

**NOTICE OF REGULAR MEETING
BASTROP CITY COUNCIL
March 26, 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 **March 26, 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:

<u>REGULAR MEETING</u>	<u>TAB</u>	<u>PAGE</u>	<u>ORIGINATOR</u>	<u>STATUS</u>
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ANNOUNCEMENTS

1. Call to Order
2. Pledge of Allegiance and Invocation
3. Presentations
4. Proclamations
5. Announcements

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

- A. Meetings and Events Attended:
 1. Lost Pines Groundwater Conservation District Legislative Committee on March 13, 2013.
 2. City Council Special Utility Workshop Meeting on March 19, 2013.
 3. Lost Pines Groundwater Conservation District Meeting on March 20, 2013.
- B. Update on City Projects:
 1. Bob Bryant Park Water Facilities Improvements Project.
 2. State Highway 71 Wastewater Pipe Bursting Project.
 3. Fayette Street Wastewater Improvements Project.
 4. Pecan Park Subdivision.
 5. Construction notification sign area on State Highway 71.
 6. Short-term goals for water supply established by the City Council at their Planning Retreat of March 9, 2013.
 7. Submittal of the "Strategic Planning Report" from the City Council Planning Retreat and establishing a date with Ray & Associates to review and discuss the Report.
 8. Special Events Ordinance.
 9. Alley "A" School Zone Improvements.
 10. Service roads associated with State Highway 71/State Highway 20 overpass.
 11. Splash Pad impact fees.
 12. Covert Project.
- 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 Member so requests.

A.1 Approval of meeting minutes of March 9 th , 12 th & 19 th , 2013.	A.1	13	Teresa Valdez
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A.2 Adoption of a Resolution of the City Council of Bastrop approving a project (Small Business Forum in conjunction with the Texas Governor's Office and Texas Workforce Commission in an amount not to exceed \$25,000), using funds provided by the Bastrop Economic Development Corporation, in an amount exceeding \$10,000.	A.2	39	Dave Quinn
A.3 Approval of waiver of fee for hanging banner per request from the Family Crisis Center.	A.3	43	Teresa Valdez
A.4 Adoption of an 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 conflicts herewith; and providing for an effective date.	A.4	45	Karla Stovall
A.5 Adoption of an Ordinance authorizing the vacation and abandonment of 0.213 acre portion of unopened Austin Street – West of Main Street, platted City of Bastrop ownership; providing for the terms and conditions of such vacation and abandonment; authorizing the City Manager to execute a Quitclaim Deed for a 2,784 square feet portion of the 0.213 acres to be vacated and abandoned; and providing for an effective date.	A.5	59	Melissa McCollum
A.6 Approval of revised Library Patron Behavior Policy.	A.6	69	Mickey DuVall
A.7 Approval of Volunteer Policy for Bastrop Public Library.	A.7	72	Mickey DuVall
A.8 Acceptance of the Strategic Plan performed and prepared by Avalanche Consulting for the Bastrop Economic Development Corporation.	A.8	76	Dave Quinn

B. PUBLIC HEARINGS

B.1 PUBLIC HEARING: On a request to vacate and abandon a 0.354 acre portion of unopened Mill Street located East of Jackson Street, North of Building Block 100 and South of Building Block 101 within the city limits of the City of Bastrop, Texas.	B.1	140	Melissa McCollum
B.2 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance authorizing the vacation and abandonment of 0.354 acre portion of unopened Mill Street – East of Jackson Street, North of Building Block 100 and South of Building Block 101, platted City of Bastrop ownership; providing for the terms and conditions of such vacation and abandonment; authorizing the City Manager to execute a Quit Claim Deed for the 0.354 acres to be vacated and abandoned; and providing for an effective date.	B.2	143	Melissa McCollum
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

C. OLD BUSINESS

D. NEW BUSINESS

ORDINANCES FOR FIRST READING:

D.1 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the city Council of the City of Bastrop, Texas, amending and clarifying the City of Bastrop's Personnel Policies Manual: Chapter 11, Section 5: "Meals", specifically related to reimbursement for "Day-trip" Meals, Business Meals, and Group Meals; and Section 2: "Authorization Required", related to advanced notification and approval by the City Manager for business related travel by City Department Heads; repealing conflicting resolutions and policies; including a severability clause; and establishing an effective date.	D.1	149	Karla Stovall
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D.2 Consideration, discussion and possible action on the FIRST READING of an Ordinance amending the Budget for Fiscal Year 2012-2013 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.	D.2	160	Dave Quinn
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ORDINANCES AND OTHER ITEMS ELIGIBLE FOR CONSIDERATION AND/OR ACTION:

D.3 Consideration, discussion and possible action on adoption of an Ordinance of the City of Bastrop, Texas granting a zoning district change from "Parkland" to "Office" for approximately 0.703 acre, commonly known as "702 Main Street" in the city limits of Bastrop, Texas; and establishing an effective date.	D.3	164	Melissa McCollum
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D.4 Consideration, discussion and possible action on adoption of an Ordinance of the City Council of the City of Bastrop, Texas granting a zoning district change from public street right-of-way to "Office" for approximately 2,784 square feet of a vacated and abandoned portion of Austin Street West of Main Street In the city limits of the City of Bastrop, Texas; establishing an effective date.	D.4	174	Melissa McCollum
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D.5 Consideration, discussion and possible action on adoption of an Ordinance of the City Council of the City of Bastrop, Texas granting a zoning district change from AOS, 'Agricultural Open Space' to PD, 'Planned Development' for +/-26.25 acres, out of the Mozea Rousseau Survey, Abstract No. 56, located south of Childers Drive within the corporate limits of Bastrop, Texas to be known as Section 5 of Pecan Park Subdivision; establishing an effective date.	D.5	181	Melissa McCollum
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D.6 Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of February 28, 2013.	D.6	196	Karla Stovall
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D.7 Consideration, discussion and possible action on a Variance to Subdivision Regulations Section 5.40 Sidewalks, to not require sidewalks to be built along Loop 150 East for Pine Vista Subdivision within the city limits of Bastrop, Texas.	D.7	218	Melissa McCollum
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D.8 Consideration, discussion and possible action on a conversation with representatives of the Bastrop Main Street Board, the Historic Landmark Commission, the Planning and Zoning Commission and the Zoning Board of Adjustment regarding calling for a Planning Initiative focused on a unified vision and Form-based Codes and concentrating on the goals of these City boards and commissions.	D.8	225	Council Member Ken Kesselus
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E. EXECUTIVE SESSION

E.1 The Bastrop City Council will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551 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 551.087 – Deliberation regarding economic development negotiations – JAMCo project.
4. Section 551.074 – Personnel Matters: City Manager.

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.

E.3 Consideration, discussion and possible action on approval of first reading of a Resolution of the City Council of Bastrop approving a project, using funds provided by the Bastrop Economic Development Corporation, in an amount exceeding \$10,000.

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 22nd day of March 2013 at 9:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Teresa Valdez

Teresa Valdez, 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 512-332-8811. PLEASE PROVIDE FORTY-EIGHT HOURS NOTICE WHEN FEASIBLE.

Confirm time posted: TC

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: March 22, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **City Manager informational update report: Items for update, discussion and possible action:**

A. Meetings and Events Attended:

1. **Lost Pines Groundwater Conservation District Legislative Committee on March 13, 2012.**
2. **City Council Special Utility Workshop Meeting on March 19, 2013.**
3. **Lost Pines Groundwater Conservation District Meeting on March 20, 2013.**

B. Update on City Projects:

1. **Bob Bryant Park Water Facilities Improvements Project.**
2. **State Highway 71 Wastewater Pipe Bursting Project.**
3. **Fayette Street Wastewater Improvements Project.**
4. **Pecan Park Subdivision.**
5. **Construction notification sign area on State Highway 71.**
6. **Short-term goals for water supply established by the City Council at their Planning Retreat of March 9, 2013.**
7. **Submittal of the "Strategic Planning Report" from the City Council Planning Retreat and establishing a date with Ray & Associates to review and discuss the Report.**
8. **Special Events Ordinance.**
9. **Alley "A" School Zone Improvements.**
10. **Service roads associated with State Highway 71/State Highway 20 overpass.**
11. **Splash Pad impact fees.**
12. **Covert Project.**

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. Departmental 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: **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: _____

Municipal Courts
Activity Detail
February 1, 2013 to February 28, 2013
100.0 Percent Reporting Rate
1 Reports Received Out of a Possible 1
Court: Bastrop

CRIMINAL CASES							
	Traffic Misdemeanors			Non-Traffic Misdemeanors			Total
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance	
Cases Pending 2/1/2013:							
Active Cases	244	0	39	59	121	30	493
Inactive Cases	869	0	8	103	103	41	1,124
Docket Adjustments	0	0	0	0	0	0	0
Cases Added:							
New Cases Filed	166	0	0	20	50	6	242
Cases Reactivated	31	0	0	3	3	0	37
All Other Cases Added	0	0	0	0	0	0	0
Total Cases on Docket	441	0	39	82	174	36	772
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	41	0	2	1	0	0	44
Dismissed by Prosecution	9	0	0	1	2	0	12
Total Dispositions Prior to Court Appearance or Trial	50	0	2	2	2	0	56
Dispositions at Court Appearance or Trial:							
Convictions:							
Guilty Plea or Nolo Contendere	84	0	0	10	17	2	113
By the Court	1	0	0	0	0	0	1
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	1	1
Dismissed by Prosecution	0	0	0	0	0	0	0
Total Dispositions at Court Appearance or Trial	85	0	0	10	17	3	115
Compliance Dismissals:							
After Driver Safety Course	13	---	---	---	---	---	13
After Deferred Disposition	4	0	0	2	2	0	8
After Teen Court	3	0	0	3	1	2	9
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	9	---	---	---	---	---	9
All Other Transportation Code Dismissals	3	0	0	0	0	0	3
Total Compliance Dismissals	32	0	0	5	3	2	42
All Other Dispositions	1	0	0	1	3	1	6
Total Cases Disposed	168	0	2	18	25	6	219
Cases Placed on Inactive Status	10	0	0	1	2	0	13
Cases Pending 2/28/2013:							
Active Cases	263	0	37	63	147	30	540
Inactive Cases	848	0	8	101	102	41	1,100
Show Cause Hearings Held	0	0	0	0	1	0	1
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

Municipal Courts

Activity Detail

February 1, 2013 to February 28, 2013

100.0 Percent Reporting Rate

1 Reports Received Out of a Possible 1

Court: Bastrop

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 2/1/2013:	
Active Cases	0
Inactive Cases	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 2/28/2013:	
Active Cases	0
Inactive Cases	0
Cases Appealed:	
After Trial	0
Without Trial	0

JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	3
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.....	3
Failure to Attend School Cases Filed..	12
Education Code (Except Failure to Attend) Cases Filed.....	0
Violation of Local Daytime Curfew Ordinance Cases Filed ...	1
All Other Non-Traffic Fine-Only Cases Filed.....	9
Transfer to Juvenile Court:	
Mandatory Transfer.....	0
Discretionary Transfer.....	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:	
Warnings Administered	3
Statements Certified.....	2
Detention Hearings Held..	0
Orders for Non-Secure Custody Issued.....	2
Parent Contributing to Nonattendance Cases Filed ...	9

Municipal Courts
Activity Detail
February 1, 2013 to February 28, 2013
100.0 Percent Reporting Rate
1 Reports Received Out of a Possible 1
Court: Bastrop

ADDITIONAL ACTIVITY		
	Number Given	Number Requests for Counsel
Magistrate Warnings:		
Class C Misdemeanors	28	---
Class A and B Misdemeanors	28	9
Felones	19	10
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		16
Class A and B Misdemeanors		3
Felones		2
Capiases Pro Fine Issued		24
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		21
Full Satisfaction		5
Cases in Which Fine and Court Costs Satisfied by Jail Credit		50
Cases in Which Fine and Court Costs Waived for Indigency		6
Amount of Fines and Court Costs Waived for Indigency		\$ 1,656
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 36,300
Remitted to State		\$ 10,967
Total		\$ 47,267

Municipal Courts
Activity Detail
January 1, 2013 to January 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 1/1/2013:							
Active Cases	267	0	37	70	108	39	521
Inactive Cases	864	0	8	105	101	42	1,120
Docket Adjustments	(6)	0	0	(4)	(4)	(1)	(15)
Cases Added:							
New Cases Filed	141	0	9	13	42	5	210
Cases Reactivated	26	0	0	3	4	1	34
All Other Cases Added	0	0	0	0	0	0	0
Total Cases on Docket	434	0	46	86	154	45	765
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	39	0	6	0	0	0	45
Dismissed by Prosecution	28	0	1	7	2	6	44
Total Dispositions Prior to Court Appearance or Trial	67	0	7	7	2	6	89
Dispositions at Court Appearance or Trial:							
Convictions:							
Guilty Plea or Nolo Contendere	58	0	0	15	15	6	94
By the Court	1	0	0	0	2	0	3
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	59	0	0	15	17	6	97
Compliance Dismissals:							
After Driver Safety Course	19	---	---	---	---	---	19
After Deferred Disposition	2	0	0	1	3	2	8
After Teen Court	5	0	0	2	4	1	12
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	2	---	---	---	---	---	2
All Other Transportation Code Dismissals	0	0	0	0	0	0	0
Total Compliance Dismissals	28	0	0	3	7	3	41
All Other Dispositions	5	0	0	1	1	0	7
Total Cases Disposed	159	0	7	26	27	15	234
Cases Placed on Inactive Status	31	0	0	1	6	0	38
Cases Pending 1/31/2013:							
Active Cases	244	0	39	59	121	30	493
Inactive Cases	869	0	8	103	103	41	1,124
Show Cause Hearings Held	0	0	0	0	0	0	0
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

Municipal Courts

Activity Detail

January 1, 2013 to January 31, 2013

100.0 Percent Reporting Rate

1 Reports Received Out of a Possible 1

Court: Bastrop

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 1/1/2013:	
Active Cases	0
Inactive Cases	0
Docket Adjustments	-4
Cases Added:	
New Cases Filed	1
Cases Reactivated	0
All Other Cases Added	0
Total Cases on Docket	1
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	1
Total Cases Disposed	1
Cases Placed on Inactive Status	0
Cases Pending 1/31/2013:	
Active Cases	0
Inactive Cases	0
Cases Appealed:	
After Trial	0
Without Trial	0

JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	0
Non-Driving Alcoholic Beverage Code Cases Filed.....	2
Driving Under the Influence of Alcohol Cases Filed.....	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	7
Failure to Attend School Cases Filed.....	9
Education Code (Except Failure to Attend) Cases Filed.....	0
Violation of Local Daytime Curfew Ordinance Cases Filed.....	3
All Other Non-Traffic Fine-Only Cases Filed.....	1
Transfer to Juvenile Court:	
Mandatory Transfer.....	0
Discretionary Transfer.....	0
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:	
Warnings Administered.....	0
Statements Certified.....	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	9

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

ADDITIONAL ACTIVITY		
	Number Given	Number Requests for Counsel
Magistrate Warnings:		
Class C Misdemeanors	23	---
Class A and B Misdemeanors	23	11
Felonies	7	2
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		38
Class A and B Misdemeanors		3
Felonies		3
Capiases Pro Fine Issued		82
Search Warrants Issued		0
Warrants for Fire, Health and Code Inspections Filed		0
Examining Trials Conducted		0
Emergency Mental Health Hearings Held		1
Magistrate's Orders for Emergency Protection Issued		1
Magistrate's Orders for Ignition Interlock Device Issued		0
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		18
Full Satisfaction		10
Cases in Which Fine and Court Costs Satisfied by Jail Credit		36
Cases in Which Fine and Court Costs Waived for Indigency		21
Amount of Fines and Court Costs Waived for Indigency		\$ 8,724
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 21,513
Remitted to State		\$ 7,912
Total		\$ 0

CITY OF BASTROP

AGENDA ITEM: **A.1****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Approval of meeting minutes of March 9th, 12th and 19th, 2013.**
2. Party Making Request: **Teresa Valdez, 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: _____

March 9, 2013

The Bastrop City Council met in Special Workshop/Retreat Meeting on Saturday, March 9, 2013 at 9:00 a.m. at the Little Colony AB Room, Hyatt Regency Lost Pines Resort and Spa, 575 Hyatt Lost Pines Road, Lost Pines, Texas. Members present were Mayor Terry Orr and Council Members Joe Beal, Willie DeLaRosa, Ken Kesselus, Kay Garcia McAnally and Dock Jackson.

1. CALL TO ORDER

At 9:00 a.m., Mayor Terry Orr called the meeting to order with all members present.

2. WORKSHOP SESSION – THE BASTROP CITY COUNCIL WILL CONVENE INTO A SPECIAL WORKSHOP/RETREAT SESSION, FACILITATED BY RAY ASSOCIATES, INC., TO DISCUSS THE FOLLOWING:

- A. WATER SUPPLY PLANNING
- B. FORM-BASED CODES
- C. HOTEL OCCUPANCY TAX REVENUE FUNDING
- D. GENERAL FUND, INCLUDING BUT NOT LIMITED TO: LEVEL OF TAX RATE AND FUTURE BONDED INDEBTEDNESS FOR INFRASTRUCTURE.
- E. INITIATE “BENCHMARKING”, INCLUDING WAGE CONSIDERATION, CAREER LADDERS, LEVELS OF SERVICES, TYPES OF SERVICES, FINANCIAL METRICS, SUCCESSION PLANNING.
- F. OTHER ISSUES RELATED TO CITY’S FUNDING, INCLUDING HOTEL OCCUPANCY TAX REVENUE FUNDING OR GENERAL FUND.
- G. CLEARLY COMMUNICATED, REASONABLY ATTAINABLE LIST OF CITY COUNCIL PRIORITIES FOR THE CITY MANAGER.
- H. OTHER TOPICS (IF AND AS TIME PERMITS):
 - 1) REVIEW OF CONVENTION CENTER OPERATIONS, TARGETS, ETC.
 - 2) “WHAT MATTERS SHOULD BE BROUGHT TO THE COUNCIL?” VERSUS “WHAT MATTERS SHOULD BE HANDLED BY STAFF ALONE?”
 - 3) DEVELOPMENT OF A CITYWIDE, COHESIVE “EQUIPMENT REPLACEMENT” PROGRAM.
 - 4) IDENTIFYING A “UNIFIED VISION” FOR THE CITY OF BASTROP.
 - 5) VARIOUS “FIRE DEPARTMENT” ISSUES: a) EQUIPMENT b) NEW FIRE HALL c) TWO PAID CITY FIRE EMPLOYEES.

At 9:05 a.m., Mayor Orr convened the Bastrop City Council into a Special Workshop/Retreat Session, facilitated by Katherine Ray of Ray Associates, Inc. to discuss the items posted on the Agenda.

Ms. Ray stated before the Council started addressing the items posted for discussion she would like each of the Council Members to state something that distinguishes them from the other Council Members. The following are answers from the Council, City Manager and Ms. Ray:

Willie DeLaRosa – more hardheaded; Dock Jackson – less hair, besides the obvious; Joe Beal – love to garden and cook; Mayor Terry Orr – somewhat of a mercenary; Kay Garcia McAnally – tougher on outside than inside, only woman on Council and she wants some chickens; Mike Talbot – Father had been a Marine and for the first 18 years of his life basically grew up in a Boot Camp and his father owned his own business so he learned the importance of hard work and dedication; Ken Kesselus – his prospective on Bastrop's history is deeper than everyone else; and Katherine Ray – she has six grandchildren.

Ms. Ray then divided the Council into two groups and asked them to each select a slip of paper containing a quotation. Each group discussed what their quotation says about what the Council is doing today. After each group finished discussing the various quotations, each member read their quote and shared how it applied to what the Council was doing today at this Retreat.

Ms. Ray then opened the discussion on the Agenda items.

A. Water Supply Planning

Council Member Joe Beal stated his main concern, as a professional water person, is that last summer he was scared to death because the City came very close to not meeting the water demands of the City. Mr. Beal stated the City's water wells failed unexpectedly. Mr. Beal stated without a good water supply a town will not attract growth, but more importantly, for the current citizens, if we don't have that fundamental need, we as a Council have failed. Mr. Beal stated it is absolutely essential that we create a long-term water supply. Mr. Beal stated we are lucky that we have a river and do have underground areas available. Mr. Beal stated we have known for the five years he has been on the City Council, that we needed to do something, and we have started that. Mr. Beal stated it feels like we are waiting for the perfect plan, instead of working a plan. Mr. Beal stated he feels like we should look at what the K. Friese water study report is going to tell us and then implement it. Mr. Beal stated he hoped that the Council would walk away today with an absolute schedule and hold to it. Mr. Beal stated he was absolutely frustrated that the Council is sitting here again, one year later, talking about water again. Mr. Beal proposed that by the first of June the Council make a decision about what they think is our best alternatives for water supply and then 30-45 days later have a detailed schedule on how to achieve it.

Discussion was held among Council and Mr. Talbot.

City Manager, Mike Talbot stated the report from K. Friese is supposed to be delivered to the City on April 5, 2013.

It was the consensus of Council to put discussion of a schedule and timeline for short-term and long-term water supply on the Council Utility Workshop Agenda for March 19, 2013.

B. Form-based Codes

Kay Garcia McAnally stated she wanted to discuss the creation of a committee to look at form-based codes. Ms. McAnally stated the City could start with Form-based Codes in a small area –

Main Street and make sure it works because it is costly. Ms. McAnally stated she understood that the City also needed to update the Zoning Ordinance as well and probably could not do both because it is costly, so that is why she is suggesting starting with a small area for Form-based Codes.

Mayor Orr stated the Council had received Resolutions from the Historic Landmark Commission, Bastrop Main Street Program, Board of Adjustment and the Planning and Zoning Commission urging the City Council to set as a priority the process needed for consideration of a planning initiative that focuses all the goals of these Boards and Commission into a single vision, and a Form-based Zoning in lieu of Usage Based Zoning Codes.

Discussion was held among Council and Mr. Talbot.

Mayor Orr asked if it was feasible, under the auspices of the City Manager, that a one to two page Planning Initiative Outline for Form-based Codes be developed. Mayor Orr stated as part of that the Council would ask each of the four boards/organizations to select two people to work on this along with two members from the City Council and give them 90 days to give a presentation to Council. Mayor Orr stated the steps would be as follows: 1) A go ahead plan – do that in 30 days; 2) Then goal of 90 days to bring all people together; and 3) Then identify others that may want to be a part of this.

Mr. Talbot stated he would have the Planning Initiative to the Council in 30 days and then the Council can decide where to go from there.

Council Member Willie DeLaRosa stated before the Council selects two people from the four boards/commissions that submitted the Resolutions, he could not be supportive of this unless people from all the community were selected to serve on this committee/board. Mr. DeLaRosa stated this belongs to the whole City.

Council took a brief recess from 11:07 a.m. until 11:17 a.m.

C. Hotel Occupancy Tax Revenue Funding

Ken Kesselus stated he was the person who had asked that this item be discussed. Mr. Kesselus asked what percentage of convention center income the City is spending. Mr. Kesselus asked how the current five-year projection stack up in terms of projecting “fixed” annual needs for: 1) Making payments on the Convention Center debt; 2) How much use of the fund to support the Main Street Program; 3) Projected expenses that we use to off-set expenses for set-up and policing for HOT funded events; and 4) Funding small grants to organizations – what has traditionally been funded at about \$283,000.

City Manager, Mike Talbot called the Council’s attention to Page 1 under Item C of the materials the Council received prior to the Retreat. Mr. Talbot stated the Convention Center revenues are approximately \$1.2 million and the Debt Service is a little under one-half of that. Mr. Talbot called the Council’s attention to Page 4 under Item C which showed the four-year history of actual expenditures and projected expenditures for 2013.

Discussion was held among Council and Mr. Talbot regarding Hotel Occupancy Tax Revenue.

Mr. Kesselus proposed the following to Council: Consider setting up a new category of annual funding – that he will call for starters – other internal and intergovernmental needs for three items. The first item being the State Park. Mr. Kesselus stated he thinks we are going to hear from the State Park that they would like to have some help in keeping the golf course open. Mr. Kesselus stated he would like the City to manage a program promoting the sale of hotel rooms to play golf at the State Park. The second item is Arts in Public Places Task Force. Mr. Kesselus stated this is the Council's own creation and he would like to keep the funding from coming out of the HOT revenue funds, since it is different from the other HOT funding grants, and the Council find a way to fund it. Mr. Kesselus stated the third item is that he would like to see the City come up with a Contract with CARTS to provide service for big events. Mr. Kesselus stated this would keep CARTS from having to come to the City and request help from our social services budget. Mr. Kesselus stated he would like to see some type of service on a regular basis that would pick up at the Convention Center and other areas.

Discussion was held among Council, Mr. Talbot and City Attorney, J.C. Brown.

Kay Garcia McAnally stated the City needed to take a hard look at who it is giving money to and who is actually putting "heads in beds". Ms. McAnally stated the hotel/motel owners would like to work with the City on finding ways to bring more people to town.

Dock Jackson stated that he has previously stressed the importance of a HOT Board who would make recommendations to the Council who would have the final decision on how funds are distributed.

It was the consensus of the Council to schedule a meeting with hotel/motel owners at 5:30 p.m. on March 26, 2013 at City Hall.

Mayor Orr stated it has always been the intention of the City to have a Convention Center Advisory Board. Mayor Orr asked that the City Manager provide to the Council an outline of what a Convention Center Advisory Board consists of and what it would do.

The Council took a brief break from 12:20 p.m. until 12:30 p.m. to allow lunch to be served.

D. General Fund, including but not limited to: level of tax rate and future bonded indebtedness for infrastructure.

Willie DeLaRosa stated he had asked that this item be placed on the Agenda for discussion. Mr. DeLaRosa stated he had asked the City Manager to put together some numbers if the City were to issue \$925,000 Combination Tax and Revenue Certificates of Obligation in October of this year. Mr. DeLaRosa stated he had asked Mr. Talbot to put numbers together for a larger amount as well for capital improvement projects within the City.

City Manager, Mike Talbot called the Council's attention to Pages 1-6 under Item D. Mr. Talbot stated \$925,000 Combination Tax and Revenue Certificates of Obligation would be a \$63,000 Annual Debt Service; \$2,830,000 would be a \$189,000 Annual Debt Service and \$5,350,000 would be a \$355,000 Annual Debt Service.

Discussion was held among Council and Mr. Talbot regarding possible capital improvement projects for: roads, sidewalks, drainage, fire station, recreation center and old bridge.

Mr. Talbot stated if the Council wanted to go to the voters in November of this year with a bond election, decisions would need to be made before budget discussions.

It was the consensus of the Council that Mr. Talbot and staff prepare a Capital Improvements Plan, one with 5.3 million dollars and a proposed financing method, and one that is prioritized with things the City Manager thinks the Council should do and the cost.

Mr. Talbot stated he would have this list to Council on Tuesday night.

E. Initiate "benchmarking", including wage consideration, career ladders, levels of services, types of services, financial metrics, succession planning.

Kay Garcia McAnally stated the City currently has top-rate employees and she wants to make sure we keep them. Ms. McAnally stated she would like to be sure the City employees know how much they are valued. Ms. McAnally stated she does think the Council has to look at the retirement values, but she wants the Council to look into everybody getting a good raise and the City adding a grant writer position.

Joe Beal stated "benchmarking" was high on his list of topics to be discussed by Council. Mr. Beal stated the Council said they were going to do this one year ago. Mr. Beal stated "benchmarking" is a way to measure the level of service the City provides to citizens compared to other cities. Mr. Beal stated it involves how we are staffed, our tax rate and our indebtedness and how we stack up compared to other cities.

Discussion was held among Council.

It was the consensus of Council that Mr. Talbot develop a list of cities to compare Bastrop to for benchmarking. Mr. Talbot is to have this list to the Council by May 14, 2013.

F. Other issues related to City's funding, including Hotel Occupancy Tax Revenue Funding or General Fund.

This was discussed under Agenda Item C.

G. Clearly communicated, reasonably attainable list of City Council priorities for the City Manager.

Mayor Orr stated this item came from City Manager, Mike Talbot. Mayor Orr stated Mr. Talbot wanted to know what the Council thinks the priorities are and then Mr. Talbot give the Council a list of what he thinks the priorities are.

City Manager, Mike Talbot stated he needs a clearly community, reasonably attainable list of priorities from the Council, and when new priorities emerge during the year, we need to agree on which of the previous priorities will be put on hold so we can accomplish the new priorities. Mr. Talbot stated Ms. Ray will be preparing a written report from this Council Retreat and when the Council receives the report they can set their priorities.

Ms. Ray stated she would have the report ready in two weeks.

H. Other Topics (if and as time permits):

1) Review of Convention Center operations, targets, etc.

Mayor Orr stated the City Manager had covered this in discussion of the HOT funding in Item C.

2) “What matters should be brought to the Council?” versus “What matters should be handled by staff alone?”

Joe Beal stated he had asked for this item to be placed on the Agenda for discussion and it was ironic that the quote he had picked at the beginning of the meeting dealt with the best executive choosing good people. Mr. Beal stated the City has really good staff, competent team and he for one is comfortable with Mr. Talbot making decisions and not hamstringing the City. Mr. Beal stated what brought this to mind is the hours that the Council spent on the 1930 aerial photo. Mr. Beal stated he had thought to himself that we all have better things to do with our time and Mr. Talbot and his team know more about this then we need to know.

Dock Jackson stated the Council is to make policy decisions and the City Manager and staff make day-to-day decisions regarding operations.

Discussion was held among Council.

Mayor Orr proposed that by mid-April, Council Members are to give to the City Secretary their lists of things they think could be handled by staff and not brought to Council. Mayor Orr stated by mid-April, the City Manager and staff will also have a list of things they think could reasonably be handled by staff and not have to be brought to Council.

3) Development of a Citywide, cohesive “equipment replacement” program.

Mayor Orr asked if the City has an equipment replacement program. Mayor Orr stated the City will not have our employees operating unsafe equipment.

City Manager, Mike Talbot stated he was the generator of this Agenda Item. Mr. Talbot stated requested equipment purchases during the budget preparation are the easy items to push aside. Mr. Talbot stated he is preparing a list of equipment that needs to be replaced. Mr. Talbot stated

unless a piece of equipment is a really big ticketed item, the equipment should be funding out of City funds and not debt funding for three years.

Discussion was held among Council and Mr. Talbot.

5) Various “Fire Department” issues: a) equipment b) new fire hall c) two paid City fire employees.

Mr. DeLaRosa stated this was an item he had asked to be placed on the Agenda for discussion. Mr. DeLaRosa stated he does not want to address this item now, but wait until Mr. Talbot brings the report to Council on bond debt.

4) Identifying a “unified vision” for the City of Bastrop.

Kay Garcia McAnally stated the City is growing, XS Ranch is coming and there are a whole lot of groups promoting Bastrop in different ways. Ms. McAnally stated she proposes the creation of a development committee under the auspices of the City Council which will be tasked with creating a development vision, presenting it to the community, and after a process of consultation with all the relevant stakeholders, getting it signed off by the City so that it can move from vision to action.

Discussion was held among Council.

It was the consensus of Council that Ms. McAnally prepare a proposal regarding this and place on a Council Agenda for discussion.

3. THE BASTROP CITY COUNCIL WILL RECONVENE INTO OPEN SESSION TO DISCUSS, CONSIDER AND/OR TAKE ANY ACTIONS NECESSARY RELATED TO THE WORKSHOP ITEMS.

At 2:01 p.m., Mayor Orr reconvened the Bastrop City Council into open session to discuss, consider and/or take any actions necessary related to the workshop items.

No action was taken.

4. ADJOURN.

At 2:02 p.m., Dock Jackson moved to adjourn. Motion was seconded by Ken Kesselus and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

March 12, 2013

The Bastrop City Council met in regular session on March 12, 2013 at 6:15 p.m. at the Council Chambers of City Hall, 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Terry Orr and Council Members Ken Kesselus, Kay Garcia McAnally, Joe Beal, Willie DeLaRosa and Dock Jackson.

ANNOUNCEMENTS**1. CALL TO ORDER**

At 6:15 p.m. Mayor Terry Orr called the meeting to order with all members present.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Bastrop Economic Development Corporation Board Chairman, Steve Mills led the pledges of allegiance to the U.S. and Texas flags. Reverend R.D. Smith led the invocation.

3. PRESENTATIONS:**A. CHARACTER EDUCATION – BASTROP STUDENT**

Javier Howell a Fourth Grade student at Emile Elementary School presented the Character Education character trait “Self Reliance” for the month of March.

4. PROCLAMATIONS

There were no proclamations.

5. ANNOUNCEMENTS

Mayor Terry Orr welcomed former City Council Member Julie Hart, former Mayor David Lock, former City Council Member Dr. Neil Gurwitz, former Mayor Tom Scott and former City Council Member Terry Sanders to the meeting.

Mayor Terry Orr stated that the City’s sales tax is 4.7% below where it was last year this time. Mayor Orr stated this is the largest drop he has seen in a very long time, but the City’s total sales tax for this year is 5% above where it was in 2011.

Delores Moore, Principle of Emile Elementary thanked the Council for giving Javier Howell a chance to address the Council.

CITY MANAGER INFORMATIONAL UPDATE REPORT: ITEMS FOR UPDATE, DISCUSSION AND POSSIBLE ACTION:**A. MEETINGS AND EVENTS ATTENDED:**

1. PLANNING AND ZONING COMMISSION MONTHLY MEETING ON FEBRUARY 28, 2013.

2. PARKS BOARD MONTHLY MEETING ON MARCH 7, 2013.
- B. UPDATE ON CITY PROJECTS:
 1. BOB BRYANT PARK WATER FACILITIES IMPROVEMENTS PROJECT.
 2. STATE HIGHWAY 71 WASTEWATER PIPE BURSTING PROJECT.
 3. FAYETTE STREET WASTEWATER IMPROVEMENTS PROJECT.
 4. CONSTRUCTION OF SIDEWALKS ACROSS THE RAILROAD TRACKS ON CHESTNUT STREET.
 5. AUTHORIZATION FOR THE CITY MANAGER TO MAKE REVISIONS TO CONSTRUCTION NOTIFICATION SIGN AREA OF STATE HIGHWAY 71.
 6. PROPOSED MEETING WITH THE LOCAL HOTEL/MOTEL OWNERS.
 7. PLANNING RETREAT HELD ON MARCH 9, 2013.
 8. ALLEY A SCHOOL ZONE IMPROVEMENTS.
 9. CITY WIDE SCHOOL ZONE IMPROVEMENTS.
 10. PROPOSED INFRASTRUCTURE IMPROVEMENTS AT THE BASTROP ECONOMIC DEVELOPMENT CORPORATION'S BUSINESS PARK.
 11. MEETING WITH CARTS.
 12. DISCUSSION AND REVIEW WITH CITY MANAGER THE HOTEL OCCUPANCY TAX (HOT) REVENUE FUNDING AND COMMUNITY SUPPORT FUNDING CALENDAR AND POSSIBLE APPROVAL BY COUNCIL AFTER REVIEW.
- 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.

City Manager, Mike Talbot stated his written City Manager Report was sent to the Council on Monday.

Mr. Talbot addressed Item B.5. Mr. Talbot asked if the Council had any questions regarding this item. There were no questions.

City Manager, Mike Talbot addressed Item B.6. Mr. Talbot stated the Council Planning Retreat had been good and asked if the Council had any questions regarding the Retreat.

Council Member Kay Garcia McAnally stated it was the best Retreat she had been to.

E. EXECUTIVE SESSION:

E.1 THE BASTROP CITY COUNCIL WILL MEET IN A CLOSED/EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, CHAPTER 551, TO DISCUSS THE FOLLOWING:

4. SECTION 551.084 – PERSONNEL MATTERS: CITY MANAGER.

At 6:30 p.m., Mayor Orr convened the Bastrop City Council into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

4. Section 551.084 – Personnel Matters: City Manager.

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.

At 7:05 p.m., Mayor Orr reconvened the Bastrop City Council 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.

No action was taken.

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 MEMBER SO REQUESTS.

A.1 APPROVAL OF MEETING MINUTES OF FEBRUARY 26, 2013.

A.2 APPROVAL OF BASTROP MARKETING CORPORATION'S REQUEST FOR REIMBURSEMENT OF EXPENSES.

A.3 APPOINTMENT BY MAYOR AND CONFIRMATION BY COUNCIL OF COUNCIL MEMBER TO SERVE AS THE CITY COUNCIL'S REPRESENTATIVE/EX-OFFICIO MEMBER ON THE BASTROP MAIN STREET ADVISORY BOARD.

A.4 APPROVAL OF THE STATUTORY DENIAL, FOR A PERIOD OF 180 DAYS FROM THE DATE OF COUNCIL ACTION ON THIS REQUEST, FOR THE AMENDED PLAT OF LOTS 1 AND 2 OF RUBIO ESTATES LOCATED WITHIN THE CITY OF BASTROP, TEXAS.

A.5 APPROVAL OF THE STATUTORY DENIAL, FOR A PERIOD OF 180 DAYS FROM THE DATE OF COUNCIL ACTION ON THIS REQUEST, FOR THE AMENDED PLAT OF BUILDING BLOCKS 100 AND 101 EAST OF JACKSON STREET, SOUTH OF JASPER STREET AND NORTH OF SOUTH STREET FOR THE FUTURE BASTROP COUNTY DEVELOPMENT OFFICES LOCATED WITHIN THE CITY OF BASTROP, TEXAS.

A.6 APPROVAL OF THE FIRST READING OF A RESOLUTION OF THE CITY

COUNCIL OF BASTROP APPROVING A PROJECT (SMALL BUSINESS FORUM IN CONJUNCTION WITH THE TEXAS GOVERNOR'S OFFICE AND TEXAS WORKFORCE COMMISSION IN AN AMOUNT NOT TO EXCEED \$25,000), USING FUNDS PROVIDED BY THE BASTROP ECONOMIC DEVELOPMENT CORPORATION, IN AN AMOUNT EXCEEDING \$10,000.

Willie DeLaRosa moved to approve the Consent Agenda. Motion was seconded by Kay Garcia McAnally and carried unanimously.

B. PUBLIC HEARINGS:

B.1 PUBLIC HEARING: ON A REQUEST FOR A ZONE CHANGE FROM "PARKLAND" TO "OFFICE" FOR +/-0.703 ACRE, WITHIN BUILDING BLOCK 17 WEST OF WATER STREET INCLUDING A PORTION OF THE ORIGINAL RIGHT-OF-WAY OF WALNUT STREET (ACCORDING TO THE IREDELL MAP), THE PROPERTY TO BE REZONED IS ALSO LOCALLY KNOWN AS "702 MAIN STREET", WITHIN THE CITY LIMITS OF BASTROP, TEXAS.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum called the Council's attention to the projection screen displaying the City's zoning map and future land use map. Ms. McCollum stated the Planning and Zoning Commission considered this zone change request on two separate occasions, January 31, 2013 and February 28, 2013. Ms. McCollum stated after the first Planning and Zoning Commission meeting, it came to the City's attention that some of the information presented to the Planning and Zoning Commission, at its first public hearing on this matter, was not accurate. Ms. McCollum stated it is the City's policy that when staff learns that there have been significant errors in the materials/information presented to the Commission, during its decision making process, the Commission should have an opportunity to be presented with the correct information and to reconsider the previously stated advisory recommendation to the City Council. In this case, the staff learned that the Commission received inaccurate information concerning: 1) the actual zoning designation of the property to be rezoned, and 2) the zoning classification of some of the adjacent and near-by tracts. Ms. McCollum stated that in addition, some statements from the floor, during the public hearing were inaccurate. Ms. McCollum stated the 0.703 acres is currently used as the museum location for the Bastrop County Historical Society which is in the process of relocating to 904 Main Street. Ms. McCollum stated this is a City initiated rezoning, in part because the existing property is designated as Parkland, and in part, because a portion of land that will potentially be added to this tract is currently owned by the City and is also un-zoned. Ms. McCollum stated accordingly, it seemed to make sense that the City could more effectively coordinate this process by becoming the applicant on the rezoning, with the consent and cooperation of the property owner, the Bastrop County Historical Society. Ms. McCollum stated the City is initiating a zoning change to O, Office so that a zoning designation with regulatory uses that are set forth in the City Code will be applied to the future use and operations on the property. Ms. McCollum stated currently Parkland is a placeholder on the zoning map and no requirements or regulations are application to a Parkland designation. Ms. McCollum stated this status leaves the owners and the City staff without guidance as to how to address development and use issues related to this particular tract. Ms. McCollum stated staff recommends approval of the requested zoning change from Parkland and Office to O, Office. Ms. McCollum stated the Planning and Zoning

Commission conducted their regular meeting February 28, 2013 and voted 5-2 to recommend approval of the requested zone change from Parkland and Office to O, Office.

Council Member Joe Beal asked if the rezoning request is approved and someone comes in and builds compatible use, will they have to meet all the City Code requirements.

Ms. McCollum stated “yes, if it is a new structure.

Connie Schroeder, 238 Laura Lane, addressed the Council. Ms. Schroeder stated she currently serves on the Planning and Zoning Commission and is opposed to the zoning request. Ms. Schroeder stated the property north of this has never been used as Office, but residential, SF7 zoning. Ms. Schroeder stated the building on this property holds a historical designation from the National Registry of Historical Places and is also designated by the City of Bastrop as both a significant and historic structure. Ms. Schroeder stated that once the property is zoned Office the fate of the historical building is in jeopardy. Ms. Schroeder asked that the City Council consider placing a covenant on the building prior to the selling of the property.

Charlie Schroeder, 238 Laura Lane, addressed the Council. Mr. Schroeder stated the rezoning change would accomplish two things: 1) clean-up the present zoning and 2) help the Bastrop County Historical Society get the highest price for the property. Mr. Schroeder stated he had no problem with the Bastrop County Historical Society selling the property, but he would like the City to do anything they can to save the old building.

Julie Hart, 703 Main Street, addressed the Council. Ms. Hart stated her and Paula Pate as owners of 703 Main Street and neighborhood residents are concerned about what the approved uses would be if the property is rezoned to Office. Ms. Hart stated they want the Bastrop County Historical Society to be able to sell the property, but they are concerned about someone purchasing the property, coming in and tearing the current structure down and putting in an apartment complex, daycare or other allowed use. Ms. Hart stated fear of the unknown has made her uneasy. Ms. Hart asked that the Council to find something that works for everybody.

Robbie Sanders, 1402 Main Street, addressed the Council. Ms. Sanders thanked the Council for their efforts surrounding the zoning. Ms. Sanders stated she hoped the Council will move forward without any additional delays.

David Lock, 801 Main Street, addressed the Council. Mr. Lock stated he lives in the Central Business District surrounded by offices and he has no problem with that. Mr. Lock stated it is the quietest neighborhood he has ever lived in. Mr. Lock stated by six o'clock in the evening all the offices in the area close and everyone goes home. Mr. Lock stated he is worried that if the zoning is not changed for this property, it will not sell, and if it doesn't sell then it will probably sit empty and deteriorate and then it will be a target for vandalism. Mr. Lock stated he would like to see it utilized as a nice office. Mr. Lock urged the Council to approve the rezoning request.

Sandra Chipley, 402 Cedar Street, addressed the Council. Ms. Chipley stated she is the Vice President of the Bastrop County Historical Society and is representing them tonight since the President, Libby Sartain could not be in attendance tonight. Ms. Chipley called the Council's attention to the letter distributed, to the Council tonight, from the Bastrop County Historical

Society. Ms. Chipley stated bullet point two in the letter which states that the Bastrop County Historical Society has owned the property at 702 Main Street since 1952 and has been operating a public building, a museum, at that location for more than 60 years. Ms. Chipley stated the Bastrop County Historical Society does not plan to continue to operate it as a museum since they have renovated the old City Hall for that purpose. Ms. Chipley stated current zoning does not allow any usage for the property other than its “grandfathered” use. Ms. Chipley stated it is highly unlikely that anyone would want to purchase the building to operate a museum. Ms. Chipley called the Council’s attention to the last bullet point in the letter. Ms. Chipley stated it is not the intent of the Bastrop County Historical Society or any buyer to tear down our historic building. Ms. Chipley stated since the lot drops off to the river, there is very little space for any additions to the property. Ms. Chipley stated the Bastrop County Historical Society has had full price offers for the property since last summer, but have not been able to move forward with a sale due to survey, zoning and encroachment issues. Ms. Chipley stated because of this they have had to cover the costs of maintaining two properties for many months due to the delays in resolving these issues. Ms. Chipley stated as a non-profit supported by private donations and Hotel Occupancy Tax Revenue funds, they operate on a very lean budget, and this has caused them unforeseen hardships, which impede them from fulfilling their mission.

Discussion was held among Council and City Manager, Mike Talbot regarding the allowed uses of the property if the property is rezoned to O, Office.

Discussion was held among Council, Mr. Talbot, Ms. Connie Schroeder regarding the historical designations and how they apply to a structure.

Kay Wesson, Chairperson of the Bastrop County Historical Commission, addressed the Council. Ms. Wesson stated she works directly with the Texas Historical Commission. Ms. Wesson stated that any change to the exterior of the building that is visible from the street must be approved by the Texas Historical Commission, similar to the City’s Historical Designation Ordinance. Ms. Wesson stated the City does have the right to enforce with penalties and fines and the Texas Historical Commission has the right to remove the designation.

Robbie Sanders addressed the Council. Ms. Sanders stated there are 133 homes in Bastrop with National Historical Registration and 50 homes with State Historical markers. Ms. Sanders stated these homes are bought and sold all day long. Ms. Sanders stated the Bastrop County Historical Society property and building is private property and she hopes the Council is not trying to make an exception to their property and not singling them out.

B.2 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE FIRST READING OF A PROPOSED ORDINANCE OF THE CITY OF BASTROP, TEXAS GRANTING A ZONING DISTRICT CHANGE FROM “PARKLAND” TO “OFFICE” FOR APPROXIMATELY 0.703 ACRE, COMMONLY KNOWN AS “702 MAIN STREET” IN THE CITY LIMITS OF BASTROP, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum stated this is the action item for Council which would change the zoning to O, Office. Ms. McCollum stated this is the first reading of the proposed Ordinance.

Joe Beal stated the discussion about historic designation, about what can be done and how that relates to zoning, is not a new topic. Mr. Beal stated that the Council can see in the Agenda packet that the Planning and Zoning Commission had the same discussion and made a decision to recommend approval of the rezoning request. Mr. Beal stated the point made at the Planning and Zoning Commission meeting was that their job was to deal with zoning and not historic issues, which we have been talking about for 20-30 minutes. Mr. Beal stated this is a zoning issue, process is extremely important; a zoning change is being pursued by the City since it was discovered incorrect, and that is how we got to where we are right now. Mr. Beal stated the City set out to clean-up the incorrect zoning of Parkland, and the common sense solution was to pursue a zoning change. Mr. Beal stated the discussion has morphed into a whole lot more than zoning. Mr. Beal encouraged Council to think about the zoning process and Ms. Sanders is right on point, the City cannot hold a particular piece of property to different standards than other pieces of property.

