

**NOTICE OF REGULAR MEETING
BASTROP CITY COUNCIL
July 9, 2013 6:15 P.M.**

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a regular meeting on July 9, 2013 at 6:15 p.m. at Council Chambers of City Hall, 1311 Chestnut Street, Bastrop, Texas and will consider the following matters to wit:

REGULAR MEETING

TAB PAGE ORIGINATOR

ANNOUNCEMENTS

1. Call to Order
2. Pledge of Allegiance and Invocation
3. Presentations
 - A) Character Education – Bastrop Student
4. Proclamations
 5. Announcements

CITY MANAGER INFORMATIONAL UPDATE REPORT: Items for update, discussion and possible action:

- A. Meetings and Events Attended:
 1. Attended the Monthly Meeting of the Bastrop Main Street Board on July 1, 2013.
- B. Update City Projects:
 1. Bob Bryant Park Water Facilities Improvements Project
 2. Update on the City of Bastrop Long Term Water Supply Study
 3. Update on the Construction of Sidewalks across the Rail Road Tracks on Chestnut Street.
 4. Water Consumption Report
 5. Bastrop Economic Development Corporation – Business Park Improvements
 6. Update of the Top 10 Strategic Priorities for 2013-2016
 7. FY-14 Budget Process
 8. Approval of Customer Service Policy for the Bastrop Public Library
 9. Proposed Street Improvements FY-13
 10. Bastrop Economic Development Corporation Main Street Improvements Project
 11. City of Bastrop FEMA Grant Application for Hazardous Mitigation at the Piney Ridge Subdivision.
- C. Update on City Business:
 1. Convention Center Activities
 2. Main Street Program Activities
 3. Commercial/Residential Construction Projects in the City
 4. YMCA Activities
- D. Department and Board Reports.
- E. Inviting input from Council related to issues for possible inclusion on future agendas, related to issues such as (but not limited to) municipal projects, personnel, public property, development and other City/public business.

A. CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Members so requests.

- | | | | |
|--|-----|----|------------------|
| A.1 Approval of meeting minutes of June 11 and June 25, 2013
Regular Council Meeting and June 18, 2013 Budget Workshop
Minutes. | A.1 | 11 | Traci Chavez |
| A.2 Re- Appointment by Mayor and confirmation by Council
of members to various City boards/commissions/task forces
bodies:
A. Park Board
1) Mr. David Bragg
2) Mr. William Dildine, Jr.
B. Bastrop Economic Development Board
1) Mr. Gary Gutierrez
C. Bastrop Public Library
1) Ms. Mary Jenkins
2) Ms. Becky Schaeffer
D. Main Street Advisory Board
1) Mr. Dan Hepker
2) Ms. Cindye Wolford
3) Ms. Martha Granger
E. Historic Landmark Commission
1) Mr. Daniel Hays-Clark
F. Bastrop Ethics Commission
1) Corporal Wuthipong Tantaksinanukij
G. Construction Standards Board
1) Mr. Chris Kana | A.2 | 29 | Terry Orr |
| A.3 Appointment by Mayor and confirmation by Council
of Ms. Carolyn Wiginton to the Bastrop Public Library Board. | A.3 | 41 | Terry Orr |
| A.4 Approval of the statutory denial, for a period of 180 days
from the date of Council action on this request, for the
Administrative Plat creating a residential lot on the west
half of Lot 11 in the Young Subdivision, located north of Delano
Street and south of Gordon Street within the City limits of Bastrop, TX. | A.4 | 45 | Melissa McCollum |
| A.5 Approval of the statutory denial, for a period of 180 days
from the date of Council action on this request for an
Administrative Plat creating a +/- 28.40 acres within the John
Litton Survey on Pope Bend North Road in the Bastrop, Extra
Territorial Jurisdiction (ETJ). | A.5 | 47 | Melissa McCollum |
| A.6 Approval of Bastrop Marketing Corporation's request
for reimbursement of expenses. | A.6 | 49 | Karla Stovall |

**B. PUBLIC HEARINGS AND ORDINANCES AND OTHER ITEMS ELIGIBLE FOR
CONSIDERATION AND/OR ACTION:**

B.3 Citizen Comments

Executive Session: The Council reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Chapter 551 Government Code, Vernon's Texas Code, Annotated, the item below will be discussed in closed session.

1. Section 551.071 – Consultations with Attorney related to legal matters

C. OLD BUSINESS

D. NEW BUSINESS

- | | | | |
|---|-----|-----|---------------|
| D.1 Presentation and possible discussion form Civic Organizations seeking Community Support Funding for services not currently provided by City Staff for the 2014 Fiscal Year: (Please see separate attachment). | D.1 | 52 | Karla Stovall |
| D.2 Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of May 31, 2013. | D.2 | 53 | Karla Stovall |
| D.3 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Amending Section 1.10.002 "Park Rules" and adding Section 1.10.003 "Commercial Use of Parks" of Chapter 1 "General Provisions" and providing an effective date. | D.3 | 81 | Trey Job |
| D.4 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Amending Section A1.10.002 of the Fee Schedule in Appendix "A" of the Bastrop Code of Ordinance which provides for the areas of Bastrop Parks that may be reserved for use and the applicable deposit and reservation fees and providing an effective date. | D.4 | 95 | Trey Job |
| D.5 Consideration, discussion and possible action on the FIRST READING of proposed Ordinance amending "Schedule III: Stop Signs" referenced in the Bastrop City Code Chapter 12 Traffic Control Section 12.04.004, to include additional intersections at Farm Street and Fayette Street Correspondingly Farm Street and Chambers Street to be controlled by supplementary stop signs, and providing an effective date. | D.5 | 103 | Trey Job |

E. EXECUTIVE SESSION

E.1 The Bastrop City Council will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, *et seq*, to discuss the following:

1. Section 551.071(1) (A) and Section 551.071(2) – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 – Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property.

E.2 The Bastrop City Council will reconvene into open session to discuss, consider and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

F. ADJOURNMENT

CERTIFICATE

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Bastrop, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted the 5th day of July 2013 at 5:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Traci Chavez

Traci Chavez, Interim City Secretary

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS THE CITY OF BASTROP IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. BASTROP CITY HALL AND COUNCIL CHAMBERS ARE WHEELCHAIR ACCESSIBLE AND SPECIAL MARKED PARKING IS AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED ASSISTANCE ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 512-332-8800. PLEASE PROVIDE FORTY-EIGHT HOURS NOTICE WHEN FEASIBLE.

Confirm time posted: KR

CITY OF BASTROP

AGENDA ITEM : **City Manager Report****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: **July 5, 2013**MEETING DATE: **July 9, 2013**1. Agenda Item: **City Manager informational update report: Items for update, discussion and possible action:**

A. Meetings and Events Attended:

1. Attended the Monthly Meeting of the Bastrop Main Street Board on July 1, 2013.

B. Update City Projects:

1. Bob Bryant Park Water Facilities Improvements Project
2. Update on the City of Bastrop Long Term Water Supply Study
3. Update on the Construction of Sidewalks across the Rail Road Tracks on Chestnut Street.
4. Water Consumption Report
5. Bastrop Economic Development Corporation – Business Park Improvements
6. Update of the Top 10 Strategic Priorities for 2013-2016
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11. City of Bastrop FEMA Grant Application for Hazardous Mitigation at the Piney Ridge Subdivision.

C. Update on City Business:

1. Convention Center Activities
2. Main Street Program Activities
3. Commercial/Residential Construction Projects in the City
4. YMCA Activities

D. Department and Board Reports.

E. Inviting input from Council related to issues for possible inclusion on future agendas, related to issues such as (but not limited to) municipal projects, personnel, public property, development and other City/public business.

2. Party Making Request: **Mike 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:

	<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: _____

Municipal Courts
Activity Detail
May 1, 2013 to May 31, 2013
100.0 Percent Reporting Rate
1 Reports Received Out of a Possible 1
Court: Bastrop

CRIMINAL CASES							
	Traffic Misdemeanors			Non-Traffic Misdemeanors			
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance	Total
Cases Pending 5/1/2013:							
Active Cases	271	0	37	70	162	25	565
Inactive Cases	844	0	8	97	111	42	1,102
Docket Adjustments	0	0	0	0	0	0	0
Cases Added:							
New Cases Filed	152	0	1	22	20	27	222
Cases Reactivated	31	0	0	3	0	0	34
All Other Cases Added	0	0	0	0	0	0	0
Total Cases on Docket	454	0	38	95	182	52	821
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	53	0	1	0	1	0	55
Dismissed by Prosecution	18	0	0	4	0	2	24
Total Dispositions Prior to Court Appearance or Trial	71	0	1	4	1	2	79
Dispositions at Court Appearance or Trial:							
Convictions:							
Guilty Plea or Nolo Contendere	55	0	0	10	10	2	77
By the Court	2	0	0	0	0	0	2
By the Jury	0	0	0	0	0	0	0
Acquittals:							
By the Court	0	0	0	0	0	0	0
By the Jury	0	0	0	0	0	0	0
Dismissed by Prosecution	0	0	0	0	0	0	0
Total Dispositions at Court Appearance or Trial	57	0	0	10	10	2	79
Compliance Dismissals:							
After Driver Safety Course	16	---	---	---	---	---	16
After Deferred Disposition	2	0	0	0	6	0	8
After Teen Court	0	0	0	2	1	0	3
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	5	---	---	---	---	---	5
All Other Transportation Code Dismissals	6	0	0	0	0	0	6
Total Compliance Dismissals	29	0	0	2	7	0	38
All Other Dispositions	3	0	0	0	2	0	5
Total Cases Disposed	160	0	1	16	20	4	201
Cases Placed on Inactive Status	34	0	0	2	4	1	41
Cases Pending 5/31/2013:							
Active Cases	260	0	37	77	158	47	579
Inactive Cases	847	0	8	96	115	43	1,109
Show Cause Hearings Held	0	0	0	3	4	0	7
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

Municipal Courts
Activity Detail
May 1, 2013 to May 31, 2013
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Court: Bastrop

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 5/1/2013:	
<i>Active Cases</i>	0
<i>Inactive Cases</i>	0
Docket Adjustments	0
Cases Added:	
New Cases Filed	0
Cases Reactivated	0
All Other Cases Added	0
Total Cases on Docket	0
Dispositions:	
Uncontested Civil Fines or Penalties	0
Default Judgments	0
Agreed Judgments	0
Trial/Hearing by Judge/Hearing Officer	0
Trial by Jury	0
Dismissed for Want of Prosecution	0
All Other Dispositions	0
Total Cases Disposed	0
Cases Placed on Inactive Status	0
Cases Pending 5/31/2013:	
<i>Active Cases</i>	0
<i>Inactive Cases</i>	0
Cases Appealed:	
After Trial	0
Without Trial	0
JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	2
Non-Driving Alcoholic Beverage Code Cases Filed	0
Driving Under the Influence of Alcohol Cases Filed	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	1
Failure to Attend School Cases Filed.....	7
Education Code (Except Failure to Attend) Cases Filed.....	0
Violation of Local Daytime Curfew Ordinance Cases Filed	6
All Other Non-Traffic Fine-Only Cases Filed.....	14
Transfer to Juvenile Court:	
<i>Mandatory Transfer</i>	0
<i>Discretionary Transfer</i>	1
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	0
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i>	0
<i>Statements Certified</i>	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	3

Municipal Courts
Activity Detail
May 1, 2013 to May 31, 2013
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Court: Bastrop

ADDITIONAL ACTIVITY		
	Number Given	Number Requests for Counsel
Magistrate Warnings:		
Class C Misdemeanors	26	---
Class A and B Misdemeanors	22	11
Felonies	5	3
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		45
Class A and B Misdemeanors		4
Felonies		3
Capiases Pro Fine Issued		74
Search Warrants Issued		0
Warrants for Fire, Health and Code Inspections Filed		0
Examining Trials Conducted		0
Emergency Mental Health Hearings Held		0
Magistrate's Orders for Emergency Protection Issued		0
Magistrate's Orders for Ignition Interlock Device Issued		2
All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond		0
Driver's License Denial, Revocation or Suspension Hearings Held		0
Disposition of Stolen Property Hearings Held		0
Peace Bond Hearings Held		0
Cases in Which Fine and Court Costs Satisfied by Community Service:		
Partial Satisfaction		2
Full Satisfaction		7
Cases in Which Fine and Court Costs Satisfied by Jail Credit		27
Cases in Which Fine and Court Costs Waived for Indigency		5
Amount of Fines and Court Costs Waived for Indigency		\$ 1,421
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 24,795
Remitted to State		\$ 10,089
Total		\$ 34,884

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Convictions:							
Guilty Plea or Nolo Contendere	55	0	0	10	10	2	77
By the Court	2	0	0	0	0	0	2
By the Jury	0	0	0	0	0	0	0
Acquittals:							
By the Court	0	0	0	0	0	0	0
By the Jury	0	0	0	0	0	0	0
Dismissed by Prosecution	0	0	0	0	0	0	0
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After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	5	---	---	---	---	---	5
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New Cases Filed	0
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Total Cases on Docket	0
Dispositions:	
Uncontested Civil Fines or Penalties	0
Default Judgments	0
Agreed Judgments	0
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Driving Under the Influence of Alcohol Cases Filed.....	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	1
Failure to Attend School Cases Filed.....	7
Education Code (Except Failure to Attend) Cases Filed.....	0
Violation of Local Daytime Curfew Ordinance Cases Filed.....	6
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Transfer to Juvenile Court:	
<i>Mandatory Transfer</i>	0
<i>Discretionary Transfer</i>	1
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	0
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i>	0
<i>Statements Certified</i>	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	3

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Class A and B Misdemeanors		4
Felonies		3
Capiases Pro Fine Issued		74
Search Warrants Issued		0
Warrants for Fire, Health and Code Inspections Filed		0
Examining Trials Conducted		0
Emergency Mental Health Hearings Held		0
Magistrate's Orders for Emergency Protection Issued		0
Magistrate's Orders for Ignition Interlock Device Issued		2
All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond		0
Driver's License Denial, Revocation or Suspension Hearings Held		0
Disposition of Stolen Property Hearings Held		0
Peace Bond Hearings Held		0
Cases in Which Fine and Court Costs Satisfied by Community Service:		
Partial Satisfaction		2
Full Satisfaction		7
Cases in Which Fine and Court Costs Satisfied by Jail Credit		27
Cases in Which Fine and Court Costs Waived for Indigency		5
Amount of Fines and Court Costs Waived for Indigency		\$ 1,421
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 24,795
Remitted to State		\$ 10,089
Total		\$ 34,884

Planning and Development Department

Monthly Report – June 1, 2013 – June 30, 2013

Building Permit Type	Month	YTD	2012 YTD
Single Family Residences	9	38	16
Commercial Starts	1	8	5
Miscellaneous (electrical, plumbing, HVAC, pools, sprinklers, storage buildings, patio covers, signs)	51	326	224
Residential Remodels	2	25	28
Commercial Remodels	3	12	25
Total Permits Issued	66	409	349
Commercial and Residential Inspections	132	1213	836

Business Information requests:

- Accounting/CPA Office
- Barbeque Restaurant

Projects in Process:

Commercial Construction

- Riverwood Commons Phase 1 Senior Apartments
- Tiger Tote
- Burleson-Rack Room Shoes,
- Maurices and Rue 21
- Covert Chevrolet – Remodel
- Bastrop County Development and Tax Assessors Office

Commercial Const Remodels Tres Viejos on Main St

Land Development Plans

- Bethlehem Baptist Church
- H2O Ice House
- Calvary Episcopal –Temp Classroom Site
- BEDC Industrial Park-Art Warehouse
- Pine Vista Restaurant (old Roadhouse)
- Garner/Riley Physical Therapy
- Bastrop Junction Retail
- BEDC Industrial Park - JAMCO

Site Work

Subdivisions

- Hunters Crossing, Section 9C Final
- Hunters Crossing, Section 3E – 17 residential lots
- Hunters Crossing, Section 5B – 55 residential lots
- Lopez Subdivision-Farm and Jefferson – 3 residential lots
- Industrial Park Subdivision – Combining 2 lots into 1
- XS Ranch 29 Estate Lots – Prelim
- Pine Forest – Amended Plat- combining 6 residential lots into 1
- Kanak Place – ETJ 2 residential lots
- Young Subdivision – create 2 residential lots on Gordon Street

Other Projects/Activities in Process:

Regulatory/Policy Documents:

Official Meetings:

- 2 City Council Meetings
- 1 Planning and Zoning Commission Meeting
- 0 Board of Adjustment Meeting
- 0 Historic Landmark Commission Meeting
- 2 Predevelopment Meeting (Tuesdays with developers)
- 1 preconstruction meeting with contractor

A detailed monthly report is available in the P and D Office – 1311 Chestnut Street

6/1/2013-6/30/2013

Last update: 7/2/2013

Planning and Development Monthly Report

A detailed monthly report is available in the P and D Office – 1311 Chestnut Street

6/1/2013-6/30/2013

Last update: 7/2/2013

Planning and Development Monthly Report

CITY OF BASTROP

AGENDA ITEM: A.1

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 5, 2013

MEETING DATE: July 9, 2013

1. Agenda Item: Approval of meeting minutes of June 11 and June 25, 2013 Regular Council Meeting and June 18, 2013 Budget Workshop Minutes.
2. Party Making Request: Traci Chavez, Interim City Secretary
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:

	<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: _____

**MINUTES OF REGULAR MEETING
BASTROP CITY COUNCIL
June 11, 2013 6:15 P.M.**

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a regular meeting on June 11, 2013 at 6:15 p.m. at Council Chambers of City Hall, 1311 Chestnut Street, Bastrop, Texas and will consider the following matters to wit:

ANNOUNCEMENTS

1. Call to Order

At 6:17 PM Mayor Terry Orr called the meeting to order with all members being present except Kay Garcia-McAnally. Mayor Orr gave tribute to the recently deceased Reverend R.D. Smith. Mayor Orr introduced Mr. Bill Owens and asked that he introduce The Honor Choir. Mr. Owens gave a brief overview of the Choir and then they performed the Star Spangle Banner.

2. Pledge of Allegiance and Invocation

Jaycee Stearman, an Honor Choir member led the pledges of allegiance to the U.S. and Texas Flags. Deacon Bill Hobby of Ascension Catholic Church led the invocation.

3. Presentations

- A) Character Education – Miss Katie Bishop a student at Bastrop Middle School gave a presentation on the trait of the month - Honor
- B) Certificates to Public Works Employee Greg Fairlie:
 - 1) Backflow Prevention Assembly Tester
 - 2) Licensed Irrigator

City Manager presented Mr. Fairlie with framed certificates and a paid day off.

4. Proclamations

- A) Juneteenth Celebration

Mayor Orr read the Proclamation and stated that Mr. Dock Jackson authored the Proclamation.

5. Announcements

Mayor Orr welcomed back Mr. Beal and stated that Mr. Talbot is continuing to recover.

CITY MANAGER INFORMATIONAL UPDATE REPORT: Items for update, discussion and possible action:

A. Meetings and Events Attended:

- 1. Attended the Monthly Meeting of the Planning and Zoning Commission on May 30, 2012
- 2. Conducted the Semi-Annual Board Training on May 29, 2013 & June 4, 2013.
- 3. Attended the Monthly Meeting of the Main Street Advisory Board.

B. Update on City Projects:

1. Bob Bryant Park Water Facilities Improvements Project
2. Update on the City of Bastrop Long Term Water Supply Study
3. Update on the Commission/Board Appointments to the Form Based Code Task Force.
4. Update regarding "Request for Qualifications (RFQ) for Consulting and Brokerage Services For Employee Benefits.
5. Water usage for the Period May 1, 2013 through June 6, 2013.
6. Update on the FY-14 Budget Process.
7. Update on the State Park Voucher Project.
8. Update on Splash Pad Activities.
9. Update of the Top 10 Strategic Priorities for 2013-2016
10. Reschedule Utility Committee Meeting.

C. Update on City Business:

1. Convention Center Activities
2. Main Street Program Activities
3. Commercial/Residential Construction Projects in the City
4. YMCA Activities

D. Department and Board Reports.

- E. Inviting input from Council related to issues for possible inclusion on future agendas, related to issues such as (but not limited to) municipal projects, personnel, public property, development and other City/public business.

Mr. Talbot addressed the Council regarding item B-3 on his city manager's report. We have stayed on point and have appointed all the members to the Form Based Code Task Force. Lisa Patterson from the P&Z Commission, Herb Goldsmith from the Board of Adjustments, Dan Hayes-Clark from the Historic Landmark Commission, Steve Dewire from the Main Street Board. Mayor Orr appointed Council Member McAnally to the Task Force. The Mayor also appointed Mr. Bill Peterson as member at large to the Task Force. Mayor Orr stated that he would appoint an additional at large member at a later date. Mayor Orr asked for confirmation from the Council. Mr. Jackson made a motion to accept the nominated individuals from the boards to be appointed to the task force. Mr. Beal seconded the motion. Motion passed unanimously.

A. CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Members so requests.

A.1 Approval of meeting minutes of May 28, 2013 Regular Council Meeting.

A.2 Approval of the statutory denial, for a period of 180 days from the date of Council action on this request, for the Administrative Plat of Lots 41, 42, 43, 44, 45 and 46, Block 3, Pine Forest, Phase II, Unit 6 located within the Bastrop County, Texas ExtraTerritorial Jurisdiction (ETJ).

A.3 Re- Appointment by Mayor and confirmation by Council of members to various City boards/commissions/task force bodies:

A. Cemetery Advisory Board

- 1) Mr. Jerry Woehl

B. Bastrop Economic Development Board

- 1) Ms. Pat Crawford

- 2) Mr. Steve Mills
- 3) Dr. Neil Gurwitz
- C. Zoning Board of Adjustment
 - 1) Mr. Clifford Wright, Sr.
 - 2) Mr. Herb Goldsmith
 - 3) Mr. Blas Coy, Jr.
- D. Planning and Zoning Commission
 - 1) Ms. Lisa Patterson
 - 2) Ms. Christy Kosser
 - 3) Mr. Lee Bryan Whitten, Jr.

A.4 SECOND READING: Adoption of an Ordinance of the City Council of the City of Bastrop, Texas amending Chapter 4 "Bastrop Regulations"; Article 4.10 "Vehicle Towing" of the Bastrop code of ordinances to clarify criteria for towing companies inclusion on the tow rotation list; providing for a tow study if requested by towing companies; providing for penalties; and establishing an effective date.

A.5 SECOND READING: Adoption of an Ordinance of the City Council of the City of Bastrop, Texas amending City Code Appendix A: Fee Schedule; Article A4.10 Vehicle Towing, and establishing an effective date.

A.6 Approval of Bastrop Marketing Corporation's request for reimbursement of expenses.

Mayor Orr read the captions for Item A.4 and Item A.5. Mr. DeLaRosa made the motion to approve the consent agenda. Mr. Beal seconded the motion. Motion carried unanimously.

B. PUBLIC HEARINGS AND ORDINANCES AND OTHER ITEMS ELIGIBLE FOR CONSIDERATION AND/OR ACTION:

B.1 PUBLIC HEARING: On a request for a zone change from MH, Manufactured Housing to C-1, Commercial District (Light) for +/-3.973 acres, being a portion of Bastrop Town Tract A-11 also generally known as 2801 E. Highway Loop 150 within the City limits of the City of Bastrop, Texas.

Ms. Melissa McCollum addressed the Council and gave an overview of the request. Ms. McCollum stated that the Planning and Zoning Commission recommends approval. There were no public comments or questions. Mayor Orr closed the hearing.

