw Water Intake Structure
- 30" DIA Raw Water Transmission Main
- Membrane Filtration Process Equipment
- Chemical Feed Equipment
- Pre-Engineered Metal Building with Masonry Exterior Walls
- Vertical Turbine Pumps
- Prestressed Concrete Clearwell
- 30" Potable Water Transmission Main
- Backwash Recovery Ponds
- Electrical and Instrumentation





Bruce A. Matous
Chief Executive Officer
Senior Project Manager

Education

Associates Degree, Civil Engineering
 Texas State Technical College

Organizations

Holy Trinity Catholic High School
 St. Luke's Catholic Church
 Robert S. Love Foundation
 St. Vincent DePaul Society

Professional Background

Bruce Matous was raised in the construction business by Lee Roy Psencik. He worked for Mr. Psencik as a pipe layer/laborer in the summers while still in high school. Bruce learned to estimate while still in school and often worked weekends in college helping him bid jobs.

At Matous Construction, Bruce is CEO and serves as a Senior Project Manager and Estimator. He visits jobsites on a weekly basis to obtain a close look at job progress. He continues to develop means and methods for constructing projects in a safe manner as well as on time and under budget.

Bruce has served on many charitable boards including Holy Trinity Catholic High School, St. Vincent DePaul Society, The Robert S. Love Foundation, and Eagles Wings Youth Retreat Center. Bruce is married to Renee and together they have three children. Bruce coaches soccer, loves saltwater fishing, water skiing, and working out at Crossfit.

Project Experience

Hornsby Bend BMP Digester Improvements and Sustainability

The City of Austin, TX

Flocculator Replacement and CO₂ Recarb Basin

Equipment Installation – Davis Water Treatment Plant

Austin, Tx

South Wastewater Treatment Plant

Bell County WC&ID No. 1

Killeen, Tx

Multiple Design-Build Water and Wastewater Treatment Projects

American Water

Ft. Hood, Texas

6MGD Membrane Water Treatment Plant

Brushy Creek Municipal Utility District

Round Rock, Tx

WTP and Raw Water Intake Pump Installation

Bell County WC&ID No. 1

Lake Belton, Tx

6 MGD Membrane Water Treatment Plant Expansion

The Lower Colorado River Authority

Leander, Tx

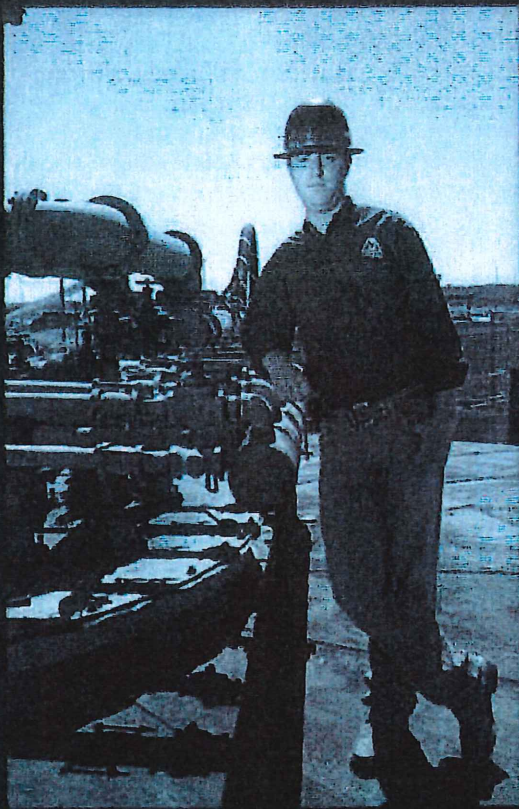
Sludge Management – Hornsby Bend BMP

The City of Austin, Tx



MATOUS CONSTRUCTION, LTD.
 8602 N. HWY. 317
 BELTON, TEXAS 76513
 WWW.MATOUSCONSTRUCTION.COM
 254.780.1400 (O) • 254.780.2599 (F)

Clean Water for a Better Tomorrow



Blake Pitts
Vice President
Sr. Project Manager

Education

Bachelor of Science, Construction Science
Texas A&M University
Summa Cum Laude

Organizations

City of Temple Zoning Board of
Adjustments
Temple Area Builders Association

Professional Background

Blake Pitts joined Matous Construction in 2006 after graduating from Texas A&M University where he received a degree in Construction Science. He graduated No. 1 in his class in the School of Architecture. He currently serves as Project Manager on our larger construction projects. His detail oriented approach to managing a project ensures the project to be delivered on time and under budget.

Blake lives in Temple with his wife Jennifer and their daughter Kinley. He enjoys hunting, fishing, and spending time with his family.

Project Experience

Hornsby Bend BMP Digester Improvements and
Sustainability
Austin, TX

Flocculator Replacement and CO₂ Recarb Basin
Equipment Installation – Davis Water Treatment
Plant
Austin, Tx

South Wastewater Treatment Plant
Bell County WC&ID No. 1
Killeen, Tx

6 MGD Membrane Water Treatment Plant Expansion
Leander, Tx

Walnut Creek WWTP Power Distribution System
Improvements
Austin, TX

Hornsby Bend BMP Biogas Energy Project
Chevron Energy Solutions
Austin, TX

Davis WTP Security Improvements – Phase 1
Austin, TX



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Janna S. Janes, CPA, CCIFP
Controller
Project Accountant

Education

Master of Science, Accounting
Texas A&M University

Bachelor of Business Administration
Accounting
University of Texas at San Antonio

Certifications

Certified Public Accountant
State of Texas 81727

Construction Industry Financial Professional
ICCIP Certificate No. 00444

Organizations

Altrusa International Inc., of Temple
Construction Financial Management Assoc.
Belton Youth Baseball Association

Percentage of Time to Project

As Needed

Professional Background

Janna Janes started her career at a local accounting firm, Padgett, Stratemann, & Co., L.L.P. in San Antonio. While working there her client base were mostly construction firms in which she performed audit fieldwork in various accounting functions. She continued her work in public accounting at a local firm in Temple, Texas, her hometown. There she continued to perform various audit tasks and consulting for multiple construction firms.

Janna has served as Controller of Matous Construction for more than seven years. Her job responsibilities include managing payroll, accounts payable, accounts receivable, and human resources. She also assists the project managers and estimators with various tasks.