Mayor Orr stated he had served on the first Historic Landmark Task Force when the Historic Landmark Ordinance was written and adopted. Mayor Orr stated in his reading and knowledge of a Texas Historical Commission Designation, he is convinced there is no dead-lock Ordinance or law that says he cannot tear his house down because it has a historical designation. Mayor Orr stated there are limits to what the Council can control in the future. Mayor Orr stated this is a zoning request and it is incumbent upon Council to take some type of action.

Julie Hart stated she agreed that this was a zoning request, but that is what she is concerned about. Ms. Hart stated O, Office zoning would allow apartments, day care or even a hospital to be built on the property. Ms. Hart asked that the Council find a solution that works for everyone. Ms. Hart stated this is a residential neighborhood.

Frank Huffman, Trustee of the Bastrop County Historical Society, addressed the Council. Mr. Huffman stated he wanted to make a point. Mr. Huffman stated the reason the Museum moved is because the property is un-useable for what the Bastrop County Historical Society wanted to do. Mr. Huffman stated it would be very difficult to make this property workable for a large construction project such as an apartment building or hospital. Mr. Huffman stated this property is very shallow and wedged along Main Street.

Joe Beal moved to approve the Ordinance. The motion was seconded by Ken Kesselus.

City Secretary, Teresa Valdez called roll for vote on the motion.

FOR MOTION: Joe Beal, Ken Kesselus, Dock Jackson, Kay Garcia McAnally and Willie DeLaRosa.

Motion passed unanimously.

B.3 PUBLIC HEARING: ON A REQUEST TO VACATE AND ABANDON A 0.213 ACRE PORTION OF UNOPENED AUSTIN STREET LOCATED WEST OF MAIN STREET WITHIN THE CITY LIMITS OF BASTROP, TEXAS.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum called the Council's attention to the projection screen showing the Austin Street right-of-way. Ms. McCollum displayed on the projection screen a map showing the entire right-of-way portion of Austin Street to be vacated, being 0.213 acre or 9,273 square feet. Ms. McCollum then displayed a map showing the portion of right-of-way of Austin Street to be sold to Bastrop County Historical Society, being 0.064 acres, or 2,784 square feet. Ms. McCollum stated the City is requesting the right-of-way vacation. Ms. McCollum stated a portion of the right-of-way to be vacated is proposed to be sold to the neighboring Bastrop County Historical Society (702 Main Street) as a portion of the building currently encroaches into this Austin Street right-of-way. Ms. McCollum stated the other portion of the right-of-way being 6,489 square feet (0.15 acre) will remain under the City of Bastrop ownership and will not be sold. Ms. McCollum stated the appraised value, as determined in the appraisal prepared by Paul Hornsby & Company Appraisers and Consultants, dated January 14, 2013 is \$5,600.00. Ms. McCollum stated the portion of Austin Street right-of-way proposed for vacation is not needed for street/thoroughfare connectivity purposes and is not included in the City of Bastrop's Thoroughfare Plan. Ms. McCollum stated staff can foresee no current or future City use for Austin Street right-of-way property; therefore recommends that the portion of vacation may be approved and sold to the Bastrop County Historical Society for \$5,600.00 as identified in the appraisal report.

Connie Schroeder, 238 Laura Lane, addressed the Council. Ms. Schroeder stated she had a question. Ms. Schroeder stated when this was presented to the Planning and Zoning Commission the City Manager had stated this property could not be given away. Ms. Schroeder stated in the staff report it states that the property will be quitclaimed to the Bastrop County Historical Society. Ms. Schroeder stated her understanding of quitclaimed meant that it is done without exchange of money.

City Attorney, J.C. Brown stated that was not correct and in this case it had nothing to do with getting fair market value for the property.

Ms. Schroeder stated that in all the time she has served on the Planning and Zoning Commission this is the first time they had a zoning request with no plans for buildings. Ms. Schroeder stated if the Planning and Zoning Commission had seen a plan that could have alleviated a lot of fears.

Council Member Joe Beal stated the Council had approved the rezoning request and this Agenda item addressed vacation of a portion Austin Street right-of-way.

Sandra Chipley, Vice President of the Bastrop County Historical Society, stated they are in favor of this vacation and making arrangements to purchase the part which encroaches onto City right-of-way, and they are agreeable to the appraisal.

Julie Hart, 703 Main Street, addressed the Council. Ms. Hart stated she had been in favor of this vacation, but since there was no compromise on the rezoning request, she is now opposed to this vacation.

B.4 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE FIRST READING OF A PROPOSED ORDINANCE AUTHORIZING THE VACATION AND ABANDONMENT OF 0.213 ACRE PORTION OF UNOPENED AUSTIN STREET – WEST OF MAIN STREET, PLATTED CITY OF BASTROP OWNERSHIP; PROVIDING FOR THE

TERMS AND CONDITIONS OF SUCH VACATION AND ABANDONMENT, AUTHORIZING THE CITY MANAGER TO EXECUTE A QUITCLAIM DEED FOR A 2,784 SQUARE FEET PORTION OF THE 0.213 ACRES TO BE VACATED AND ABANDONED; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

Planning and Development Director, Melissa McCollum stated this is the action item for Council, being the first reading of the Ordinance which would authorize the vacation and abandonment of 0.213 portion of unopened Austin Street and authorize the City Manager to execute a Quitclaim Deed for the portion vacated.

Mayor Orr asked what will happen to the portion that remains owned by the City.

City Manager, Mike Talbot stated it will be re-platted as Parkland & Commons. Mr. Talbot stated the City will retain ownership.

Dock Jackson moved to approve the Ordinance and place it on the Consent Agenda of the next City Council Meeting for the second reading and adoption. Motion was seconded by Kay Garcia McAnally and carried unanimously.

B.5 PUBLIC HEARING: ON A REQUEST FOR A ZONING DISTRICT CHANGE FROM PUBLIC STREET RIGHT-OF-WAY TO O, OFFICE FOR +/-2.784 SQUARE FEET OF VACATED AND ABANDONED AUSTIN STREET, ADJACENT TO THE SOUTH LINE OF BUILDING BLOCK 17 WEST OF WATER STREET AND WEST OF MAIN STREET AND BEING ACROSS AN UN-PLATTED PORTION OF THE CITY OF BASTROP REFERRED TO AS "BASTROP COMMONS", WITHIN THE CITY LIMITS OF THE CITY OF BASTROP, TEXAS.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum this is a request for a zoning designation of O, Office for the portion of Austin Street right-of-way that the Council just approved to vacate and quitclaim to the Bastrop County Historical Society. Ms. McCollum stated the Planning and Zoning Commission conducted a public hearing on February 28, 2013 and voted 5-2 to recommend approval of the requested zoning district change.

Julie Hart, 703 Main Street, addressed the Council. Ms. Hart stated she still in opposition because the city is not following the future land use plan and she has concerns.

Sandra Chipley, Vice President of the Bastrop County Historical Society, addressed the Council. Ms. Chipley stated the Bastrop County Historical Society is in favor of the zoning district change.

B.6 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 DISTRICT CHANGE FROM PUBLIC STREET RIGHT-OF-WAY TO "OFFICE" FOR APPROXIMATELY 2,784 SQUARE FEET OF A VACATED AND ABANDONED PORTION OF AUSTIN STREET WEST OF MAIN

STREET IN THE CITY LIMITS OF THE CITY OF BASTROP, TEXAS; ESTABLISHING AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

Planning and Development Director, Melissa McCollum stated this is the action item for Council and is the first reading of the proposed Ordinance granting a zoning change to O, Office. Ms. McCollum stated the Ordinance number will be inserted into the blank on Page 2 of the Ordinance after the vacation Ordinance is finalized.

Sandra Chipley, Vice President of the Bastrop County Historical Society, addressed the Council. Ms. Chipley stated the Bastrop County Historical Society is in favor of the zoning district change.

Mayor Orr stated this is a zoning essentially the same as Agenda Item B.2 and if there is action to be taken by Council, he would hope that the second reading of this Ordinance be treated in the same manner as Agenda Item B.2.

Willie DeLaRosa moved to approve the Ordinance. The motion was seconded by Joe Beal.

City Secretary, Teresa Valdez called the roll for vote on the motion:

FOR MOTION: Willie DeLaRosa, Joe Beal, Dock Jackson, Ken Kesselus and
Kay Garcia McAnally.

Motion carried unanimously.

B.7 PUBLIC HEARING: ON A REQUEST FOR A ZONING DISTRICT CHANGE FROM AOS, 'AGRICULTURAL OPEN SPACE' TO PD, 'PLANNED DEVELOPMENT' FOR +/- 26.25 ACRES, OUT OF THE MOZEA ROUSSEAU SURVEY, ABSTRACT NO. 56, LOCATED SOUTH OF CHILDERS DRIVE WITHIN THE CORPORATE LIMITS OF BASTROP, TEXAS TO BE KNOWN AS SECTION 5 OF PECAN PARK SUBDIVISION.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum stated the owner/applicant is requesting a zoning change to PD, Planned Development District. Ms. McCollum stated with the proposed modified SF-7 district regulations, the owner has proposed to reduce/stagger some of the front setbacks for some lots to be 20 feet and others to be 25 feet and reduce the side yard setbacks to 7.5 feet instead of the 10 feet. Ms. McCollum stated the applicant provided photo examples of 50 foot product that allows lessor side yard setbacks. Ms. McCollum stated she had talked to Fire Chief Henry Perry and he does not have any problems with the 15 feet (7.5 feet of side-yard setback) between structures. Ms. McCollum stated neighbors do have some concerns about the possible connection of an interior street to connect to Perkins Street. Ms. McCollum stated connection of streets will be discussed and analyzed during the platting process. Ms. McCollum stated the Planning and Zoning Commission conducted their regular meeting February 28, 2013 and voted unanimously 8-0 to recommend approval of the request zoning change.

Willie DeLaRosa stated that the Council can see, strictly by the Hunters Crossing Subdivision, all the complaints about smaller lots. Mr. DeLaRosa stated he thought the City wanted to get

away from that. Mr. DeLaRosa stated that when the Hunters Crossing Subdivision development came before Council the Fire Department did not want the reduced setbacks, now we are back flip-flopping. Mr. DeLaRosa stated there is an issue of Perkins Street and leaving it the size it is and it have more traffic because of the subdivision. Mr. DeLaRosa stated he is not in favor of the City making improvements to the street for the additional homes in the new development.

Ms. McCollum stated the applicant is not asking for reduction in lot size, these lots are larger than the lots in Hunters Crossing.

Joe Beal stated these lots are bigger, but they want a reduction in setbacks in order to build bigger houses.

City Manager, Mike Talbot stated the street issue will be dealt with during the Subdivision process and will have to have a traffic impact analysis.

Mr. DeLaRosa stated he just wanted to make sure who was going to pay for the improvements to the street; is the City going to help the developer?

Mr. Talbot stated in the Subdivision Ordinance the Council has the right to place on the developer certain improvements as deemed necessary for health and safety.

Mr. Beal stated that Mr. DeLaRosa has signaled to the developer his concerns, but tonight this is a Planned Development District zoning request which alters setbacks to build better product.

Discussion was held among Council and Ms. McCollum.

Lynn Alderson, developer's agent on this project, addressed the Council. Mr. Alderson stated they have met with the neighborhood concerning this development and listened to their concerns. Mr. Alderson stated that first the developer had proposed 128 fifty foot lots and not come back with 91 bigger units.

B.8 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 DISTRICT CHANGE FROM AOS, 'AGRICULTURAL OPEN SPACE' TO PD, 'PLANNED DEVELOPMENT' FOR +/-26.25 ACRES, OUT OF THE MOZEA ROUSSEAU SURVEY, ABSTRACT NO. 56, LOCATED SOUTH OF CHILDERS DRIVE WITHIN THE CORPORATE LIMITS OF BASTROP, TEXAS TO BE KNOWN AS SECTION 5 OF PECAN PARK SUBDIVISION, ESTABLISHING AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum stated this is the first reading of approval of the proposed Ordinance granting a zoning district change.

Joe Beal moved to approve the Ordinance. The motion was seconded by Kay Garcia McAnally and carried unanimously.

B.9 CITIZEN COMMENTS.

There were no citizen comments.

Council took a brief recess from 9:07 until 9:13.

C. OLD BUSINESS

D. NEW BUSINESS

ORDINANCES FOR FIRST READING:

D.1 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 CONFLICTS HEREWTH; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

Karla Stovall, Chief Financial Officer, addressed the Council. Ms. Stovall stated these budget amendments increase the budget appropriations for the Fiscal Year 2013. Ms. Stovall reviewed the amendments.

Joe Beal moved to approve the Ordinance and place it on the Consent Agenda of the next City Council Meeting for the second reading and adoption. Motion was seconded by Dock Jackson and carried unanimously.

ORDINANCES AND OTHER ITEMS ELIGIBLE FOR CONSIDERATION AND/OR ACTION:

D.2 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON ACCEPTANCE OF THE UNAUDITED MONTHLY FINANCIAL REPORTS FOR THE PERIOD ENDING OF JANUARY 31, 2013.

Finance Director, Karla Stovall presented the unaudited monthly Financial Reports for the period ending January 31, 2013. Ms. Stovall reviewed the report.

Willie DeLaRosa moved to accept the unaudited monthly Financial Reports for the period ending January 31, 2013. Motion was seconded by Dock Jackson and carried unanimously.

D.3 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON A PRESENTATION BY THE BASTROP POLICE DEPARTMENT TO IMPLEMENT THE MILITARY SERVICE FLAG PROGRAM FOR THE CITY OF BASTROP TO HONOR ACTIVE-DUTY MEMBERS AND THEIR FAMILIES.

Police Chief Michael Blake addressed the Council. Chief Blake stated he has seen this program in other communities and he has seen how this community supports service men and women. Chief Blake stated the Service Flag is an official banner authorized by the Department of Defense for display by immediate family members of Armed Forces personnel serving on active-duty during any period of way, hostilities or peacemaking missions on behalf of the United States. Chief Blake stated a Blue Star Service Flag is displayed in the front window of a home as an American tradition. Chief Blake stated the Flag signifies that someone in this home is serving in the U.S. Armed Forces and was actually showcased during a scene in the Steven Spielberg hit movie "Saving Private Ryan." Chief Blake stated today's service men and women protect us in a very complicated and uncertain world and unlike past wars that had clear beginnings and clear endings, today's "War on Terrorism" continues on from the shadows to the forefront on a daily basis. Chief Blake stated for the City of Bastrop, continuing the tradition of Blue Star Service Banner reminds us of this ongoing war and the daily sacrifices made by our Armed Services in personnel in keeping America safe. Chief Blake gave a brief history of the Service Banner. Chief Blake stated a gold star flag is also available for those families whose service men or women died in service. Chief Blake stated there is a felt flag or a nylon flag and the City would have to decide which one to use.

Council Member Kay Garcia McAnally asked Chief Blake how much this Program would cost.

Chief Blake stated it would cost about \$500 a year and the kits are \$25.00 each.

Joe Beal stated the cost would be a function of how many sign up for the Program and also the geographic area – City limits, School District area or Extra Territorial Jurisdiction area. Mr. Beal suggested the City start out with the area within the City limits and do on a quarterly basis. Mr. Beal stated people will be finding out what this Program is and what it does and then maybe the Council can tailor an agenda item at the beginning of a Council Meeting to present the Service Flag to families. Mr. Beal stated he thought the felt flag would frame nicer than a nylon one.

Discussion was held among Council, City Manager and Chief Blake.

Mayor Orr stated of everything that comes before this Council, if he could vote, he would vote for this. Mayor Orr stated as much as we try to identify Bastrop, the people who live in our Extra Territorial Jurisdiction follow our rules and regulations, use our Library and pay sales tax so he would urge the Council to include the Extra Territorial Jurisdiction area.

Ken Kesselus moved approval of the Bastrop Police Department implementing the Military Service Flag Program for the City of Bastrop starting within the City limits and see how it goes, look at the feasibility of expanding into the Extra Territorial Jurisdiction area and use the nylon flags. Motion was seconded by Willie DeLaRosa and carried unanimously.

City Attorney, J.C. Brown stated for clarification that the Council would like whoever administers this Program to look at the gold star flags also.

D.4 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON SPEED LIMIT ON BLAKEY LANE, STREET EXTENDING FROM EDWARD BURLESON LANE TO FARM TO MARKET ROAD 969.

Council Member Willie DeLaRosa stated a number of residents brought to his attention concerns of the speed limit on Blakey Lane, mainly when Farm to Market Road 969 was closed. Mr. DeLaRosa asked if this had been looked at before.

City Manager, Mike Talbot stated the 30 miles per hour speed limit is recommended by the traffic study completed during the development process. Mr. Talbot stated stop signs had been put up at some locations.

Mr. DeLaRosa stated that 30 miles per hour seemed slow.

Mr. Talbot stated the City can run a traffic study for two weeks and bring back that information to Council.

D.5 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF A RESOLUTION NOMINATING AN INDIVIDUAL AS MEMBER OF THE BASTROP CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS.

City Secretary, Teresa Valdez stated the City received a letter from the Bastrop Central Appraisal District notifying the City of a vacancy on the Bastrop Central Appraisal District Board of Directors. Ms. Valdez stated the vacancy is due to the resignation of Mr. Gene Sampson of Smithville. Ms. Valdez stated in Mr. Sampson's letter of resignation he recommends Roderick Emanuel to complete his current term on the Board. Ms. Valdez stated the nominations are submitted by Resolution.

Ken Kesselus moved to adopt the Resolution nominating Roderick Emanuel. Motion was seconded by Willie DeLaRosa and carried unanimously.

E. EXECUTIVE SESSION:

E.1 THE BASTROP CITY COUNCIL WILL MEET IN A CLOSED/EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, CHAPTER 551, 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, OR VALUE OF REAL PROPERTY.
3. SECTION 551.087 – DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS – JAMCo PROJECT.

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.

No Executive Session was held.

F. ADJOURNMENT

At 9:40 p.m., Willie DeLaRosa moved to adjourn. Motion was seconded by Ken Kesselus and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

March 19, 2013

The Bastrop City Council met in Special Utility Workshop Meeting on Tuesday, March 19, 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 Joe Beal, Ken Kesselus, Kay Garcia McAnally and Dock Jackson.

A. CALL TO ORDER

At 6:15 p.m., Mayor Terry Orr called the meeting to order with all members present, with the exception of Willie DeLaRosa who was absent.

B. UTILITY WORKSHOP SESSION – THE BASTROP CITY COUNCIL WILL CONVENE INTO A UTILITY WORKSHOP SESSION TO:

1. DISCUSS AND EVALUATE ANY AND ALL MATTERS RELATED TO THE CITY'S UTILITIES, SPECIFICALLY CURRENT AND FUTURE PROVISION OF WATER/WASTEWATER AND ELECTRIC SERVICE TO THE CITIZENS OF THE CITY AND IN THE EXTRATERRITORIAL JURISDICTION, INCLUDING BUT NOT LIMITED TO THE PROTECTION AND PRESERVATION OF FUTURE WATER AND ELECTRIC SOURCES, OPERATIONS, COMPETITIVE MATTERS, POTENTIAL UPGRADES, PLANNING AND THE RESOLUTION OF UTILITY ISSUES, AS THEY ARISE.
 - a. DISCUSSION ABOUT SCHEDULE AND TIMELINE FOR SHORT-TERM AND LONG-TERM WATER SO THAT A DECISION CAN BE MADE BY JUNE 1, 2013 (COUNCIL CONSENSUS AT RETREAT WORKSHOP ON MARCH 9, 2013 TO PLACE THIS ITEM ON AGENDA FOR DISCUSSION.

At 6:17 p.m., Mayor Orr convened the Bastrop City Council into a Utility Workshop Session to discuss:

1. Discuss and evaluate any and all matters related to the City's utilities, specifically current and future provision of water/wastewater and electric service to the citizens of the City and in the extraterritorial jurisdiction, including but not limited to the protection and preservation of future water and electric sources, operations, competitive matters, potential upgrades, planning and the resolution of utility issues, as they arise.

City Manager, Mike Talbot stated he had asked staff to do a presentation tonight on things that are done in the utilities departments, Bastrop Power & Light and Water & Wastewater, on a daily basis and may be things that we take for granted.

Water & Wastewater Director, James Miller addressed the Council. Mr. Miller stated he and Alfonso Carmona will be giving a PowerPoint presentation on the City's Water and Wastewater operations.

Mr. Miller and Mr. Carmona's presentation on water operations included the following: 1) Map showing City water well locations; 2) Water production, amount sold and revenue; 3) Upcoming Planned Developments in the City; 4) Water leak report; 5) Fire protection; 6) Water Storage & water source; and 7) Report cards.

Discussion was held among Council, Mr. Talbot, Mr. Miller and Mr. Carmona regarding the topics covered in the presentation on the City's water operations.

Mr. Miller and Mr. Carmona's presentation on wastewater operations included the following: 1) Water CCN map and Wastewater CCN map; 2) Wastewater consumption, connections and revenues and 3) City's sewer system. Mr. Carmona then gave a demonstration of the City's SCADA System.

Discussion was held among Council, Mr. Talbot, Mr. Miller and Mr. Carmona regarding the topics covered in the presentation on the City's wastewater operations and the SCADA System.

Bastrop Power & Light Director, Curtis Ervin addressed the Council. Mr. Ervin called the Council's attention to the projection screen displaying a map which showed the boundary line of the City's public utility service area. Mr. Ervin's presentation included information on the following: 1) Substation information and feeders; 2) Types of outages; and 3) Average outage time – 28 minutes.

Discussion was held among Council, Mr. Talbot and Mr. Ervin regarding the topics covered in the presentation on the Bastrop Power & Light operations.

Chief Financial Officer, Karla Stovall addressed the Council. Ms. Stovall gave a presentation on the following topics: 1) Utility Statistic Report; 2) Sales & Services; 3) Utility Department staff – customer service and meter readers; and 4) Service order statistics.

Discussion was held among Council, Mr. Talbot and Ms. Stovall regarding the topics covered in the presentation given by Ms. Stovall.

- a. Discussion about schedule and timeline for short-term and long-term water so that a decision can be made by June 1, 2013 (Council consensus at Retreat/Workshop on March 9, 2013 to place this item on Agenda for discussion.

City Manager, Mike Talbot stated he is working on a schedule that contains four areas that he believes are the most important. The first area is that tomorrow night the Lost Pines Groundwater Conservation District will probably be lifting the moratorium they had placed permitting wells. Mr. Talbot stated the City of Bastrop has submitted permits and after tomorrow night the City should have some idea of how long it will take us to receive a permit.

Mr. Talbot stated the second area is that he has had a meeting with James Bené regarding the well at Mayfest Hill. Mr. Talbot stated he is really debating which way to go – the City has spent \$400,000 between fees and work and is looking at spending another \$100,000 for this well. Mr. Talbot stated if the well does not bring in more than 300 gallons per minute, do we want to keep going or look at other areas. Mr. Talbot stated the third area is that one mile from Mayfest Hill, Jason Allen had a water well drilled and it is producing 1800 gallons per minute. Mr. Talbot stated he had a nice long discussion with Mr. Allen regarding this well and how the City could have an agreement with Mr. Allen to purchase the water from him. Mr. Talbot stated there are components of this that he needs to analyze and run through the rate process. Mr. Talbot stated the fourth area is acquiring water from Aqua Water.

Discussion was held among Council and Mr. Talbot regarding the four areas listed by Mr. Talbot.

Mr. Talbot stated he would try to have an update to the Council for the Tuesday night Council Meeting in regard to the Jason Allen well and discussion with Aqua Water. Mr. Talbot stated he is working on putting together the schedule and timeline for short-term and long-term water and will have that ready if not next week, then the following week.

Mr. Talbot reminded the Council that he and Charlotte Gilpin have been working on a matrix for the Water Study and if any of the Council can think of something that should be included in the matrix to help analyze options, please let him know.

Discussion was held among Council and Mr. Talbot regarding water conservation and what the City can do to encourage and help people conserve water.

C. THE BASTROP CITY COUNCIL WILL ADJOURN THE UTILITY WORKSHOP SESSION AND RECONVENE INTO SPECIAL SESSION.

At 8:17 p.m., Mayor Orr reconvened the Bastrop City Council into Special Session.

D. ADJOURN.

At 8:18 p.m., Kay Garcia McAnally moved to adjourn. Motion was seconded by Dock Jackson and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

9. Advisory Board: _____ Approved _____ Disapproved _____ None _____

10. Manager's Recommendation: _____Approved _____Disapproved _____None

11. Action Taken: _____

RESOLUTION NO. R-2013-

**A RESOLUTION OF THE CITY COUNCIL OF BASTROP, TEXAS,
APPROVING A PROJECT, USING FUNDS PROVIDED BY THE BASTROP
ECONOMIC DEVELOPMENT CORPORATION, IN AN AMOUNT EXCEEDING
\$10,000.**

WHEREAS, the Board of the Bastrop Economic Development Corporation ("BEDC") met on February 18, 2013, and at that time took formal action to support and provide funds for various projects; and

WHEREAS, Section 4B(3), of the Texas Economic Development Act, mandates that prior to the BEDC funding a project involving an expenditure by the BEDC of more than \$10,000, per project, the City Council shall adopt a Resolution authorizing the project, which Resolution shall be read by the City Council, on two separate occasions; and

WHEREAS, the City has reviewed the February 18, 2013, actions of the BEDC related to the project noted herein below, has considered and evaluated that project, and has found it meritorious of the Council's approval.

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

- (1) The City Council of the City of Bastrop, Texas, hereby approves the following project, which had been approved for funding by the BEDC:
 - a. To fund a Small Business Forum in conjunction with the Texas Governor's Office, Texas Workforce Commission, and Bastrop County partners, in order to provide training and resources to Bastrop Area entrepreneurs and small business owners, in an amount not to exceed \$25,000.
- (2) The City Manager is hereby authorized to convey a copy of this Resolution of approval, as appropriate.
- (3) That this Resolution shall take effect immediately from and after its passage, and is accordingly so resolved.

READ and APPROVED on First Reading on the 12th of March 2013.

READ and ADOPTED on Second Reading on the 26th day of March 2013.

APPROVED:

Terry Orr, Mayor

ATTEST:

Teresa Valdez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: March 19, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Approval of waiver of fee for hanging banner per request from the Family Crisis Center.**

2. Party Making Request: **Family Crisis Center**

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: _____



3/21/2013

44

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

March 18, 2012

Mayor Terry Orr and City Council Members,

April is Sexual Assault Awareness Month, which is intended to draw attention to the fact that sexual violence is widespread and has public health implications for every community. During this month, the Family Crisis Center wishes to acknowledge the strength of survivors of sexual assault, their courage, and the struggles they face in healing after an assault.

The Family Crisis Center would like to hang a 2 ½ ft. x 18 ft. banner (within the City's banner size requirement) on the front of our building (securely attached by all four corners as required by the City's sign code) stating that April is National Sexual Assault Awareness Month. Our building is located at 431 Old Austin Highway. We are requesting to have this banner up for four weeks during the month of April. We are requesting a waiver for the \$50.00 fee application fee.

Thank you for your consideration and support. If you have any questions please contact Debby Hall at 512-321-7760 or debbyh@familycrisiscenter.us.

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 5, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: Adoption of an 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.

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

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

4. Policy Implication:

These budget amendments increase the budget appropriations for Fiscal Year 2013.

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>
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a) _____

b) _____

c) _____

8. Staff Recommendation: Staff recommends approval of the Budget Amendments

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: Approved Disapproved None

11. Action Taken: _____

**City of Bastrop
Memorandum**

TO: Mayor & City Council Members

FROM: Karla Stovall, Chief Financial Officer

SUBJECT: Ordinance Amending FY 2013 Budget

DATE: March 5, 2013

Recommendation:

To approve Ordinance Amending the Budget for unanticipated revenue and expenses incurred not included in the original budget approved by City Council.

Background:

The city charter requires that when the budget is amended that the amendment be by ordinance. The budget amendments include an increase to the budget appropriations for Fiscal Year 2013. Funds included in these amendments include: General Fund, Designated Fund, Water Wastewater Fund, Bastrop Power and Light Fund, Hotel Motel Fund, Main Street Fund, Library Board Fund, and Grant Fund.

- General Fund includes:
 - Donations from the Chamber of Commerce for Trail of Lights
 - Donations for City Christmas party
 - Insurance reimbursement for Public Works Department
 - Offset Public Works maintenance expenses with proceeds from auction.
 - Reclassify Salary Adjustment Plan expense to each department as approved during the FY 2013 budget process.
- Designated Fund includes:
 - Library revenue and expenses associated with grant funding.
 - Appropriation of available funds designated for specific use.
- Debt Service Fund
 - Establish debt service budget for Governmental funds.
- W- WW Impact Fund
 - Water Impact professional expenses at Bob Bryant.
- Sanitation Fund
 - Revenue and expenditures attributed to sanitation.
- Bastrop Power and Light Fund
 - Community Support Funding for MLK committee for MLK day in Bastrop.
- Hotel Motel Funds
 - Income and expenditures for F1 buses
 - Budget funding for Art In Public Places
- Main Street Fund
 - Carry forward funds from FY2012 for payment of Way-finding sign project.

Carry forward funds from FY2012 for payment of benches.

- Library Board Fund
Increase funding to purchase flags. Library Board approved.
- Grant Fund
Revenues and expenditures associated with City grant funds.

Fund Balance as of 9-30-12	2,865,894
FY 2013 Budgeted Revenues	8,331,528
FY 2013 Budgeted Appropriations	(8,510,595)
2/2013 Budget Amendments (net)	0
Ending Fund Balance	<u>2,686,827</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
Matching Revenues to Expenditures:				
Public Works	Neutral	2,000	Donations received for Trail of Lights	101-00-00-4509
Human Resources	Neutral	944.50	Donations received for Christmas Party	101-00-00-4509
Public Works	Neutral	408	Insurance reimbursement	101-00-00-4537
Public Works	Neutral	6,870	Sale of Fixed Assets	101-00-00-4512
	Total Revenues	10,222.5		

Matching Expenditures to Revenues:

Public Works	Neutral	(2,000)	Donations received for Trail of Lights	101-18-19-5371
Human Resources	Neutral	(944.50)	Donations received for Christmas Party	101-06-00-5653
Public Works	Neutral	(408)	Insurance reimbursement	101-18-10-5376
Public Works	Neutral	(6,870)	Maintenance Budget	101-18-10-5320

Reclassification of Expenditures:

General Organizational	Neutral	148,010	Salary Adjustment Plan	101-02-00-5901
City Manager Department	Neutral	(2,459)	City Manager - Salaries	101-03-00-5101
City Manager Department	Neutral	(188)	City Manager- Social Security	101-03-00-5150
City Manager Department	Neutral	(234)	City Manager - Retirement	101-03-00-5151
City Manager Department	Neutral	(11)	City Manager - Workers Comp	101-03-00-5156
City Secretary Department	Neutral	(2,205)	City Secretary - Salaries	101-04-00-5101
City Secretary Department	Neutral	(169)	City Secretary - Social Security	101-04-00-5150
City Secretary Department	Neutral	(209)	City Secretary - Retirement	101-04-00-5151
City Secretary Department	Neutral	(10)	City Secretary - Workers Comp	101-04-00-5156
Finance Department	Neutral	(10,889)	Finance - Salaries	101-05-00-5101
Finance Department	Neutral	(837)	Finance - Social Security	101-05-00-5150
Finance Department	Neutral	(1,052)	Finance - Retirement	101-05-00-5151
Finance Department	Neutral	(337)	Finance - Workers Comp	101-05-00-5156
Finance Department	Neutral	(6,694)	Finance, Meter Services - Salaries	101-05-15-5101
Finance Department	Neutral	(512)	Finance, Meter Services, Social Security	101-05-15-5150
Finance Department	Neutral	(636)	Finance, Meter Services - Retirement	101-05-15-5151
Finance Department	Neutral	(173)	Finance, Meter Services, Workers comp	101-05-15-5156
Human Resources Department	Neutral	(2,715)	Human Resources - Salaries	101-06-00-5101
Human Resources Department	Neutral	(207)	Human Resources - Social Security	101-06-00-5150
Human Resources Department	Neutral	(255)	Human Resources - Retirement	101-06-00-5151
Human Resources Department	Neutral	(12)	Human Resource - Workers Comp	101-06-00-5156
IT DEPARTMENT	Neutral	(2,901)	IT - Salaries	101-07-00-5101
IT DEPARTMENT	Neutral	(190)	IT - Longevity	101-07-00-5116
IT DEPARTMENT	Neutral	(237)	IT - Social Security	101-07-00-5150
IT DEPARTMENT	Neutral	(294)	IT - Retirement	101-07-00-5151
IT DEPARTMENT	Neutral	(14)	IT - Workers Comp	101-07-00-5156
Police Department	Neutral	(8,792)	Police, Adm. - Salaries	101-09-10-5101
Police Department	Neutral	(673)	Police, Adm. - Social Security	101-09-10-5150
Police Department	Neutral	(836)	Police, Adm. - Retirement	101-09-10-5151
Police Department	Neutral	(273)	Police, Adm. - Workers Comp	101-09-10-5156
Police Department	Neutral	(1,012)	Police, Code Enf. - Salaries	101-09-12-5101
Police Department	Neutral	(77)	Police, Code Enf. - Social Security	101-09-12-5150
Police Department	Neutral	(96)	Police, Code Enf. - Retirement	101-09-12-5151
Police Department	Neutral	(5)	Police, Code Enf. - Workers Comp.	101-09-12-5156
Police Department	Neutral	(6,812)	Police, CID - Salaries	101-09-21-5101
Police Department	Neutral	(521)	Police, CID - Social Security	101-09-21-5150
Police Department	Neutral	(648)	Police, CID - Retirement	101-09-21-5151
Police Department	Neutral	(292)	Police, CID - wc	101-09-21-5156
Police Department	Neutral	(24,314)	Police, Patrol - Salaries	101-09-22-5101
Police Department	Neutral	(1,860)	Police, Patrol - Social Security	101-09-22-5150

Police Department	Neutral	(2,310)	Police, Patrol - Retirement	101-09-22-5151
Police Department	Neutral	(1,042)	Police, Patrol - Workers Comp	101-09-22-5156
Police Department	Neutral	(1,037)	Police, Animal Services - Salaries	101-09-25-5101
Police Department	Neutral	(79)	Police, Animal Services - Social Security	101-09-25-5150
Police Department	Neutral	(99)	Police, Animal Services - Retirement	101-09-25-5151
Police Department	Neutral	(42)	Police, Animal Services - Workers Comp	101-09-25-5156
Municipal Court Department	Neutral	(6,237)	Court - Salaries	101-12-00-5101
Municipal Court Department	Neutral	(478)	Court - Social Security	101-12-00-5150
Municipal Court Department	Neutral	(567)	Court - Retirement	101-12-00-5151
Municipal Court Department	Neutral	(28)	Court - Workers Comp	101-12-00-5156
Planning Department	Neutral	(7,450)	Planning - Salaries	101-15-00-5101
Planning Department	Neutral	(569)	Planning - Social Security	101-15-00-5150
Planning Department	Neutral	(707)	Planning - Retirement	101-15-00-5151
Planning Department	Neutral	(44)	Planning - wc	101-15-00-5156
Public Works Department	Neutral	(1,255)	Public Works - Workers Comp.	101-18-10-5156
Public Works Department	Neutral	(12,812)	Public Works - Salaries	101-18-10-5101
Public Works Department	Neutral	(127)	Public Works - Longevity	101-18-10-5116
Public Works Department	Neutral	(980)	Public Works - Social Security	101-18-10-5155
Public Works Department	Neutral	(1,217)	Public Works- Retirement	101-18-10-5151
Public Works Department	Neutral	(11,003)	Parks - Salaries	101-18-19-5101
Public Works Department	Neutral	(112)	Parks - Longevity	101-18-19-5116
Public Works Department	Neutral	(842)	Parks - Social Security	101-18-19-5150
Public Works Department	Neutral	(1,037)	Parks - Retirement	101-18-19-5151
Public Works Department	Neutral	(455)	Parks - workers comp	101-18-19-5155
Public Works Department	Neutral	(2,721)	Custodian - Salaries	101-18-20-5100
Public Works Department	Neutral	(208)	Custodian - Social Security	101-18-20-5150
Public Works Department	Neutral	(258)	Custodial - Retirement	101-18-20-5151
Public Works Department	Neutral	(139)	Custodian - Workers Comp	101-18-20-5156
Library Department	Neutral	(12,392)	Library - Salaries	101-21-00-5101
Library Department	Neutral	(945)	Library - Social Security	101-21-00-5150
Library Department	Neutral	(1,112)	Library - Retirement	101-21-00-5151
Library Department	Neutral	(55)	Library - Workers Comp	101-21-00-5156

Total Expenditures	(10,222.5)
Net Change	0

Fund Balance as of 9-30-12	269,722
FY 2013 Budgeted Revenues	812,018
FY 2013 Budgeted Appropriations	(673,360)
2/2013 Budget Amendments (net)	(83,417)
Ending Fund Balance	<u>324,963</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
Matching Revenues to Expenditures:				
Library Department	Neutral	5,000	Library Grant's received as of 1/31/2013	102-00-00-4501
Total Revenues		<u>5,000</u>		

Matching Expenditures to Revenues:

Library Department	Neutral	(5,000)	Library Grant	102-00-00-5242
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New Expenditures:

Municipal Court	Increase	(8,098)	Technology Funds	102-00-00-5668
Police Department	Increase	(2,992)	PD LEOSE Expense	102-00-00-5645
Municipal Court	Increase	(48,427)	Building Security	102-00-00-6010
Municipal Court	Increase	(7,845)	Administrative Justice	102-00-00-5666
Police Department	Increase	(4,776)	PD Special Expense	102-00-00-5667
Police Department	Increase	(9,209)	Law Enforcement Expense	102-00-00-5672
Parks Department	Increase	(1,526)	Park Donations	102-00-00-5504
Library Department	Increase	(543)	Library Grant	102-00-00-5242

Total Expense (88,417)

Net Change (83,417)

Fund Balance as of 9-30-12	731,793
FY 2013 Budgeted Revenues	1,596,057
FY 2013 Budgeted Appropriations	(1,665,587)

2/2013 Budget Amendments (net)	0
Ending Fund Balance	<u>662,263</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
Matching Revenues to Expenditures:				
Transfer in	Neutral	548,360	Transfer in - Offset	120-00-00-4734
Transfer in	Neutral	115,556	Transfer in - Offset	120-00-00-4735
	Total Revenues	<u>663,916</u>		

Matching Expenditures to Revenues:

Debt Service	neutral	(88,035)	CO Series 2008A, Principle	120-00-00-7127
Debt Service	neutral	(101,924)	CO Series 2008A, Interest	120-00-00-7128
Debt Service	neutral	(190,740)	CO Series 2010, Principle	120-00-00-7137
Debt Service	neutral	(190,195)	CO Series 2010, Interest	120-00-00-7138
Debt Service	neutral	(50,000)	CO Series 2008, Principle	120-00-00-7501
Debt Service	neutral	(41,022)	CO Series 2008, Interest	120-00-00-7502
Debt Service	neutral	(2,000)	Fiscal Agent Fees	120-00-00-7999
	Total Expense	<u>(663,916)</u>		
	Net Change	0		

3/21/2013

FY 2013
BUDGET AMENDMENTS
WATER WASTEWATER IMPACT FUND

52

Water Impact

Fund Balance as of 9-30-12	322,852
FY 2013 Budgeted Revenues	25,000
FY 2013 Budgeted Appropriations	(10,000)
2/2013 Budget Amendments (net)	(10,000)
Ending Fund Balance	<u>327,852</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
Matching Revenues to Expenditures:				
	Neutral			
	Total Revenues	<u>0</u>		
Matching Expenditures to Revenues:				
	Neutral	(10,000)	Water Impact Professional Fees	202-35-10-5501
	Total Expenditures	<u>(10,000)</u>		
	Net Change	(10,000)		

Fund Balance as of 9-30-12	0
FY 2013 Budgeted Revenues	0
FY 2013 Budgeted Appropriations	0
2/2013 Budget Amendments (net)	<u>0</u>
Ending Fund Balance	<u><u>0</u></u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
Matching Revenues to Expenditures:				
	Neutral	435,000	Move Sanitation from GF to Proprietary Fund	310-00-00-4505
	Total Revenues	<u>435,000</u>		
Matching Expenditures to Revenues:				
	Neutral	(435,000)	Move Sanitation from GF to Proprietary Fund	310-00-0-5501
	Total Expenditures	<u>(435,000)</u>		
	Net Change	0		

3/21/2013

FY 2013
BUDGET AMENDMENTS
BASTROP POWER & LIGHT FUND

54

Fund Balance as of 9-30-12	4,189,227
FY 2013 Budgeted Revenues	7,148,000
FY 2013 Budgeted Appropriations	(7,049,488)
2/2013 Budget Amendments (net)	(2,054)
Ending Fund Balance	<u>4,285,685</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
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Total Revenues	<u>0</u>
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New Expenditures:

Bastrop Power & Light Fund	Increase	(2,054)	Community Support for MLK Committee	404-60-00-5690
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Total Expenditures	<u>(2,054)</u>
Net Change	(2,054)

3/21/2013

FY 2013
BUDGET AMENDMENTS
HOTEL/MOTEL TAX FUND

55

Fund Balance as of 9-30-12	2,029,631
FY 2013 Budgeted Revenues	2,315,000
FY 2013 Budgeted Appropriations	(2,315,000)
2/2013 Budget Amendments (net)	(72,734)
Ending Fund Balance	<u>1,956,897</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Revenues:				
	Increase	5,232	Miscellaneous Income, F1	
	Total Revenues	<u>5,232</u>		

New Expenditures:

	(27,966)	F1 Expense approved by Council	501-80-00-5505
	(50,000)	Art in Public Places approved by Council	501-80-00-5541
Total Expense	<u>(77,966)</u>		
Net Change	(72,734)		

3/21/2013

FY 2013
BUDGET AMENDMENTS
MAIN STREET FUND

56

Fund Balance as of 9-30-12	123,633
FY 2013 Budgeted Revenues	125,800
FY 2013 Budgeted Appropriations	(142,680)
2/2013 Budget Amendments (net)	(64,425)
Ending Fund Balance	<u>42,328</u>

<u>DEPARTMENT</u>	<u>BUDGET</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>
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Total Revenues	<u>0</u>
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New Expenditures:

	(54,100)	Final Wayfinding Sign Project	503-00-00-5601
	(10,325)	Benches - Donations rec'd FY12	503-00-00-5206

Total Expense	<u>(64,425)</u>
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Net Change	(64,425)
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3/21/2013

FY 2013
BUDGET AMENDMENTS
LIBRARY BOARD FUND

57

Fund Balance as of 9-30-12	6,662
FY 2013 Budgeted Revenues	2,540
FY 2013 Budgeted Appropriations	(5,150)
2/2013 Budget Amendments (net)	(453)
Ending Fund Balance	<u>3,599</u>

<u>DEPARTMENT</u>	<u>BUDGET</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>
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Total Revenues	<u>0</u>
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New Expenditures:

(453)	Purchase Flags. Board approved	505-81-00-5201
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Total Expense	<u>(453)</u>
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Net Change	<u>(453)</u>
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Fund Balance as of 9-30-12	38,697
FY 2013 Budgeted Revenues	0
FY 2013 Budgeted Appropriations	0
2/2013 Budget Amendments (net)	<u>(38,697)</u>
Ending Fund Balance	<u>0</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
Matching Revenues to Expenditures:				
Library Department	Neutral	10,000	Library Federal Impact Grant	801-00-00-4445
Water Wastewater	Neutral	247,000	Fayette St. WW Improv - CDBG Grant	801-00-00-4447
Public Works	Neutral	139,303	Chestnut St. Sidewalk Improv. CDBG Grant	801-00-00-4448
		<u>Total Revenues</u>	<u>396,303</u>	

Matching Expenditures to Revenues:

Library Department	Neutral	(10,000)	Library Federal Impact Grant	801-00-00-5510
Water Wastewater	Neutral	(275,000)	Fayette St. WW Improv - CDBG Grant	801-00-00-6132
Public Works	Neutral	(150,000)	Chestnut St. Sidewalk Improv. CDBG Grant	801-00-00-6131
		<u>Total Expense</u>	<u>(435,000)</u>	
		Net Change	(38,697)	

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 6, 2013

MEETING DATE: March 12, 2013

1. Agenda Item: **Adoption of an Ordinance authorizing the vacation and abandonment of a 0.213 acre portion of unopened Austin Street – West of Main Street, platted City of Bastrop ownership; providing for the terms and conditions of such vacation and abandonment; authorizing the City Manager to execute a Quitclaim Deed for a 2,784 square feet portion of the 0.213 acres to be vacated and abandoned; and providing for an effective date.**

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

3. Nature of Request: (Brief Overview) Attachments: Yes ____ 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) _____

8. Staff Recommendation:

9. Advisory Board Recommendation: ____ Recommended Approval ____ Denial ____ None

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

11. Action Taken: _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE VACATION AND ABANDONMENT OF A 0.213 ACRE PORTION OF UNOPENED AUSTIN STREET – WEST OF MAIN STREET, PLATTED CITY OF BASTROP OWNERSHIP; PROVIDING FOR THE TERMS AND CONDITIONS OF SUCH VACATION AND ABANDONMENT; AUTHORIZING THE CITY MANAGER TO EXECUTE A QUITCLAIM DEED FOR A 2,784 SQUARE FEET PORTION OF THE 0.213 ACRES TO BE VACATED AND ABANDONED; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop, Texas is a City incorporated and operating under the laws of the State of Texas, which has the authority under Chapters 282 and 253 of the Local Government Code, as amended, to vacate, abandon and close municipal rights-of-way, streets or alleys, by ordinance, when such action is in the best interest of and serves the public purpose; and

WHEREAS, the City owns a portion of unopened Austin Street, being 0.213 Acres, lying South of Building Block 17 WW and West of Main Street, and being across an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide23(A) of the Bastrop County Plat Records, and also being referred to as “Bastrop Commons” on a drawing recorded in Volume 541, Page 633 of the Deed Record of Bastrop County and mentioned in the Grant of the Town of Bastrop in Volume 43, Page 587 of the Deed Records of Bastrop County, said line being common with City of Bastrop Ownership according to the George Iredell Map of the City of Bastrop, Volume G, Page 252, and as further demonstrated by the metes and bounds and diagram attached hereto as Exhibit “A”.