B.2 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Texas granting a zoning change from MH, Manufactured Housing to Commercial District (Light) for +/-3.973 acres, being "A portion of Bastrop Town Tract, A-11 also generally known as 2801 E. Highway Loop 150 within the City limits of the City of Bastrop, Texas"; and establishing an effective date.

Mayor Orr read the caption. Ms. McCollum gave overview of the Ordinance. Mr. Kesselus made motion to approve First Reading and place item on the next Consent Agenda. Motion was seconded by Mr. DeLaRosa and he asked if the property behind the location had an easement for entry and Mr. Talbot stated that was not an issue with the City. The motion carried unanimously.

B.3 Citizen Comments

Mr. Bill Peterson addressed the Council. Thanked the Council and Mr. Talbot and the City Staff for all the support for all the Juneteenth activities. He also spoke briefly about the death of Rev. R.D. Smith.

Mr. DeLaRosa asked Joe Beal about what the City could do with respect to the river. Mr. Beal stated the LCRA is discussing whether or not to release water to the rice farmers. He gave an overview of flows required and sustaining fish. Mr. Beal stated that he feels we will see the river decline over the summer unless we get significant rain fall. Beal stated what you are seeing out there right is used water from treatment plants with no fresh water to move it down stream. Mr. Beal said that at some point in time the Council may want to have a conversation with LCRA about the impact from the policy changes made by LCRA. The Mayor stated this is an appropriate topic for Council to discuss as our agenda does not always cover everything.

Executive Session: The Council reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Chapter 551 Government Code, Vernon's Texas Code, Annotated, the item below will be discussed in closed session.

1. Section 551.071 – Consultations with Attorney related to legal matters

C. OLD BUSINESS

C.1 Discussion, consideration and possible action on Variance to Subdivision Regulations Section 5.70A on a request to reduce a 50' setback from a state highways to allow a 25' setback – for property located in the Mayfair Park Subdivision which is located north of Highway 71 East and west of Industrial Road and which is within the city limits of Bastrop, Texas.

Ms. Melissa McCollum addressed the Council and stated this item was on the May 28, 2013 agenda. She gave overview of Variance Request and stated that the property owner is no longer seeking the setback change with regard to the gas pipe line but the remainder variance request is the same. Staff supports the approval of the variance request. McCollum stated that there had been communications with TxDOT and they feel they (TxDOT) has enough right-of-way at the property. Discussion was held between Ms. McCollum and Council. The Mayor asked for clarification to the setbacks. Ms. McCollum explained that the setback pertains to buildings/structures. They could put landscaping and some parking in the setback area per code. The Mayor voiced some concern for safety with regards to vehicle types and speeds on the highway versus a city street. Mr. Kesselus stated that he feels that TxDOT knows what it is doing. If it makes sense to them than it should make sense to us. Discussion continues. Mr. Kesselus suggested that City staff should talk to DPS about traffic and safety concerns.

Ms. Barbara Humble requested to speak to Council. She thanked the Council, City Manager and City Staff for their hard work on this Variance Request. She felt they have done an exemplary job on research and providing information and we are hoping to bring a beneficial project to the City of Bastrop.

Mr. Gary Whited requested to speak to Council. He thanked all for their hard work on this Variance. He stated that he does believe they do have in writing from TxDOT stating that they will not need additional right-of-way on this property. He feels that there is an excellent buffer in place. He stated that they would not put anything in the 25 foot setback. Mr. Kesselus asked if the 25 foot setback could be used for parking. Mr. Whited stated that yes it could be that is not our plan. Discussion continues. Mr. Whited stated that if the Variance is not approved then a portion of one building would be in that 50 foot setback. That is the purpose of seeking the 25 foot Variance. Mr. Beal stated that TxDOT usually plans ahead to obtain enough right-of-way for future plans and safety. If they (TxDOT) have indicated that they do not need additional right-of-way then I feel if staff and P & Z is recommending approval than the request is one that should be approved by Council. Ms. McCollum indicated that the Planning and Zoning Commission has not seen this particular request at this time. Mr. Jackson stated that looking at the layout on the overhead that he is in agreement with the staff recommendation.

Discussion continues. Mayor Orr feels one day there will be additional roads from Tahitian to Hwy 95. Mr. DeLaRosa agrees with the Mayor and does not feel this should be approved without written confirmation from TxDOT that they will not need additional right-of-way. Mr. Whited stated he also agreed with that. Mr. Beal asked Mike and Ms. Brown if it was possible to approve this conditionally. They both responded yes. Mr. Beal made the motion to approve conditioned upon a written statement from TxDOT that they do not need any additional right-of-way. Mr. Jackson seconded the motion. Discussion ensued and Mr. Beal amended his motion to be approved conditioned on TxDOT providing a letter to the City to be received within the next 60 days. Mr. Jackson agreed with the amendment. Motion passed unanimously.

C.2 Consideration, discussion and possible action on a Final Plat for Lots 2 and 3, Block "A" Mayfair Park Subdivision located north of Highway 71 East and west of Industrial Road which is within the city limits of Bastrop, Texas.

The Mayor read the caption. Ms. McCollum explained that this is the actual plat that goes with Item C.1. She explained that Council could approve plat based on the conditional requirements of Item C.1. Mr. Beal moved to approve the plat conditional upon a favorable response from TxDOT. Mr. DeLaRosa seconded the motion. Motion carried unanimously.

D. NEW BUSINESS

D.1 Consideration, discussion and possible action regarding the acceptance and approval by the Council of the "City of Bastrop Long Term Water Supply Planning Study" as prepared and presented to the City Council by K Friese & Associates.

Mr. Talbot explained that this is the final version of the Long Term Water Study as prepared by K Friese and Associates and that this is really just a formality. Based on the considerable discussion at the workshop held on May 7, 2013 the Council indicated its desire to accept the report. Discussion follows. Mayor Orr stated that this is not a limited motion but is to accept this report and moving forward. It does not say that the City will not continue to look at other avenues not listed in the report. Mr. Beal moved that Council accept this plan by K Friese and move forward. Mr. Jackson made the motion to accept the Long Term Water Supply Study as prepared by K Friese. Mr. Kesselus seconded the motion. Motion passed unanimously.

D.2 Consideration, discussion and Possible Action regarding Approval of the First Amendment to the revised agreement for "Dispatching Services Between Bastrop County and the City of Bastrop".

Mayor Orr declared that Mr. Talbot has worked very hard on this agreement. He has strengthened the relationship between the City and the County as per the directive of the Council. Mr. Talbot thanked the Mayor for his kind words. Mr. Talbot gave overview of dispatching agreement. The County has agreed to not increase the price of the contract for three years while the City has agreed to forgive certain development fees that would normally be due to the City. The Mayor also acknowledged Mr. DeLaRosa for his help and for taking the initiative assistance to the project. Mayor asked for any action. Mr. Beal moved to approve the item. Mr. DeLaRose seconded the motion. Motion passed unanimously.

D.3 Consideration, discussion and possible action on the on acceptance of the unaudited Monthly Financial Reports, for the period ending April 30, 2013.

Karla Stovall, Chief Financial Officer, gave a summary of financial statements through the period of April 30, 2013 and overview of revenue vs. expenses. Mayor asked questions regarding the increase in water rates as to where is the 10% of the revenue was to go into the repairs and maintenance fund. Ms. Stovall explained that it is in the revenue and then monthly, Finance makes a journal entry to move the revenue amount into the Maintenance Fund. Discussion ensued. Mr. DeLaRosa moved to accept the financial statements and Mr. Jackson seconded the motion. Motion passed unanimously.

D.4 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Texas, amending the budget for the Fiscal year 2013, in accordance with existing statutory requirements; Appropriating the various amounts herein; repealing all prior Ordinances and actions in conflict herewith; and providing for an effective date.

Ms. Stovall discussed proposed Ordinance. Mr. Beal moved to pass First Reading of Ordinance and place on next Consent Agenda. Mr. DeLaRosa seconded the motion. Motions carried unanimously.

F. ADJOURNMENT

At 7:45 PM Mayor Orr convened the Bastrop the Bastrop City Council into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

E. EXECUTIVE SESSION

E.1 The Bastrop City Council will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, *et seq*, to discuss the following:

1. Section 551.071(1) (A) and Section 551.071(2) – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 – Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property.
3. Section 551.086 - Certain Public Power Utilities: Competitive Matters.
4. Section 551.087 - Deliberation Regarding Economic Development Negotiations – Project Zebra.
5. Section 551.0-74 – Personnel Matters: City Manager.

Item 3 was removed from Agenda.

E.2 At 9:15 PM The Bastrop City Council will reconvene into open session to discuss, consider and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

Mr. DeLaRosa motioned to “Authorize the City Manager to negotiate the acquisition of real property for purchase by the City.” Mr. Beal seconded the motion. Motion carried unanimously.

F. ADJOURNMENT

At 9:15 PM Mr. DeLaRosa made the motion to adjourn the meeting. Mr. Beal seconded the motion. Motion carried unanimously.

CERTIFICATE

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Bastrop, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted the 7th day of June 2013 at 12:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Traci Chavez

Traci Chavez, Interim City Secretary

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS THE CITY OF BASTROP IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. BASTROP CITY HALL AND COUNCIL CHAMBERS ARE WHEELCHAIR ACCESSIBLE AND SPECIAL MARKED PARKING IS AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED ASSISTANCE ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 512-332-8800. PLEASE PROVIDE FORTY-EIGHT HOURS NOTICE WHEN FEASIBLE.

Confirm time posted: KR

**MINUTES OF REGULAR MEETING
BASTROP CITY COUNCIL
June 25, 2013 6:15 P.M.**

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a Regular Meeting on June 25, 2013 at 6:15 p.m. at Council Chambers of City Hall, 1311 Chestnut Street, Bastrop, Texas and will consider the following matters to wit:

ANNOUNCEMENTS

1. Call to Order

At 6:20 PM Mayor Terry Orr called the meeting to order with all members being present except Willie DeLaRosa.

2. Pledge of Allegiance and Invocation

Mr. Joe Beal led the pledges of allegiance to the U.S. and Texas Flags. Reverend Robert Oliver of Bastrop Bible Church led the invocation.

3. Presentations

There were no presentations

4. Proclamations

There were no proclamations.

5. Announcements

Mayor Orr announced that Mr. DeLaRosa was absent as he is expecting a grandchild. He reported that the sales tax is up .76% higher than the same period last year. He attended the ground breaking ceremony of a new 25,000 square foot medical facility which should be a huge benefit to Bastrop. He commented that he is very pleased with the job Public Works is doing on the street striping project. Dock Jackson commented that the Reverend R.D. Smith family wanted to express their sincere appreciation for all the help from the City and its Staff with respect to Reverend Smith's funeral.

CITY MANAGER INFORMATIONAL UPDATE REPORT: Items for update, discussion and possible action:

A. Meetings and Events Attended:

1. Attended the Monthly Meeting of the Pine Forest Unit #6 Homeowners Association on June 13, 2013.
2. Attended the Monthly Meeting of the Bastrop Economic Development Corporation on June 17, 2013.
3. Special City Council Budget Workshop on June 18, 2013.
4. Attended the Monthly Meeting of the Lost Pines Groundwater Conservation District on June 19, 2013.
5. Attended the Annual Texas City Manager's Association Conference – June 20, through June 23, 2013.

B. Update on City Projects:

1. Update on the Bob Bryant Park Water Facilities Improvements Project.
2. Update on Long Term Water Supply.
3. Update on the Construction of Sidewalks across the Rail Road Tracks on Chestnut Street.
4. Update on the State Park Voucher Program.
5. Update on the Hotel/Motel Funding Process.
6. Water Consumption Report.
7. The Texas Department of Transportation Proposed Improvements for S.H. 71.
8. Discussion Regarding Municipal Bond Financing.
9. Update on the Pecan Park Subdivision.
10. Update on the Top 10 Strategic Priorities for 2013 – 2016.
11. Update on the Texas Capital Fund for Buc-ee's and the Texas Main Street Sidewalk Improvements Project.
12. Update on the Fayette Street Community Development Block Grant Wastewater Improvements Project.
13. Chamber of Commerce – Film Commission Hot Funds.
14. Bastrop Art in Public Places Task Force proposed budget.

C. Update on City Business:

1. Convention Center Activities.
2. Main Street Program Activities.
3. Commercial/Residential Construction Projects in the City.
4. YMCA Activities.

D. Department and Board Reports.

- E. Inviting input from Council related to issues for possible inclusion on future agendas, related to issues such as (but not limited to) municipal projects, personnel, public property, development and other City/public business.

Mr. Talbot stated that Item A.5 fulfilled his ethics training requirements for two years. He informed the Council that the pump for Item B.1 will be here and installed this week. Item B.3, the Rail Road promises they will be here next week with respect to the sidewalk/track crossing on Chestnut. Regarding Item B.6 he explained we are starting to see an increase in usage and we are monitoring daily the well levels as it is predicted we will continue in a drought situation. Regarding Item B.7 he advised that there are copies of this report available for their review at City Hall. Mr. Talbot brought to the attention of the Council that a mistake had been made regarding Ms. McNally's vision meeting which states the date at June 28, but should be June 26, 2013.

Item B.10 Mayor Orr appointed John Koslowsky, recommended by Mr. Kesselus, to the Form Based Code Committee. Mayor asked Council for confirmation. Mr. Kesselus made motion to confirm Mr. Koslowsky, seconded by Ms. McNally. Motion carried unanimously.

Item B.13 Mr. Talbot references at letter, included in your City Manager Report, from the Chamber of Commerce requesting an extension on the expenditures for the Bastrop Film Commission. Mr. Talbot recommends approving their request. Ms. McNally made the motion to approve their request. Seconded by Mr. Kesselus. Motion carried unanimously.

Item B.14 Mr. Talbot stated that the BAIPP has submitted their budget for review. Mr. Kesselus stated that overall the written report from Mr. Talbot has been a tremendous help in keeping everyone in the loop.

A. CONSENT AGENDA

All of the following Items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these Items unless a Council Members so requests.

A.1 Approval of the statutory denial, for a period of 180 days from the date of Council action on this request, for the Preliminary and Final Plat of Hunters Crossing, Section 5B (55 residential lots) located north of Hunters Point Drive and west of Highway 304 within the City limits of Bastrop, Texas

A.2 Approval of the statutory denial, for a period of 180 days from the date of Council action on this request, for the Preliminary and Final Plat of Hunters Crossing, Section 3E (17 residential lots) located south of Hunters Point Drive and west of Highway 304 within the City limits of Bastrop, Texas

A.3 **SECOND READING:** Adoption of an "Ordinance granting a zoning district change from MH, Manufactured Housing to C-1, Commercial District (Light) for approximately 3.973 acres, commonly known as 2801 E. Highway Loop 150, in the City limits of Bastrop, Texas; and establishing an effective date."

A.4 Approval of the Special Event Permit Application submitted by the Bastrop Homecoming Committee, Inc. to host "Bastrop Homecoming & Rodeo", on Wednesday, July 31, 2013 through Sunday, August 4, 2013 in downtown Bastrop, Mayfest Park and Fireman's Park.

A.5 Approval of the Special Event Permit Application submitted by Lee Harle, owner of Bastrop River Company, to host "Stand-Up Paddle Cup" on Friday, August 16th and Saturday, August 17, 2013 in Fisherman's Park, Riverwalk, Colorado River and Bastrop Brewhouse.

A.6 **SECOND READING:** Adoption of an "Ordinance amending the Budget for the Fiscal Year 2013 in accordance with existing statutory requirements; appropriating the various amounts herein; repealing all prior Ordinances and actions on conflict herewith; and providing for an effective date."

Mayor Orr read the captions from item A.3 and item A.6. Mayor Orr requests that Agenda items A.4 and A.5 be pulled from the agenda. Mr. Jackson made a motion to approve the remainder of the Consent Agenda. Seconded by Mr. Beal. Motion carried unanimously.

Mayor Orr referred to Item A.4 Approval of the Special Event Permit Application submitted by the Bastrop Homecoming Committee, Inc. to host "Bastrop Homecoming & Rodeo", on Wednesday, July 31, 2013 through Sunday, August 4, 2013 in downtown Bastrop, Mayfest Park and Fireman's Park. Mayor asked about the variance request. He makes note that according to the application, the parks board voted not to allow alcohol in Fireman's Park. He asked for clarification from Mr. Talbot. Mr. Talbot explained the Special Events Ordinance requires that when alcohol is involved that they must get Council approval and our Parks Ordinance prohibits alcohol in the parks. Mr. Talbot then explained the process. Mr. Talbot also explained that he had spent considerable time in discussions with TML underwriters with respect to general liability under our ordinance. It was determined that an incident involving alcohol in a park would not be covered under the City insurance. It was recommended that if it was the desire of the Council to grant this approval that they also should require the applicant to obtain additional insurance to cover an alcohol incident. TML suggested that the City look at the risk to determine the additional insurance requirement. Basically if the event is in a closed

area we are able to control the people coming in and out with patrol officers, therefore, the risk would be less vs. no enclosed area which is very difficult to control people entering or leaving the park which would increase the risk. On the first application Mr. Talbot recommends a \$1,000,000.00 insurance policy. With the second application for Fisherman's Park proved much more difficult as it is not enclosed and would be much more difficulty to control. Due to the increased exposure I would recommend a \$5,000,000.00 insurance policy. Discussion continued. Ms. Brown stated that Council could approve the Variance tonight with a stipulation condition upon revision of the insurance with a level you feel is appropriate. Mr. Beal wanted clarification between the two applications. Mr. Talbot explained that on Mayfest Hill they would have TABC compliance sellers and sellers however, at Fisherman's Park it would be BYOB situation. Trey Job stated that the Alcohol Variance at Fireman's Park has been withdrawn. Mr. Talbot verified with Mr. Job that the Parks Board vote of no was on the Fireman's Park request only and Mr. Job confirmed.

Mr. Kesselus moved to approve item A.4 with the Variance for Mayfest Park only and under the controls that Mr. Talbot stated and the stipulation that the \$1,000,000 liability insurance policy in effect. Seconded by Ms. Garcia McNally. Motion carried unanimously.

The Mayor explained that Item A.5 was very similar to item A.4. The application is seeking a Variance to allow alcohol to be brought into Fisherman's Park as a BYOB type of event.

Mr. Beal moved to approve Item A.5 with the Variance for Fisherman's Park with the stipulation that the \$5,000,000 liability insurance policy is in effect. Seconded by Mr. Jackson. Motion carried unanimously.

B. PUBLIC HEARINGS AND ORDINANCES AND OTHER ITEMS ELIGIBLE FOR CONSIDERATION AND/OR ACTION:

B.1 Citizen Comments.

Susan Hotte addressed the council and stated that Mr. Kesselus suggested she come before the council to make Them aware that she has 700 acres and that the City may be interested purchasing water from the Carrizo Wilcox Aquifer from her. Mr. Talbot asked that she contact him.

Bill Peterson addressed the Council and thanked the Council for all the Juneteenth Activities and stated it was a big success.

John Adams with the Holiday Inn Express addressed the Council and thanked the Council on behalf of all of the hotels, for all the special events. It is good for all the business' here and they see an increase in people each year.

C. OLD BUSINESS

None

D. NEW BUSINESS

D.1 Consideration, discussion and possible action for selecting a firm for Consulting and Brokerage Services for Employee Benefits for the City of Bastrop, Texas.

Mr. Talbot explained to the Council the process of the RFQ, reviewing applicants and interviews of complaint companies. Recommendation of the Committee goes to IPS Advisors, Inc. Many hours went into this decision. IPS has a lot of experience with City's our size. Mr. Brian Wilson, Account Manager for IPS was available if Council had any questions. Mr. Beal stated that Mr. Talbot and Staff did a tremendous job on the RFQ process.

Mr. Jackson moved to approve Mr. Talbot recommendation to hire IPS for Consulting and Brokerage Services for Employee Benefits. Seconded by Ms. McAnally. Motion carried unanimously.

D.2 Presentation and possible discussion by Organizations seeking funding from Hotel Occupancy Tax for the 2014 Fiscal Year. Chief Financial Officer, Karla Stovall gave overview of the process. Mayor Orr requested that presentations be limited to not more than 3 minutes unless Council wishes to discuss. Council Member Dock Jackson left the diocese at 7:07 PM. and Mayor Orr indicated that in the past he had served on a board on the following organizations: Historical Society, Family Crisis Center and Chamber of Commerce. The following is a list of organization and the representative who spoke/presented on their behalf:

1. Bastrop Association of the Arts – Represented by: Sherrie Gilmore
2. Bastrop Chamber of Commerce – Represented by Amy Bruder
3. Bastrop Downtown Business Alliance – Debra Johnson
4. Bastrop Fine Arts Guild – Represented by Jeanette Corday
5. Bastrop County Historical Society – Represented by Libby Sartain
6. Bastrop Homecoming Committee - Represented by Lori Chapman
7. Bastrop Juneteenth Committee – Represented by Bill Peterson
8. Bastrop Old Town Visitors Center – No Representative
9. Bastrop Opera House – Represented by Chester Itze
10. Family Crisis Center – Represented by Sherry Murphy
11. Keep Bastrop County Beautiful – Represented by Dorothy Skarnulis
12. RETREET America - Represented by Brian McGahan
13. Upstart, Inc. – Represented by Donald Barron
They presented a video about Bastrop
14. YMCA of Austin - Represented by Terry Moore

Each representative gave a brief overview of their organization and reason for request.

D.3 Consideration, discussion and possible action regarding the approval of a “Resolution” of the City Council of Bastrop, Texas regarding funding and reporting requirements for Hotel/Motel Tax Revenue Grants by the City for Publicity and Tourism Grants and processes for future grant cycles.

Mr. Talbot reviewed Mr. Kesselus 3-tier report and created a Resolution. Mr. Kesselus thanked Mr. Talbot for a great job on the Resolution. Mr. Kesselus pointed out a spelling error on item C-2 and other than that he is fine with the Resolution.

Mr. Kesselus made the motion to approve the Resolution. Ms. Garcia McAnally seconded. Motion carried unanimously.

D.4 Consideration, discussion and possible action regarding the approval of a “Resolution” of the City Council of Bastrop, Texas regarding support and acceptance of funding from the Department of Defense Office of Economic Adjustment (OEA) for a Joint Land Use Study (JLUS) for Camp Swift and the surrounding County, Cities and other local agency jurisdictions.

Mr. Talbot gave an overview of this Ordinance and explained that some time ago the City was approached by Camp Swift about participating in the study and stated that just recently the City was contacted about moving forward with the study. I have prepared this Resolution if the Council so chooses to move forward.

Mr. Beal made the motion to approve the Resolution. Mr. Jackson seconded. Motion carried unanimously.

D.5 Consideration, discussion and possible action for acceptance of the presentation of the Bastrop County Historical Society Museum and Visitors Center Operations and Maintenance Budget for FY2014.

Mr. Talbot pulled Item D.5 from the Agenda.

E. EXECUTIVE SESSION

E.1 At 7:55 PM Mayor Orr convened The Bastrop City Council in a closed/Executive Session pursuant to the Texas Government Code, Chapter 551, *et seq.*, to discuss the following:

1. Section 551.071(1) (A) and Section 551.071(2) – Consultations with Attorney: (1) threatened and/or contemplated litigation, (including but not limited to “Pine Forest Investments Group, LLC vs. the City of Bastrop and other Trustees”); and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 – Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property.
3. Section 551.087 - Deliberation Regarding Economic Development Negotiations
4. Section 551.0-74 - Personnel Matters: City Manager.