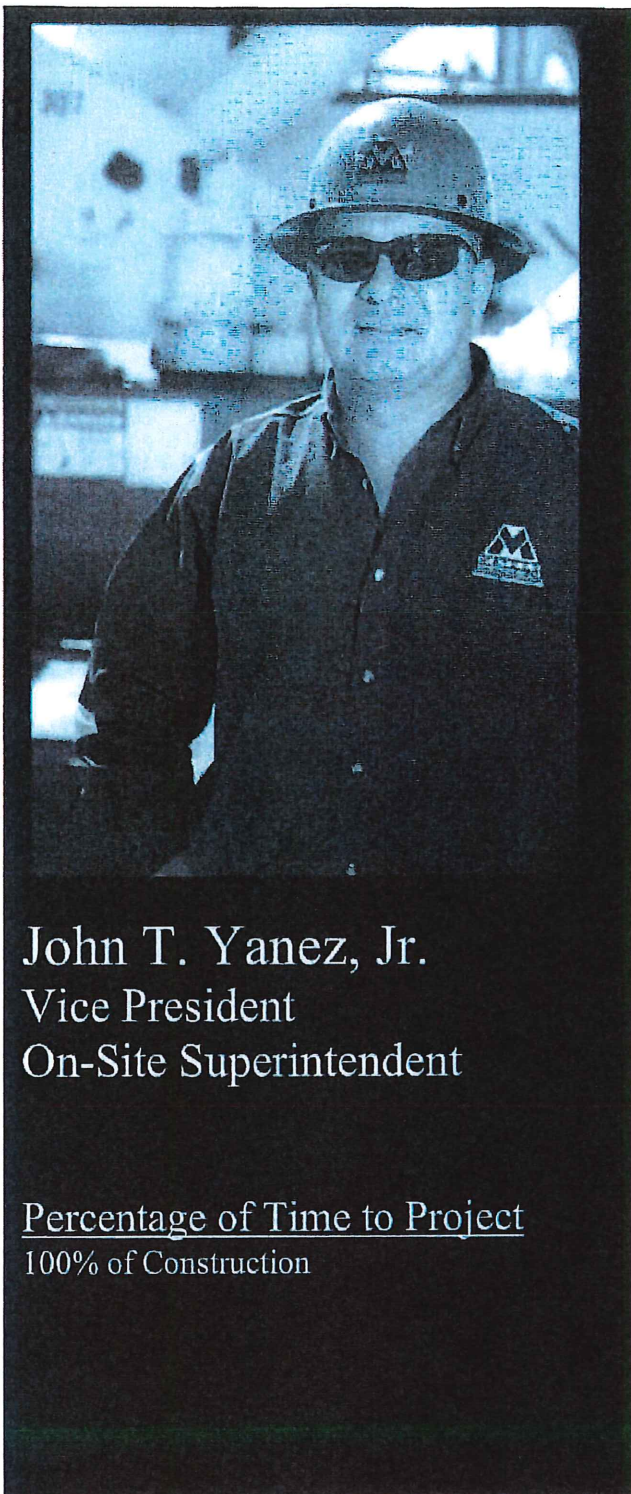
Civic & Personal

Janna has served and serves on various organizations' boards. She earned her Certified Public Accountant license in 2002, and her Construction Industry Financial Professional certification in 2007. She lives in Belton with her husband and five children whom she spends all her free time entertaining.



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BELTON, TEXAS 76513
WWW.MATOUSCONSTRUCTION.COM
254.780.1400 (O) • 254.780.2599 (F)

Clean Water for a Better Tomorrow



John T. Yanez, Jr.
Vice President
On-Site Superintendent

Percentage of Time to Project
100% of Construction

Professional Background

John Yanez was raised in the construction business by his father and uncle. John was operating backhoes at a very young age. John currently serves as Vice President of Field Operations and is a project superintendent on our larger projects. John is an expert at modifying large water and wastewater treatment plants all while under operation. He understands complex process equipment and enjoys working with plant operators on the front lines.

John lives in Troy and enjoys spending time with his grandchildren and cooking out for his friends and family.

Project Experience

- Hornsby Bend Biosolids Management Plant Digester Improvements and Sustainability Project
City of Austin
Austin, TX
- Flocculator Replacement and CO₂ Recarb Basin Equipment Installation
Davis Water Treatment Plant
Austin, Tx
- Plant No. 1 WWTP Improvements
Bell County WC&ID No. 1
Killeen, TX
- Sludge Management – Hornsby Bend BMP
The City of Austin, Tx
- Hornsby Bend BMP Biogas Energy Project
Chevron Energy Solutions
Austin, TX
- Cimmaron Hills Waste Water Treatment Plant
Georgetown, TX
- Killeen Lift Station No. 6
Killeen, TX



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WWW.MATOUSCONSTRUCTION.COM
254.780.1400 (O) • 254.780.2599 (F)

Clean Water for a Better Tomorrow

COMPLETED PROJECTS

Project	Owner	Engineer	Final Contract Amount
Hornsby Bend Biosolids Management Plant Digester	The City of Austin	CH2M Hill, Inc. 512.453.1980	\$ 28,216,075
Bell Co. No. 1 South Plant	Bell Co. WC&ID No. 1	Lockwood, Andrews & Newnam 713.266.6900	\$ 19,662,009
Davis WTP Improvements & Equipment Replacement/	The City of Austin	Turner, Collie, & Braden 512.472.4519	\$ 17,527,972
Bell Co. Water Tmt Plant	Bell County	Wayne, Smith & Assoc 713.450.1300	\$ 16,065,039
Brushy Creek WWTP	Brushy Creek MUD	CH2M Hill 512.453.1980	\$ 14,598,909
7.08 MGD Water Treatment Plant at Stillhouse Hollow	Kempner Water Supply Corporation	Steger Bizzell 512.930.9412	\$ 14,345,202
Plant #1 WWTP Improvements	Bell Co. WC&ID No.1	Lockwood, Andrews & Newnam 713.266.6900	\$ 10,585,215
Modif. To Exist. Plant	Bell Co. WCID #1	SCL Engineering 713.450.1300	\$ 9,144,029
S-308A Lime Handling Facility@COA Plant No. 4	The City of Austin	MWH Constructors 512.682.9900	\$ 8,248,516
Hornsby Bend Sludge Mang. Contract 2	City of Austin	CH2M Hill 512.453.1980	\$ 6,812,520
Mountain Creek WWTP	Trinity River Authority	The Wallace Group 254.554.5959	\$ 5,927,640
Walnut Creek WWTP Power Distribution System	The City of Austin Jim Randig, P.E.	Harutunian Engineering, Incorporated 512.454.2788	\$ 5,630,099
Sandy Creek WTP Expansion	The Lower Colorado River Authority	Turner, Collie & Braden, Inc. 512.472.4519	\$ 5,135,596
S-306 Washwater Recycle Facility@COA Plant No. 4	The City of Austin MWH Constructors	MWH Constructors 512.682.9900	\$ 4,807,970
0.325 MGD Wastewater Treatment Plant	West Travis Co. PUA	Murfee Engineering Co., Inc. 512.327.9204	\$ 4,790,313
Water Treatment Plant & Raw Water Intake	Bluebonnet WSC	Duff Consulting Engineers 254.756.5414	\$ 4,735,689
Phase 1B - Reuse Water Trmt Facilities	City of Round Rock	HDR Engineering 512.912.5100	\$ 4,727,338
Water Treatment Plant	City of Robinson	The Wallace Group 254.554.5959	\$ 4,549,655
Hornsby Bend Sludge Mang. Contract 1	City of Austin	CH2M Hill 512.453.1980	\$ 4,431,248
South Austin Regional WWTP Train C Substation	The City of Austin	Turner, Collie & Braden, Inc. 512.472.4519	\$ 4,138,480
Membrane Filtration System	Travis Co. #18	CMA Engineering 512.894.3230	\$ 3,170,439
Round Rock West WWTP	LCRA	HDR Engineering 512.912.5100	\$ 2,510,741