WHEREAS, 0.213 Acres of Austin Street – West of Main Street to be abandoned and vacated is unimproved and not open to the public; and

WHEREAS, the City of Bastrop has received a request from the abutting property owner, the Bastrop County Historical Society, to sell to them a 2,784 square feet portion of the 0.213 Acres of unopened Austin Street to be abandoned and vacated; and

WHEREAS, the property owner requesting to purchase a portion of Austin Street to be vacated and abandoned is the sole property owner abutting the Right-of Way, other than the City of Bastrop, such that there are no other abutting property owners to be notified of the vacation and abandonment by certified and regular mail other than the Bastrop County Historical Society; and

WHEREAS, the City's Planning and Development Department has reviewed and approved the vacation and abandonment of 0.213 Acres of Austin Street- West of Main Street, and the sale of 2,784 square feet of the abandoned right-of-way to the Bastrop County Historical Society and the City Council now finds that the utilities currently existing, or that will exist in the future, if any, in the area of the unopened Streets, Alleys, and/or public Right-of-ways will be sufficiently protected by being either relocated or placed into easements and that the utility companies serving the area including and surrounding the right-of-way have determined that their utilities, if existing, will also be sufficiently protected by the same means; and

WHEREAS, the abandonment and vacation of said portion of Austin Street – West of Main Street will not affect the traffic flow or pattern in the area, and the City Council finds that it is in the best interest of the City to abandon, vacate and close said portion of the Street for public use and to sell 2,784 square feet to the Bastrop County Historical Society; and

WHEREAS, the City Council of the City of Bastrop, Texas, finds and declares that it is in the best interest of all of the citizens of the City of Bastrop, Texas that the 0.213 Acre identified portion of Austin Street- West of Main Street be vacated and abandoned and a 2,784 square feet portion of that 0.213 Acres be sold to the Bastrop County Historical Society for fair market value and deposited in the street maintenance fund, as required by State law.

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

Section 1: That the identified 0.213 acre portion of unopened Austin Street- West of Main Street on Exhibit "A," which is attached hereto, and is made a part of this ordinance for all purposes, be, and the same are hereby abandoned, vacated and closed insofar as the right, title or easement of the public is concerned.

Section 2: That said 0.213 acre portion of Streets, Alleys, and/or Public Right-of-Ways are not needed for public roadway purposes and it is in the public interest of the City of Bastrop to abandon said described portions of the Streets, Alleys, and/or Public Right-of-Ways for use as roads and roadways.

Section 3: That a 2,784 square feet portion of the 0.213 acres to be abandoned and vacated, as shown by the survey and metes and bounds attached hereto as Exhibit "B" and made a part hereof for all purposes, be deeded by quit claim deed to the Bastrop County Historical Society.

Section 4: That the City Manager is hereby authorized and directed to convey and transfer by quitclaim deed a 2,784 square feet portion of the 0.213 acres of Austin Street – West of Main Street that is to be abandoned and vacated for the fair market value of the Street, which is the interest of the City of Bastrop, Texas, in and to the said Streets and/or Public Rights-of-Ways, except for any past, present, or future utility easement belonging to the City.

Section 5: That the vacation, abandonment and transfer provided for herein shall extend only to the public right and title in and to the tracts of land described in this Ordinance, and shall be construed only to that interest the governing body of the City of Bastrop may legally and lawfully abandon, vacate and convey.

Section 6: That the consideration for said transfer to the Bastrop Historical Society shall be deposited in the street maintenance fund of the City of Bastrop as is required by provisions of the State law as set forth in the Local Government Code, Section 253.001, as amended.

READ and APPROVED on First Reading on the 12th day of March 2013

READ and ADOPTED on Second Reading on the 26th day of March 2013

APPROVED:

ATTEST:

Terry Orr
Mayor

Teresa Valdez
City Secretary

EXHIBIT A

STATE OF TEXAS

AUSTIN STREET - WEST OF MAIN

COUNTY OF BASTROP

0.213 ACRE

All that certain tract or parcel of land containing 0.213 acre, being an extension of Austin Street (See Iredell Maps - Volume G, Page 252 - Bastrop City Council Minutes) lying South of Building Block 17 WW and West of Main Street, and being across an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide 23A of the Bastrop County Plat Records, also being referred to as "Bastrop Commons" on a drawing recorded in Volume 541, Page 633 of the Deed Records of Bastrop County and mentioned in the Grant of the Town of Bastrop recorded in Volume 43, Page 587 of the Deed Records of Bastrop County, said 0.213 acre tract being more particularly described by metes and bounds as follows:

Commencing at a 1/2" iron rod set in the West right-of-way line of Main Street (55.56' right-of-way) at it's intersection with the original North margin of Walnut Street for the Southeast corner of Building Block 16 WW, the Southeast corner of the Diane Long tract (Vol. 1950, Pg. 522 B.C.O.R. [Vol. 160, Pg. 86 - original]) and the Northeast corner of a Bastrop Historical Society tract (Vol. 136, Pg. 8 B.C.D.R.), said point having a coordinate value of North = 10,015,928.06 feet and East = 3,249,353.38 feet according to the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN), from which a 3/8" iron rod found called for witness (Volume 1140, Page 60 B.C.O.R.) bears North 84 degrees 24 minutes 02 seconds East, 7.28 feet and a 5/8" iron rod found in the East right-of-way line of Main Street bears North 75 degrees 13 minutes 16 seconds East, 55.79 feet;

Thence South 17 degrees 53 minutes 09 seconds East, along the West line of Main Street and the East line of the Bastrop Historical Society tracts (Vol. 136, Pg. 8 and Vol. 134, Pg. 446 B.C.D.R.), at 198.82 feet passing 3.72 feet West of a crimped 1/2" iron pipe found called for witness (Volume 1140, Page 60 - B.C.O.R.), and continuing for a total distance of 244.13 feet to a 1/2" iron rod set for the Northeast corner of said extension of Austin Street, the Southeast corner of said original Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), the Southeast corner of Building Block 17 WW, the Northeast corner of the tract herein described and the PLACE OF BEGINNING, from which an "X" found chipped in concrete bears North 87 degrees 45 minutes 56 seconds East, 8.95 feet;

Thence South 25 degrees 11 minutes 56 seconds East, 60.34 feet along the West margin of Main Street to a 1/2" iron rod set for the Southeast corner of said extension of Austin Street and the Southeast corner of the tract herein described;

EXHIBIT A

AUSTIN STREET - WEST OF MAIN
0.213 ACRE
PAGE 2 OF 3

Thence South 87 degrees 45 minutes 56 seconds West, departing said Main Street along the South line of said Austin Street and across said "Bastrop Commons" tract, at 160.57 feet passing a 1/2" iron rod set for witness, and continuing for a total distance of 169.23 feet to a point on the East bank of the Colorado River for the Southwest corner of said Austin Street and the Southwest corner of the tract herein described;

Thence North 20 degrees 59 minutes 42 seconds West, 58.68 feet along said Colorado River bank to a point for the Northwest corner of said Austin Street, the Southwest corner of Building Block 17 WW and the Northwest corner of the tract herein described, from which a 5/8" iron rod found for witness bears North 87 degrees 45 minutes 56 seconds East, 5.52 feet;

Thence North 87 degrees 45 minutes 56 seconds East, departing said river bank, 81.23 feet along the South line of an undeeded portion of Building Block 17 WW and the North line of Austin Street to a point for the Southwest corner of said Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.O.R.), from which a 1/2" iron rod set for witness at the base of a retaining wall bears North 87 degrees 45 minutes 56 seconds East, 21.52 feet;

Thence North 87 degrees 45 minutes 56 seconds East, 83.33 feet along the South line of said Bastrop Historical Society tract and the North line of Austin Street to the PLACE OF BEGINNING and containing 0.213 acre.

Bearings, distances and coordinates used herein are "GRID" based on the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN). Convergence = +01 degree 33 minutes 08 seconds. Combined factor = 0.9999897.

STATE OF TEXAS

COUNTY OF BASTROP

I, Kevin Von Minden, a Registered Professional Land Surveyor, do hereby certify the foregoing field notes to be true and correct to the best of my knowledge and belief.

BEFCO ENGINEERING, INC.

Consulting Engineering & Land Surveying

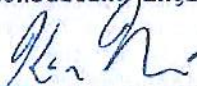
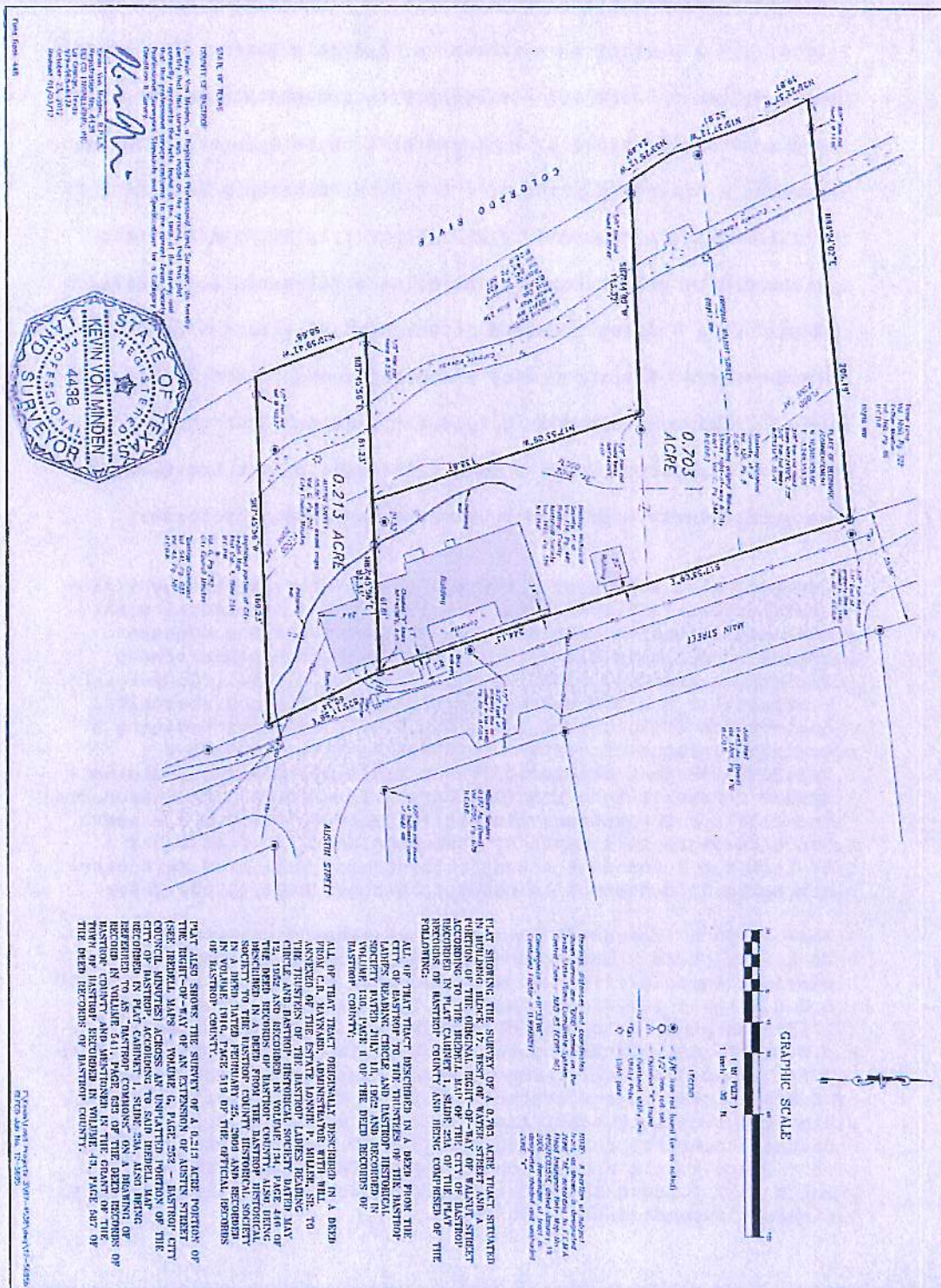

Kevin Von Minden, R.P.L.S.
Registration No. 4438
January 3, 2013
BEFCO Job No. 12-5695 (aust st)



EXHIBIT A

PAGE 3 OF 3



STATE OF TEXAS
COUNTY OF BASTROP

AUSTIN STREET - WEST OF MAIN
CITY TO BASTROP HISTORICAL SOCIETY
2,784 SQUARE FEET

All that certain tract or parcel of land containing 2,784 square feet, being a part of an extension of Austin Street (See Iredell Maps - Volume G, Page 252 - Bastrop City Council Minutes) lying South of Building Block 17 WW and West of Main Street, and being across an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide 23A of the Bastrop County Plat Records, also being referred to as "Bastrop Commons" on a drawing recorded in Volume 541, Page 633 of the Deed Records of Bastrop County and mentioned in the Grant of the Town of Bastrop recorded in Volume 43, Page 587 of the Deed Records of Bastrop County, said 2,784 square foot tract being more particularly described by metes and bounds as follows:

Commencing at a 1/2" iron rod set in the West right-of-way line of Main Street (55.56' right-of-way) at it's intersection with the original North margin of Walnut Street for the Southeast corner of Building Block 16 WW, the Southeast corner of the Diane Long tract (Vol. 1950, Pg. 522 B.C.O.R. [Vol. 160, Pg. 86 - original]) and the Northeast corner of a Bastrop Historical Society tract (Vol. 136, Pg. 8 B.C.D.R.), said point having a coordinate value of North = 10,015,928.06 feet and East = 3,249,353.38 feet according to the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN), from which a 3/8" iron rod found called for witness (Volume 1140, Page 60 B.C.O.R.) bears North 84 degrees 24 minutes 02 seconds East, 7.28 feet and a 5/8" iron rod found in the East right-of-way line of Main Street bears North 75 degrees 13 minutes 16 seconds East, 55.79 feet;

Thence South 17 degrees 53 minutes 09 seconds East, along the West line of Main Street and the East line of the Bastrop Historical Society tracts (Vol. 136, Pg. 8 and Vol. 134, Pg. 446 B.C.D.R.), at 198.82 feet passing 3.72 feet West of a crimped 1/2" iron pipe found called for witness (Volume 1140, Page 60 - B.C.O.R.), and continuing for a total distance of 244.13 feet to a 1/2" iron rod set for the Northeast corner of said extension of Austin Street, the Southeast corner of said original Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), the Southeast corner of Building Block 17 WW, the Northeast corner of the tract herein described and the PLACE OF BEGINNING, from which an "X" found chipped in concrete bears North 87 degrees 45 minutes 56 seconds East, 8.95 feet;

EXHIBIT B

AUSTIN STREET - CITY TO BASTROP HISTORICAL SOCIETY
2,784 SQUARE FEET
PAGE 2 OF 3

Thence South 25 degrees 11 minutes 56 seconds East, 35.30 feet along the West margin of Main Street to a 1/2" iron rod set for the most Easterly Northeast corner of a 6,489 square foot portion of Austin Street also surveyed this date and the Southeast corner of the tract herein described;

Thence South 87 degrees 45 minutes 56 seconds West, departing said Main Street, at 46.11 feet passing a 1/2" iron rod set near the base of a retaining wall for witness, and continuing for a total distance of 88.00 feet to a 1/2" iron rod set for an inside corner of said 6,489 square foot tract also surveyed this date and the Southwest corner of the tract herein described;

Thence North 17 degrees 53 minutes 09 seconds West, 33.75 feet to a point in the South line of Building Block 17 WW and the North line of Austin Street for the Southwest corner of said Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), from which a 1/2" iron rod set for witness at the base of a retaining wall bears North 87 degrees 45 minutes 56 seconds East, 21.52 feet;

Thence North 87 degrees 45 minutes 56 seconds East, 83.33 feet along the South line of said Bastrop Historical Society tract and the North line of Austin Street to the PLACE OF BEGINNING and containing 2,784 square feet.

Bearings, distances and coordinates used herein are "GRID" based on the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN). Convergence = +01 degree 33 minutes 08 seconds. Combined factor = 0.9999897.

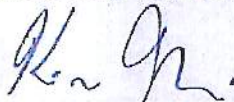
STATE OF TEXAS

COUNTY OF BASTROP

I, Kevin Von Minden, a Registered Professional Land Surveyor, do hereby certify the foregoing field notes to be true and correct to the best of my knowledge and belief.

BEFCO ENGINEERING, INC.

Consulting Engineering & Land Surveying



Kevin Von Minden, R.P.L.S.

Registration No. 4438

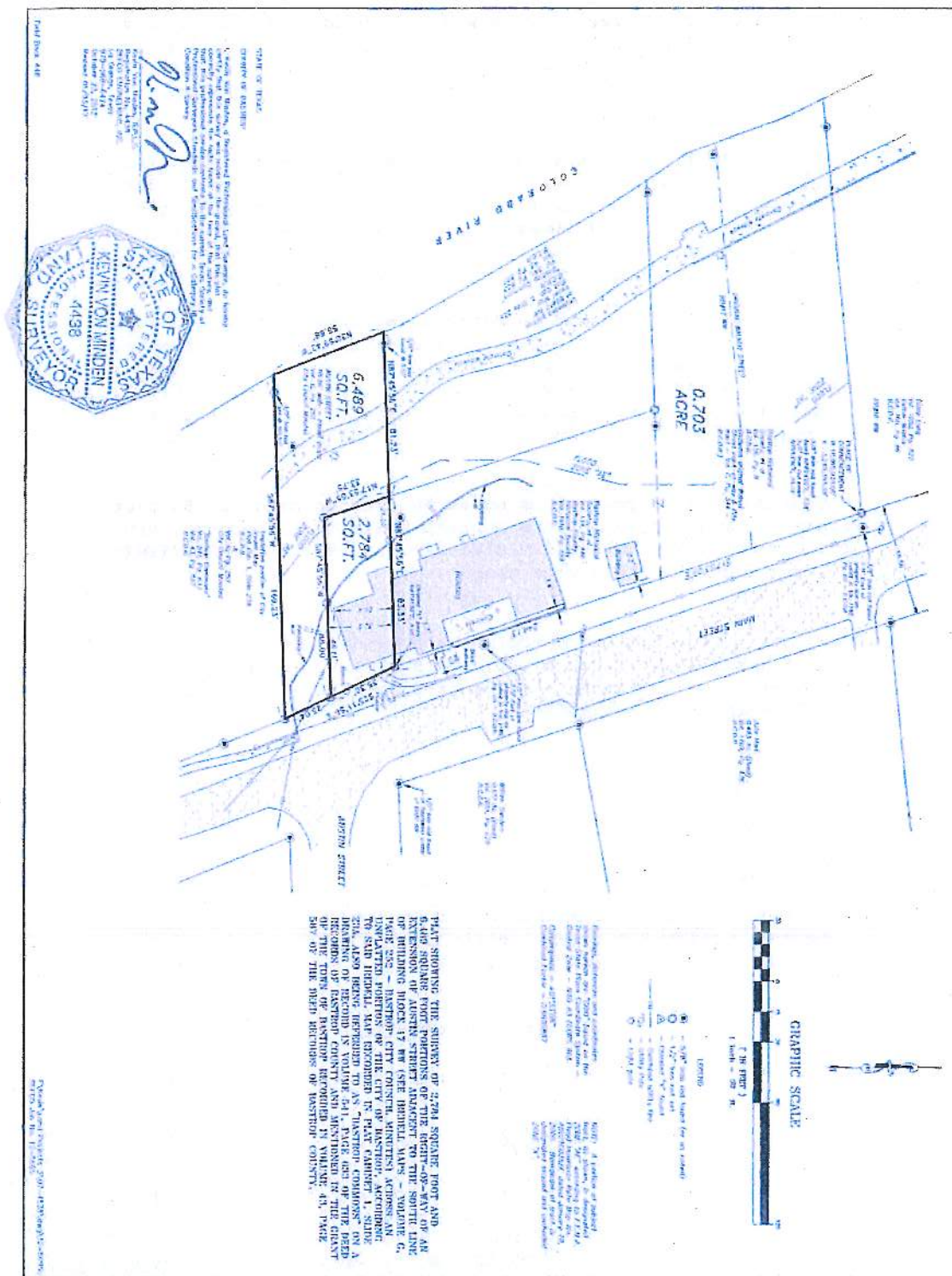
January 3, 2013

BEFCO Job No. 12-5695 (aust st tr



EXHIBIT B

PAGE 3 OF 3



CITY OF BASTROP

AGENDA ITEM: **A.6****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: March 5, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Approval of revised Library Patron Behavior Policy.**
2. Party Making Request: **Mickey DuVall, Library Director**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

Policy updated to include identifying smoking electronic cigarettes on library property as a disruptive behavior.

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: **Approval**

9. Advisory Board: X Approved _____ Disapproved _____ None

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

11. Action Taken: _____

Bastrop Public Library Patron Behavior Policy

Library Mission: The mission of the Bastrop Public Library is to provide free and unrestricted access to informational, educational, cultural and recreational library materials and services in a clean, comfortable, secure environment for people of all ages.

To enable the library to fulfill its mission, library patrons are asked to respect and follow the policies listed below. Patrons who violate the Behavior Policy will receive notice they are in violation and may be asked to leave the library.

- I. Disruptive behavior is generally defined as any patron behavior that interferes with the normal operation of the library or which unreasonably interferes with another patron's ability to use the library. Disruptive behavior will not be tolerated. The following list of disruptive behaviors is used for illustrative purposes and is not comprehensive:
 1. Illegal acts
 2. Sexual harassment or misconduct
 3. Stealing or vandalizing library property
 4. Loitering
 5. Running, shouting, loud talking, pushing, threatening or harassing behavior
 6. Playing audio equipment loud enough to disturb others
 7. Loud Cell telephone ringing and/or conversations
 8. Possession or use of illegal drugs or alcohol
 9. No smoking or use of any tobacco product (including electric cigarettes) on library property
 10. Use of skateboards, roller blades/skates/scooters on library property
 11. Soliciting of any kind and/or asking for signatures on petitions
 12. Blocking of aisles or entrances
 13. Possession of weapons
 14. Monopolizing library resources or staff time
 15. Eating or drinking within the library unless at authorized library events
 16. Discourtesy to other library Patrons or the Library Staff
 17. Adults sitting in either the children's or teen's room without assisting their children or selecting material
 18. Truancy (Please refer to Bastrop, Texas, municipal code Section 8.8.03)
- II. While visiting the library, Patrons are required to:
 1. Respect other library users and their privacy at all times
 2. Wear appropriate attire, including shoes and shirts (no wet clothes or bathing suits)
 3. Not present an odor nuisance
 4. Not bring animals into the library, other than service animals—nor leave animals outside unattended
 5. Ask permission to use library telephones, calls are limited to emergencies and requests for transportation

6. Use library furniture, materials, equipment and facilities for their intended purposes
7. Take care of their own possessions, the library will not be responsible for patron's items
8. Follow the library's policies

III. Parents, Guardians, and Caregivers* responsibilities:

1. Persons 17 years old or younger are defined as 'children' for the purposes of this Policy.
2. Parents or legal guardians, whether present in the library or not, are responsible for their children's behavior at all time.
3. Parents or legal guardians are responsible for any damages to library property caused, in whole or in part, by their children, regardless of the children's age.
4. Children under the age of eight years **must** be accompanied by a parent, a guardian, or a Caregiver*, at all times
5. Parents, guardians or Caregivers* are responsible for maintaining control over their children's behavior in the library, at all times
6. Parents, guardians or Caregivers accompanying children eight years or younger must stay within a reasonable distance (within eyesight) of their children, at all times

*(If a parent designates a 'Caregiver' to accompany a child eight years or younger to the library in the parent's absence, the Caregiver must be at least 14 years of age and must demonstrate maturity and competence to care for and control the children left in their care, while in the library.)

***The library retains the right to search all personal bags or backpacks.

***Patron library privileges may be limited at the discretion of the Library Director

Revised: 2/21/13 MB

Library Board Approved: 3/4/13

Bastrop City Council Approved:

CITY OF BASTROP

AGENDA ITEM: **A.7****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: March 5, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Approval of Volunteer Policy for Bastrop Public Library.**
2. Party Making Request: Mickey DuVall, Library Director
3. Nature of Request: (Brief Overview) Attachments: Yes X No

Creation of a Volunteer Policy for the Bastrop Public Library.

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

Bastrop Public Library Volunteer Policy

I. Statement of Purpose

Bastrop Public Library shall use the services of volunteers to supplement the efforts of paid library staff in meeting demands for quality public service. Volunteers aid the library in making the best use of its fiscal resources and contribute to sound working relationships with community groups and organizations. Volunteers are liaisons to the community and by their contribution are advocates for quality library service. The library and its volunteers work together to meet the goals and mission of the organization.

Volunteers are expected to act in accordance with library policies and to reflect positive customer service attitudes to all library patrons.

The Library shall make use of the services of interested volunteers to supplement and not to replace the work done by library staff.

II. Definition of a Volunteer

A volunteer shall be considered as any individual, 14 years of age or older, who contributes time, energy and talents to the Bastrop Public Library and is not paid by Library funds. Exceptions to the age requirement may be made by the Director or his/her designee. Exceptions are granted for those individuals that are performing community service for a service organization such as Pals, Girl Scouts, etc. The Library does not accept volunteers for court ordered community service and/or Teen Court.

All volunteers must be accepted by the library prior to performance of assigned tasks. (See "How to Become a Volunteer")

III. How to Become a Volunteer

1. All volunteers are required to fill out a Volunteer Application Form
2. The Volunteer Coordinator will review the completed application form.
3. Volunteers are selected based on their qualifications in relation to the needs of the library at any given time.
4. Volunteers under consideration may be subject to a background check.
5. If selected, volunteers will be contacted for an interview.
6. If not selected, applications will be kept on file for six months.
7. Volunteers under age fourteen must have the application signed by a parent or legal guardian.
8. Acceptance of an application is at the library's discretion.

IV. Supervision

The Volunteer Coordinator or his/her designee has the responsibility of supervising a volunteer worker. No volunteer worker will be allowed to work without the volunteer coordinator or his/her designee being present. The volunteer coordinator or his/her designee is responsible for the day-to-day management and guidance of the volunteer. All volunteer workers must follow staff instructions and established library policy and procedures.

Volunteers are free to ask any questions or report any problems or concerns they may have about their assignments to the volunteer coordinator and/or their designee.

Volunteers are expected to perform their assigned duties to the best of their abilities and to be loyal to the mission, values, goals and policies of the library. All volunteers should keep their supervisor informed of their projects and work status, and of their comings and goings in the library.

V. Job Orientation and Training

Before beginning a volunteer assignment, the volunteer coordinator will be responsible for the following:

1. Take the volunteer on a tour of the building;
2. Introduce volunteer to library staff;
3. Review library and volunteer policies;
4. Review job duties and expectations;
5. Confirm work dates, times, and anticipated duration of the assignment;
6. Supply volunteer with a name tag and review sign-in and sign-out procedures;
7. Provide training on any new skills needed to perform assigned tasks;
8. Discuss procedures for obtaining, using, and caring for needed supplies;
9. Provide safety orientation;
10. Review locations of parking, restrooms, water fountains, first aid kits, and places for personal items such as purses/coats, etc.

VI. Volunteer Opportunities

Tasks that may be performed by volunteers are listed below, however not all opportunities are available at all times.

1. Shelve books and other materials
2. Dust books and shelves
3. Shelf read
4. Pull reserves
5. Clean material
6. Help with programs and projects
7. Process new materials
8. Clerical tasks
9. Circulation Desk

VII. Guidelines for Volunteers

1. Volunteers work hours at the library when supervisors are readily available. The number of volunteers accepted is based on the amount of work and supervisory time available.
2. Volunteers should notify the Volunteer Coordinator as soon as possible if they know they will be late or absent.
3. Volunteers must sign in and sign out of the volunteer notebook.
4. Volunteers should always wear their name badges while working in the library.
5. Volunteers are ambassadors for the library and need to present a positive image to the public. It is expected that each volunteer will follow the same dress code as the staff. If a volunteer is dressed in an inappropriate manner, they may not be able to work their shift.

6. Volunteers should maintain a professional, friendly demeanor at all times and are asked to direct all questions to a staff member. Staff members are trained to deal with questions about the library's collection, services, policies and procedures.
7. Volunteers are responsible for updating personal data, such as change of address or telephone number, etc., with the Volunteer Coordinator.
8. Volunteers who are family members of library staff may not be placed under the direct supervision of their family member.
9. Volunteers are bound by rules contained in all library policies and guidelines, especially as they relate to patron privacy and confidentiality.
10. Volunteers agree that the library may at any time, for whatever reason, decide to terminate the volunteer's relationship with the library, or to make changes in the nature of their volunteer assignment.
11. Library owned equipment and supplies are for library use only and may not be used for personal business.
12. Volunteers are asked to be alert at all times to safety hazards and to report unsafe acts or conditions to their supervisor. Volunteers should also notify their supervisors of any assignment which causes physical discomfort or which could lead to personal injury. All injuries, whether minor or serious, must be reported directly to your Volunteer Coordinator or a supervisor.
13. Volunteers who are interested in paid employment with the library should apply through the City of Bastrop's Human Resources Department and will compete with all other applicants responding to notices for available positions.
14. Volunteers who fail to meet the requirements of the job descriptions, violate library policies, or violate city, local, state or federal law while working at the library, are subject to dismissal.
15. To end a volunteer commitment, please notify your Volunteer Coordinator of that decision and the effective date.
16. Use of alcohol or illegal drugs in the workplace is prohibited, as is the abuse of any drug or alcohol, or reporting for duty under the influence of drugs or alcohol.
17. All volunteers, employees, supervisors, and members of management, both male and female, are strictly prohibited from sexually harassing or making improper advances towards other volunteers, guests, employees, supervisors, or members of management. Sexual harassment includes unwelcome or unsolicited verbal, physical, or sexual conduct that is made a term of condition of service or employment, is used as the basis of employment or advancement decision, or has the purpose or effect of unreasonably interfering with work or creating an intimidating, hostile, or offensive environment. Any sexual harassment needs to be reported immediately to the volunteer's Volunteer Coordinator or a supervisor.
18. The Volunteer Coordinator may meet with the volunteer regularly to review job performance. Evaluations may be formal or informal and may be written or verbal.

Revised: 2/21/13 MB

Library Board Approved: 3/4/13

Bastrop City Council Approved:

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Acceptance of the Strategic Plan performed and prepared by Avalanche Consulting for the Bastrop Economic Development Corporation.**

2. Party Making Request: **Dave Quinn, BEDC Executive Director**

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

Attached for the Council's review are the results of the Strategic Plan performed by Avalanche Consulting for the Bastrop Economic Development Corporation.

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) _____
 b) _____
 c) _____

8. Staff Recommendation: _____

9. Advisory Board: Approved Disapproved None

10. Manager's Recommendation: Approved Disapproved None

11. Action Taken: _____



REPORT 3 OF 3: STRATEGIC PLAN

BASTROP ECONOMIC DEVELOPMENT STRATEGY



January 30, 2013

Table of Contents

Acknowledgements	3
Introduction.....	4
Introduction.....	5
About the Project.....	6
PHASE 1: Competitive Evaluation	6
PHASE 2: Target Industry Identification.....	6
PHASE 3: Strategy	6
About This Report	7
Section One: Enhancing Bastrop’s Economic Development Competitiveness	7
Section Two: Improving Bastrop’s Competitiveness for its Target Industries	7
Section Three: Tactical Action Plan.....	7
Target Recommendations	8
Enhancing Bastrop’s Economic Development Competitiveness	9
1. Education and Workforce Development	10
2. Business Climate	16
3. Infrastructure	18
4 Quality of Life	21
Marketing	25
Target Industry Recommendations	32
Hospitality & Retail	33
Life Sciences.....	35
Information Technology	37
Manufacturing	39
Implementation Plan	41
Implementation Tables	42
Organization	57
Metrics.....	58

Appendix: Target Industry NAICS	60
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Acknowledgements

The Bastrop Economic Development Corporation and Avalanche Consulting sincerely thank the more than 700 Bastrop residents who provided invaluable input that helped to shape this strategic plan. At the beginning of the planning process, more than 690 residents participated in an online survey that asked them to share their vision for Bastrop and identified the strengths and challenges of the community. The consulting team also conducted focus groups and numerous personal interviews throughout the process. A 40-member Steering Committee, comprised of a diversity of Bastrop leaders, met with the consulting team during five two-hour sessions to help set the direction of the strategy and provide feedback on findings and recommendations. We would especially like to thank the Steering Committee members for their hard work and thoughtful insight.

Steering Committee Members:

Jonathan Adam, Holiday Inn Express
 Anne Beck, Citizen
 Brandon Bennett, Bennett LLP
 Samantha Bernacky, Garments to Go
 Merle Breiland, Citizen
 Rachel Clampffer, Bastrop County
 Terry Coghlan, Coghlan Group
 Marc Conselman, Texas Boot Company
 Herb Goldsmith, Citizen
 Martha Granger, Downtown Business Alliance
 Dan Hays-Clark, PaperWhite
 Jamie Howard, Deep in the Heart Art Foundry
 Les Hudson, Bastrop ISD
 Chuck Kellogg, Aqua Water
 Terri Krueger, MD Anderson Cancer Research Center
 John Landwehr, XS Ranch
 Carlos Liriano, Lost Pines Toyota
 Jennifer Long, Stanberry Real Estate
 Darlene Louk, Forestar Group Real Estate
 Melissa McCollum, City of Bastrop

James Medack, Medack & Oltmann
 Steve Murray, Bastrop ISD
 Ashley Mutschink, Insurance Network of Texas
 Eric Nielson, SpiraDrill
 Terry Orr, City of Bastrop
 Dee Dee Peddy, Cripple Creek & Company
 Janis Penick, RE/MAX Bastrop Area
 Drew Pickle, LCRA
 Hondo Powell, Bluebonnet Electric
 David Quinn, BEDC
 Jason Rivas, Entrepreneur
 Angela Ryan, BEDC
 Libby Sartain, Citizen
 Sevie Schonerstedt, Citizen
 Reid Sharp, First National Bank
 Mark Sheffield, Roscoe State Bank
 Mike Talbot, City of Bastrop
 Susan Wendel, Bastrop Chamber of Commerce
 Kay Wesson, Best of Bastrop
 Nancy Wood, City of Bastrop

Introduction

Introduction

The Bastrop Economic Development Strategy is a comprehensive initiative to strengthen the local economy. Bastrop is a thriving, unique Texas community with potential to become a national model for innovative rural economic development.

Throughout the planning process, area residents emphasized the importance of maintaining Bastrop's authenticity while growing its economy. Because of this, the themes of authenticity and high quality standards have influenced the recommendations contained in this Strategy. Bastrop's economic development vision statement also reflects this:

Our Vision:

Bastrop offers an authentic Texas experience and is a premier destination for business in the Greater Austin metro.

What does this statement mean to Bastrop? First, it means that we are not trying to, nor do we need to, emulate other cities. There is no other town like Bastrop, and we should **take creative means to enhance the character of our town as we grow forward**. Also, economic development investments must be focused on **originality and quality**. These should be prominent factors in the decisions we make about community investments, whether we are discussing downtown improvements, marketing efforts, educational assets, or infrastructure.

This report outlines goals, strategies, and tactics that will shape Bastrop's future approach to economic development. The first section of the report contains strategies aimed at improving Bastrop's overall competitiveness. Recommendations are organized within five topics: business climate, education and workforce development, infrastructure, quality of life, and marketing. Next, the report provides recommendations specific to each target industry. Finally, the report concludes with specifics related to implementing the Strategy while keeping community engagement and momentum high.

Most importantly, all citizens have a role to play in implementing the recommendations in this report. Residents have an opportunity to shape the future of the community and lay a foundation for healthy economic growth long-term. This is not the sole responsibility of the Bastrop Economic Development Corporation. To be successful, everyone must work in concert with one another. This Strategy provides a roadmap for a coordinated initiative.

About the Project

The Bastrop Economic Development Strategy involves three phases:

PHASE 1: Competitive Evaluation

In the first phase of the project, the consulting team conducted a thorough evaluation of Bastrop and the surrounding region, facilitating stakeholder input sessions, examining past reports, conducting a mock site selection tour, and preparing the first report, Competitive Evaluation. The report, which is available online at www.BastropStrategy.com, includes a detailed economic analysis of the city and region and a strengths, challenges, opportunities, and threats (SWOT) assessment.

PHASE 2: Target Industry Identification

During the second phase, the consulting team evaluated and recommended target industries for future economic development. A series of analytical tools, such as cluster and shift-share analyses, as well as the community survey and examination of industry trends were considered when evaluating prospective target industries. The consulting team engaged area businesses in candid discussions about opportunities in their respective clusters. Additionally, multiple meetings with the Texas Governor's Office and the Greater Austin Chamber of Commerce covered existing state and regional targets and revealed trends in regional prospect activity. This report included a description of the recommended target industries and niche sectors as well as a summary of the methodology used to identify the targets.

PHASE 3: Strategy

During this phase, the consulting team has created a Strategy detailing Bastrop's future approach to economic development. Recommendations aimed at improving Bastrop's business climate, education and workforce development, infrastructure, quality of life, and marketing effort are presented. Organizational efforts required to support recruitment, retention, expansion, and/or startups are provided for each target industry. This final report of the Economic Development Strategy concludes with the creation of an implementation timeline, task assignments, and performance metrics to guide economic development over the next five years.

About This Report

The Strategy report provides recommendations for Bastrop's future approach to economic development.

Specific components of the report include:

Section One: Enhancing Bastrop's Economic Development Competitiveness

The first section of this report describes Bastrop's goals, strategies, and tactics for enhancing overall economic development competitiveness. Topics include business climate, education and workforce development, infrastructure, quality of life, and marketing. These recommendations were crafted after evaluating a variety of input, including economic statistics, a SWOT analysis, public input, industry site selection criteria, and the consulting team's knowledge of national best practices. The findings of both prior reports (Report 1: Competitive Assessment and Report 2: Target Industries) helped to form these recommendations.

Section Two: Improving Bastrop's Competitiveness for its Target Industries

This section provides recommendations designed to improve Bastrop's competitiveness for each target industry. Section Two also indicates how Bastrop should approach each niche sector in terms of timing (immediate, mid-term, and long-term) and approach (balance of recruitment, local business expansion, and new business start-up). *Detailed profiles of each target industry can be found in Report 2: Target Industries.*

Section Three: Tactical Action Plan

The final section of the report contains a tactical action plan. It assigns a start and end date and responsibility for each recommendation. It also contains performance metrics to monitor progress and a sample budget for the upcoming marketing initiative.

Target Recommendations

Following a full review of local and national industry trends, competitive assets, and community vision, the consulting team recommends the following four target audiences and niche sectors for Bastrop. Detailed profiles of each target industry and a description of the methodology used to select targets is available in Report 2: Target Industries.

Recommended Target Industries and Niche Sectors



SECTION ONE:

Enhancing Bastrop's Economic Development Competitiveness

The first section will outline Bastrop's goals, strategies, and tactics for overall business competitiveness. Recommendations address Bastrop's business climate, education and workforce development, infrastructure, quality of life, and marketing activities.

1. Education and Workforce Development

Goal: Bastrop has a complete talent pipeline of highly regarded educational institutions, from K-12 to higher education.

Bastrop ISD has been steadily improving in recent years and its successes should be communicated to improve local perceptions. Although there is no higher education presence locally, Bastrop is located within a university triangle whose points include the University of Texas, Texas State University, and Texas A&M University. It also benefits from being within a 30-minute drive of Austin Community College's new Elgin Campus and 45-minutes of the Riverside Campus in Austin. Increasing higher education presence in the city of Bastrop will help complete the pipeline of target industry talent development and complement Bastrop ISD's programs. As companies and site consultants evaluate Bastrop for projects, a strong local school district, availability of college classes and additional training programs in the city will enhance Bastrop's competitiveness. Likewise, it will be easier for the city to attract and retain talent if local schools perform well and higher education learning opportunities are available.

1.1 Promote Bastrop ISD's successes to build confidence in schools and improve local perceptions.

TACTICS

- Increase communication about Bastrop ISD's successes.
 - Continue the "We Love BISD" campaign to promote Bastrop ISD successes.
 - Issue press releases and post news on social media outlets about the ISD's activities on a more frequent basis. Distribute to local news outlets to gain positive coverage and publicity.
 - Encourage students, teachers, and administrators to utilize their own social media accounts to share good news about Bastrop ISD. Create a "Good News to Tweet About" section of the ISD's newsletter that suggests 140 words or less news postings.
 - Share testimonials that illustrate positive aspects of Bastrop ISD. Publish in school newsletters, include in press releases, share via social media, and post on the Bastrop EDC's website.
 - Hold public meetings to share Bastrop ISD news and increase communitywide participation in promoting local school success stories.
 - Increase local understanding that economic development potential, and ultimately the city's quality of life, is critically connected to the quality of Bastrop's educational resources.
- Feature accomplished Bastrop High School and Cedar Creek High School graduates.
 - Share stories about successful Bastrop ISD alumni with a "Where are they now?" section in a school newsletter that can be distributed to community members. Submit these stories to local news outlets as well.

- o Continue the Letter B Program recognizing Bastrop ISD graduates that are making a difference in their businesses and communities. Continue to host events that recognize their accomplishments and celebrate local schools.
- Continue to invest in the Bastrop Education Foundation.
 - o The Foundation is making a significant difference in area schools. Continue to encourage residents to invest in and volunteer for the Foundation.
 - o Integrate promotion of the Foundation with Bastrop ISD success stories. Publish investment and volunteer opportunities in school newsletters, include in press releases, and share via social media.

1.2 Establish a **higher education presence** in Bastrop.

TACTICS

- Campaign for a higher education presence in Bastrop.
 - o Get organized. Create a committee that evaluates higher education needs in Bastrop, conceptualizes the program, and develops a strategic plan to help the program come to fruition.
 - o Ensure that the program(s) align with one or more of Bastrop's target industries.
 - o Allocate enough time to promote the initiative and secure community support.
 - o Link higher education to economic development by communicating how education quality is a critical factor in business location decisions. Increased business investment increases the local tax base, which helps the city invest in amenities and infrastructure that preserves Bastrop's high quality of life.
- Communicate Bastrop's case to area higher education institutions.
 - o Develop a presentation describing Bastrop's story and higher education needs.
 - o Meet with training providers and educational institutions. Create a list of higher education institutions to contact and a timeline for outreach.

BEST PRACTICE

Innovative Higher Education Programs in Central Texas

The **East Williamson County Higher Education Center (EWCHEC)** in Hutto, Texas is a multi-institutional teaching center providing a wide array of educational opportunities and workforce readiness programs to East Williamson County. Temple College and Texas State Technical College Waco have united in a visionary partnership to bring college courses and workforce readiness programs with career and technical education to the residents of Williamson County. Students can complete a certificate, associate degree or transfer to one of several university partners to complete a bachelor degree.

The **Hill Country University Center** in Fredericksburg, TX offers an innovative partnership to fill the critical need for nursing, education and business degrees as well as workforce training in the Texas Hill Country. Underserved and non-traditional students in the region, who otherwise may not advance their education due to economic or geographic barriers, are now able to begin or go back to school without interrupting their lifestyle.

- Emphasize a multi-institutional approach that focuses programming on target industry needs. See sidebar to the right for successful examples elsewhere in Central Texas.
- As a higher education presence in Bastrop is being conceptualized, ensure that it complements versus competes with offerings at the Elgin Campus. See the sidebar to the right for an example of complementary educational programs.

- Raise local awareness of ACC's Elgin Campus and its program offerings.

1.3 Increase the **partnership between** local businesses and the Bastrop ISD aimed at improving school performance.

TACTICS

- Increase business participation in mentorship and apprenticeship programs for high school students to help boost student performance and career readiness.
 - Use the Lost Pines Toyota apprenticeship program as a model for other businesses to get involved with Bastrop schools.
 - Ask representatives of Lost Pines Toyota to encourage other Bastrop businesses to develop apprenticeship programs with Bastrop ISD. Share the success story with others.
 - Identify businesses that could benefit from interns or apprentices.
- Consider creating a Business Partners Task Force to advise the Bastrop ISD's District Improvement Team on goals and strategies that could benefit from business involvement.
- Leverage the talent-related programs and resources of the Greater Austin Chamber of Commerce.

1.4 For each economic development target cluster and other key industries, establish a **Target Industry Partners group** of business executives.

The Target Industry Partners will be directly involved with BISD, raising students' interest in the industry by leading on-site career awareness campaigns, mentoring students,

BEST PRACTICE

Macomb Community College

At Macomb Community College, students can earn a bachelor's or master's degree in any of nearly 50 fields at the Macomb University Center. The University Center is offered in partnership with Michigan's leading four-year colleges and universities, providing Macomb County residents increased access to advanced education.

Oakland University and Macomb Community College welcome students into the state's first concurrent enrollment program. Named Macomb 2 Oakland (M2O), the program is the centerpiece of a partnership between the two higher education institutions to bring more meaningful degree-program options directly to the residents of Macomb County.

Macomb is also partnering with Wayne State University to offer the WayneDirect program. This program also allows students to concurrently enroll at both institutions while taking advantage of the resources offered by both schools.

Learn more at: <http://www.macomb.edu/>

hosting facility tours for students, and creating apprenticeships.

TACTICS:

- Begin with a Target Industry Partners pilot program for the automotive industry. Engage Lost Pines Toyota in creating the program.
 - Include all companies related to the automotive cluster in the Partners group, including firms related to automotive sales, repair, engineering and others.
 - Assign an ISD faculty member(s) to help captain each Target Industry Partners group.
- Work with the Automotive Partners group to fine tune the program and serve as spokespeople to rally interest from other executives to participate in Partners groups.

1.5 Continue to strengthen the *workforce readiness* of Bastrop ISD students.

TACTICS

- Promote and grow the early college high school academy offered by Bastrop ISD that prepares students for college.
 - Create dual credit opportunities for high school students to earn college credits.
- Develop a Tech Prep program that integrates workforce preparedness and college credit for high school students.
 - Create a program concept and development plan based on ideas garnered from best practice programs established in other cities.
- Integrate career coaching in Bastrop ISD curriculum.
 - Create information tools, such as an interactive website, that showcases careers within Bastrop's target industries, income potential, and the education and training pathways to each.

BEST PRACTICE

Panhandle Twenty/20

The Panhandle Twenty/20 program from Amarillo (www.panhandle2020.org) helps prepare AISD students to enter the workforce. Initiatives include a Career Explorations Class for AISD 7th graders and a Ready for the Real World AISD Program for 11th graders, which teaches skills such as interviewing and money management.

BEST PRACTICE

Online Talent Portal

An online talent portal that serves southwestern Virginia (www.rtrswva.org) is targeted to high school alumni that moved out of the region, with the message "Return to your Roots". It continuously posts job openings and offers services such as resume reviews. This keeps the community and target workforce connected to local career opportunities.

- Create a career preparedness course that teaches basic work skills, interview practice, professional dress code, and other soft skills that are important for students' success. See the sidebar "Panhandle Twenty/20" to the right for an example.
- Implement career tracks at Bastrop ISD that focus on target industries.
 - Reach out to local businesses in target industries and ask for feedback on Bastrop ISD career tracks and curriculum.
 - Involve Texas Workforce Commission as a resource provider and partner in career track curriculum development. Take advantage of their grant opportunities when developing the program.
- Increase the availability of technology in the classroom via BYOD (bring your own device) programs, which lends iPads or laptops to students or allows students to bring personal smartphones to class, as well as other programs. This enhances learning opportunities while helping students gain computer literacy skills. Talk to Katy ISD and Brownwood ISD officials to learn about their BYOD (Katy) and student iPad (Brownwood) programs.