E.2 At 9:25 PM The Bastrop City Council reconvened into open session to discuss, consider and/or take action necessary related to the executive session noted herein, or regular agenda items, notes above, and/or related items.

Mr. Kesselus made the motion to Authorize the law firm of McCreary, Veselka, Bragg and Allen, P.C., to represent the City, as a governmental taxing entity, in the lawsuit that has been filed against the City by the Pine Forest Investment Group, *et al.*, with the representation by this firm being provided un the contract that is in place at this time with the firm. Ms. Garcia McAnally seconded the motion. Motion passed unanimously.

F. ADJOURNMENT

At 9:27 PM, Mr. Jackson made the motion to adjourn. Mr. Kesselus seconded the motion. Motion carried unanimously.

June 18, 2013

The Bastrop City Council met in a Special Workshop Meeting on Tuesday, June 18, 2013 at 6:15 p.m. at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Terry Orr, and Council Members Willie DeLaRosa, Joe Beal, Ken Kesselus and Dock Jackson. Kay Garcia McAnally arrived at 7:15 p.m.

1. CALL TO ORDER

At 6:15 p.m. Mayor Terry Orr called the meeting to order with all members present, with the exception of Kay Garcia McAnally who arrived at 7:15 p.m.

2. WORKSHOP SESSION – THE BASTROP CITY COUNCIL WILL CONVENE INTO A WORKSHOP SESSION TO DISCUSS:**A. 2013-2014 BUDGET - A REVIEW AND DISCUSSION WITH THE CITY MANAGER REGARDING FISCAL YEAR 2014 BUDGET FOR THE CITY OF BASTROP.**

At 6:16 p.m. Mayor Orr convened the Bastrop City Council into a workshop session to discuss:

A. 2013-2014 Budget – A review and discussion with the City Manager regarding Fiscal Year 2014 Budget for the City of Bastrop.

City Manager, Mike Talbot stated this is the “kick-off” work shop for our Fiscal Year 2014 Budget to paint an overview and to hear from Council. Mr. Talbot read the General Fund information sheet.

For Fiscal Year 2014, The General Fund budget is comprised of two components, Maintenance and Operations (M&O) and Capital. Each has a separate revenue source which will remain independent of another as we begin to balance the budget.

The General Fund Maintenance and Operation’s portion of the proposed budget is comprised of \$8,573,850 recurring revenues. The City’s current proposed M&O expenses provided by the departments far exceed this amount. The departments have requested M&O expense budgets to total \$9,822,834 which includes new personnel requests totaling \$665,324. Balancing the M&O budget while providing new personnel to departments will be a challenge. The next page includes a list of personnel requested by the Department Directors.

The Capital or “one time” type expenses portion of the General Fund budget may be funded from fund balance or possibly debt issuance. These funds are not for recurring or M&O type expenditures. To maintain a 28% fund balance the City may provide \$426,000 to be allocated to capital or “one time” type costs. The 28% fund balance is higher than our historical 25% fund balance we normally balance the budget to. Maintaining a higher fund balance will allow the City flexibility in the event there is a downturn in the Sales Tax revenue or to allow for future capital requests to be funded. Please note these Capital requests may be funded through the General Fund’s fund balance or through a debt issuance. Capital and “one time” type requests are located on page 5 and 6.

Also, regarding personnel budgets for FY2014, I am in the process of conducting a market salary survey and it should be completed by the end of June. The City has not done a market wage survey since FY2007. The City staff and I will be recommending to the City Council to retain the services of a benefit consultant to go to market for benefits the City offers to its’ employees. Going to open market in one package for employee benefits should reduce the overall cost of employee benefits. This program will also include a policy on our “Retiree Benefit’s”.

Discussion was held among Council and Mr. Talbot regarding the proposed Benefit Consultant, market wage survey that is currently being conducted and the increasing cost of continuing to pay for retirement healthcare.

The next item discussed was the 2013-2014 additional personnel requests received from various departments.

Ken Kesselus requested to see a benchmark figure of employees to the population.

Willie DeLaRosa questioned when Council was going to address fire fighters. Mayor Orr discussed looking at alternatives and if we became part of the ESD. Willie DeLaRosa said he does not support becoming a part of the ESD.

Mayor Orr and Willie DeLaRosa questioned Mike Talbot about how much of these personnel requests can be accomplished without raising the current tax rate. Mike Talbot said it can’t be done at the current tax rate.

Discussion was held among Council and Mr. Talbot regarding additional personnel requests, where the money would come from and the need for justification from the Department Heads as to why the additional personnel is needed.

The next item discussed was the 2013-2014 capital or “one time” requests. The fund balance, this year, has increased due to the additional sales tax revenue.

Mike Talbot stated there are two routes the City could go for the issuance of debt, call for a General Bond Election and let the citizens decide or the decision can be made by City Council, and issue Certificates of Obligation. Certificates of Obligation require you to put a notice in the paper that you are issuing the debt and what you are issuing it for.

Willie DeLaRosa stated it is most important to let the citizens decide if they want to raise the tax rate. The Mayor and all council members agreed that it was very important to educate and engage the citizens and listen to their voices to know what the community wants.

Discussion was held among Council and Mr. Talbot regarding general obligation debt versus Certificates of Obligation.

Mike Talbot stated that it is extremely important to give consideration to the purchase the right-of-way of Hasler Boulevard to Highway 304. As that area develops, that will be a critical traffic connection. The longer we wait to buy the right-of-way the more expensive that land becomes. Mayor Orr agreed that the right-of-way needs to be purchased and should be a priority.

Mike Talbot asked that the Mayor and Council take a week or so to think about the needs of the City and get back with him so he can put together a Capital Improvement Project list by the July 9, 2013 City Council meeting.

3. THE BASTROP CITY COUNCIL WILL ADJORN WORKSHOP SESSION AND RECONVENE INTO SPECIAL SESSION TO TAKE ANY NECESSARY ACTIONS(S).

At 8:12 p.m. the Bastrop City Council adjourned workshop session and reconvened into special session to take any necessary actions(s).

No action was taken.

4. EXECUTIVE SESSION – THE BASTROP CITY COUNCIL WILL MEET IN CLOSED/EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, CHAPTER 551, SECTION 551.086 (CERTAIN PUBLIC POWER UTILITIES: COMPETITIVE MATTERS) TO DISCUSS THE FOLLOWING:

A. CERTAIN PUBLIC POWER UTILITIES COMPETITIVE MATTERS – BASTROP POWER AND LIGHT BUDGET 2013-2014.

5. THE BASTROP CITY COUNCIL WILL ADJOURN EXECUTIVE SESSION AND RECONVENE INTO SPECIAL SESSION TO TAKE ANY NECESSARY ACTIONS(S).

No Executive Session was held.

6. ADJOURN.

At 8:13 p.m. Willie DeLaRosa moved to adjourn. Seconded by Dock Jackson and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Traci Chavez, Interim City Secretary

CITY OF BASTROP

AGENDA ITEM: A.2

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 5, 2013

MEETING DATE: July 9, 2013

1. Agenda Item: Re-Appointment by Mayor and confirmation by Council of members to various City Board/commissions/task forces bodies:

2. Party Making Request: Mayor Terry Orr

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**

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

June 01, 2013

City of Bastrop
P. O. Box 427
Bastrop, TX 78602

ATTENTION: Mayor Terry Orr
City Council Members
City Secretary
City Manager

RE: Reappointment of David Bragg to the Parks Board
Term: July 2013 to July 2016
Place № 1

Dear Ladies and Gentlemen:

I am writing to express my desire to continue serving on the City of Bastrop Parks Board for the next three-year term. I have enjoyed this opportunity and consider it a privilege to serve in this capacity.

Thanking you in advance for your time and consideration in this matter, I am

Respectfully,



David Bragg
106 Post Oak Rim
Bastrop, TX 78602
(512) 303-3290 (h)
(512) 496-9031 (c)
dfbragg@sbcglobal.net

/db

June 01, 2013

City of Bastrop
P. O. Box 427
Bastrop, TX 78602

ATTENTION: Mayor Terry Orr
City Council Members
City Secretary
City Manager

RE: Reappointment of William Dildine, Jr., to the Parks Board
Term: July 2013 to July 2016
Place No 8

Dear Ladies and Gentlemen:

I am writing to express my desire to continue serving on the City of Bastrop Parks Board for the next three-year term. I have enjoyed this opportunity and consider it a privilege to serve in this capacity.

Thanking you in advance for your time and consideration in this matter, I am

Respectfully,



William Dildine, Jr.
216 Pheasant Trail
Bastrop, TX 78602
(512) 308-5708 (h)
williamdildinejr@yahoo.com

/wd

Gary Gutierrez
901 College Street
Bastrop, TX 78602

June 10, 2013

The Honorable Terry Orr
City of Bastrop
1311 Chestnut Street
Bastrop, TX 78602

Dear Mayor Orr:

I currently serve on the Board of the Bastrop **Economic Development Corporation** (BEDC). My term expires in June 2013. I have attended 100% of all regular BEDC Board Meetings since my last appointment. Please accept this letter as my request to serve another term on the BEDC Board.

Sincerely,


Gary Gutierrez

Traci Chavez

From: Mary Jenkins <mjenk77553@aol.com>
Sent: Wednesday, July 03, 2013 11:48 AM
To: TChavez@cityofbastrop.org.
Subject: Library board

Mayor Orr, I would very much like to be appointed to the board for the Bastrop Public Library again.
I appreciate your consideration.

Sincerely

Mary Jo Jenkins

June 20, 2013

The Honorable Terry Orr
City Manager Mike Talbot
Bastrop City Hall
1311 Chestnut Street
Bastrop, Texas 78602

Dear Mayor Orr,

The Bastrop Main Street Program has done a remarkable job in helping to restore the vitality of our historic downtown. I enjoy serving on the Board as it enables me the opportunity to speak on behalf of the business owners on Main Street.

I would like to remain on the Bastrop Main Street Advisory Board and therefore ask that you reappoint me.

Sincerely,



Dan Hepker
Owner
Bastrop Copier

cc: Mike Talbot – City Manager
Traci Chavez – City Secretary
Nancy Wood – Bastrop Main Street Program Director
Shawn Pletsch – Organization Committee Chairman



June 19, 2013

The Honorable Terry Orr
City Manager Mike Talbot
% Bastrop City Hall
1311 Chestnut Street
Bastrop, Texas 78602

Dear Mayor Orr and City Manager Mike Talbot,

Serving on the Bastrop Main Street Advisory Board to promote our historic downtown has provided me with an enormous sense of pride. I feel the Main Street Program has done incredible work and has played an important role in creating a vibrant downtown.

I wish you could hear firsthand the compliments we receive on a daily basis from visitors. Every day there are people congregating around a shiny new bench and a very professional sign with a map displayed. I look down and across the street to see buildings that were very much in disrepair in 2007, now beautifully restored and, best of all, occupied with blue and white banners along the sidewalks flowing in the breeze to announce they are open!

Our leader, Nancy Wood, is a tremendous asset to Bastrop. If it were not for Nancy and the Bastrop Main Street Program, we would not have brochures to give to our many visitors. Together, we have created a suite of brochures, a popular website (VisitBastrop.com) and a mobile app! In addition, each of the committees has exciting plans for the future.

I ask for the honor of being reappointed to the Bastrop **Main Street** Advisory Board in order to continue my efforts in these projects.

Sincerely,

Cindye Wolford
Visitor Center Director

cc: Traci Chavez – City Secretary
Nancy Wood – Bastrop Main Street Program Director
Shawn Pletsch – Chairman, Organization Committee

July 3, 2013
The Honorable Terry Orr
City manager Mike Talbot
Bastrop City Hall
Bastrop TX 78602

Dear Mayor Orr,

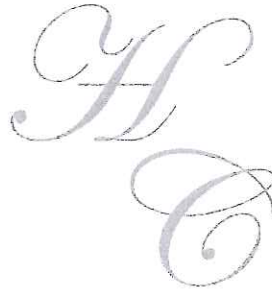
The historic downtown area of Bastrop is the crown jewel of Bastrop County and the Bastrop Main Street Program has been the driving force in its revitalization. I enjoy serving on the board as it enables me the opportunity to speak on behalf of the residents living outside the City limits.

I would like to remain on the Bastrop Main Street Advisory Board and therefore ask that you reappoint me.

Sincerely

Martha Granger
Martha Granger

Cc: Traci Chavez – City Secretary
Nancy Wood – BMSP Director



June 17th, 2013

The Honorable Mayor Terry Orr
City of Bastrop
Bastrop, Texas 78602

RE: Reappointment to Historic Landmark Commission

Dear Terry,

Please accept this letter as my request for consideration of reappointment to the City of Bastrop's Historic Landmark Commission.

I will gladly continue to do what I can for our Community through this Commission.

Sincerely,

Daniel Hays-Clark

Mike Talbot

From: Wut Tan <wuttan@gmail.com>
Sent: Wednesday, July 03, 2013 5:02 PM
To: Mike Talbot
Subject: Re: Re-Appointment to Ethics Commission

It would be an honor to serve another term. I will work on it tonight.

Thank you.

Regards,

Tank

On Jul 3, 2013, at 12:41 PM, Mike Talbot <mtalbot@cityofbastrop.org> wrote:

Good afternoon Tank. I noticed that your term expired in June for the **Ethics Commission**. All I need to get from you for reappointment would be a letter addressed to Mayor Orr indicating you desire to be reappointed to the commission for another term and any other information you want to include. Please include your contact information and the current date. You can bring it to me or email to me. I truly hope you are requesting to be reappointed and I would like to include it on the consent agenda for Tuesday meeting with other board members. You would not need to attend the council meeting. Please let me know ASAP if you are going to ask for reappointment. Have a great day!

Traci Chavez

Executive Assistant
To the City Manager
City of Bastrop, TX

Main 512-332-8800|Fax 512-332-8819
tchavez@cityofbastrop.org | www.cityofbastrop.org
P.O. Box 427- 1311 Chestnut Street, Bastrop, Texas 78602

From: JoChristy Brown [<mailto:JCBrown@jcbrownlegal.com>]

Sent: Tuesday, November 01, 2011 3:48 PM

To: Corporal W. Tantaksinanukij; Jack Clark; Judge Duggan; Linda Seale; Mike Talbot; Rev. Hines; Rev. R.D. Smith

Subject: Draft Ex. Summary and Draft Ordinance for Workshop with Council

Hello All -- Attached you will find two documents. The first is a draft of the Ex. Summary that I have prepared for your use in the upcoming workshop with the Council. The second is the latest version of the Draft Ordinance.

Members of the Council have asked to have copies of both of these docs. by Thursday, so that they may study them in preparation for your meeting with them on the 8th. I am sending them to you in advance so that you may review and provide any input or comments you would like before I send it out to the Council.

I will await any input you would like to provide.

Since I must send these to the Council by Thursday, I'll just go with what I have at that time...., in case you don't have time to review or comment before then.

At this point, everything is considered "draft - subject to change." So, I anticipate revisions, etc.

Take care

JC

07/09/13

39

Chris Kana
170 Woodland Court
Bastrop, Texas 78602



May 16, 2013

Honorable Mayor Terry Orr
Bastrop City Council Members
Bastrop City Hall
1311 Chestnut Street
Bastrop, Texas 78602

Dear Honorable Mayor Orr and City Council Members,

I am writing to express my desire to continue serving on the **Construction Standards Board** for the City of Bastrop. The opportunity to be involved with the development of this area holds great interest for me and I would be privileged to continue to serve on this board.

Thank you for your time and I look forward to your response.

Sincerely,

Chris Kana
Place 4
Construction Standards Board

Traci Chavez

From: Becky Schaefer <beckyschaefer@hotmail.com>
Sent: Thursday, July 04, 2013 7:45 PM
To: Traci Chavez
Subject: RE: Library Board

Importance: High

July 4, 2013

To: Mayor Terry Orr

FROM: Becky Schaefer

RE: Library Board

Mayor Orr,

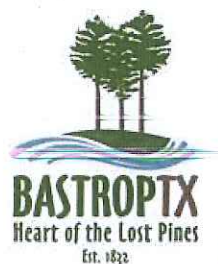
I would like to continue serving as secretary of the Bastrop Public Library Board.

Respectfully,

Becky Schaefer

Subject: Library Board
Date: Wed, 3 Jul 2013 14:12:18 -0500
From: citysec@cityofbastrop.org
To: beckyschaefer@hotmail.com

Becky,
Please send me you letter for re appointment to library board to this email address. Thanks



Traci Chavez
City Secretary
City Hall
City of Bastrop, Texas

Main 512332-8800 | Fax 512-332-8819
tvaldez@cityofbastrop.org | <http://www.cityofbastrop.org/>
P.O. Box 427 - 1311 Chestnut Street, Bastrop, Texas 78602

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CITY OF BASTROP

AGENDA ITEM: **A.3****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: **July 5, 2013**MEETING DATE: **July 9, 2013**

1. Agenda Item: Appointment by Mayor and confirmation by Council of Ms. Carolyn Wiginton to the Bastrop Public Library Board.

2. Party Making Request: Mayor Terry Orr

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**

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

Traci Chavez

From: Terry Orr <terry.orr@bastropfuture.com>
Sent: Thursday, June 13, 2013 2:50 PM
To: Traci Chavez
Subject: Re: Library Board Application

Traci Put this on the consent agenda for next time.
Pls call Ms Wigington and let her know we are taking this action and i appreciate her interest in serving on this board. Thanks, Terry On 6/13/2013 2:43 PM, Traci Chavez wrote:

> Mayor Place 2 is vacant

>

> Traci Chavez

> Executive Assistant - To the City Manager

> City of Bastrop, TX

>

> Main 512-332-8800 | Fax. 512-332-8819

> tchavez@cityofbastrop.org | www.cityofbastrop.org

> -----Original Message-----

> From: Terry Orr [<mailto:terry.orr@bastropfuture.com>]

> Sent: Thursday, June 13, 2013 1:43 PM

> To: Traci Chavez

> Subject: Re: Library Board Application

>

> Tracie Do we have any openings on the Library Board? Terry

>

> Sent from my iPad

>

> On Jun 13, 2013, at 12:30 PM, "Traci Chavez" <tchavez@cityofbastrop.org> wrote:

>

>> Here you go Mayor, for your review.

>>

>> Traci

>>

>> <20130613123116626.pdf>



FILED
JUL 13 2013

CITY OF BASTROP
APPLICATION FOR CITY BOARDS/COMMISSIONS/COMMITTEES
FOR YEAR 2013-2014

PLEASE TYPE OR PRINT CLEARLY

NAME: Carolyn Wiginton
TELEPHONE: 512-845-8740 (H) 512-845-8740 (W)
EMAIL ADDRESS: cmwiginton@aol.com
ADDRESS:(RESIDENCE) 413 Cedar St.
Bastrop, Tx 78602
(MAILING) 943 Hwy 71 W, Bastrop 78602

I have lived in Bastrop 27 years.

DO YOU RESIDE WITHIN THE CITY LIMITS OF BASTROP? YES ☒ NO ☐

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.

OCCUPATION OR AREA OF EXPERTISE: Educator & Artist
(If retired, please indicate former occupation or profession)

EDUCATION (Optional): UT Austin & Boston Museum School

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES: Bastrop Fine Arts Gallery,
Pleine Air Society of Austin, Dyslexia Specialist,
Reading Specialist Basic and Advanced Training
Scottish Rite, Project Manager for Restoration
of Elzner Building, Former Board Member Historical
Society; Former Officer and Board Member Library Board

ADDITIONAL PERTINENT INFORMATION/REFERENCES: Mary Jo Jenkin, Ellen Moore,
Art Sullivan, Jeanette Cordray, Ann Brown

PLEASE INDICATE THE BOARDS, COMMISSIONS OR COMMITTEES YOU ARE INTERESTED IN SERVING. (List in Order of Preference)

☐ Bastrop Parks Board

☒ Bastrop Library Board

☒ City Resident

☒ BSD Area Resident

☐ Planning and Zoning Commission

☐ Bastrop Housing Authority

☐ Bastrop Economic Development Corporation

☐ 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 & Zoning Member

☐ Bastrop County Historic Society Member

☐ Construction Standards Board of Adjustments and Appeals

☐ Main Street Advisory Board

☐ Board of Adjustment

☐ Cemetery Advisory Board

Please indicate if you are currently serving on a board/commission/committee

Name of Board/Commission Bastrop Fine Arts Gallery

Carolyn Marques Winton
Signature of Applicant

June 4, 2013
Date

PLEASE RETURN THIS FORM TO:

CITY OF BASTROP
CITY SECRETARY'S OFFICE
P.O. BOX 427
BASTROP, TX 78602

FOR OFFICE USE ONLY:

APPOINTED TO _____ ON _____
TERM EXPIRES _____

APPLICATIONS ARE KEPT ON ACTIVE FILE IN THE CITY SECRETARY'S OFFICE FOR ONE (1) YEAR AND APPLICANTS MAY BE RECONSIDERED SHOULD A NEW VACANCY ARISE.

CITY OF BASTROP

AGENDA ITEM A.4

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 2, 2013

MEETING DATE: July 9, 2013

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 Administrative Plat creating a residential lot on the west half of Lot 11 in the Young Subdivision, located north of Delano Street and south of Gordon Street within the City limits of Bastrop, Texas.**

2. Party Making Request: **City of Bastrop**

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 2, 2013****MEETING DATE: July 9, 2013**

1. Agenda Item: **Approval of the statutory denial, for a period of 180 days from the date of Council action on this request for an Administrative Plat creating a +/-1.75 acre residential lot out of +/- 28.40 acres within the John Litton Survey on Pope Bend North Road in the Bastrop, Texas Extra Territorial Jurisdiction (ETJ).**

2. Party Making Request: **City of Bastrop**

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: _____

KANAK PLACE

STATE OF TEXAS
COUNTY OF BASTROP

That Arthur C. Ugar and wife, Marjorie Ugar, owners of 28.43 Acres in the John S. Ugar Survey, A-210, described in a deed recorded in Volume 207, Page 447, Bastrop County, Texas, and more fully described in the plat shown hereon, subject to any easements or restrictions hereinafter granted, to be known as KANAK PLACE, and do hereby dedicate to the Public the use of the Exemptions as shown hereon.

Witness my hand this _____ day of _____, 2011. A.D.

KNOW ALL MEN BY THESE PRESENTS

Arthur C. Miller
Marcella Miller
443 Pope Bend N.
Cedar Creek, TX 78712
(512) 955-6556

CITY OF BASTROP

AGENDA ITEM A.6

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 1, 2013

MEETING DATE: July 9, 2013

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

2. Party Making Request: **Karla Stovall, 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: _____

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: _____

**CITY OF BASTROP
FINANCE
DEPARTMENT**

Memo

To: Mayor, City Council and City Manager
From: Karla Stovall, Chief Financial Officer
Date: July 5, 2013
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 2013. 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 \$87,566.62 for May 2013 to BMC in accordance with our agreement to be spent on advertising and marketing the City of Bastrop area. This amount represents 45% of the tax collections.