Clean Water for a Better Tomorrow®

COMPLETED PROJECTS

Project	Owner	Engineer	Final Contract Amount
Ullrich Membrane	City of Austin		\$ 1,175,283
Water Treatment Plant	City of Taylor	Jones & Neuse 512.327.9840	\$ 1,108,607
Lobo Street Lift Station	City of Cedar Park	Turner, Collie & Braden, Inc. 512.472.4519	\$ 1,078,642
Fryer Creek Lift Station	City of Temple	Freese & Nichols 512.451.7955	\$ 1,077,137
Lakeway I.6 Pond & P.S	Lakeway MUD	HDR Engineering 512.912.5100	\$ 1,074,346
Wastewater Tmt Plant	City of Schulenburg	O'Malley Engineers 956.836.7937	\$ 1,065,171
River Plantation Lift Station Replacement	City of Austin	LJA Engineering & Surveying, Inc. 512.439.4700	\$ 1,057,269
Walnut Creek WWTP	City of Austin	Hartutunian Engineer 512.454.2788	\$ 1,048,373
Hornsby Bend BMP Biogas Energy Project	City of Austin	Chevron Energy Solutions 913.748.8734	\$ 1,011,275
Davis WTP Security Improvements - Phase I	The City of Austin	DAVCAR Engineering 512.328.4428	\$ 958,010
Hubbard WWTP	City of Hubbard	The Wallace Group 254.554.5959	\$ 920,200
Hurst Creek WWTP	Hurst Creek MUD	James Miertschin & Assoc 512.261.6282	\$ 916,402
Troy and Hickory Lift Stations	The City of Temple	Freese & Nichols 210.298.3800	\$ 906,650
So. Whitehall Rd Water Well	Mofat Water Supply Corporation	Bury+Partners 254.742.2110	\$ 893,683
Leander NW Booster Pump Station	The City of Leander	Haynie Consulting 512.837.2446	\$ 841,340
BNSF			\$ 805,542
Hornsby Bend Sludge Thickening Building	The City of Austin	Wagh Engineering, Inc. 512.474.4470	\$ 794,000
Hornsby Bend Thickener L.S	City of Austin	Parson, Inc. 512.719.6000	\$ 776,022
Davis WTP Chlorine System Improvements	The City of Austin Chris Wolter, P.E.	Jacobs Engineering Group, Inc.	\$ 775,646
Stony Point WWTP New Headworks & Equalization	Aqua Water Supply Corporation	Steger Bizzell 512.930.9412	\$ 768,400
Shanklin Lane Pump Station	Central Texas Water Supply	S.D. Kallman, L.P. 512.281.4404	\$ 738,920
3527 Shanklin Lane Mart WWTP	The City of Mart	Bury & Partners 512.328.0011	\$ 717,781

Clean Water for a Better Tomorrow®

COMPLETED PROJECTS

Project	Owner	Engineer	Final Contract Amount
Hurst Creek			\$ 712,464
Panda Temple Power	Panda Energy	Kasberg, Patrick & Associates	
Doshiér Farm Effluent Pump		254.773.3731	\$ 697,300
Water Tmt Plant Expansion	Hurst Creek MUD	James Miertschin & Assoc	
		512.261.6282	\$ 677,659
Booster Pump Station	City of Leander	Jay Engineers	
		512.259.3882	\$ 659,640
Harris Branch WWTP Sand Filter and Chlorine Contact	The City of Austin	DAVCAR Engineering	
		512.328.4428	\$ 620,522
Cottonwood Creek Golf Course Water System	The City of Waco	G.E. Walker & Associates	
		254.714.1402	\$ 607,000
Sparta Road Pump Station	City of Belton	Roming Parker & Kasberg	
		254.773.3731	\$ 604,028
SAR WWTP Emergency Repairs	The City of Austin	Austin Water Utility	
		512.972.0248	\$ 602,960
Secondary Lift Station Rehabilitation Project Phase	American Water Operations	American Water Operations and Maintenance, Inc.	
East Bell WSC Pump Station	East Bell Water Supply Corporation	Tabor & Associates, Inc.	
		254.756.2118	\$ 543,300
Bell Co. WC&ID No. 1 South	Bell Co. WC&ID No. 1		\$ 534,000
Effluent Storage Pond	Travis Co. MUD	James Miertschin	
		512.261.6282	\$ 521,945
Travis Co. WCID No. 20	Travis Co. WC&ID No. 20	Murfee Engineering	
		512.327.9204	\$ 520,760
SE Elevated Pump Station	City of Round Rock	HDR Engineering	
		512.912.5100	\$ 515,532
Williamson Creek Lift Station	The City of Temple	S.D. Kallman, L.P.	
		512.281.4404	\$ 479,000
Ft. Hood Sewage Lift Stations			\$ 462,050
West Pump Station	City of West	The Wallace Group	
		254.554.5959	\$ 451,548
Hurst Creek Disinfection	Hurst Creek MUD	James Miertschin	
		512.261.6282	\$ 423,000
Bluebonnet WSC	Bluebonnet WSC		\$ 409,450
TC Green Water Tmt Plant	City of Austin	Turner, Collie & Braden, Inc.	
		512.472.4519	\$ 408,879
Westlake Lift Station	Eanes ISD	Murfee Engineering	
		512.327.9204	\$ 404,630
Turkey Run Pump Station	City of Copperas Cove	The Wallace Group	
		254.554.5959	\$ 400,419

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COMPLETED PROJECTS

Project	Owner	Engineer	Final Contract Amount
Hwy 195 Pump Station	Central Tx WSC	S.D. Kallman 512.218.4404	\$ 397,000
Fredericksburg 2012 WW Headworks Improvements	City of Fredericksburg	Lackey & Associates	\$ 387,445
Wastewater Tmt Plant	City of Copperas Cove	Blackwell, Lackey & Assoc 512.442.3008	\$ 380,000
Clar. Rehab	City of Temple	Roming Parker & Kasberg 254.773.3731	\$ 379,332
Hurst Creek WTP Improvements	Hurst Creek MUD	James Miertschin 512.327.2708	\$ 362,000
Doshier Farm RAS Pump Rehabilitation	The City of Temple 3210 East Avenue H	Kasberg, Patrick & Associates, LP 254.773.3731	\$ 356,581
Copperas Cove Clarifier No. 2	The City of Copperas Cove		\$ 318,100
Killeen Metering Station	The City of Killeen	The Wallace Group 254.554.5959	\$ 316,930
AW Pump Station No. 3	American Water Operations	Bury & Partners 512.328.0011	\$ 316,300
Walnut Creek WWTP Polymer Phosphorus Removal	City of Clifton	Camp Dresser & McKee 512.346.1100	\$ 307,000
Disinfection Facility	City of Round Rock	Blackwell, Lackey & Assoc 512.442.3008	\$ 303,876
pH Neutralization System	Central Texas Corrugated	Central Texas Corrugated 7200 Mars Drive	\$ 301,193
Belt Press Facility	City of Hamilton	Hunter Associates Texas 512.454.8716	\$ 275,000
Temple Filter Media			\$ 232,208
Round Rock Well Site #9	City of Round Rock	HDR Engineering 512.912.5100	\$ 219,600
City of Temple Clarifier #4	The City of Temple	The City of Temple 254.298.5655	\$ 205,429
Harker Heights UV System	City of Harker Heights	The Wallace Group 254.554.5959	\$ 194,106
Stormwater Runoff Improv.	MATES Training Facility	Adjutant General 512.706.6746	\$ 185,718
Temple WTP Actuator			\$ 178,040
Temple-Belton			\$ 154,748
Brownwood Equipment	Texas Parks & Wildlife		\$ 151,000
			\$ 147,000