1.6 Create a **talent attraction and recruitment campaign**.

TACTICS

- Create a marketing campaign geared toward attracting young professionals in Greater Austin, Houston, and San Antonio to Bastrop.
 - Include a social media campaign that engages the community and reinforces Bastrop's commitment to offering an authentic Texas experience. See the Marketing section of this report for more detail on how to integrate this campaign into Bastrop's marketing strategy.
 - Ask the newly formed Bastrop young professionals group to organize and participate in social media campaigns and outreach activities.
- The Bastrop EDC regularly posts local job opportunities on its social media pages. Consider building an online talent attraction portal (or webpage within the Build It / BEDC website) that contains this information in one location. (See the Marketing section of this report for more detail.)
 - Provide updated job search and career information on this portal. See the sidebar "Online Talent Portal" on the previous page for an example.

BEST PRACTICE**Innovative Education Trends in Texas**

In the world of public education, things are changing rapidly. A trend that will likely surprise some is this - students are being asked to help initiate even more change as Texas schools strive to become national leaders in quality education. School administrators are also asking parents to get more involved. In the Mansfield school district, teachers work with parents to teach them how to help their children learn more and learn quicker. Sessions are scheduled for parents to learn how their children are using district-issued iPads and to hear about the role technology is playing in classrooms.

In the Montgomery ISD, the superintendent is actually asking students what they believe the school's leadership is doing right – and wrong. A Student Leadership Council has been formed. It is made up of high school juniors and seniors and the superintendent seeks their input on how to make school programs more beneficial. They also discuss issues related to improving the school systems.

A "schools of choice" curriculum is being offered to students in the Hurst-Euless-Bedford Independent School District. The district has developed a Spanish language immersion program that begins in the elementary schools and extends through sixth grade. The program takes a class of English-speaking students and teaches them in a classroom where only Spanish is spoken. Children not only learn another language, but they are also taught about other cultures as well. School officials believe speaking more than one language is almost a necessity in the changing world.

The Texas Association of School Administrators (TASA) has launched a Future-Ready Superintendents Leadership Institute. The program seeks to develop education leaders who will work together to define the future of public education throughout the state - not just in their local school districts.

The Texas A&M University System has launched a collaboration program that links its member institutions to Pre-K through Grade 12 public education providers. The EmpowerU program is based on accountability that benchmarks student success “from the ground up.” It tracks students from the time they enter the public school system until graduation - to ensure that they are college-prepared when they enter A&M System institutions. The program focuses on helping students reach their potential and it prepares them for careers upon graduation. EmpowerU changes how education is delivered at the public school level.

All of these programs – from EmpowerU to Montgomery ISD's Student Leadership Council – measure success by how well they prepare today's students and tomorrow's graduates for contributing to their chosen fields. Look for more of these innovative programs and initiatives to spring up statewide as Texas strives to meet changing educational needs in a global economy.

By Mary Scott Nabers, CEO of Strategic Partnerships, Inc.

2. Business Climate

Goal: Bastrop is a competitive location for business.

Bastrop benefits from being part of the Austin MSA, a globally recognized region with a high performing economy. Within the Austin MSA, Bastrop offers businesses tremendous value. The city has potential to further its capacity as a smart location for starting a business, particularly in creative fields, locally owned retail, and original product manufacturing. For corporate recruitment and local business expansions, Bastrop should formalize its incentives policy to ensure that the city can compete when it needs to for targeted projects and that proper procedures are in place to ensure that the economic benefits generated by incentivized projects is significantly higher than the investment made by the community. Economic gardening principles can also be applied when providing access to resources to local businesses and developing connections between businesses and the organizations that can take them to the next level. (More information about economic gardening can be found at <http://www.kauffman.org/advancing-innovation/economic-gardening.aspx>.)

There are two priority recommendations related to improving the competitiveness of Bastrop's business climate:

2.1 Position Bastrop as a destination for **entrepreneurship** and increase **small business resources to spark new startup activity**.

TACTICS

- Connect Bastrop entrepreneurs to one another as well as regional support.
 - Create a networking group for local entrepreneurs to provide a platform for sharing ideas and resources.
 - Inventory and share information about entrepreneurial resources and support organizations that can be found in the Austin MSA and online (such as Kickstarter.com and other fundraising sites).
 - Create an entrepreneur / startup mentorship program with successful business owners and retired executives. Mentors can provide guidance to entrepreneurs on topics such as business plan creation, how to obtain financing, and other business advice. Invite these individuals to speak at the entrepreneurs networking group.
 - Connect entrepreneurs, startups and mentors to national networking resources such as USSourceLink.
- Raise awareness that Bastrop is a creative, affordable, and supportive location for entrepreneurial ventures.
 - To raise awareness, participate in and offer to host events for Greater Austin area entrepreneurship groups such as the Texas Entrepreneurs Network, Door 64, and SXSW Interactive.

- Connect Bastrop to angel investors and venture capital firms located in Austin. For example, host Central Texas Angels Network meetings in Bastrop or send a representative from Bastrop to events held in Austin.
- Highlight Bastrop's strengths as a location for entrepreneurial ventures in the economic development marketing campaign.
 - Showcase stories of startups that moved to Bastrop and that are thriving, such as the Deep in the Heart Art Foundry.
 - Develop a sister slogan to "Build It in Bastrop" for entrepreneurship such as "Create It in Bastrop."

2.2 Adopt a formal economic development incentives policy.

TACTIC:

- Adopt a formal incentives policy that creates a system for evaluating projects and granting incentives on a consistent and transparent basis. *(Note, "incentives" include a variety of programs aimed at enhancing Bastrop's competitiveness for a project. Many times, incentives are not cash outlays to the company but instead offerings like infrastructure improvements, low interest loans, accelerated depreciation schedules for capital equipment, and customized job training programs, just to name a few.)*
 - The policy should include a scorecard by which all incentives requests are measured. The scoring system should give higher scores for companies that pay above average wages, for example, or are in a target industry.
 - Seek the Greater Austin Chamber of Commerce's input when crafting the incentives policy.
 - Regularly schedule meetings with the Texas Governor's Office and the Greater Austin Chamber of Commerce to establish relationships that will help expedite regional and state involvement in Bastrop's projects when needed.

SAMPLE INCENTIVES POLICY GUIDELINES

- Benefits should always greatly exceed costs, long after incentives are granted.
- The same standards are used to evaluate possible incentives for all economic development projects. Create a standard scorecard used to evaluate all projects.
- Financial incentives should not be "front-loaded."
- The policy gives more points to projects that align with Bastrop's goals and target industries.
- Incentives are available for small business and retention/expansion initiatives also, not just attraction prospects.
- Policies should include claw back provisions in case the recipient company does not fulfill its contractual obligations.

3. Infrastructure

Goal: Bastrop anticipates and invests in infrastructure to support resident and business needs.

Bastrop's geographic location is one of its top strengths. The city's proximity to Austin Bergstrom International Airport offers easy access for air transport. Highway 71 connects Bastrop to the new Texas Tollway, I-35 and I-10. However, traffic congestion will continue to intensify and expanded roadways will be necessary. The Bastrop Business and Industrial Park is well established, but needs improvements to its appearance to improve its marketability.

3.1 Expand road capacity in Bastrop, especially to relieve Highway 71 and Highway 21 traffic.

TACTICS

- Ensure that regional transportation planning reflects Bastrop's needs.
 - o Work with CAMPO to update and anticipate future needs based on growth and locations of new businesses.
 - o Consider investing in a parallel backup route to Highway 71 that serves the business district.
 - o Consider expanding the lanes of Highway 21 to accommodate traffic coming from the San Antonio area.
- Advocate strongly for TxDOT investments to fund road capacity expansion.
 - o Submit an updated transportation plan to illustrate Bastrop's needs.
 - o Meet with TxDOT leaders to negotiate investments.

3.2 Create a countywide **infrastructure inventory** encompassing transportation, utilities, housing, and broadband needs.

TACTICS

- Develop Qualified Site Standards to assess properties in Bastrop County.
 - o Many communities engage site consultants and engineers to evaluate their business sites and qualify them for specific types of uses. Having "certified sites" often speeds up the location decision process and makes a community more marketable.
 - o The Bastrop EDC and County should create their own site qualification standards to ensure that its site inventory is based on consistent standards. For example, create three "classes" of sites (Class A, B, and C) indicating the degree of shovel-readiness. Class A sites are shovel-ready (e.g., clear ownership, parceled, completed environmental and engineering studies, infrastructure in-place) while Classes B and C are missing one or more shovel-ready characteristics.

- Create an Infrastructure Task Force of transportation, utilities, realtors, developers, and housing experts to inventory current infrastructure and identify gaps based on Bastrop's Qualified Site Standards.
 - Include Aqua Water, Bluebonnet, LCRA, City of Bastrop Utilities, and other constituents in the inventory process.
 - If needed, engage an engineering firm to assist with the inventory.
- Work with AT&T, Time Warner, and other broadband providers in Bastrop County to inventory broadband access and determine where services need to be expanded.
 - Also determine Bastrop's broadband strengths and selling points.
- Create a strategy and action plan that addresses infrastructure gaps.
 - Include prioritization timeline and sources of funding.

3.3 Evaluate **water resources** and opportunities to secure long-term sources.

TACTICS

- Conduct a study that identifies future water supplies, such as underground sources (Camp Swift) or surface water (Simsboro aquifer).
 - Evaluate the need for a surface water treatment plant to address current and projected needs.
 - Work with the Texas Water Development Board and local representatives.
 - Follow the state water plan. Actively participate in state discussions related to water supply.
- Adopt more restrictive water conservation policies.
 - Work with local environmental groups to balance conservation with industry needs.
 - Consider water requirements when identifying target industry prospects. Preference should go to businesses that are not large water users or have policies in place to significantly conserve water usage.
- Communicate the benefits and importance of water conservation to Bastrop residents.
 - Include an information sheet in residents' utility bills sharing local conservation efforts and outlining conservation tips.
 - Incorporate water conservation into the architecture of city buildings and adjust to xeriscaping.
 - Encourage residential and commercial developers to implement water conservation into the design of their residences.

3.4 Ensure that Bastrop has **industrial sites** that are ready-to-market in terms of appearance and infrastructure.

TACTICS

- Prepare sites so that they are ready for quick turnaround for prospects. This will help the BEDC be more nimble and responsive to interested prospects, which will increase Bastrop's competitiveness for projects.
 - Ensure that land is marketable to prospects with plans and cost estimates in place for any needed infrastructure improvements.
 - Identify funding sources for industrial site improvements, such as tax increment financing (TIF).
- Develop an inventory of industrial sites across Bastrop County.
 - Keep this inventory current with realtors and brokers.
 - Involve local banks in outlining financing packages for sites.
 - Identify new industrial areas to develop.

3.5 Continue **rebuilding** wildfire-damaged properties.

TACTICS

- Continue to engage regional nonprofits, such as the Texas Environmental Corps Initiative, to help with the rebuilding process.
- Ask residents to share their rebuilding success stories as part of the #BuildItInBastrop campaign.
 - See the Marketing section of this report for more detail on how to integrate this into Bastrop's marketing strategy.
- Apply for EDA Disaster Relief Opportunity grants before the end of Bastrop's federally declared disaster area status.
 - Identify any final additional infrastructure projects that are eligible to take advantage of this status.

4. Quality of Life

Goal: Bastrop is recognized as an appealing, authentic place to live.

Bastrop is known for its historic and beautiful community, with an authentically Texas downtown, scenic natural environment, numerous outdoor recreational opportunities, strong cultural and artistic communities, and engaged population. Combined with Bastrop's location within the economically robust Austin MSA, the community's quality of life assets create a compelling story for attracting business.

4.1 Continue to invest in downtown amenities and infrastructure.

TACTICS

- Unify efforts of all tourism and business groups, including Bastrop EDC, Bastrop Chamber of Commerce, Downtown Business Alliance, Main Street Program, Bastrop Convention Center, Visitor's Center & Historical Society, and Keep Bastrop Beautiful.
 - Establish a Presidents' Guild that consists of leadership from all tourism and business groups. Meet monthly to discuss each group's focuses, strategize goal alignment, and share resources.
 - Evaluate the potential to create a Convention and Visitors Bureau.
 - Ensure that marketing is consistent across groups. Avoid duplication of efforts by communicating plans, sharing materials, and cross promoting. For example, promote downtown amenities to state park visitors and vice versa.
- Promote extension of uniform hours of business downtown.
 - Partner with Downtown Business Alliance to study downtown foot traffic trends.

BEST PRACTICE

Leveraging Arts for a Competitive Advantage in Business

Increasingly, benefits are realized from collaborations between artists and traditional industries. For example, American companies face an international marketplace where value is increasingly determined by a product's uniqueness, performance, and design. Creativity is becoming a critical competitive advantage. To realize this competitive edge, some states are encouraging collaborations among artists, designers, and product engineers in a variety of manufacturing and high-tech industries. These collaborations stimulate new thinking, encourage new product development, and make the most of a state's collective creative and business resources.

An example of this in action is the John Michael Kohler Arts Center Arts/Industry Residency Program located in Sheboygan, Wisconsin. This program offers artists access to industrial technologies and facilities through long-term residencies, short-term workshops, and tours. The primary component is a residency program at Kohler Company, where artists have the opportunity to create works of art using industrial equipment and materials and exploring forms and concepts not possible in their own studios. The Kohler Company, in turn, is given fresh ideas for its product lines. Kohler's "Artist Editions" collection of surface-decorated plumbing fixtures grew directly out of the Arts/Industry program.

Source: NGA's Arts and the Economy Report

- Share findings with local businesses.
- Invest in infrastructure that makes downtown Bastrop even more accessible to foot traffic and business.
 - Develop a plan to create bike lanes and pedestrian walkways that connect the riverfront and park to downtown.
 - Invest in public restrooms.
 - Invest in necessary infrastructure improvements as needed to serve a growing downtown activity.

4.2 Assess the need for **additional parking** in downtown Bastrop and act on the findings of that study.

TACTIC

- Conduct a downtown parking study.
 - Research similarly sized communities that have invested in downtown parking and evaluate the results of those investments.
 - Create a joint partnership between Bastrop EDC, the City, and business owners to oversee the study and create an action plan for addressing the opportunity.
 - If the study confirms the need for additional downtown parking, identify funding mechanisms for covering the cost of constructing and maintaining the parking structure, such as a special taxing district.

4.3 Focus on higher-end specialty **retail and hospitality businesses** to support tourism and enhance the overall quality of life for Bastrop residents.

TACTICS

- Recruit and expand unique specialty retailers in downtown Bastrop.

BEST PRACTICE

Arts Community in Asheville, NC

There are several arts districts in Asheville that are home to hundreds of artists, such as the 30-plus member Asheville Downtown Gallery Association. Employment in the Asheville region in the arts and culture sector has grown eight percent since 2005. According to a 2008 economic impact study, it is estimated that the craft industry of Western North Carolina has a total direct impact of over \$206 million. Creative industries are one of the quiet drivers of the Asheville economy and continue to grow in significance and influence.

Recognizing that the crafts industry was a successful niche in the Asheville arts community, HandMade in America in North Carolina was established in 1993 with assistance from the North Carolina Arts Council. It strives to make western North Carolina “the center for handmade objects in the United States” by encouraging and enabling product development among local craft artisans. HandMade hosts a business boot camp to teach business planning, marketing, and entrepreneurship skills to artists. It links more than 320 regional artists, craft producers, bed and breakfasts, farm tours, restaurants, and other businesses through a 200-mile-trail system that is part of a larger tourism marketing campaign. The program also has organized the Landfill Business Consortium, whose aim is to repurpose closed landfills to capture methane and use that energy to fuel kiln and other creative business needs.

Source: NGA’s Arts and the Economy Report

- o Share the findings of the Retail Coach study with area residents and business people. Alert them to the leakages in Bastrop's current retail mix.
- Continue to hold community events that showcase local wares available in downtown Bastrop, such as First Friday Art Walk.

4.4 Invest in **riverfront** amenities and better connect the river with the rest of the community.

TACTICS

- Launch a beautification initiative around the riverfront.
 - o Engage local businesses in sponsoring the initiative.
 - o Create a volunteer program that allows residents to participate in the beautification process.
- Improve connectivity between the bridge and the river.
 - o Develop additional cultural and commercial projects along the river.

4.5 Support the **arts community** in Bastrop.

TACTICS

- Rally support for Bastrop Fine Arts Guild's 1204 Chestnut Street Project's capital campaign and establishment.
- Continue to showcase local and regional talent at events such as First Friday Art Walk.
 - o See the sidebar "Arts Community in Asheville, NC" on the previous page for an example of how a community showcases its artistic talent.
 - o Promote the First Friday Art Walk to visitors from the Central Texas region. Invite artists and arts supporters from across the Austin MSA to participate in the Art Walk and showcase their artwork.
- Create an inventory of arts assets in Bastrop.
 - o Include the full spectrum of the arts industry's production pipeline, from design to production to distribution.

BEST PRACTICE

Maine Arts Commission

The Maine Arts Commission created the Discovery Research Program, an ongoing, statewide inventory of cultural resources within communities around the state. The program provides funds and expert assistance for Maine communities to survey local events, artists, traditions, and cultural organizations that promote or support the performing, visual, craft, or literary arts. Once collected, the information is used to formulate local economic development strategies and tourism initiatives as well as coordinate local and state economic, workforce, and cultural development efforts.

Source: NGA's Arts and the Economy Report

- See the sidebar “Maine Arts Commission” on the previous page for an example of a community’s arts inventory.
 - See the sidebar “Leveraging Arts for a Competitive Advantage in Business” for more information about how arts assets can be incorporated into other target industries.
- Apply for foundation grants that will help grow Bastrop’s arts and cultural community, such as those offered through Summerlee Foundation and Meadows Foundation.

4.6 Invest in **recreational facilities** in Bastrop.

TACTICS

- Renovate current recreational facilities or build a new facility.
 - Conduct a study to determine demand for new sports facilities in Bastrop and opportunities to attract youth sporting events to the community.
 - Based on the study findings, increase the availability of sports amenities such as baseball fields, tennis courts, soccer fields, and swimming pools.
 - Refer to study conducted by local hotels to provide funding support.

Marketing

Goal: Bastrop strengthens its unique identity as a business, visitor, and talent destination within the Austin MSA.

As mentioned throughout the strategic planning process, keeping Bastrop's authenticity while growing its economy is important. Bastrop EDC should implement a marketing campaign that reinforces its authentic Texas spirit while showcasing the community's many assets.

5.1 Create a "Build It in Bastrop" campaign plan.

"**Build It in Bastrop**" is the suggested theme for Bastrop's economic development marketing campaign. "Build" does not just refer to construction projects, rather anything that has been newly created. It expresses the energy and perseverance of Bastrop's residents. The anchor of this initiative can be an "I Built it in Bastrop" story campaign in which residents and businesses submit stories about the new homes they built after the wildfires, new companies that they have established, the city's new civic projects, new commercial properties, and other freshly invigorating efforts across the community. Storytelling and capturing testimonials from Bastrop residents and businesspeople is one of the key components of a successful economic development marketing campaign.

It is important that this campaign is coordinated with all business and tourism organizations that serve the Bastrop community, such as Bastrop EDC, Bastrop Chamber of Commerce, Downtown Business Alliance, Main Street Program, Visitor's Center & Historical Society, and Keep Bastrop Beautiful. "Build it in Bastrop" can evolve into a branding strategy for the entire community. Bastrop should have a single brand platform across economic development and visitor organizations, with applications of the brand tailored to individual local initiatives.

- The following pages of this Strategic Plan offer a host of ideas to consider in the campaign plan.
- The campaign should result in a shared marketing platform that includes other Bastrop initiatives such as, for example, Bring It to Bastrop for tourism, Buy It in Bastrop for the buy local initiative, and Create It in Bastrop for entrepreneurship and the arts.

5.2 Invest in web-based marketing tools to support the campaign.

A website is an economic development organization's most important marketing tool. Consultants and companies will visit the site at the very least to retrieve contact information from the EDC. They are also interested in finding current information about site and building availability, data on the community, and information about existing companies and suppliers. The region's strengths, particularly those that relate to its target industries, should be clearly articulated and visible.

5.21 Revamp the current Bastrop EDC website.

TACTICS:

- o Website design should be clean and simple. Use the color palette of the new Bastrop EDC logo.
- o The website should be content rich and aimed at answering the information needs of site consultants and corporate decision makers. It should contain searchable, verifiable data from trusted third party sources. Data should be conveyed in an attractive graphical format.
- o Ensure website is compatible on mobile and tablet devices. The use of smartphones and tablets continues to increase, so it is important that the website is accessible and visually appealing on all platforms.
- o Greatly reduce the amount of copy on each page in the website. Content should convey key sales messages with the use of images, graphs, quotes, and bullet points.
 - Refer to Top Selling Points in the Target Recommendations Report for content ideas. Weave the “Build it in Bastrop” message throughout website copy.
 - House the Bastrop EDC blog on the EDC website. This will make it more visible to website visitors and enhance search engine optimization. Add an RSS feed icon to social media icons. Share stories from the “Build it in Bastrop” campaign via blog posts.
- o Website navigation
 - Use www.builditinbastrop.com as a landing page with links to the Bastrop EDC, Tourism, and other local organizations’ websites.
 - Remove the clutter on the EDC home page. Home page elements should only include:
 - One impactful rotating graphic, such as a stylized map showing Bastrop’s location in relation to large Texas metros
 - Links to subpages for each Target Industry, Regional Information, Sites & Buildings Database, About Us, Contact Us, and News

BEST PRACTICE

JAXBoldest

JAXUSA created a storytelling campaign that engaged the entire community. People from across the region submitted stories about innovative new companies, nonprofits, and community initiatives and posted their entries online. Residents could vote on their favorite stories. This campaign generated buzz about Jacksonville’s business and community initiatives, which resulted in over 120 entries and 2000 votes. Visit www.JAXBoldest.com to learn more.

- Links to subpages for each type of audience, such as site selector, developer, business owner, and citizen (See www.choosecincy.com for an example.)
- Sidebar with a news feed and links to social media pages
- Contact information in the header
- Include a subpage dedicated to each target industry. Each page should be highly tailored to the needs of that industry, complete with top sales points specific to the industry; a subpage listing major employers and suppliers; testimonials; links to sites and buildings well-suited for the industry plus virtual tours of those properties; case studies / success stories related to the industry; YouTube videos related to the industry; a subpage touting the region's industry-specific talent demographics.
- The "Regional Information" subpage should contain a snapshot of Bastrop's economic and demographic data and other relevant regional information.
- The "Sites & Building Database" subpage should contain interactive maps, GIS capabilities, and a site locator database.
- The "About Us" subpage should contain a brief mission statement and purpose, followed by staff and board of directors' bios and contact information.
- The "Contact Us" subpage should contain staff contact information and a generic contact form.
- The news feed should contain five recent articles or press releases. Create an Archive link for older stories.
- o What NOT to include on the EDC website:
 - The "Welcome to Bastrop" subpage is too lengthy and content-heavy. Any relevant information from this page can be redistributed to other subpages listed above.
 - The "Free Land" subpage should be removed. We do not recommend advertising free land in Bastrop's marketing campaign. It conflicts with the community's high quality, authentic image.
 - The "Photos" subpage should be removed. Instead, direct website visitors to your Flickr (www.flickr.com/photos/bastroptxedc) and Pinterest (www.pinterest.com/bastroptxedc) pages.
 - The "Buy Bastrop" subpage should open a new link to the Downtown Business Alliance or www.buybastroptx.com rather than hosting its own page on the Bastrop EDC.
- o Include search engine optimization features in the new website. Consider the following suggestions based on Google's current search engine algorithm:
 - Continually refresh content. Sites with continuous updates and current time stamps are considered up-to-date and relevant.
 - Ensure dynamic content, such as images and video, are properly tagged and labeled.

- Increase quality backlinks. These are links on other websites that link to your website.
- Actively participate in social media. Authority and trust are demonstrated when people voluntarily follow your Twitter account or “like” your Facebook page.
- Ensure relevant keywords are mentioned a few times throughout content, but not excessively.
- It is important to note that marketing best practices support SEO. Content and interactivity should be built for target audiences, not search engines.

5.22 Ensure that Bastrop has a robust social media presence.

TACTICS:

- The Bastrop EDC is active on Facebook, Twitter, YouTube, Flickr, and Pinterest and does an exceptional job at keeping social media pages active.
- Ensure that thumbnails to each social media page can be found on the BEDC website home page.
- Consider adding a Bastrop EDC LinkedIn company page. BEDC’s staff members should have updated LinkedIn profiles. An active LinkedIn presence is important, as site selectors and companies use this as much if not more than any other social media platform.
- Use social media as the main platform for the “Build it in Bastrop” campaign.
 - Create an “I Built it in Bastrop” story campaign in which residents submit stories about the new homes they built after the wildfires, new companies that they have established, the city’s new civic projects, new commercial properties, etc. See the sidebar “JAXBoldest” above for an example of a community’s storytelling campaign.
 - Create a YouTube video introducing the “Build it in Bastrop” campaign with an example from the EDC. Add this video to the “Build it in Bastrop” landing page and the Bastrop EDC website. Not only would this be attractive to prospects, it would engage the community to get involved and tell their story.
 - Ask other Bastrop community organizations to share the video and campaign with their networks.
 - Use the hashtag #builditinbastrop on Twitter when tweeting about the campaign or sharing EDC news and announcements. Consider using similar campaigns for other Bastrop initiatives, such as #bringittobastrop for tourism, #buyitinbastrop for the buy local initiative, and #createitinbastrop for the arts and entrepreneurs.
 - Upload images from the “Build in in Bastrop” campaign to Flickr or Pinterest.

5.3 Continue to participate in regional and state economic development sales initiatives.**TACTICS:**

- Continue Bastrop EDC's membership in Opportunity Austin. Attend Opportunity Austin events that relate to Bastrop's target industries as well as focus on site consultants. Offer to host Opportunity Austin in-bound events in Bastrop.
- Continue participating in Team Texas. Attend Team Texas events that relate to Bastrop's target industries as well as focus on site consultants. Offer to host Team Texas in-bound events in Bastrop.
- Consider becoming a member of Texas One at a tier five or tier four level. Attend Texas One events that relate to Bastrop's target industries as well as site consultants. Offer to host Texas One in-bound events in Bastrop.

5.4 On a selective basis, invest in advertising and collateral support for the Build It campaign.**TACTICS:**

- Only use the EDC's limited resources on advertisements that have a high ROI. Securing highly visible advertising in an industry trade show publication and supplementing it with online banner ads on the event website is a better use of resources than purchasing multiple ads in a site selection magazine next to dozens of other ads from EDOs.
- Include the "Build it in Bastrop" slogan in all advertising materials.
- Complete the "Build it in Bastrop" billboard near the entrance to the industrial park.
- As budgets allow, provide merchandise for residents and local businesses with the "Build it in Bastrop" slogan (or "Buy It in Bastrop"), such as bumper stickers, decals for business windows, yard signs for new homes or commercial property, t-shirts, and others.
- Update PowerPoint presentations and printed collateral materials with the Built It slogan as needed. However, strive to move most information into an online format.

5.5 Strengthen media relations.**TACTICS:**

- News stories rank among the most valued and influential sources of information about a community for site selectors. Public relations should be one of the EDC's core tools for telling the Bastrop story.
- Media relations should focus on general business publications (print and web versions), target industry trade publications (print and web versions), and target industry trade show publications. Include bloggers in the campaign. Media relations should also be integrated into the EDC's social media campaign.

- Hire an intern that is studying PR in school to assist with media relations. This includes writing press releases, distributing to target news outlets, and developing relationships with reporters at target news outlets.
- Craft a press release about the “Build it in Bastrop” campaign launch and submit to regional news outlets.
- Meet with the editorial teams of Austin media outlets (print and broadcast) to rally their interest in the Build It in Bastrop campaign
- As the campaign progresses, craft press releases that showcases the community story submissions. The press releases can integrate stories about the community’s resiliency and authenticity with target industry assets.

5.6 Integrate the Build It campaign into Bastrop’s education and talent attraction initiatives.

TACTICS:

- Tie the “Build it in Bastrop” campaign to the talent attraction and recruitment campaign and Bastrop ISD communications campaign mentioned in the Workforce and Education section.

5.7 Develop a target company marketing database.

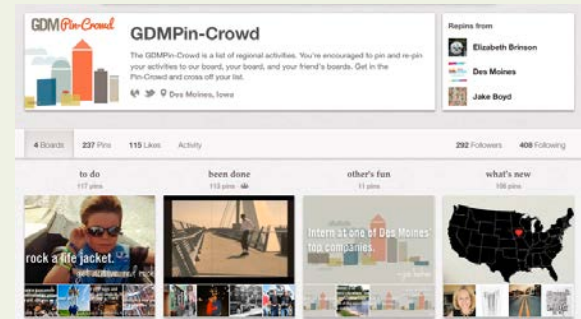
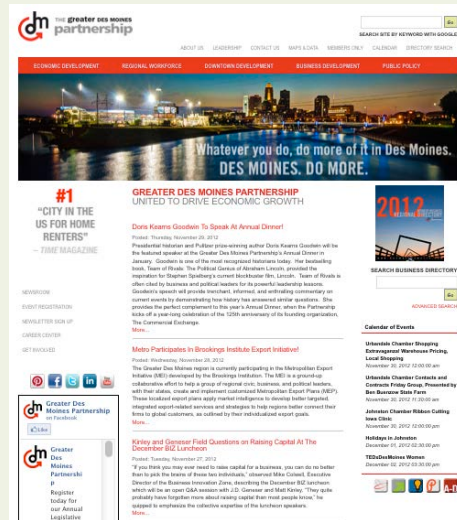
The Bastrop EDC should continue to expand its in-house database of companies in its target industries.

- As part of this assignment, Avalanche Consulting developed a list of the NAICS that define its target clusters (see Appendix: Target NAICS).
- Utilize the database during Bastrop EDC marketing campaigns and when identifying companies to call on when the EDC participates in Opportunity Austin, Team Texas, and Texas One marketing missions and events.
- The EDC can subscribe to a service such as Hoovers / D&B to create company lists for each NAICS.
- Based on Bastrop’s size, current participation in larger regional and state marketing missions, and budget, we do not advise the EDC to engage a professional lead generation firm. Rather, a Bastrop EDC staff person or research intern can keep the database updated from Hoovers and other sources.
- The EDC may also consider acquiring a basic subscription to Sales Force to better manage the Target Company Database and track leads.

BEST PRACTICE

Greater Des Moines Partnership

The Greater Des Moines Partnership's online presence is engaging and interactive. Their website provides relevant and easy to find information about Target Industries. The news feed is prominently located on the home page, as recent news of economic development progress and company announcements tell Des Moines' story. The Partnership also has a robust social media presence, which includes Twitter, Facebook, LinkedIn, YouTube, and Pinterest. Visit www.desmoinesmetro.com to learn more.



SECTION TWO:

Target Industry Recommendations

This section will outline organizational efforts required to support recruitment, retention, expansion, and/or startups. Implementation activities will be prioritized for each industry and niche sector based on their stage of opportunity: immediate, mid-term, or long-term.

Hospitality & Retail

With a picturesque downtown, large arts community, recreational amenities, natural environment, and strong retail sector, Bastrop already serves as a destination for visitors. Continued marketing and development of opportunities can bolster this position and make Bastrop a premier destination for tourists and shoppers within Central Texas.

Create a coordinated **tourism and visitor attraction plan** that establishes Bastrop as an **authentic Texas experience** to tourists and business travelers.

TACTICS

- Market the historic downtown and natural environment as a vibrant place to visit and experience authentic Texas hospitality.
 - Partner with local hospitality businesses and coordinate marketing activities that encourage visitors to come to downtown Bastrop.
 - Work with President's Guild (mentioned in the Quality of Life section) to cross-promote and coordinate marketing efforts.
 - Create an online information portal for all hospitality and retail entities.
 - Continue to showcase Bastrop's scenic beauty and amenities on the EDC's Flickr and Pinterest account.
- Tie the "Build it in Bastrop" campaign to tourism with a sister campaign, such as "Bring it to Bastrop" or "Visit us in Bastrop."
 - Use the hashtag #bringittobastrop (example) when promoting tourism via social media.
 - Use the "Bring it to Bastrop" slogan on marketing materials and collateral.
 - Ensure this campaign is coordinated with all tourism groups.
- Increase capacity of Bastrop's outstanding new Convention Center to host target industry conferences and events.
 - Promote proximity to airport and unique alternative to Austin when recruiting events.



Identify and leverage opportunities related to Formula One and other **international events** in the region.

TACTICS

- Identify and recruit businesses related to these events.
 - Target businesses that will service events happening at Circuit of the Americas.
 - Host events in Bastrop when the Texas Governor's office and Greater Austin Chamber of Commerce organize familiarization tours and individual prospect visits. Bastrop is well positioned to host events for those guests by providing an authentic Texas experience within a short drive of downtown Austin.

Improve **local talent pipeline** for Hospitality & Retail careers.

TACTICS

- Offer hospitality courses at high school level and (eventually) within area higher education offerings.
- Involve local Hospitality & Retail companies in education development.
 - Ask for their feedback on hospitality course curriculum.
 - Ask local Hospitality & Retail businesses to participate in the business mentoring program.
 - Provide internships to students interested in Hospitality & Retail.

Provide resources to homegrown **retail entrepreneurs**.

TACTICS

- Create entrepreneurship education and mentorship programs for individuals interested in starting a hospitality business in Bastrop.
 - Include the Main Street Program's Entrepreneur Team in the initiative.
 - Reach out to active entrepreneurs, retired executives, and other members of the business community to participate.
- Recruit and expand unique specialty retailers in downtown Bastrop.
 - Share the findings of the Retail Coach study with area residents and business people. Alert them to the leakages in Bastrop's current retail mix.

Life Sciences

The Life Sciences industry in Bastrop is supported by numerous medical research and service centers, including St. David's Emergency Center, the UT Veterinary Science Park, MD Anderson Cancer Research Center, Seton Medical Offices, and Lost Pines Center for Cancer Care. These facilities combined with concentrated employment in medical supplies and labs, make Bastrop a highly-competitive location for continued development of biotechnology products and provision of healthcare services. As with other industries, Bastrop is positioned to capture a larger share of growth occurring throughout the Austin MSA and be an integral part of the region's effort to become an international life sciences destination.

Improve the **talent pipeline** for Life Sciences careers.

TACTICS

- Create a Life Sciences career track at Bastrop ISD and future higher education programs.
 - Offer life sciences research, health care, and other niche target-related courses.
 - Ask local Life Sciences businesses to provide input on curricula.
- Collaborate with other training providers and educational institutions in the Austin MSA to provide a seamless pipeline of Life Sciences learning opportunities.
 - Partner with Life Sciences companies and educational institutions in the Austin MSA and Bryan-College Station to provide mentoring and internship opportunities to Bastrop students.

Establish a health and life sciences **executive panel** comprised of regional health & life sciences executives, entrepreneurs, university and economic development leaders.

TACTICS

- Use this group as a sounding board to share ideas for Life Sciences economic development opportunities.
- Ask this group to identify gaps and anticipate needs for Bastrop's life sciences industry.



Start-up

Retain

Recruit

- o Adjust curriculum and educational programs as needed based on executive panel recommendations.

Promote Bastrop area Life Sciences news and announcements with industry publications and regional/state economic development organizations.

TACTICS

- Collect editorial contact information for Life Sciences publications.
- Submit press releases to publications such as:
 - o Life Science Leader Magazine
 - o American Laboratory Magazine
 - o Laboratory Equipment Magazine
 - o Medical Design Technology Magazine
 - o Pharmaceutical Processing Magazine
- Distribute Life Sciences press releases to the Greater Austin Chamber of Commerce and the Governor's Office of Economic Development and Tourism. Encourage them to share news through their media outlets.
- Ask Bastrop Life Sciences businesses to include mention of their location in Bastrop in their own press releases and other marketing activities.

Partner with Opportunity Austin and Texas One to attend Life Sciences **industry events**.

TACTICS

- Attend BIO with Opportunity Austin.
- Attend AdvaMed and MedTech Conferences with Opportunity Austin.
- Engage Bastrop Life Sciences businesses in promoting Bastrop at the industry events that they attend.

Information Technology

Greater Austin is well known across the globe as an information technology hub. The region has numerous local IT startups and companies relocating to the region from across the nation and world. As investment in Travis County becomes more limited and expensive, Bastrop will be an increasingly competitive location for a wide range of IT sector operations because of its large and well-educated labor pool draw, high quality of life, and affordable land and tax rates.

Improve the local talent pipeline for IT careers.

TACTICS

- Incorporate an IT career track at Bastrop ISD.
 - Expand digital media and software course offerings in Bastrop public schools.
 - Ask for feedback on curriculum from local IT businesses.
- Collaborate with other training providers and educational institutions in the Austin MSA to provide a seamless pipeline of IT learning opportunities.
 - Partner with IT companies and educational institutions in the Austin MSA to provide mentoring and internship opportunities to Bastrop students.

Encourage IT entrepreneurship in Bastrop.

TACTICS

- Encourage IT entrepreneurs to reach out to other entrepreneurial support throughout the region.
- Participate in Austin MSA IT industry organizations, such as the Austin Software Council and Door 64. Offer to speak at and sponsor their events. Focus communications to their members on Bastrop's unique business environment, creative spirit, and lower cost of doing business.



Craft **press releases** that share IT news and announcements in Bastrop.

- Submit press releases to trade publications, such as:
 - o Data Center Journal
 - o InformationWeek
 - o Health Informatics Magazine

Participate in Opportunity Austin's IT **industry activities**.

TACTICS

- Participate in Opportunity Austin's SXSW Interactive events.
- Attend the NAB Show in Las Vegas, NV.
- Attend AFCOM Data Center World in Las Vegas, NV.
- Discuss Bastrop's goal of increasing IT company investment and becoming a location for IT startups with the Greater Austin Chamber of Commerce's economic development team. Gain their perspective on opportunities for Bastrop to increase its competitiveness for those projects. Make sure that they know that Bastrop is willing and able to meet those firms' needs.

Manufacturing

Bastrop and the Austin MSA have significant strengths in manufacturing sectors, from semiconductors and solar panels to electronics and fabricated metal products. These manufacturing strengths range from advanced, highly-technical sectors to traditional metal and cement product production. With a large manufacturing labor pool, developed logistical network, connectivity to research centers, and affordable land rates, Bastrop is well positioned to continue development of the local manufacturing sector.

Ready the Bastrop **industrial park** to appeal to high quality, original manufacturing operations.

- Ensure land is marketable to prospects with plans and cost estimates in place for any needed infrastructure improvements.
- Identify funding sources for industrial site improvements.
- Invest in initiatives that improve the park's visual appeal, including landscape maintenance. Continue to enforce standards that encourage companies in the park to invest in attractive architecture and sustainable building practices.

Improve **local talent pipeline** for manufacturing careers.

TACTICS

- Offer STEM (science, technology, engineering, and math) programs and trade skills curricula at the high school level and (eventually) within area higher education offerings.
- Involve local Manufacturing companies in education development.
 - Involve them in refining and creating manufacturing course curriculum.
 - Ask local Manufacturing businesses to participate in the business mentoring program.
 - Provide internships to students interested in Manufacturing.



Share Manufacturing news and announcements in Bastrop.**TACTICS**

- Submit press releases to niche trade publications:
 - o Automotive Manufacturing and Production Magazine
 - o Fabricator Magazine
 - o Battery Power Magazine
- Regularly meet with the Greater Austin Chamber of Commerce and the Governor's Office of Economic Development and Tourism to keep them informed of Bastrop's progress and announcements. Seek their advice on activities that could increase Bastrop's appeal to manufacturing operations.

Partner with Opportunity Austin and Texas One to participate in manufacturing industry events.**TACTICS**

- Attend International Manufacturing Technology Show.
- Attend Total Energy USA.
- Attend MODEX 2014.
- Join the Outdoor Industry Association.
- Engage Bastrop Manufacturing businesses in promoting Bastrop at industry events.

SECTION THREE:

Implementation Plan

This section of the report contains an implementation timeline, task assignments, and performance metrics to guide economic development over the next five years.

Implementation Tables

The following pages list each recommendation in this strategy along with a list of the organizations that will be responsible for organization, a start year and end year. The tables have been provided to the BEDC in Excel format so that they can be updated as needed.