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

Bastrop Marketing Corporation ("BMC")
 October 2012 through September 2013 - Budget
 Updated: June 20, 2013

	September	October	November	December	2	0	1	2	3	January	February	March	April	May	June	July	August	September
HRLPR Room Revenues	\$ 2,215,639.80	\$ 2,293,230.63	\$ 2,593,685.28	\$ 1,304,184.17						\$ 1,023,075.37	\$ 1,139,364.72	\$ 3,175,229.09	\$ 2,584,046.03	\$ 2,821,263.33	\$ 3,119,568.00	\$ 3,510,926.00	\$ 2,408,761.00	\$ 2,382,970
Exemptions	(5,106.00)	(66,136.00)	(2,843.71)	(129.00)						(45,186.14)	100.00	(3,514.00)	(1,892.00)	(13,291.00)	-	-	-	-
Taxable Room Revenues	2,210,533.80	2,227,094.63	2,590,841.57	1,304,055.17						977,889.23	1,139,464.72	3,171,715.09	2,582,154.03	2,807,972.33	3,119,568.00	3,510,926.00	2,408,761.00	
City of Bastrop HOT Rate	7%	7%	7%	7%						7%	7%	7%	7%	7%	7%	7%	7%	
City of Bastrop HOT Tax	\$ 154,737.37	\$ 155,896.62	\$ 181,358.91	\$ 91,283.86						\$ 68,452.25	\$ 79,762.53	\$ 222,020.06	\$ 180,750.78	\$ 196,558.06	\$ 218,369.76	\$ 245,764.82	\$ 168,613.27	
Gross Liability to City										\$ 91,283.86	\$ 68,452.25	\$ 79,762.53	\$ 222,020.06	\$ 180,750.78	\$ 196,558.06	\$ 218,369.76	\$ 245,764.82	\$ 168,613.27
Hotel Owner Collection Allowance (1%)										(912.84)	(684.52)	(797.63)	(2,220.20)	(1,807.51)	(1,965.58)	(2,183.70)	(2,457.65)	(1,686.13)
Net Collection by City										90,371.02	67,767.73	78,964.90	219,799.86	178,943.27	194,592.48	216,186.06	243,307.17	166,927.14
Applicable % payable to BMC										45%	45%	45%	45%	45%	45%	43%	43%	43%
Funds Available to BMC										40,666.96	30,495.48	35,534.21	98,909.94	80,524.47	87,566.62	92,960.01	104,622.08	71,778.67
Total Budget	\$ 862,241.27									71,853.44	71,853.44	71,853.44	71,853.44	71,853.44	71,853.44	71,853.44	71,853.44	71,853.43
Payment of Funds by City to BMC										\$ 40,666.96	\$ 30,495.48	\$ 35,534.21	\$ 98,909.94	\$ 80,524.47	\$ 87,566.62	\$ 92,960.01	\$ 104,547.32	\$ 71,853.43
										Paid	Paid	Paid	Paid	Currently due	Currently due	Currently due	Currently due	check: \$

CITY OF BASTROP

AGENDA ITEM **D.1****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: July 1, 2013

MEETING DATE: July 9, 2013

1. Agenda Item: **Presentation and possible discussion from Civic Organizations seeking Community Support Funding for services not currently provided by City Staff for the 2014 Fiscal Year.**

- a. Bastrop County CPS Welfare Board
- b. Bastrop County Emergency Food Pantry and Support Center, Inc.
- c. Bastrop County Women's Shelter, Inc. – Family Crisis Center
- d. Capital Area Rural Transportation – C.A.R.T.S.
- e. Children's Advocacy Center of Bastrop County
- f. Combined Community Action, Inc.
- g. Court Appointed Special Advocate of Bastrop County - C.A.S.A.
- h. Literacy Volunteers of America – Bastrop

2. Party Making Request: **Karla Stovall, Chief Financial Officer**

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**

- 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

AGENDA ITEM D.2

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 1, 2013

MEETING DATE: July 9, 2013

- 1. Agenda Item: Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of May 31, 2013.**

- ## 2. Party Making Request: **Karla Stovall**

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: | <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: _____

TO: MAYOR & CITY COUNCIL MEMBERS

FROM: KARLA STOVALL, CHIEF FINANCIAL OFFICER

DATE: JUNE 20, 2013

MONTHLY FINANCIAL REPORTS
FOR PERIOD ENDING MAY 31, 2013
AND QUARTERLY INVESTMENT REPORT

CITY OF BASTROP
SUMMARY OF REVENUES AND EXPENDITURES
AS OF MAY 31, 2013

Fiscal year 2013 is 8 month or 66.66% completed as of May 31, 2013.

- General Fund revenues reflect 79.67% collected or \$6,645,821. Expenditures represent 61.27% spent or \$5,220,480.
- Water/ Wastewater Fund revenues reflect 64.89% collected or \$2,553,438. Expenditures represent 65.77% spent or \$2,242,630.
- The Electric Fund revenues reflect 56.63% collected or \$4,047,748. Expenditures represent 58.94% spent or \$4,156,143.
- The Hotel /Motel Fund revenues reflect 63.27% collected or \$1,467,925. Expenditures represent 70.60% spent or \$1,689,450.

Revenues

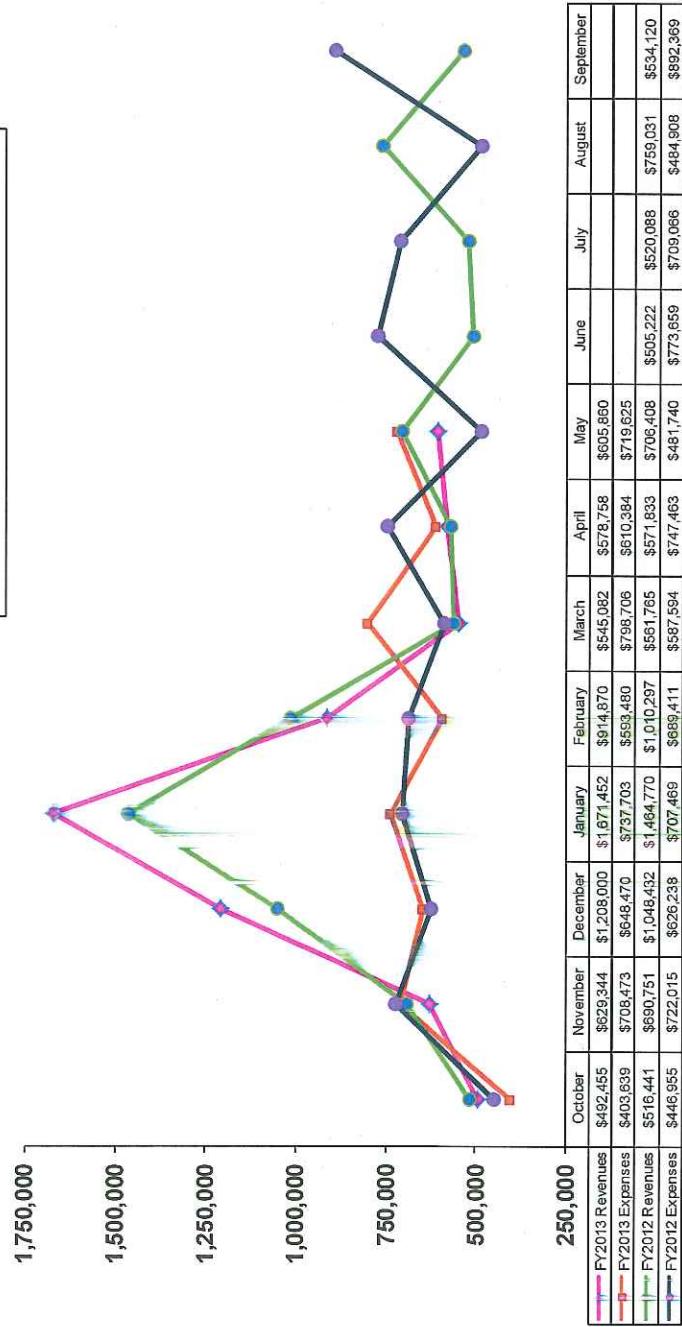
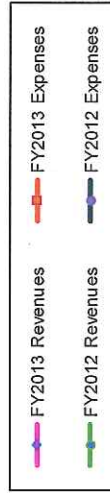
	FY 2013 Budget	FY 2013 Actual	% of FY2013 Budget	FY 2013 Budget	FY 2013 Actual	% of FY2013 Budget
General Fund	\$ 8,341,751	\$ 6,645,821	79.67%	\$ 8,520,818	\$ 5,220,480	61.27%
W/WW Fund	\$ 3,934,970	\$ 2,553,438	64.89%	\$ 3,409,840	\$ 2,242,630	65.77%
Electric Fund	\$ 7,148,000	\$ 4,047,748	56.63%	\$ 7,051,542	\$ 4,156,143	58.94%
Hotel Motel Fund	\$ 2,320,232	\$ 1,467,925	63.27%	\$ 2,392,966	\$ 1,689,450	70.60%

Expenditures

GENERAL FUND REVENUE & EXPENDITURES

MAY 31, 2013

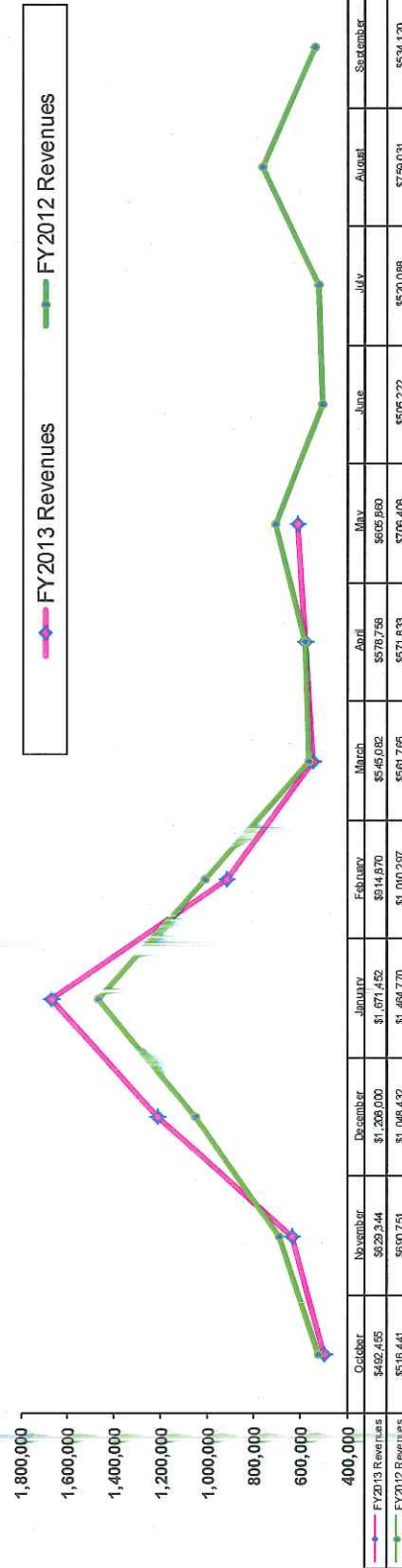
- Revenues will increase in December, January, and February due to collection of the Ad Valorem Taxes.
- Expenditures in March recognized an increase due to the timing of expenses processed through accounts payable. You will note by the graph below that February expenses appeared low in comparison to a 12 month, monthly average.



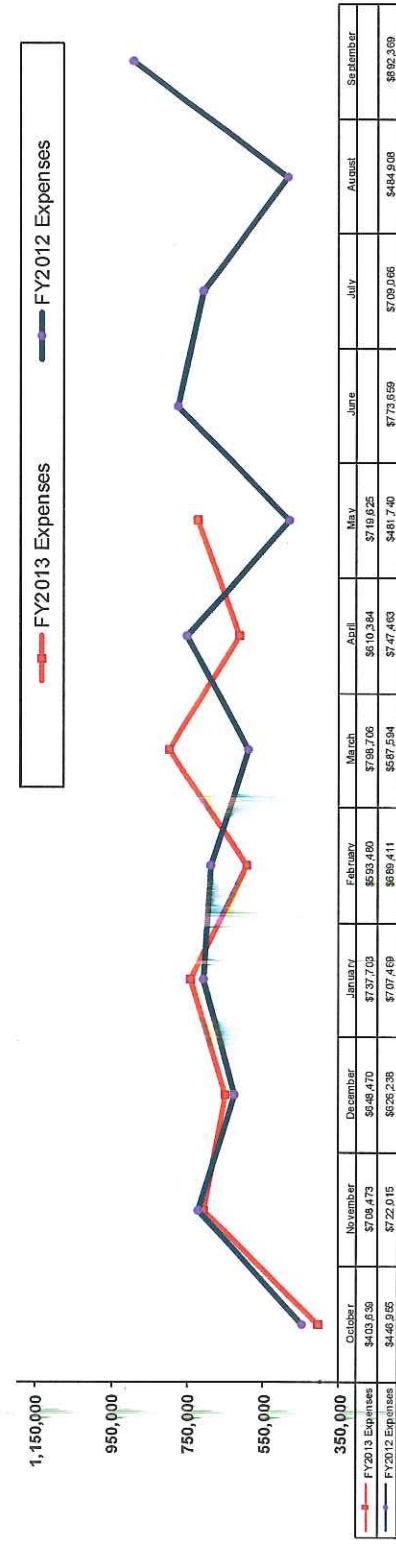
GENERAL FUND REVENUE & EXPENDITURES

MAY 31, 2013

FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



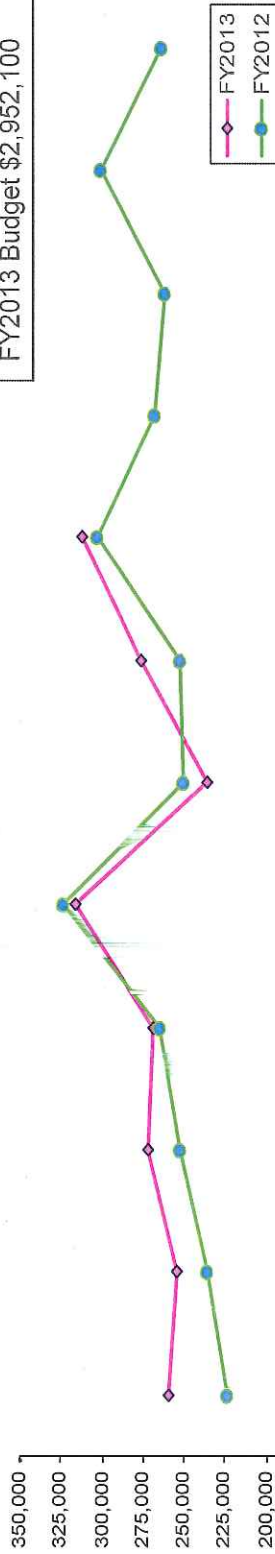
GENERAL FUND REVENUE

MAY 31, 2013

Sales Tax

FY2013 May YTD \$2,193,755

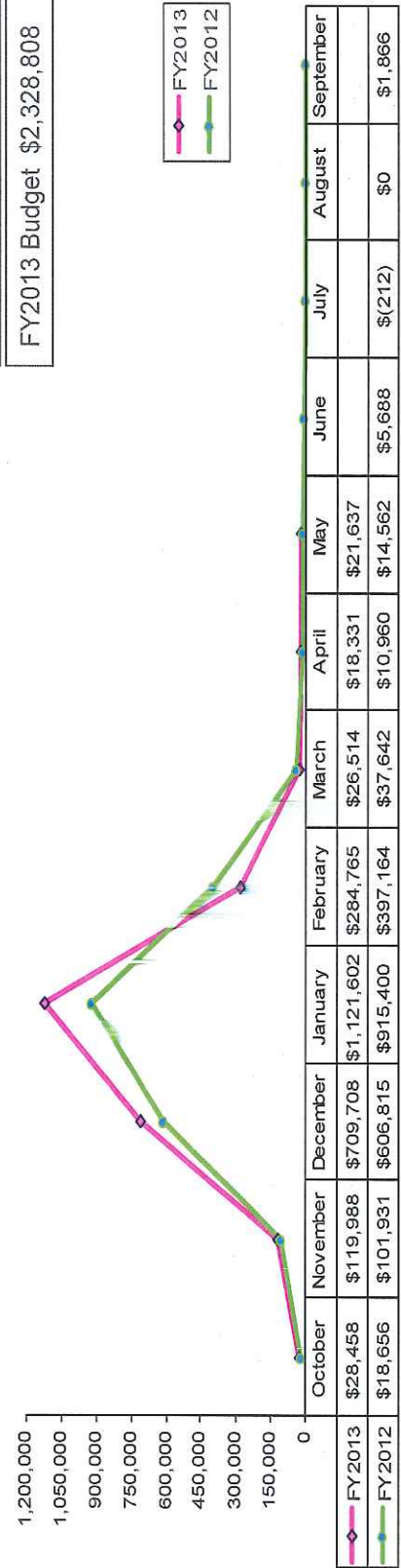
FY2013 Budget \$2,952,100



Ad Valorem Taxes

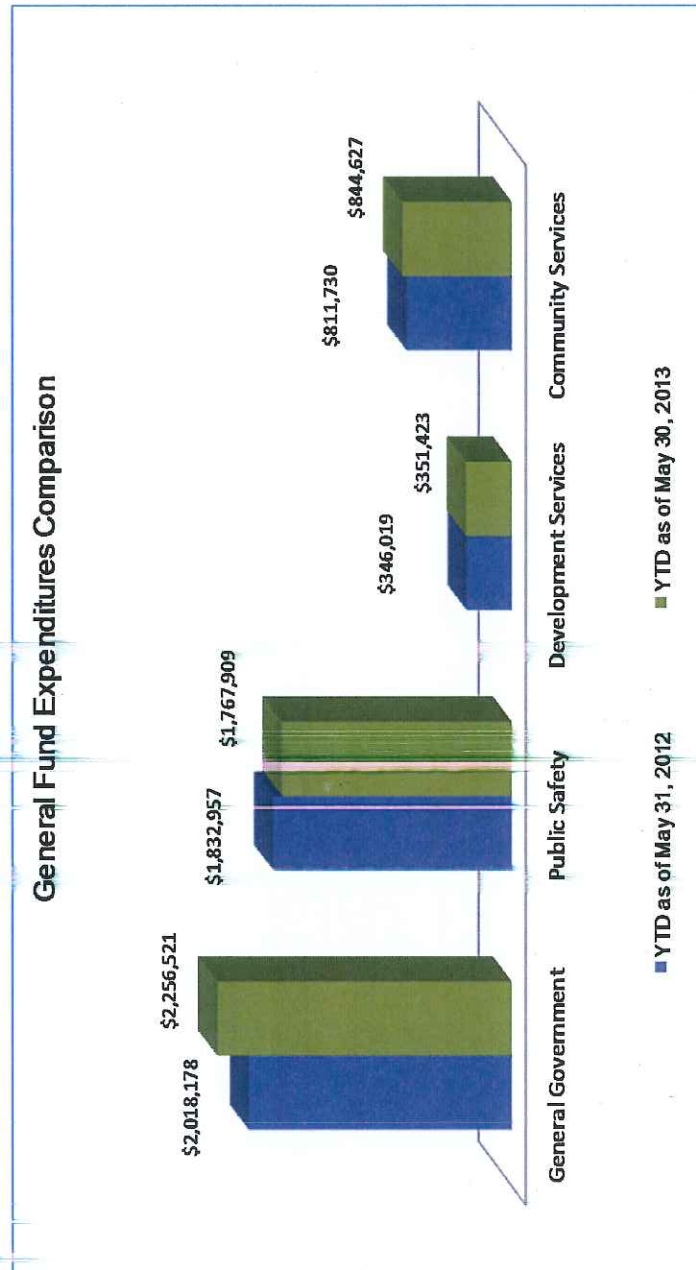
FY2013 May YTD \$2,331,003

FY2013 Budget \$2,328,808



GENERAL FUND EXPENDITURES

MAY 31, 2013

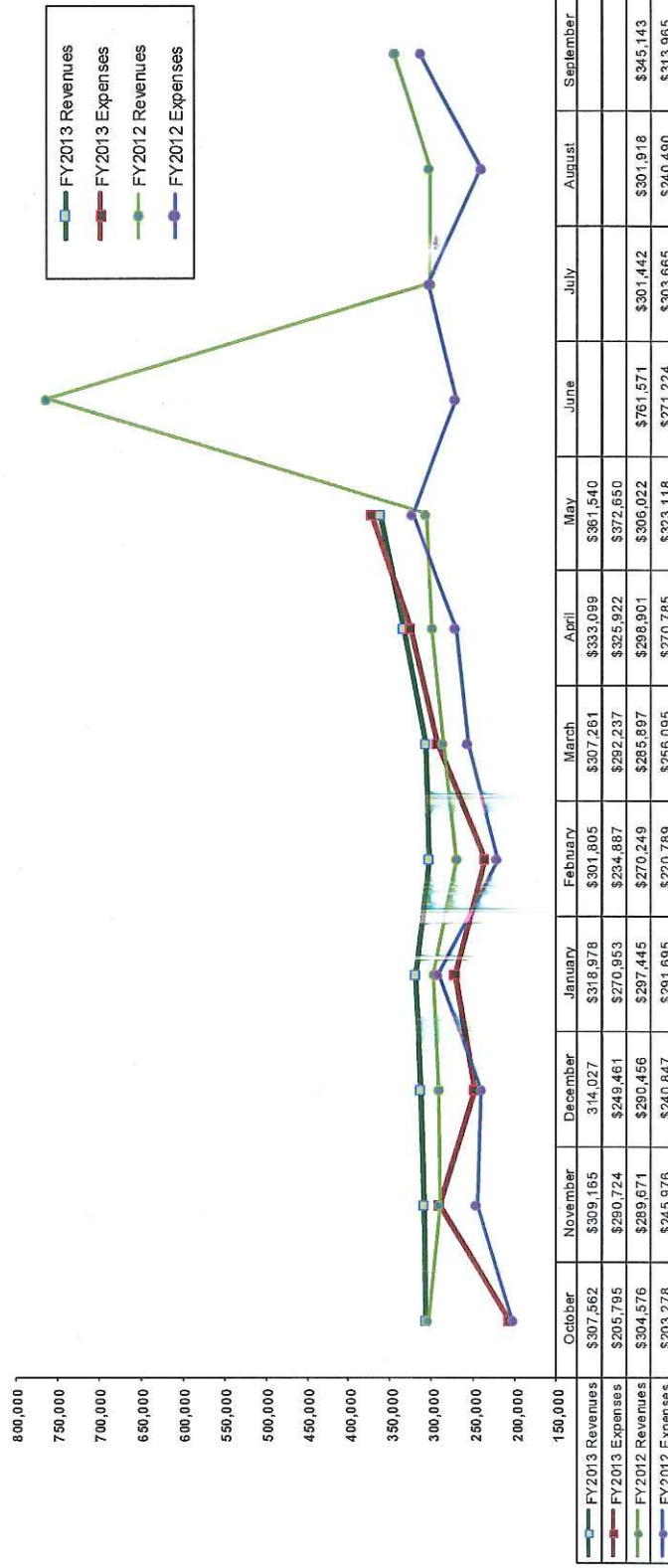


- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, and Building Maintenance
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development Services includes Planning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

WATER/WASTEWATER FUND REVENUE & EXPENDITURES

MAY 31, 2013

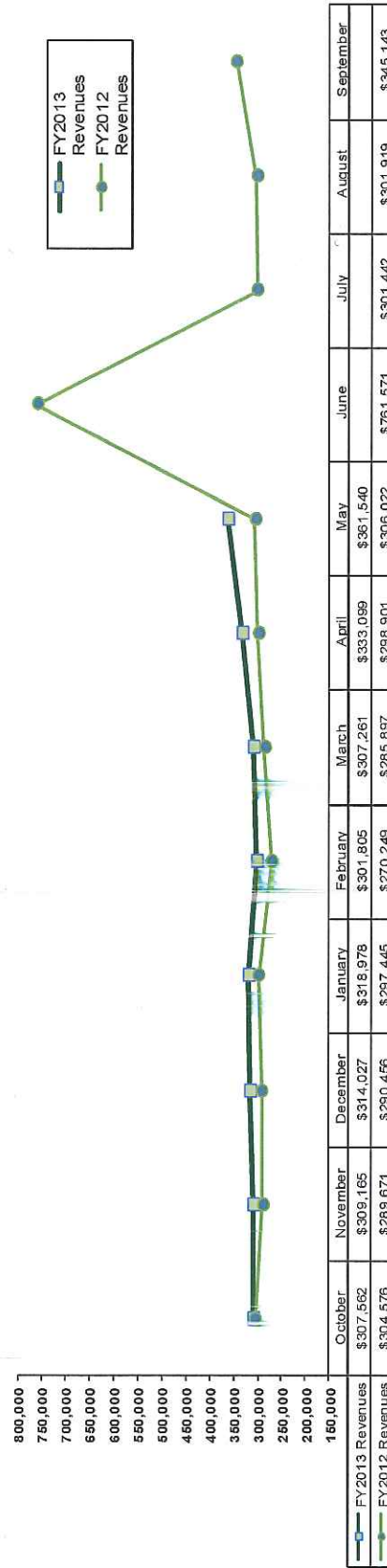
- ☐ Water/Wastewater Fund Revenues Year-to-date (YTD) as of May 31, 2013 are \$2,553,438 or 64.89% of the year.
- ☐ Expenses in March appear increased due to the increased debt service costs and the timing of payments through accounts payable.