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COMPLETED PROJECTS

Project	Owner	Engineer	Final Contract Amount
City of Copperas Cove NW Weir Gate	The City of Copperas Cove		\$ 141,500
Wastewater Tmt Improvements	City of Granger		\$ 140,900
Mart WTP	City of Mart	Bury & Partners 512.328.0011	\$ 117,000
COT Replacement of Mixed Media Filter	City of Temple	The City of Temple 254.298.5655	\$ 114,950
SSLGC			\$ 112,485
AW Chlorine Scrubber at Building 6898	American Water Operations		\$ 102,500
Bell Co. #1 Demo. BPS	Bell. Co. WCID #1	The Wallace Group 254.554.5959	\$ 98,833
Wastewater Tmt Plant	City of Round Rock	HDR Engineers 512.912.5100	\$ 97,700
Hurst Creek MUD Creek Crossing			\$ 89,054
Doshier Farm Emergency Repair			\$ 85,998
Clifton Aeration	City of Clifton		\$ 79,736
Cameron			\$ 78,956
West Travis Co PUA Clarifier			\$ 77,320
Bell Co. Terminal Valve Replacement	Bell Co. WCID #1	SCL Engineering 713.450.1300	\$ 77,000
COT Clarifier Leveling			\$ 62,000
Booster Pump Station	Adjutant General	The Wallace Group 254.554.5959	\$ 52,445
Aeration Equipment	City of Bartlett	The Wallace Group 254.554.5959	\$ 48,700
Shoal Creek Aerial Crossing			\$ 48,000
Moody Clarifier Rehab	City of Moody		\$ 44,680
Flow Metering	City of Gatesville	The Wallace Group 254.554.5959	\$ 44,635
AW Lift Station 70019			\$ 44,010

Clean Water for a Better Tomorrow

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action regarding the FIRST READING OF AN ORDINANCE AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES OF THE CITY OF BASTROP, TEXAS, ENTITLED "HEALTH AND SANITATION," SECTION 6.04.001, AND SECTION 6.04.004(a)(4), RELATED TO WEED ABATEMENT ON PRIVATE PROPERTY UP TO EDGE OF ROADWAYS AND/OR CURB(S); ESTABLISHING FINES FOR THE VIOLATION OF SAID ARTICLES; ESTABLISHING ENFORCEMENT AUTHORITY, REPEALING ANY INCONSISTENT PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

2. Party Making Request: Chief of Police, Steve Adcock

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 6, OF THE CODE OF ORDINANCES OF THE CITY OF BASTROP, TEXAS, ENTITLED "HEALTH AND SANITATION," SECTION 6.04.001, AND SECTION 6.04.004(a)(4), RELATED TO WEED ABATEMENT ON PRIVATE PROPERTY UP TO EDGE OF ROADWAYS AND/OR CURB(S); ESTABLISHING FINES FOR THE VIOLATION OF SAID ARTICLES; ESTABLISHING ENFORCEMENT AUTHORITY, REPEALING ANY INCONSISTENT PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop, Texas is a Home Rule municipality incorporated and operating under the Laws of the State of Texas; and

WHEREAS, the City of Bastrop has the authority pursuant to Local Government Code, Section 217.042, to define and prohibit any nuisance within the limits of the municipality and within 5,000 feet outside the limits and to enforce all ordinances necessary to prevent and summarily abate and remove a nuisance; and

WHEREAS, the City of Bastrop has determined that it is in the best interest of the health, safety and welfare of its citizens to amend certain provisions in the existing City Ordinance Chapter 6, concerning responsibilities for abatement of nuisances within the City; and

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

PART 1: That the subsection set forth in Chapter 6 of the City of Bastrop's Code of Ordinances, entitled Health and Sanitation, is hereby amended, as follows:

CHAPTER 6. HEALTH AND SANITATION

ARTICLE 6.04.001

Sec. 6.04.004 Weeds

(a) No person shall permit rank and/or uncultivated vegetable growth or matter to:

(1) – (3) (no change)

(4) — Persons are responsible for removal of grass and weeds from their property, as noted above, to the back of the curb of an abutting roadway, or, in the absence of a curb, then to the surface of an adjacent abutting roadway or abutting public right-of way; or to the point on the property as otherwise

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~~determined by the Code Enforcement Officer to be required for weed/grass abatement necessary to protect and maintain the public's health, welfare and safety. the point that the property abuts the adjacent street pavement, the back of curb, or the public right-of-way.~~

PART 2. The City Manager and City Secretary are hereby authorized and directed to make the necessary changes to all records of the City of Bastrop to reflect this amendment.

PART 3. All ordinances and resolutions, or parts of ordinances and resolutions, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect. If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

PART 5. This Ordinance shall become effective in accordance with the City Charter and the laws of the State of Texas.

READ AND APPROVED, on FIRST READING, on this the ____ day of ____ 2015.

READ AND ADOPTED, on SECOND READING, on this the ____ day of ____ 2015.

ADOPTED:

Ken Kesselus, Mayor

ATTEST:

Traci Chavez, Interim, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, Esq.
City Attorney

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action regarding the approval of changing the MS150 Route for the special event scheduled for April 17, 2016

2. Party Making Request: Chief Steve Adcock

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

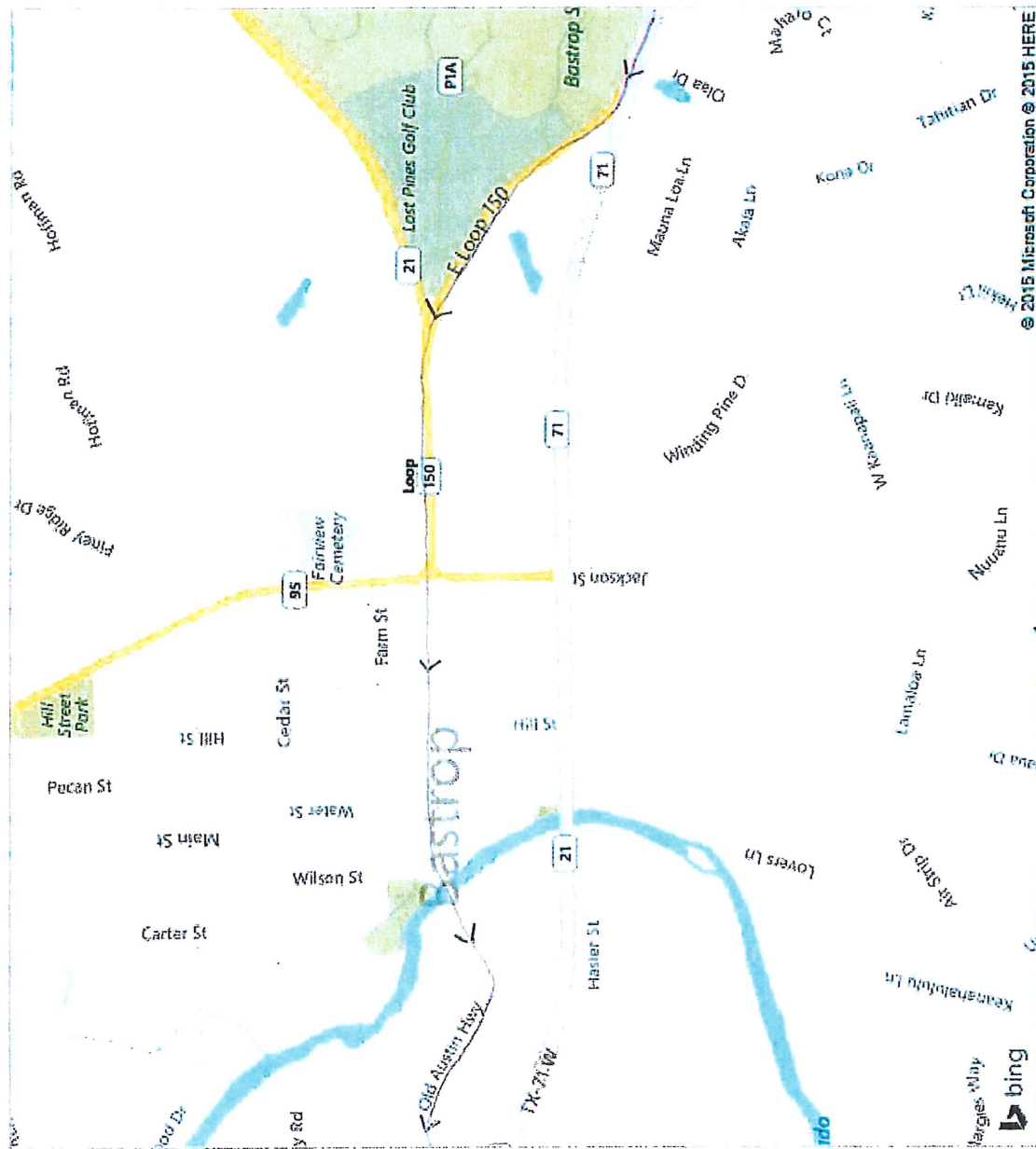
7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