1.0 Education and Workforce Development

Goal: Bastrop has a complete talent pipeline of highly regarded educational institutions, from K-12 to higher education

% Complete	Recommendation	Start	End	Responsibility
	1.1 Promote Bastrop ISD's successes			
	Increase communication about the ISD's successes			
	Continue building the "We Love BISD" campaign	2013	2014	BISD
	Issue press releases and post news on social media outlets about the ISD's activities on a more frequent basis	ongoing		BISD
	Encourage students, teachers, and administrators to utilize their own social media accounts to share good news	2013	ongoing	BISD
	Create a "Good News to Tweet About" section of the ISD's newsletter	2013	ongoing	BISD
	Share testimonials that illustrate positive aspects of Bastrop ISD	ongoing		BISD, Chamber, BEDC
	Hold public meetings to share Bastrop ISD news and increase communitywide participation	2014	annually	BISD
	Increase local understanding that economic development potential, and ultimately the city's quality of life, is critically connected to the quality of Bastrop's educational resources	ongoing		BEDC, BISD, Chamber, City
	Feature accomplished graduates			
	Share stories about successful Bastrop ISD alumni with a "Where are they now?" section in a school newsletter	2013	ongoing	BISD
	Continue the Letter B Program recognizing Bastrop ISD graduates that are making a difference	ongoing		BISD
	Continue to invest in the Bastrop Education Foundation	ongoing		Education Foundation and Residents

% Complete	Recommendation	Start	End	Responsibility
	1.2 Establish a higher education presence in Bastrop			
	Campaign for a higher education presence in Bastrop	2013	2015	Chamber, BEDC, BISD, City, Companies
	Get organized- Create a higher education evaluation committee that evaluates higher education needs in Bastrop, conceptualizes the program, and develops a strategic plan			
	Ensure that the program(s) align with one or more of Bastrop's targets			
	Allocate enough time to promote the initiative and secure community support			
	Link higher education to economic development by communicating how education quality is a critical factor in business location decisions			
	Communicate Bastrop's case to area higher education institutions			
	Create a presentation describing Bastrop's story and higher education needs	2014	2014	Higher education evaluation committee
	Meet with training providers and educational institutions	2014	2015	Higher education evaluation committee
	Emphasize a multi-institutional approach that focuses programming on target industry needs			
	As a higher education presence in Bastrop is being conceptualized, ensure that it complements versus competes with offerings at the Elgin Campus			
	Raise local awareness of the Elgin Campus and its program offerings	2013	ongoing	BISD, BEDC, Chamber
	1.3 Increase the partnership between local businesses and the Bastrop ISD aimed at improving school performance			
	Increase participation in mentorship programs for high school students	2013	ongoing	BISD, Local Companies
	Use the Lost Pines Toyota apprenticeship program as a model	2013	2013	BISD, Lost Pines Toyota
	Ask representatives of Lost Pines Toyota to encourage other Bastrop businesses to develop apprenticeship programs	2013	2014	BISD, Lost Pines Toyota
	Identify businesses that could benefit from interns or apprentices	2013	2013	BISD, Chamber, BEDC
	Consider creating a Business Partners Task Force to advise the Bastrop ISD's District Improvement Team	2014	2014	District Improvement Team
.	Leverage the talent-related programs and resources of the Greater Austin Chamber	ongoing		BISD, BEDC, Chamber

% Complete	Recommendation	Start	End	Responsibility
	1.4 For each economic development target cluster and other key industries, establish a Target Industry Partners group of business executives			
	Begin with a Target Industry Partners pilot program for the automotive industry	2013	ongoing	BISD, Lost Pines Toyota
	Include all companies related to the automotive cluster in the program, including firms related to automotive sales, repair, engineering and others			
	Assign an ISD faculty member(s) to help captain each Target Industry Partners group			
	Work with the Automotive Partners group to fine tune the program and serve as spokespeople to rally interest from other executives to participate in Partners groups	2015	2018	BISD, Automotive Partners
	1.5 Continue to strengthen the workforce readiness of Bastrop ISD students			
	Promote and grow the early college high school academy offered by Bastrop ISD that prepares students for college	2013	ongoing	BISD
	Create dual credit opportunities for students to earn college credits	2016	2018	BISD
	Develop a Tech Prep program			
	Create a program concept and development plan based on ideas garnered from best practice programs established in other cities	2016	2018	BISD
	Integrate career coaching in Bastrop ISD curriculum			
	Create a career preparedness course that teaches basic work skills, interview practice, professional dress code, and other soft skills	2015	2017	BISD
	Create information tools that showcase careers within Bastrop's target industries, income potential, and learning pathways	2017	2020	BEDC, BISD, Chamber
	Implement career tracks at Bastrop ISD that focus on target industries	2018	ongoing	BISD
	Reach out to local businesses in target industries and ask for feedback on Bastrop ISD career tracks and curriculum	2018	2019	BISD, Local Companies
	Involve Texas Workforce Commission as a resource provider and partner in career track curriculum development opportunities when developing the program	2018	2019	BISD, TWC
	Increase the availability of technology in the classroom via BYOD (bring your own device)and other programs	2014	ongoing	BISD, Bastrop Education Foundation

% Complete	Recommendation	Start	End	Responsibility
	1.6 Create a talent attraction and recruitment campaign			
	Create a marketing campaign aimed at attracting young professionals to Bastrop	2013	2014	BEDC, Chamber, Bastrop Young Professionals
	Include a social media campaign that engages the community and reinforces Bastrop's commitment to offering an authentic Texas experience			
	Ask the newly formed Bastrop young professionals group to organize and participate in social media campaigns and outreach activities			
	Consider building an online talent attraction portal or dedicated section of the BEDC's website	2013	2014	BEDC, Chamber, Local Companies
	Provide updated job search and career information on this portal			

2.0 Business Climate

Goal: Bastrop is a competitive location for business

% Complete	Recommendation	Start	End	Responsibility
	2.1 Position Bastrop as a destination for entrepreneurship and increase small business resources to spark new startup activity			
	Connect Bastrop entrepreneurs to one another as well as regional support			
	Create a networking group for local entrepreneurs to provide a platform for sharing ideas and resources	2014	2014	BEDC, Chamber
	Inventory and share information about entrepreneurial resources and support organizations that can be found in the Austin MSA and online	2014	2014	BEDC, Chamber
	Create an entrepreneur / startup mentorship program with business owners and retired executives	2015	ongoing	BEDC, Chamber, Main Street Program
	Raise awareness that Bastrop is a creative, affordable, and supportive location for entrepreneurial ventures			
	To raise awareness, participate in and offer to host events for Greater Austin area entrepreneurship groups such as the Texas Entrepreneurs Network, Door 64, and SXSW Interactive.	2013	ongoing	BEDC
	Connect Bastrop to angel investors and venture capital firms located in Austin such as the Central Texas Angels Network, Door 64 and the Texas Entrepreneurs Network. Host events in Bastrop or send a representative from Bastrop to events held in Austin	2013	ongoing	BEDC, Representatives from Local Entrepreneurship Networking Group
	Highlight Bastrop's strengths as a location for entrepreneurial ventures in all economic development marketing campaign			
	Showcase stories of startups that moved to Bastrop and that are thriving, such as the Foundry	2013	ongoing	BEDC
	Develop a sister slogan to "Build It in Bastrop" for entrepreneurship such as "Create It in Bastrop"	2013	2013	BEDC

% Complete	Recommendation	Start	End	Responsibility
	2.2 Adopt a formal economic development incentives policy			
	Adopt a formal incentives policy that creates a system for evaluating projects and granting incentives on a consistent and transparent basis	2013	2014	BEDC, City, County
	The policy should include a scorecard by which all incentives requests are measured. The scoring system should give higher scores for companies that pay above average wages, for example, or are in a target industry			
	Seek the Greater Austin Chamber of Commerce's input when crafting the incentives policy	2013	2013	BEDC, Greater Austin Chamber
	Regularly schedule meetings with the Texas Governor's Office and the Greater Austin Chamber of Commerce to establish relationships that will help expedite regional and state involvement in Bastrop's projects when needed	2013	Quarterly	BEDC, Greater Austin Chamber, Texas Governor's Office

3.0 Infrastructure

Goal: Bastrop anticipates and invests in infrastructure to support resident and business needs

% Complete	Recommendation	Start	End	Responsibility
	3.1 Expand road capacity in Bastrop, especially to relieve Highway 71 and Highway 21 traffic			
	Ensure that regional transportation planning reflects Bastrop's needs			
	Work with CAMPO to update and anticipate future needs based on growth and locations of new businesses	2013	ongoing	Bastrop County, BEDC, CAMPO
	Consider investing in a parallel backup route to Highway 71 that serves the business district	2013	ongoing	Bastrop County, BEDC, TXDOT
	Consider expanding the lanes of Highway 21 to accommodate traffic coming from the San Antonio area	2013	ongoing	Bastrop County, BEDC, TXDOT
	Advocate strongly for TxDOT investments to fund road capacity expansion	2014	2018	Bastrop County, TXDOT
	Submit an updated transportation plan to illustrate Bastrop's needs	2014	2015	Bastrop County, TXDOT
	Meet with TxDOT leaders to negotiate investments	2014	2015	Bastrop County, TXDOT

% Complete	Recommendation	Start	End	Responsibility
	3.3 Evaluate water resources and opportunities to secure long-term sources			
	Conduct a study that identifies future water supplies, such as underground sources (Camp Swift) or surface water (Simsboro aquifer)	2014	2015	City, County, Texas Water Development Board
	Evaluate the need for a surface water treatment plant to address current and projected needs			
	Work with the Texas Water Development Board and local representatives			
	Follow the state water plan and actively participate in state discussions related to water supply			
	Adopt more restrictive water conservation policies	2013	2015	Bastrop County Water District, City
	Work with local environmental groups to balance conservation with industry needs	2013	2015	Water District, City, Local Environmental Advocates
	Consider water requirements when identifying target industry prospects	2013	ongoing	BEDC
	Communicate the benefits of water conservation to Bastrop residents	2013	ongoing	Bastrop County Water District, City
	Include an information sheet in residents' utility bills sharing local conservation efforts and outlining conservation tips	2013	ongoing	City of Bastrop Utilities
	Incorporate water conservation into the architecture of city buildings and adjust to xeriscaping	2013	ongoing	City
	Encourage residential and commercial developers to implement water conservation into the design of their residences	2013	ongoing	City

% Complete	Recommendation	Start	End	Responsibility
	3.3 Evaluate water resources and opportunities to secure long-term sources			
	Conduct a study that identifies future water supplies, such as underground sources (Camp Swift) or surface water (Simsboro aquifer)	2014	2015	City, County, Texas Water Development Board
	Evaluate the need for a surface water treatment plant to address current and projected needs			
	Work with the Texas Water Development Board and local representatives			
	Follow the state water plan and actively participate in state discussions related to water supply			
	Adopt more restrictive water conservation policies	2013	2015	Bastrop County Water District, City
	Work with local environmental groups to balance conservation with industry needs	2013	2015	Water District, City, Local Environmental Advocates
	Consider water requirements when identifying target industry prospects	2013	ongoing	BEDC
	Communicate the benefits of water conservation to Bastrop residents	2013	ongoing	Bastrop County Water District, City
	Include an information sheet in residents' utility bills sharing local conservation efforts and outlining conservation tips	2013	ongoing	City of Bastrop Utilities
	Incorporate water conservation into the architecture of city buildings and adjust to xeriscaping	2013	ongoing	City
	Encourage residential and commercial developers to implement water conservation into the design of their residences	2013	ongoing	City

% Complete	Recommendation	Start	End	Responsibility
	3.4 Ensure that Bastrop has industrial sites that are ready-to-market in terms of appearance and infrastructure			
	Prepare sites so that they are ready for quick turnaround for prospects	2013	2015	BEDC
	Ensure that land is marketable to prospects with plans and cost estimates in place for any needed infrastructure improvements			BEDC
	Identify funding sources for industrial site improvements, such as tax increment financing (TIF)	2013	2013	BEDC
	Develop an inventory of industrial sites across Bastrop County	2013	ongoing	Infrastructure Task Force
	Keep this inventory current with realtors and brokers	ongoing		
	Involve local banks in outlining financing packages for sites	as needed		
	Identify new industrial areas to develop	as needed		
	3.5 Continue rebuilding wildfire damaged properties			
	Continue to engage regional nonprofits, such as the Texas Environmental Corps Initiative, to help with the rebuilding process	ongoing		City, County, Bastrop Utilities, Bluebonnet
	Ask residents to share their rebuilding success stories as part of the #BuildItInBastrop campaign	2014	2015	BEDC, Chamber
	Apply for EDA Disaster Relief Opportunity grants before the end of Bastrop's federally declared disaster area status	2013	2013	BEDC, Bluebonnet
	Identify any final additional infrastructure projects that are eligible to take advantage of this status			

4.0 Quality of Life

Goal: Bastrop is recognized as an appealing, authentic place to live

% Complete	Recommendation	Start	End	Responsibility
	4.1 Continue to invest in downtown amenities and infrastructure			
	Unify efforts of all tourism and business groups, including Bastrop EDC, Bastrop Chamber of Commerce, Downtown Business Alliance, Bastrop Convention Center, Main Street Program, Visitor's Center & Historical Society, and Keep Bastrop Beautiful	2013	2015	BEDC, Chamber, DBA, Main Street, Visitors Center & Historical Society, Convention Center, Keep Bastrop Beautiful
	Establish a Presidents' Guild that consists of leadership from all tourism and business groups. Meet monthly to discuss each group's focuses, strategize goal alignment, and share resources	2014	2014	BEDC, Chamber, DBA, Main Street, Visitors Center & Historical Society, Convention Center, Keep Bastrop Beautiful
	Evaluate the potential to create a CVB	2014	2015	Presidents' Guild
	Ensure that marketing is consistent across groups. Avoid duplication of efforts by communicating plans, sharing materials, and cross promoting. For example, promote downtown amenities to state park visitors and vice versa	2013	ongoing	Presidents' Guild
	Promote extension of uniform hours of business downtown	2014	2015	Downtown Business Alliance
	Partner with Downtown Business Alliance to study downtown foot traffic trends	2014	2014	Downtown Business Alliance, Chamber, BEDC
	Share findings with local businesses	2014		Downtown Business Alliance
	Invest in infrastructure that makes downtown Bastrop even more accessible to foot traffic			
	Develop a plan to create bike lanes and pedestrian walkways that connect the riverfront and park to downtown	2016	2017	City, Downtown Business Alliance
	Invest in public restrooms	2015	2015	City

% Complete	Recommendation	Start	End	Responsibility
	4.2 Assess the need for additional parking in downtown Bastrop and act on the findings of that study			
	Conduct a downtown parking study	2014	2015	BEDC, City, Business Owners
	Research similarly sized communities that have invested in downtown parking and evaluate the results of those investments			BEDC
	Create a joint partnership between Bastrop EDC, the City, and business owners to oversee the study and create an action plan for addressing the opportunity			
	If the study confirms the need for additional downtown parking, identify funding mechanisms for covering the cost of constructing and maintaining the parking structure, such as a special taxing district	2014	2014	City
	4.3 Focus on higher-end specialty retail and hospitality businesses to support tourism and enhance the overall quality of life for Bastrop residents			
	Recruit and expand unique specialty retailers in downtown Bastrop	ongoing		BEDC
	Share the findings of the Retail Coach study with area residents and business people- alert them to the leakages in Bastrop's current retail mix	ongoing		BEDC, Chamber
	Continue to hold community events that showcase local wares available in downtown Bastrop, such as First Friday Art Walk	ongoing		BEDC, Chamber, DBA, Main Street, Visitors Center & Historical Society
	4.4 Invest in riverfront amenities and better connect the river with the rest of the community			
	Launch a beautification initiative around the riverfront	2017	2017	City, BEDC, Keep Bastrop Beautiful
	Engage local businesses in sponsoring the initiative			
	Create a volunteer program that allows residents to participate in the beautification process	2017	2017	Keep Bastrop Beautiful
	Improve connectivity between the bridge and the river			
	Develop additional cultural and commercial projects along the river	ongoing		City, BEDC, Local Businesses

% Complete	Recommendation	Start	End	Responsibility
	4.5 Support the arts community in Bastrop			
	Rally support for Bastrop Fine Arts Guild's 1204 Chestnut Street Project's capital campaign and establishment	2013	2014	Bastrop Fine Arts Guild
	Continue to showcase local and regional talent at events such as First Friday Art Walk			
	Promote the First Friday Art Walk to visitors from the Central Texas region. Invite artists and arts supporters from across the Austin MSA to participate in the Art Walk and showcase their artwork	2013	ongoing	Bastrop Fine Arts Guild
	Apply for foundation grants that will help grow Bastrop's arts and cultural community, such as those offered through Summerlee Foundation and Meadows Foundation	ongoing		Bastrop Fine Arts Guild
	4.6 Invest in recreational facilities in Bastrop			
	Renovate current recreational facilities or build a new facility			
	Conduct a study to determine demand for new sports facilities in Bastrop and opportunities to attract youth sporting events to the community	2015	2016	City
	Based on the study findings, increase the availability of sports amenities such as baseball fields, tennis courts, soccer fields, and swimming pools	2016	TBD	City, County
	Refer to study conducted by local hotels to provide funding support	2015	2015	City, County

5.0 Marketing

Goal: Bastrop strengthens its unique identity as a business, visitor and talent destination within the Austin MSA

% Complete	Recommendation	Start	End	Responsibility
	5.1 Create a Build It in Bastrop campaign plan	2013	2013	BEDC
	This Strategic Plan offers a host of ideas to include in the campaign plan.			
	The campaign should involve other Bastrop initiatives such as Bring It to Bastrop for tourism, Buy It in Bastrop for the buy local initiative, and Create It In Bastrop for entrepreneurship and the arts			
	5.2 Invest in web-based marketing tools to support the campaign			
	Revamp the current EDC website	2013	2013	BEDC
	Ensure that Bastrop has a robust social media presence			
	Use hashtags such as #builditinbastrop or #createitinbastrop to tie news and other posts back to the broader campaign	2013	ongoing	BEDC
	Create an "I Built it in Bastrop" story campaign in which residents submit stories about re-building / building new homes and businesses in Bastrop	2013	ongoing	BEDC
	5.3 Continue to participate in regional and state economic development sales initiatives			
	Continue the EDC's membership in Opportunity Austin and Team Texas	ongoing		BEDC
	Continue participating in Opportunity Austin and Team Texas events with target industry companies and site consultants	ongoing		BEDC
	Consider becoming a member of Texas One and participating in its events as well	2014	TBD	BEDC

% Complete	Recommendation	Start	End	Responsibility
	5.4 On a selective basis, invest in advertising and collateral support for the Build It campaign			
	Include the Build It in Bastrop slogan in all future advertising materials	ongoing		BEDC
	Complete the Build It in Bastrop billboard	2013	2013	BEDC
	As budgets allow, invest in Build It in Bastrop (or "Buy It in Bastrop," e.g.) promotional materials for local residents and business (decals, yard signs, t-shirts, post cards, etc.)	as possible		BEDC
	Update PowerPoint presentations and printed collateral materials with the Build It slogan (only as needed - online format should be emphasized for most of the campaign)	2013	as needed	BEDC
	5.5 Strengthen media relations			
	Create a media relations internship	2014	annual	BEDC
	Meet with the editorial teams of Austin media outlets (print and broadcast) to rally their interest in the Build It in Bastrop campaign	2013	2013	BEDC
	5.6 Integrate the Build It campaign into Bastrop's education and talent attraction initiatives			
	Craft a complementary slogan	2013	2013	BEDC
	5.7 Develop a target company marketing database	2013	2013	BEDC
	Refer to the target industry NAICS list that Avalanche provided the EDC			
	Subscribe to a service such as Hoovers / D&B to create company lists for each NAICS			
	Engage an intern in developing the lists and keeping them current			
	Utilize the database during Bastrop EDC marketing campaigns and identifying companies to call on during marketing missions with regional and state organizations	ongoing		BEDC
	Consider acquiring a subscription to Sales Force to manage the database and track leads	as needed		BEDC

Organization

To begin, the BEDC and the organizations involved with implementation should monitor progress by tracking the percent complete for each recommendation contained in the tables above.

We recommend that the BEDC form an **Implementation Committee** consisting of one representative from each organization listed in the “responsibility” box of the tables. This Committee should be charged with monitoring progress. In 2013/2014, the Committee should meet on a quarterly basis. It can scale back meeting frequency basis as recommendations are completed.

Establish two Co-Chair positions for the Implementation Committee, preferably from Bastrop’s target industries. The Chairs may rotate on an annual or bi-annual basis.

Within the Implementation Committee, **working groups** should form around each major topic in the report: Education and Workforce, Business Climate, Infrastructure, Quality of Life, and Marketing. Working groups will be comprised of representatives from each organization listed in the “responsibility” column of the worksheet. Working groups can meet as frequently as needed between Implementation Committee meetings to establish a plan for addressing their recommendations and take action. During each Implementation Committee meeting, working groups will be asked to report on progress to the larger group. Each working group can be assigned a chairperson to coordinate meetings and keep the agenda on track.

On an annual basis, the Implementation Committee (and working groups) should update the strategic plan vis-a-vis the implementation tables. Cross-off recommendations that have been completed, adjust timelines and responsibilities as needed, update wording as needed, and eliminate recommendations that are no longer relevant. The strategy should be a living document.

The BEDC will assist with facilitating the Implementation Committee meetings. Its role will be similar to the role it played with this strategy’s Steering Committee – send meeting notices, identify a meeting location, handle meeting logistics, and distribute follow-up reports to committee members.

Finally, **the BEDC should evaluate its staff capacity for both coordinating the implementation of this strategy and performing research, business development, prospect management and other day-to-day operations.** There may be a need for hiring an additional staff person or subcontractor(s) to assist with implementation.

Metrics

The following metrics are suggested measures for monitoring Bastrop's economic development performance and marketing initiative:

Implementation Metric:

Tracking each recommendation's percentage complete and start / end date is a metric in itself. This tells Bastrop whether the strategy is being implemented. The Implementation Committee and working groups should track this.

Overall Economic Development Campaign Metrics:

All of these metrics could be tracked as a whole and by target industry. They indicate that the community improvements and BEDC's marketing activities are paying off through increased interest by companies and site consultants.

- o Number of target industry executive and site consultant meetings
- o Number of qualified leads
- o Number of prospect visits
- o Number won projects

Economic Health Metrics:

The Implementation Committee should also monitor the overall health of Bastrop's economy by annually updating a few of the key statistics of Report 1: Competitive Evaluation:

- o Employment growth (overall and by target industry)
- o Wage growth
- o Educational attainment
- o Percentage of population aged 25-44 years
- o Percentage of population living below the poverty line
- o Tax revenue

Marketing Campaign Metrics:

Finally, the BEDC can track the following as indicators that it is effectively implementing the marketing recommendations in this strategy:

- o Number of social media followers
- o Frequency of #builditinbastrop mentions (and other campaign tags)
- o Frequency of re-tweets and forwards of BEDC and #buildit posts by social media followers
- o Website traffic to the BEDC site
- o Average length of stay by visitors on the BEDC website
- o Number of positive mentions in news media

Appendix: Target Industry NAICS

Life Sciences

NAICS Code	Description
3254	Pharmaceutical and Medicine Manufacturing
339112	Surgical and Medical Instrument Manufacturing
339113	Surgical Appliance and Supplies Manufacturing
339114	Dental Equipment and Supplies Manufacturing
339115	Ophthalmic Goods Manufacturing
339116	Dental Laboratories
6211	Offices of Physicians
6212	Offices of Dentists
6213	Offices of Other Health Practitioners
6214	Outpatient Care Centers
6215	Medical and Diagnostic Laboratories
6216	Home Health Care Services
9219	Other Ambulatory Health Care Services
622	Hospitals (Private)
623	Nursing and Residential Care Facilities
90262	Hospitals (State Govt)
90362	Hospitals (Local Govt)

Source: EMSI

Manufacturing

NAICS Code	Description
315	Apparel Manufacturing
321	Wood Product Manufacturing
325	Chemical Manufacturing
326	Plastics and Rubber Products Manufacturing
327	Nonmetallic Mineral Product Manufacturing
331	Primary Metal Manufacturing
332	Fabricated Metal Product Manufacturing
333	Machinery Manufacturing
334	Computer and Electronic Product Manufacturing
3351	Electric Light Equipment Manufacturing
3352	Household Appliance Manufacturing
3353	Electrical Equipment Manufacturing
33591	Battery Manufacturing
33592	Communication & Energy Wire & Cable Mfg.
33593	Wiring Device Manufacturing
33599	All Other Electrical Equipment & Comp. Mfg.
3361	Motor Vehicle Manufacturing
3362	Motor Vehicle Body and Trailer Manufacturing
3363	Motor Vehicle Parts Manufacturing
337	Furniture and Related Product Manufacturing
33991	Jewelry and Silverware Manufacturing
33992	Sporting and Athletic Goods Manufacturing
33993	Office Supplies Manufacturing
33994	Sign Manufacturing
33999	All Other Miscellaneous Manufacturing

Source: EMSI

Hospitality & Retail

NAICS Code	Description
441	Motor Vehicle and Parts Dealers
442	Furniture and Home Furnishings Stores
443	Electronics and Appliance Stores
444	Bldg. Material & Garden Equip. & Supplies
445	Food and Beverage Stores
446	Health and Personal Care Stores
447	Gasoline Stations
448	Clothing and Clothing Accessories Stores
451	Sporting Goods, Hobby, Book & Music Stores
452	General Merchandise Stores
453	Miscellaneous Store Retailers
711	Performing Arts, Spectator Sports, & Related
712	Museums, Historical Sites, & Similar Institutions
7131	Amusement Parks and Arcades
71391	Golf Courses and Country Clubs
721	Accommodation
7221	Full-Service Restaurants
7222	Limited-Service Eating Places
7223	Special Food Services
7224	Drinking Places (Alcoholic Beverages)
8111	Automotive Repair & Maintenance
81211	Hair, Nail, & Skin Care Services
8123	Drycleaning & Laundry Services

Source: EMSI

Information Technology

NAICS Code	Description
5112	Software Publishers
518	Data Processing, Hosting and Related Services
51913	Internet Publishing & Web Search Portals
51919	All Other Information Services
541511	Custom Computer Programming Services
541512	Computer Systems Design Services
541513	Computer Facilities Management Services
541519	Other Computer Related Services
5611	Office Administrative Services
5614	Business Support Services

Source: EMSI

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **PUBLIC HEARING: On a request to vacate and abandon a 0.354 acre portion of unopened Mill Street located East of Jackson Street, North of Building Block 100 and South of Building Block 101 within the city limits of the City of Bastrop, Texas.**

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

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

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

6. Alternate Option/Costs: _____

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

a) _____

b) _____

8. Staff Recommendation: **Staff recommends approval of the request to vacate and abandon a 0.354 acre portion of unopened Mill Street.**

9. Advisory Board Recommendation: _____ Recommended Approval ___ Denial _____ None

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

11. Action Taken: _____

City of Bastrop

Agenda Information Sheet:

City Council Meeting Date:

March 26, 2013



Public Notice Description:

Consideration, discussion and possible action on a request to vacate and abandon a 0.354 acre portion of unopened Mill Street located East of Jackson Street, North of Building Block 100 and South of Building Block 101 within the city limits of the City of Bastrop, Texas.

Description:

The property/street to be vacated is unopened Mill Street; and is East of Jackson Street and the Bastrop County Jail Complex. This unopened ROW is North of Building Block 100 and South of Building Block 101 and is where the new Bastrop County Development Offices are to be built.

Background:

The County is requesting the right-of-way vacation.

The 0.354 acres, being approximately 15,433 square feet, of ROW to be vacated is proposed to be sold to the Bastrop County.

The appraised value, as determined in the appraisal prepared by Paul Hornsby & Company Appraisers and Consultants, dated February 1, 2013 is \$36,300.00.

Ordinance/ Comprehensive Plan Issues

The portion of Mill Street right-of-way proposed for vacation is not needed for street/thoroughfare connectivity purposes and is not included in the City of Bastrop's Thoroughfare Plan.

Recommended Action:

Staff can foresee no current or future city use for Mill Street right-of-way property; therefore, recommends that the vacation may be approved and sold to the Bastrop County for \$36,300.00 as identified in the February 1, 2013 appraisal report.

City Contact:

Melissa M. McCollum, AICP, LEED AP - Director
Planning and Development

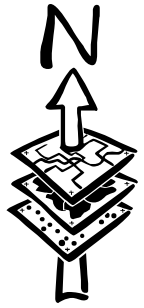
Attachments:

Location map



Mill Street

Portion of Mill Street
to be vacated



Legend

- Portion of Mill Street
- Proposed County Expansion

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance authorizing the vacation and abandonment of a 0.354 acre portion of unopened Mill Street – East of Jackson Street, North of Building Block 100 and South of Building Block 101, platted City of Bastrop ownership; providing for the terms and conditions of such vacation and abandonment; authorizing the City Manager to execute a Quitclaim Deed for the 0.354 acres to be vacated and abandoned; and providing for an effective date.**

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

3. Nature of Request: (Brief Overview) Attachments: Yes ____ 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) _____

8. Staff Recommendation: **Staff recommends approval of the request to vacate and abandon a 0.354 acre portion of unopened Mill Street.**

9. Advisory Board Recommendation: ____ Recommended Approval ____ Denial ____ None

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

11. Action Taken: _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE VACATION AND ABANDONMENT OF A 0.354 ACRE PORTION OF UNOPENED MILL STREET – EAST OF JACKSON STREET, NORTH OF BUILDING BLOCK 100 AND SOUTH OF BUILDING BLOCK 101, PLATTED CITY OF BASTROP OWNERSHIP; PROVIDING FOR THE TERMS AND CONDITIONS OF SUCH VACATION AND ABANDONMENT; AUTHORIZING THE CITY MANAGER TO EXECUTE A QUITCLAIM DEED FOR THE 0.354 ACRES TO BE VACATED AND ABANDONED; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop, Texas is a City incorporated and operating under the laws of the State of Texas, which has the authority under Chapters 282 and 253 of the Local Government Code, as amended, to vacate, abandon and close municipal rights-of-way, streets or alleys, by ordinance, when such action is in the best interest of and serves the public purpose; and

WHEREAS, the City owns a portion of unopened Mill Street, being 0.354 acres, East of Jackson Street lying North of Building Block 100 and South of Building Block 101, and being across an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide 23(A) of the Bastrop County Plat Records, and as further demonstrated by the metes and bounds and diagram attached hereto as Exhibit “A”.

WHEREAS, 0.354 acres of Mill Street – East of Jackson Street to be abandoned and vacated is unimproved and not open to the public; and

WHEREAS, the City of Bastrop has received a request from the abutting property owner, Bastrop County, to sell to them the 0.354 acres of unopened Mill Street to be abandoned and vacated; and

WHEREAS, the property owner requesting to purchase this portion of Mill Street to be vacated and abandoned is the sole property owner abutting the Right-of Way, such that there are no other abutting property owners to be notified of the vacation and abandonment other than Bastrop County; and

WHEREAS, the City’s Planning and Development Department has reviewed and approved the vacation and abandonment of 0.354 acres of Mill Street- East of Jackson Street, and the sale of the abandoned right-of-way to Bastrop County and the City Council now finds that the utilities currently existing, or that will exist in the future, if any, in the area of the

unopened Streets, Alleys, and/or public Right-of-ways will be sufficiently protected by being either relocated or placed into easements and that the utility companies serving the area including and surrounding the right-of-way have determined that their utilities, if existing, will also be sufficiently protected by the same means; and

WHEREAS, the abandonment and vacation of said portion of Mill Street – East of Jackson Street will not affect the traffic flow or pattern in the area, and the City Council finds that it is in the best interest of the City to abandon, vacate and close said portion of the Street for public use and to sell 0.354 acres to Bastrop County; and

WHEREAS, the City Council of the City of Bastrop, Texas, finds and declares that it is in the best interest of all of the citizens of the City of Bastrop, Texas that the 0.354 acre identified portion of Mill Street- East of Jackson Street be vacated and abandoned and sold to Bastrop County for fair market value and deposited in the street maintenance fund, as required by State law.

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

Section 1: That the identified 0.354 acre portion of unopened Mill Street- East of Jackson Street on Exhibit “A,” which is attached hereto, and is made a part of this ordinance for all purposes, be, and the same are hereby abandoned, vacated and closed insofar as the right, title or easement of the public is concerned.

Section 2: That said 0.354 acre portion of Street, Alley, and/or Public Right-of-Way is not needed for public roadway purposes and it is in the public interest of the City of Bastrop to abandon said described portions of the Street, Alley, and/or Public Right-of-Way for use as roads and roadways.

Section 3: That the 0.354 acres to be abandoned and vacated, as shown by the survey and metes and bounds attached hereto as Exhibit “A” and made a part hereof for all purposes, be deeded by quit claim deed to Bastrop County.

Section 4: That the City Manager is hereby authorized and directed to convey and transfer by quitclaim deed the 0.354 acres of Mill Street – East of Jackson Street that is to be abandoned and vacated for the fair market value of the Street, which is the interest of the City of Bastrop, Texas, in and to the said Streets and/or Public Rights-of-Ways, except for any past, present, or future utility easement belonging to the City.

Section 5: That the vacation, abandonment and transfer provided for herein shall extend only to the public right and title in and to the tract of land described in this Ordinance, and shall be construed only to that interest the governing body of the City of Bastrop may legally and lawfully abandon, vacate and convey.

Section 6: That the consideration for said transfer to Bastrop County shall be deposited in the street maintenance fund of the City of Bastrop as is required by provisions of the State law as set forth in the Local Government Code, Section 253.001, as amended.

READ and APPROVED on First Reading on the 26th day of March 2013

READ and ADOPTED on Second Reading on the ____ day of April 2013

APPROVED:

ATTEST:

Terry Orr
Mayor

Teresa Valdez
City Secretary

DALE L. OLSON

Registered Professional Land Surveyor

711 Water Street

Bastrop, TX 78602

Phone (512) 321-5476 * Fax (512) 303-5476

FIELD NOTES FOR A PORTION OF MILL STREET IN THE CITY OF BASTROP,
BASTROP COUNTY, TEXAS.

BEING a portion of Mill Street lying north of Building Block 100 and south of Building Block 101 in the City of Bastrop, Bastrop County, Texas, according to the plat recorded in Plat Cabinet 1, Page 23A, Bastrop County Plat Records. Herein described tract or parcel of land being more particularly described by metes and bounds as follows:

BEGINNING at a 5/8 inch iron rod set at the intersection of the west line of Clay Street with the south line of Mill Street, the northeast corner of Building Block 100 for the southeast corner of this tract.

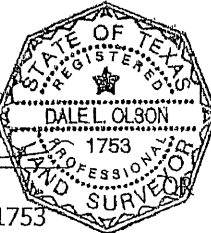
THENCE with the north line of Building Block 100 and south line of Mill Street, S 90 deg. 00 min. 00 sec. W, 277.78 feet to a 5/8 inch iron rod set in the relocated east line of Jackson Street for the southwest corner of this tract.

THENCE with the relocated east line of Jackson Street, N 00 deg. 00 min. 00 sec. W, 55.56 feet to a 5/8 inch iron rod set at the intersection of said east line of Jackson Street with the north line of Mill Street, the south line of Building Block 101, for the northeast corner of this tract.

THENCE with the south line of Building Block 101 and north line of Mill St., N 90 deg. 00 min. 00 sec. E, 277.78 feet to a 5/8 inch iron rod set at the intersection of the north line of Mill Street with the west line of Clay Street, the southeast corner of Building Block 100 for the northeast corner of this tract.

THENCE with the west line of Clay Street, S 00 deg. 00 min. 00 sec. E, 55.56 feet to the POINT OF BEGINNING.


Dale L. Olson
Reg. Pro. Land Surveyor 1753



Michael D. Olson
Reg. Pro. Land Surveyor 5386

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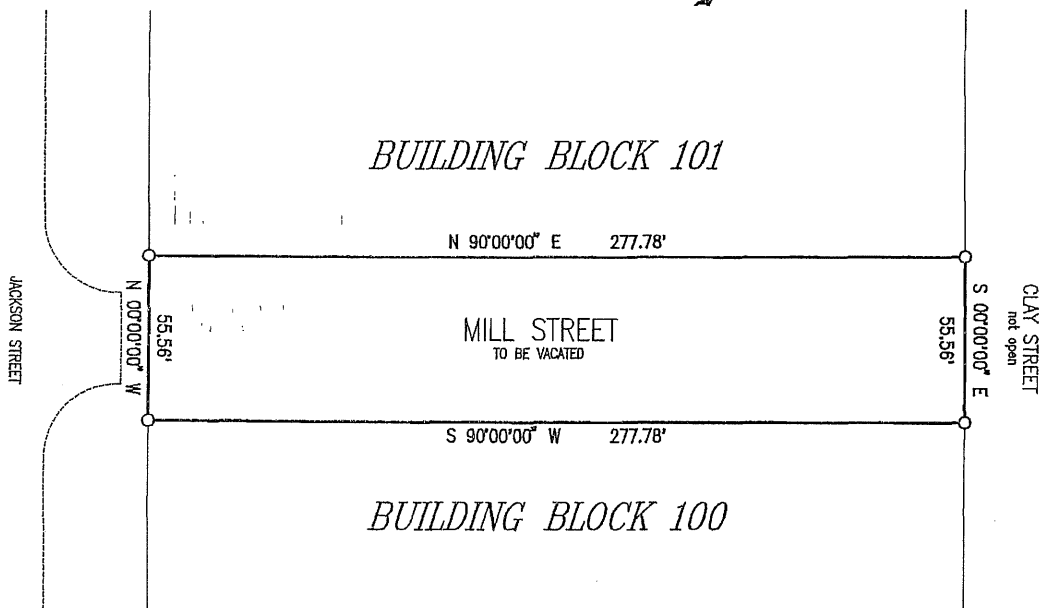
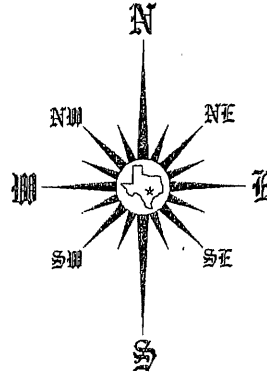
Order #: 161306

Date Created: 12/28/06

CITY of BASTROP

SCALE: 1" = 50'

- CONCRETE MONUMENT
 - IRON ROD FOUND
 - IRON PIPE FOUND
 - 5/8 IRON ROD SET
- Back of Curb

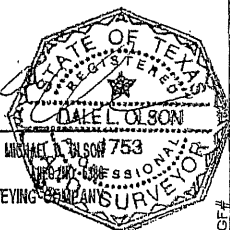


FENCES DO NOT REFLECT PROPERTY LINES

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

Dale L. Olson

DALE L. OLSON
REG. NO. 1753
DALE L. OLSON SURVEYING COMPANY
DATE: 12/22/06



DALE L. OLSON

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

SURVEY PLAT

of a PORTION of MILL STREET, in the
CITY of BASTROP, recorded in PLAT
PLAT CABINET 1, PAGE 23A, PLAT RECORDS
of BASTROP COUNTY, TEXAS.

SCALE: 1" = 50.00'

DRAFTSMAN: D. BROOKS

DATE: 22 DEC 06

BASTROP COUNTY

DISK-FILE 283-12 A ORDER 161306

PLAT FILE -0-

CITY OF BASTROP

AGENDA ITEM

D.1

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 13, 2013

MEETING DATE: March 26, 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, Texas, amending and clarifying the City of Bastrop’s Personnel Policies Manual: Chapter 11, Section 5: “Meals,” specifically related to reimbursement for “Day-trip” Meals, Business Meals, and Group Meals; and Section 2: “Authorization Required”, related to advanced notification and approval by the City Manager for business related travel by City Department Heads; repealing conflicting resolutions and policies; including a severability clause; and establishing an effective date.**

- ## 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: **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: _____

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING AND CLARIFYING THE CITY OF BASTROP'S PERSONNEL POLICIES MANUAL; CHAPTER 11, SECTION 5: "MEALS," SPECIFICALLY RELATED TO REIMBURSEMENT FOR "DAY-TRIP" MEALS, BUSINESS MEALS, AND GROUP MEALS; AND SECTION 2: "AUTHORIZATION REQUIRED", RELATED TO ADVANCED NOTIFICATION AND APPROVAL BY THE CITY MANAGER FOR BUSINESS RELATED TRAVEL BY **EMPLOYEES** CITY DEPARTMENT HEADS; REPEALING CONFLICTING RESOLUTIONS AND POLICIES; INCLUDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to the authority granted to it by State law and its Home Rule Charter, the City Council, acting in the best interest of the City, has determined that revisions to the City's Personnel Policies Manual should be made with regards to: 1) the City's reimbursements for 'day meals' (for either Out-of-State or In-State day trips), Business Meals and Group Meals as those are defined and/or regulated by the United States Internal Revenue Code, and 2) that the City Manager approve, a minimum of two (2) weeks in advance, **employees** City Department Heads seeking to engage in City business related travel; and

WHEREAS, the City Council of the City of Bastrop, Texas, finds that it is in the best interest of the City to approve these amendments to the City's Personnel Policies Manual, as set forth herein below.

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

Part 1. The existing Personnel Policies Manual, Chapter 11, Section 2, is hereby amended as follows:

SECTION 2: AUTHORIZATION REQUIRED

The City Manager ~~may~~ shall -authorize travel leave and expenses for ~~all employees~~ City Department Heads for ~~including Department Heads, for~~ City business to be conducted outside of the City. City Department Heads shall be responsible for approving all travel leave and expenses for employees within their Department. All travel requests must be approved by ~~the Department Head~~ the City Manager and/or the Department Head, ~~if applicable, prior to its occurrence~~ a minimum of two (2) weeks prior to the travel date. Any employee traveling on official City business shall ~~leave word with~~ advise their supervisor as to where they can be reached while out of the City. All travel requests must be submitted to the City Manager and/or the Department Head on ~~forms~~ travel vouchers specifically ~~provided for that purpose, as required by the Finance Department.~~ Failure to provide requisite and timely documentation in accord with this Section and ~~as per~~ Section 6, below, may result in discipline, including but not limited to

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forfeiture of ~~reimbursement of~~ travel expenses and a revocation of future travel privileges. A copy of all paperwork referencing ~~the~~ a -class to be taken, if applicable, will need to be submitted to the Finance Department with a Travel Expense Form. Department Heads shall be responsible for confirming, in writing, on the employee's travel request that the employee's absence (or the Department Head's absence, if applicable), will not affect the management or operation of the department.

No personal credit cards may be used by employees unless approved by the City Manager, in advance, or when absolutely necessary due to an emergency or other unanticipated or unplanned occurrence. At the discretion of the City Manager, a violation of this section may result in the forfeiture of all expenses charged to the employee's personal credit card.

Part 2. The existing Personnel Policies Manual, Chapter 11, Section 5, is hereby amended as follows:

SECTION 5: MEALS

(a) Meals for In-State Overnight Travel

Employee meal expenses incurred as part of In-State overnight travel, for work/training, are paid on a scheduled rate of \$45.00 per day per diem with no receipts necessary. Tips are included in per diem rate. Current rates are as follows:

	<u>In-State</u>
Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$20.00

On the day of departure from Bastrop, breakfast is reimbursable if departure is prior to 7 A.M.; lunch is reimbursable if departure is prior to 11 A.M.; dinner is reimbursable if departure is prior to 4 P.M.

On the date of return to Bastrop, breakfast is reimbursable if return is after 9 A.M.; lunch reimbursable if return is after 1:00 P.M.; dinner reimbursable if return is after 7 P.M.

Meals included as part of a City paid registration fee will be reduced from the meal per diem guideline and will not be reimbursed again as part of the meal allowance.

The City Manager can approve reimbursements for actual travel expenditures for employees with actual receipts. Specific per diem rates may be established by the City Manager for business travel that requires such an increase.

(b) Meals for In-State/Out-of-State "Day-Trip" Travel

The City will not reimburse employees for individual meals that are taken away from

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home for "day-trips" (i.e., trips that do not involve/require an overnight stay, whether in-State or Out-of-State), because compensation for such meals would be considered, by the Federal Government, to be taxable income to the employee. The City will reimburse employees for meal expenses that are part of attending training classes, if the meals are included in the cost of the training program.

(c) Meals for Out-of-State/Overnight Travel and Business Meals

Employee meal expenses incurred as part of an out-of-state, overnight travel or meals provided as part of a business related meeting, will be reimbursed at the actual cost of the employee's meal, with when accompanied by receipts for same, up to an amount maximum as deemed reasonable by the City Manager, but in no event to exceed a daily total cost of \$75.00. The City will reimburse for meal expenses that are part of attending training classes, if the meals are included in the cost of the training program.

~~Approved business-related meals involving non-employees will be reimbursed provided the circumstances are considered to be conducive to a business purpose. The expense report should include the name of business relationship, names of people in attendance, and summary of business discussed (recorded on the back of the form).~~

~~When a personal/City credit card is used for traveling/training purposes an itemized receipt must be turned in before any employee, Council Member or City Manager will be reimbursed.~~

The City will not reimburse expenses for alcoholic beverages.

(d) Business Meals – Entertainment Related Meal Expenses

To be a reimbursable "Business Meal" the meal must be one that is: (1) approved in advance by either both the City Manager and or a Department Director, (2) is 'non-routine' in nature, (3) is entertainment that has a clear business objective which will benefit the City, and (4) involves more than one person.

~~In addition, to be a reimbursable "Business Meal" the meal must fall within one of the following tests:~~

~~Directly Related Test: The meal must satisfy all of the following:~~

~~The main purpose of the combined business and meal is active conduct of business.~~

~~Business is actually conducted during the meal period, and~~

~~There is more than a general expectation of deriving income to the City, lowering City expenses, or some other specific City benefit at some future time.~~

~~Associated Test: The meal must satisfy all of the following:~~

~~Associated with the active conduct of the City's business, and~~

~~Directly before or after a substantial business discussion~~ In addition, to be a reimbursable "Business Meal" the meal must fall within one of the following tests:

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1. Directly- Related Test: The meal must satisfy all of the following:
 - a. The main purpose of the combined business and meal is active conduct of business.
 - b. Business is actually conducted during the meal period, and
 - c. There is more than a general expectation of deriving income to the City, lowering City expenses, or some other specific City benefit at some future time.
2. Associated Test: The meal must satisfy all of the following:
 - a. Associated with the active conduct of the City's business, and
 - a-b. Directly before or after a substantial business discussion.

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Approved Business Meal expenses, including the expenses of non-employees at the meal, will be reimbursed, provided the circumstances are considered to be conducive to a business purpose, and the meal meets all of the criteria stated herein. The expense report requesting reimbursement for such expenses must include the names of all individuals in attendance, identify the various business relationships involved, and a summary of business discussed (recorded on the reimbursement form).

No personal credit cards may be used by employees unless approved by the City Manager, in advance, or when absolutely necessary due to an emergency or other unanticipated or unplanned occurrence. At the discretion of the City Manager, a violation of this section may result in the forfeiture of all expenses charged to the employee's personal credit card and any other appropriate discipline.

When a personal or City credit card is required to be used for Business Meals, in accord with the terms of these personnel policies, an itemized receipt, as well as any other necessary forms, must be provided to the finance department and approved by the City Manager before a reimbursement will be allowed. ~~be turned in before any employee, Council Member or City Manager will be reimbursed.~~

The City will not reimburse expenses for alcoholic beverages.

(e) Group Meals.

In order to be reimbursable, Group Meals are considered to be the occasional, infrequent and non-routine meals that are provided to a group of employees, such as employee picnics or retirement parties, and are considered by the IRS to be a non-taxable de minimis fringe benefit.

Group meals may also include such things as occasional provision of coffee, donuts, or soft drinks, etc. for or a meal that is provided to promote good will, boost morale, or to attract prospective employees to the City.

To be a reimbursable expense, costs related to Group Meals must be approved, in advance, by the City Manager's Office.

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Part 3. All ordinances, policies, resolutions, or parts of ordinances, policies and resolutions, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect.

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Part 4. If any provision of this Ordinance and the Policies adopted herein or application thereof to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this Ordinance and the Policies adopted hereby which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are hereby declared to be severable.

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Part 5. The Mayor is hereby authorized to sign this Ordinance and the City Secretary to attest.

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Part 6. The Ordinance shall take effect immediately after passage noted below in accordance with the City's Charter and the laws of the State of Texas.

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PASSED AND APPROVED ON FIRST READING ON THE _____ OF _____, 2013.

PASSED AND ADOPTED ON SECOND READING ON THE _____ OF _____, 2013.

APPROVED:

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Mayor Terry Orr

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ATTEST:

Teresa Valdez, City Secretary

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APPROVED AS TO FORM:

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J.C. Brown, City Attorney

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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING AND CLARIFYING THE CITY OF BASTROP'S PERSONNEL POLICIES MANUAL: CHAPTER 11, SECTION 5: "MEALS," SPECIFICALLY RELATED TO REIMBURSEMENT FOR "DAY-TRIP" MEALS, BUSINESS MEALS, AND GROUP MEALS; AND SECTION 2: "AUTHORIZATION REQUIRED", RELATED TO ADVANCED NOTIFICATION AND APPROVAL BY THE CITY MANAGER FOR BUSINESS RELATED TRAVEL BY CITY DEPARTMENT HEADS; REPEALING CONFLICTING RESOLUTIONS AND POLICIES; INCLUDING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, pursuant to the authority granted to it by State law and its Home Rule Charter, the City Council, acting in the best interest of the City, has determined that revisions to the City's Personnel Policies Manual should be made with regards to: 1) the City's reimbursements for 'day meals' (for either Out-of-State or In-State day trips), Business Meals and Group Meals as those are defined and/or regulated by the United States Internal Revenue Code, and 2) that the City Manager approve, a minimum of two (2) weeks in advance, City Department Heads seeking to engage in City business related travel; and

WHEREAS, the City Council of the City of Bastrop, Texas, finds that it is in the best interest of the City to approve these amendments to the City's Personnel Policies Manual, as set forth herein below.

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

Part 1. The existing Personnel Policies Manual, Chapter 11, Section 2, is hereby amended as follows:

SECTION 2: AUTHORIZATION REQUIRED

The City Manager shall authorize travel leave and expenses for City Department Heads for City business to be conducted outside of the City. City Department Heads shall be responsible for approving all travel leave and expenses for employees within their department. All travel requests must be approved by the City Manager and/or the Department Head, a minimum of two (2) weeks prior to the travel date. Any employee traveling on official City business shall advise their supervisor as to where they can be reached while out of the City. All travel requests must be submitted to the City Manager and/or the Department Head on travel vouchers specifically provided for that purpose, as required by the Finance Department. Failure to provide requisite and timely documentation in accord with this Section and Section 6, below, may result in discipline, including but not limited to forfeiture of travel expenses and a revocation of future travel privileges. A copy of all paperwork referencing a class to be taken, if applicable, will

need to be submitted to the Finance Department with a Travel Expense Form. Department Heads shall be responsible for confirming, in writing, on the employee's travel request that the employee's absence (or the Department Head's absence, if applicable), will not affect the management or operation of the department.

No personal credit cards may be used by employees unless approved by the City Manager, in advance, or when absolutely necessary due to an emergency or other unanticipated or unplanned occurrence. At the discretion of the City Manager, a violation of this section may result in the forfeiture of all expenses charged to the employee's personal credit card.

Part 2. The existing Personnel Policies Manual, Chapter 11, Section 5, is hereby amended as follows:

SECTION 5: MEALS

(a) Meals for In-State Overnight Travel

Employee meal expenses incurred as part of In-State overnight travel, for work/training, are paid on a scheduled rate of \$45.00 per day per diem with no receipts necessary. Tips are included in per diem rate. Current rates are as follows:

	<u>In-State</u>
Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$20.00

On the day of departure from Bastrop, breakfast is reimbursable if departure is prior to 7 A.M.; lunch is reimbursable if departure is prior to 11 A.M.; dinner is reimbursable if departure is prior to 4 P.M.

On the date of return to Bastrop, breakfast is reimbursable if return is after 9 A.M.; lunch reimbursable if return is after 1:00 P.M.; dinner reimbursable if return is after 7 P.M.

Meals included as part of a City paid registration fee will be reduced from the meal per diem guideline and will not be reimbursed again as part of the meal allowance.

The City Manager can approve reimbursements for actual travel expenditures for employees with actual receipts. Specific per diem rates may be established by the City Manager for business travel that requires such an increase.

(b) Meals for In-State/Out-of-State "Day-Trip" Travel

The City will not reimburse employees for individual meals that are taken away from home for "day-trips" (i.e., trips that do not involve/require an overnight stay, whether in-State or Out-of-State), because compensation for such meals would be considered, by

the Federal Government, to be taxable income to the employee. The City will reimburse employees for meal expenses that are part of attending training classes, if the meals are included in the cost of the training program.

(c) Meals for Out-of-State/Overnight Travel

Employee meal expenses incurred as part of out-of-state, overnight travel will be reimbursed at the actual cost of the employee's meal, when accompanied by receipts for same, up to an amount deemed reasonable by the City Manager, but in no event to exceed a daily total cost of \$75.00. The City will reimburse for meal expenses that are part of attending training classes if the meals are included in the cost of the training program.

The City will not reimburse expenses for alcoholic beverages.

(d) Business Meals – Entertainment Related Meal Expenses

To be a reimbursable "Business Meal" the meal must be one that is: (1) approved in advance by both the City Manager and a Department Director, (2) is 'non-routine' in nature, (3) is entertainment that has a clear business objective which will benefit the City, and (4) involves more than one person.