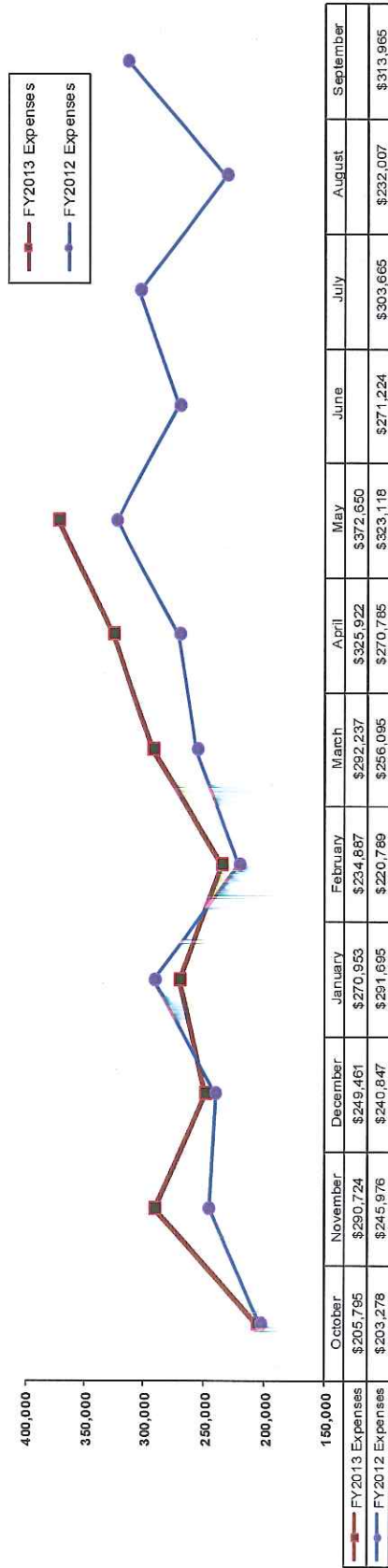
WATER WASTEWATER FUND REVENUE & EXPENDITURES

MAY 31, 2013

FY 2012 & 2013 Revenues



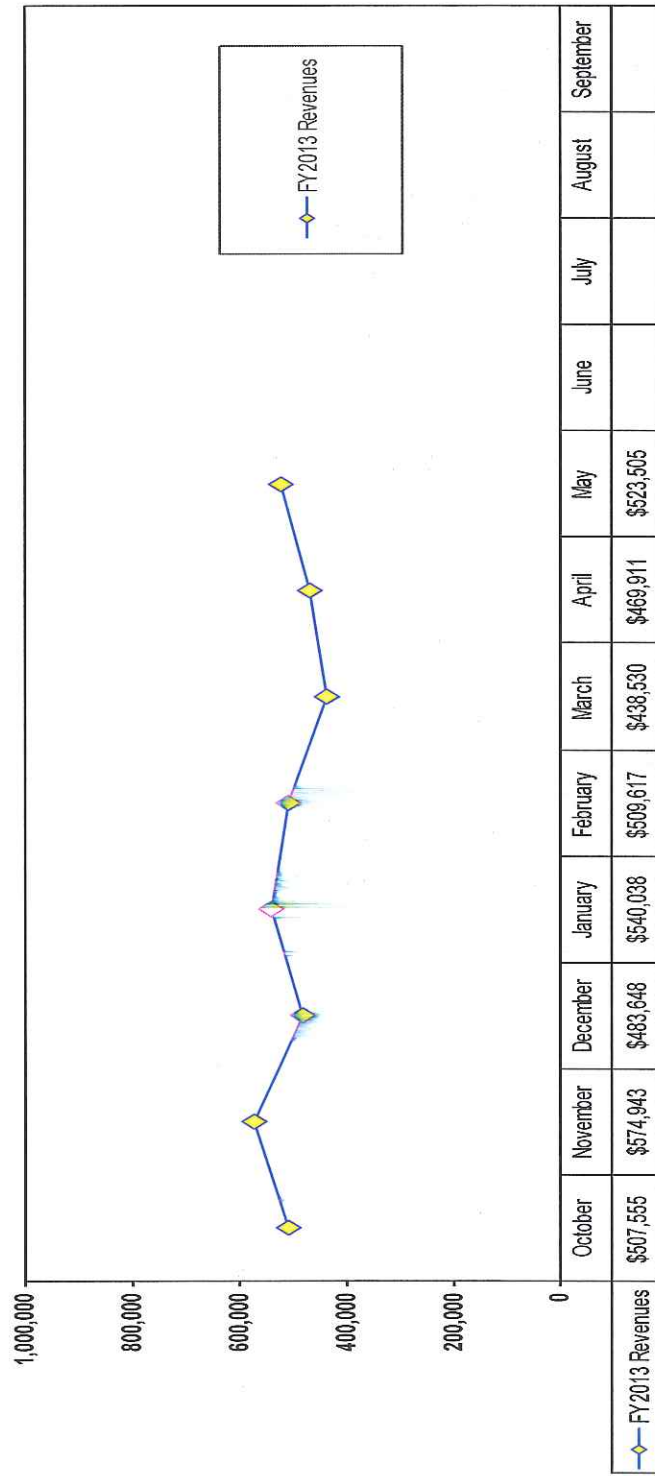
FY 2012 & 2013 Expenditures



ELECTRIC FUND

MAY 31, 2013

□ Electric Fund Revenues Year-to-date (YTD) as of May 31, 2013 are \$4,047,748 or 56.63% of the FY2013 adopted budget.

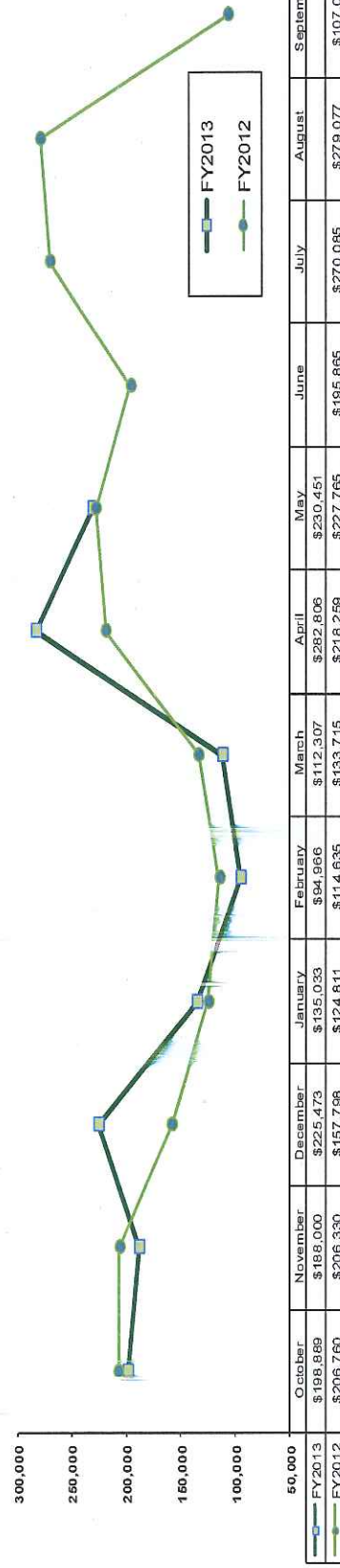


HOTEL MOTEL TAX FUND

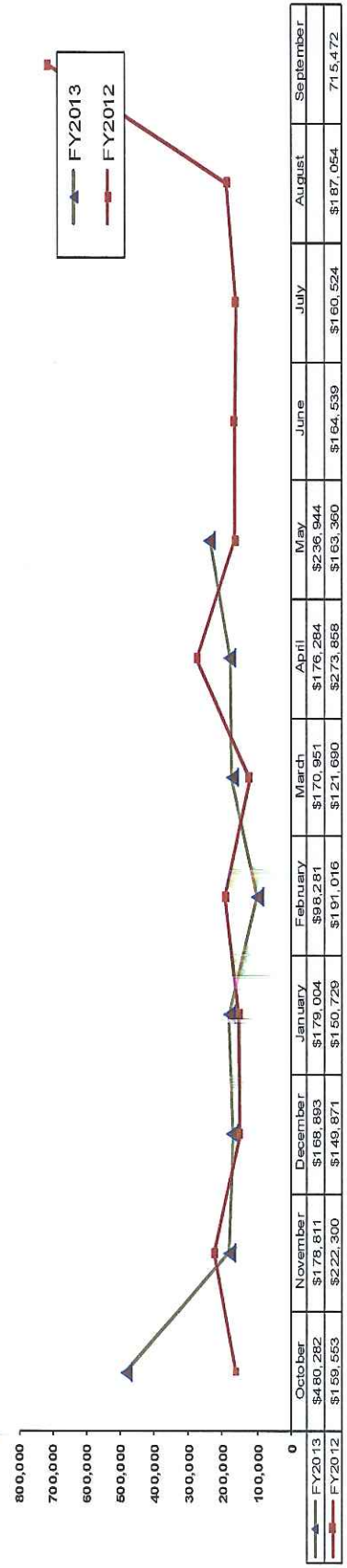
MAY 31, 2013

- ☐ Revenues as of May 31, 2013 represent YTD earned revenue of \$1,467,925. 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 FY2013 are increased in October due to the one-time disbursement of funds to HOT organizations consequently in FY2012 organizations received their funding in quarterly payments.

Hotel / Motel Fund Revenue



Hotel / Motel Fund Expenses



FINANCIAL STATEMENT REPORTS ARE ATTACHED FOR THE FOUR MAJOR FUNDS.

- GENERAL FUND
- WATER / WASTEWATER UTILITY FUND
- ELECTRIC FUND
- HOTEL MOTEL FUND

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CITY OF BASTROP

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>TAXES & PENALTIES</u>						
00-00-4000 BEGINNING FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4001 CURRENT TAXES M&O	2,103,129.70	2,328,808.00	21,636.76	2,331,002.86	(2,194.86)	100.09
00-00-4002 DELINQUENT TAXES M&O	47,563.35	36,000.00	835.99	13,704.21	22,295.79	38.07
00-00-4003 PENALTIES & INTEREST M&O	37,534.16	26,400.00	3,270.69	20,562.69	5,837.31	77.89
00-00-4004 FRANCHISE TAX	273,859.00	385,000.00	57,302.04	231,156.01	153,843.99	60.04
00-00-4006 CITY SALES TAX	2,101,997.49	2,952,100.00	311,413.13	2,193,754.65	758,345.35	74.31
00-00-4008 OCCUPATION TAX	9,785.00	7,500.00	252.00	2,875.00	4,625.00	38.33
00-00-4009 MIXED BEVERAGE TAX	14,815.48	20,000.00	0.00	14,465.18	5,534.82	72.33
TOTAL TAXES & PENALTIES	4,588,684.18	5,755,808.00	394,710.61	4,807,520.60	948,287.40	83.52
<u>LICENSES & PERMITS</u>						
00-00-4020 BUILDING PERMITS	83,622.96	91,000.00	7,904.53	64,862.53	26,137.47	71.28
00-00-4021 ZONING FEES	2,962.00	3,000.00	0.00	1,607.00	1,393.00	53.57
00-00-4022 PLATTING FEES	8,878.58	6,000.00	900.00	7,680.00	(1,680.00)	128.00
00-00-4023 SPECIAL EVENT PERMIT FEE	1,225.00	2,000.00	100.00	600.00	1,400.00	30.00
00-00-4024 ELECTRICAL PERMITS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4025 PLUMBING PERMITS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4026 MECHANICAL PERMITS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4027 OTHER PERMITS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4030 LICENSE FEES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL LICENSES & PERMITS	96,688.54	102,000.00	8,904.53	74,749.53	27,250.47	73.28
<u>CHARGES FOR SERVICES</u>						
00-00-4040 ANIMAL SERVICE RECEIPTS	190.00	200.00	0.00	100.00	100.00	50.00
00-00-4043 PARKS RECEIPTS	750.00	1,600.00	0.00	550.00	1,050.00	34.38
00-00-4044 PD ACCIDENT REPORTS	1,178.00	1,800.00	0.00	1,608.00	192.00	89.33
00-00-4045 DRUG DOG VISITS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4046 SPECIAL EVENTS HOT REIMB	14,139.03	40,800.00	0.00	11,687.97	29,112.03	28.65
00-00-4049 TRANSFER STATION RECEIPTS	4,831.80	4,000.00	651.00	7,716.20	(3,716.20)	192.91
TOTAL CHARGES FOR SERVICES	21,068.83	48,400.00	651.00	21,662.17	26,737.83	44.76
<u>FINES & FORFEITURES</u>						
00-00-4070 MUNICIPAL COURT FINES	155,503.45	225,000.00	18,890.82	166,238.34	58,761.66	73.88
00-00-4071 BOND FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4072 SANITATION PENALTIES/RECONNEC	5,337.39	8,000.00	0.00	3,266.93	4,733.07	40.84
00-00-4076 LIBRARY RECEIPTS	10,012.09	16,000.00	1,324.97	11,026.72	4,973.28	68.92
00-00-4077 SANITATION PROCEEDS	27,068.35	40,000.00	0.00	14,166.83	25,833.17	35.42
00-00-4078 JUVENILE CASE MANAGER-M/C	2,974.46	5,100.00	648.19	4,793.30	306.70	93.99
00-00-4080 TEEN COURT (MC)	697.54	1,000.00	220.00	1,160.00	(160.00)	116.00
TOTAL FINES & FORFEITURES	201,593.28	295,100.00	21,083.98	200,652.12	94,447.88	67.99

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AS OF: MAY 31ST, 2013

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>OTHER REVENUE</u>						
00-00-4381 GTG SETTLEMENT TRUST FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4391 STREET/ROW VACATIONS	0.00	0.00	0.00	5,600.00	(5,600.00)	0.00
TOTAL OTHER REVENUE	0.00	0.00	0.00	5,600.00	(5,600.00)	0.00
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	4,020.13	6,000.00	301.99	4,816.36	1,183.64	80.27
TOTAL INTEREST INCOME	4,020.13	6,000.00	301.99	4,816.36	1,183.64	80.27
<u>INTERGOVERNMENTAL</u>						
00-00-4411 BASTROP CO/LIBRARY	8,500.00	0.00	0.00	0.00	0.00	0.00
00-00-4412 BASTROP CO/WC FIREMEN	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4413 BISD PROJECT RECEIPTS	45,369.77	72,420.00	0.00	24,111.29	48,308.71	33.29
00-00-4414 DEPT OF JUSTICE GRANT REIMB	33,422.14	0.00	0.00	0.00	0.00	0.00
00-00-4415 EMERGENCY MANAGEMENT	26,798.61	26,800.00	0.00	27,625.68	(825.68)	103.08
00-00-4419 PROPERTY LIEN PAYMENTS	3,945.29	0.00	653.91	1,122.26	(1,122.26)	0.00
00-00-4424 PADDLE TRAIL GRANT RIEMB	123,679.00	0.00	0.00	0.00	0.00	0.00
00-00-4435 FIRE DEPT/INSURANCE REIMB	0.00	0.00	0.00	0.00	0.00	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
00-00-4492 WASTEWATER IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4493 BEDC IN-KIND	29,583.28	169,080.00	16,589.99	132,719.92	36,360.08	78.50
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	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL	1,085,578.21	1,489,720.00	119,028.89	999,859.07	489,860.93	67.12
<u>MISCELLANEOUS</u>						
00-00-4501 LIBRARY GRANT'S	9,385.00	0.00	0.00	0.00	0.00	0.00
00-00-4503 FIRE DEPT GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4507 175TH ANNIVERSARY DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4508 MEMORIAL DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4509 GENERAL DONATIONS	0.00	2,944.50	0.00	2,944.50	0.00	100.00
00-00-4511 BANNER FEES	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4512 SALE OF FIXED ASSETS	0.00	6,870.00	0.00	11,625.50	(4,755.50)	169.22
00-00-4515 GRANTS - MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4519 SNOW PLAYDAY	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4521 LCRA-FISHERMAN PARK FLAGS	1.44	0.00	0.00	0.00	0.00	0.00
00-00-4522 WORKERS COMP. REIMBURSE	3,748.32	1,000.00	291.35	7,162.17	(6,162.17)	716.22
00-00-4523 TML REGION X MEETING	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4524 SPLASHPARK DONATIONS	3,200.00	0.00	10,000.00	10,000.00	(10,000.00)	0.00
00-00-4525 SUMMER REC/FILM DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4526 DOG BARK PARK DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4527 CLEAN SWEEP	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4535 PLANNING DEPT MISC RECEIPTS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4536 MISCELLANEOUS	37,290.35	20,000.00	(237.15)	78,864.11	(58,864.11)	394.32
00-00-4537 INSURANCE PROCEEDS	28,104.87	408.00	0.00	11,364.75	(10,956.75)	785.48
00-00-4538 BEVERAGE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00

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CITY OF BASTROP

PAGE: 3

FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
00-00-4540 HUNTERS CROSSING REIMB	941.80	0.00	0.00	0.00	0.00	0.00
00-00-4543 PINEY CREEK SUBDIVISION REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4544 PERSONAL PROPERTY ACQ DEBT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4553 FIRE DEPT CALLS - REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4554 KERR PARK PROJECT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4557 FEMA DISASTER RELIEF REIMBURS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	82,671.78	31,222.50	10,054.20	121,961.03	{ 90,738.53}	390.62
<u>TRANSFERS-IN</u>						
00-00-4702 TRANSFERS IN - W/WW #202	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4703 TRANSFERS IN - ELECTRIC FUND	409,000.00	613,500.00	51,125.00	409,000.00	204,500.00	66.67
00-00-4706 TRANSFERS IN - BEDC	76,386.56	0.00	0.00	0.00	0.00	0.00
00-00-4708 TRANS IN - GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4710 TRANS IN - GENERAL CIP #150	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4717 TRANS IN-ROTEL TAX-CIVIC CENT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4718 TRANSFER-IN SPECIAL PROJECT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4725 TRANS IN - TAX NOTE #714	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4726 TRANS IN-C OF O'S 2006 #713	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4731 TRANS IN-LIMITED TAX NOTE #71	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4732 TRANSFER IN - BOND #709	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4736 TRANSFER IN -LIBRARY BOARD 50	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS-IN	485,386.56	613,500.00	51,125.00	409,000.00	204,500.00	66.67
<u>** TOTAL REVENUE **</u>						
	5,565,711.51	8,341,750.50	605,860.20	6,645,820.88	1,695,929.62	79.67

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CITY OF BASTROP

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENT</u>						
<u>00-NON-PROGRAM</u>						
TOTAL 00-NON-PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00
<u>LEGISLATIVE</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	2,910.92	5,074.00	403.70	3,299.08	1,774.92	65.02
SUPPLIES & MATERIALS	2,563.37	5,300.00	450.32	3,430.16	1,869.84	64.72
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	4,683.14	8,030.00	517.02	4,132.41	3,897.59	51.46
CONTRACTUAL SERVICES	2,387.00	3,090.00	170.00	1,544.00	1,546.00	49.97
OTHER CHARGES	5,686.12	17,245.00	278.06	6,523.11	10,721.89	37.83
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	18,230.55	38,739.00	1,819.10	18,928.76	19,810.24	48.86
TOTAL LEGISLATIVE	18,230.55	38,739.00	1,819.10	18,928.76	19,810.24	48.86
<u>ORGANIZATIONAL</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	53,665.34	120,000.00	12,589.29	68,723.16	51,276.84	57.27
SUPPLIES & MATERIALS	3,972.30	16,133.00	1,017.21	8,461.51	7,671.49	52.45
MAINTENANCE & REPAIRS	0.00	5,750.00	423.00	2,975.49	2,774.51	51.75
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	274,285.96	488,710.00	41,719.96	312,876.15	175,833.85	64.92
OTHER CHARGES	190,375.35	353,520.00	678.28	196,026.93	157,493.07	55.45
CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	522,298.95	984,113.00	56,420.74	589,063.24	395,049.76	59.86
TOTAL ORGANIZATIONAL	522,298.95	984,113.00	56,420.74	589,063.24	395,049.76	59.86
<u>CITY MANAGER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	169,589.68	284,344.00	31,726.67	185,024.80	99,319.20	65.07
SUPPLIES & MATERIALS	3,971.66	5,340.00	184.71	3,733.85	1,606.15	69.92
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	4,845.96	7,700.00	600.67	4,625.75	3,074.25	60.07
CONTRACTUAL SERVICES	119.28	350.00	0.00	159.79	190.21	45.65
OTHER CHARGES	8,987.85	9,140.00	1,233.83	7,100.65	2,039.35	77.69
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	187,514.43	306,874.00	33,745.88	200,644.84	106,229.16	65.38
TOTAL CITY MANAGER	187,514.43	306,874.00	33,745.88	200,644.84	106,229.16	65.38