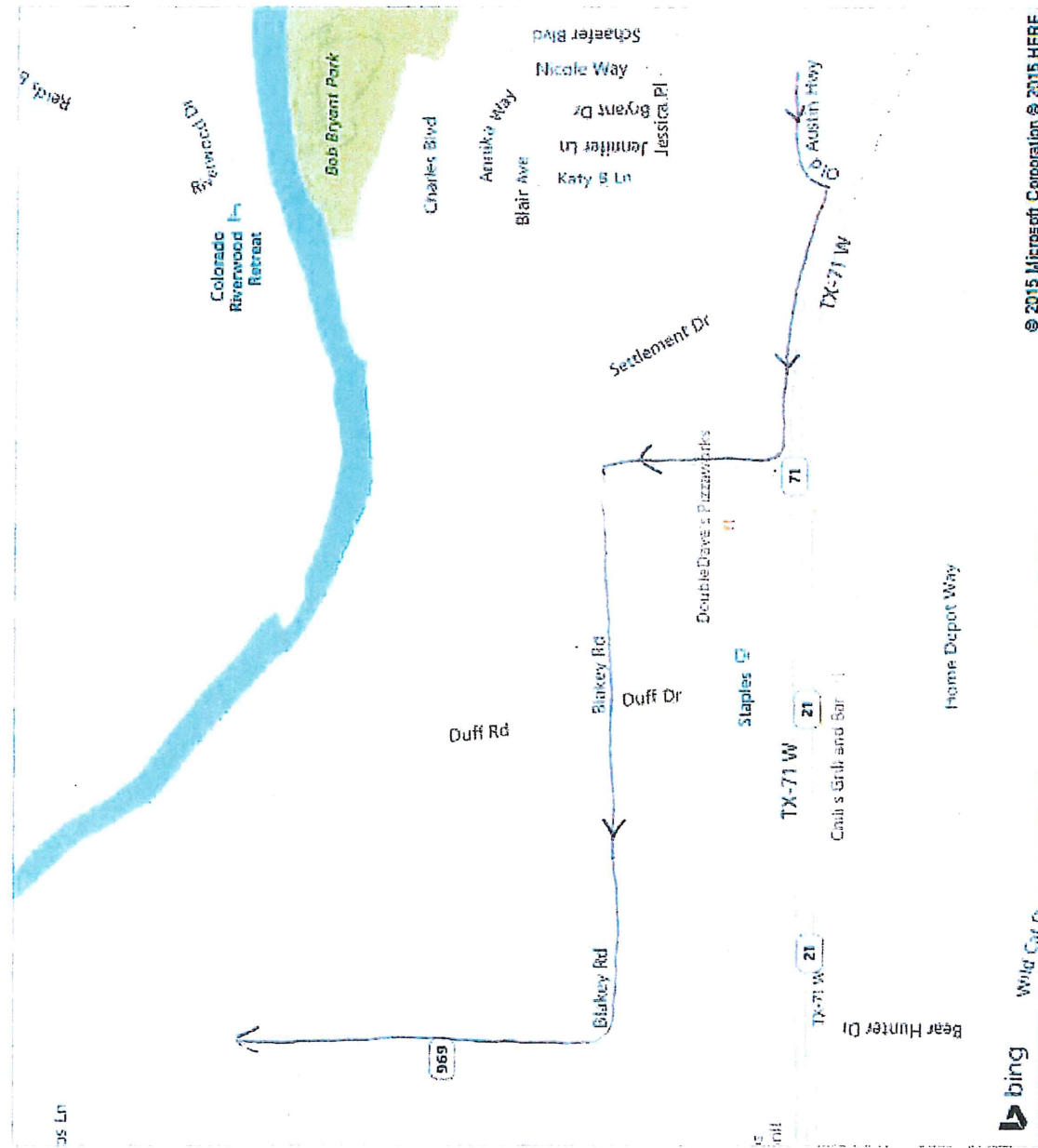
8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:





STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action regarding **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING CHAPTER 1, GENERAL PROVISIONS OF THE BASTROP CITY CODE OF ORDINANCES, TO AMEND ARTICLE 1.16 'ART IN PUBLIC PLACES', MAKING THE ART IN PUBLIC PLACES TASK FORCE A CITY BOARD, PROVIDING FOR MEMBERSHIP, POLICIES AND REGULATIONS RELATED TO SAME; PROVIDING A SEVERABILITY CLAUSE, REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.**

2. Party Making Request: Mayor Ken Kesselus

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:

ORDINANCE NO. 2015 - 9

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING CHAPTER 1, GENERAL PROVISIONS OF THE BASTROP CITY CODE OF ORDINANCES, TO AMEND ARTICLE 1.16 'ART IN PUBLIC PLACES', MAKING THE ART IN PUBLIC PLACES TASK FORCE A CITY BOARD, PROVIDING FOR MEMBERSHIP, POLICIES AND REGULATIONS RELATED TO SAME; PROVIDING A SEVERABILITY CLAUSE, REPEALING CONFLICTING ORDINANCES OR RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on or about June 26, 2012, the City Council of the City of Bastrop passed Ordinance 2012-13 which established the City's Art in Public Places 'Task Force' as a seven (7) person volunteer body to act as a n advisory body to the City Council in matters related to the City's art in public places program (referred to as the 'BAIPP Task Force'); and

WHEREAS, since its inception, the BAIPP Task Force has been a vibrant, engaged and energetic body of volunteers who have actively participated in the beautification of the City through the placement of art in public places, and

WHEREAS, the work done by the BAIPP since June 2012 has promoted art tourism in the City, and has helped the City showcase to the citizens of and visitors to the City the creative and artistic accomplishments of the artists who have been selected to participate in the BAIPP's projects, to date; and

WHEREAS, the members of the BAIPP Task force believes that the BAIPP would benefit and therefore have asked that the Council approve transforming the BAIPP Task Force into a City Board, and the Council hereby concurs and desires to formally acts to make such transition for the BAIPP Task Force.

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

Part 1: That Chapter 1, General Provisions of the Code of Ordinances, City of Bastrop, Texas, Article 1.16, entitled 'Art in Public Places', is hereby amended to be read as follows:

ARTICLE 1.16 ART IN PUBLIC PLACES

Sec. 1.16.001 Board Established.

(a) The city council hereby establishes the Bastrop Art in Public Places Board, of the City of Bastrop, to be known as the Bastrop Art in Public Places Board (BAIPP).

Section 1.16.002 Membership , appointment, vacancies and attendance.

(a) The BAIPP Board shall consist of a minimum of five (5), but no more than nine (9) members, appointed by the Mayor and subject to confirmation by the Council. The BAIPP may have a minimum of one “non-voting” *ex officio* representative from the City Council, who shall be appointed by the Mayor, and who shall not count as a Member of the BAIPP, for any purpose. The *ex officio* representative shall operate as a Council liaison with the BAIPP Board. A simple majority of the Board’s then existing voting membership shall constitute a quorum. For purposes of the first appointed Board serving after this ordinance’s adoption, the existing terms of office for the then serving ‘task force members’ shall carry forward to their board service.