In addition, to be a reimbursable "Business Meal" the meal must fall within one of the following tests:

1. Directly- Related Test: The meal must satisfy all of the following:
 - a. The main purpose of the combined business and meal is active conduct of business.
 - b. Business is actually conducted during the meal period, and
 - c. There is more than a general expectation of deriving income to the City, lowering City expenses, or some other specific City benefit at some future time.
2. Associated Test: The meal must satisfy all of the following:
 - a. Associated with the active conduct of the City's business, and
 - b. Directly before or after a substantial business discussion.

Approved Business Meal expenses, including the expenses of non-employees at the meal, will be reimbursed, provided the circumstances are considered to be conducive to a business purpose, and the meal meets all of the criteria stated herein. The expense report requesting reimbursement for such expenses must include the names of all individuals in attendance, identify the various business relationships involved, and a summary of business discussed (recorded on the reimbursement form).

No personal credit cards may be used by employees unless approved by the City Manager, in advance, or when absolutely necessary due to an emergency or other unanticipated or unplanned occurrence. At the discretion of the City Manager, a violation of this section may result in the forfeiture of all expenses charged to the employee's personal credit card and any other appropriate discipline.

When a personal or City credit card is required to be used for Business Meals, in accord with the terms of these personnel policies, an itemized receipt, as well as any other necessary forms, must be provided to the finance department and approved by the City Manager before a reimbursement will be allowed.

The City will not reimburse expenses for alcoholic beverages.

(e) Group Meals.

In order to be reimbursable, Group Meals are considered to be the occasional, infrequent and non-routine meals that are provided to a group of employees, such as employee picnics or retirement parties, and are considered by the IRS to be a non-taxable de minimis fringe benefit.

Group meals may also include such things as occasional provision of coffee, donuts, or soft drinks or a meal that is provided to promote good will, boost morale, or to attract prospective employees to the City.

To be a reimbursable expense, costs related to Group Meals must be approved, in advance, by the City Manager's Office.

Part 3. All ordinances, policies, resolutions, or parts of ordinances, policies and resolutions, in conflict with this Ordinance are hereby repealed, and are no longer of any force and effect.

Part 4. If any provision of this Ordinance and the Policies adopted herein or application thereof to any person or circumstance, shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this Ordinance and the Policies adopted hereby which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are hereby declared to be severable.

Part 5. The Mayor is hereby authorized to sign this Ordinance and the City Secretary to attest.

Part 6. The Ordinance shall take effect immediately after passage noted below in accordance with the City's Charter and the laws of the State of Texas.

PASSED AND APPROVED ON FIRST READING ON THE 26th OF MARCH 2013.

PASSED AND ADOPTED ON SECOND READING ON THE _____ OF
_____ 2013.

APPROVED:

Mayor Terry Orr

ATTEST:

Teresa Valdez, City Secretary

APPROVED AS TO FORM:

J.C. Brown, City Attorney

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on the FIRST READING of an Ordinance amending the Budget for the Fiscal Year 2012-2013 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.**

2. Party Making Request: **Dave Quinn, BEDC Executive Director**

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

At the Board Meeting on March 18, 2013, the Bastrop Economic Development Corporation Board of Directors voted to consider a mega-grant, in an amount not to exceed \$25,000, for repairs and renovations to the building at 1008 Main Street, owned by Charlie Amos. The Board voted to amend their FY2013 budget in the amount of \$25,000 to fund this grant. The BEDC is requesting City Council's approval for this budget amendment.

4. Policy Implication: _____

5. Budgeted: _____ Yes X 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
Memorandum**

TO: Mayor & City Council Members

FROM: David Quinn, BEDC Director

SUBJECT: Ordinance Amending FY 2013 Budget

DATE: March 20, 2013

Recommendation:

To approve Ordinance Amending the Budget for unanticipated revenue and expenses incurred not included in the original budget approved by City Council.

Background:

The city charter requires that when the budget is amended that the amendment be by ordinance. Staff is requesting budget amendments for the following:

BASTROP ECONOMIC DEVELOPMENT CORPORATION

At the Board Meeting on March 18, 2013, the Bastrop Economic Development Corporation Board of Directors voted to consider funding a grant to Charlie Amos, owner of the building at 1008 Main Street, in the amount of 25% of the total project cost, not to exceed \$25,000, to be paid upon completion of the renovation project at 1008 Main Street, Bastrop, Texas. The BEDC Board voted to approve a budget amendment for the project on March 18, 2013. In accordance with 4B guidelines, the required Public Hearing for expenditure of the sales tax funds will be held on April 15, 2013, and will then require two readings by City Council.

I am requesting a budget amendment to the FY2013 BEDC budget in the amount of \$25,000, to be transferred into account 601-70-00-5638, "Special Projects – Downtown Grants", in order to fund the grant for the project.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2012-2013 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.

WHEREAS, the City Manager of the City of Bastrop has submitted to the Mayor and Council proposed amendment(s) to the budget of the revenues and/or expenditures/expenses of conducting the affairs of said city and providing a complete financial plan for Fiscal Year 2013; and,

WHEREAS, the Mayor and Council have now provided for and conducted a public hearing on the budget as provided by law. Now, Therefore:

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

That the proposed budget amendments for the fiscal year 2013, as submitted to the City Council by the City Manager and which budget amendments are attached hereto as Exhibit "A" is hereby adopted and approved as the amended budget of said city for Fiscal Year 2013; and

Ordinance and prior actions in conflict herewith are hereby repealed; and

This Ordinance shall be and remain in full force and effect from and after its final passage and publication in accordance with existing statutory requirements.

READ and APPROVED on First Reading on the 26th day of March 2013.

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

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

**FY 2013
BUDGET AMENDMENTS
Bastrop Economic Development Corporation**

Un-Audited Fund Balance as of 9-30-12	1,517,504
FY 2013 Budgeted Revenues	1,486,700
FY 2013 Budgeted Appropriations	(1,486,700)
Budget Amendments (net)	<u>(25,000)</u>
Ending Fund Balance	<u><u>1,492,504</u></u>

<u>DEPARTMENT</u>	<u>BUDGET</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>ACCOUNT NUMBER</u>
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New Expenditures:

\$25,000	Special Projects - Downtown Grants	601-70-00-5638
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Total Expenditures	<u>\$ 25,000.00</u>
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STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on adoption of an Ordinance of the City Council of the City of Bastrop, Texas granting a zoning district change from "Parkland" to "Office" for approximately 0.703 acres, commonly known as "702 Main Street in the city limits of Bastrop, Texas; and establishing an effective date.**

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

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

At the last City Council meeting, March 12, 2013, questions arose regarding the existing Bastrop County Historical Society (BCHS) property structure and location of possible setbacks and floodplain. Attached is a survey/diagram that shows the existing BCHS structures, where the 100 year floodplain line is located and the proposed office setbacks. This survey combines both the 0.703 acre lot and the additional 2,784 sq. ft. (Austin Street ROW)

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) _____

8. Staff Recommendation: **Staff recommends approval of the requested zoning change from Parkland to Office' for +/- 0.703 acres, within Building Block 17 West of Water Street including a portion of the original right-of-way of Walnut Street (according to the Iredell Map), the property to be rezoned is also locally known as "702 Main Street located within the city limits of Bastrop, Texas.**

9. Advisory Board Recommendation: XX Recommended Approval ____ Denial ____ None

The Planning and Zoning Commission conducted a public hearing on February 28, 2013 and voted 5-2 (Lisa Patterson abstained) to recommend approval of the requested zone change from Parkland to O, Office for +/-0.703 acres, within Building Block 17 West of Water Street, including a portion of the original right-of-way of Walnut St. (according to Iredell Map), the property to be rezoned is also known as 702 Main Street, located within the city limits of Bastrop, Texas. Koch, Moore, Kosser, Winston and Whitten voted in favor and Schroeder and Kindred opposed the approval.

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



ORDINANCE NO. _____**AN ORDINANCE GRANTING A ZONING DISTRICT CHANGE FROM “PARK-LAND” TO “OFFICE” FOR APPROXIMATELY .703 ACRES, COMMONLY KNOWN AS 702 MAIN STREET, IN THE CITY LIMITS OF BASTROP, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Bastrop has determined that it is in the best interest of the public to change the existing zoning designation of a .703 acre tract. Commonly known as 702 Main Street, situated in Building Block 17, West of Water Street and a portion of the original right-of-way of Walnut Street according to the Iredell map of the City of Bastrop recorded in Plat Cabinet 1, Slide 23A of the Plat records of Bastrop County more particularly shown and described on a location map attached hereto as Exhibit “A” (the “Property”), from the designation of “park-land” to “office”; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of the rezoning was given to all property owners located within two hundred (200) feet of the Property, and the Planning and Zoning Commission of the City of Bastrop held a public hearing on the rezoning request on February 28, 2013; and

WHEREAS, after notice and hearing, the Planning and Zoning Commission has recommended a zoning designation of all of the Property to “Office”; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of the zoning request was given as required by the Ordinance, and the City Council of the City of Bastrop held a public hearing on the rezoning on March 12, 2013 to consider the City’s intent to establish a zoning designation of “Office”, and to consider the Commission’s recommendation to zone all of the Property “Office”; and

WHEREAS, after consideration of public input received at the hearing, the information provided by the City of Bastrop Planning Department, and all other information presented, City Council finds that it is in the public interest to approve the zone of the Property, which is currently identified as “park-land”, to a new designation of “Office”.

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

Part 1: The Property, situated in Building Block 17, west of Water Street and a portion of the original right-of-way of Walnut Street according to the Iredell map of the City of Bastrop recorded in Plat Cabinet 1, Slide 23A of the Plat records of Bastrop County, as more particularly shown and described on attached Exhibit “B”, shall be and is hereby rezoned from its prior designation of “park-land” to a new zoning designation of “Office”.

Part 2: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.

READ and APPROVED on First Reading on the 12th day of March 2013.

READ and ADOPTED on the Second Reading on the 26th day of March 2013.

APPROVED:

ATTEST:

Terry Orr
Mayor

Teresa Valdez
City Secretary

EXHIBIT A

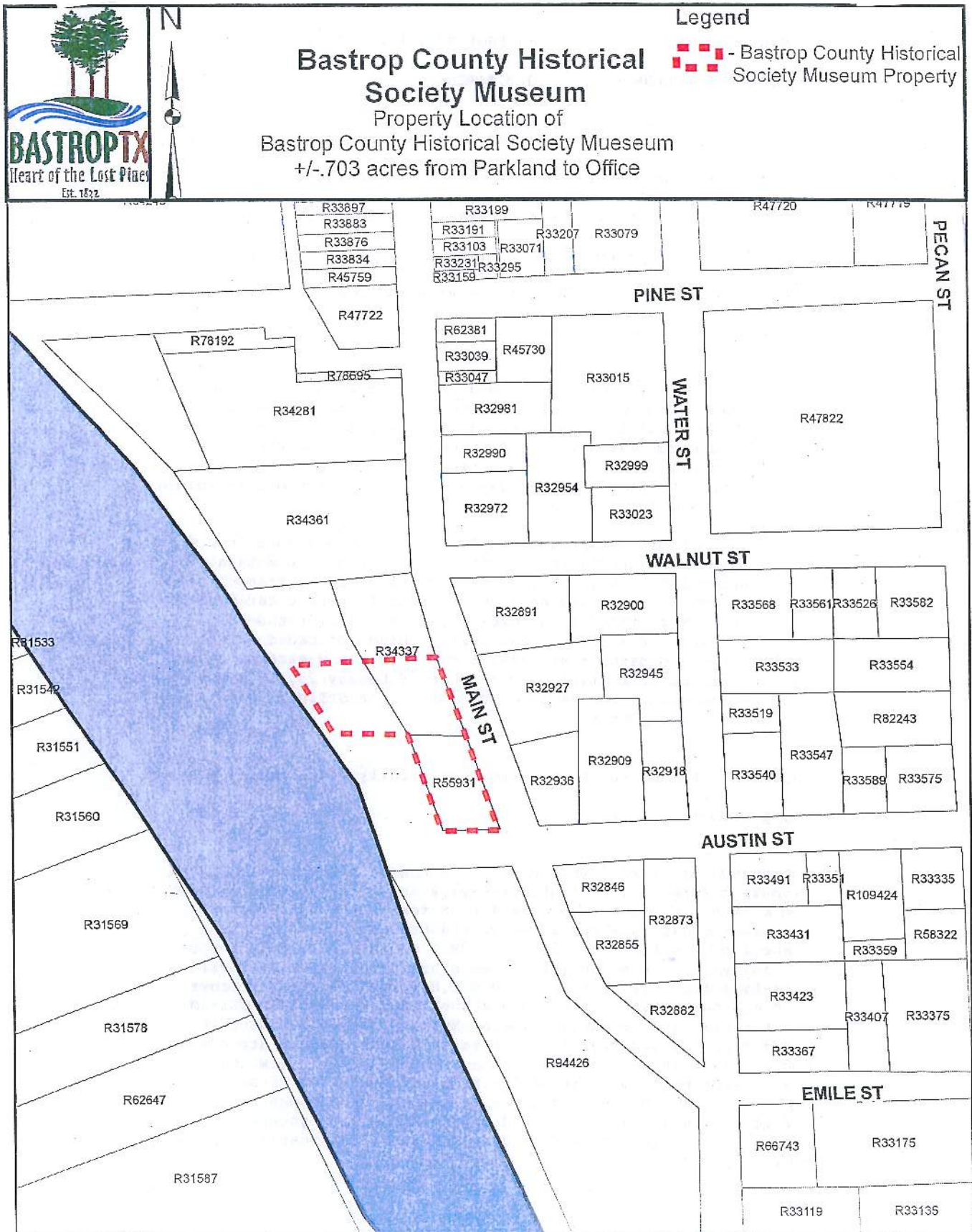


EXHIBIT B

STATE OF TEXAS BASTROP HISTORICAL SOCIETY
COUNTY OF BASTROP 0.703 ACRE

All that certain tract or parcel of land containing 0.703 acre situated in Building Block 17 West of Water Street, and including a portion of the original location of Walnut Street, according to the Iredell Map of the City of Bastrop recorded in Plat Cabinet 1, Slide 23A of the Plat Records of Bastrop County, and being comprised of the following:

All of that tract described in a deed from the City of Bastrop to the Trustees of the Bastrop Ladies Reading Circle and Bastrop Historical Society dated July 18, 1952 and recorded in Volume 136, Page 8 of the Deed Records of Bastrop County (this tract includes a portion of original Walnut Street right-of-way and a tract described in Volume C, Page 344 B.C.D.R.);

All of that tract originally described in a deed from C.B. Maynard, Administrator with will annexed of the Estate of Lonnie P. Miller, Sr. to the Trustees of the Bastrop Ladies Reading Circle and Bastrop Historical Society dated May 12, 1952 and recorded in Volume 134, Page 446 of the Deed Records of Bastrop County, also being described in a deed from the Bastrop Historical Society to the Bastrop County Historical Society in a deed dated February 25, 2009 and recorded in Volume 1910, Page 519 of the Official Records of Bastrop County;

said 0.703 acre tract being more particularly described by metes and bounds as follows:

Beginning at a 1/2" iron rod set in the West right-of-way line of Main Street (55.56' right-of-way) at it's intersection with the original North margin of Walnut Street for the Southeast corner of Building Block 16 WW, the Southeast corner of the Diane Long tract (Vol. 1950, Pg. 522 B.C.O.R. [Vol. 160, Pg. 86 - original]), the Northeast corner of said Bastrop Historical Society tract (Vol. 136, Pg. 8 B.C.D.R.), the Northeast corner of the tract herein described and the PLACE OF BEGINNING, said point having a coordinate value of North = 10,015,928.06 feet and East = 3,249,353.38 feet according to the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN), from which a 3/8" iron rod found called for witness (Volume 1140, Page 60 - B.C.O.R.) bears North 84 degrees 24 minutes 02 seconds East, 7.28 feet and a 5/8" iron rod found in the East right-of-way line of Main Street bears North 75 degrees 13 minutes 16 seconds East, 55.79 feet;

EXHIBIT B

BASTROP HISTORICAL SOCIETY
0.703 ACRE
PAGE 2 OF 4

Thence South 17 degrees 53 minutes 09 seconds East, along the West line of Main Street and the East line of said Bastrop Historical Society tracts, at 198.82 feet passing 3.72 feet West of a crimped 1/2" iron pipe found called for witness (Volume 1140, Page 60 - B.C.O.R.), and continuing for a total distance of 244.13 feet to a 1/2" iron rod set at the intersection of the Westerly extension of Austin Street across an unplatted portion of the City of Bastrop according to the Iredell Maps (Vol. G, Page 252 Bastrop City Council Minutes), called the "Bastrop Commons" on a plat recorded in Volume 541, Page 633 of the Bastrop County Official Records and mentioned in the original grant of the Town of Bastrop recorded in Volume 43, Page 587 of the Deed Records of Bastrop County, for the Southeast corner of said original Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), the Southeast corner of Building Block 17 and the Southeast corner of the tract herein described, from which an "X" found chipped in concrete bears North 87 degrees 45 minutes 56 seconds East, 8.95 feet;

Thence South 87 degrees 45 minutes 56 seconds West, departing said Main Street along the North line of said Austin Street and the North line of said "Bastrop Commons", at 61.81 feet passing a 1/2" iron rod set for witness near the base of a retaining wall, and continuing for a total distance of 83.33 feet "toward the Colorado River" (as called in Volume 134, Page 446 B.C.D.R.) to a point on the concrete riprap below said wall for the Southwest corner of said original Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), the Southeast corner of an undeeded portion of Building Block 17 and the most Southerly Southwest corner of the tract herein described, from which a 5/8" iron rod found near the river bank bears South 87 degrees 45 minutes 56 seconds West, 75.71 feet;

Thence North 17 degrees 53 minutes 09 seconds West, departing said Austin Street, 138.67 feet to a 1/2" iron rod set in the South line of said Bastrop Historical Society tract (Vol. 136, Pg. 8 B.C.D.R.) for the Northwest corner of said original Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), the Northeast corner of said undeeded portion of Building Block 17 and an inside corner of the tract herein described, from which a 5/8" iron rod found bears North 87 degrees 44 minutes 09 seconds East, 8.07 feet;

Thence South 87 degrees 44 minutes 09 seconds West, along said South line, at 107.46 feet passing a 5/8" iron rod found for witness and continuing for a total distance of 113.32 feet to a point on the low bank of the Colorado River for the Southwest corner of last said Bastrop Historical Society tract and the Northwest corner of said undeeded portion of Building Block 17;

Thence North 33 degrees 28 minutes 12 seconds West, 24.49 feet along said Colorado River bank and the West line of last said Bastrop Historical Society tract to a point;

Thence North 19 degrees 37 minutes 12 seconds West, 52.91 feet along said river bank to a point;

EXHIBIT B

BASTROP HISTORICAL SOCIETY
0.703 ACRE
PAGE 3 OF 4

Thence North 26 degrees 22 minutes 37 seconds West, 19.87 feet along said river bank to a point for the Southwest corner of said Diane Long tract, the Southwest corner of Building Block 16, the Northwest corner of original Walnut Street, the Northwest corner of said Bastrop Historical Society tract (Vol. 136, Pg. 8 B.C.D.R.) and the Northwest corner of the tract herein described, from which a 5/8" iron rod found bears North 84 degrees 24 minutes 02 seconds East, 13.86 feet;

Thence North 84 degrees 24 minutes 02 seconds East, departing said river bank, 205.19 feet along the common line between last said Bastrop Historical Society tract and said Long tract to the PLACE OF BEGINNING and containing 0.703 acre.

Bearings, distances and coordinates used herein are "GRID" based on the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN). Convergence = +01 degree 33 minutes 08 seconds. Combined factor = 0.9999897.

STATE OF TEXAS

COUNTY OF BASTROP

I, Kevin Von Minden, a Registered Professional Land Surveyor, do hereby certify the foregoing field notes to be true and correct to the best of my knowledge and belief.

BEFCO ENGINEERING, INC.

Consulting Engineering & Land Surveying

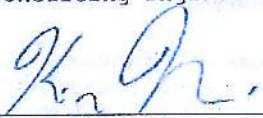
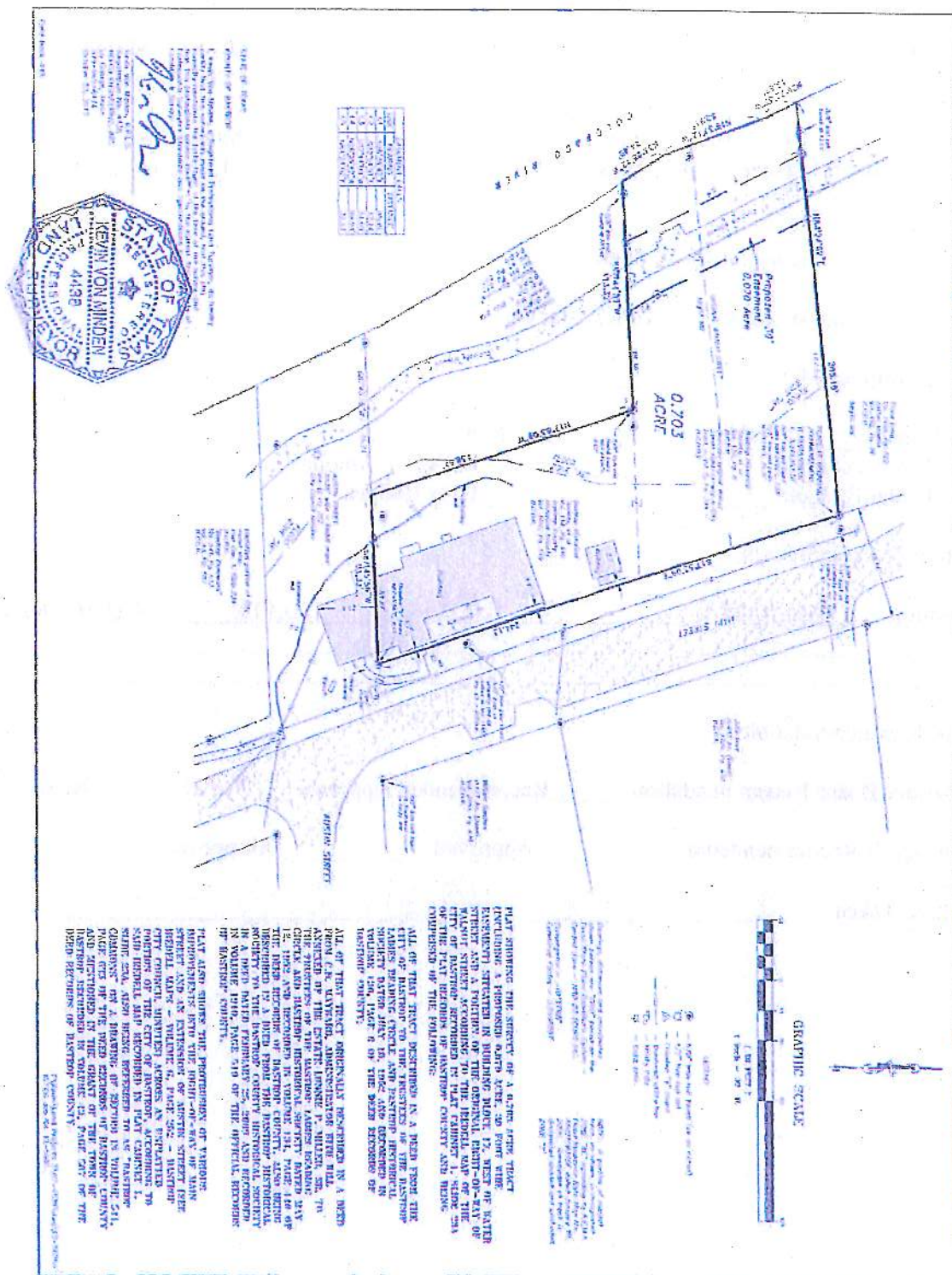

Kevin Von Minden, R.P.L.S.
Registration No. 4438
October 23, 2012
BEFCO Job No. 12-5695



EXHIBIT B

Page 4 of 4



STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on adoption of an Ordinance of the City Council of the City of Bastrop, Texas granting a zoning district change from public street right-of-way to "Office" for approximately 2,784 square feet of a vacated and abandoned portion of Austin Street West of Main Street in the city limits of the City of Bastrop, Texas; establishing an effective date.**

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

3. Nature of Request: (Brief Overview) Attachments: Yes ____ 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) _____

8. Staff Recommendation: **Staff recommends approval of the requested zoning district change from public street right-of-way to O, Office for +/-2,784 square feet, of a vacated and abandoned portion of Austin Street, adjacent to the south line of Building Block 17 West of Water and West of Main and being across an un-platted portion of the City of Bastrop referred to as "Bastrop Commons", located within the city limits of Bastrop, Texas.**

9. Advisory Board Recommendation: XX Recommended Approval ____ Denial ____ None

The Planning and Zoning Commission conducted a public hearing on February 28, 2013 and voted 5-2 (Lisa Patterson abstained) to recommend approval of the requested zoning district change from public street right-of-way to O, Office for +/-2,784 square feet, of a vacated and abandoned of Austin Street, adjacent to the south line of Building Block 17 West of Water and West of Main and being across an un-platted portion of the City of Bastrop referred to as "Bastrop Commons", located within the city limits of Bastrop, Texas. Koch, Moore, Kosser, Winston and Whitten voted in favor and Schroeder and Kindred opposed the approval.

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

11. Action Taken: _____

ORDINANCE NO. _____**AN ORDINANCE GRANTING A ZONING DISTRICT CHANGE FROM PUBLIC STREET RIGHT-OF-WAY TO “OFFICE” FOR APPROXIMATELY 2784 FEET OF A VACATED AND ABANDONED PORTION OF AUSTIN STREET – WEST OF MAIN STREET, IN THE CITY LIMITS OF BASTROP, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City of Bastrop has determined that it is in the best interest of the public to change the existing zoning designation of +/- 2,784 feet of a vacated and abandoned portion of Austin Street, West of Main Street, lying South of Building Block 17 WW and West of Main Street, and being a part of an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide 23A of the Bastrop County Plat Records, previously referred to as “Bastrop Commons” on a drawing recorded in Volume 541, Page 633 of the Deed Records of Bastrop County more particularly shown on a location map attached hereto as Exhibit “A” (the “Property”), from the designation of a “public street” to “office”; and

WHEREAS, the Property is currently without a zoning designation as it is identified as an abandoned and vacated public street or right-of-way; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of the rezoning was given to all property owners located within two hundred (200) feet of the Property, and the Planning and Zoning Commission of the City of Bastrop held a public hearing on the rezoning request on February 28, 2013; and

WHEREAS, after notice and hearing, the Planning and Zoning Commission has recommended a zoning designation of “Office”; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of the zoning request was given as required by the Ordinance, and the City Council of the City of Bastrop held a public hearing on March 12, 2013 on the rezoning to consider the City’s intent to establish a zoning designation of “Office”, and to consider the Commission’s recommendation to zone the Property “Office”; and

WHEREAS, after consideration of public input received at the hearing, the information provided by the City of Bastrop Planning Department, and all other information presented, City Council finds that it is in the public interest to approve the rezoning of the Property currently identified as public “street” to a new designation of “Office”.

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

Part 1: The Property, being more particularly described as +/- 2,784 feet out of an extension of Austin Street (See Iredell Maps- Volume g, Page 252-Bastrop City Council Minutes) (previously vacated and abandoned by the City of Bastrop by Ordinance Number _____) lying south of Building Block 17 WW and West of Main Street, and being across an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide 23A of the Bastrop County Plat Records, also being referred to as “Bastrop Commons” on a drawing recorded in Volume 541, page 632 of the Deed Records of Bastrop County and mentioned in the Grant of the Town of Bastrop recorded in Volume 43, page 587 of the Deed Records of Bastrop county, as more particularly shown on attached Exhibit “B”, shall and is hereby rezoned from its prior designation of “street” to a new zoning designation of “Office”.

Part 2: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.

READ and APPROVED on First Reading on the 12th day of March 2013.

READ and ADOPTED on the Second Reading on the 26th day of March 2013.

APPROVED:

ATTEST:

Terry Orr
Mayor

Teresa Valdez
City Secretary



STATE OF TEXAS AUSTIN STREET - WEST OF MAIN
 CITY TO BASTROP HISTORICAL SOCIETY
COUNTY OF BASTROP 2,784 SQUARE FEET

All that certain tract or parcel of land containing 2,784 square feet, being a part of an extension of Austin Street (See Iredell Maps - Volume G, Page 252 - Bastrop City Council Minutes) lying South of Building Block 17 WW and West of Main Street, and being across an unplatted portion of the City of Bastrop according to the Iredell Map recorded in Plat Cabinet 1, Slide 23A of the Bastrop County Plat Records, also being referred to as "Bastrop Commons" on a drawing recorded in Volume 541, Page 633 of the Deed Records of Bastrop County and mentioned in the Grant of the Town of Bastrop recorded in Volume 43, Page 587 of the Deed Records of Bastrop County, said 2,784 square foot tract being more particularly described by metes and bounds as follows:

Commencing at a 1/2" iron rod set in the West right-of-way line of Main Street (55.56' right-of-way) at it's intersection with the original North margin of Walnut Street for the Southeast corner of Building Block 16 WW, the Southeast corner of the Diane Long tract (Vol. 1950, Pg. 522 B.C.O.R. [Vol. 160, Pg. 86 - original]) and the Northeast corner of a Bastrop Historical Society tract (Vol. 136, Pg. 8 B.C.D.R.), said point having a coordinate value of North = 10,015,928.06 feet and East = 3,249,353.38 feet according to the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN), from which a 3/8" iron rod found called for witness (Volume 1140, Page 60 B.C.O.R.) bears North 84 degrees 24 minutes 02 seconds East, 7.28 feet and a 5/8" iron rod found in the East right-of-way line of Main Street bears North 75 degrees 13 minutes 16 seconds East, 55.79 feet;

Thence South 17 degrees 53 minutes 09 seconds East, along the West line of Main Street and the East line of the Bastrop Historical Society tracts (Vol. 136, Pg. 8 and Vol. 134, Pg. 446 B.C.D.R.), at 198.82 feet passing 3.72 feet West of a crimped 1/2" iron pipe found called for witness (Volume 1140, Page 60 - B.C.O.R.), and continuing for a total distance of 244.13 feet to a 1/2" iron rod set for the Northeast corner of said extension of Austin Street, the Southeast corner of said original Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), the Southeast corner of Building Block 17 WW, the Northeast corner of the tract herein described and the PLACE OF BEGINNING, from which an "X" found chipped in concrete bears North 87 degrees 45 minutes 56 seconds East, 8.95 feet;

EXHIBIT B

AUSTIN STREET - CITY TO BASTROP HISTORICAL SOCIETY
2,784 SQUARE FEET
PAGE 2 OF 3

Thence South 25 degrees 11 minutes 56 seconds East, 35.30 feet along the West margin of Main Street to a 1/2" iron rod set for the most Easterly Northeast corner of a 6,489 square foot portion of Austin Street also surveyed this date and the Southeast corner of the tract herein described;

Thence South 87 degrees 45 minutes 56 seconds West, departing said Main Street, at 46.11 feet passing a 1/2" iron rod set near the base of a retaining wall for witness, and continuing for a total distance of 88.00 feet to a 1/2" iron rod set for an inside corner of said 6,489 square foot tract also surveyed this date and the Southwest corner of the tract herein described;

Thence North 17 degrees 53 minutes 09 seconds West, 33.75 feet to a point in the South line of Building Block 17 WW and the North line of Austin Street for the Southwest corner of said Bastrop Historical Society tract (Vol. 134, Pg. 446 B.C.D.R.), from which a 1/2" iron rod set for witness at the base of a retaining wall bears North 87 degrees 45 minutes 56 seconds East, 21.52 feet;

Thence North 87 degrees 45 minutes 56 seconds East, 83.33 feet along the South line of said Bastrop Historical Society tract and the North line of Austin Street to the PLACE OF BEGINNING and containing 2,784 square feet.

Bearings, distances and coordinates used herein are "GRID" based on the Texas State Plane Coordinate System - Central Zone - NAD 83(HARN). Convergence = +01 degree 33 minutes 08 seconds. Combined factor = 0.9999897.

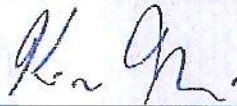
STATE OF TEXAS

COUNTY OF BASTROP

I, Kevin Von Minden, a Registered Professional Land Surveyor, do hereby certify the foregoing field notes to be true and correct to the best of my knowledge and belief.

BEFCO ENGINEERING, INC.

Consulting Engineering & Land Surveying



Kevin Von Minden, R.P.L.S.

Registration No. 4438

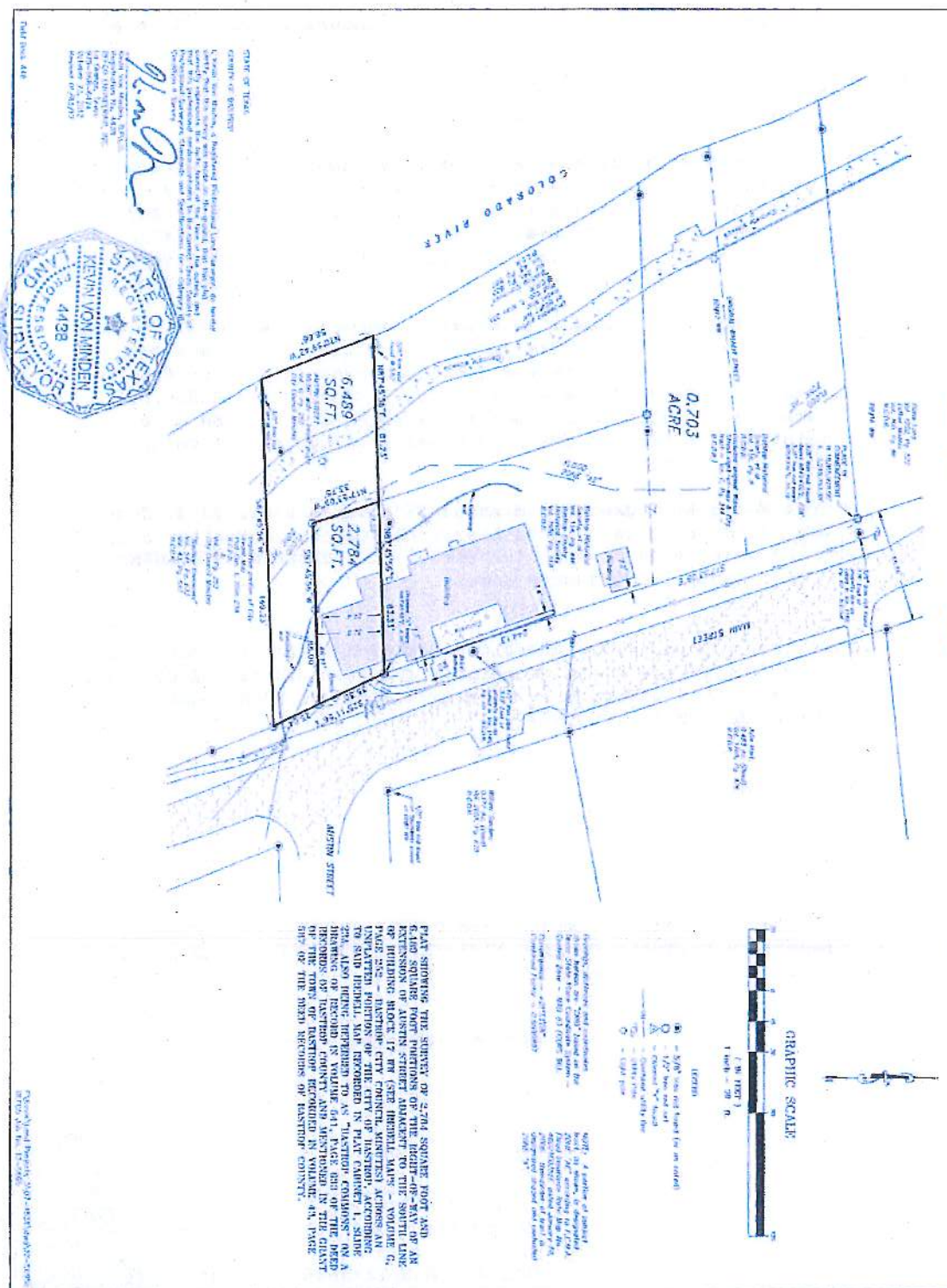
January 3, 2013

BEFCO Job No. 12-5695 (aust st tr



EXHIBIT B

PAGE 3 OF 3



STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on adoption of an Ordinance of the City Council of the City of Bastrop, Texas granting a zoning district change from AOS, 'Agricultural Open Space' to PD, 'Planned Development' for +/-26.25 acres, out of the Mozea Rousseau Survey, Abstract No. 56, located south of Childers Drive within the corporate limits of Bastrop, Texas to be known as Section 5 of Pecan Park Subdivision; establishing an effective date.**

2. Party Making Request: **DM Pecan Park Associates, LTD, Duke McDowell**

3. Nature of Request: (Brief Overview) Attachments: Yes ____ 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) _____

8. Staff Recommendation: **Staff recommends the approval of the requested zoning change from AOS, 'Agricultural Open Space' to PD, 'Planned Development' for +/-26.25 acres, out of the Mozea Rousseau Survey, Abstract No. 56. The property is located south of Childers Drive within the corporate limits of Bastrop, Texas to be known as Section 5 of Pecan Park Subdivision.**

9. Advisory Board Recommendation: XX Recommended Approval ____ Denial ____ None

The Planning and Zoning Commission conducted their regular meeting February 28, 2013 and voted unanimously 8-0 to recommend approval of the requested zoning change from AOS, 'Agricultural Open Space' to PD, 'Planned Development' for +/-26.25 acres, out of the Mozea Rousseau Survey, Abstract No. 56. The property is located south of Childers Drive within the corporate limits of Bastrop, Texas to be known as Section 5 of Pecan Park Subdivision.

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

11. Action Taken: _____

ORDINANCE NO. _____

AN ORDINANCE GRANTING A ZONING DISTRICT CHANGE FROM AOS, AGRICULTURAL OPEN SPACE TO PD, PLANNED DEVELOPMENT FOR APPROXIMATELY 26.25 ACRES, COMMONLY KNOWN AS PECAN PARK SUBDIVISION, SECTION 5, IN THE CITY LIMITS OF BASTROP, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop has determined that it is in the best interest of the public to change the existing zoning designation of a 26.25 acre tract commonly known as Pecan Park Subdivision, Section 5, situated in the Mozea Rousseau Survey, Abstract 56, located south of Childers Drive described on a location map attached hereto as Exhibit "A" (the "Property; and

WHEREAS, pursuant to Section 10.4 of the City's Zoning Ordinance, notice of the rezoning was given to all property owners located within two hundred (200) feet of the Property, and the Planning and Zoning Commission of the City of Bastrop held a public hearing on the rezoning request on February 28, 2013; and

WHEREAS, after notice and hearing, the Planning and Zoning Commission has recommended a zoning designation of all of the Property to PD, Planned Development; and

WHEREAS, pursuant to Section 10.4 of the City's Zoning Ordinance, notice of the zoning request was given as required by the Ordinance, and the City Council of the City of Bastrop held a public hearing on the rezoning on March 12, 2013 to consider the City's intent to establish a zoning designation of PD, Planned Development and to consider the Commission's recommendation to zone all of the Property PD, Planned Development; and

WHEREAS, after consideration of public input received at the hearing, the information provided by the City of Bastrop Planning Department, and all other information presented, City Council finds that it is in the public interest to approve the zone of the Property, which is currently identified as AOS, Agricultural Open Space, to a new designation of PD, Planned Development.

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

Part 1: The Property, situated in Mozea Rousseau Survey, Abstract No. 56 south of Childers Drive commonly known Pecan Park Subdivision, Section 5, as more particularly shown and described on attached Exhibit “A”, shall be and is hereby rezoned from its prior designation of AOS, Agricultural Open Space to a new zoning designation of PD, Planned Development.

Part 2: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.

Part 3: Section 17, SF-7- Single Family Residential-7 District of the Zoning Ordinance standards should be amended as follows.

<u>District</u>	<u>Min. Lot Area</u>	<u>Min. Dwelling Unit Size</u>	<u>Min. Lot Width</u>	<u>Min. Lot Depth</u>	<u>Min. Front Yard</u>	<u>Min. Interi or Side Yard</u>	<u>Min. Side when two-story & adj. SF Zone</u>	<u>Min. Ext. Yard (See Sec.43.3)</u>	<u>Min. Rear Yard</u>	<u>Min. Rear when two-story & Adj. SF Zone</u>	<u>Max. Height of Build</u>	<u>Max. Lot Cover age by Build</u>
SF-7	7,000 sq. ft.	1000 sq. ft.	60'	110'	25'	10'		15'	15'		2.5 stories	50%
PD (Pecan Park)	7,800 sq. ft.	1000 sq. ft.	65'	120'	20' - 25'	7.5'		15'	15'		2.5 stories	50%

- To allow seven and a half (7.5') feet side setback where ten (10') feet is normally required, as shown in Exhibit “B”
- To allow a reduction of front yard setbacks from twenty-five (25') feet to twenty (20') feet for homes construction to be no more than three homes aligned in a row, as shown in Exhibit “B”

Part 4: If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

Part 5: This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City’s Charter, Code of Ordinances, and the laws of the State of Texas.

READ and APPROVED on First Reading on the 13th day of March 2013.

READ and ADOPTED on the Second Reading on the 26th day of March 2013.

APPROVED:

ATTEST:

Terry Orr
Mayor

Teresa Valdez
City Secretary

EXHIBIT A

STATE OF TEXAS
COUNTY OF BASTROP



26.25 ACRES - PARCEL H.
MOZEA ROUSSEAU
SURVEY, A-56

DESCRIPTION

DESCRIPTION OF A 26.25 ACRE TRACT OF LAND OUT OF THE MOZEA ROUSSEAU SURVEY, A-56, BASTROP COUNTY, TEXAS, AND BEING A PORTION OF A TRACT OF LAND CALLED TO BE 189.952 ACRES, CALLED TRACT A-1, AND A TRACT OF LAND CALLED TO BE 20.019 ACRES, CALLED TRACT B-1, BOTH DESCRIBED IN A DEED TO DM PECAN PARK ASSOCIATES, LTD, OF RECORD IN VOLUME 1482, PAGE 70, OF THE OFFICIAL PUBLIC RECORDS OF BASTROP COUNTY, TEXAS, SAID 26.25 ACRES BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 3/8-inch iron rod found in the westerly line of Perkins Street, at the southeast corner of a tract of land described in a deed to Edward M. and Generosa B. Lowden, of record in Volume 160, Page 148, of the Deed Records of Bastrop County, Texas, said iron rod being the northeast corner of said 20.019 acre tract, and the northeast corner of the herein described tract;

THENCE, S 10° 31' 45" W, with the westerly line of said Perkins Street, 903.75 feet to a point in the northerly line of a one hundred foot (100') wide Electric Easement of record in Volume C, Page 417, of the Court Minutes, of Bastrop County, Texas, said point being the southeast corner of the herein described tract;

THENCE, N 78° 16' 36" W, across said 20.019 acre tract and said 189.952 acre tract, with the northerly line of said 100 foot wide Electric Easement, 1579.57 feet to a point for the southwest corner of the herein described tract;

THENCE, N 00° 53' 43" W, across said 189.952 acre tract, 501.05 feet to a point in the south line of Childers Drive, same being the north line of said 189.952 acre tract, for the northwest corner of the herein described tract;

THENCE, with the north line of said 189.952 acre tract, the following six (6) courses:

- 1) N 87° 30' 46" E, 25.13 feet to a 5/8 inch iron rod found at the southeast corner of said Childers Drive, same being the southwest corner of a tract of land called to be 4.097 acres, described in a deed to 202 Childers Lane, LLC, of record in Volume 2066, Page 142, of the Official Public Records of Bastrop County, Texas;
- 2) N 87° 47' 49" E, at 360.24 feet, passing a 1/2 inch iron rod found at the southeast corner of said 4.097 acre tract, same being the southwest corner of a tract of land called to be 0.512 acres, described in a deed to Olen R. and Mary Jo Jenkins, of record in Volume 275, Page 839, of the Deed Records of Bastrop County, Texas, at approximately 186 feet, passing the southeast corner of said Jenkins tract, same being the southwest corner of a tract of land described in a deed to Victor Juarez Jr., and Mary A. Juarez, of record in Volume 257, Page 737, of the Deed Records of Bastrop County, Texas, and continuing for a total distance of 677.22 feet to a 1/2 inch iron rod found at the southeast corner of said Juarez tract, same being the southwest corner of a tract of land described in a deed to John P. and Rosa Calhoun, of record in Volume 277, Page 769, of the Deed Records of Bastrop County, Texas;
- 3) N 88° 05' 27" E, at approximately 80 feet, passing the southeast corner of said Calhoun tract, same being the southwest corner of a tract of land described in a deed to Robert L.

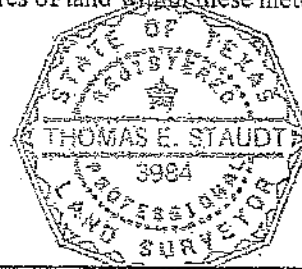
EXHIBIT A

Miller, of record in Volume 306, Page 593, of the Deed Records of Bastrop County, Texas, at approximately 160 feet, passing the southeast corner of said Miller tract same being the southwest corner of a tract of land called to be 0.26 acres, described in a Quit Claim deed to Theresia Brenner Roberts, of record in Volume 289, Page 550, of the Deed Records of Bastrop County, Texas, at approximately 254 feet, passing the southeast corner of said Roberts tract, same being the southwest corner of a tract of land called to be 0.26 acres, described in a deed to June M. Evans, of record in Volume 289, Page 535, of the Deed Records of Bastrop County, Texas, at approximately 349 feet, passing the southeast corner of said Evans tract, same being the southwest corner of a tract of land described in a deed to Terry and Kay Jackson, of record in Volume 346, Page 774, of the Deed Records of Bastrop County, Texas, at 428.71 feet, passing a 3/8 inch iron rod found at the southeast corner of said Jackson tract, same being the southwest corner of a tract of land called to be 0.304 acres, described in a deed to Patsy Mikeska, of record in Volume 1864, Page 541, of the Official Public Records of Bastrop County, Texas, and continuing for a total distance of 478.69 feet to a 1/2 inch iron rod found for the northeast corner of said 189.952 acre tract, same being the northwest corner of said 20.019a acre tract;

- 4) N 87° 21' 38" E, at approximately 60 feet, passing the southeast corner of said Mikeska tract, same being the southwest corner of a tract of land described in a deed to Khalil Younes, of record in Volume 1628, Page 350, of the Official Public Records of Bastrop County, Texas, at 159.70 feet passing a 1/2 inch iron rod found at the southeast corner of said Younes tract, same being the southwest corner of a tract of land described in a deed to Ed Lowden, of record in Volume 164, Page 209, of the Deed Records of Bastrop County, Texas, for a total distance of 306.85 feet, to a 3/4 inch iron pipe found at the southwest corner of a tract of land called to be 0.3731 acres, described in a deed to David L. Potter, Jr., of record in Volume 1940, Page 189, of the Official Public Records of Bastrop County, Texas;
- 5) N 87° 39' 32" E, at approximately 136 feet, passing the southeast corner of said Potter tract, same being the southwest corner of a tract of land described in a deed to Edward M. and Generosa Lowden, of record in Volume 1935, Page 607, of the Official Public Records of Bastrop County, Texas, passing a 3/8 inch iron rod found at the southwest said Lowden tract (160/348), and continuing for a total distance of 233.04 feet to the POINT OF BEGINNING containing 26.25 acres of land within these metes and bounds.