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FINANCIAL STATEMENT

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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
<u>CITY SECRETARY</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	42,597.49	71,642.00	2,841.56	45,518.18	26,123.82	63.54
SUPPLIES & MATERIALS	445.91	1,640.00	345.33	864.58	775.42	52.72
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	744.74	1,950.00	82.66	659.21	1,290.79	33.81
CONTRACTUAL SERVICES	2,280.00	6,450.00	0.00	956.45	5,493.55	14.83
OTHER CHARGES	17,092.95	25,495.00	203.00	11,682.09	14,812.91	44.09
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	63,161.09	108,177.00	3,472.55	59,680.51	48,496.49	55.17
TOTAL CITY SECRETARY	63,161.09	108,177.00	3,472.55	59,680.51	48,496.49	55.17
<u>FINANCE</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	195,167.06	309,115.00	34,059.43	195,118.11	113,996.89	63.12
SUPPLIES & MATERIALS	3,749.47	10,320.00	(501.88)	2,187.05	8,132.95	21.19
MAINTENANCE & REPAIRS	24,063.96	37,980.00	1,917.03	25,373.65	12,606.35	66.81
OCCUPANCY	3,981.27	7,680.00	446.23	3,462.87	4,217.13	45.09
CONTRACTUAL SERVICES	25,856.56	37,840.00	99.15	27,246.51	10,593.49	72.00
OTHER CHARGES	4,104.25	9,640.00	1,419.51	5,673.44	3,966.56	58.85
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	256,922.57	412,575.00	37,439.47	259,061.63	153,513.37	62.79
<u>METER SERVICE</u>						
PERSONNEL SERVICES	189,833.18	338,302.00	34,584.97	209,265.60	129,036.40	61.86
SUPPLIES & MATERIALS	20,332.02	31,835.00	4,344.76	19,922.19	11,912.81	62.58
MAINTENANCE & REPAIRS	2,006.25	10,500.00	15.98	707.81	9,792.19	6.74
OCCUPANCY	6,007.54	11,640.00	739.64	5,675.77	5,964.23	48.76
CONTRACTUAL SERVICES	5,363.08	10,440.00	1,839.73	7,886.37	2,553.63	75.54
OTHER CHARGES	3,088.67	4,740.00	30.52	1,645.02	3,094.98	34.71
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL METER SERVICE	226,630.74	407,457.00	41,555.60	245,102.76	162,354.24	60.15
TOTAL FINANCE	483,553.31	820,032.00	78,995.07	504,164.39	315,867.61	61.48
<u>HUMAN RESOURCE</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	54,885.18	93,844.00	10,291.23	59,741.75	34,102.25	63.66
SUPPLIES & MATERIALS	459.41	1,675.00	8.70	237.81	1,437.19	14.20
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	1,707.46	3,320.00	91.30	1,732.60	1,587.20	52.19
CONTRACTUAL SERVICES	22.55	325.00	3.00	88.58	236.42	27.26
OTHER CHARGES	6,374.67	12,629.50	(171.35)	7,441.52	5,187.98	58.92
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	63,449.27	111,793.50	10,222.88	69,242.46	42,551.04	61.94

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FINANCIAL STATEMENT

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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
TOTAL HUMAN RESOURCE	63,449.27	111,793.50	10,222.88	69,242.46	42,551.04	61.94
<u>INFORMATION TECHNOLOGY</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	53,208.06	89,214.00	9,841.79	57,342.04	31,871.96	64.27
SUPPLIES & MATERIALS	6,704.60	3,150.00	1.72	2,308.75	841.25	73.29
MAINTENANCE & REPAIRS	19,171.42	20,670.00	780.50	18,361.27	2,308.73	88.83
OCCUPANCY	4,615.38	7,600.00	215.07	3,174.50	4,425.50	41.77
CONTRACTUAL SERVICES	17,817.85	20,250.00	0.00	15,967.00	4,283.00	78.85
OTHER CHARGES	2,481.81	3,960.00	71.75	2,005.47	1,954.53	50.64
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	103,999.12	144,844.00	10,910.83	99,159.03	45,684.97	68.46
TOTAL INFORMATION TECHNOLOGY	103,999.12	144,844.00	10,910.83	99,159.03	45,684.97	68.46
<u>POLICE</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	208,363.39	354,211.00	29,670.19	215,848.07	138,362.93	60.94
SUPPLIES & MATERIALS	16,292.10	28,495.00	1,095.50	17,374.44	11,120.56	60.97
MAINTENANCE & REPAIRS	8,436.80	30,367.00	0.00	14,941.05	15,425.95	49.20
OCCUPANCY	24,593.51	46,964.00	2,999.86	33,084.00	13,880.00	70.45
CONTRACTUAL SERVICES	142,936.31	192,517.00	739.50	103,826.37	88,690.63	53.93
OTHER CHARGES	21,017.28	31,225.00	(90.00)	18,593.70	12,631.30	59.55
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	421,639.39	683,779.00	34,415.05	403,667.63	280,111.37	59.03
<u>CODE ENFORCEMENT</u>						
PERSONNEL SERVICES	28,500.13	48,074.00	5,076.31	30,889.24	17,184.76	64.25
SUPPLIES & MATERIALS	1,799.81	2,600.00	45.89	532.96	2,067.04	20.50
MAINTENANCE & REPAIRS	189.38	300.00	0.00	43.98	256.02	14.66
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	379.70	1,000.00	0.00	380.00	620.00	38.00
OTHER CHARGES	665.10	5,650.00	0.00	64.68	5,585.32	1.14
TOTAL CODE ENFORCEMENT	31,534.12	57,624.00	5,122.20	31,910.86	25,713.14	55.38
<u>EMERGENCY MANAGEMENT</u>						
SUPPLIES & MATERIALS	317.09	800.00	0.00	345.37	454.63	43.17
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	3,742.20	2,000.00	0.00	0.00	2,000.00	0.00
CAPITAL OUTLAY	6,802.16	0.00	0.00	0.00	0.00	0.00
TOTAL EMERGENCY MANAGEMENT	10,861.45	2,800.00	0.00	345.37	2,454.63	12.33

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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
<u>POLICE-CID</u>						
PERSONNEL SERVICES	151,170.33	228,707.00	19,309.73	105,158.27	123,548.73	45.98
SUPPLIES & MATERIALS	1,725.59	9,150.00	76.12	2,900.54	6,249.46	31.70
MAINTENANCE & REPAIRS	924.47	1,950.00	9.00	114.18	1,835.82	5.86
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	2,994.02	3,000.00	600.00	2,711.77	288.23	90.39
OTHER CHARGES	3,950.30	6,120.00	73.60	2,681.38	3,438.62	43.81
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE-CID	160,764.71	248,927.00	20,068.45	113,566.14	135,360.86	45.62
<u>POLICE-PATROL</u>						
PERSONNEL SERVICES	547,523.20	1,130,701.00	121,567.98	691,944.35	438,756.65	61.20
SUPPLIES & MATERIALS	47,460.05	70,733.00	5,327.07	37,166.33	33,566.67	52.54
MAINTENANCE & REPAIRS	19,464.22	23,280.00	699.50	15,865.07	7,414.93	68.15
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	6,194.99	9,917.00	897.19	8,542.52	1,374.48	86.14
OTHER CHARGES	6,767.77	10,200.00	131.65	6,340.15	3,859.85	62.16
CAPITAL OUTLAY	0.00	32,000.00	0.00	27,861.00	4,139.00	87.07
TOTAL POLICE-PATROL	727,410.23	1,276,831.00	128,623.39	787,719.42	489,111.58	61.69
<u>ANIMAL SERVICES</u>						
PERSONNEL SERVICES	24,927.85	42,303.00	0.00	10,065.34	32,237.66	23.79
SUPPLIES & MATERIALS	2,874.45	3,750.00	319.24	1,049.47	2,700.53	27.99
MAINTENANCE & REPAIRS	205.10	1,520.00	138.98	1,458.30	61.70	95.94
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	158.02	2,625.00	0.00	1,579.99	1,045.01	60.19
OTHER CHARGES	8,000.00	12,720.00	1,000.00	7,150.00	5,570.00	56.21
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ANIMAL SERVICES	36,165.42	62,918.00	1,458.22	21,303.10	41,614.90	33.86
TOTAL POLICE	1,388,375.32	2,332,879.00	189,687.31	1,358,512.52	974,366.48	58.23
<u>FIRE-VOLUNTEER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	11,439.28	10,000.00	0.00	4,219.25	5,780.75	42.19
SUPPLIES & MATERIALS	67,559.02	57,075.00	2,819.79	41,182.07	15,892.93	72.15
MAINTENANCE & REPAIRS	37,459.25	45,500.00	3,533.59	33,485.84	12,014.16	73.60
OCCUPANCY	23,561.07	34,445.00	1,769.87	27,011.51	7,433.49	78.42
CONTRACTUAL SERVICES	22,118.90	24,000.00	0.00	23,084.52	915.48	96.19
OTHER CHARGES	17,688.41	19,425.00	839.74	18,734.25	690.75	96.44
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	179,825.93	190,445.00	8,962.99	147,717.44	42,727.56	77.56
TOTAL FIRE-VOLUNTEER	179,825.93	190,445.00	8,962.99	147,717.44	42,727.56	77.56

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FINANCIAL STATEMENT

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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
<u>MUNICIPAL COURT</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	170,696.56	288,912.00	30,765.91	181,647.22	107,264.78	62.87
SUPPLIES & MATERIALS	4,678.99	10,200.00	797.77	7,139.20	3,060.80	69.99
MAINTENANCE & REPAIRS	12,003.17	13,100.00	37.94	12,527.34	572.66	95.63
OCCUPANCY	6,191.88	8,950.00	745.83	5,651.97	3,298.03	63.15
CONTRACTUAL SERVICES	14,941.27	24,550.00	2,147.95	14,785.38	9,764.62	60.23
OTHER CHARGES	8,893.52	8,261.00	288.94	4,415.63	3,845.37	53.45
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	217,405.39	353,973.00	34,784.34	226,166.74	127,806.26	63.89
TOTAL MUNICIPAL COURT	217,405.39	353,973.00	34,784.34	226,166.74	127,806.26	63.89
<u>PLANNING & DEVELOPMENT</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	200,273.09	389,223.00	36,181.44	215,852.42	173,370.58	55.46
SUPPLIES & MATERIALS	5,219.43	14,570.00	353.98	3,122.28	11,447.72	21.43
MAINTENANCE & REPAIRS	500.85	1,500.00	0.00	236.53	1,263.47	15.77
OCCUPANCY	5,079.23	10,200.00	652.19	4,959.54	5,240.46	48.62
CONTRACTUAL SERVICES	54,202.56	86,200.00	5,010.00	85,538.46	661.54	99.23
OTHER CHARGES	28,241.30	45,175.00	9,922.98	41,713.89	3,461.11	92.34
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	293,516.46	546,868.00	52,120.59	351,423.12	195,444.88	64.26
TOTAL PLANNING & DEVELOPMENT	293,516.46	546,868.00	52,120.59	351,423.12	195,444.88	64.26
<u>HEALTH</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	47,350.64	71,050.00	0.00	35,512.98	35,537.02	49.98
TOTAL 00-NON-PROGRAM	47,350.64	71,050.00	0.00	35,512.98	35,537.02	49.98
TOTAL HEALTH	47,350.64	71,050.00	0.00	35,512.98	35,537.02	49.98
<u>PUBLIC WORKS</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	298,276.37	597,364.00	64,064.11	390,229.30	207,134.70	65.33
SUPPLIES & MATERIALS	36,963.86	79,750.00	7,080.04	48,662.61	31,087.39	61.02
MAINTENANCE & REPAIRS	30,302.04	55,778.00	2,571.50	34,415.98	21,362.02	61.70
OCCUPANCY	9,656.91	15,600.00	1,197.59	9,225.73	6,374.27	59.14
CONTRACTUAL SERVICES	53,488.53	41,550.00	2,163.65	19,250.01	22,299.99	46.33
OTHER CHARGES	48,130.97	69,150.00	4,587.93	43,132.83	26,017.17	62.38
CAPITAL OUTLAY	0.00	117,390.00	5,654.74	65,785.55	51,604.45	56.04
TOTAL ADMINISTRATION	476,820.68	976,582.00	87,319.56	610,702.01	365,879.99	62.53

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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
<u>CONSTRUCTION MANAGER</u>						
PERSONNEL SERVICES	45,189.19	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	1,404.60	0.00	0.00	0.00	0.00	0.00
MAINTENANCE & REPAIRS	463.71	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	1,367.21	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	3,998.09	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	80.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONSTRUCTION MANAGER	52,502.80	0.00	0.00	0.00	0.00	0.00
<u>RECREATION</u>						
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	20,119.69	39,500.00	0.00	0.00	39,500.00	0.00
OTHER CHARGES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL RECREATION	20,119.69	39,500.00	0.00	0.00	39,500.00	0.00
<u>PARKS</u>						
PERSONNEL SERVICES	272,746.46	518,776.00	55,020.61	333,055.01	185,720.99	64.20
SUPPLIES & MATERIALS	28,174.89	40,420.00	4,509.08	28,010.27	12,409.73	69.30
MAINTENANCE & REPAIRS	33,638.51	44,650.00	4,050.25	28,769.82	15,880.18	64.43
OCCUPANCY	30,257.33	65,800.00	4,054.34	38,288.32	27,511.68	58.19
CONTRACTUAL SERVICES	5,630.47	8,380.00	0.00	4,742.09	3,637.91	56.59
OTHER CHARGES	1,856.88	7,300.00	177.93	3,247.20	4,052.80	44.48
CAPITAL OUTLAY	<u>27,322.21</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PARKS	399,626.75	685,326.00	67,812.21	436,112.71	249,213.29	63.64
<u>BUILDING MAINTENANCE</u>						
PERSONNEL SERVICES	89,762.80	156,206.00	16,010.99	100,192.68	56,013.32	64.14
SUPPLIES & MATERIALS	6,171.83	8,800.00	214.85	2,323.52	6,476.48	26.40
MAINTENANCE & REPAIRS	1,886.95	3,900.00	0.85	869.51	3,030.49	22.30
OCCUPANCY	250.43	472.00	23.17	194.87	277.13	41.29
CONTRACTUAL SERVICES	1,078.25	1,690.00	0.00	1,354.23	335.77	80.13
OTHER CHARGES	0.00	110.00	0.00	0.00	110.00	0.00
CAPITAL OUTLAY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL BUILDING MAINTENANCE	<u>99,150.26</u>	<u>171,178.00</u>	<u>16,249.86</u>	<u>104,934.81</u>	<u>66,243.19</u>	<u>61.30</u>
TOTAL PUBLIC WORKS	1,048,220.18	1,872,586.00	171,381.63	1,151,749.53	720,836.47	61.51

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CITY OF BASTROP

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	292,973.80	508,834.00	53,398.79	317,117.21	191,716.79	62.32
SUPPLIES & MATERIALS	47,084.38	52,420.00	8,863.01	40,762.70	11,657.30	77.76
MAINTENANCE & REPAIRS	10,844.78	11,150.00	62.60	6,602.95	4,547.05	59.22
OCCUPANCY	19,433.00	35,020.00	2,372.89	18,459.95	16,560.05	52.71
CONTRACTUAL SERVICES	16,540.80	19,650.00	1,800.00	16,152.80	3,497.20	82.20
OTHER CHARGES	5,106.80	11,370.00	603.73	9,418.44	1,951.56	82.84
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>391,983.56</u>	<u>638,444.00</u>	<u>67,101.02</u>	<u>408,514.05</u>	<u>229,929.95</u>	<u>63.99</u>
TOTAL LIBRARY	391,983.56	638,444.00	67,101.02	408,514.05	229,929.95	63.99
*** TOTAL EXPENSES ***						
	5,008,884.20	8,520,817.50	719,624.93	5,220,479.61	3,300,337.89	61.27
REVENUES OVER/ (UNDER) EXPENDITURES						
	1,556,827.31	(179,067.00)	(113,764.73)	1,425,341.27	(1,604,408.27)	795.98-

*** END OF REPORT ***

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

202-WATER/WASTEWATER FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CHARGES FOR SERVICES</u>						
00-00-4046 SPECIAL EVENTS HOT REIMB	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
<u>WATER REVENUES</u>						
00-00-4101 WATER SALES-RESIDENTIAL	697,011.93	1,231,950.00	102,130.17	747,713.23	484,236.77	60.69
00-00-4102 WATER SALES-COMMERCIAL	598,567.20	1,007,970.00	78,435.77	640,309.92	367,660.08	63.52
00-00-4103 WATER SALES-PUBLIC AUTH	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4150 PENALTIES	20,966.32	30,000.00	2,911.42	20,148.71	9,851.29	67.16
00-00-4152 WATER TAPPING FEES	900.00	1,000.00	0.00	7,150.00	(6,150.00)	715.00
00-00-4154 WATER SERVICE FEES	20,470.39	26,000.00	2,637.50	16,372.65	9,627.35	62.97
00-00-4155 SANITATION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4156 OTHER	4,843.00	100.00	42,819.09	42,819.09	(42,719.09)	819.09
00-00-4161 SPECIAL PROJECT REIMB	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER REVENUES	1,342,758.84	2,297,020.00	228,933.95	1,474,513.60	822,506.40	64.19
<u>WASTEWATER REVENUES</u>						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	478,218.46	815,330.00	69,990.23	532,701.31	282,628.69	65.34
00-00-4202 WASTEWATER SALES-COMMERCIAL	371,526.33	618,220.00	50,320.51	438,628.03	209,591.97	66.10
00-00-4203 WASTEWATER SALES-PUBLIC AUTHO	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4250 PENALTIES	13,579.56	19,000.00	2,323.40	14,780.73	4,219.27	77.79
00-00-4252 SEWER TAPPING FEES	900.00	1,000.00	0.00	375.00	625.00	37.50
00-00-4253 SEPTIC TANK DUMP FEES	78,937.34	100,000.00	2,426.97	61,153.87	38,846.13	61.15
00-00-4256 OTHER	0.00	100.00	0.00	0.00	100.00	0.00
TOTAL WASTEWATER REVENUES	943,161.69	1,553,650.00	125,061.11	1,017,638.94	536,011.06	65.50
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	1,987.48	3,200.00	154.06	2,610.58	589.42	81.58
00-00-4401 INTEREST RECEIPTS	915.59	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST INCOME	2,003.07	3,200.00	154.06	2,610.58	589.42	81.58
<u>MISCELLANEOUS</u>						
00-00-4501 GRANT PROCEEDS	12,701.68	0.00	0.00	0.00	0.00	0.00
00-00-4505 SANITATION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4506 SANITATION PENALTIES	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4512 SALE OF FIXED ASSETS	0.00	500.00	0.00	0.00	500.00	0.00
00-00-4519 BACKFLOW TESTING COST	95.00	3,000.00	0.00	2,400.00	600.00	80.00
00-00-4522 WORKER'S COMPENSATION REIMB	0.00	500.00	0.00	0.00	500.00	0.00
00-00-4528 CONSERVATION PROGRAM	750.00	100.00	0.00	10.00	90.00	10.00
00-00-4544 PERSONAL PROPERTY ACQ DEBT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4545 REGULATORY FEES	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4546 SPECIAL PROJECT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4547 BY THE WAY CAMPGROUND	10,012.09	11,000.00	1,998.91	14,573.26	(3,573.26)	132.48
00-00-4548 LCRA/WCID	31,733.50	66,000.00	5,392.45	41,691.42	24,308.58	63.17
00-00-4549 DON STEWART/VICTORIA BANK REI	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	55,292.27	81,100.00	7,391.36	58,674.68	22,425.32	72.33

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

202-WATER/WASTEWATER FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>TRANSFERS-IN</u>						
00-00-4702 TRANS IN-DEBT SRV FUND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4707 TRANSERS IN - W/WW CIP 250	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4731 TRANS IN-LIMITED TAX NOTE #71	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4733 TRANSERS IN - DEBT SERV 120	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4734 TRANS IN - ACCELERATION #304	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4735 TRANS IN FUND #722	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS-IN	0.00	0.00	0.00	0.00	0.00	0.00
** TOTAL REVENUE **	2,343,215.87	3,934,970.00	361,540.48	2,553,437.80	1,381,532.20	64.89

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

202-WATER/WASTEWATER FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENT</u>						
<u>00-NON-PROGRAM</u>						
TOTAL 00-NON-PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00
<u>WATER/WASTEWATER DEPT.</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	479,949.42	844,625.00	96,192.29	519,534.07	325,090.93	61.51
SUPPLIES & MATERIALS	33,348.03	65,995.00	3,170.07	30,496.93	35,498.07	46.21
MAINTENANCE & REPAIRS	10,943.86	20,260.00	19.19	10,702.22	9,557.78	52.82
OCCUPANCY	13,136.01	19,200.00	1,799.70	13,465.55	5,734.45	70.13
CONTRACTUAL SERVICES	440,657.51	764,970.00	88,297.69	486,548.82	278,421.18	63.60
OTHER CHARGES	22,370.66	32,450.00	11,537.32	44,501.26	(12,051.26)	137.14
CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	36,267.46	65,000.00	0.00	49,706.75	15,293.25	76.47
DEBT SERVICE	0.00	588,990.00	0.00	0.00	588,990.00	0.00
TRANSFERS OUT	406,666.56	170,000.00	62,916.66	503,333.28	(333,333.28)	296.08
TOTAL ADMINISTRATION	1,443,339.51	2,571,490.00	263,932.92	1,658,288.88	913,201.12	64.49
<u>W/WW DISTRIBUTE/COLLECT</u>						
SUPPLIES & MATERIALS	5,023.52	10,600.00	1,685.08	5,249.54	5,350.46	49.52
MAINTENANCE & REPAIRS	125,157.12	143,100.00	17,196.03	104,520.78	38,579.22	73.04
OCCUPANCY	27,143.02	40,000.00	2,463.94	26,221.18	13,778.82	65.55
CONTRACTUAL SERVICES	12,419.90	17,381.00	1,570.30	14,848.65	2,532.35	85.43
OTHER CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	36,389.50	2,569.00	0.00	2,569.00	0.00	100.00
TOTAL W/WW DISTRIBUTE/COLLECT	206,133.06	213,650.00	22,915.35	153,409.15	60,240.85	71.80
<u>WATER PRODUCTION/TREAT</u>						
SUPPLIES & MATERIALS	8,388.53	23,500.00	1,087.44	12,195.11	11,314.89	51.85
MAINTENANCE & REPAIRS	67,435.76	86,000.00	2,180.11	51,002.15	34,997.85	59.30
OCCUPANCY	50,772.19	80,000.00	5,747.33	51,180.98	28,819.02	63.98
CONTRACTUAL SERVICES	47,824.04	85,300.00	6,494.20	56,186.46	29,113.54	65.87
CAPITAL OUTLAY	77,199.89	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PRODUCTION/TREAT	251,620.41	274,800.00	15,509.08	170,554.70	104,245.30	62.07
<u>WW TREATMENT PLANT</u>						
SUPPLIES & MATERIALS	18,268.26	29,800.00	4,235.71	21,537.78	8,262.22	72.27
MAINTENANCE & REPAIRS	56,034.23	198,100.00	50,041.28	139,880.31	58,219.69	70.61
OCCUPANCY	46,257.64	70,000.00	10,725.53	66,048.90	3,951.10	94.36
CONTRACTUAL SERVICES	39,413.52	52,000.00	5,289.77	32,910.38	19,089.62	63.29
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WW TREATMENT PLANT	159,973.65	349,900.00	70,292.29	260,377.37	89,522.63	74.41
TOTAL WATER/WASTEWATER DEPT.	2,061,066.63	3,409,840.00	372,649.64	2,242,630.10	1,167,209.90	65.77

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CITY OF BASTROP

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

202-WATER/WASTEWATER FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
*** TOTAL EXPENSES ***	2,061,066.63	3,409,840.00	372,649.64	2,242,630.10	1,167,209.90	65.77
REVENUES OVER/(UNDER) EXPENDITURES	282,149.24	525,130.00	(11,109.16)	310,807.70	214,322.30	59.19

*** END OF REPORT ***

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CITY OF BASTROP

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

501-HOTEL/MOTEL TAX FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>TAXES & PENALTIES</u>						
00-00-4007 MOTEL/HOTEL TAX RECEIPTS	1,387,853.06	2,312,000.00	230,344.59	1,460,844.49	851,155.51	63.19
TOTAL TAXES & PENALTIES	1,387,853.06	2,312,000.00	230,344.59	1,460,844.49	851,155.51	63.19
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST EARNED	2,220.06	3,000.00	106.08	1,848.21	1,151.79	61.61
TOTAL INTEREST INCOME	2,220.06	3,000.00	106.08	1,848.21	1,151.79	61.61
<u>INTERGOVERNMENTAL</u>						
00-00-4418 TEXAS YES GRANT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00
<u>MISCELLANEOUS</u>						
00-00-4514 MISCELLANEOUS INCOME	0.00	5,232.00	0.00	5,231.96	0.04	100.00
00-00-4529 LCRA HISTORICAL VIDEO GRANT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	5,232.00	0.00	5,231.96	0.04	100.00
 ** TOTAL REVENUE **	 1,390,073.12	 2,320,232.00	 230,450.67	 1,467,924.66	 852,307.34	 63.27

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CITY OF BASTROP

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FINANCIAL STATEMENT

AS OF: MAY 31ST, 2013

501-HOTEL/MOTEL TAX FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>NON-DEPARTMENT</u>						
<u>00-NON-PROGRAM</u>						
TOTAL 00-NON-PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00
<u>HOTEL/MOTEL TAX FUND</u>						
<u>00-NON-PROGRAM</u>						
CONTRACTUAL SERVICES	734,029.87	1,173,466.00	139,069.44	893,937.62	279,528.38	76.18
OTHER CHARGES	15,894.56	45,000.00	0.00	12,512.38	32,487.62	27.81
CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	682,453.28	1,174,500.00	97,875.00	783,000.00	391,500.00	66.67
TOTAL 00-NON-PROGRAM	1,432,377.71	2,392,966.00	236,944.44	1,689,450.00	703,516.00	70.60
TOTAL HOTEL/MOTEL TAX FUND	1,432,377.71	2,392,966.00	236,944.44	1,689,450.00	703,516.00	70.60
*** TOTAL EXPENSES ***						
	1,432,377.71	2,392,966.00	236,944.44	1,689,450.00	703,516.00	70.60
REVENUES OVER/ (UNDER) EXPENDITURES						
	(42,304.59)	(72,734.00)	(6,493.77)	(221,525.34)	148,791.34	304.57

*** END OF REPORT ***

CITY OF BASTROP

AGENDA ITEM D.3

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 3, 2013

MEETING DATE: July 9, 2013

- 1. Agenda Item: Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Amending Section 1.10.002 “Park Rules” and Adding Section 1.10.003 “Commercial Use of Parks” to Article 1.10 “Parks” of Chapter 1 “General Provisions” and providing an effective date.**

- ## 2. Party Making Request: **Trey Job, Public Works Director**

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

4. Policy Implication: _____

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

6. Alternate Option/Costs:

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE
a) _____

8. Staff Recommendation: **Staff recommends approval these revisions to the Parks Ordinance which identifies the areas for public use and also draws a distinction between “commercial” and “non-commercial” uses in the parks and adds a new section to the code that address Commercial Uses in the Parks (1.10.003).**

9. Advisory Board: X Approved Disapproved None

The Parks Board on May 2, 2013 voted unanimously 5-0 to recommend approval of the changes to Section 1.10.002 “Park Rules” and Adding Section 1.10.003 “Commercial Use of Parks” to Article 1.10 “Parks” of Chapter 1 “General Provisions” and providing an effective date. There were three members absent.