(b) The BAIPP Board members shall be appointed for terms of three (3) years. Each seat on the Board will be assigned a “place.” Board members’ terms of service shall be “staggered,” so that the entire membership of the Board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the Board membership is divided into thirds. Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this section (held in July), “draw lots” to determine which “place” will have what number of service in the transition period (e.g., 1/3 of the places will draw for one-year terms, 1/3 of the places will draw for two-year terms, and the remaining 1/3 of the places will draw for three-year terms.) After the first July meeting, staggering of membership, by place, will begin.

(c) In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

(d) The members of the Board shall reside within the city’s extraterritorial jurisdiction and/or the city, or may, in the sole discretion of the City Council, reside outside of the corporate limit and the extraterritorial limits so long as the appointed individual provides exceptional expertise with regard to the Board’s responsibilities. Board members are responsible for recruiting new and replacement members and for making recommendations to the City Council.

(e) Community participants. The BAIPP shall have the responsibility for identifying and recommending to the Mayor and the Council individuals who shall be appointed by the Mayor, with Council confirmation, to assist the Board as “non-voting” community participants of the BAIPP, as the Council deems necessary and as requested by the Board. Such non-voting community participants of the BAIPP may include Bastrop youth and BISD students, as recommended. These community participants shall be appointed for a one-year term, with the right of reappointment for a single one-year additional term, at the discretion of the Board’s recommendation and the Council’s approval.

(f) Attendance requirements for the Board members are set forth in the Code, section 1.02.002(b), et seq.)

Section 1.16.003 Purpose, Powers and Duties of the BAIPP.

- (a) The BAIPP shall act as an advisory board to the city council in matters related to the city's art in public places program, with the goal of increasing awareness and appreciation of art, as well as increase civic pride, through the display of art in the City of Bastrop, Texas.
- (b) The BAIPP's procedures, duties and powers are set forth in the Board's amended Bylaws, which derive from the original Task Force Bylaws, as approved by the City Council in June 2012, as amended and updated.

Part 2: If any section or part of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, that holding shall not invalidate or impair the validity, force or effect of any other section or part of this Ordinance or Code of Ordinances, City of Bastrop, Texas.

Part 3: This Ordinance supersedes and repeals all Ordinances or parts of Ordinances, if any, in conflict herewith; however, such present Ordinances shall remain in full force and effect until the effective date of this Ordinance.

Part 4: 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 State of Texas.

READ and Acknowledged on First Reading on the 14th. the day of JULY, 2015.

READ and Adopted on Second Reading on the day of JULY, 2015.

APPROVED:

ATTEST:

Ken Kesselus
Mayor

Traci Chavez
Interim City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action of the Amended Bylaws of the BAIPP.

2. Party Making Request: City Manager Michael H. Talbot

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: ____ Approved ____ Disapproved ____ None

10. Manager's Recommendation: ____ Approved ____ Disapproved
____ None

11. Action Taken:

CITY OF BASTROP
BASTROP ART IN PUBLIC PLACES

BOARD

BYLAWS

Article 1
NAME AND ADDRESS AND PURPOSE

- Article 1.1 Name:
The name of this organization shall be "Bastrop Art in Public Places" hereinafter also referred to as BAIPP, a Board of the City of Bastrop.
- Article 1.2 Address:
The mailing address of Bastrop Art in Public Places is 1311 Chestnut Street, Bastrop, TX 78602.
- Article 1.3 Purpose:
The purpose of Bastrop Art in Public Places is to expand the enjoyment, access, and appreciation of art in Bastrop, Texas. This includes assisting the Bastrop City Council in developing guidelines and standards for the selection, display, and maintenance of in the City and to acquire by purchase or donation, works of art for display.
- Article 1.4 Open Meetings Act/Public Information Act:
BAIPP shall be subject to the Open Meetings Act for the purpose of posting regular meetings and Texas Public Information Act shall apply to the records of the BAIPP.
- Article 1.5 State and Local Purchasing laws:
BAIPP shall be subject to full compliance with all State and local Purchasing laws. All budgeting and acquisitions shall be coordinated with City Manager. Identification of a potential project in the annual budget doesn't automatically mean the project has been approved, rather, all projects must be approved by the City prior to initiation of same. Any unbudgeted project must be presented to the City Council, in a formal presentation made at a public meeting, specifically seeking and receiving approval for additional budgetary funding, prior to any work begin done to move the project forward.
- Article 1.6 Staff Liaison: As a City Board, the BAIPP shall be assigned a member of the City's staff to act as the Board's Liaison. This City staff person shall be responsible for working with the Board and the Board's Executive Committee in preparing for regular meetings, posting notices of same, taking minutes and keeping records of the Board, etc. All work requested to be performed by the City Staff, beyond the routine work of the Liaison for the regular meetings, shall be coordinated through the City Manager's office, in advance, so that proper time scheduling and cost allocation may be accomplished.

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Article 2
MISSION, VISION, AND GOALS

- Article 2.1 Mission Statement:

Bastrop Art in Public Places

06/27/2011

page 1 of 9

To increase awareness and appreciation of art, as well as increase civic pride through the display of art in the City of Bastrop, Texas.

Article 2.2 Vision Statement:

To create an environment where the City of Bastrop is locally and nationally recognized as an art and cultural center.

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Article 2.3 Goals:

- Use the display of public Works of Art to further the Bastrop community's sense of civic pride.
- Use the display of public Works of Art as an educational opportunity for public, as well as to enhance art education with artists in the community and beyond.
- Contribute to cultural tourism.
- Support diversity through art.
- Make art accessible to all individuals, including those with special needs.
- Encourage early collaboration on civic projects with design professionals and artists.

Article 3
DEFINITIONS

Article 3.1 Definitions:

Article 4.1a "Art in Public Places":

"Art in Public Places" means any visual Work of Art displayed for two weeks or more located on City property or private property that is accessible to the public. This includes outside space, the exterior of a City owned facility, inside any City building, or on private property if the Work of Art is intended by the display to be visible to and enjoyed by the public.

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Article 3.1b "Work of Art":

"Work of Art" includes but is not limited to a sculpture, water feature, monument, mural, fresco, relief, painting, photograph, and glass installation. "Work of Art" would normally not include landscaping, paving, architectural ornamentation, or signs.

Article 4
ART COLLECTION POLICY

Article 4.1 Art Ownership:

Article 4.1a Works of art acquired in whole or in part by the City of Bastrop with the assistance of the BAIPP shall be acquired in the name and under the ownership of the City of Bastrop.

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Article 4.1b The BAIPP will assist the City in obtaining funding for the City's acquisition of art, whether through the City's budget process, fund raising or grant procurement. All funds obtained for the benefit of the BAIPP shall be held by the City of Bastrop.

Article 4.2 Art Selection Guidelines:

The BAIPP shall assist the City Council with acquiring Works of Art by:

- Identifying and recommending suitable Works of Art to be displayed.
- Facilitating the preservation of Works of Art to be displayed.
- Assisting with the process and methodology for competitively selecting Works of Art for acquisition and/or display.
- Assisting with any other matter necessary and appropriate for the administration of the BAIPP in accord with its mission, vision, and goals.
- Work within the Bastrop community to collaborate with entities on "art projects" that will enhance its citizen's appreciation and understanding of art.

Article 4.3 Art Selection and Display Standards:

The BAIPP shall give special attention to the following issues:

- Appropriateness of the Work of Art to the property on which the Work of Art is to be displayed, taking into consideration the surrounding environment, natural landscape features, and the historical significance/character of the property.
- Appropriateness of the material, textures, colors, and design of the Work of Art to the property and surrounding areas.
- Establishing continuity of the Works of Art displayed in the City through design and placement.
- Providing aesthetic and cultural diversity among the Works of Art to be displayed in the City of Bastrop, through an unbiased selection process, a balanced inventory, and the display of variety of styles, design, and media.