Description accompanied by sketch.

Surveyed by: *Staudt Surveying, Inc.*
P.O. Box 1273
Dripping Springs, Texas 78620
512-858-2236



Th E Staudt

Thomas E. Staudt

Registered Professional Land Surveyor No. 3984

Date 9/15/11

PERKINS STREET
S 10°31'45" W 1044.00'
903.75'

Edward M. &
Genesee B. Lowden
160/348
& 1935/607
Called 0.5731 Ac.
David L. Potter, Jr.
1940/189

Ed Lowden
164/209

Khalil Younes
1628/350

Khalil
1628/350
Called 0.304 Ac.
Patsy Mikeska
1864/541
icon

Pat. 1864/
Terry Jackson
Way Jackson
16/774

Key 346/11
Called 0.26 Ac.
June M. Evans
289/535
Ac.

Called 0.26 AC.
Theresa
Brenner Robert
289/550

Robert L. Miller
306/593

John P. &
A. Calhoun

Called 4.097 Acres
202 Childers Lane LLC
Vol. 2066, Pg. 142,
OPRBC

PARCEL H
26.25 ACRES

Tract B-1
Called 20.019 Acres
DM Pecan Park Associates, LTD
Vol. 1482, Pg. 79,
OPRECT

DM

SURVEY A-56

N 78°16'36" W 1579.57'

Pg. 417, TED

Tract A-1
 Called 189.952 Acres
 DM Pecan Park Associates
 Vol. 1482, Pg. 70
 QPRBCT

100' Wide Electric Easement, Vol. C, Pg. 417,
Court Minutes Bastrap Co.,
SENT

LEGEND

① 1/2" IRON ROD FOUND--UNLESS NOTED

② IRON PIPE FOUND--SIZE NOTED

③ IRON ROD W/CAP FOUND--NOTED

④ POINT OF COMMENCING

⑤ POINT OF BEGINNING

--- Gasprop Co., Vol. C, Pg. 417, ---

STAUDT SURVEYING, INC.

Thomas E. Staudt
RPLS # 3984
P.O. Box 1273
Dripping Springs, Texas 78840
(512)858-2236

PARCEL H. 26.25 ACRES

OUT OF THE
MOZEA ROUSSEAU SURVEY, A-56
BASTROP COUNTY, TEXAS

Date: SEPTEMBER 15, 2011

b. #: 11123

SELL

DWG # ZONEH

NOTE:

This sketch does not show improvements and all easements that affect this property. Robert

BEARING BASIS: STATE PLANE COORDINATES NAD83/TEXAS!
SOUTH CENTRAL ZONE, SCALE FACTOR 0.99998242
LCRA CONTROL MONUMENTS A753, A279, J605, & SHD3

NORTH



Section 5 Lot Standards

Minimum Lot Size: 7,800 sq. ft.
Typical Lot Dimensions: 65' x 120'

Setbacks

Front Yard: 20'/25' varied*
Rear Yard: 15'
Interior Side Yard: 7.5'
Corner Side Yard: 15'

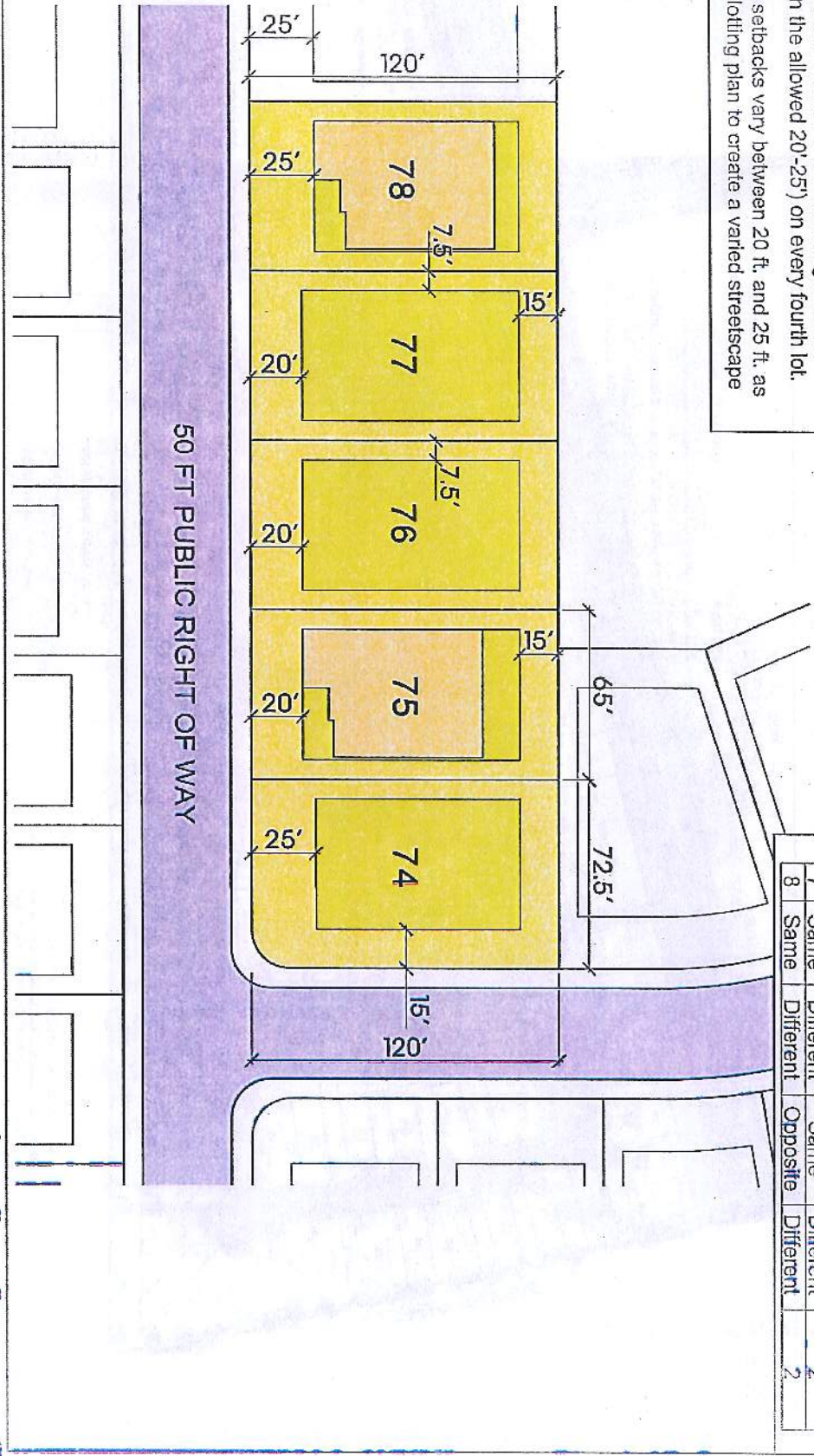
* At a minimum, there must be a front building setback change (between the allowed 20'-25') on every fourth lot.

Note: Front yard setbacks vary between 20 ft. and 25 ft. as identified on the lotting plan to create a varied streetscape

House Elevation Repetition:

House Plan	Elevation	Side of Street	Masonry Material & Color	Number of Lots Separation
1 Same	Same	Same	Same	2
2 Same	Same	Opposite	Same	2
3 Same	Same	Same	Different	2
4 Same	Same	Opposite	Different	2
5 Same	Different	Same	Same	2
6 Same	Different	Opposite	Same	2
7 Same	Different	Same	Different	2
8 Same	Different	Opposite	Different	2

EXHIBIT B



SEC Planning, LLC

Land Planning + Landscape Architecture + Community Branding
AUSTIN, TEXAS
t 512.246.2711
www.secplanning.com • info@secplanning.com

SECTION 5 LOT STANDARDS

RIVER'S BEND at PECAN PARK
BASTROP, TEXAS

Scale: 1" = 60'
Date: January 24, 2013

These standards are intended to provide a minimum level of guidance. They are not intended to be a substitute for professional engineering, architectural, or landscape architectural services. The user of these standards is responsible for obtaining all necessary permits and approvals from the appropriate regulatory agencies. These standards are subject to change without notice.

CITY OF BASTROP

AGENDA ITEM D.6

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of February 28, 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: **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: _____

TO: MAYOR & CITY COUNCIL MEMBERS

FROM: KARLA STOVALL, CHIEF FINANCIAL OFFICER

DATE: MARCH 20, 2013

MONTHLY FINANCIAL REPORTS FOR PERIOD ENDING FEBRUARY 28, 2013

CITY OF BASTROP
3/21/2013
SUMMARY OF REVENUES AND EXPENDITURES
AS OF FEBRUARY 28, 2013

192

Fiscal year 2013 is 5 month or 41.66% completed as of February 28, 2013.

- General Fund revenues reflect 59.01% collected or \$4,916,121. Expenditures represent 36.33% spent or \$3,091,765.
- Water/ Wastewater Fund revenues reflect 39.43% collected or \$1,551,537. Expenditures represent 36.71% spent or \$1,251,821.
- The Electric Fund revenues reflect 36.59% collected or \$2,615,802. Expenditures represent 37.34% spent or \$2,631,993.
- The Hotel /Motel Fund revenues reflect 36.39% collected or \$842,361. Expenditures represent 47.74% spent or \$1,209,730.

Revenues

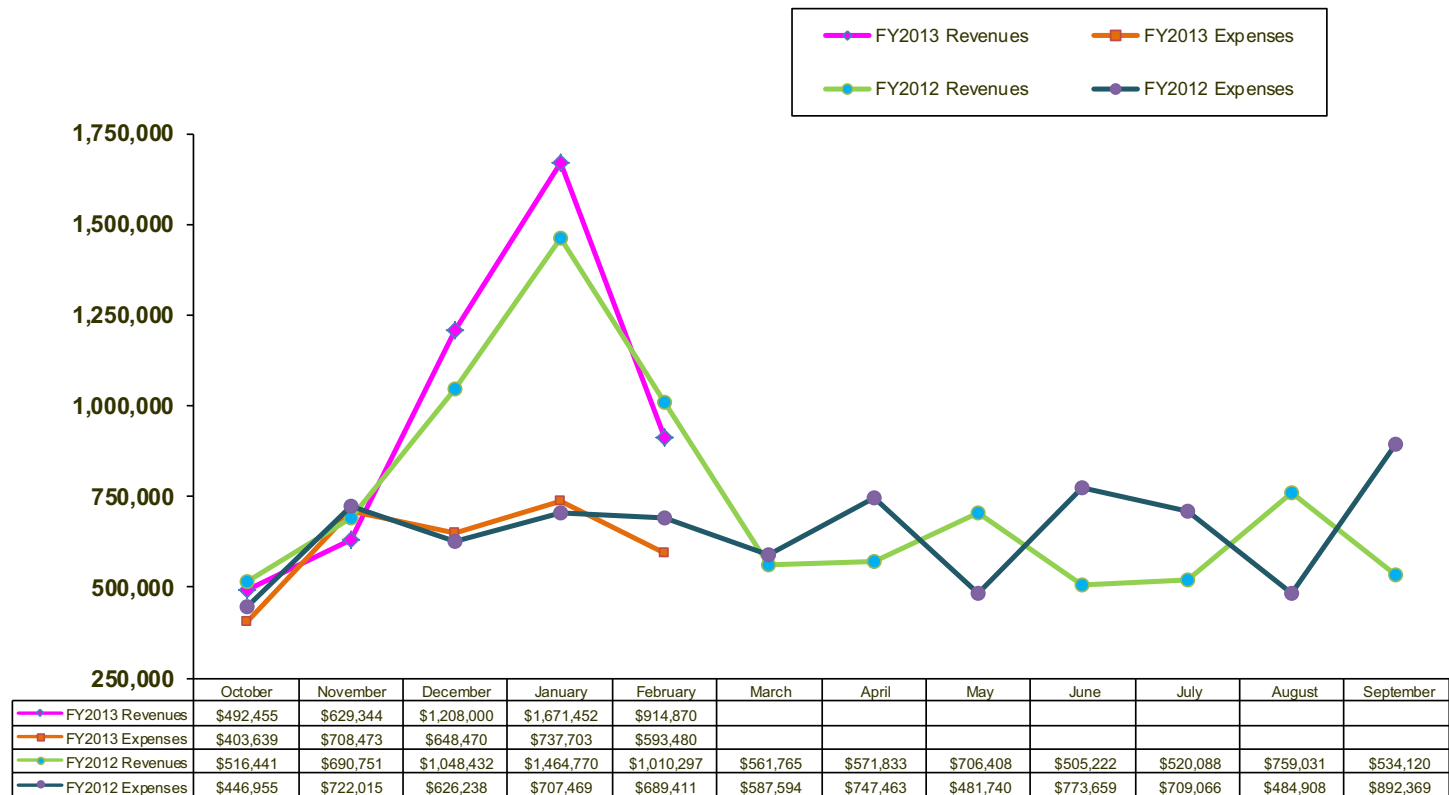
Expenditures

	FY 2013 Budget	FY 2013 Actual	% of FY2013 Budget	FY 2013 Budget	FY 2013 Actual	% of FY2013 Budget
General Fund	\$ 8,331,528	\$ 4,916,121	59.01%	\$ 8,510,595	\$ 3,091,765	36.33%
W/WW Fund	\$ 3,934,970	\$ 1,551,537	39.43%	\$ 3,409,840	\$ 1,251,821	36.71%
Electric Fund	\$ 7,148,000	\$ 2,615,802	36.59%	\$ 7,049,488	\$ 2,631,993	37.34%
Hotel Motel Fund	\$ 2,315,000	\$ 842,361	36.39%	\$ 2,315,000	\$ 1,209,730	47.74%

GENERAL FUND REVENUE & EXPENDITURES

FEBRUARY 28, 2013

- Revenues will increase in December, January, and February due to collection of the Ad Valorem Taxes.
- Expenditures recognized an increase due to the timing of expenses processed through accounts payable.



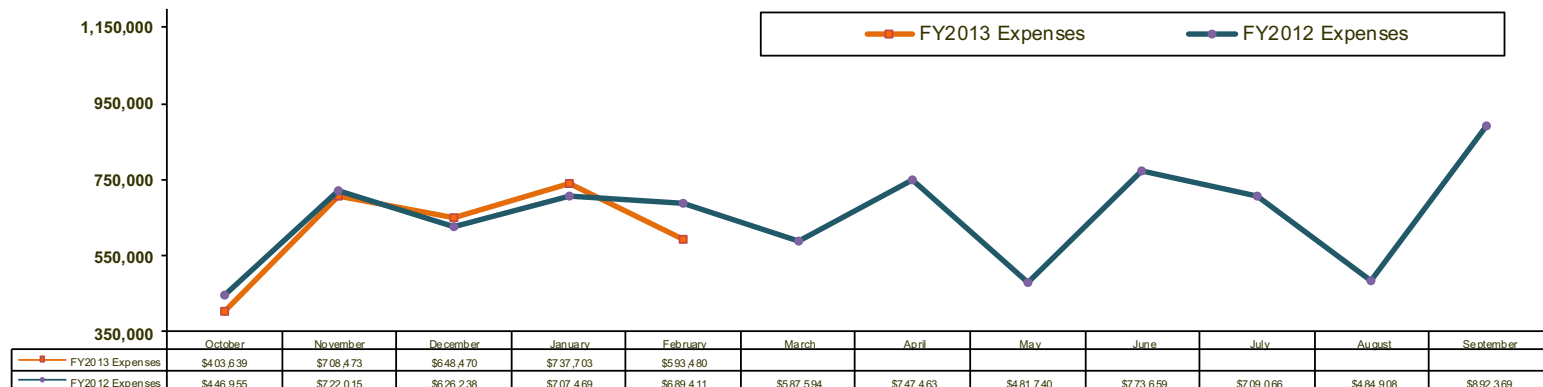
GENERAL FUND REVENUE & EXPENDITURES

FEBRUARY 28, 2013

FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



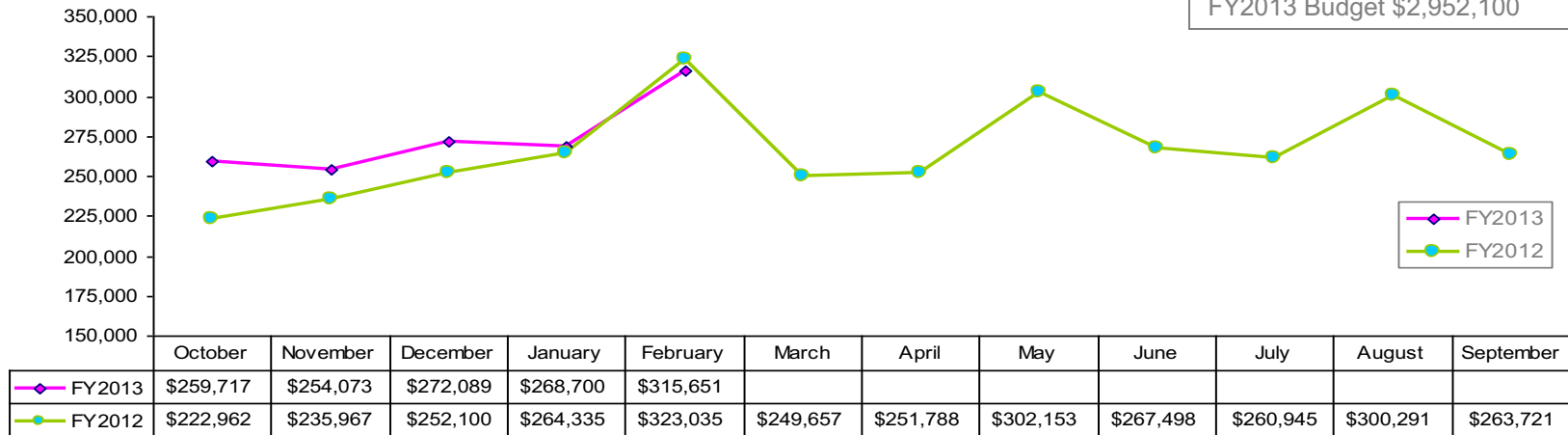
GENERAL FUND REVENUE

FEBRUARY 28, 2013

Sales Tax

FY2013 February YTD \$1,370,230

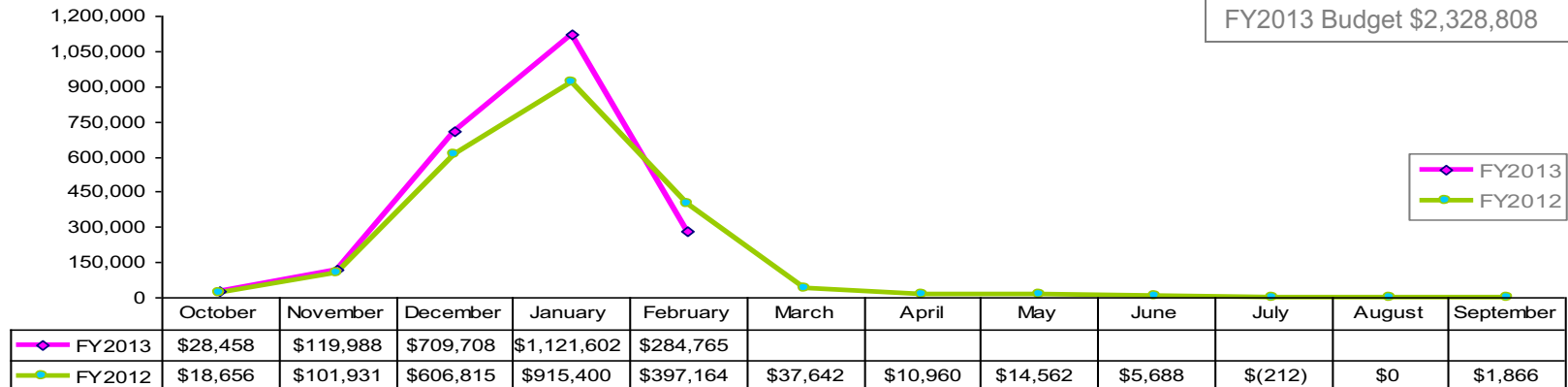
FY2013 Budget \$2,952,100



Ad Valorem Taxes

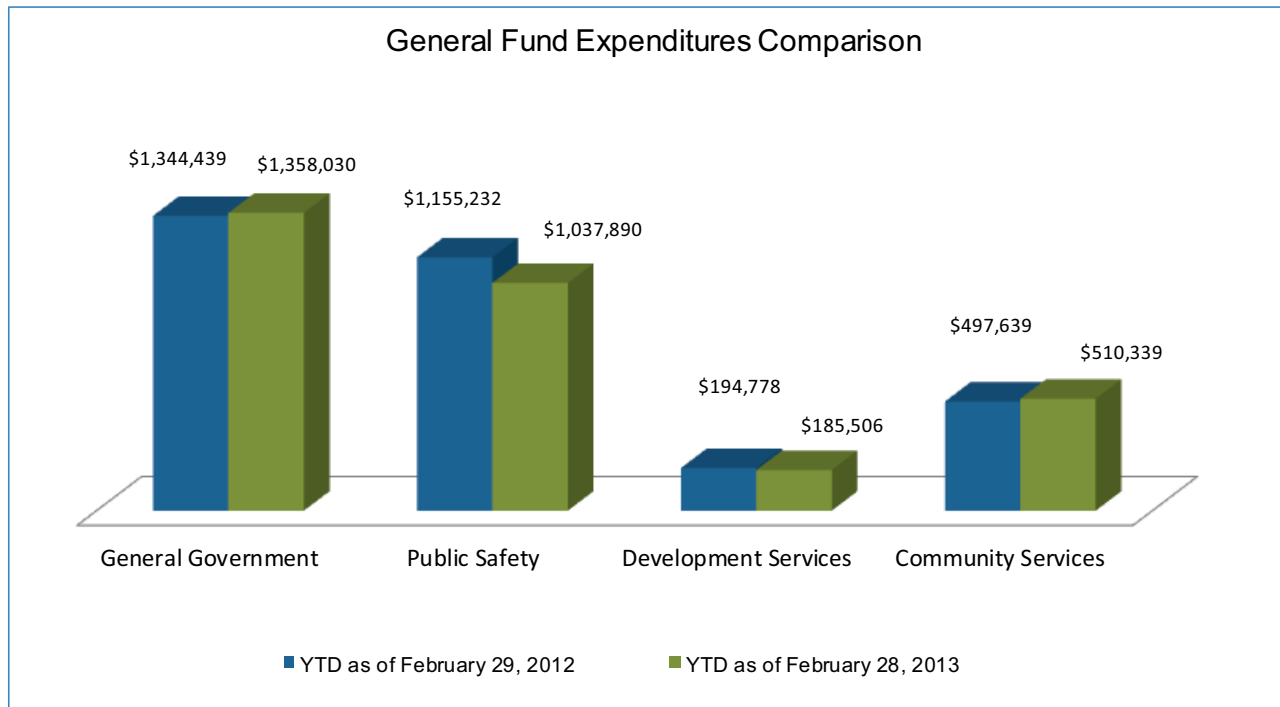
FY2013 February YTD \$2,264,520

FY2013 Budget \$2,328,808



GENERAL FUND EXPENDITURES

FEBRUARY 28, 2013

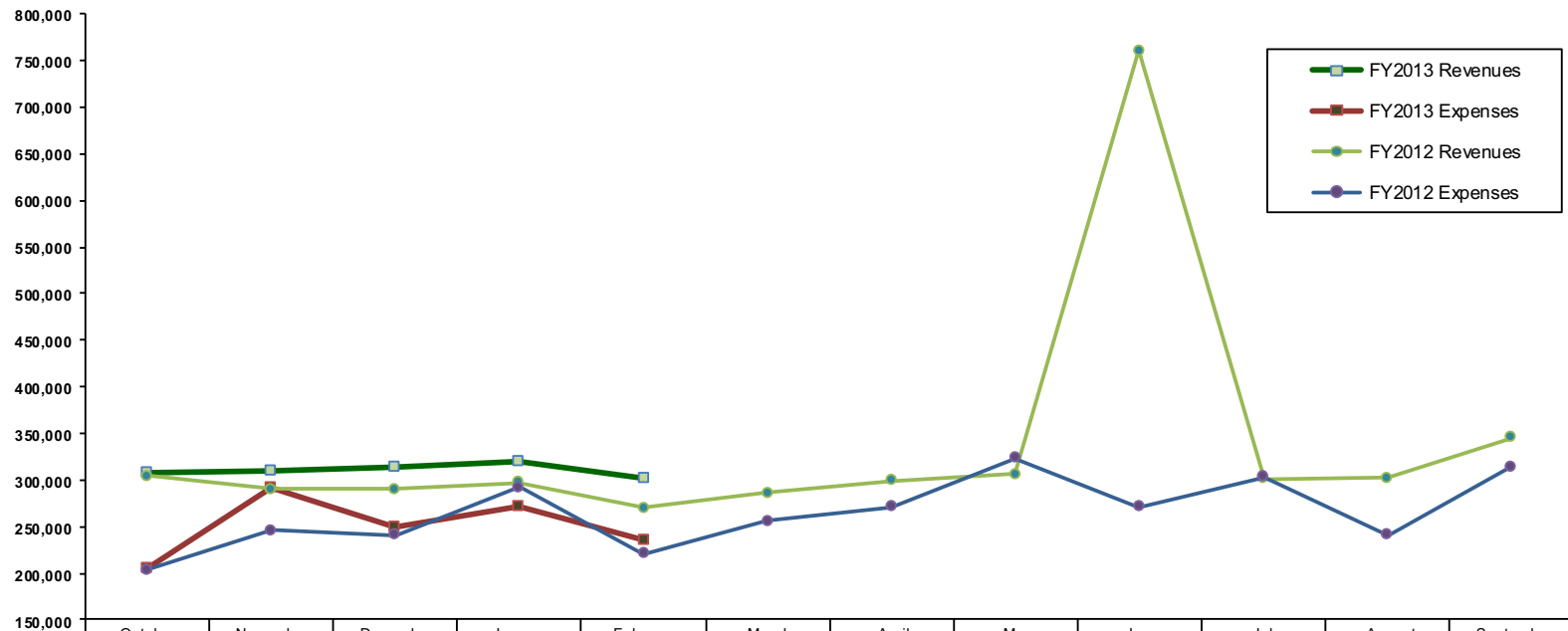


- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, Construction Manager, and Building Maintenance.
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development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

WATER/WASTEWATER FUND REVENUE & EXPENDITURES

FEBRUARY 28, 2013

- ☐ Water/ Wastewater Fund Revenues Year-to-date (YTD) as of February 28, 2013 are \$1,551,537 or 39.43% of the year.
- ☐ Expenses in November appear increased due to the increased debt service costs and the purchase of the trenching equipment.

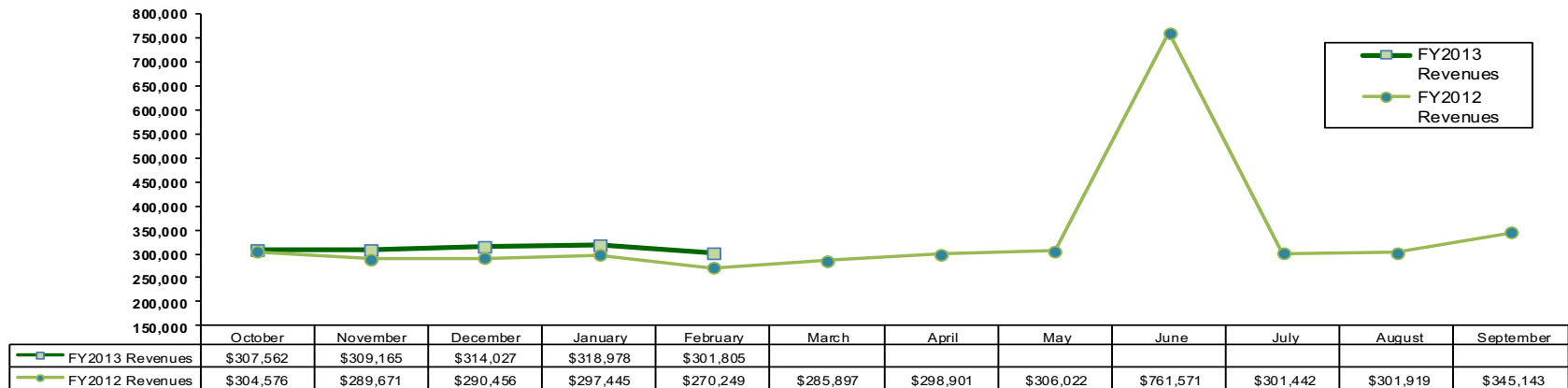


	October	November	December	January	February	March	April	May	June	July	August	September
FY2013 Revenues	\$307,562	\$309,165	314,027	\$318,978	\$301,805							
FY2013 Expenses	\$205,795	\$290,724	\$249,461	\$270,953	\$234,887							
FY2012 Revenues	\$304,576	\$289,671	\$290,456	\$297,445	\$270,249	\$285,897	\$298,901	\$306,022	\$761,571	\$301,442	\$301,918	\$345,143
FY2012 Expenses	\$203,278	\$245,976	\$240,847	\$291,695	\$220,789	\$256,095	\$270,785	\$323,118	\$271,224	\$303,665	\$240,490	\$313,965

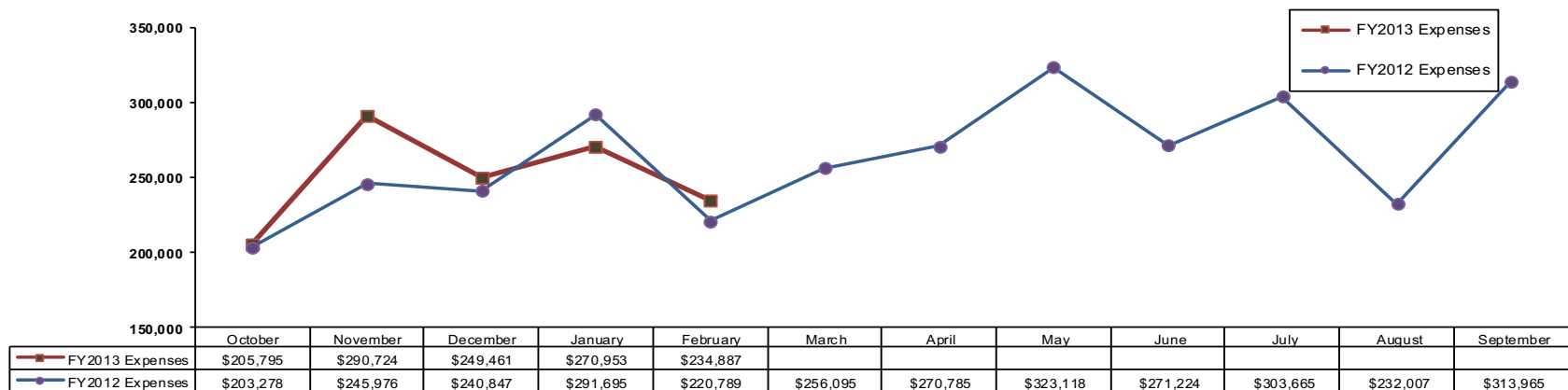
WATER WASTEWATER FUND REVENUE & EXPENDITURES

FEBRUARY 28, 2013

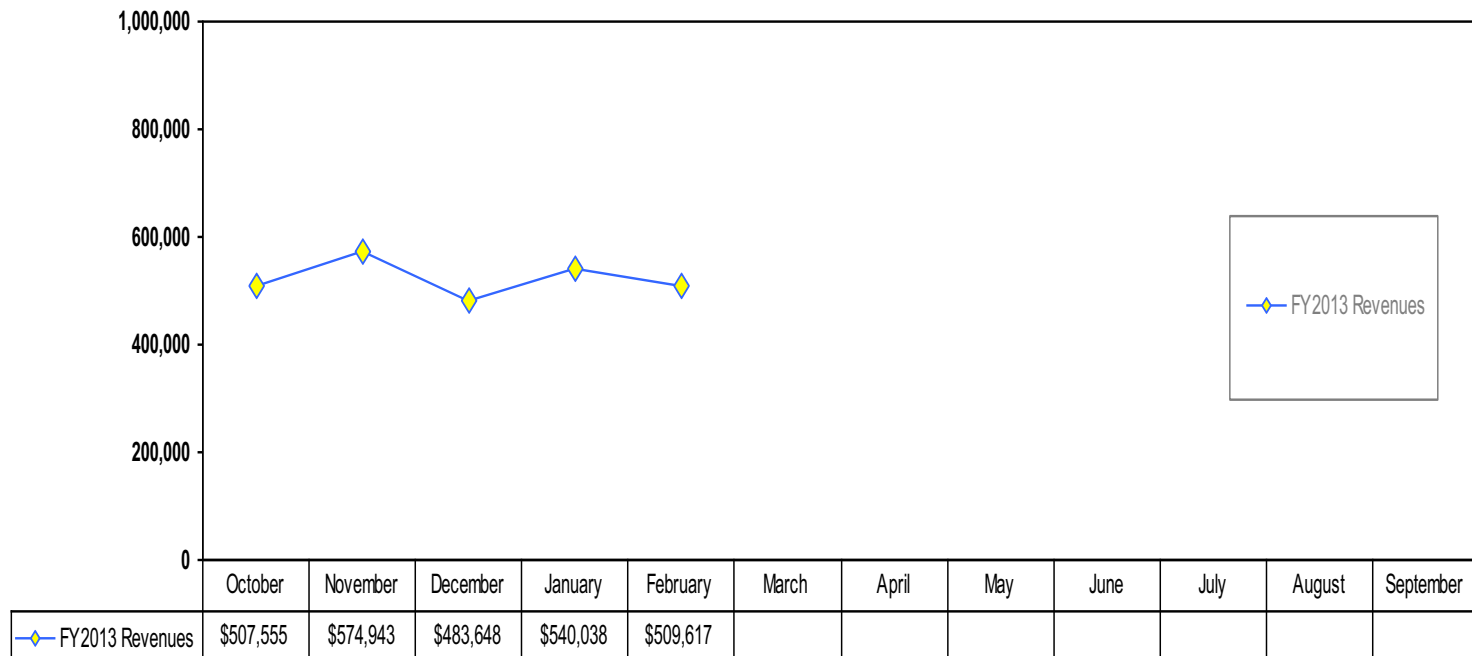
FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



□ Electric Fund Revenues Year-to-date (YTD) as of February 28, 2013 are \$2,615,802 or 36.59% of the FY2013 adopted budget.

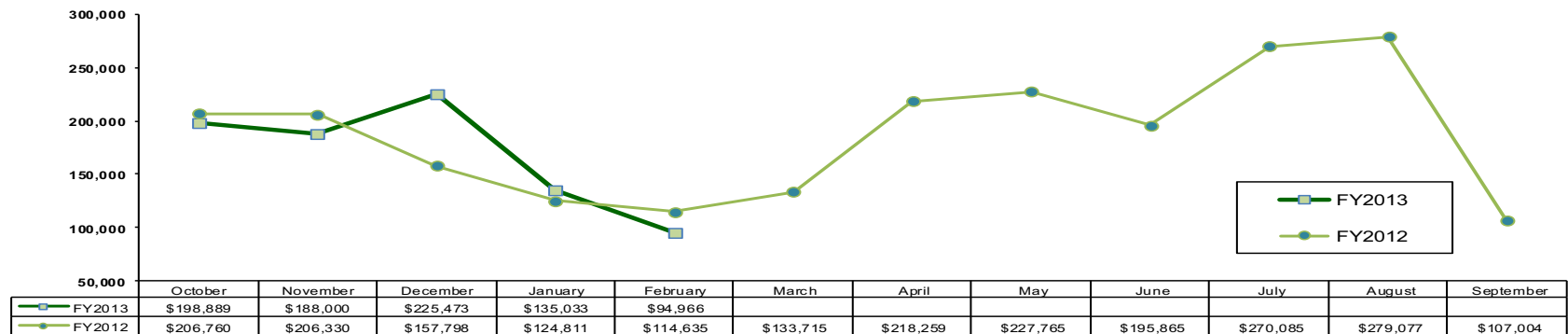


HOTEL MOTEL TAX FUND

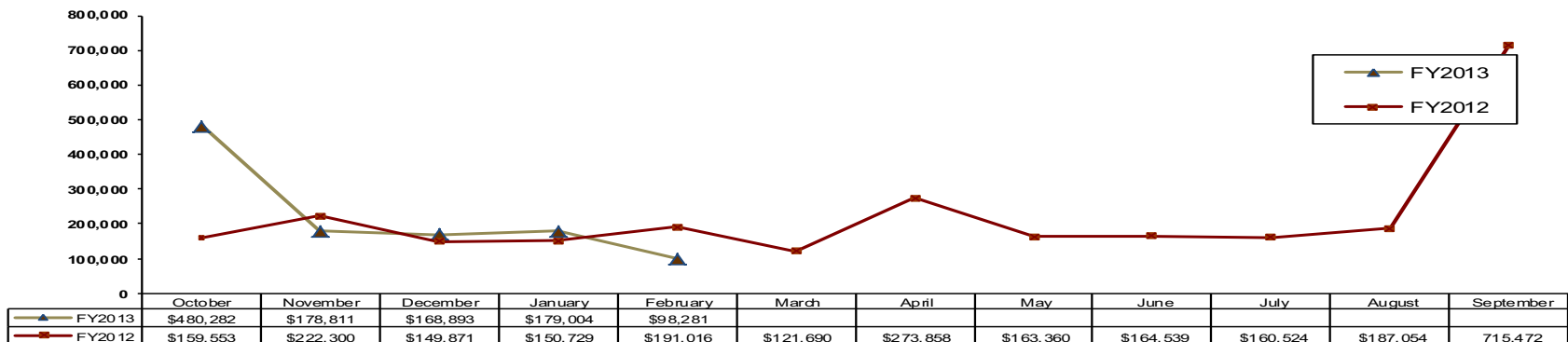
FEBRUARY 28, 2013

- ☐ Revenues as of February 28, 2013 represent YTD earned revenue of \$842,361. 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

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 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	2,039,966.20	2,328,808.00	284,764.86	2,264,520.10	64,287.90	97.24
00-00-4002 DELINQUENT TAXES M&O	41,438.12	36,000.00	965.45	7,427.23	28,572.77	20.63
00-00-4003 PENALTIES & INTEREST M&O	26,833.69	26,400.00	1,572.18	8,946.71	17,453.29	33.89
00-00-4004 FRANCHISE TAX	162,644.28	385,000.00	60,273.53	128,536.83	256,463.17	33.39
00-00-4006 CITY SALES TAX	1,298,399.45	2,952,100.00	315,651.15	1,370,230.14	1,581,869.86	46.42
00-00-4008 OCCUPATION TAX	7,425.00	7,500.00	285.00	1,503.00	5,997.00	20.04
00-00-4009 MIXED BEVERAGE TAX	9,953.12	20,000.00	0.00	5,704.69	14,295.31	28.52
TOTAL TAXES & PENALTIES	3,586,659.86	5,755,808.00	663,512.17	3,786,868.70	1,968,939.30	65.79
<u>LICENSES & PERMITS</u>						
00-00-4020 BUILDING PERMITS	58,641.83	91,000.00	9,705.02	37,357.18	53,642.82	41.05
00-00-4021 ZONING FEES	1,720.00	3,000.00	378.00	998.00	2,002.00	33.27
00-00-4022 PLATTING FEES	4,568.58	6,000.00	0.00	1,370.00	4,630.00	22.83
00-00-4023 SPECIAL EVENT PERMIT FEE	925.00	2,000.00	100.00	400.00	1,600.00	20.00
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	65,855.41	102,000.00	10,183.02	40,125.18	61,874.82	39.34
<u>CHARGES FOR SERVICES</u>						
00-00-4040 ANIMAL SERVICE RECEIPTS	145.00	200.00	5.00	50.00	150.00	25.00
00-00-4043 PARKS RECEIPTS	375.00	1,600.00	75.00	275.00	1,325.00	17.19
00-00-4044 PD ACCIDENT REPORTS	706.00	1,800.00	232.00	1,141.00	659.00	63.39
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	0.00	40,800.00	0.00
00-00-4049 TRANSFER STATION RECEIPTS	643.00	4,000.00	230.00	3,867.25	132.75	96.68
TOTAL CHARGES FOR SERVICES	16,008.03	48,400.00	542.00	5,333.25	43,066.75	11.02
<u>FINES & FORFEITURES</u>						
00-00-4070 MUNICIPAL COURT FINES	97,185.90	225,000.00	27,616.26	95,416.26	129,583.74	42.41
00-00-4071 BOND FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4072 SANITATION PENALTIES/RECONNEC	3,416.87	8,000.00	0.00	3,266.93	4,733.07	40.84
00-00-4076 LIBRARY RECEIPTS	6,016.57	16,000.00	1,458.30	6,492.89	9,507.11	40.58
00-00-4077 SANITATION PROCEEDS	16,698.94	40,000.00	0.00	14,166.83	25,833.17	35.42
00-00-4078 JUVENILE CASE MANAGER-M/C	1,199.78	5,100.00	760.58	2,805.41	2,294.59	55.01
00-00-4080 TEEN COURT (MC)	0.00	1,000.00	80.00	700.00	300.00	70.00
TOTAL FINES & FORFEITURES	124,508.06	295,100.00	29,915.14	122,848.32	172,251.68	41.63

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2013

101-GENERAL FUND

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	0.00	0.00	0.00
TOTAL OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	2,383.07	6,000.00	628.61	3,227.96	2,772.04	53.80
TOTAL INTEREST INCOME	2,383.07	6,000.00	628.61	3,227.96	2,772.04	53.80
<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 BIRD PROJECT RECEIPTS	24,402.63	72,420.00	0.00	13,153.11	59,266.89	18.16
00-00-4414 DEPT OF JUSTICE GRANT REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4415 EMERGENCY MANAGEMENT	0.00	26,800.00	0.00	27,625.68	(825.68)	103.08
00-00-4419 PROPERTY LIEN PAYMENTS	3,945.29	0.00	0.00	468.35	(468.35)	0.00
00-00-4424 PADDLE TRAIL GRANT REIMB	0.00	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	215,116.65	516,280.00	43,023.33	215,116.65	301,163.35	41.67
00-00-4491 WATER/WASTEWATER IN-KIND	221,258.30	531,020.00	44,251.66	221,258.30	309,761.70	41.67
00-00-4492 WASTEWATER IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4493 BEDC IN-KIND	17,083.30	169,080.00	16,589.99	82,949.95	86,130.05	49.06
00-00-4495 CONVENTION CENTER IN-KIND	72,550.00	174,120.00	14,510.00	72,550.00	101,570.00	41.67
00-00-4496 DONATION IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL	562,856.17	1,489,720.00	118,374.98	633,122.04	856,597.96	42.50
<u>MISCELLANEOUS</u>						
00-00-4501 LIBRARY GRANT'S	6,885.00	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	0.00	0.00	2,944.50	(2,944.50)	0.00
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	0.00	0.00	11,625.50	(11,625.50)	0.00
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	1.10	0.00	0.00	0.00	0.00	0.00
00-00-4522 WORKERS COMP. REIMBURSE	0.00	1,000.00	0.00	0.00	1,000.00	0.00
00-00-4523 TML REGION X MEETING	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4524 SPLASHPARK DONATIONS	0.00	0.00	0.00	0.00	0.00	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	21,225.47	20,000.00	40,588.90	46,687.93	(26,687.93)	233.44
00-00-4537 INSURANCE PROCEEDS	24,302.87	0.00	0.00	7,712.50	(7,712.50)	0.00
00-00-4538 BEVERAGE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00

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	13,692.30	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	67,048.54	21,000.00	40,588.90	68,970.43	(47,970.43)	328.43
TRANSFERS-IN						
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	255,625.00	613,500.00	51,125.00	255,625.00	357,875.00	41.67
00-00-4706 TRANSFERS IN - BEDC	47,741.60	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-HOTEL 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	303,366.60	613,500.00	51,125.00	255,625.00	357,875.00	41.67
** TOTAL REVENUE **						
	4,728,685.74	8,331,528.00	914,869.82	4,916,120.88	3,415,407.12	59.01

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 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	1,671.48	5,074.00	403.70	2,069.54	3,004.46	40.79
SUPPLIES & MATERIALS	1,533.03	5,300.00	61.67	1,312.33	3,987.67	24.76
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	2,998.00	8,030.00	561.40	2,586.12	5,443.88	32.21
CONTRACTUAL SERVICES	1,842.00	3,090.00	190.00	954.00	2,136.00	30.87
OTHER CHARGES	3,651.66	17,245.00	1,044.38	3,652.51	13,592.49	21.18
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	11,696.17	38,739.00	2,261.15	10,574.50	28,164.50	27.30
TOTAL LEGISLATIVE	11,696.17	38,739.00	2,261.15	10,574.50	28,164.50	27.30
<u>ORGANIZATIONAL</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	33,147.70	94,430.00	7,996.68	40,140.51	54,289.49	42.51
SUPPLIES & MATERIALS	1,829.44	16,133.00	1,604.07	6,030.32	10,102.68	37.38
MAINTENANCE & REPAIRS	0.00	5,750.00	0.00	1,955.13	3,794.87	34.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	169,595.67	451,130.00	28,754.02	223,429.11	227,700.89	49.53
OTHER CHARGES	143,571.96	353,520.00	52,774.21	118,588.21	234,931.79	33.54
CONTINGENCY	0.00	211,160.00	0.00	0.00	211,160.00	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	348,144.77	1,132,123.00	91,128.98	390,143.28	741,979.72	34.46
TOTAL ORGANIZATIONAL	348,144.77	1,132,123.00	91,128.98	390,143.28	741,979.72	34.46
<u>CITY MANAGER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	104,875.50	281,452.00	21,965.90	109,223.73	172,228.27	38.81
SUPPLIES & MATERIALS	3,396.99	5,340.00	480.61	2,600.26	2,739.74	48.69
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	3,013.54	8,200.00	714.87	2,888.61	5,311.39	35.23
CONTRACTUAL SERVICES	113.28	350.00	46.00	159.79	190.21	45.65
OTHER CHARGES	6,976.19	8,640.00	1,250.58	6,108.10	2,531.90	70.70
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	118,375.50	303,982.00	24,457.96	120,980.49	183,001.51	39.80
TOTAL CITY MANAGER	118,375.50	303,982.00	24,457.96	120,980.49	183,001.51	39.80

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2013

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	26,901.66	69,049.00	5,487.71	27,793.14	41,255.86	40.25
SUPPLIES & MATERIALS	272.02	1,640.00	47.52	469.72	1,170.28	28.64
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	475.85	1,950.00	89.49	411.99	1,538.01	21.13
CONTRACTUAL SERVICES	895.00	6,450.00	0.00	581.45	5,868.55	9.01
OTHER CHARGES	11,945.14	26,495.00	920.00	7,153.17	19,341.83	27.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	40,489.67	105,584.00	6,544.72	36,409.47	69,174.53	34.48
TOTAL CITY SECRETARY	40,489.67	105,584.00	6,544.72	36,409.47	69,174.53	34.48

FINANCE

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	117,174.90	296,000.00	22,897.61	115,113.39	180,886.61	38.89
SUPPLIES & MATERIALS	1,894.27	10,320.00	(64.67)	1,297.71	9,022.29	12.57
MAINTENANCE & REPAIRS	20,443.35	38,980.00	1,254.87	18,825.34	20,154.66	48.29
OCCUPANCY	2,278.08	7,680.00	563.40	2,226.93	5,453.07	29.00
CONTRACTUAL SERVICES	12,969.56	36,840.00	8,691.80	25,934.36	10,905.64	70.40
OTHER CHARGES	2,837.58	9,640.00	184.18	2,733.42	6,906.58	28.35
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	157,597.74	399,460.00	33,527.19	166,131.15	233,328.85	41.59

METER SERVICE

PERSONNEL SERVICES	125,804.76	330,287.00	24,657.13	124,459.15	205,827.85	37.68
SUPPLIES & MATERIALS	11,859.14	31,835.00	1,928.03	9,604.34	22,230.66	30.17
MAINTENANCE & REPAIRS	1,132.20	10,500.00	380.57	504.03	9,995.97	4.80
OCCUPANCY	3,777.38	11,640.00	734.25	3,453.13	8,186.87	29.67
CONTRACTUAL SERVICES	3,561.52	10,440.00	705.76	3,664.60	6,775.40	35.10
OTHER CHARGES	1,354.22	4,740.00	609.19	920.57	3,819.43	19.42
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL METER SERVICE	147,489.22	399,442.00	29,014.93	142,605.82	256,836.18	35.70
TOTAL FINANCE	305,086.96	798,902.00	62,542.12	308,736.97	490,165.03	38.65

HUMAN RESOURCE00-NON-PROGRAM

PERSONNEL SERVICES	34,585.07	90,655.00	6,942.48	35,216.80	55,438.20	38.85
SUPPLIES & MATERIALS	327.01	1,675.00	1.20	184.40	1,490.60	11.01
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	1,090.96	3,320.00	390.65	1,168.78	2,151.22	35.20
CONTRACTUAL SERVICES	11.55	325.00	0.00	39.58	285.42	12.18
OTHER CHARGES	4,446.04	11,685.00	134.92	7,234.52	4,450.48	61.91
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	40,460.63	107,660.00	7,469.25	43,844.08	63,815.92	40.72

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2013

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	40,460.63	107,660.00	7,469.25	43,844.08	63,815.92	40.72
<u>INFORMATION TECHNOLOGY</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	35,165.84	85,578.00	6,656.29	33,617.70	51,960.30	39.28
SUPPLIES & MATERIALS	2,886.62	3,150.00	206.24	1,860.51	1,289.49	59.06
MAINTENANCE & REPAIRS	6,802.73	20,670.00	4,587.67	12,483.98	8,186.02	60.40
OCCUPANCY	2,957.45	7,600.00	261.87	1,885.29	5,714.71	24.81
CONTRACTUAL SERVICES	15,117.85	20,250.00	3,175.84	8,798.25	11,451.75	43.45
OTHER CHARGES	482.81	3,960.00	109.15	1,194.06	2,765.94	30.15
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	63,413.30	141,208.00	14,997.06	59,839.79	81,368.21	42.38
TOTAL INFORMATION TECHNOLOGY	63,413.30	141,208.00	14,997.06	59,839.79	81,368.21	42.38
<u>POLICE</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	133,463.89	343,942.00	25,379.44	130,099.44	213,842.56	37.83
SUPPLIES & MATERIALS	9,994.45	28,495.00	1,491.01	13,438.02	15,056.98	47.16
MAINTENANCE & REPAIRS	3,701.28	30,367.00	1,245.75	2,934.79	27,432.21	9.66
OCCUPANCY	14,494.92	46,964.00	2,774.20	24,110.14	22,853.86	51.34
CONTRACTUAL SERVICES	95,439.26	192,517.00	517.12	48,751.07	143,765.93	25.32
OTHER CHARGES	13,280.35	31,285.00	2,335.39	12,586.84	18,698.16	40.23
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	270,374.15	673,570.00	33,742.91	231,920.30	441,649.70	34.43
<u>CODE ENFORCEMENT</u>						
PERSONNEL SERVICES	17,915.83	46,884.00	3,622.98	18,545.50	28,338.50	39.56
SUPPLIES & MATERIALS	1,008.09	2,600.00	61.39	196.88	2,403.12	7.57
MAINTENANCE & REPAIRS	28.99	300.00	0.00	0.00	300.00	0.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	1,000.00	0.00	380.00	620.00	38.00
OTHER CHARGES	660.78	5,650.00	0.00	32.34	5,617.66	0.57
TOTAL CODE ENFORCEMENT	19,613.69	56,434.00	3,684.37	19,154.72	37,279.28	33.94
<u>EMERGENCY MANAGEMENT</u>						
SUPPLIES & MATERIALS	8.66	800.00	0.00	0.00	800.00	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
OTHER CHARGES	0.00	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	6,810.82	2,800.00	0.00	0.00	2,800.00	0.00

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2013

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	103,043.58	220,434.00	11,431.71	62,068.32	158,365.68	28.16
SUPPLIES & MATERIALS	763.84	9,150.00	(50.99)	1,025.45	8,124.55	11.21
MAINTENANCE & REPAIRS	139.19	1,950.00	105.18	105.18	1,844.82	5.39
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	373.72	3,000.00	0.00	815.27	2,184.73	27.18
OTHER CHARGES	851.80	6,120.00	90.00	300.00	5,820.00	4.90
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE-CID	105,172.13	240,654.00	11,575.90	64,314.22	176,339.78	26.72
<u>POLICE-PATROL</u>						
PERSONNEL SERVICES	405,812.04	1,100,810.00	76,546.27	405,766.18	695,043.82	36.86
SUPPLIES & MATERIALS	28,380.41	70,733.00	64.92	16,548.52	54,184.48	23.40
MAINTENANCE & REPAIRS	12,412.51	23,600.00	2,829.10	12,942.32	10,657.68	54.84
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	2,219.76	9,917.00	410.23	4,120.71	5,796.29	41.55
OTHER CHARGES	4,243.21	10,200.00	626.50	5,662.57	4,537.43	55.52
CAPITAL OUTLAY	0.00	32,000.00	0.00	0.00	32,000.00	0.00
TOTAL POLICE-PATROL	453,067.93	1,247,260.00	80,477.02	445,040.30	802,219.70	35.68
<u>ANIMAL SERVICES</u>						
PERSONNEL SERVICES	15,702.13	41,046.00	0.00	9,944.16	31,101.84	24.23
SUPPLIES & MATERIALS	1,668.96	4,950.00	0.00	372.43	4,577.57	7.52
MAINTENANCE & REPAIRS	0.00	1,200.00	0.00	38.99	1,161.01	3.25
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	0.00	1,425.00	0.00	0.00	1,425.00	0.00
OTHER CHARGES	0.00	12,720.00	150.00	150.00	12,570.00	1.18
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ANIMAL SERVICES	17,371.09	61,341.00	150.00	10,505.58	50,835.42	17.13
TOTAL POLICE	872,409.81	2,282,059.00	129,630.20	770,935.12	1,511,123.88	33.78
<u>FIRE-VOLUNTEER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	9,718.71	15,000.00	0.00	3,099.52	11,900.48	20.66
SUPPLIES & MATERIALS	21,337.36	57,075.00	19,883.00	32,005.49	25,069.51	56.08
MAINTENANCE & REPAIRS	27,498.25	40,500.00	2,477.82	16,052.45	24,447.55	39.64
OCCUPANCY	16,770.31	34,445.00	2,595.84	20,539.32	13,905.68	59.63
CONTRACTUAL SERVICES	22,118.90	24,000.00	0.00	23,084.52	915.48	96.19
OTHER CHARGES	12,947.44	19,425.00	2,979.53	13,789.75	5,635.25	70.99
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	110,390.97	190,445.00	27,936.19	108,571.05	81,873.95	57.01
TOTAL FIRE-VOLUNTEER	110,390.97	190,445.00	27,936.19	108,571.05	81,873.95	57.01

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2013

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	107,704.72	281,602.00	21,332.07	108,379.54	173,222.46	38.49
SUPPLIES & MATERIALS	2,867.14	10,200.00	1,248.81	4,979.53	5,220.47	48.82
MAINTENANCE & REPAIRS	11,865.77	13,600.00	37.81	12,066.60	1,533.40	88.73
OCCUPANCY	4,009.62	8,950.00	711.63	3,465.53	5,484.47	38.72
CONTRACTUAL SERVICES	9,319.45	24,050.00	1,657.95	8,354.01	15,695.99	34.74
OTHER CHARGES	7,070.38	8,261.00	363.50	3,382.13	4,878.87	40.94
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>142,837.08</u>	<u>346,663.00</u>	<u>25,351.77</u>	<u>140,627.34</u>	<u>206,035.66</u>	<u>40.57</u>
TOTAL MUNICIPAL COURT	142,837.08	346,663.00	25,351.77	140,627.34	206,035.66	40.57
<u>PLANNING & DEVELOPMENT</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	126,229.95	427,953.00	25,442.87	128,685.59	299,267.41	30.07
SUPPLIES & MATERIALS	2,780.26	14,570.00	234.26	1,541.75	13,028.25	10.58
MAINTENANCE & REPAIRS	44.48	1,500.00	0.00	62.04	1,437.96	4.14
OCCUPANCY	3,138.84	10,200.00	938.44	3,008.71	7,191.29	29.50
CONTRACTUAL SERVICES	40,244.41	41,200.00	5,473.09	25,025.07	16,174.93	60.74
OTHER CHARGES	22,340.29	42,675.00	1,556.00	27,183.00	15,492.00	63.70
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>194,778.23</u>	<u>538,098.00</u>	<u>33,644.66</u>	<u>185,506.16</u>	<u>352,591.84</u>	<u>34.47</u>
TOTAL PLANNING & DEVELOPMENT	194,778.23	538,098.00	33,644.66	185,506.16	352,591.84	34.47
<u>HEALTH</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	<u>29,594.15</u>	<u>71,050.00</u>	<u>0.00</u>	<u>17,756.49</u>	<u>53,293.51</u>	<u>24.99</u>
TOTAL 00-NON-PROGRAM	<u>29,594.15</u>	<u>71,050.00</u>	<u>0.00</u>	<u>17,756.49</u>	<u>53,293.51</u>	<u>24.99</u>
TOTAL HEALTH	29,594.15	71,050.00	0.00	17,756.49	53,293.51	24.99
<u>PUBLIC WORKS</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	201,628.63	580,973.00	42,665.22	228,823.15	352,149.85	39.39
SUPPLIES & MATERIALS	19,825.15	84,000.00	1,413.70	26,070.38	57,929.62	31.04
MAINTENANCE & REPAIRS	17,684.24	45,500.00	3,609.82	20,769.44	24,730.56	45.65
OCCUPANCY	6,170.44	15,600.00	1,394.25	5,768.67	9,831.33	36.98
CONTRACTUAL SERVICES	39,590.01	41,550.00	1,278.90	13,716.99	27,833.01	33.01
OTHER CHARGES	27,923.21	67,900.00	9,329.44	28,531.13	39,368.87	42.02
CAPITAL OUTLAY	0.00	117,390.00	0.00	0.00	117,390.00	0.00
TOTAL ADMINISTRATION	312,821.68	952,913.00	59,691.33	323,679.76	629,233.24	33.97

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2013

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	37,504.13	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	1,265.06	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	967.54	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	288.53	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	50.00	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	40,538.97	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	313.75	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	313.75	39,500.00	0.00	0.00	39,500.00	0.00
<u>PARKS</u>						
PERSONNEL SERVICES	178,267.33	505,327.00	38,480.57	197,730.22	307,596.78	39.13
SUPPLIES & MATERIALS	13,694.14	40,870.00	848.96	13,653.40	27,216.60	33.41
MAINTENANCE & REPAIRS	16,819.68	41,450.00	2,533.37	20,022.33	21,427.67	48.30
OCCUPANCY	19,937.29	65,800.00	4,244.55	25,522.70	40,277.30	38.79
CONTRACTUAL SERVICES	3,849.44	9,880.00	373.24	3,845.81	6,034.19	38.93
OTHER CHARGES	1,412.45	6,550.00	752.86	2,908.74	3,641.26	44.41
CAPITAL OUTLAY	<u>25,826.15</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PARKS	259,806.48	669,877.00	47,233.55	263,683.20	406,193.80	39.36
<u>BUILDING MAINTENANCE</u>						
PERSONNEL SERVICES	57,847.21	152,880.00	11,548.44	60,569.31	92,310.69	39.62
SUPPLIES & MATERIALS	3,653.80	9,100.00	10.15	1,596.20	7,503.80	17.54
MAINTENANCE & REPAIRS	1,013.56	3,600.00	452.22	481.07	3,118.93	13.36
OCCUPANCY	156.97	472.00	26.93	125.66	346.34	26.62
CONTRACTUAL SERVICES	739.39	1,690.00	151.67	1,049.23	640.77	62.08
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>63,410.93</u>	<u>167,852.00</u>	<u>12,189.41</u>	<u>63,821.47</u>	<u>104,030.53</u>	<u>38.02</u>
TOTAL PUBLIC WORKS	676,891.81	1,830,142.00	119,114.29	651,184.43	1,178,957.57	35.58

LIBRARY

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 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	185,040.17	494,330.00	37,426.70	190,031.77	304,298.23	38.44
SUPPLIES & MATERIALS	22,581.86	52,420.00	4,105.80	23,772.13	28,647.87	45.35
MAINTENANCE & REPAIRS	3,372.33	11,150.00	401.64	3,996.06	7,153.94	35.84
OCCUPANCY	12,224.19	35,020.00	2,217.22	11,360.52	23,659.48	32.44
CONTRACTUAL SERVICES	11,730.30	19,650.00	184.00	10,432.80	9,217.20	53.09
OTHER CHARGES	2,570.56	11,370.00	4,066.69	7,062.20	4,307.80	62.11
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>237,519.41</u>	<u>623,940.00</u>	<u>48,402.05</u>	<u>246,655.48</u>	<u>377,284.52</u>	<u>39.53</u>
TOTAL LIBRARY	237,519.41	623,940.00	48,402.05	246,655.48	377,284.52	39.53
*** TOTAL EXPENSES ***	3,192,088.46	8,510,595.00	593,480.40	3,091,764.65	5,418,830.35	36.33
REVENUES OVER/(UNDER) EXPENDITURES	1,536,597.28	(179,067.00)	321,389.42	1,824,356.23	(2,003,423.23)	1,018.81-
*** END OF REPORT ***						

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 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	437,214.09	1,231,950.00	86,839.20	454,863.48	777,086.52	36.92
00-00-4102 WATER SALES-COMMERCIAL	369,903.95	1,007,970.00	72,061.29	402,669.76	605,300.24	39.95
00-00-4103 WATER SALES-PUBLIC AUTH	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4150 PENALTIES	14,095.88	30,000.00	2,005.78	12,420.41	17,579.59	41.40
00-00-4152 WATER TAPPING FEES	2,200.00	1,000.00	3,225.00	7,150.00	(6,150.00)	715.00
00-00-4154 WATER SERVICE FEES	12,297.50	26,000.00	1,200.00	5,320.15	20,679.85	20.46
00-00-4155 SANITATION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4156 OTHER	4,800.00	100.00	0.00	0.00	100.00	0.00
00-00-4161 SPECIAL PROJECT REIMB	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER REVENUES	840,511.42	2,297,020.00	165,331.27	882,423.80	1,414,596.20	38.42
<u>WASTEWATER REVENUES</u>						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	294,436.38	815,330.00	66,021.16	326,216.69	489,113.31	40.01
00-00-4202 WASTEWATER SALES-COMMERCIAL	226,626.66	618,220.00	50,822.74	253,988.73	364,231.27	41.08
00-00-4203 WASTEWATER SALES-PUBLIC AUTHO	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4250 PENALTIES	8,697.86	19,000.00	1,540.96	8,648.87	10,351.13	45.52
00-00-4252 SEWER TAPPING FEES	0.00	1,000.00	0.00	375.00	625.00	37.50
00-00-4253 SEPTIC TANK DUMP FEES	42,812.46	100,000.00	10,251.61	41,658.51	58,341.49	41.66
00-00-4256 OTHER	0.00	100.00	0.00	0.00	100.00	0.00
TOTAL WASTEWATER REVENUES	572,573.36	1,553,650.00	128,636.47	630,887.80	922,762.20	40.61
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	671.45	1,600.00	294.64	1,808.49	(208.49)	113.03
00-00-4401 INTEREST RECEIPTS	671.45	1,600.00	0.00	0.00	1,600.00	0.00
TOTAL INTEREST INCOME	1,342.90	3,200.00	294.64	1,808.49	1,391.51	56.52
<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	47.50	3,000.00	50.00	2,150.00	850.00	71.67
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	5,943.45	11,000.00	1,826.96	8,540.21	2,459.79	77.64
00-00-4548 LCRA/WCID	18,526.03	66,000.00	5,665.80	25,716.42	40,283.58	38.96
00-00-4549 DON STEWART/VICTORIA BANK REI	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	37,968.66	81,100.00	7,542.76	36,416.63	44,683.37	44.90

CITY OF BASTROP
 FINANCIAL STATEMENT
 AS OF: FEBRUARY 28TH, 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 TRANSFERS 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 **	<u>1,452,396.34</u>	<u>3,934,970.00</u>	<u>301,805.14</u>	<u>1,551,536.72</u>	<u>2,383,433.28</u>	<u>39.43</u>

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 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	299,716.73	851,195.00	59,258.55	301,845.20	549,349.80	35.46
SUPPLIES & MATERIALS	19,032.09	55,115.00	1,454.06	16,184.53	38,930.47	29.37
MAINTENANCE & REPAIRS	6,684.03	20,610.00	498.23	6,374.98	14,235.02	30.93
OCCUPANCY	8,177.34	19,200.00	1,834.33	8,209.28	10,990.72	42.76
CONTRACTUAL SERVICES	275,595.31	796,120.00	49,980.62	264,191.50	531,928.50	33.18
OTHER CHARGES	11,669.18	32,450.00	1,163.29	11,490.33	20,959.67	35.41
CONTINGENCY	0.00	10,000.00	0.00	0.00	10,000.00	0.00
CAPITAL OUTLAY	36,137.46	65,000.00	0.00	19,880.00	45,120.00	30.58
TRANSFERS OUT	254,166.60	755,000.00	62,916.66	314,583.30	440,416.70	41.67
TOTAL ADMINISTRATION	911,178.74	2,604,690.00	177,105.74	942,759.12	1,661,930.88	36.19
<u>W/WW DISTRIBUT/COLLECT</u>						
SUPPLIES & MATERIALS	1,880.57	10,600.00	184.12	1,127.79	9,472.21	10.64
MAINTENANCE & REPAIRS	58,059.92	166,600.00	11,819.66	67,188.99	99,411.01	40.33
OCCUPANCY	16,973.68	40,000.00	3,251.85	15,964.50	24,035.50	39.91
CONTRACTUAL SERVICES	1,393.20	33,181.00	649.10	3,182.45	29,998.55	9.59
OTHER CHARGES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
CAPITAL OUTLAY	4,500.00	2,569.00	0.00	2,569.00	0.00	100.00
TOTAL W/WW DISTRIBUT/COLLECT	82,807.37	254,450.00	15,904.73	90,032.73	164,417.27	35.38
<u>WATER PRODUCTION/TREAT</u>						
SUPPLIES & MATERIALS	6,125.16	23,500.00	725.98	6,899.85	16,600.15	29.36
MAINTENANCE & REPAIRS	20,417.79	86,000.00	9,185.95	37,625.28	48,374.72	43.75
OCCUPANCY	33,678.80	80,000.00	4,231.85	33,494.38	46,505.62	41.87
CONTRACTUAL SERVICES	34,516.96	102,300.00	4,927.27	33,424.01	68,875.99	32.67
CAPITAL OUTLAY	17,366.18	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PRODUCTION/TREAT	112,104.89	291,800.00	19,071.05	111,443.52	180,356.48	38.19
<u>WW TREATMENT PLANT</u>						
SUPPLIES & MATERIALS	11,165.43	29,800.00	584.43	7,361.15	22,438.85	24.70
MAINTENANCE & REPAIRS	32,681.35	97,100.00	10,446.07	41,206.56	55,893.44	42.44
OCCUPANCY	28,944.45	70,000.00	8,899.10	36,927.20	33,072.80	52.75
CONTRACTUAL SERVICES	29,366.50	62,000.00	2,876.00	22,090.60	39,909.40	35.63
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WW TREATMENT PLANT	102,157.73	258,900.00	22,805.60	107,585.51	151,314.49	41.55
TOTAL WATER/WASTEWATER DEPT.	1,208,248.73	3,409,840.00	234,887.12	1,251,820.88	2,158,019.12	36.71
*** TOTAL EXPENSES ***	1,208,248.73	3,409,840.00	234,887.12	1,251,820.88	2,158,019.12	36.71

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2013

202-WATER/WASTEWATER FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUES OVER/(UNDER) EXPENDITURES	244,147.61	525,130.00	66,918.02	299,715.84	225,414.16	57.07

*** END OF REPORT ***

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 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	808,838.11	2,312,000.00	94,764.52	835,831.42	1,476,168.58	36.15
TOTAL TAXES & PENALTIES	808,838.11	2,312,000.00	94,764.52	835,831.42	1,476,168.58	36.15
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST EARNED	1,496.34	3,000.00	201.93	1,297.99	1,702.01	43.27
TOTAL INTEREST INCOME	1,496.34	3,000.00	201.93	1,297.99	1,702.01	43.27
<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	0.00	0.00	5,231.96	(5,231.96)	0.00
00-00-4529 LCRA HISTORICAL VIDEO GRANT	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	0.00	0.00	0.00	5,231.96	(5,231.96)	0.00
** TOTAL REVENUE **	810,334.45	2,315,000.00	94,966.45	842,361.37	1,472,638.63	36.39

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 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	431,041.59	1,095,500.00	406.00	615,895.03	479,604.97	56.22
OTHER CHARGES	15,894.56	45,000.00	0.00	0.00	45,000.00	0.00
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	426,533.30	1,174,500.00	97,875.00	489,375.00	685,125.00	41.67
TOTAL 00-NON-PROGRAM	873,469.45	2,315,000.00	98,281.00	1,105,270.03	1,209,729.97	47.74
TOTAL HOTEL/MOTEL TAX FUND	873,469.45	2,315,000.00	98,281.00	1,105,270.03	1,209,729.97	47.74
*** TOTAL EXPENSES ***	873,469.45	2,315,000.00	98,281.00	1,105,270.03	1,209,729.97	47.74
REVENUES OVER/(UNDER) EXPENDITURES	(63,135.00)	0.00	(3,314.55)	(262,908.66)	262,908.66	0.00

*** END OF REPORT ***

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Discussion, consideration and possible action on a Variance to Subdivision Regulations Section 5.40 Sidewalks, to not require sidewalks to be built along Loop 150 East for Pine Vista Subdivision within the city limits of Bastrop, Texas.**

2. Party Making Request: **CAB Bastrop Properties, Inc. Amy Bruder**

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

Variances to the City's Subdivision Ordinance take City Council approval or denial.

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) _____

8. Staff Recommendation: **Staff recommends denial of this variance to Section 5.40, Sidewalks, and hopes to continue to work with the landowner and TxDOT on a more affordable option for development.**

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

City of Bastrop**Agenda Information Sheet:****City Council Meeting Date:****March 26, 2013**

Project Description:

Discussion, consideration and possible action to approve a Variance to Subdivision Regulation Section 5.40 Sidewalks for Pine Vista Subdivision being approximately 8.858 acres within the Bastrop Town Tract Abstract #11. The property is located at 2401 Loop 150 East in the city limits of Bastrop, Texas.

Item Summary:

Owner: CAB Bastrop Properties, Inc. Amy Bruder
Agent: B-Squared Engineering – Brian Baird, P.E.
Location: Located in the City Limits
Utilities: City water, sewer, and electric
Zoning: C1, Commercial-1
Land Use Plan: Light Commercial

Background:

The Final Plat for Pine Vista Commercial Subdivision was approved October 23, 2012. Site development plans have been submitted for both Lots 1 and 2 and staff is currently reviewing those proposed developments.

Issues/Variance:

In accordance with Section 9, Variance, Subdivision Ordinance, the applicant is asking for a variance to the sidewalk requirements Section 5.40. City Council can vary/authorize departures from the code “without destroying the intent of such provisions.”

Sidewalks are required in the subdivision process in accordance with Section 5.40. Sidewalks abutting business shall be a minimum width of six (6) feet.

Sidewalks are an important component in the overall transportation network. This segment of pedestrian connectivity is also identified on the City’s 2007 Parks Master Plan. This segment of sidewalk would be part of the trail to connect the Bastrop State Park with downtown.

According to the “Grading/Retaining Wall Exhibit” provided there are two walls required to support the proposed site design which vary from 0 to 10 feet and 1 to 12 feet.

Although topography constraints (slopes etc.) exist on the property, some of the earthwork and retaining walls appears to be necessitated partially by the site design rather than solely the sidewalk requirement. City policy for maximum earthwork grades without stabilization is 3:1 (three horizontal feet for every one foot vertical rise). In order to create a flat area for the sidewalk and not construct the maximum grade across a 6 foot wide space would equate to a 2 foot vertical wall.

According to contours shown on the exhibits, the SH 21 road slope appears to be approximately 1:12. Texas Department of Licensing and Regulation (TDLR) Administrative Rule 68.102 allow sidewalks to match the longitudinal slope of the roadway. It appears the proposed facility has a slope of approximately 1:12.

Additionally staff has discussed grading extending into the ROW with TxDOT. TxDOT indicated they would evaluate the ability to allow grading within the ROW with intent of providing sidewalks along SH 21. Grading within the ROW from the proposed sidewalk edge to edge of TxDOT valley gutter adjacent to SH 21 would eliminate the wall shown closest to the roadway. This was discussed following the submittal of the variance and accompanying exhibits. It should be noted that this retaining wall closest to the roadway was not shown in the latest Site Development Submittal package to the Planning Department.

Special/Financial Considerations: Construction costs for 800 linear feet of 6 foot wide sidewalk was estimated as \$21,120 by the Owner's engineer.

Comments: Ten (10) adjacent property owner notifications were mailed 3/8/2013. No public comments have been received.

Staff Recommendation:

Staff recommends denial of the variance to Section 5.40, Sidewalks and hope to continue to work with the landowner and TxDOT on a more affordable option for development.

City Contact:

Melissa M. McCollum, AICP, LEED AP, Director
Planning and Development Department

Attachments:

Variance letter of support, existing contour and proposed grading exhibits from applicant.

March 6, 2013

Mr. Terry Orr, Mayor
1109 Pecan Street
P.O. Box 427
Bastrop, Texas 78602

Mr. Joe Beal, Mayor ProTem
1311 Pecan Street
Bastrop, Texas 78602

Mr. Willie DeLaRosa, Council Member
407 Oak Street
Bastrop, Texas 78602

Mr. Ken Kesselus, Council Member
1301 Church Street
Bastrop, Texas 78602

Ms. Kay Garcia McAnally, Council Member
1505 Main Street
Bastrop, Texas 78602

Mr. Dock Jackson, Council Member
P.O. Drawer X
Bastrop, Texas 78602

**RE: Lot 1 and Lot 2, Pine Vista Commercial Subdivision Ordinance
Variance to Subdivision Ordinance, Chapter 10, Section 5.40 (Sidewalks)**

Dear Mr. Mayor and Council Members:

I am writing in regards to our new business location at 2401 Loop 150 Bastrop, Texas. We have concerns about the city ordinance requiring us to install a 6' wide sidewalk along our frontage with Loop 150.

Our major concern is due to the physical characteristics of the terrain in the Pine Vista Commercial Subdivision. Existing conditions in the proposed sidewalk alignment present us with running slopes in excess of 12% and cross slopes in excess of 15%. An ADA compliant sidewalk cannot have running slopes in excess of 5% and cross slopes in excess of 2%. As designed, the earthwork required to construct an ADA compliant sidewalk will require up to 12 feet of cut in the sidewalk alignment. Two retaining walls would be required, one on each side of the sidewalk. . Adjusting the grades to serve an ADA compliant sidewalk parallel to the Loop 150 ROW will require a 290 linear feet of 0 – 10 foot tall retaining wall on the south side of the sidewalk and 330 linear feet of 0-12 foot tall retaining wall on the north side. The estimated cost of the sidewalk is in excess of \$100,000.

Because of our concerns, we are requesting a variance to the Subdivision Ordinance, Chapter 10, Section 5.40, eliminating the sidewalk. We also request that the project reviews for the H2O Ice House and Pine Vista Restaurant Site Plans keep proceeding while the variance is being considered..

I have attached two exhibits, one showing existing conditions along the sidewalk alignment, and one showing the proposed H2O Site Plan Grading Plan, including the retaining walls discussed in this letter.

You may contact me at (512) 304-5357 with any general questions, or you may call our Engineer, Brian Baird at (512) 569-0743 if you have any engineering questions.

Sincerely,



Amy Bruder, Owner
Roadhouse Restaurant

Attachments



ENGINEER'S ESTIMATE OF PROBABLE COST
Pine Vista Commercial Subdivision Variance Request

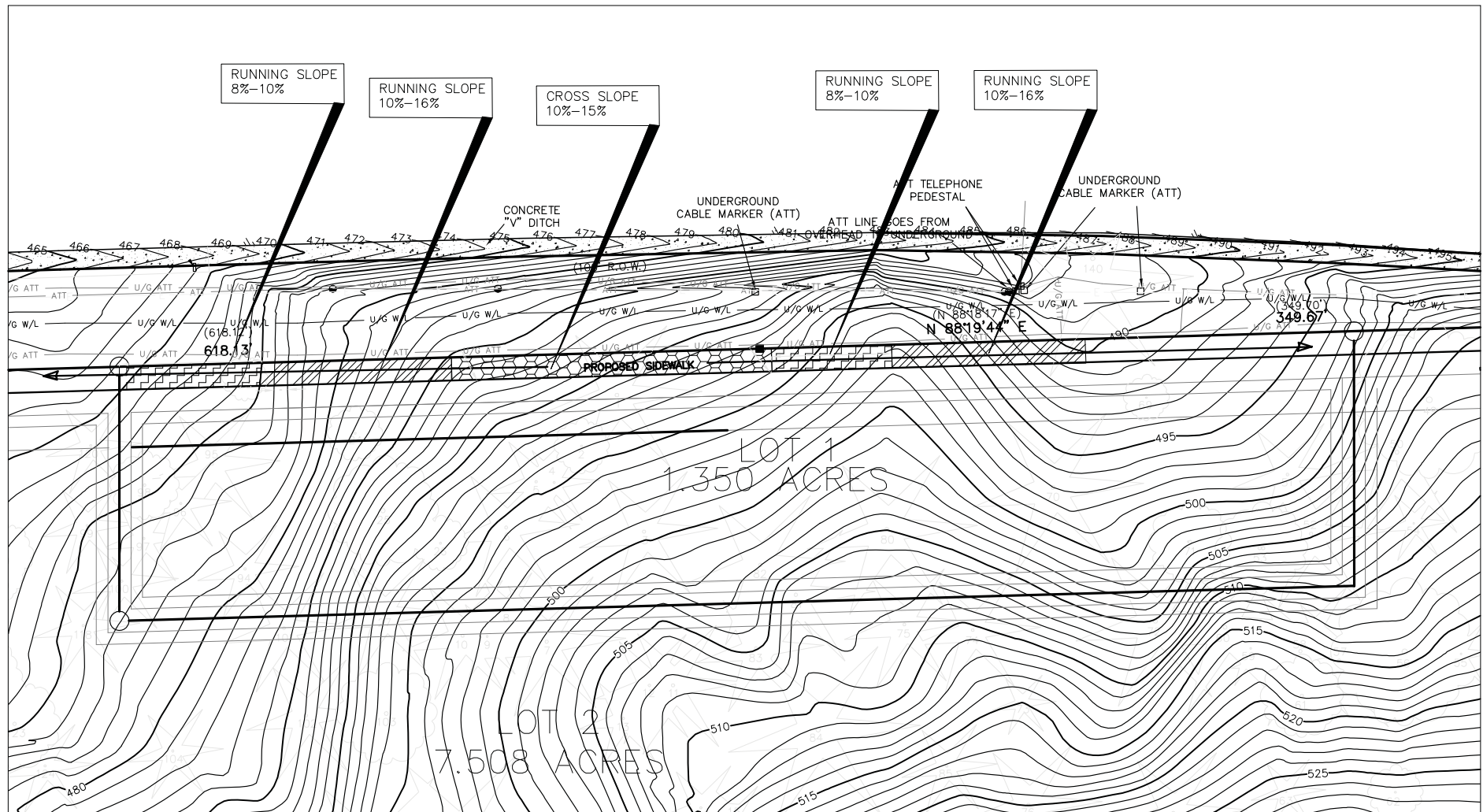
		QUANTITY	UNIT	UNIT COST	AMOUNT
	Retaining Wall				
1	Concrete	220	CY	\$ 85.00	\$ 18,700.00
2	Rebar	11.75	TN	\$ 600.00	\$ 7,050.00
3	Form Work	20500	SF	\$ 2.50	\$ 51,250.00
4	Earthwork (Cut)	102	CY	\$ 20.00	\$ 2,040.00
5	880 Linear Feet 6 ft Wide Commercial Sidealk	5280	SF	\$ 4.00	\$ 21,120.00
				TOTAL	\$ 100,160.00
				110% of Total	\$ 110,176.00
	I hereby certify that this estimate is accurate to the best of my knowledge.				





SCALE = 1:40

B-Squared Engineering
Firm Registration No. 11934



LOT 1 PINE VISTA COMMENRCIAL SUBDIVISION

**2401 LOOP 150
BASTROP, TEXAS**

EXISTING CONDITIONS & SLOPE EXHIBIT

SCALE = 1:40

Drawn: BRB

Date: 3/5/13

B

B-Squared Engineering

Firm Registration No. 11934

CITY OF BASTROP

AGENDA ITEM **D.8****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: March 21, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion an possible action on a conversation with representatives of the Bastrop Main Street Board, the Historic Landmark Commission, the Planning and Zoning Commission and the Zoning Board of Adjustment regarding calling for a Planning Initiative focused on a unified vision and Form-based Codes and concentrating on the goals of these City Boards and Commissions.**

2. Party Making Request: **Council Member Ken Kesselus**

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

Council Member Ken Kesselus has requested an opportunity for him and the Council to have a conversation with the above referenced City Boards and Commissions on the recent resolutions they submitted to the City Council for your consideration. The resolutions are attached for your review.

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: _____

Mike Talbot

From: kesselus@juno.com
Sent: Monday, March 18, 2013 5:09 PM
To: Mike Talbot; Terry Orr Personal; Teresa Valdez
Subject: agenda item for next regular meeting

Resolution for the next council meeting:

In light of requests from the Bastrop Main Street Program, Historic Landmark Commission, Planning and Zoning Commission, and Zoning Board of Adjustment calling for a planning initiative focused on a unified vision and form based codes and concentrating on the goals of these four city entities, that the council authorize the mayor to establish an ad hoc task force to consider the planning initiative.

The task force will be composed of two representatives from each of the Bastrop Main Street Program, Historic Landmark Commission, Planning and Zoning Commission, and Zoning Board of Adjustment and chosen by the entities, as well as two members of the city council appointed by the mayor, and as many as three at-large members selected by the mayor to insure geographic and demographic representation.

The task force will choose its own chair and set agendas and following the purpose of creating a planning initiative focused on a unified vision and form based codes and concentrating on the goals of the Bastrop Main Street Program, Historic Landmark Commission, Planning and Zoning Commission, and Zoning Board of Adjustment. The city manager will make available staff members to provide information and support. When it is ready, the task force will report its finding to the council, but it can also make progress reports at any time.

Ken Kesselus
512-940-7897

Bastrop Main Street Program
Form Based Codes Resolution

WHEREAS, the mission of the Bastrop Main Street Program (BMSP) is *to serve as a catalyst for the continued revitalization, preservation and economic health of our historic downtown area through collaboration with other organizations and use of community resources and volunteer insights, talents and energies within the Four Points: organization, design, economic restructuring and promotions, and*

WHEREAS, the purpose of the BMSP Advisory Board is to encourage volunteer participation in the BMSP downtown revitalization program; to establish goals and priorities for the BMSP; to evaluate the progress of said goals and priorities; to develop and oversee programs for economic restructuring, design, organization, and promotion in the BMSP area; and to coordinate activities coinciding with the BMSP mission, and

WHEREAS, since the establishment of the Bastrop Main Street Program there has been \$20.5 million in reinvestment in the program area and the creation of 162 jobs, and

WHEREAS, new and unique uses for a number of the buildings in the BMSP area are being requested, and

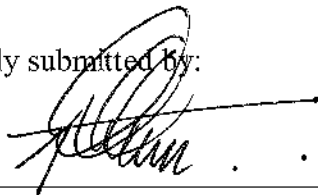
WHEREAS, the current fourteen Use Based Zoning Codes in the BMSP area create confusion and hinder the continued economic growth and development of the area, and

WHEREAS, experts who have assessed Bastrop's economic potential have urged a revamp of the City's often cumbersome zoning ordinances in the context of a unified vision for Downtown Bastrop,

NOW, THEREFORE BE IT RESOLVED, that the Bastrop Main Street Program Advisory Board hereby formally urges and requests that the Bastrop City Council sets as a priority the process needed for consideration of a planning initiative that focuses all the goals of BMSP and the Greater Downtown into a single vision, and encourages a Form Based Zoning in lieu of a Usage Based Zoning to initiate that vision.

Passed unanimously on March 4, 2013 by the Bastrop Main Street Program Advisory Board.

Respectfully submitted by:



Steve Dewire, President
Bastrop Main Street Advisory Board

Historic Landmark Commission Form Based Codes Resolution

WHEREAS, the Bastrop Historic Landmark Commissions purpose and intent is to protect and enhance the landmarks which represent distinctive elements of the City of Bastrop's historic, architectural and cultural heritage; and

WHEREAS, the Bastrop Historic Landmark Commission fosters civic pride in the accomplishments of the past; and

WHEREAS, the Bastrop Historic Landmark Commission protects and enhances Bastrop's attractiveness to visitors, thereby supporting and stimulating the economy; and

WHEREAS, the Bastrop Historic Landmark Commission insures the harmonious, orderly and efficient growth and development of the City; and

WHEREAS, the Bastrop Historic Landmark Commission promotes economic prosperity and welfare of the community by encouraging the most appropriate use of such property within the city; and

WHEREAS, the Bastrop Historic Landmark Commission encourages stabilization, restoration and improvements of such properties and their values; and

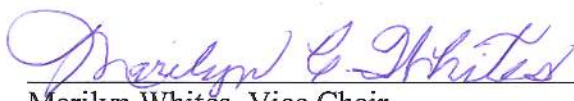
WHEREAS, the Bastrop Historic Landmark Commission has designated ninety-nine (99) Significant Landmarks and seventy-five (75) Historic Landmarks through its voluntary program; and

WHEREAS, since its establishment the Historic Landmark Commission continues to increase the awareness of Bastrop's long and significant history and provide recognition and honor for its designated properties.

NOW, THEREFORE BE IT RESOLVED, that the Bastrop Historic Landmark Commission hereby formally urges and requests that the Bastrop City Council sets as a priority the process needed for consideration of a planning initiative that focuses the goals of the Bastrop Main Street Program, Historic Landmark Commission, Board of Adjustment and the Planning and Zoning Commission into a single vision, and a Form Based Zoning in lieu of Usage Based Zoning Codes to initiate that vision.

Passed unanimously on February 27, 2013 by the Bastrop Historic Landmark Commission.

Respectfully submitted by:



Marilyn Whites, Vice Chair
Bastrop Historic Landmark Commission

Planning and Zoning Commission Form Based Codes Resolution

WHEREAS, the Planning and Zoning Commission is an advisory body to the City Council; and

WHEREAS, the Planning and Zoning Commission makes recommendations regarding amendments to the Comprehensive Plan, changes in zoning, and the zoning to be given to newly annexed areas; and

WHEREAS, the Planning and Zoning Commission must determine whether uses permitted by a proposed zoning change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole; and

WHEREAS, the Planning and Zoning Commission makes recommendations regarding the approval of plats of subdivision; and

WHEREAS, the Planning and Zoning Commission serves in an advisory capacity on any planning related item(s) in the City; and

WHEREAS, the Planning and Zoning Commission routinely receives numerous requests for zoning changes or Conditional Use Permits throughout the city; and

WHEREAS, during its consideration of these applications, the Planning and Zoning Commission has often identified challenges when applying the current zoning ordinance to a variety of unique circumstances; and

WHEREAS, experts have assessed Bastrop's economic potential and have urged a reconsideration and revision of the City's often cumbersome zoning ordinances; and

WHEREAS, the Planning and Zoning Commission desires to encourage greater efficiency and certainty in the planning and zoning process;

NOW, THEREFORE BE IT RESOLVED, that the Planning and Zoning Commission hereby formally urges and requests that the Bastrop City Council set as a priority the process needed for consideration of a planning initiative that focuses the goals of the Bastrop Main Street Program, Historic Landmark Commission, Board of Adjustment and the Planning and Zoning Commission into a single vision, and a Form Based Zoning in lieu of Usage Based Zoning Codes to initiate that vision.

Passed unanimously on February 28, 2013 by the Planning and Zoning Commission.

Respectfully submitted by:



Lisa Patterson, Chair
Planning and Zoning Commission

Zoning Board of Adjustment Form Based Code Resolution

WHEREAS, the Bastrop Zoning Board of Adjustment was created and established to hear appeals from administrative decisions regarding zoning, and in appropriate cases, subject to appropriate conditions and safeguards, may authorize variances from the terms of the City of Bastrop Zoning Ordinance; and

WHEREAS, Zoning Board of Adjustment may authorize a variance from the Zoning Ordinance regulations when, in its opinion, undue hardship will result from requiring strict compliance; and

WHEREAS, the Zoning Board of Adjustment in granting a variance prescribes only those conditions that it deems necessary to or desirable in the public interest; and

WHEREAS, the Zoning Board of Adjustment takes into account the nature of the proposed use of the land involved and existing uses of land in the vicinity; and

WHEREAS, the Zoning Board of Adjustment takes into account the number of persons who will reside or work in the proposed use and the probable effect of such variance upon traffic conditions; and

WHEREAS, the Zoning Board of Adjustment takes in account public health, safety, convenience and welfare in the vicinity; and

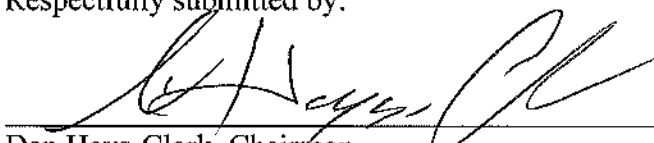
WHEREAS, the Zoning Board of Adjustment received 16 requests for variances to the Zoning Ordinance in 2011, 2012 and 2013; and

WHEREAS, experts have assessed Bastrop's economic potential and have urged a revamp of the City's obsolete zoning ordinances.

NOW, THEREFORE BE IT RESOLVED, that the Bastrop Zoning Board of Adjustment supports the Planning and Development's Mission and Purpose; we hereby request that the Bastrop City Council prioritize the process needed for consideration of a planning initiative that focuses the goals of the Bastrop Main Street Program, Historic Landmark Commission, Board of Adjustment and the Planning and Zoning Commission into a unified vision, and a Form Based Zoning in lieu of Usage Based Zoning Codes to initiate that vision.

Passed unanimously on March 6, 2013 by the Bastrop Zoning Board of Adjustment.

Respectfully submitted by:



Dan Hays-Clark, Chairman
Bastrop Zoning Board of Adjustment

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2013

MEETING DATE: March 26, 2013

1. Agenda Item: **Consideration, discussion and possible action on approval of first reading of a Resolution of the City Council of Bastrop approving a project, using funds provided by the Bastrop Economic Development Corporation, in an amount exceeding \$10,000.**
2. Party Making Request: **Dave Quinn, BEDC Executive Director**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

On March 11, 2013, the Bastrop Economic Development Corporation Board of Directors approved the development agreement on the “JAMCo Project”, to be built in the Bastrop Business & Industrial Park. The project will be funded through bonds issued in conjunction with a City of Bastrop bond package.

4. Policy Implication: _____
5. Budgeted: _____ Yes _____ **X** 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: _____

RESOLUTION NO. R-2013-__

**A RESOLUTION OF THE CITY COUNCIL OF BASTROP, TEXAS,
APPROVING A PROJECT, USING FUNDS PROVIDED BY THE BASTROP
ECONOMIC DEVELOPMENT CORPORATION, IN AN AMOUNT EXCEEDING
\$10,000.**

WHEREAS, the Board of the Bastrop Economic Development Corporation (“BEDC”) met on March 11, 2013, and at that time took formal action to support and provide funds for various projects; and

WHEREAS, Section 4B(3), of the Texas Economic Development Act, mandates that prior to the BEDC funding a project involving an expenditure by the BEDC of more than \$10,000, per project, the City Council shall adopt a Resolution authorizing the project, which Resolution shall be read by the City Council, on two separate occasions; and

WHEREAS, the City has reviewed the March 11, 2013, actions of the BEDC related to the project noted herein below, has considered and evaluated that project, and has found it meritorious of the Council’s approval.

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

- (1) The City Council of the City of Bastrop, Texas, hereby approves the following project, which had been approved for funding by the BEDC:
 - a. To fund a project (the “JAMCo Project”) in the Bastrop Business & Industrial Park in an amount not to exceed \$1,300,000.
- (2) The City Manager is hereby authorized to convey a copy of this Resolution of approval, as appropriate.
- (3) That this Resolution shall take effect immediately from and after its passage, and is accordingly so resolved.

READ and ACKNOWLEDGED on First Reading on the 26th of March 2013.

READ and ADOPTED on Second Reading on the ____ day of April 2013.

APPROVED:

Terry Orr, Mayor

ATTEST:

Teresa Valdez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown, City Attorney