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

11. Action Taken: _____

City of Bastrop

Agenda Information Sheet:

City Council Meeting Date:



July 9, 2013

Public Notice Description:

Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Amending Section 1.10.002 "Park Rules" and Adding Section 1.10.003 "Commercial Use of Parks" to Article 1.10 "Parks" of Chapter 1 "General Provisions" and providing an effective date.

Item Summary:

The Parks Board along with Staff to optimize public access, use and enjoyment of the City's park system by all users, and to reasonably accommodate the growing demand for organized privately run outdoor vendors, the City has determined that it is in the best interest of the City and its citizens to expand the rules related to fees and reservations for patrons seeking to use the City parks, to specify certain areas of the parks for commercial uses, and to develop an applicable fee schedule for commercial and non-commercial uses.

The newly revised Park's Ordinance specifically identifies the areas of City Park's that may be reserved for public use, which was not clearly done in the past.

The Ordinance also now draws a distinction between "commercial" and "non-commercial uses" in the parks and the required fees and deposits for potential users in each category. To that end, the new Ordinance contains a new section that solely addresses Commercial Uses in the Parks (1.10.003).

It was also necessary to clarify and expand the circumstances for when deposits will be returned to individuals reserving an area and after an event is cancelled or changed, either by the individual or the City (i.e. maintenance, field conditions, safety).

Based on communications with the Park's Board and changes within the City, the Ordinance also contains new information on Youth Sports Leagues, the Concessions Stand, Special Items used in the Park's that pose a unique safety risk (e.g. climbing walls, bouncy houses), the Splash Pad, the sale of food and drink in the Parks and the presence of horses and farm animals.

The following highlights the major changes to the Ordinance. The attached Ordinance represents the final version of the new ordinance language.

Article 1.10 "Parks". Summary of Changes and Additions at Request of City Council.

Sec. 1.10.001 Parks Board – ((a)-(d) Creation, Terms, Vacancies, Attendance) - **No change.**

Sec. 1.10.002 Park Rules –

(a) Overnight camping; hours when closed. Same as prior ordinance **except:**

(a)(4) was revised to state that, when necessary, exceptions may be made to park hours (10:00 p.m. to 6:00 a.m.).

(b) Reserved areas.

(b)(1) Expanded and revised to state that, unless controlled by a separate lease agreement, areas of parks may be reserved with a permit, for both commercial and non-commercial use, a minimum of three (3) business days of an application to the Parks Department. (New) Specifically lists all of the City Parks and areas that may be reserved by the public, which was not previously done. (a)-(h)

(b)(2) (New) Multipurpose Fields (Non-Commercial Use) States the fee, deposit, and reservation requirements for using the Multipurpose Fields for more non-commercial use (i.e. general public use). An area may not be reserved for more than (3) times in one month for a non-commercial use. *(Purpose of addition was to address large groups of individuals that continuously use the same park areas, every weekend, prohibiting others from using the Park.)*

(b)(3) (New) Pavilions. Specifies when the Pavilions can be reserved for commercial and non-commercial use.

(b)(4) (New) Concessions Stand. Provides information on the Concessions Stand, which is available for use by individuals under the age of 17 for a period of not longer than fourteen (14) consecutive days. Parent supervision is required, and vendor and permitting fees must be paid. A deposit of \$50.00 is required.

(b)(5) (New) Youth Sports Leagues. Provides for use of fields for commercially sponsored Youth (17 younger) Sports Leagues. Requires that organized youth sports leagues submit their schedules to the Park's Department a minimum of thirty (30) days before the first practice to ensure field usage. No deposit or fee is required. *(The purpose of the new section was to allow the City to organize and maintain fairness of field use for youth sports leagues.)*

(b)(6) (New) Tennis Courts and basketball courts may only be used for intended purposes, are first come first serve, and may not be reserved.

(b)(7) Requires an application to the Park's Department for a Permit to reserve an area. On review, the City will determine the fee, deposit, and insurance, if necessary.

(b)(8) Refunds of Deposits and Fees. (New – Expanded Section (b)) of old ordinance to clarify issues related to reservations and refunds of Deposits and Fees.

a) Full refund if reservation cancelled more than 7 days in advance. (Same)

b) ½ if notice is received between 7 days and 24 hours. (Same)

c) No refund if less than 24 hours. (New)

d) Deposit will be returned if area is restored to original condition. (New)

e) In the event a field is closed, the reservation deposit and fee will be returned or applied to the "rain date. (New)

(c) Control of Parks and Recreation Areas – (Section Expanded and “cleaned-up”)

(c)(1) Generally the same, but expands/ clarifies that, when necessary, the City can close parks or fields in event of weather, field conditions or maintenance, which, in the discretion of the City, renders the field non-playable or is a risk to person or property.

(c)(2) (New with regards to Splash Pad) Hours added to include Splash pad which shall be open between 10:00 a.m. and 8:00 pm Monday- Sunday beginning second week in April and Labor Day. Any area of Park, including Splash Pad, can still be closed when necessary for maintenance cleaning etc... Hours and days of operation of Splash Pad can be varied by City Manager on request of Park's Department.

(c)(3) Clarifies when a department must be contacted a sufficient time in advance to determine if a Special Events Permit is required or City Council approval is necessary.

(c)(4)-(6) – Generally the same in that the control of parks/supervision, maintaining law, and violations of City Ordinance are still in the control of the police department. (New) However, the Director of Pubic Works and the Park's Superintendent now also have authority to control and regulate the use of the Parks, as the City Manager's designees (meaning they have the authority to remove people, when necessary, and give notice of unauthorized entry).

(c)(7) – Special Items in City Parks. (New) Section added to address special items in City parks that have special risks and requiring proof of insurance in the amount of 1M from individuals that bring the items into the Park. Insurance must name the City and officers, employees, volunteers etc... as additional insured. Applications must be submitted a minimum of three (3) business days in advance. Items include: Moonwalks, bouncy castles, climbing walls, or any other item which poses a unique safety risk.

(c)(8) – Sale of Food and Drink in City Parks. (New) Section added regarding sale of food and drink in City Parks. States that the sale of food and drink concessions, including at the concession stand, is strictly prohibited without compliance with the requirements of a vendor permit and certificate of health (See section 4.04 of the Code), as well as any other applicable State and local permits and licensing requirements.

(d) Prohibited activities. (We created a new section (d) which includes all prohibited activities from the old park's Ordinance, as well as new prohibited activities. In the old ordinance, the items were under “Control of Park and Recreation Areas”.) *(This section cleans up and clarifies for the public and staff the activities that are prohibited in the parks.)*

(d)(1) – Horses and Farm Animals (New) – Section provides that horses and farm animals are strictly prohibited in public parks, unless allowed pursuant to a Special Events Permit and approved by the Park's Department and City Council, as applicable, and in advance.

(d)(2) – Jumping Diving into waterways River. (Same) It against the law to jump, dive, wade or enter any river stream or waterway by jumping, diving or doing anything dangerous on or off any bank, bridge, street, highway or appurtenance of public or City land.

(d)(3)- (New) Restrictions on inflatable, plastic or other types of portable pools which are only allowed on approval of Park's Department.

(d)(4) (new) Slip-n-slides – restrictions provide for only individual “family sized” slip-n-slides, on approval of Park's Department.

(d)(5) **(New)** Sprinklers. – Hoses are allowed for cleaning purposes only.

Sections (e-k) of 1.10.002 of the original Park's Ordinance have **not been changed**. They include: e) swimming or wading in Colorado River; f.) littering, g.) operation of vehicles; h.) alcoholic beverages; i.) destruction of trees and plants; j.) glass containers; and k.) weapons, firewood or dangerous items.

Section 1.10.003 - "Commercial Use of Parks" is COMPLETELY NEW.

(a)(1). Commercial Use is defined as a "use" which is undertaken for a business purpose for which a fee is collected. The definition includes organized adult sports leagues, teams or groups where "fees" or "dues" are collected in order to participate and non-members are prohibited from joining. Youth Sports Leagues are NOT considered a "Commercial Use" and are excluded from payment of a fee or deposit.

(a)(2). General Course / Class – is a class that meets regularly for a certain specific period of time which is organized for the purpose of teaching individuals and/or their pets a hobby, skill or for other enjoyment or exercise for which the owner or operator is paid a fee or "dues" are collected.

(b). Permit Required. Persons or entities are prohibited from conducting the Commercial sale or offer to sell any item or to render a Commercial service for hire, at any location in the City, including a park, without a permit properly issued by the Park's Department. (Examples which **MAY** qualify include: boot camps, yoga, dog training, organized adult sports leagues, fitness professionals, running clubs, mediation groups).

(c). Fees and deposits – Sec. A1.10.002(B). **New Fee Schedule added for Commercial Use.**

B. Commercial Use Fees and Deposits.

1) Pavilions [Including BBQ Pits when available]

Schedule for Commercial Use fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park

<i>Number of Patrons</i>	<i>Fee</i>	<i>Deposit</i>
<i>Less than 101</i>	<i>\$70</i>	<i>\$100</i>
<i>101-300</i>	<i>\$150</i>	<i>\$300</i>
<i>Greater than 300</i>	<i>\$400</i>	<i>\$600</i>

2) Multipurpose Fields

Schedule for Commercial Use fees and deposits for the Multipurpose Fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park

<i>Number of Patrons</i>	<i>Fee</i>	<i>Deposit</i>
<i>0-45</i>	<i>\$100</i>	<i>\$200</i>

46-100	\$250	\$400
101+	\$500	\$600

The Fees and Deposits provided for in this section are for one ten (10) week period of the Commercial Use. Each ten (10) week period shall require a new fee and deposit.

(d) Waitlist for Commercial Use and other Restrictions

(d)(1). – Parks Department will maintain a wait list for Commercial Uses. The maximum amount of time an applicant can reserve space for a Commercial use is ten (10) weeks per six (6) months, unless no other individuals are waiting. If no individuals are on the wait list, the Applicant may immediately renew their ten (10) weeks of Commercial use.

(d)(2) Size Restrictions on the number of Patrons who may use a park at anyone time for a Commercial Use. (For Fisherman's Park it is 500 patrons. For Bob Bryant Park it is 250 patrons. For Hunters Crossing it is 100 patrons.)

(e) Location and time of certain activities restricted.

(e)(1). Dog trainers who use the park for Commercial purposes are prohibited from using any area other than the Bark Park on Grady Tuck Avenue to conduct training classes.

(e)(2). Commercial Use restricted from 6:00 am to 10:00 pm.

(f) Insurance. An individual or entity utilizing a park for a Commercial Use shall provide proof of insurance in the amount of \$250,000.

Staff Recommendation: Staff recommends approval these revisions to the Parks Ordinance which identifies the areas for public use and also draws a distinction between "commercial" and "non-commercial" uses in the parks and adds a new section to the code that address Commercial Uses in the Parks (1.10.003).

Parks Board Recommendation:

The Parks Board on May 2, 2013 voted unanimously 5-0 to recommend approval of the changes to Section 1.10.002 "Park Rules" and Adding Section 1.10.003 "Commercial Use of Parks" to Article 1.10 "Parks" of Chapter 1 "General Provisions" and providing an effective date. There were three members absent.

City Contact:

Trey Job - Director
Public Works Department

Attachments:

Ordinance for First Reading

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SECTION 1.10.002 "PARK RULES" AND
ADDING SECTION 1.10.003 "COMMERCIAL USE OF PARKS" TO
ARTICLE 1.10 "PARKS" OF CHAPTER 1 "GENERAL PROVISIONS";
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Bastrop ("City") has observed a growing demand for use of City parklands by a variety of private commercial entities as well as citizens of the City and surrounding areas; and

WHEREAS, to optimize public access, use and enjoyment of the City's park system by all users, and to reasonably accommodate the growing demand for organized privately run outdoor vendors, the City has determined that it is in the best interest of the City and its citizens to expand the rules related to fees and reservations for patrons seeking to use the City parks, to specify certain areas of the parks for commercial uses, and to develop an applicable fee schedule for commercial and non-commercial uses.

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

PART 1: Chapter 1: General Provisions, Article 1.10 "Parks," Section 1.10.002 "Parks Rules" are hereby amended to provide as follows:

Sec. 1.10.002 Park rules

- (a) Overnight camping: hours when closed.

....

- (4) There shall be no person, vehicle, equipment or activity within any publicly owned park or playground within the city limits from 10:00 p.m. to 6:00 a.m. each day, unless an exception to this rule is provided, in writing.

- (b) Reserved areas.

- (1) Unless controlled by a separate lease agreement, the following areas of Bastrop Public Parks may be reserved and a permit obtained either for commercial or non-commercial purposes a minimum of three (3) business days in advance (excluding holidays) of the use on application to the Parks Department.

- a. Multipurpose fields in Fisherman's Park and Bob Bryant Park.
- b. Pavilions in Fisherman's Park and Bob Bryant Park (with associated BBQ's.)
- c. Pavilion in Kerr Park
- d. Mayfest Park
- d. Pavilion in Hunter's Crossing Park
- f. Hunter's Crossing Park
- g. Concessions stand at splash pad
- h. Jewel's Park and Rusty Reynolds Field

In the event of a conflict between the City Ordinance and a Lease Agreement, the terms of the Lease Agreement shall control.

- (2) Multipurpose fields [non-commercial use]. The non-commercial reservation policies of the multipurpose fields in Fisherman's Park, Hunter's Crossing Park and Bob Bryant Park are as stated below. For purposes of this section and determining whether a fee and reservation is required, a Patron shall include all individuals attending the event including, as applicable to the event, players, participants, guests, children, spectators, coaches, relatives, family, friends, and parents. An area may not be reserved more than three (3) times in one month for a non-commercial use. See Section 1.10.003 below for information related to Commercial Uses of the multipurpose fields and A1-10.002 of the fee schedule in Appendix A for additional information related to fees.

Patrons	Fee	Deposit	Reservation
0-14	None	None	None
15-45	None	Required	Required
46+	Required	Required	Required

- (3) Pavilions (non-commercial use and commercial use). For reservation of City pavilions a fee and a deposit is required. See A1-10.002 of the fee schedule in Appendix A for additional information related to the applicable commercial and non-commercial uses and fees.
- (4) Concessions stand. The concession stand shall be available for use by individuals under the age of 17 and for a period of no longer than 14 consecutive days. Parent or guardian adult supervision is required for use of the concession stand. For reservation of the City concession stand a deposit is required. All individuals who reserve the concession stand shall comply with Chapter 4 of the Code of Ordinances and shall be responsible for payment of all applicable vendor and permitting fees. Use of the concession stand will be on a first come first serve basis. See A1-10.002 of the fee schedule in Appendix A for additional information related to commercial and non-commercial uses and fees.
- (5) Youth Sports Leagues. Commercially sponsored and/or organized youth league sports play (ages 17 and under) shall contact the Parks Department for reservations, times, and field designations. All organized youth sports leagues shall submit their schedules to the Parks Department as soon as possible, but in no event later than 30 days before the first scheduled practice to ensure that a field is available for use at the desired times and locations. Unless otherwise controlled by the terms of a lease agreement, no area of a park is specifically designated or reserved for one organization or youth team and areas will be provided on a first come first serve basis.

No deposit or fee is required for a youth league to reserve an area. However, after the conclusion of an event, the area that was reserved shall be clean and free of trash and debris. In the event an area is not properly cleaned, the entity reserving the area may be prohibited from future use of City parks.

- (6) Tennis courts and basketball courts located in City parks shall be used for their intended purposes only, may not be reserved, and are on a first come first serve basis.
 - (7) On receipt of an application to reserve an area in a City park, the Parks Department, or its designee, will review the application to determine the applicable fee, deposit, and necessary insurance, if any. On approval and payment of same, the City will provide the applicant with a permit stating that the applicant has successfully reserved the area on the requested date.
 - (8) Refunds of Deposits and Fees. Reservations must be made a minimum of three (3) business days in advance (excluding holidays) of the use. A reservation is not valid, and a permit will not be issued, until all fees, deposits, and proof of insurance, if necessary, are paid in full to the Parks Department. Deposits and fees paid in accord with this section may be refunded under the following conditions:
 - a. Full refund of the reservation deposit and fee if the Parks Department is notified, in writing, of the cancellation not less than seven (7) days prior to the date of use of the reserved area.
 - b. Refund of one-half of the reservation deposit and fee if notice of cancellation is received by the Parks Department, in writing, between seven (7) days and 24 hours prior to the date of use of the reserved area.
 - c. The reservation deposit and fee will not be refunded if the event is cancelled less than 24 hours before the day of the event.
 - d. The reservation deposit will be returned to the individual or group reserving the area after the event so long as the area being reserved is clean and free of trash and debris at the conclusion of the event. Any damage, cleaning or maintenance required, in the sole discretion of the City and/or the Parks Department, will be charged against the deposit.
 - e. In the event a field is closed by the Parks Department (or other applicable City personnel) due to inclement weather or necessary construction or maintenance which causes an event to be cancelled, the reservation deposit and fee will be returned or applied to the "rain date", if an alternative date is sought.
 - f. Exceptions to the deposits and refunds are allowed only on written approval of the City Manager.
 - (9) Tables in City owned parks may not be reserved and are available on a first come, first serve basis.
 - (10) The Parks Department will be responsible for posting reserved signs at the reserved areas by 8:00 a.m. the day of the event. Reserved signs must include the name of the party and the time and date of the reservation.
- (c) Control of park and recreation areas.

- (1) The City shall have and shall exercise the power to control all activities, hours of visitation, and days and times in City parks in order to properly protect the citizens of this community. City parks and recreation areas shall be under the direct operation and control of the City Manager or his/her designee. In accord herewith, the City Manager, or his/her designee, shall be permitted to close the park or field in the event of inclement weather, field conditions, or necessary maintenance or construction which, in his/her sole discretion, renders the field's non-playable or is a risk to person or property.
- (2) City park and recreation areas shall be open to the public during the hours from 6:00 a.m. to 10:00 p.m. each day, with the exception of the splash pad which shall be open between 10:00 a.m. and 8:00 p.m. Monday- Sunday beginning the second week of April and ending on Labor Day. Any area of a City park, including the splash pad may closed by orders of the City Manager, or his/her designee, or the Park's Department, for the purposes of rehabilitation, cleaning, maintenance or general supervision, or upon reservation or general danger to the public. The City Manager shall have the authority to vary the splash pad hours and days of operation on request by the Parks Department.
- (3) Permission to use City parks from 10:00 p.m. to 6:00 a.m. may be granted by the City Council or the City Manager, as directed by City Ordinance, at the discretion of the City Manager, and in consideration of the requested use of the park. To request that a park be opened after hours (i.e. 10:00 p.m. to 6:00 a.m.), the Parks Department must be contacted with sufficient time in advance of the event to determine if a Special Event application is required or if City Council approval is necessary.
- (4) The Bastrop Police Department is charged with the responsibility of supervising and maintaining law and order in City parks. In order to carry out this provision, Officers of the Bastrop Police Department shall have the authority to make any arrests for violation of any State Law or City Ordinance. In addition thereto, it is declared that a person commits an offense if he/she enters or remains in a City park, recreation area, or other designated park area, during hours other than those set out hereinabove, without written approval of the City Manager or the City Council, and the person:
 - a. Had notice that the entry was forbidden; or
 - b. Received notice to depart but failed to do so.
- (5) For purposes of this subsection, "entry" means the intrusion of the entire body and "notice" means an oral, written, or demonstrative communication by: 1) the City Manager or his/her authorized designee(s) or a Bastrop Police Officer; 2) fencing, gate or other enclosure obviously designed to exclude intruders during the closed hours; 3) signs posted to be reasonably likely to come to the attention of intruders. The Director of Public Works and the Park's Superintendent are specifically authorized to control and regulate the use of the Parks as the City Manager's designee.