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Article 4.4 Procedure for Initiating Calls for Projects of the BAIPP.

- At least ninety (90) days prior to publication of any call to artists, for a BAIPP project, the BAIPP Board shall submit the proposed Call to the office of the City Manager for evaluation. During the evaluation period, the City Manager will work with the Finance Director to evaluate potential BAIPP/City costs of the proposed project to determine how it will affect the BAIPP's annual budget and funds remaining for expenditure.
- Additionally, the City Manager may create an in-house team of staff advisors to assist in evaluating the specifics required for each BAIPP projects, such as site identification and preparation, material requirements specific to the project, if any, security issues, and insurance issues.
- The City Manager will also determine whether it is necessary to involve the City Council in any approval for the proposed project, at that time (i.e., prior to the call publication)
- The City Manager will notify the BAIPP of any additional information required and also will notify the BAIPP Chairperson and staff Liaison when the City Manager's office has finished its evaluation of the proposed project and it is ready for publication of the call to artists.

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Article 5
PUBLIC ART DISPLAYS

Article 5.1 Displays of Art in Public Places:

Article 5.1a Authority:

BAIPP projects to be displayed in the City of Bastrop shall be approved by the City Council. Final selection of the works accepted for Public Calls for public display (but not City acquisition) will be made with the oversight of the City Manager and may be brought to the City Council for approval of individual art pieces, should if the City Manager sees this as necessary determine Council approval of the artwork recommended for public display is in the best interest of the community. All works of art to be purchased by the City of Bastrop, as recommended by BAIPP, shall first be presented to the City Manager and must be approved by the City Council.

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Article 5.1b Location

Works of art recommended by the BAIPP, with the input and oversight of the City Manager, may be displayed (temporarily or permanently) on public property or by agreement with the private property Owner and City of Bastrop, on any private property with substantial public exposure in and around the City of Bastrop.

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Article 5.1c City Facilities:

BAIPP shall advise the City Council and City Manager regarding the design, execution, and placement of Works of Art, when applicable, to certain public improvement projects.

Article 5.1d Art Maintenance:

BAIPP shall inform the City Manager of required maintenance for Works of Art on display in the City of Bastrop. Works of Art which require substantial or significant maintenance shall be discussed and approved by the City Manager before proceeding with acquisition and prior to undertaking the required maintenance. The BAIPP shall be responsible for preparing and providing to the City an estimate of the anticipated maintenance responsibilities prior to the acquisition of a Work of Art, and the cost of all maintenance shall be charged against the BAIPP annual budget approved by the Council.

Article 5.1e Loans:

Works of art owned by the City may be loaned by the City for exhibition, pursuant to recommendations by the BAIPP, and upon terms agreed to by the City and the party seeking to borrow the Work of Art, with Council approval.

Article 6
MANAGEMENT

Article 6.1 Management, Funding and Policies of the BAIPP:

Article 6.1a ~~The BAIPP shall have the authority~~ is authorized to promote the goals for which the BAIPP is created.

Article 6.1b The BAIPP shall adopt policies as may be deemed necessary to acquire and display Works of Art in the City of Bastrop, within the terms of the Bylaws and the ~~Resolution-Ordinance that created-established~~ the BAIPP as a City Board, and as approved by the City., ~~with such Policies to be presented for approval by the Council.~~

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Article 6.1c Depending on the scope of the Work of Art to be acquired and displayed in the City of Bastrop, the BAIPP may be responsible for reporting to the City Manager, and/or City Council regarding the progress of the project and the use of funds, but shall comply with State and City purchasing laws and the policies and practices of the City's finance department.

Article 6.1d The BAIPP shall be responsible for developing a "proposed" yearly operating budget for the acquisition and display of new Works of Art in the City of Bastrop, as well as, any ongoing maintenance and/or replacement (repair) responsibilities for those Works of Art currently under the City's possession or control. This budget shall be submitted to the City Manager on or before June 1st of each calendar year.

Article 6.1e The BAIPP shall be responsible for establishing an "Art Registry" through which artists may register their Works of Art for potential selection and display in the City of Bastrop. In addition, the BAIPP shall develop and implement, with the approval of the City Council, a fair and unbiased mechanism for selecting Works of Art to be displayed by the City.

Article 7 MEMBERSHIP

Article 7.1 The membership, terms and vacancies of the BAIPP Board are set forth in the City's Code of Ordinances, Section 1.16.001, et seq. Number and Description:

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~~The members of the BAIPP shall be appointed by the Mayor, subject to confirmation by the City Council. The BAIPP shall consist of a minimum of five (5), but shall not exceed seven (7) eleven (11) voting members. The BAIPP may have a minimum of one "non-voting" ex-officio representative from the City Council, who shall be appointed by the mayor, and who shall not count as a "member" of the BAIPP, for any purpose. The ex-officio representative shall operate as a Council liaison with the Commission Task Force.~~

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~~Article 7.2 Community Participants:~~

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~~The BAIPP shall have responsibility for identifying and recommending to the Mayor and the City Council individuals who shall be appointed by the Mayor with Council concurrence to assist the Commission Task Force as "non-voting" community participants of the BAIPP. Such non-voting community participants may include a Bastrop youth. Community Participants shall be appointed for a one year term, with the right of re-appointment for a single additional one year term.~~

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~~Article 7.3 Terms of Office:~~

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~~Article 7.3a Members of the BAIPP shall be appointed by the Mayor, subject to confirmation by the City Council, to serve three (3) year terms.~~

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~~Terms shall be staggered by the drawing of lots by the initial appointees so that the entirety of the BAIPP will not be replaced at one time.~~

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~~Article 7.3b The Mayor, subject to confirmation by the City Council, shall name the Chairperson of the BAIPP.~~

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~~The BAIPP membership shall elect a Chairperson and submit recommendations to the Mayor for confirmation by the City Council.~~

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Article 7.4.2 Meetings:

The BAIPP shall meet ~~at least~~ a minimum of five (5) times per year. Regular and special meetings may be called or cancelled by the Chair and/or upon the petition of one-third of the then current membership of the BAIPP. The location of ~~the BAIPP~~ meeting will be at City Hall, unless otherwise ~~determined and announced~~ identified in the public notice posted in compliance with the Open Meetings Act. No meetings of the BAIPP will be held unless they are posted in accord with State law.

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Article 7.5 Quorum:

~~A simple majority of the then existing voting membership shall constitute a quorum of the Task Force. A quorum is required for the BAIPP to convene and/or take any action.~~

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Article 7.6 Vacancies:

~~The BAIPP can make recommendations to the City Council to expand the Task Force membership, fill vacancies and/or appoint Community Participants. In the event of a vacancy in the membership of the BAIPP, the individual serving as the replacement, who shall be appointed by the Mayor and confirmed by the City Council, will serve the remaining term of the individual who is no longer serving.~~

Article 7.7.3 Resignations:

Any BAIPP member may resign at any time, by giving notice of such resignation to the Chairperson and the City Manager, in writing. Unless otherwise specified, such resignations will take effect upon receipt. The Mayor, subject to confirmation by the City Council, shall appoint a successor to serve the remainder of the resigning member's unexpired term.

Article 7.8.4 Removal:

A member may be removed by the City Council at its sole discretion or upon recommendation by the BAIPP, for cause or no cause.

Article 8 OFFICERS

Article 8.1 Officers:

The officers of BAIPP shall be Chair, Vice-Chair, and Secretary/Treasurer. These officers shall compose the "Executive Committee" of the Board, and the Executive Committee (and its members) are the individuals who shall be responsible for communications with and meeting with the City staff, City Manager, and presentations to the City Council, concerning matters under the purview of the BAIPP.

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Article 8.2 Election:

The Chair will be selected by the vote of the voting members of the Board, on an annual basis. Once the Chair is selected by the vote of the Board, the Chair will solicit

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recommendations from the remaining BAIPP membership for the appointment of the other Officers of the BAIPP. All nominees will have given their consent to having been nominated. The proposed slate of nominees will be reviewed and voted upon annually by the BAIPP voting membership.

Article 8.3 Terms of Office:

The elected officers of BAIPP will be elected to ~~serve seven~~ in their Office for one year terms, with that service beginning on ~~January~~ July 1.

Article 8.4 Duties of officers:

Article 6.4a Chair:

- Shall serve as the Chief Executive Officer, act as spokesperson, appoint committee chairs, preside at Board meetings, work with staff liaison to prepare the meeting agenda and perform other duties as necessary to meet the objectives of BAIPP.

Article 6.4b Vice Chair:

- Shall preside in the absence of the Chair and shall perform such other duties as may be delegated by the Chair.

Article 6.4c Secretary/Treasurer:

- Shall work with the staff liaison to ensure that all meetings are publicly posted in compliance with the Open Meeting Act, that ~~transcribe~~ the minutes of each BAIPP meeting ~~are taken by the BAIPP~~ recorded, ensure that meeting minutes and attendance records are available when requested, assist the Chair as needed in notifying members of meetings, and maintain the roster and contact information.
- Shall work with the City Manager and the Finance Department to keep an accurate accounting of all funds received and expended by the BAIPP, which shall be held in the possession of the City, regardless of the source and whether from public or private sources.
- All written statements and accounts shall be maintained and filed in the office of the City Manager of the City the minimum of quarterly a year no less than quarterly per annum a minimum of quarterly a year ~~and~~ when requested by the City Council, the Finance Department, or the City Manager.

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Article 8.5 Vacancies in Offices:

In case of a vacancy in an elected office, the BAIPP will appoint another existing member to serve as a successor officer to fill only the remaining unexpired term of office.

Article 9

BAIPP SUB-COMMITTEES

Article 9.1 BAIPP Sub-cCommittees:

Sub-cCommittees shall be appointed, as needed, by the Chair to assist the BAIPP with matters related to the Board's work. These sub-committees shall cease to exist when the purpose for which the Sub-cCommittee was created has been accomplished.

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Article 10
AMENDMENTS TO THE BYLAWS

Article 10.1 Amendments to the Bylaws

These Bylaws may be amended by: 1) the City Council; or 2) with the subsequent approval of the Council, upon a two-thirds vote of the then existing membership of the BAIPP, at any regular meeting, provided that the proposed changes have been presented to all members of the BAIPP, in writing, at least two weeks prior to the meeting during which the amendment will be acted upon.

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Article 11
FISCAL YEAR

Article 11.1 Fiscal/Business Year:

The fiscal and business year of BAIPP shall be the same as the City of Bastrop.

Article 12
PARLIMENTARY AUTHORITY

Article 12.1 Parliamentary Procedure:

“Robert’s Rules of Order”, the most current publication, will be the authority of all questions of parliamentary law not covered by these Bylaws. The Chair may appoint a Parliamentarian, if required.

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Article 13
POLITICAL ACTIVITY

Article 13.1 Support of Issues:

BAIPP will work with City Officials for preparation, enactment and enforcement of laws, ordinances, policies and regulations compatible with the objectives and purposes of the BAIPP. Otherwise, the BAIPP will not be involved in political issues.

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Article 13.2 Candidate Support:

BAIPP shall not engage in any activity either supporting or opposing the candidacy of any individual, group of individuals, or party for political office.

Article 13.3 Use of Membership:

Members of the organization will refrain from utilizing their membership and the BAIPP name for political gain or expressing opinions in a manner that suggests BAIPP supports the member’s issue or opinion.

Article 14
CONFLICT OF INTEREST/ETHICS

Article 14.1 Conflict of Interest:

~~Conflicts of Interest shall be resolved pursuant to~~ Members of the BAIPP Board shall
comply with the City of Bastrop's Ethics Ordinance.

Amended and Approved ~~and Adopted~~ by the City Council on July~~May~~ _____, 2015

Ken Kesselus, Mayor

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 9, 2015

MEETING DATE: July 14, 2015

1. Consideration, discussion and possible action to approve holding a “public hearing on the issue of the formation of the PID”, to be held on August 11, 2015 at Bastrop City Hall.

2. Party Making Request: City Manager Michael H. Talbot

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: _____ Approved _____ Disapproved
_____ None

11. Action Taken:

NOTICE OF PUBLIC HEARING REGARDING THE CREATION OF A PUBLIC IMPROVEMENT DISTRICT

Pursuant to Section 372.009(c) and (d) of the Texas Local Government Code, as amended (the "Act"), notice is hereby given that the City of Bastrop ("City"), will hold a public hearing to accept public comments and discuss the petition (the "Petition"), filed by XS Ranch Fund VI, L.P., a Texas limited partnership (the "Developer"), requesting that the City create a public improvement district (the "District") to include property owned by the Developer.

Time and Place of the Hearing. The public hearing will be held at a regular meeting of the Bastrop City Council, beginning at 6:30 p.m. on August 11, 2015, in the Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas, 78602.

General Nature of the Proposed Public Improvements. The purposes of the District include the design, acquisition, construction, and improvement of public improvement projects authorized by the Act that are necessary for the development of the Property, which public improvements ("Public Improvements") will generally include (i) acquisition, construction, and improvement of sidewalks, streets, other roadways, and right-of-way; (ii) acquisition, construction, and improvement of water, wastewater and drainage facilities; (iii) landscaping; (iv) establishment of parks and open space; (v) acquisition, construction, and improvement of off-street parking facilities; (vi) other projects similar to those listed in subsections (i) – (v) above authorized by the Act; (vii) other improvement projects not listed in subsections (i) – (vi) above but are authorized by the Act; and (viii) payment of costs associated with developing and financing the public improvements listed in subparagraphs (i) – (vii) above, including costs of establishing, administering and operation the District.

Estimated Cost of the Public Improvements. The estimated total cost for the Public Improvements is \$45,000,000.00. The City will determine what amount or portion of the costs will be paid by assessment of the property owners within the District.

Proposed District Boundaries. The District is proposed to include an amount of land not to exceed 1000 acres generally located in Bastrop County, Precinct 4, southwest of Bastrop County Road 157 in the area of Bastrop County Road 969, and north of the Colorado River, as more particularly described by a map available at the Bastrop City Hall, Office of the City Secretary, and available for public inspection.

Proposed Method of Assessment. The City will levy assessments on each parcel within the District in a manner that results in imposing equal shares of the costs on property similarly benefited. All assessments may be paid in full at any time (including interest and debt), and certain assessments may be paid in annual installments (including interest and debt). If an assessment is allowed to be paid in installments, then the installments must be paid in amounts necessary to meet annual costs for those Public Improvements financed by the assessment, and must continue for a period necessary to retire any indebtedness on those Public Improvements (including interest), or the period approved by the City for the payment of the installments.

Proposed Apportionment of Cost between the District and the City. Approval and creation of the District will not obligate the City to provide any funds to finance the Public Improvements. All of the costs of the Public Improvements will be paid from assessments levied on the property within the District and from other funds available to the Developer.