- (6) For purposes of this Article, streets and parking in City parks shall be treated the same as any other City streets, and shall be supervised and regulated by the Bastrop Police Department in the same manner as all City streets. An individual sitting inside his/her vehicle shall be treated the same as any other individual in the park regardless of whether the vehicle is parked or is being driven.
- (7) Special Items in City Parks. Due to the special risks associated with the use of the items listed below an application requesting a special permit to allow the use, and proof of insurance in the amount of \$1,000,000.00 which names the City of Bastrop, and its officers, employees, volunteers, and officials as additionally insured, must be submitted to the Parks Department a minimum of three (3) business days (excluding holidays) prior to an event:
 - a. Moonwalks, bouncy castles, or other inflatable play areas;
 - b. Climbing Walls; and
 - c. Any other item which, at the discretion of the Parks Department and/or the City Manager, poses a unique safety concern.

To avoid the potential removal of an item from the park during an event, it is advisable to notify the Parks Department of any specialty item a patron wishes to have at an event to confirm if insurance will be necessary.

- (8) Sale of Food and Drink in City Parks. The sale of food and drink concessions in the City of Bastrop, including at the concession stand, is strictly prohibited without compliance with Section 4.04 of the Code, including obtaining a vendor permit and certificate of health inspection, as well as any other applicable State and local permits and licensing.
- (9) The refusal of any person to carry out the orders and provisions of this subsection shall be deemed a misdemeanor, punishable by a fine as provided for in Section 1.01.009 of this Code.

(d) Prohibited activities.

- (1) Horses and Farm Animals are strictly prohibited in City Parks, unless permitted pursuant to a Special Events Permit and approved by the Parks Department and the City Council, as applicable, in advance of the use.
- (2) Jumping, diving, wading into waterways. It is an offense and a violation of this subsection for any person to enter a river, stream or waterway by jumping, diving or doing any other dangerous act on or off any bank, bridge, street, highway, or appurtenance of publicly owned land, City park or public right-of-way. It shall likewise be illegal for any person to jump, dive or do any other dangerous act from trees, platforms, high banks, dams or other walkways to enter streams, rivers, or waterways along, over or a part of public property or public right-of-way, including in a City park.
- (3) Inflatable, plastic or other types of portable pools.

- (4) Slip-N-Slides (exceptions may be made for individual “family” size slides, on approval by the Bastrop Parks Department).
- (5) Sprinklers (hoses may be used for cleaning purposes only).
- (e) Swimming or wading in Colorado River:
 - (1) It is an offense and a violation of this subsection for any person, child or adult to enter, wade, swim, or engage in any aquatic activity in any portion of the Colorado River in the City parks.
 - (2) Exception: The public shall be allowed to enter the water while in the process of embarking or disembarking any boat, canoe or any other flotation device upon waters of the Colorado River.

(f) – (k) No changes

PART 2: Chapter 1: General Provisions, Article 1.10 “Parks,” Section 1.10.003 “Commercial Use of Parks” is hereby added to provide as follows:

Sec. 1.10.003 “Commercial Use of Park”

- (a) Definitions:
 - (1) Commercial Use – a use which is undertaken for a business purpose and for which a fee is collected. This definition specifically includes organized adult sports leagues, teams, or groups where “fees” or “dues” are collected in order to participate in an activity and non-members are prohibited from joining the activity. In accord with Section 1.10.002(b)(5), for purposes of this Ordinance and the corresponding fee schedule, unless otherwise controlled by a lease agreement, Youth Sports Leagues are not considered a “Commercial Use” and are excluded from payment of a fee or deposit.
 - (2) General Course/Class – a class that meets regularly for a certain specific period of time which is organized for the purpose of teaching individuals and/or their pets a hobby, skill, or for other enjoyment or exercise and for which the owner or operator is paid a fee or for which “dues” are collected, including dog (or other pet) training classes.
- (b) Permit Required. Persons or entities shall not conduct the Commercial sale or offer to sell any item nor render or offer to render any Commercial service for hire, including coaching or organizing a Commercial sports event, at any park or other location in the City without obtaining a reservation and a commercial use permit properly issued by the City of Bastrop Parks Department. Examples of activities or services in City parks which may qualify as Commercial Uses include boot camps, yoga, dog training, organized adult sports leagues, fitness professionals, meditation groups, and running clubs.
- (c) Fees and Deposits.
 - (1) The Parks Department reserves the right to increase any fees, deposits or insurance, or to require additional assurances in the event an activity poses a

unique safety concern or would be detrimental to the park or the citizens of the City. See Section A1.1-.002 of the Fee Schedule in Appendix "A" of the Bastrop Code for information regarding City fees and deposits for Commercial Uses.

- (2) All fees and reservations for Commercial Uses shall be made through the Parks Department. Fees and security deposits shall be made only by cash or check. Once the applicable fee and deposit is paid, a permit to conduct the requested activity, class or course will be issued. A failure to comply with any of the terms set forth herein will subject the applicant to loss of the deposit.
- (3) Additional information regarding refunds of fees and deposits for Commercial Uses shall be as stated in Section 1.10.002(b)(8).

(d) Waitlist for Commercial Use and other Restrictions.

- (1) The Parks Department shall maintain a "waitlist" of individuals or entities who wish to use the Bastrop City Parks for a Commercial Use. The maximum amount of time an applicant may continuously reserve space in a Bastrop Park for a Commercial Use, as shown on the Permit received by the Parks Department, is ten (10) weeks per six (6) months. Once the ten (10) weeks has been utilized, and six (6) months have passed, the applicant may notify the Bastrop Parks Department that he/she would like to be placed back on the waitlist to apply for an additional ten (10) week period. At the discretion of the Parks Department, if there is no other individuals on the wait list, an Applicant may immediately renew their ten (10) weeks of Commercial Use.
- (2) The maximum number of Patrons who may utilize Fisherman's Park at one time for a Commercial Use is 500. The maximum number of individuals who may utilize Bob Bryant Park for a Commercial Use at any one time is 250. The maximum number of individuals who may utilize Hunter's Crossing Park for a Commercial Use at any time is 100. For purposes of calculating the restrictions set forth herein, a Patron shall include all individuals attending the event including, as applicable, players, participants, guests, children, spectators, coaches, relatives, family, friends, and parents.
- (3) The City Council shall have the right to vary the above restrictions in its discretion when in the best interest of the City and its citizens.

(e) Location and time of certain activities restricted.

- (1) Dog trainers who use the park for Commercial purposes are prohibited from using any area other than the Bark Park located on Grady Tuck Avenue to conduct training classes.
- (2) Unless otherwise stated herein, Commercial Use of a City park is restricted to the hours from 6:00 a.m. to 10:00 p.m. Specific written permission must be secured from the Parks Board, for additional hours.

- (f) Insurance. The individual or entity involved in a Commercial Use of the park shall provide proof of insurance to the City in the amount of \$250,000.00 which names the City of Bastrop,

and its officers, employees, volunteers and officials as additionally insured. Proof of insurance must be received by the Parks Department prior to the issuance of a Commercial Use permit.

Part 3: All other provisions of Section 1.10.002 "Park Rules" that are not amended hereby shall remain in full force and effect.

Part 4: This Ordinance shall take effect upon the date of final passage noted below, or when all applicable hearing and 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 Approved on First Reading on the _____ day of _____, 2013.

READ and Adopted on Second Reading on the _____ day of _____, 2013.

APPROVED:

ATTEST:

Terry Orr, Mayor

City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown.
City Attorney, City of Bastrop

CITY OF BASTROP

AGENDA ITEM D.4

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: July 3, 2013

MEETING DATE: July 9, 2013

1. Agenda Item: Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Amending Section A1.10.002 of the Fee Schedule in Appendix “A” of the Bastrop Code of Ordinance which provides for the areas of Bastrop Parks that may be reserved for use and the applicable deposit and reservations fees’ and providing an effective date.

2. Party Making Request: **Trey Job, Public Works Director**

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

4. Policy Implication: _____

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

6. Alternate Option/Costs:

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

8. Staff Recommendation: **Staff recommends approval these revisions to the Fee Schedule which revises applicable deposits and reservations fees and is expanded to be divided between Non-Commercial and Commercial fees and deposits.**

9. Advisory Board: X Approved Disapproved None

The Parks Board on May 2, 2013 voted unanimously 5-0 to recommend approval of the changes to Section A1.10.002 for the changes to the Fee Schedule in Appendix “A” of the Bastrop Code of Ordinance which provides for applicable deposit and reservation fees for Bastrop Parks that may be reserved. There were three members absent.

10. Manager's Recommendation:	Approved	Disapproved	None
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11. Action Taken: _____

City of Bastrop

Agenda Information Sheet:

City Council Meeting Date:



July 9, 2013

Public Notice Description:

Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Amending Section A1.10.002 of the Fee Schedule in Appendix "A" of the Bastrop Code of Ordinance which provides for the areas of Bastrop Parks that may be reserved for use and the applicable deposit and reservations fees' and providing an effective date.

Item Summary:

The Parks Board along with Staff in recognition of the number of individuals that are using the City's parks and facilities, and to ensure that City parks, playgrounds, and recreational facilities are adequately protected, the City Council of the City of Bastrop has decided to raise certain rental fees and deposits and to clarify the use of the parks for commercial and non-commercial organization and individuals.

The following highlights the major changes to the Ordinance to the Fees and Deposits. The attached Ordinance represents the final version of the new ordinance language.

FEES AND DEPOSITS IN APPENDIX A-4

Section A1.10.002 (Fees and Deposits) was completely revised. The fee section was significantly expanded to be divided between Non-Commercial Fees and Deposits and Commercial Fees and Deposits.

MOST SIGNIFICANT CHANGES:

- 1) Deposits and Fees for Non-Commercial (i.e. *General Public Use*) were increased.

Pavilions

- a. Less than 101 patrons - \$25 to \$35. (Deposit did not change)
- b. 101-1-300 patrons - \$75 to \$90. (Deposit changed from \$150 to \$200)
- c. Greater than 300 patrons- \$300 to \$400 (Deposit unchanged.)

- 2) Use of Multipurpose Fields for non-commercial purposes was amended to reflect a use by the number of patrons (which was not in old ordinance) and the prior deposit of \$1000 for any user was significantly reduced. (It is not clear how the \$1000 was originally applied...It appears to have been just for Special Events, but should not have been in that section.). The Fee Section now provides:

- a. 0-45 patrons— no fee or deposit
- b. 46-100 Patrons - \$50 fee and \$100 deposit.
- c. 101 + Patrons - \$100 Fee and \$300 Deposit.

- 3) Commercial Use Section added and is as provided above.
- 4) Youth Sports Leagues – **newly added**. No fee or deposit is required, but teams must submit their schedules to the Parks Department in advance.
- 5) Dog Training - \$20/week with a \$50 Deposit.
- 6) Refunds and Fees were clarified and are as stated above in this summary of the Park's Ordinance.
- 7) Sets out the Specific Application Process to the Park's Department.
- 8) Clarifies how Special Events are handled and refers individuals to the proper section of the Ordinance. Now states that a request to use a Park, or a portion of a Park, or an application for a significant use that is likely to result in a substantial impact on the Park, facilities, or public safety services must seek a special event permit in accord with Article 4.06.
- 9) Exceptions for governmental entities that give reciprocal privileges are generally the same except there is now a section for non-profit Organizations which states, "In accord with general City policy, non-profit organizations that can demonstrate proof of non-profit status will receive a 15% discount.

Staff Recommendation: Staff recommends approval these revisions to the Fee Schedule which revises applicable deposits and reservations fees and is expanded to be divided between Non-Commercial and Commercial fees and deposits.

Parks Board Recommendation:

The Parks Board on May 2, 2013 voted unanimously 5-0 to recommend approval of the changes to Section A1.10.002 for the changes to the Fee Schedule in Appendix "A" of the Bastrop Code of Ordinance which provides for applicable deposit and reservation fees for Bastrop Parks that may be reserved. There were three members absent

City Contact:

Trey Job - Director
Public Works Department

Attachments:

Ordinance for First Reading

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SECTION A1.10.002 OF THE FEE SCHEDULE IN
APPENDIX "A" OF THE BASTROP CODE OF ORDINANCE WHICH PROVIDES FOR
THE AREAS OF BASTROP PARKS THAT MAY BE RESERVED FOR USE AND THE
APPLICABLE DEPOSIT AND RESERVATION FEES; AND PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Bastrop ("City"), through the recommendation of the Park's Board, seeks to clarify and amend the reservation policies and fees for use of the City parks by commercial and non-commercial organizations; and

WHEREAS, in recognition of the number of individuals that are using the City's parks and facilities, and to ensure that City parks, playgrounds, and recreational facilities are adequately protected, the City Council of the City of Bastrop has decided to raise certain rental fees and deposits and to clarify the use of the parks for commercial and non-commercial organization and individuals.

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

Part 1: Section A1.10.002 of the Fee Schedule in Appendix "A" of the Bastrop Code of Ordinances is hereby amended to provide as follows:

Sec. A1.10.002 Park rules

A. Non-Commercial Fees and Deposits.

1) Pavilions [Including BBQ Pits when available] and Concession Stand

Schedule for non-commercial fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.

Number of Patrons	Fee	Deposit
Less than 101	\$35	\$50
101-300	\$90	\$200
Greater than 300	\$400	\$600
Concessions Stand ¹	\$0.00	\$50.00

¹ The concession stand may only be reserved by youth (17 and under). Parent or guardian adult supervision is required. Other fees, including vendor and/or permit fees may apply. (See Chapter 4 of the Bastrop Code of Ordinances.)

2) Multipurpose Fields

Schedule for non-commercial fees and deposits for Multipurpose Fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park.

Number of Patrons	Fee	Deposit
0-45	\$0	\$0
46-100	\$50	\$100
101+	\$100	\$300

B. Commercial Fees and Deposits

1) Pavilions [Including BBQ Pits when available]

Schedule for Commercial Use fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park

Number of Patrons	Fee	Deposit
Less than 101	\$70	\$100
101-300	\$150	\$300
Greater than 300	\$400	\$600

2) Multipurpose Fields

Schedule for Commercial Use fees and deposits for the Multipurpose Fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park

Number of Patrons	Fee	Deposit
0-45	\$100	\$200
46-100	\$250	\$400
101+	\$500	\$600

The Fees and Deposits provided for in this section are for one ten (10) week period of the Commercial Use. Each ten (10) week period shall require a new fee and deposit.

C. Youth Sports League

No fees or deposits required. All organized youth sports leagues shall submit their schedules to the Parks Department as soon as possible, but in no event later than thirty (30) days before the first scheduled practice to ensure that a field is available

for use at the desired times and locations. Unless otherwise controlled by a lease agreement, no area of a park is specifically designated or reserved for one organization or youth team and areas will be provided on a first come first serve basis.

D. Dog Training

Dog Training Classes in Bark Park Only	Fee	Deposit
Per/Week	\$20	\$50

E. Refunds of Deposits and Fees.

In accord with Sec. 1.10.002(b)(8), deposits and fees may be refunded as follows:

Reservations must be made a minimum three (3) business days in advance (excluding holidays) of the use. A reservation is not valid, and a permit will not be issued, until all fees, deposits, and proof of insurance, if necessary, are paid in full to the Parks Department. Deposits and fees paid in accord with this section may be refunded under the following conditions:

- a. Full refund of the reservation deposit and fee if the Parks Department is notified, in writing, of the cancellation not less than seven (7) days prior to the date of use of the reserved area.
- b. Refund of one-half of the reservation deposit and fee if notice of cancellation is received by the Parks Department, in writing, between seven (7) days and 24 hours prior to the date of use of the reserved area.
- c. The reservation deposit and fee will not be refunded if the event is cancelled less than 24 hours before the day of the event.
- d. The reservation deposit will be returned to the individual or group reserving the area after the event so long as the area being reserved is clean and free of trash and debris at the conclusion of the event. Any damage or maintenance required, in the sole discretion of the City and/or the Parks Department, will be charged against the deposit.
- e. In the event a field is closed by the Parks Department (or other applicable City personnel) due to inclement weather, construction and/or maintenance which cause an event to be cancelled, the reservation deposit and fee will be returned or applied to the "rain date".

- f. Exceptions to the above are allowed only on written approval of the City Manager.

F. Application to Parks Department (Commercial and Non-Commercial Use)

An application for a reservation and permit may be obtained from the Parks Department. All fees and deposits shall be paid in person by separate checks or cash from 7:00 a.m. until 3:30 p.m. (except City holidays). There will be a \$25.00 service charge for all returned checks. The person or organization reserving an area of a City park, including a pavilion, is responsible for the enforcement of City policies during the event and for the activities and behavior of the individuals at the event.

G. General Rules (Commercial and Non-Commercial Use)

Fees and deposits must be paid at the time the reservation is made or a permit will not be issued by the Parks Department for the use. This includes the use of a BBQ pit. There is no additional fee for use of the BBQ pit, but the renter will be required to pick up and return the required key from the Parks Department. Failure to return the key within seven (7) days after the event will cause the deposit to be forfeited. In the event of improper use of a City park or facility, or if the user fails to clean and restore City parks and facilities to the same condition in which they found them, the Park's Department, in its sole discretion, reserves the right to prohibit future use by that person or entity.

H. Special Events A request to use a park, or a portion of a park, or an application for a significant use that is likely to result in a substantial impact on the park, facilities, or public safety services must seek a special event permit in accord with Article 4.06.

I. Exceptions

The fees and deposit described herein do not apply to the following local governmental entities which provide reciprocal privileges to the city: Bastrop Independent School District, the County, and the Lower Colorado River Authority. However, if such entities wish to close a city park, or if such use will result in a substantial impact on the park, facilities, or public safety, or the entity will charge admission fees to an event, such entities will be required to obtain a special event permit. In addition, the entities will be required to clean and restore City parks and facilities to the same condition in which they found them. Failure to do so will result in a claim by the city against the entity for the actual costs, including administrative costs, of restoring or repairing city property. In accord with general City policy, non-profit organizations that can demonstrate proof of non-profit status will receive a 15% discount.

Part 2: All other provisions of section A1.10.002 of the Fee Schedule in Appendix "A" that are not amended hereby shall remain in full force and effect.

Part 3: This Ordinance shall take effect upon the date of final passage noted below, or when all applicable hearing and 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 Approved on First Reading on the ____ day of _____, 2013.

READ and Adopted on Second Reading on the ____ day of _____, 2013.

APPROVED:

ATTEST:

Terry Orr, Mayor

City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown.
City Attorney, City of Bastrop

CITY OF BASTROP

AGENDA ITEM **D.5****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: July 3, 2013

MEETING DATE: July 9, 2013

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON A FIRST READING OF AN PROPOSED ORDINANCE AMENDING "SCHEDULE III: STOP SIGNS" REFERENCED IN THE BASTROP CITY CODE CHAPTER 12 TRAFFIC CONTROL, SECTION 12.04.004, TO INCLUDE ADDITIONAL INTERSECTIONS AT FARM STREET AND FAYETTE STREET CORRESPONDINGLY FARM STREET AND CHAMBERS STREET TO BE CONTROLLED BY SUPPLEMENTARY STOP SIGNS, AND PROVIDING AN EFFECTIVE DATE.**

2. Party Making Request: **Trey Job, Public Works Director**

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

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No X N/A

Bid Amount: _____ Budgeted Amount: _____
Under Budget: _____ over Budget: _____
Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

8. Staff Recommendation: **Staff recommends approval of the Ordinance placing stop signs at the proposed intersection increasing the health and safety of the neighborhood.**

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 9, 2013

Public Notice Description: Consideration, discussion and possible action on the FIRST READING of AN ORDINANCE AMENDING "SCHEDULE III: STOP SIGNS" REFERENCED IN THE BASTROP CITY CODE CHAPTER 12 TRAFFIC CONTROL, SECTION 12.04.004, TO INCLUDE ADDITIONAL INTERSECTIONS AT FARM STREET AND FAYETTE STREET CORRESPONDINGLY FARM STREET AND CHAMBERS STREET TO BE CONTROLLED BY SUPPLEMENTARY STOP SIGNS, AND PROVIDING AN EFFECTIVE DATE.

Item Summary: This ordinance is at the request of the City council as a result of staff recommending the placement of Stop signs after the results of the Farm street traffic study were presented on February 12, 2013.

Minutes Taken from February 12, 2013:

D.4 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON REPORT ON FARM STREET.

Public Works and Parks Director, Trey Job addressed the Council. Mr. Job stated the Public Works Department conducted a speed analysis of Farm Street. Mr. Job stated the speed/traffic counters were deployed from Pitt Street to Highway 95, Highway 95 to Fayette Street, Fayette Street to Pecan Street, Pecan Street to Main Street and Main Street to Church Street. Mr. Job stated the test was performed over a seven week period. Mr. Job called the Council's attention to a map showing Farm Street and the average speed limits at various spots on Farm Street. Mr. Job stated there were a total of 23,515 vehicles that traveled Farm Street in a seven week period and that is an average weekly amount of 3,359 per week. Mr. Job stated there were a total of 547 vehicles that traveled at speeds greater than five (5) miles per hour over the posted speed limit.

Mr. Job called the Council's attention to staff's recommendation to place stop signs at different locations along Farm Street.

Discussion was held among Council and Mr. Job.

Kay Garcia McAnally moved that the City Manager prepare an Ordinance which would place one (1) stop sign at Fayette Street and two (2) stop signs at Chambers Street. Motion was seconded by Willie DeLaRosa and carried unanimously.

Staff Recommendation: Approve the first reading move this item to the consent agenda for the July 23rd council meeting.

City Contact:

Trey Job - Director
Public Works Department

Attachments:

Ordinance for First Reading and Location Map

Farm Street



ORDINANCE NO. _____ - 2013

AN ORDINANCE AMENDING "SCHEDULE III: STOP SIGNS" REFERENCED IN THE BASTROP CITY CODE CHAPTER 12 TRAFFIC CONTROL, SECTION 12.04.004, TO INCLUDE ADDITIONAL INTERSECTIONS AT FARM STREET AND FAYETTE STREET CORRESPONDINGLY FARM STREET AND CHAMBERS STREET TO BE CONTROLLED BY SUPPLEMENTARY STOP SIGNS, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City has determined that the following intersection is hazardous and that traffic at this intersection should be controlled by supplementary stop signs in order to protect public health, safety, and welfare.

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

PART 1: That "Schedule III: "Stop Signs" in Section 12.04.004, Chapter 12 of the Bastrop City Code, which schedule is kept on file in the office of the City Secretary, shall be, and it is hereby, amended to read as follows:

Sec. 12.04.004 - Schedule III: Stop Signs

- (3) Northwest corner, at point that Farm Street intersects Fayette Street. *(As shown by diagram on Exhibit A, attached hereto.)*
- (4) Northwest corner, at point that Farm Street intersects Chamber Street *(As shown by diagram on Exhibit A, attached hereto.)*
- (5) Southeast corner, at point that Farm Street intersects Chamber Street *(As shown by diagram on Exhibit A, attached hereto.)*

PART 2: This amendment to "Schedule III: Stop Signs", referenced in Section 12.04.004 of Chapter 12 of the Bastrop City Code, supersedes any contrary provisions previously adopted by the Council. Any provisions of "Schedule III: Stop Signs", that are not amended hereby shall remain in full force and effect. This Ordinance does not rescind the authority for or effectiveness of any existing stop signs currently located within the City that has been previously approved by the City Council.

PART 3 This Ordinance shall take effect upon passage and approval, in accordance with the laws of the State of Texas. The amended "Schedule III: Stop Signs" shall be kept on file in the office of the City Secretary.

READ and APPROVED on First Reading on the _____ day of July, 2013.

READ and ADOPTED on Second Reading on the _____ day of July, 2013.

APPROVED:

ATTEST:

By: Terry Orr, Mayor

By: Traci Chavez, Interim City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney