

**NOTICE OF REGULAR MEETING
BASTROP CITY COUNCIL
February 12, 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 **February 12, 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:
 - A. Character Education – Bastrop student
 - B. Government Finance Officers Association of the United States & Canada Certificate of Achievement for Excellence in Financial Reporting – Mike Talbot
 - C. Recognition of City Employees: Darren Gilbert and Daniel Ramos
 - D. Texas State Library & Archives Commission Certificate of Course Completion by Melissa Bullara & Linda Jenkins – Mike Talbot
4. Proclamations
5. Announcements

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

- A. Meetings and Events Attended:
 1. Bastrop Main Street Advisory Board Planning Retreat of January 26, 2013.
 2. Bastrop Planning and Zoning Commission Meeting of January 31, 2013.
 3. Bastrop Board of Adjustment Meeting of February 6, 2013.
 4. Bastrop Parks Board Meeting of February 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. Parks Board's work on the proposed skate park.
 5. Well Drilling Project for additional water supply in Mayfest Park.
 6. Review of proposed Improvements on the outside area West of the Convention Center Facility.
 7. City of Bastrop hosting the State of Texas Arbor Day in the City on April 26, 2013.
 8. Bastrop Marketing Corporation Quarterly Report.
 9. TML Region 10 Meeting on March 21, 2013.
 10. Proposed calendar for Community Support Funding and Hotel Occupancy Tax (HOT) Revenue Funding.
 11. Water main leak at Loop 150 and Alley B.
 12. Proposed "River Terrace Project" at Hunters Crossing Planned Development Lot 9 by the JHS Holdings Group of Columbia, Missouri.
 13. Bastrop Main Street Advisory Board Planning Retreat of January 26, 2013.
 14. Bastrop Parks Board Planning Retreat scheduled for February 16, 2013.
 15. Drafting an Agreement for loan of aerial photo donated to the City by Judge R.L. Batts.
- 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 January 8 th , 15 th & 29 th , 2013.	A.1	14	Teresa Valdez
A.2 Approval of the Special Event Permit submitted in the Application received from the National MS Society to host "BP MS 150 Bike Tour" on Sunday, April 21, 2013, traveling down Chestnut Street to the Bastrop Intermediate School grounds on Old Austin Highway and from there to Highway 71 westward to Austin.	A.2	35	Trey Job
A.3 Approval of Contract for Election Services between Bastrop County Elections Administrator and the City of Bastrop.	A.3	48	Teresa Valdez
A.4 Approval of Agreement to Conduct Joint Election between the City of Bastrop and Bastrop Independent School District for the May 11, 2013 Election.	A.4	62	Teresa Valdez
A.5 Adoption of a Resolution calling for and establishing procedure for a General Election, Bastrop, Texas.	A.5	66	Teresa Valdez
A.6 Approval of revision of Bastrop Library Collection Development Policy.	A.6	70	Mickey DuVall
A.7 Approval of revised Bastrop Library Patron Behavior Policy.	A.7	84	Mickey DuVall
A.8 Approval of waiver of fee for hanging banner per request from Bastrop Area Livestock Show & Fair Association.	A.8	87	Phyllis Mathison
A.9 Approval of the Special Event Permit submitted in the Application received from The Official Texas Star Trail Ride, Inc., to host "Texas Star Trail Ride" on Wednesday, March 6, 2013 and Thursday, March 7, 2013. (Riders will camp inside Mayfest Park with the trail ride leaving Bastrop traveling through town on Chestnut Street to outside the City limits via North Main.)	A.9	90	Trey Job
A.10 Approval of the Special Event Permit submitted in the Application received from the Bastrop Business Women's Club to host "Pine Street Market Days" on the second Saturday of every month from April through December 2013, to include the Saturdays of Yesterfest, Veteran's Day, and Christmas Parade if they fall other than on a second Saturday, and also requesting permission to extend vendor slots onto Water Street between Pine Street and Walnut Street on these three Saturdays.	A.10	101	Trey Job
A.11 Approval of the XS Ranch Phase 1-A Preliminary Plat within the City of Bastrop Texas Extra Territorial Jurisdiction (ETJ).	A.11	110	Melissa McCollum

B. PUBLIC HEARINGS:

B.1 PUBLIC HEARING: On a request for a zone change from SF7, Single Family Residential to C1, Commercial, or more restrictive district, for +/- .2802 acre, being a portion of Block 7, within the Young Subdivision, also known as 1702 State Highway 95, within the city limits of Bastrop, Texas.	B.1	114	Melissa McCollum
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B.2 Consideration, discussion and possible action on the FIRST READING of a proposed Ordinance of the City Council of the City of Bastrop, Texas to grant a zone change from SF7, Single Family Residential to C1, Commercial, or more restrictive district, for +/-2802 acre, being a portion of Block 7, within the Young Subdivision, also known as 1702 State Highway 95, located within the city limits of the City of Bastrop, Texas; setting out conditions; and providing an effective date.

B.2 123 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:

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

D.1 Consideration, discussion and possible action regarding authorizing the City Manager to execute a Change Order with Horseshoe Construction for the replacement of the wastewater line on Emile Street from State Highway 95 to MLK Street.

D.1 127 Mike Talbot

D.2 Informational update: An informational update and the receiving of public comments at the discretion of the City Council regarding providing the citizens of Bastrop the steps being contemplated by the City Council to expand public parking in the Central Business District.

D.2 131 Mike Talbot

D.3 Consideration, discussion and possible action regarding updating the symbolic seal of the City of Bastrop.

D.3 136 Ken Kesselus

D.4 Consideration, discussion and possible action on report on Farm Street.

D.4 140 Mike Talbot & Trey Job

D.5 Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of November 30, 2012.

D.5 143 Karla Stovall

D.6 Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports and Quarterly Investment Report for the period ending December 31, 2012.

D.6 171 Karla Stovall

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 551.086 – Certain Public Power Utilities: Competitive Matters.

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

F. ADJOURNMENT

CERTIFICATE

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Bastrop, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted the 8th day of February 2013 at 1:40 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: January 18, 2013

MEETING DATE: February 12, 2013

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

A. Meetings and Events Attended:

1. Bastrop Main Street Advisory Board Planning Retreat of January 26, 2013.
2. Bastrop Planning and Zoning Commission Meeting of January 31, 2013.
3. Bastrop Board of Adjustment Meeting of February 6, 2013.
4. Bastrop Parks Board Meeting of February 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. Parks Board's work on the proposed skate park.
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6. Review of proposed Improvements on the outside area West of the Convention Center Facility.
7. City of Bastrop hosting the State of Texas Arbor Day in the City on April 26, 2013.
8. Bastrop Marketing Corporation Quarterly Report.
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10. Proposed calendar for Community Support Funding and Hotel Occupancy Tax (HOT) Revenue Funding.
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14. Bastrop Parks Board Planning Retreat scheduled for February 16, 2013.
15. Drafting an Agreement for loan of aerial photo donated to the City by Judge R.L. Batts.

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: _____

Planning and Development Department

Monthly Report – January 1, 2013 – January 31, 2013

<u>Building Permit Type</u>	<u>Month</u>	<u>YTD</u>	<u>2011 YTD</u>
Single Family Residences	12	12	3
Commercial Starts	0	0	0
Miscellaneous (electrical, plumbing, HVAC, pools, sprinklers, storage buildings, patio covers, signs)	46	46	35
Residential Remodels	5	5	8
Commercial Remodels	5	5	1
Total Permits Issued	68	68	47
Commercial and Residential Inspections	136	136	187

Business Information requests:

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-

Projects in Process:

Commercial Construction

- LaHacienda Restaurant, Meat Market and Tortilla Factory
- Popeye's Chicken
- Riverwood Commons Phase 1 Senior Apartments

Commercial Const Remodels

- Paw Paws Catfish

Land Development Plans

- Covert Chevrolet-Remodel
- Bethlehem Baptist Church
- Tiger Tote
- H2O Ice House
- Pine Forest Drainage Master Drainage Study
- Burleson – Lot 5 Revision
- BEDC Industrial Park-Art Warehouse

Subdivisions

- Hunters Crossing, Section 9C Final
- Final Plat for Bear Hunter Drive in Hunters Crossing
- XS Ranch Prelim Phase 1A
- Tahitian Unit 2 Amended Plat

Site Work

- Duff –dirt from Bucees
- Temp emergency access Bear Hunter

Other Projects/Activities in Process:

Regulatory/Policy Documents:

Official Meetings:

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

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

1/1/2013-1/31/2013

Last update: 1/31/2013

Planning and Development Monthly Report

**Bastrop Public Library
Librarian's Report
February 4, 2013**

1. Library Statistics for the month of December. Circulation statistics are up 6% compared to December 2011; gate count is down 4% compared to December 2011; programming is up 53% compared to December 2011; Internet usage down 15% as compared to December 2011 and reference requests are up 18% compared to December 2011.
2. In the month of January 134 children and adults attended Story time.
3. On Tuesday, January 1 the library was closed for the New Year's holiday.
4. On Wednesday, January 2 Mickey DuVall called Janitor's Warehouse and reported a broken vacuum cleaner. He asked that they come out and pick-up the broken vacuum, so that it could be repaired. He also purchased a new vacuum cleaner and asked them to deliver that machine to the library. The vendor brought the new vacuum to the library but Alma Rodriguez said it looked used and asked them to bring back another machine that was to be delivered straight out of the box. Subsequently, we received a new vacuum cleaner but it is acting as if the dust sensor needs to be repaired each time it is used. Mickey DuVall asked the vendor to collect the new machine and return it to the shop and have it inspected. The older machine has been repaired and returned to the library. The new machine is now in the shop being inspected.
5. On Thursday, January 3 Bonnie Ueckert taught library skills to 21 homeschooled children.
6. On Tuesday, January 8 Bonnie Ueckert hosted the Brown Bag Movie, "Madagascar 3." Ten children and adults attended the movie.
7. On Tuesday, January 8 Eva Garcia, General Manager of the Austin AARP Foundation, came to the library and introduced herself. The Austin AARP Foundation provides training opportunities for senior citizens. The library has provided training for AARP Foundation personnel for a number of years.
8. On Thursday, January 10 Sheilah Kosco hosted a Teen Anime Club meeting. Club members watched the anime "Gauken Alice" in subtitles. They also worked on creating their own Manga series. They also discussed having an art exhibit and displaying this art on top of reference shelves in March/April. The group decided on having an anime fest sometime in the near future. They decided to have a Valentine themed meeting in February. Twelve teens attended the meeting.
9. On Thursday, January 10 Mickey DuVall met with new NEG grant employee, Laura Green, and James Alexander, a recent library school graduate, concerning the Bastrop County Complex Wildfire Archive Project. James Alexander has agreed to research and write grants to help fund the project. A strategy session was held to plan out the next phase of the project.
10. On Thursday, January 10 Mickey DuVall met with Gene Crick, the manager of the Bastrop County Disaster Recovery Center. Mr. Crick offered his services if the Library should need a 501 c 3 nonprofit corporation to partner on the writing of a grant for the archive project.
11. On Friday, January 11 Mickey DuVall met with Mike Talbot in a regularly scheduled departmental meeting.
12. On Saturday, January 12 Mickey DuVall gave a presentation to the Bastrop Genealogical Society on genealogical resources available at the Bastrop Public Library.

13. On Monday, January 14 Mickey DuVall met with a representative of Lawton Publications concerning purchasing an ad to be placed in the annual Bastrop Chamber of Commerce map.
14. On Monday, January 14 Mickey DuVall met with Susie Kirk, a National Emergency Grant case manager, who oversees NEG grant workers for the Bastrop Workforce Commission.
15. On Monday, January 14 Bonnie Ueckert hosted twelve students from the Calvary Episcopal School after school program.
16. On Tuesday, January 15 Mickey DuVall met with Karla Stovall, the City's Finance Director, about donations made or grants received for the Bastrop County Complex Wildfire Archives Project.
17. On Thursday, January 17 Andres Rosales, IT Director for the City of Bastrop, oversaw the installation of two new Melaki wireless radios in the library.
18. On Thursday, January 17 Sergei Starovoyt, a technician from Sorenson Corporation, installed an upgrade to the library's videophone.
19. On Thursday, January 17 Sheilah Kosco hosted Open Video Games Teen Night. Fifteen teens attended and twelve stayed to play video games. Teens played Rock Band, Halo, Cow Race and Mario Smash Brothers.
20. On Saturday, January 19 Bonnie Ueckert hosted a Super Saturday Science Craft Day. Thirty-four children and adults attended the event.
21. On Monday, January 21 the library was closed for the Martin Luther King, Jr. holiday.
22. On Tuesday, January 22 Mickey DuVall went to Austin and purchased four outside flags and two complete flag sets for the Pressley Meeting Room.
23. On Wednesday, January 23 Mickey DuVall and Bonnie Ueckert met to discuss the library's branding project.
24. On Wednesday, January 23 Mickey DuVall met with Mike Talbot, J.C. Brown and Samantha Friedman in a legal review session. An MOU with local churches to be used as shelters was discussed.
25. On Thursday, January 24 the Friends of the Bastrop Public Library met in a regularly scheduled executive committee meeting.
26. On Thursday, January 24 Sheilah Kosco called and asked that Bastrop Copier send a repairman to the library to look at two of our printers. One printer has a fusing element burnt out and the other has a bad network card. Andres Rosales has ordered the parts and will repair the machines when the parts arrive.
27. On Saturday, January 26 Mickey DuVall attended the annual Bastrop Main Street Strategic Planning Workshop at the Hyatt Regency Resort.
28. On Saturday, January 26 Mickey and Marty DuVall attended the Bastrop Chamber of Commerce ribbon cutting for the New Museum & Visitor Center.
29. On Monday, January 28 Bonnie Ueckert hosted twelve students from the Calvary Episcopal School after school program.

Respectfully submitted: Mickey DuVall, Library Director

BASTROP FIRE DEPARTMENT MONTHLY FIRE DEPARTMENT REPORT

January-13

Part 1

Number of Calls, by type

Structure *	6	Wildland **	1
Vehicles	1	EMS Assist	4
Mutual Aid	1	False Alarms	19
Control Burns	15	Haz-Mat	15
Rescue/Extrication	0	Other	2

Total Calls 64

* % of Structure Saved (Use back of page, if needed)

99%	99%	98%
75%	0%	0%

	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Other
Fires By District	9	5	10	14	1
CTY	23	2			

** Total Number of Acres Burned 15

Part 2

PERSONNEL HOURS*

Total Personnel Hours at Calls (Part 1)	564.1
Total Personnel Hours at Training	228
Total Personnel Hours at other Events	100

Total Personnel Hours This Month 892.1

1. Number of Accidents/Injuries this Month. 1

Part 3

Average Response Time 7.04 Minutes

Top 5 Responders	Amount of Calls
1 carolyn laird	58
2 bill laird	55
3 kenny wines	45
4 devan laird	42
5 henry perry	33

Activity Detail

December 1, 2012 to December 31, 2012

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 12/1/2012:							
<i>Active Cases</i>	264	0	38	78	106	42	528
<i>Inactive Cases</i>	857	0	8	99	101	42	1,107
Docket Adjustments	1	0	9	1	(3)	(1)	7
Cases Added:							
New Cases Filed	124	0	0	22	29	1	176
Cases Reactivated	20	0	0	0	3	0	23
All Other Cases Added	1	0	0	0	0	0	1
Total Cases on Docket	409	0	38	100	138	43	728
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	38	0	0	0	0	0	38
Dismissed by Prosecution	8	0	0	3	3	2	16
Total Dispositions Prior to Court Appearance or Trial	46	0	0	3	3	2	54
Dispositions at Court Appearance or Trial:							
Convictions:							
<i>Guilty Plea or Nolo Contendere</i>	43	0	1	10	9	0	63
<i>By the Court</i>	0	0	0	0	0	0	0
<i>By the Jury</i>	0	0	0	0	0	0	0
Acquittals:							
<i>By the Court</i>	0	0	0	0	0	0	0
<i>By the Jury</i>	0	0	0	0	0	0	0
Dismissed by Prosecution	0	0	0	0	0	0	0
Total Dispositions at Court Appearance or Trial	43	0	1	10	9	0	63
Compliance Dismissals:							
After Driver Safety Course	9	---	---	---	---	---	9
After Deferred Disposition	1	0	0	3	4	0	8
After Teen Court	0	0	0	2	2	0	4
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	4	---	---	---	---	---	4
All Other Transportation Code Dismissals	2	0	0	0	0	0	2
Total Compliance Dismissals	16	0	0	5	6	0	27
All Other Dispositions	4	0	0	2	5	1	12
Total Cases Disposed	109	0	1	20	23	3	156
Cases Placed on Inactive Status	27	0	0	6	3	0	36
Cases Pending 12/31/2012:							
<i>Active Cases</i>	273	0	37	74	112	40	536
<i>Inactive Cases</i>	864	0	8	105	101	42	1,120
Show Cause Hearings Held	0	0	0	1	3	0	4
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

Activity Detail

December 1, 2012 to December 31, 2012

100.0 Percent Reporting Rate

1 Reports Received Out of a Possible 1

Court: Bastrop

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 12/1/2012:	
<i>Active Cases</i>	4
<i>Inactive Cases</i>	0
Docket Adjustments	0
Cases Added:	
New Cases Filed	0
Cases Reactivated	0
All Other Cases Added	0
Total Cases on Docket	4
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 12/31/2012:	
<i>Active Cases</i>	4
<i>Inactive Cases</i>	0
Cases Appealed:	
After Trial	0
Without Trial	0
JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	1
Non-Driving Alcoholic Beverage Code Cases Filed.....	1
Driving Under the Influence of Alcohol Cases Filed.....	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	0
Failure to Attend School Cases Filed.....	13
Education Code (Except Failure to Attend) Cases Filed.....	3
Violation of Local Daytime Curfew Ordinance Cases Filed.....	0
All Other Non-Traffic Fine-Only Cases Filed.....	9
Transfer to Juvenile Court:	
<i>Mandatory Transfer</i>	0
<i>Discretionary Transfer</i>	4
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	1
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i>	1
<i>Statements Certified</i>	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	1

Activity Detail

December 1, 2012 to December 31, 2012

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	25	---
Class A and B Misdemeanors	22	11
Felonies	15	7
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		38
Class A and B Misdemeanors		0
Felonies		2
Capiases Pro Fine Issued		62
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		2
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		10
Full Satisfaction		16
Cases in Which Fine and Court Costs Satisfied by Jail Credit		37
Cases in Which Fine and Court Costs Waived for Indigency		5
Amount of Fines and Court Costs Waived for Indigency		\$ 850
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 18,433
Remitted to State		\$ 7,497
Total		\$ 25,930

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: January 31, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Approval of meeting minutes of January 8th, 15th, & 29th, 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: _____

January 8, 2013

The Bastrop City Council met in regular session on January 8, 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

Assistant Police Chief Matt Wagner led the pledges of allegiance to the U.S. and Texas flags. Reverend Bill Hobby led the invocation.

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

Kolton Catchings an Eight Grade student at Cedar Creek Middle School presented the Character Education character trait “Loyalty” for the month of January.

B. MAYOR TO ADMINISTER OATH OF OFFICE TO PATROL OFFICER JOHN DUBOSE

Mayor Orr administered the Oath of Office to Patrol Officer John Dubose.

Kay Lynn Dubose, wife of Officer Dubose, officially pinned the City of Bastrop Police Department Badge to Officer Dubose’s uniform.

C. WAYFINDING PROJECT – CURTIS ROBERTS, fd2s

City Manager, Mike Talbot thanked Main Street Program Manager, Nancy Wood for an outstanding job on directing the Wayfinding Project. Mr. Talbot thanked consultant Curtis Roberts for his attention and sensitive manner in addressing the direction from the Main Street Program Board.

Nancy Wood thanked the Main Street Program Board for their work on the Wayfinding Project. Ms. Wood thanked Walton signage for the signs.

Curtis Roberts stated a project is only as good as the client.

Council Member Kay Garcia McAnally stated this particular project has caused lots and lots of compliments for the City of Bastrop.

Council Member Dock Jackson stated a day does not go by that he doesn't hear compliments about the Wayfinding signs.

Council Member Ken Kesselus stated he receives calls from a couple of citizens who usually criticize projects in Bastrop and this time they called and said "those signs are really good".

Mayor Terry Orr stated that this project added a station to the City of Bastrop. Mayor Orr stated he particularly liked that the Project had so much citizen involvement and that gave it credibility.

4. PROCLAMATIONS

A. MARTIN LUTHER KING, JR & CORETTA SCOTT KING DAY

Mayor Orr proclaimed Monday, January 21, 2013 as Martin Luther King, Jr. Day in the city of Bastrop.

5. ANNOUNCEMENTS

City Manager, Mike Talbot stated that during the holidays he had talked to the owners of the Lost Pines Theater and they had asked that he relay a message to the Council. Mr. Talbot stated the owners expressed sincere appreciation for the support they were given in the re-opening of the theater. Mr. Talbot stated the owners stated the attendance at the theater has exceeded expectations and they thank the community for the support. Mr. Talbot stated they are going to use this project as an example when going into other cities.

Mayor Orr announced that the City's sales tax for the month of December 2012 was 7% above the December 2011 sales tax amount.

CITY MANAGER INFORMATIONAL UPDATE REPORT: ITEMS FOR UPDATE, DISCUSSION AND POSSIBLE ACTION:

A. MEETINGS AND EVENTS ATTENDED:

1. LOST PINES GROUNDWATER CONSERVATION DISTRICT MONTHLY MEETING ON DECEMBER 19, 2012.

B. UPDATE ON CITY PROJECTS:

1. CHESTNUT STREET SIDEWALK PROJECT.
2. BASTROP POWER & LIGHT ADMINISTRATIVE TRAINING BUILDING.
3. BOB BRYANT PARK WATER FACILITIES IMPROVEMENTS PROJECT.
4. STATE HIGHWAY 71 WASTEWATER PIPE BURSTING PROJECT.
5. FAYETTE STREET WASTEWATER IMPROVEMENTS PROJECT.
6. DISCUSSION AND REVIEW AND UPDATE OF THE CALENDAR REGARDING SCHEDULED MEETINGS AND PLANNING FOR 2013 FOR THE CITY COUNCIL.
7. FARM STREET PROJECT.
8. PARKS BOARD PUBLIC HEARING ON PROPOSED SKATE PARK TO BE HELD JANUARY 10, 2013.

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.6. Mr. Talbot asked that the Council select a date for the Council Retreat. Mr. Talbot stated the Council can choose the date for the quarterly meeting at the end of the previous quarter's meeting.

It was the consensus of Council that March 9, 2013 be selected as the date for the Council Retreat.

Council Member Willie DeLaRosa stated he did not know why the Council should hold the Retreat at the Hyatt when the City has their own beautiful buildings to have a meeting in.

Council Member Ken Kesselus suggested the Council Retreat serve as the first quarterly meeting of the Council and then the Council select the date for the next quarterly meeting after the Retreat.

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 DECEMBER 11, 2012.

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

A.3 APPROVAL OF WAIVER OF FEE FOR HANGING BANNER ON BANNER PLAZA FOR ANNUAL EMPTY BOWL FUNDRAISER AS REQUESTED BY BASTROP COUNTY EMERGENCY FOOD PANTRY.

A.4 ADOPTION OF A RESOLUTION OF THE CITY OF BASTROP CITY COUNCIL REQUESTING THE MEMBERS OF THE 83RD LEGISLATIVE SESSION OF THE STATE OF TEXAS SUPPORT LEGISLATION THAT INCREASES FUNDING FOR THE TEXAS RECREATION & PARKS ACCOUNT AND LARGE COUNTY AND MUNICIPALITY RECREATION AND PARKS ACCOUNT LOCAL PARK GRANT PROGRAMS, AND THE TEXAS STATE PARK SYSTEM.

Mayor Orr noted a scrivener's error on page 30 of the Agenda packet. Mayor Orr stated "Bastrop" should be inserted where the "xxxxx" was typed.

Dock Jackson moved to to approve the Consent Agenda with the correction noted by Mayor Orr. Motion was seconded by Kay Garcia McAnally and carried unanimously.

B. PUBLIC HEARINGS:

B.1 CITIZEN COMMENTS.

There were no citizen comments.

C. OLD BUSINESS

D. NEW BUSINESS

ORDINANCES FOR FIRST READING:

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

D.1 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION OF APPROVAL OF SIGNS FOR THE BASTROP COUNTY HISTORICAL SOCIETY MUSEUM AND VISITOR CENTER, LOCATED AT 904 MAIN STREET, IN ACCORDANCE WITH LEASE AGREEMENT SECTION 4.11, SIGNED APRIL 29, 2009.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum stated that in accordance with the lease agreement for the Bastrop County Historical Society executed on April 29, 2009, the signage for the Museum and Visitor Center must be approved by the Council. Ms. McCollum stated the Bastrop County Historical Society Museum and Visitor Center is requesting approval on all signage, particularly off-premise signage.

Robbie Sanders, President of the Bastrop County Historical Society addressed the Council. Ms. Sanders stated they are asking the continue what they have done in the past, the last six (6) years. Ms. Sanders stated the Society has put sponsor names in front of the Museum to recognize them for their support. Ms. Sanders called the Council's attention to the projection screen showing a picture of the old sign and then to a picture of the new proposed sign. Ms. Sanders stated they think the new sign is in keeping with the City's way of showing signage and sponsors.

Dan Hays-Clark distributed, to Council, pictures of signs and banners in Bastrop showing sponsors.

Discussion was held among Council, Ms. McCollum, Mr. Talbot and Ms. Sanders regarding the requested signage.

Joe Beal moved to approve the signs for the Bastrop County Historical Society Museum and Visitor Center. Motion was seconded by Willie DeLaRosa.

Ken Kesselus stated that a citizen had called him and asked him how the Council could allow something on a City building that the Council and City Code does not allow other people to do.

Discussion was held among Council and Mr. Talbot regarding the City's Code and off-premise signage.

Dock Jackson called for the Question.

City Secretary, Teresa Valdez called the roll for Joe Beal's motion.

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

Motion passed unanimously.

D.2 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CHANGE ORDER WITH MERCER CONSTRUCTION FOR THE FAYETTE STREET WASTEWATER IMPROVEMENTS PROJECT, INCREASING THE LINEAR FOOTAGE OF THE WASTEWATER MAIN TO BE REPLACED.

City Manager, Mike Talbot stated the City Council awarded the Fayette Street Wastewater Improvements Project to Mercer Construction in the amount of \$340,917.75. Mr. Talbot stated as the Council may recall, a major portion of this project is being funded by a Community Development Block Grant from the Texas Department of Agriculture (TDA). Mr. Talbot stated TDA rules and regulations allow a project scope of work to be increased by 25% of the bid amount for a given project. Mr. Talbot stated Mercer Construction has been performing exceptionally well on the Fayette Street Project and their bid was very competitive. Mr. Talbot stated the State Highway 71 Pipe Bursting Project came in under the budgeted amount by \$334,912. Mr. Talbot stated additional funds are available to execute a Change Order with Mercer Construction to do additional work associated with replacing additional wastewater main for the Fayette Street Project. Mr. Talbot stated based upon the Mercer bid for this Fayette Street Wastewater Project a Change Order for increasing the replacement of wastewater mains by 25% would cost the City \$85,229.44. Mr. Talbot stated this would allow the City to replace an additional 960 linear feet of wastewater main along Fayette Street. Mr. Talbot stated that given the advanced state of deterioration of the wastewater main replaced to date on Fayette Street, he would recommend that since the City has additional funds remaining from the State Highway 71 Pipe Bursting Project, this would be a prudent expenditure of some of these additional funds and the City execute a Change Order with Mercer Construction.

Brief discussion was held among Council.

Kay Garcia McAnally moved to authorize the City Manager to execute a change order with Mercer Construction for the Fayette Street Wastewater Improvements Project, increasing the

linear footage of the wastewater main to be replaced. Motion was seconded by Willie DeLaRosa and carried unanimously.

D.3 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FROM THE BASTROP COUNTY HISTORICAL SOCIETY THAT THE CITY OF BASTROP ABANDON “ALL THAT CERTAIN TRACT OR PARCEL OF LAND CONTAINING 0.213 ACRE, BEING AN UNOPENED 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 UN-PLATTED 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.

City Manager, Mike Talbot stated the Bastrop County Historical Society submitted a letter, dated December 19, 2012 to his office requesting that the Council abandon a portion of Austin Street right-of-way that is currently unopened, so that they can then negotiate the purchase of a portion of the abandoned Austin Street right-of-way, over which the Society’s existing museum facility encroaches. Mr. Talbot called the Council’s attention to the projection screen showing a map of the area the Society is requesting the Council to abandon. Mr. Talbot stated from his and staff’s analysis that road would not be extended due to the topography. Mr. Talbot stated there are several items on the Agenda related to this. Mr. Talbot stated if the Council agrees to abandon this unopened portion of Austin Street, the Council must: 1) Hold a Public Hearing on abandoning a portion of the Austin Street right-of-way; 2) After holding the Public Hearing and receiving public input, determine that it is in the general public’s best interest to pass an ordinance abandoning that portion of unopened Austin Street right-of-way; and 3) Negotiate the sale of the portion of the abandoned right-of-way to the Society, which cost to the Society may not, by law, be less than the “fair Market value” (an independent appraisal will have to be done) for the portion of the Austin Street right-of-way sought to be acquired by the Society. Mr. Talbot stated notification of the Public Hearing regarding the abandonment must, at a minimum, be placed in the Legal Section of the Bastrop Advertiser. Mr. Talbot stated if the Council is in agreement with the Society’s request, he would recommend that this item be placed for Council consideration and/or action on the February 12, 2013 City Council Agenda, which will allow him and staff the necessary time to prepare all the required documentation (notices, hearing packet information, surveys and appraisal, etc.) that is associated with the Society’s request. Mr. Talbot stated that by Council addressing the zoning issue simultaneously with this request that would cut 30 days off of the process for the Society.

Discussion was held among Council and Mr. Talbot.

Ken Kesselus moved that the necessary compliance items be placed on the February 12, 2013 Council Agenda for the City to abandon “all that certain tract or parcel of land containing 0.213 acre, being an unopened 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 un-platted 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 and place Motion was seconded by Kay Garcia McAnally and carried unanimously.

D.4 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION DIRECTING THE CITY MANAGER TO INITIATE A ZONING DISTRICT BOUNDARY AMENDMENT FOR PROPERTY LEGALLY DESCRIBED AS “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” OR “702 MAIN STREET” FROM ITS CURRENT ZONING DISTRICT BEING OFFICE AND PARK LAND ZONING DISTRICT TO OFFICE DISTRICT.

City Manager, Mike Talbot stated this is another impediment holding up the Bastrop Historical Society from selling the property. Mr. Talbot stated the property legally described in the Agenda Item caption is owned by the Bastrop County Historical Society at 702 Main Street. Mr. Talbot stated this parcel of property is unusual in that the property is split almost equally in half by different zoning designations, one half being zoned “Office District” and one half being zoned “Park Land District”. Mr. Talbot stated this appears to have been an oversight during the original zoning done by the City on this property. Mr. Talbot stated the City’s Zoning Ordinance does not even address the zoning standards for a “Park Land District” so this designation is meaningless for this property for future use. Mr. Talbot stated the Society has operated a museum on the property, legally, over the years as a grandfathered non-compliant use. Mr. Talbot stated as a result of this situation, the Society is being blocked from selling this property because it is uncertain and confusing in which zoning designation applies or prevails. Mr. Talbot stated as things stand, the only allowable use for the property is a museum because that is the grandfathered use, which may continue. Mr. Talbot stated there is no record of how this situation developed years ago, but to address this problem, he recommends the City’s Zoning Boundary District Map be corrected to reflect “Office District” for the entire Society tract and that the Council so order the initiation of the zoning correction, as per the City’s Code.

Brief discussion was held among Council.

Joe Beal moved to direct the City Manager to initiate a Zoning District Boundary Amendment for property legally described as “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” or “702 Main Street” from its current zoning district being Office and Park Land Zoning District to Office District. Motion was seconded by Kay Garcia McAnally and carried unanimously.

D.5 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION DIRECTING THE CITY MANAGER TO INITIATE A ZONING DISTRICT BOUNDARY AMENDMENT FOR PROPERTY LEGALLY DESCRIBED “AS 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 UN-PLATTED 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 ZONED OFFICE DISTRICT.

City Manager, Mike Talbot stated the property legally described in the Agenda Item caption is part of the unopened Austin Street right-of-way. Mr. Talbot stated this is the property in which the Bastrop County Historical Society’s currently existing museum structure encroaches into City owned and controlled property identified as an unopened portion of Austin Street right-of-way, located west of Main Street. Mr. Talbot stated due to this encroachment, the Society has requested that the Council consider abandoning unopened Austin Street right-of-way running from Main Street westward to the Colorado River. Mr. Talbot stated the Council addressed the abandonment request in Agenda Item D.3 tonight. Mr. Talbot stated since the Council voted to place the abandonment on the February 12, 2012 Council Agenda and sell a portion of the abandoned street right-of-way to the Society, the portion of abandoned Austin Street that is to be sold to the Society will also need to be zoned by the City, since road rights-of-way have no zoning district, *per se*, in the City of Bastrop. Mr. Talbot stated the logical zoning district would be the “Office District” since this would be consistent with the rest of the Society’s property and in keeping with the uses envisioned. Mr. Talbot stated the Society will be required to re-plat their property to incorporate this portion of the unopened street right-of-way into their overall property tract.

Willie DeLaRosa moved to direct the City Manager to initiate a Zoning District Boundary Amendment for property legally described “as 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 un-platted 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 zoned Office District. Motion was seconded by Dock Jackson 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.

At 7:35 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:

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.

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 8:29 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.

Joe Beal moved to authorize the City Manager and City Attorney to pursue discussion and work related to potential legislative amendment to the State's Hotel Tax Act, to allow expenditures related to firefighting facilities, etc., and to work with the firm of Armbrust and Brown, as necessary. Motion was seconded by Ken Kesselus and carried unanimously.

F. ADJOURNMENT

At 8:31 p.m., Willie DeLaRosa moved to adjourn. Motion was seconded by Kay Garcia McAnally and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

January 15, 2013

The Bastrop City Council met in Special Utility Workshop Meeting on Tuesday, January 15, 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, Willie DeLaRosa, 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.

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

1. REVIEW AND DISCUSSION REGARDING A PRESENTATION BY SCHNEIDER ENGINEERING TO PURCHASE A CERTAIN PERCENTAGE OF THE CITY WHOLESALE POWER SUPPLY THROUGH POWER SUPPLY AGGREGATION GROUP.
2. DISCUSS AND EVALUATE 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.

Mayor Orr stated Council Member Kesselus has been a man of persistence in talking to him and the Council in paying more attention to utility matters. Mayor Orr stated that attached to the Agenda is a write-up developed by Council Member Kesselus and Council Member Beal that is well-worth discussing. Mayor Orr stated he met with the City Manager, Mr. Beal and Mr. Kesselus to review the write-up and he thinks there are things in there that are common interest of other Council Members, Mayor Orr stated some items require considerable funding and some items take some thought and consideration and letting ideas develop to some extent. Mayor stated he was glad the Council was starting this process, Mayor Orr stated that at the March 9, 2013 Council Retreat the Council can follow-up about funding and see where the City stands in all of the funds, where the Council wants the City to be in five (5) years and how they are going to get there. Mayor Orr stated the Council will specifically be having budget meetings to examine the budget in detail. Mayor Orr stated he anticipates the March 9th Retreat will look at the longer range of things,

Ken Kesselus stated the Council will be talking about long-range funding a level and bigger picture issues and funding. Mr. Kesselus stated the Council will be following their design for evaluation of the City Manager, Mike Talbot, what the Council wants him to do, almost a business type plan.

City Manager, Mike Talbot stated it would help him to know what the Council Members priorities are in order to start the process,

Willie DeLaRosa stated in 2009 when he was on the City Council a major goal was that the enterprise funds, Water & Wastewater Funds and the Bastrop Power and Light Fund become self-sufficient and also the General Fund be self-sufficient. Mr. DeLaRosa stated he has concerns about the General Fund.

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

1. Review and discussion regarding a Presentation by Schneider Engineering to purchase a certain percentage of the City Wholesale Power Supply through Power Supply Aggregation Group.

City Manager, Mike Talbot stated since there is a timing issue involved with participation in the Power Supply Aggregation Group he thought the first Council Special Utility Workshop was an excellent opportunity for the Group to do a presentation to the Council. Mr. Talbot stated currently under the City's contract with LCRA, the City has an option to purchase some power from another provider. Mr. Talbot stated he has been in discussion with Steve Moffitt of Schneider Engineering regarding this and Mr. Moffitt is here tonight to give the Council an overview. Mr. Talbot stated there are some trigger dates and the Council will have to make some decisions if that is something the City wants to do. Mr. Talbot stated Mr. Moffitt is going to do a presentation on the City's option to purchase power from another provider.

Steve Moffitt, a Principal with the firm of Schneider Engineering, Ltd. addressed the Council. Mr. Moffitt stated there are a number of proprietary issues that he will be careful not to step into. Mr. Moffitt stated Schneider Engineering, Ltd. is a full service consulting and engineering firm serving municipally owned utilities and cooperatives in the state of Texas for over 20 years. Mr. Moffitt stated they have offices located in Boerne and College Station. Mr. Moffitt stated their areas of expertise include: distribution and transmission engineering, system planning, power supply/resource planning, rates and financial services and advanced metering infrastructure. Mr. Moffitt stated Schneider Engineering had procured contracts for a diverse array of terms and products and they are skilled at project managing the procurement process. Mr. Schneider then provided a market overview: 1995 – Public Utility Commission/Texas Legislature deregulates the wholesale power market; 2000 – Public Utility Commission/Texas Legislature deregulates the retail market; 2010 – ERCOT converts market from zonal market to nodal market; and 2012 – In an effort to solve potential shortage of generation supply, ERCOT raises price ceiling in the market. Mr. Moffitt called the Council's attention to Page 6 of the presentation handout showing the ERCOT Zonal Market and the ERCOT Nodal Market. Mr. Moffitt stated generation portfolio in the state of Texas is comprised largely of natural gas. Mr. Moffitt stated energy costs are highly sensitive to the price of natural gas because so much of the state's generation fleet is fueled by natural gas. Mr. Moffitt stated other costs associated with electricity are: Ancillary services – services necessary to support the transmission of electric power from seller to buyer; Transmission costs – regulated by the Public Utility

Commission of Texas; and ERCOT fees – fees charged by ERCOT to maintain grid reliability and operate the market. Mr. Moffitt stated suppliers in the Texas market are categorized into several main categories: Public Power Entities are Municipally Owned Utilities (MOU) like CPS Energy with excess power to sell off system; Investor Owned Utilities such as AEP Energy Partners, Luminant Energy are vertically integrated utilities with generation; Power Brokers and Trading Houses such as J.P. Morgan, EDF Trading buy and sell power but have limited physical generation assets; and Generation and Transmission Utilities such as LCRA, Brazos Electric Cooperative, Golden Spread Electric Cooperative own generation and transmission to serve their members/customers. Mr. Moffitt stated Schneider Engineering was approached in 2010 by several clients who are wholesale customers of LCRA about purchasing power from the market. Mr. Moffitt stated Section 3.6 of LCRA's Wholesale Power Agreement permits customers to purchase up to 35% of their load on the wholesale market. Mr. Moffitt stated in 2011, four (4) utilities elected to pursue this option: Brady, Cuero, Fredericksburg and Lockhart. Mr. Moffitt stated Schneider Engineering developed the Power Supply Aggregation Group (PSAG) to manage the procurement and contract process on behalf of the four utilities. Mr. Moffitt stated since 2011, the current PSAG group has been under contract with a supplier to contract pricing below LCRA costs, helping to lower overall wholesale costs to the utilities. Mr. Moffitt stated Schneider Engineering continues to provide opportunities for more entities to participate in the PSAG. Mr. Moffitt stated annual opportunities for participation are each February and currently for Fiscal Year 2013-2014, they are in discussion with three (3) more entities about possible participation in the group. Mr. Moffitt reviewed market information and the impact on PSAG. Mr. Moffitt stated there is uncertainty in the Market: 1) ERCOT: concerns with resource adequacy – increased market caps and considering restructuring market, and 2) LCRA: concerns with loss of load – one third of LCRA load leaving system in 2016, LCRA currently in disputes with nine (9) members who did not sign long term contract extension, and Resolution to disputes is uncertain. Mr. Moffitt stated participation in PSAG can provide opportunity to diversify and manage risks associated with uncertainty. Mr. Moffitt stated it also hedges against price increases. Mr. Moffitt stated load release (PSAG) participation requires notification by February 28th for initial participation and a utility can take 10% load release at this time. Mr. Moffitt stated subsequent increases require two years notice to LCRA. Mr. Moffitt stated wholesale market is very active for municipally owned utilities and a large number of suppliers have interest in serving even small increments of load. Mr. Moffitt stated market prices remain very attractive for considering the option to diversify portfolio. Mr. Moffitt stated the next steps are: 1) Determine whether load release can help Bastrop provide portfolio diversity and better risk management for customers; 2) If yes – determine future levels of participation in load release; and 3) If Bastrop decides to participate: procure contract with competitive wholesale supplier, submit load release contract to Council for approval, and provide notice to LCRA by February 28th.

Discussion was held among Council, Mr. Talbot and Mr. Moffitt.

Council Member Joe Beal stated to review a cost comparison the Council would have to do that in executive session and then they could look at the cost the City is paying LCRA and what the City would pay Schneider Engineering.

Mayor Orr asked if the Council wanted the City Manager to move forward in some fashion or where does the Council want to go from here.

It was the consensus of Council that the Council discuss the proprietary information in executive session at the next Council Meeting.

2. 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.

Mayor Orr called the Council's attention to the attachment included in the Agenda packet. Mayor Orr stated Mr. Kesselus and Mr. Beal had developed this and they would lead the discussion.

Ken Kesselus stated he and Mr. Beal thought this was something that would jumpstart the Council on what they are calling a vision – things we have talked about in executive session, things that have come up in the water and utility committee meetings. Mr. Kesselus stated one of the things that did not get put on this list is: Ensure our supply of electricity. Mr. Kesselus stated they tried to break the list down into areas that made sense. Mr. Kesselus stated the first item on the list is "Basic Operating Values".

Joe Beal stated as they reviewed these values with Mr. Talbot, his point is this is what we are doing to date. Mr. Beal stated if the Council wants to have discussion on this they could do so.

Council briefly discussed Item No. 1, items a through c.

Mr. Kesselus called the Council's attention to Item No. 2 on the attachment.

Discussion was held among Council and Mr. Talbot on Item No. 2 "Initiatives", items a, b and c.

Mr. Kesselus addressed Item d. Mr. Kesselus stated the only way to give Mr. Talbot a promotion is to take some stuff off of his plate. Mr. Kesselus asked how the Council could do that and pay for it. Mr. Kesselus stated the Council could find someone to hire as an executive level administrator and pay two-thirds of that salary out of the Enterprise Fund and one-third out of the General Fund.

Council Member Kay Garcia McAnally stated this idea kind of came from her and she would like to withdraw the specifics of that suggestion. Ms. McAnally stated she believes it should be up to Mr. Talbot to tell the Council the specifics of what he needs. Ms. McAnally stated Mr. Talbot's pure undivided attention is essential to the City's utilities.

Mayor Orr stated this has a budgetary implication of probably about \$150,000, that being salary and benefits, not \$50,000. Mayor Orr stated it is going to cost some money.

Council Member Willie DeLaRosa stated the Mayor brought up a good discussion for the City Manager's salary. Mr. DeLaRosa stated that discussion should be held in executive session.

Council Member Joe Beal stated that clearly the City Manager is closer to the level of services in this City. Mr. Beal stated the purpose of putting this item on for discussion tonight is to make sure we have staff to watch utility system. Mr. Beal stated the City has been through the water supply almost cratering, and probably if we had more capability at the executive level we could have been more in front of it. Mr. Beal stated his opinion is he believes that Mr. Talbot needs help and thinks it is appropriate for Council to go get some help. Mr. Beal stated this was put on for discussion to see if there was consensus of Council that Mr. Talbot needs a high level of support.

Ms. Garcia McAnally asked Mr. Talbot if he thought this was important.

City Manager, Mike Talbot stated he would identify where the needs are in the City, there may be more than one position throughout the City. Mr. Talbot stated this maybe a staging/structuring issue. Mr. Talbot stated his job is to analyze and develop a structure to address the concern the Council has.

Council Member Dock Jackson stated he sees that the good thing is the quality of staff that the City has, very efficient and they do a great job with what they have. Mr. Jackson stated imagine if the City did not have the staff that we have. Mr. Jackson stated the Council should look to Mr. Talbot and see what he needs. Mr. Jackson stated when the City Manager's evaluation is conducted by the Council this would dovetail into that. Mr. Jackson stated more than utilities determines that.

Mayor Orr stated the Council's next step would be for the Council to hear from the City Manager and how would the City fund this.

Mr. Talbot stated the Council will get a complete written response to everything that was included in the paper prepared by Mr. Kesselus and Mr. Beal.

Mr. Kesselus called the Council's attention to Item No. 3.a.i. Mr. Kesselus stated for the last several years the Council has reduced the amount taken from the Bastrop Power and Light Fund and transferred to the General Fund. Mr. Kesselus stated if the City can run an electric company as efficiently as possible, but we do not have profit from people who live on the west side of the river. Mr. Kesselus stated their suggestion is in five (5) years we wean ourselves from that.

Mr. Jackson stated he thought the Council was already on track in doing that. Mr. Jackson stated he believed that the intent of the Council had been to wean themselves from that transfer of funds from Bastrop Power and Light to the General Fund.

Mr. Beal stated at some point in the past the Council was given a percentage of total revenue coming out of the Bastrop Power and Light Fund, and Council gave direction to wean down to a certain percentage. Mr. Beal stated then we (Council) stopped so as not to increase taxes. Mr.

Beal stated the suggestion puts us on that path and takes us down to equal payments as Bluebonnet Electric Cooperative customers, so that all citizens are paying the same contribution. Mr. Beal stated the suggestion takes it down step wise, so you can manage it, maybe three (3) years, six (6) years, seven (7) years, or some kind of consistent reduction.

Mr. DeLaRosa asked if it is common for a city to pay itself 3% for right-of-way. Mr. DeLaRosa stated if this is the direction the City is going, rates and taxes will go up.

Discussion was held among Council.

Mayor Orr asked Mr. Talbot if it is feasible to see the component of the Bastrop Power and Light income and if the Council were to follow the 3% suggestion made by Mr. Kesselus and Mr. Beal, what would be the effects on rates over the next 24 months.

Mr. Kesselus called the Council's attention to Item No. 3.a.ii.

Mayor Orr stated this item would be an item for discussion at the Council's first budget workshop.

Mr. Kesselus stated that Items No. 3 and No. 4 are high level, boiler-plate items and City staff is working on this.

Mr. Talbot stated that since Christmas he has had three to four discussion with Charlotte Gilpin in regard to moving up the delivery of the long-term water study. Mr. Talbot stated the schedule will be revised to reflect when the draft report will be coming out. Mr. Talbot stated the City has had several approaches of people wanted to sell the City water. Mr. Talbot stated supply and reliability is as important as cost.

Mr. Kesselus stated that under Item No. 5, Mr. Talbot had reminded them that the City has a Master Plan and the Council could maybe put in some trigger points.

Mr. Talbot called the Council's attention to a large map showing the City wastewater projects for the last six years. Mr. Talbot stated 47 projects have been completed and there are 6-7 currently underway. Mr. Talbot stated a few years ago the Council had a very extensive discussion regarding wastewater and the Council had a grave concern of taking on a seven to nine million dollar project of a wastewater plan on the west side of the river. Mr. Talbot stated that is why the City is continuing extensive project work and when the customer base expands to pay for that project then the Council will consider it.

Mr. Kesselus stated he appreciated the Council's and Mr. Talbot's patience in going through the items on the list created by him and Mr. Beal. Mr. Kesselus stated the Council can use this as a reference point of items that the Council should be working on with Mr. Talbot.

Mayor Orr asked Mr. Talbot if there are any areas that he has concerns about?

Mr. Talbot stated he thought they discussed good framework to start with. Mr. Talbot stated the real compelling issue is that we do not walk away from this, the items are looked at and progress reports are given.

Mayor Orr stated what had not been said tonight is that if you look at all the projects that have been done and then look at the tax money, a lot of that tax money has come from the west side of the river. Mayor Orr stated there is a balance.

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

At 8:53 p.m., Mayor Orr reconvened the Bastrop City Council into Special Session.

D. ADJOURN.

At 8:54 p.m., Willie DeLaRosa moved to adjourn. Motion was seconded by Joe Beal and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

January 29, 2013

The Bastrop City Council met in Special Meeting on Tuesday, January 29, 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, Willie DeLaRosa, Ken Kesselus, Kay Garcia McAnally and Dock Jackson.

1. CALL TO ORDER

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

Mayor Orr stated before the Council gets started he wanted to keep them informed of some items. Mayor Orr stated that Council Member Kay Garcia McAnally had taken it upon herself to be informed of issues which the Utility Committee was discussing. Mayor Orr stated he has asked Council Member McAnally and she has agreed to keep the Council informed of water matters which will be going before the Texas Legislature.

Mayor Orr stated he has asked Council Member DeLaRosa and he has agreed to keep the Council informed of Bastrop Economic Development Corporation matters.

2. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION AUTHORIZING THE CITY MANAGER TO DEVELOP AN AGREEMENT, REGARDING A LOAN OF THE AERIAL PHOTO OF THE CITY, PRESENTED TO THE CITY OF BASTROP, TEXAS BY JUDGE R.L. BATTS, JANUARY 5, 1931, PRESENTLY OWNED BY THE CITY AND CURRENTLY ON DISPLAY IN THE INFORMATION TECHNOLOGY OFFICE AT CITY HALL, TO DESIGNATED ENTITY(IES).

City Manager, Mike Talbot stated there was some confusion last week regarding where the aerial photo should hang. Mr. Talbot stated it was thought that the Council had already directed him to do this. Mr. Talbot stated at one meeting under the City Manager's Report there was discussion about the picture and loaning it to Bastrop Art in Public Places Task Force or Bastrop County Historical Society. Mr. Talbot stated the Council did not take a vote at that time and he guesses he did not know how to proceed and that's where it stayed.

Mayor Orr stated he understood that the Council Minutes reflected that Council Member Kay Garcia McAnally had brought up the subject of the photo. Mayor Orr asked that the City Secretary verify that.

City Secretary, Teresa Valdez stated that the Mayor was correct in stating that Council Member Kay Garcia McAnally had brought the subject of the photo to Council.

Council Member McAnally stated she personally thought the Bastrop Art in Public Places Task Force was set up for these reasons, to find the best use. Ms. McAnally stated on this issue, she did not know if the aerial photo should go to anyone else, because it was presented to the City, the City paid \$1,000 to have it framed and restored and it belongs to City Hall. Ms. McAnally stated she had heard several people at City Hall say they did not feel it should be yanked out

from under them. Ms. McAnally stated she thought the Bastrop Art In Public Places Task Force should be the entity to decide where it should be displayed. Ms. McAnally stated if the Bastrop County Historical Society would like to display a photo like this it would probably cost them about \$1000.00 to have a copy made and framed. Ms. McAnally stated she thought the City employees should be considered also.

Mayor Orr stated while he is not sure if this is considered a piece of art or an artifact, the purpose of the Bastrop Art In Public Places Task Force, in his interpretation, was to include not only art but also artifacts.

Ken Kesselus moved that the Council authorize the City Manager to work out an agreement with the Bastrop County Historical Society that maintains the certainty that the City is the owner of the aerial photo and the Bastrop County Historical Society may have the aerial photo on loan as long as they display it publicly.

Motion was seconded by Willie DeLaRosa.

Mr. Kesselus stated he was the person who raised this issue when the City moved into the new building and he is the person that asked the Bastrop Council Historical Society Museum if they would display it if we loaned it to them. Mr. Kesselus stated the aerial photo was given to the City but this photo has been displayed at the Chamber of Commerce and Bastrop County Precinct No. 1 office. Mr. Kesselus stated the photo is 80 years old and links us with history further back.

Willie DeLaRosa stated he does not think anyone disagrees with Ms. McAnally that the photo belongs to the City. Mr. DeLaRosa stated loan the aerial photo to the Bastrop County Historical Society and in the future they have a reproduction made. Mr. DeLaRosa stated this historical picture should be seen by the public and not sitting in a private office.

Ms. McAnally proposed that a time limit, 12 months, to borrow the photo be placed in the agreement and in that time the Bastrop County Historical Society could get it reproduced.

Dock Jackson stated he would like for the aerial photo to be publicly displayed at City Hall. Dock Jackson stated he is agreeable to loan it to the Museum and having them have a reproduction made. Mr. Jackson stated he did not see this as part of the Bastrop Art In Public Places Task Force duties. Mr. Jackson stated he Bastrop County Historical Society is a county museum and displays artifacts from throughout the County. Mr. Jackson stated the aerial photo is the City's property and it should remain with the City.

Joe Beal stated to him this was a no-brainer, the place for this aerial photo that depicts Bastrop in 1931, is in the Museum so that it can be put in context with other pieces displayed at the Museum depicting Bastrop at other parts of time. Mr. Beal stated the City could loan the photo to the Bastrop County Historical Society Museum and at any point in time the City could ask for it back. Mr. Beal stated he did not care about a copy being made. Mr. Beal stated the Bastrop Art in Public Places Task Force did not feel like the aerial photo fit in with the art displayed at City Hall and thus the aerial photo went into a back office.

Mr. Beal called for the question.

Mayor Orr asked that the City Secretary call roll on the motion made by Mr. Kesselus.

Discussion was held among Council and City Attorney to clarify and understand Mr. Kesselus' motion.

City Manager, Mike Talbot stated he wanted to make sure the Council has a very clear understanding that there will be language in the agreement that the Council can request the return of the picture at any time.

City Secretary, Teresa Valdez called the roll for the motion made by Ken Kesselus and seconded by Willie DeLaRosa:

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

Motion carried unanimously.

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

- A. SECTION 551.086 – CERTAIN PUBLIC POWER UTILITIES: COMPETITIVE MATTERS.
- B. SECTION 551.072 – DELIBERATION REGARDING REAL PROPERTY: REGARDING THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.

At 6:50 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:

- A. Section 551.086 – Certain Public Power Utilities: Competitive Matters.
- B. Section 551.072 – Deliberation regarding real property: Regarding the purchase, exchange, lease or value of real property.

4. THE BASTROP CITY COUNCIL WILL RECONVENE INTO SPECIAL SESSION TO DISCUSS, CONSIDER AND/OR TAKE ANY ACTION(S) NECESSARY RELATED TO THE EXECUTIVE SESSION NOTED HEREIN.

At 7:59 p.m., Mayor Orr reconvened the Bastrop City Council into Special Session to discuss, consider and/or take any action(s) necessary related to the Executive Session noted herein.

No action was taken.

5. ADJOURN.

At 8:00 p.m., Willie DeLaRosa moved to adjourn. Motion was seconded by Dock Jackson and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

CITY OF BASTROP

AGENDA ITEM A.2

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

2013

DATE SUBMITTED: January 14, 2013
MEETING DATE: February 12, 2013,

1. Agenda Item: **Approval of the Special Event Permit submitted in the Application received from the National MS Society to host “BP MS 150 Bike Tour” on Sunday, April 21, 2013, traveling down Chestnut to the Bastrop Intermediate School grounds on Old Austin Highway and from there to Highway 71 westward to Austin.**
2. Party Making Request: **Trey Job, Director of Public Works, Parks, & Recreation.**
3. Nature of Request: (Brief Overview) Attachments: Yes X No _____
4. Policy Implication: _____
5. Budgeted: _____Yes _____No X N/A
 Bid Amount: _____ Budgeted Amount: _____
 Under Budget: _____ Over Budget: _____
 Amount Remaining: _____
6. Alternate Option/Costs: _____
7. Routing: **NAME/TITLE** **INITIAL** **DATE** **CONCURRENCE**
a) _____
b) _____
c) _____
8. Staff Recommendation: _____

9. Advisory Board: _____Approved _____Disapproved _____None
10. Manager’s Recommendation: _____Approved _____Disapproved _____None
11. Action Taken: _____



Bastrop Public Library
1209 Linden Street • P. O. Box 1000
Bastrop, LA 71229

(BP) MS 150 Bike Tour

Sunday 04/21/13

RECEIVED DEC 19 2012

Special Event Permit Application

Revised 12/18/2012

Name of event: BP MS 150 BIKE RIDE

Location of event: BASTROP HIGH SCHOOL, 1614 Chambers St. BASTROP, TEXAS

Purpose of event: 2-day bike ride from Houston to Austin, Texas – fundraiser for the National MS Society, a non-profit organization dedicated to finding a cure for multiple sclerosis.

Date(s): April 21, 2013 Day(s): Sunday Times: 8am to 3pm

Setup: April 21, 2013 /6am to 8am Cleanup: April 21, 2013 /3pm to 6pm

Name of organization: National MS Society

Address of organization: 8111 North Stadium Dr.

Event coordinator #1: BARBARA METYKO

Daytime: 713-394-2910
Area Code/Number

Fax: 713-394-7422
Area Code/Number

Cell: 713-906-5970
Area Code/Number

E-mail address: BARBARA.METYKO@NMSS.ORG

Event coordinator #2:

Daytime: Area Code/Number Fax: Area Code/Number Cell: Area Code/Number

E-mail address:

Please describe event activities (may continue on separate sheet of paper, if necessary):

2-day bike ride from Houston to Austin, Texas. Sponsored by the National MS Society – a not for profit organization dedicated to raising funds to find a cure for multiple sclerosis. Approximately 13,000 cyclists are pedaling to Austin, Texas. Event route is supported by law enforcement officers, medical team, ambulances, SAG vehicles, breakpoints along the route, lunch stops on both days. The overnight is in LaGrange, Texas at the Fayette County Fair Grounds on Highway 77. Thousands of dedicated volunteers support this event through many different volunteer activities along the route.

Processing Fee (cannot be waived and must accompany application – NO PERSONAL OR BUSINESS CHECKS):

- \$100.00 with proof of non-profit status
- \$300 for all others
- Cashier's Check # _____ OR Post Office-issued Money Order # _____ payable to City of Bastrop

Security Deposit Fee (cannot be waived and must accompany application – NO PERSONAL OR BUSINESS CHECKS):

- \$500.00
- Refunded if City property is clean and free of litter and damage after the event
- Cashier's Check # _____ OR Post Office-issued Money Order # _____ payable to City of Bastrop
- ☐ On file from prior event(s)

Insurance (general liability policy in the amount of one million dollars with City named as additional insured):

- ☐ Submitted with app
- ☐ To be submitted _____
- ☐ On file from prior event(s)

Please describe/explain/list the following (may continue on separate sheet). Mark "N/A" if not applicable.

Admission Fees: NA _____

Alcohol (TABC & City permits): NA _____

Animals (waste control): NA _____

Attendance (anticipated *): 12,000 _____

Banner Permit (location[s]): College & Pecan (facing east)- submit to TX DOT-attached _____

Emergency Services (First Aid Station, ambulance standby): Guardian Ambulance Company is on stand-by. First Aid tent located at the lunch stop in Bastrop; plus numerous medical personnel on-hand _____

Fireworks Permit & Safety Plan (State Fire Marshal 512/305-7932): NA _____

Inspections (tents, stages, electrical, etc): large frame tent at school property for lunch service area and sit down area for riders. Installed by professional tent company "Party Tents"; Bike racks available for storage of bikes during the lunch time.

Litter Control: Trash boxes on site; professional cleanup crew at the high school; removal of large trash by Allied Waste Management with the use of a compactor truck. _____

Map (location of activities, vendors, parking, etc): Attached map show bike route through the city and to the lunch site.

Parking Plan (remote, shuttle): Various parking lots available at the high school for volunteers and other guests to park.

Portacans (Jackpot 512/303-1467) porta cans will be provided by Jackpot, Bastrop, TX _____

Rodeo Arena (Rhonda Lock 512/ 563-8816): NA _____

Security Plan (off-duty police 512/332-8600): Provided by local off-duty police officers coordinated by the BP MS 150 – Security Coordinators: John Miller, 281-924-3586; Mark Miller 713-870-5384

Show Barn (Allen Stewart 512/413-8512): NA _____

Signage (remove within 24 hours after event): various directional signs located on the roads with TX DOT permit. _____

Sound Permit (for amplified sound): attached _____

Street Closures: No street closures; curb lane closures _____

Temporary Structures (tents, stages, etc): One large tent on school parking lot. _____

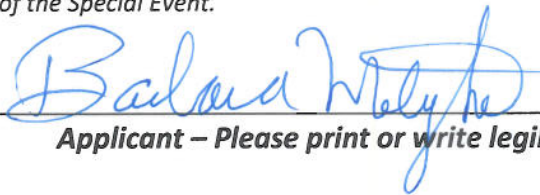
Vehicles, Equipment, etc: Bicycles, trucks, vans, buses, golf carts and other types of support vehicles will be on the road and in the lunch site supporting the thousands of participants. _____

Vendors (Valid Tax ID #; food? other?): Jasons Deli , Austin, Texas will serve sandwiches at the Bastrop High School to the riders.
• Bastrop County Health and Sanitation Department permit, 806 Water Street, (512) 332-7276

Volunteers (how many & how identified): Several hundred and wearing orange t-shirts with the event logo; plus wrist bands.

Water/Wastewater: NA _____

I, the undersigned Applicant, hereby agree to indemnify and hold harmless the City of Bastrop, its officers, employees, agents, and representatives against all claims of liability and causes of action resulting from injury or damage to persons or property arising out of the Special Event.

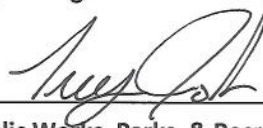
 _____
Applicant – Please print or write legibly

12/19/12 _____
Date

This application must be submitted in person and by appointment only: (512) 332-8920. The City’s special event coordinator will go over the submitted app with you to confirm that all questions are answered and all required fees, permits, etc are submitted, as well.

Special Event Review Committee Signatures

The City's Special Event Coordinator will obtain the following applicable signatures.
In order to expedite the process, a designee may sign for any of the following in his or her absence

 ☒ Police Department	<u>1-11-13</u> Date
 ☒ City Manager	<u>1-11-13</u> Date
 ☒ Public Works, Parks, & Recreation Department	<u>1-11-13</u> Date
☐ Bastrop Power & Light Department	 Date
☐ Water/Wastewater Department	 Date
☐ Main Street Manager	 Date
☐ Other	 Date

City of Bastrop
Public Works, Parks, & Recreation
1209 Linden Street *physical address*
P. O. Box 427 *mailing address*
Bastrop, TX 78602
(512) 332-8920 *main - Marty DuVall*
(512) 321-1313 *fax*



Trey Job, Director, Public Works, Parks, & Rec	512/848-5716
"RC" Robert Campion, Interim Public Works Foreman	512/848-6916
Jason Alfaro, Parks Superintendent	512/718-3766
Curtis Ervin, Director, Power & Light	512/848-6934
Michael Blake, Police Chief	512/332-8601
Matt Wagner, Asst Police Chief	512/848-6930
Clint Nagy, Sgt/Event Coordinator for PD	512/848-7740
Ted Bowers, City Inspector	512/629-5033
Nancy Wood, Main Street Manager	512/297-5382

This application must be submitted in person and by appointment only: (512) 332-8920. The City's special event coordinator will go over the submitted app with you to confirm that all questions are answered and all required fees, permits, etc are submitted, as well.

BBVA Compass

CASHIER'S CHECK

500970655

CHEQUE DE CAJA

61-118/620

PAY CITY OF BASTROP

Date/Fecha: 12/18/2012

886

TO THE
ORDER OF

***** \$100.00 *****

Paguese por este cheque a lo orden de

*** ONE HUNDRED DOLLARS AND 00 CENTS ***

Remitter/Remitente: BARBARA METYKO

Description/Descripción: PROCESSING FEE FOR BP MS 150

Drawee:
Compass Bank
Birmingham, AL 35233

AUTHORIZED SIGNATURE / FIRMA AUTORIZADA

RECEIVED DEC 19 2012
(BP) MS 150 Bike Tour

Sunday 04/21/13

⑈ 500970655⑈ ⑆ 062001186⑆ 151 5611 2⑈

Ver Detrás de Cheque.

Características de la Seguridad Incluidas.

Ver Detrás de Cheque.

Características de la Seguridad Incluidas.

BBVA Compass

CASHIER'S CHECK

500970657

CHEQUE DE CAJA

61-118/620

PAY CITY OF BASTROP

Date/Fecha: 12/18/2012

886

TO THE
ORDER OF

***** \$500.00 *****

Paguese por este cheque a lo orden de

*** FIVE HUNDRED DOLLARS AND 00 CENTS ***

Remitter/Remitente: BARBARA METYKO

Description/Descripción: SECURITY DEPOSIT FOR BP MS 150

Drawee:
Compass Bank
Birmingham, AL 35233

AUTHORIZED SIGNATURE / FIRMA AUTORIZADA

⑈ 500970657⑈ ⑆ 062001186⑆ 151 5611 2⑈

Ver Detrás de Cheque.

Características de la Seguridad Incluidas.

Ver Detrás de Cheque.

Características de la Seguridad Incluidas.

2/8/2013

Non profit status

41

RECEIVED DEC 19 2012

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

In reply refer to: 0245556166
Oct. 06, 2010 LTR 4167C EO
13-5661935 000000 00
00015573
BODC: TE

(BP) MS 150 Bike Tour

Sunday 04/21/13

NATIONAL MULTIPLE SCLEROSIS SOCIETY
% CAROLYN HAYES-GULSTON
733 3RD AVE FL 3
NEW YORK NY 10017-3211

006406

Employer Identification Number: 13-5661935
Group Exemption Number: 1048
Person to Contact: Mr Galluppi
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Sep. 27, 2010, request for information about your tax-exempt status.

Our records indicate that you were issued a determination letter in October 1947, and that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on the information supplied, we recognized the subordinates named on the list you submitted as exempt from Federal income tax under section 501(c)(3) of the Code.

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

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

Sincerely yours,

Michele M. Sullivan

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

CERTIFICATE OF LIABILITY INSURANCE

DATE 12/27/2012
12/27/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the terms and conditions of the policy, certain policies may require the certificate holder in lieu of such endorsement(s).

(BP) MS 150 Bike Tour

Sunday 04/21/13

PRODUCER
MARSH USA, INC.
445 SOUTH STREET
MORRISTOWN, NJ 07960-6454

123456-Standard-12-13

HOUST

INSURED
NATIONAL MULTIPLE SCLEROSIS SOCIETY
SOUTH CENTRAL CHAPTER
8111 N. STADIUM DRIVE, STE 100
HOUSTON, TX 77054

RECEIVED JAN 07 2013

CONTACT NAME:

PHONE (A/C, No, Ext):

FAX (A/C, No):

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Federal Insurance Company

20281

INSURER B: Great Northern Insurance Company

20303

INSURER C: ACE Property & Casualty Insurance Company

20699

INSURER D: Employers Insurance Company Of Wausau

21458

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

NYC-006322915-07

REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			3583-33-49	12/31/2012	12/31/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT X LOC \$
B	AUTOMOBILE LIABILITY			(12)7353-02-37	12/31/2012	12/31/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll Deductible \$ 1,000
C	UMBRELLA LIAB			M00552835 022	12/31/2012	12/31/2013	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 DED RETENTION \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WCC-Z91-451053-012	12/31/2012	12/31/2013	X WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CITY OF BASTROP IS ADDED AS ADDITIONAL INSURED EXCLUDING WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY POLICY AS REQUIRED BY WRITTEN CONTRACT BUT LIMITED TO THE OPERATIONS OF THE INSURED UNDER SAID CONTRACT, AND ALWAYS SUBJECT TO THE POLICY TERMS, CONDITIONS AND EXCLUSIONS. A WAIVER OF SUBROGATION IS IN FAVOR OF THE CERTIFICATE HOLDER WITH RESPECT TO THE GENERAL LIABILITY POLICY.

CERTIFICATE HOLDER

CITY OF BASTROP
ATTN: MARTY DUVALL
PO BOX 427
BASTROP, TX 78602

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.

Manashi Mukherjee

Manashi Mukherjee

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BIKE & VEHICLE ROUTES

BASTROP, TEXAS

REVISED 1/10/13

EVENT: BP MS 150 BIKE TOUR

WHEN: APRIL 21, 2013, Sunday

TIME OF ACTIVITY: Approximately 8am to 3pm

DESCRIPTION OF ACTIVITY: Lunch site for bike tour is at the **Bastrop Intermediate School**, 509 Old Austin Highway, Bastrop, Texas 78602. Use of site has been confirmed by BISD. Lunch sites are stop venues for riders to eat sandwich, drink beverages, fix bikes, medical issues, meet friends and family at the half mark to the finish line in downtown Austin, Texas

The National MS Society will provide all food items, tent, tables, chairs, porta cans, bike racks, medical tent, SAG vans, buses, communication tent, security, clean up for the venue. We will have a small sound system with a DJ, playing music and occasional announcements. It is not loud.

ROUTE DESCRIPTION:

For cyclists.....NEW (security coordinators recommend that all cyclists traffic stay away from the Bucees Convenient Store located at the major intersection of Hwy 71 and Hwy 95)

Hwy 71 (route) Cyclists will be traveling west on Hwy 71 to Loop 150

Turn right on Loop 150 to Loop 21

Park cyclists will merge with **Hwy 71 route cyclists** on Loop 150 as they are exiting from the park

Turn left on Loop 21 and continuing traveling west on Loop 21 (changes to Chestnut St at Hwy 95)

Continuing traveling west on Chestnut St. (through Historic Bastrop City area)

Chestnut St. changes to Loop 150, cyclists continue on Loop 150 to Old Austin Highway

Turn right on Old Austin Highway eventually reaching the Bastrop Intermediate School.

Turn right into the school parking lot where food tent and other amenities are set up.

Cyclists exit the school parking lot – turning right onto Old Austin Hwy.

Continuing west to the Hwy 71 feeder road to Loop 304

Right at Loop 304 to Blakly

Left at Blakly to FM 969

Right on FM 969

2013 BP MS150 BASTROP ROUTE

2013 BP MS 150 Bike Tour

Sunday 04/21/13



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 rights reserved.



Sound Permit Application

Revised 12/4/2012 4:28 PM

City of Bastrop - Public Works, Pa **(BP) MS 150 Bike Tour**
1209 Linden Street; Bastrop,
Tel: (512) 332-8920 • Fax: (5

Sunday 04/21/13

Office Hours: 7:00 a.m. to 11:30 a.m. and 1:00 p.m. to 3:30 p.m.

Special Event on City Property ☐

Special Event on Private (not City) Property ☒

Park Pavilion Rental ☐

Activity on City Property ☐

Activity on Private (not City) Property ☐

Permits are required for use of any and all amplified sound within the city limits by other than normal household portable stereo equipment, occurring on private (not City) and public residential and non-residential property. Permits are valid only for the duration of the event named in this application.

A permit for events held in residential areas is valid between the hours of **8:00 a.m. and 10:00 p.m.**

A permit for events held in non-residential areas is valid between the hours of **8:00 a.m. and midnight (12:00 a.m.)**.

The volume of the sound amplified shall not exceed **85 dB(A) (daytime)** or **80 dB(A) (night time)** when measured from the nearest receiving property. The Police Department can request the permit holder to turn down or turn off the amplified sound if there are complaints.

YOU MUST HAVE THIS PERMIT IN YOUR POSSESSION AT THE TIME OF THE EVENT!

Responsible party: National MS Society - Contact: Barbara Metyko

Address: 8111 N. Stadium Dr., Houston, Texas 77054

Phone No: 713-394-2910 Fax No: 713-394-7422

E-mail address:

Barbara.metyko@nmss.org

Date(s) of event, rental, or activity: April 21, 2013

Name of event or activity: BP MS 150 Bike Ride

Location(s) of event, rental, or activity: Bastrop High School

Location(s) of amplified sound equipment: Parking lot of Bastrop High School

Start time (AM or PM) : 9am End time (AM or PM): 3pm

Comments: Small PA system - at entrance to parking lot. Announcement, etc.

Signature of Applicant

12/19/12
Date

2/8/2013

(BP) MS 150 Bike Tour

Sunday 04/21/13

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RECEIVED DEC 19 2012



Application for Use of State of Texas Right of Way
for Temporary Signs for Special Events

Please print or type information

To the Texas Department of Transportation (TxDOT)
c/o Area Engineer Bastrop County, Texas

Date: 12/17/12

This form must be received at least 7 days prior to proposed use on the right of way.

Applicant National MS Society proposes to place a
sign within the right of way of Highway Location College & Pecan
 in Bastrop County, Texas. (facing south)

☐ Check here for placement of multiple signs and submit the information requested on the Supplemental Sheet.

The temporary structure/vehicle will be placed NA feet from the roadway and will have the following characteristics:

Mounting Height 18 feet above the road Thickness 1 inch

Sign Dimensions (Height, Width, Length) 36' long 36" wide

Sign Material nylon mesh

Sign Support Dimensions

Sign Support Material rope

Proposed Text BP MS 150 Bike Ride, April 21 Welcome to Bastrop

Background Color White Mesh Legend Color Green

The right of way will be used FROM DATE 4/15/13 TO DATE 4/22/13
(maximum of 60 days) and the nature of the event is

2-day bike ride - fund raiser for people w/ multiple sclerosis
The sponsor of the event, if applicable, is National MS Society

I will avoid or minimize impacts, and will, at my own expense, restore or repair damage resulting from this event.

I will be responsible for any damages or accidents that may occur during the term of this permit and save TxDOT and the State of Texas harmless.

I will abide by all applicable federal, state and local environmental laws, regulations, ordinances, and any conditions or restrictions required by TxDOT to protect natural and cultural resources of the right of way.

If this event causes hazardous traffic conditions to develop, I will cease the activity until corrective measures have been implemented.

It is expressly understood that TxDOT reserves the right to enforce the terms and conditions that it may deem necessary for the protection of the transportation facility and safety of the traveling public.

By signing below, I agree to the conditions/provisions included in this application. I am authorized to sign on the behalf of the organization holding the event.

Applicant National MS Society
Barbara Healy
By
Title Director, Development
Signature Barbara Healy

Mailing Address 8111 N. Stadium Dr
Houston Tx 77006
City, State Zip
713-394-2910
Area Code Telephone Number

(BP) MS 150 Bike Tour

Sunday 04/21/13

47

RECEIVED DEC 19 2012

Approval

Name of Applicant	
Control Number	Section
Highway Number	County
Start Date of Agreement	Termination Date of Agreement

Signs must be constructed of heavy cardboard, plastic, fabric mesh or plywood, no thicker than ¼ inch.

An approved sign must not:

- ♦ exceed 16 square feet in placed on the roadside to inform the traveling public;
- ♦ exceed four square feet if used to guide participants in a bicycle or pedestrian event;
- ♦ extend more than three feet beyond the pavement edge if the sign is a banner; or
- ♦ imitate or resemble any official traffic sign, signal, or device.

An approved sign may not be placed:

- ♦ in a location where it may prevent the driver of a vehicle from having a clear and unobstructed view of official signs and approaching or merging traffic;
- ♦ on any highway appurtenances, including, but not limited to bridges, traffic control devices, official signs, sign supports, and light standards, poles, and delineators;
- ♦ on a tree or other natural feature;
- ♦ less than 18 ½ feet (clear) above the pavement if the sign is a banner placed over the pavement; or
- ♦ closer to the pavement edge than official highway signs, except for those signs used to guide participants in a bicycle or and pedestrian event.

TxDOT reserves the right to remove a sign if it becomes a hazard due to inclement weather, inadequate maintenance, accidental damage, or other hazardous cause. A sign approved for temporary use may not be erected more than 24 hours prior to the event. However, if the sign is a banner it may be installed no more than 30 days prior to the event.

It is understood that a sign must be removed within 24 hours of the completion of the event; except banners shall be removed within seven days of the completion of the event. A special event sign not removed within the allotted time is subject to removal by TxDOT and the applicant is liable for removal and disposal costs.

It is expressly understood that TxDOT does not purport, hereby, to grant any right, claim, title, or easement in or upon this highway. In the event the party fails to comply with any or all of the requirements as set forth herein, the approval may be revoked and TxDOT may take appropriate action.

Name of TxDOT Representative	Address		
Title			
Signature, TxDOT Representative	City,	State	Zip
Date of Final Approval	Area Code	Telephone Number	

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: January 14, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Approval of Contract for Election Services between Bastrop County Elections Administrator and the City of Bastrop.**

2. Party Making Request: **Teresa Valdez, City Secretary**

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

Attached is the Contract for the Bastrop County Elections Administrator to conduct the City of Bastrop General Election scheduled for May 11, 2013.

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: **City Secretary recommends approval.**

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

CONTRACT FOR ELECTION SERVICES
BETWEEN
THE ELECTIONS ADMINISTRATOR OF BASTROP COUNTY
AND
THE CITY OF BASTROP
FOR THE MAY 11, 2013 ELECTION

THIS CONTRACT is made and entered into by and between Bridgette Escobedo, the Elections Administrator of Bastrop County, Texas, hereinafter referred to as “Contracting Officer,” and the City of Bastrop, hereinafter referred to as the “CITY,” pursuant to the authority under Section 31.092(a) of the Texas Election Code and Chapter 791 of the Texas Government Code. In consideration of the mutual covenants and promises hereinafter set forth, the parties agree to this interlocal agreement with regard to the coordination, supervision, and running of the CITY’s May 11, 2013 Election, hereinafter referred to as “the election”. The purpose of this agreement is to maintain consistency and accessibility in voting practices, polling places and election procedures to assist the voters of the CITY.

I. RESPONSIBILITIES OF CONTRACTING OFFICER. The Contracting Officer shall be responsible for performing the following services and furnishing the following materials and equipment in connection with the election:

A. *Notification to Presiding and Alternate Judges; Appointment of Clerks.*

1. The Contracting Officer shall notify each presiding judge and alternate judge of his or her appointment. The notification will also include the assigned polling location, the date of the election school(s), the eligibility requirements that pertain to them and to the selection of election day clerks, the date and time of the election, the rate of compensation, the number of election clerks the presiding judge may appoint, and the name of the presiding or alternate judge, as appropriate.

2. The Contracting Officer shall ensure that the presiding judges make the appropriate election clerk appointments and notify the clerks of their appointments. The recommendations of the CITY will be the accepted guidelines for the number of clerks secured to work in each polling place. The presiding election judge of each polling place, however, will use his/her discretion to determine when additional manpower is needed during peak voting hours. Election judges shall be secured by the Contracting Officer with the approval of the CITY.

3. Notification to the election judges and alternates shall be made no later than April 26, 2013.

B. Contracting with Third Parties. In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third persons for election services and supplies. The cost of such third-person services and supplies will be paid by the Contracting Officer and reimbursed by the CITY as agreed upon on Exhibit "C."

C. Election School(s). The Contracting Officer shall be responsible for conducting one or more, at her discretion, election schools to train the presiding judges, alternate judges, election clerks, and early voting clerks, and Early Voting Ballot Board members in the conduct of elections, including qualifying voters, provisional voting, and the counting of ballots. The Contracting Officer shall determine the date, time, and place for such school(s) and notify the presiding judges, alternate judges, and election clerks of such. The Contracting Officer may hold the election school(s) on a Saturday in order to increase its availability to election workers who are employed during the regular work week. If at all possible, such election schools shall be conducted within the CITY territory.

D. Publication/Posting of Election Notice. The Contracting Officer shall be responsible for having the required election notice under Section 4.003(a)(1) of the Texas Election Code published in the newspaper as required by State law. The Contracting Officer shall also be responsible for posting the notice required under Section 4.003(b) of the Texas Election Code as required by law and may require the assistance of the CITY in having such notice posted.

E. Election Supplies. The Contracting Officer shall procure, prepare, and distribute to the presiding judges for use at the polling locations on Election Day and the Early Voting Ballot Board (and to the Deputy Early Voting Clerks during Early Voting) the following election supplies: election kits from third-party vendors (including the appropriate envelopes, sample ballots, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and Subchapter B of Chapter 66 of the Texas Election Code); pens; pencils; tape; markers; paper clips; ballot box seals; sample ballots; tacks, and all consumable-type office supplies necessary to hold an election.

F. Registered Voter List. The Contracting Officer shall provide all lists of registered voters required for use on Election Day and for the early voting period required by law. The Election Day list of registered voters shall be arranged in alphabetical order by each precinct.

G. Ballots. The Contracting Officer shall be responsible for the programming of the direct recording electronic voting devices (referred to as DRE's) and the printing of ballots requested by mail or used for early voting or

election day. The Contracting Officer shall be responsible for distributing the DRE's along with the election supplies.

H. Early Voting. In accordance with Sections 31.096 and 31.097(b) of the Texas Election Code, the Contracting Officer will serve as Early Voting Clerk for the election.

1. As Early Voting clerk, the Contracting Officer shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. The Contracting Officer shall work with the CITY in securing personnel to serve as Early Voting Deputies.

The Contracting Officer shall, upon request, provide the CITY a copy of the early voting report on a daily basis and a cumulative final early voting report following the election.

2. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the locations listed in Exhibit "A," attached hereto and made a part of this contract.

3. The Contracting Officer shall receive mail ballot applications on behalf of the CITY. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Contracting Officer or her deputies at 804 Pecan Street, Bastrop, Texas 78602. Any requests for early voting ballots to be voted by mail received by the CITY shall be forwarded immediately to the Contracting Officer for processing.

4. All Early Voting ballots (those cast by mail and those cast by personal appearance) shall be secured and maintained by the Contracting Officer and delivered by her or her deputy for counting in accordance with Chapter 87 of the Texas Election Code to the Early Voting Ballot Board at the Bastrop County Courthouse on Election Day, May 11, 2013.

I. Election Day Polling Locations. The Election Day polling locations are those listed in Exhibit "B," attached hereto and made a part of this contract. The Contracting Officer shall arrange for the use of all Election Day polling places and shall arrange for the setting up of all polling locations for Election Day, including ensuring that each polling location has the necessary tables, chairs, and voting booths.

J. Central Counting Station. The Contracting Officer shall be responsible for establishing and operating the Central Counting Station to receive and tally the voted ballots in accordance with Section 127.001 of the Election Code and of this agreement. Counting Station Manager and Central Count Judge shall be Bridgette Escobedo. The Tabulation Supervisor shall be Kristin Zapalac. The tabulation

supervisor shall handle ballot tabulation in accordance with statutory requirements and county policies, under the auspices of the Contracting Officer.

Election night reports will be available to the CITY at the Central Counting Station on election night and will provide individual polling location totals.

K. *Manual Counting.* The Contracting Officer shall conduct a manual count as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the CITY in a timely manner. The Secretary of State may waive this requirement. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201(E) of the aforementioned code.

L. *Election Reports.* The Contracting Officer shall prepare the unofficial tabulation of precinct results under Section 66.056(a) of the Texas Election Code and shall provide a copy of the tabulation to the CITY as soon as possible after the Contracting Officer has received the precinct returns on Election Day night. Provisional ballots will be tabulated after election night in accordance with state laws.

M. *Custodian of Voted Ballots.* The Contracting Officer is hereby appointed the custodian of voted ballots and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law.

N. *Election Orders, Election Notices, Canvass.* The Contracting Officer shall prepare the election order, resolutions, notices, official canvass, and other pertinent documents for adoption by the CITY's governing body. With respect to the CITY's order and notice of election, the Contracting Officer shall only prepare said documents for the general trustee election. The CITY shall be responsible for preparing the order and notice of election for a special bond election.

II. RESPONSIBILITIES OF THE CITY. The CITY shall assume the following responsibilities:

A. *Election School(s).* At the request of the Contracting Officer, and at no cost to the Contracting Officer, the CITY will make available space in an CITY building to hold the election school(s), if applicable.

B. *Polling Locations.* The CITY shall pay the respective cost of all employee services required to provide access, security, or custodial services for the polling locations.

C. *Applications for Mail Ballots.* The CITY shall date stamp and then immediately hand deliver to the Contracting Officer all original mail ballot applications for mail ballots that it receives.

D. Election Orders, Election Notices, Canvass. Promptly after approval of election order, resolutions, notices, official canvass, and other pertinent documents by the CITY's governing body and within such time so as not to impede the orderly conduct of the election, the CITY shall return said documents to the Contracting Officer for proper posting and recordkeeping. The CITY assumes the responsibility of promoting the schedules for Early Voting and Election Day

E. Paper Ballots. In advance of the March 27, 2013 date on which the Texas Secretary of State's Office encourages the mailing out of ballots for early voting by mail, the Contracting Officer shall arrange with a third party to prepare the necessary optical paper ballots for the election. The ballots shall be in English with the Spanish translation included.

The CITY shall furnish the Contracting Officer a list of candidates and/or propositions showing the order and the exact manner in which their names or proposition(s) are to appear on the official ballot (including bilingual titles and text). This list shall be delivered to the Contracting Officer as soon as possible after ballot positions have been determined. The CITY shall perform the duties required for drawing for place on the ballot by candidates. The CITY shall be responsible for proofreading and approving the ballot insofar as it pertains to the authority's candidates and/or propositions.

F. Preclearance. The CITY shall prepare and submit to the U.S. Department of Justice under the Federal Voting Rights Act of 1965, any required submissions on voting changes. The Contracting Officer shall assist the CITY with respect to preclearance procedures and the preparation of a submission with respect to matters relative to the joint election agreement, such as, but not limited to joint polling location and hours.

III. SPECIAL PROVISIONS RELATING TO ELECTION WORKERS

A. Compensation. The parties agree that presiding judges and alternate judges will be compensated at a rate of \$10.00/hr, and election clerks will be compensated at a rate of \$8.00/hr. They will be compensated for all hours actually worked, including the time to set up the polling location and the time to complete the counting and to wrap up the paper work, but not to exceed one hour before and two hours after the polling location is open for voting. The presiding judge, or the election worker at the polling location that he or she designates, who picks up the election supplies on May 10, 2013 from the Contracting Officer and who returns the remaining supplies, ballot boxes, and all other election records from the polling location to the Contracting Officer will be compensated with a delivery fee of \$25 at the same time that payment is made for the hours worked. The Contracting Officer will pay the election workers directly and be reimbursed for such by the CITY.

B. Number of Election Workers. The parties agree that at all polling locations there will be a minimum of three election workers, consisting of the presiding judge, alternate judge, and one clerk.

IV. JOINT EXPENSES AND PAYMENT

A. Expenses Incurred and Billing. The participating authorities agree to share actual costs incurred to the extent that the costs and expenses are incurred in connection with a polling location used by more than one local political subdivision, such as (without limitation) the cost of renting polling locations and voting equipment, programming the voting equipment, supplies needed for the polling place, wages and salaries of election workers. Election expenses shall be pro-rated equally among the participants.

The parties agree, for those polling locations used solely by the CITY and not shared by any other participating authority, that the CITY will pay the wages, salaries, and other applicable election costs and expenses directly related to such polling location.

It is understood that to the extent space is available, other political subdivisions may wish to participate in the use of the County's election equipment and voting places, and it is agreed that the Elections Administrator may contract with such other political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.

Billing. As soon as reasonably possible after Election Day, the Contracting Officer will submit an itemized invoice to the CITY for (1) actual expenses directly attributable to the coordination, supervision, and running of the election and incurred on behalf of the CITY by the Contracting Officer, including expenses for supplies in connection with the election school(s), publication and printing of election notices, election supplies, wages paid to the Contracting Officer's employees for services under this contract performed outside of normal business hours, election workers, and any other expenses reasonably and directly related to the election, including, without limitation, rental and programming of DREs and audio ballots, and (2) the Contracting Officer's fee under Section 31.100(d) of the Texas Election Code and as provided in Section IV.E below. Expenses related to wages shall be supported by compensation sheets. Other expenses shall be supported by invoices or receipts, except that the price of items coming out of the Contracting Officer's stock of election supplies shall be supported by the Contracting Officer's certificate about the number of items used and the unit cost therefore according to the vendor's standard price list.

B. Payment. The CITY shall pay the Contracting Officer's invoice within 30 days from the date of receipt to: **Bastrop County, Attn: Bridgette Escobedo, Elections Administrator, 804 Pecan Street, Bastrop, TX 78602.** If the CITY

disputes any portion of the invoice, the CITY shall pay the undisputed portion of the invoice, and the parties will discuss in good faith a resolution of the disputed portion. All payments shall be made from current revenues available to the CITY.

C. Expense Item Larger than \$500. If a single election expense exceeds \$500, the Contracting Officer reserves the right to invoice the CITY for such expense at the time it is incurred, supported by an invoice or receipt, rather than waiting until after Election Day. The CITY shall pay such invoice within 30 days from the date of receipt.

D. Estimated Cost of Services. A cost estimate for election expenses is attached hereto and made a part of this contract as Exhibit "C." The parties agree that this is an estimate only and that the CITY is obligated to pay their respective portion of the actual expenses of the election as set forth herein. The Contracting Officer agrees to advise the CITY if it appears that the actual expenses incurred by the Contracting Officer will exceed by 20% or more the estimated expenses to be paid initially by the Contracting Officer and reimbursed jointly by the CITY.

E. Administrative Fee. The CITY shall pay the Contracting Officer a 10 % administrative fee, pursuant to the Texas Election Code, Section 31.100.

V. GENERAL PROVISIONS

A. Nontransferable Functions. In accordance with Section 31.096 of the Texas Election Code, nothing in this contract shall be construed as changing

1. the authority required by state law to order the election;
2. the authority with whom applications of candidates for a place on the ballot are filed;
3. the authority with whom documents relating to political funds and campaigns under Title 15 of the Texas Election Code are filed; or
4. the authority to serve as custodian of voted ballots or other election records, except that the Contracting Officer, if requested in writing by the CITY, will become the custodian of the voted ballots.

B. Joint Election. The parties acknowledge that the Contracting Officer may contract with other entities holding elections at the same time as the CITY on May 11, 2013.

C. Cancellation of Election. If the CITY cancels its election pursuant to Section 2.053 of the Texas Election Code, the Contracting Officer shall only be entitled to receive the actual expenses incurred before the date of cancellation in

connection with the election and an administrative fee of \$75. The Contracting Officer shall submit an invoice for such expenses (properly supported as described in **IV. PAYMENT** above) as soon as reasonably possible after the cancellation and the CITY shall make payment therefore in a manner similar to that set forth in **IV. PAYMENT** above. The Contracting Officer agrees to use reasonable diligence not to incur major costs in connection with election preparations until it is known that the election will be held, unless the CITY authorizes such major costs in writing. An entity canceling an election will not be liable for any further costs incurred by the Contracting Officer in conducting the May 11, 2013 Joint Election.

D. Contract Copies to Treasurer and Auditor. In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of this contract with the County Treasurer of Bastrop County, Texas and the County Auditor of Bastrop County, Texas.

E. Representatives. For purposes of implementing this contract and coordinating activities hereunder, the CITY and the Contracting Officer designate the following individuals, and whenever the contract requires submission of information or documents or notice to the CITY or the Contracting Officer, respectively, submission or notice shall be to these individuals:

For the CITY:

Teresa Valdez
City Secretary
City of Bastrop
1311 Chestnut Street/PO Box 427
Bastrop, TX 78602
Tel: (512) 332-8811
Fax: (512) 332-8819
Email: tvaldez@cityofbastrop.org

For the Contracting Officer:

Bridgette Escobedo
Elections Administrator
Bastrop County
804 Pecan Street
Bastrop, TX 78602
Tel: (512) 581-7160
Fax: (512) 581-4260
Email: elections@co.bastrop.tx.us

F. Amendment/Modification. Except as otherwise provided, this Agreement may not be amended, modified, or changed in any respect whatsoever, except by a further Agreement in writing, duly executed by the parties hereto. No official, representative, agent, or employee of the County has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the Commissioners Court of Bastrop County, Texas. No official, representative, agent, or employee of the CITY has any authority to modify this Agreement except pursuant to such expressed authorization as may be granted by the governing body of the CITY. Both the Contracting Officer and the CITY may propose necessary amendments or modifications to this Agreement in writing in order to conduct a Joint Election smoothly and efficiently, except that any such

proposals must be approved by the Commissioners Court of the County and the governing body of the Participating Entity, respectfully.

G. *Entire Agreement.* This Agreement contains the entire agreement of the parties relating to the rights herein granted and the obligations herein assumed and supersedes all prior agreements, including prior election services contracts and prior agreements to conduct joint elections. Any prior agreements, promises, negotiations, or representations not expressly contained in this Agreement are of no force and effect. Any oral representations or modifications concerning this Agreement shall be of no force or effect, excepting a subsequent modification in writing as provided herein.

H. *Severability.* If any provision of this Agreement is found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect the remaining provisions of this Agreement; and, parties to this Agreement shall perform their obligations under this Agreement in accordance with the intent of the parties to this Agreement as expressed in the terms and provisions of this Agreement.

I. *Third Party Beneficiaries.* Except as otherwise provided herein, nothing in this Agreement, expressed or implied, is intended to confer upon any person, other than the parties hereto, any benefits, rights or remedies under or by reason of this Agreement.

J. *Mediation.* Any controversy, claim or dispute arising out of or relating to this contract, shall be settled through mediation by the parties. The parties agree to use a mutually agreed upon mediator, or a person appointed by a court of competent jurisdiction, for mediation as described in Section 154.023 of the Texas Civil Practice and Remedies Code. Unless both parties are satisfied with the result of mediation, the mediation will not constitute a final and binding resolution of the dispute. All communications within the scope of the mediation shall remain confidential as described in Section 154.023 of the Texas Civil Practice and Remedies Code unless both parties agree, in writing, to waive the confidentiality. Notwithstanding the foregoing, the parties intend to fully comply with the Texas Open Meetings Act and the Texas Public Information Act whenever applicable. The term “confidential” as used in this Agreement has the same meaning as defined and construed under the Texas Public Information Act and the Texas Open Meetings Act.

WITNESS BY MY HAND THIS THE 12th DAY OF FEBRUARY 2013.

Terry Orr
Mayor
City of Bastrop
Bastrop, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____ 2013.

Paul Pape
County Judge
Bastrop County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____ 2013.

Bridgette Escobedo
Elections Administrator
Bastrop County, Texas

EXHIBIT “A”**EARLY VOTING DATES, TIMES, AND LOCATIONS****Time Period:**

Monday, April 29, 2013 through Tuesday, May 7, 2013.

Main Location:

Bastrop ISD Service Center, 906 Farm Street, Bastrop, TX 78602

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 7:30 am – 5:00 pm	30 7:30 am – 5:00 pm	1 7:30 am – 5:00 pm	2 7:30 am – 5:00 pm	3 7:00 am – 7:00 pm
6 7:30 am – 5:00 pm	7 7:00 am – 7:00 pm	8	9	10

Branch Locations:

Bastrop Intermediate, 509 Old Austin Hwy., Bastrop, TX 78602

Cedar Creek Middle, 125 Voss Pkwy., Cedar Creek, TX 78612

Lost Pines Elementary, 151 Tiger Woods, Bastrop, TX 78602

Red Rock Elementary, 2401 FM 20, Red Rock , TX 78662

Cedar Creek High, 793 Union Chapel, Cedar Creek, TX 78612

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29 7:30 am – 4:00 pm	30 7:30 am – 4:00 pm	1 7:30 am – 4:00 pm	2 7:30 am – 4:00 pm	3 7:30 am – 4:00 pm
6 7:30 am – 4:00 pm	7 7:30 am – 4:00 pm	8	9	10

Voting by Mail:

Bridgette Escobedo, Bastrop County Elections Administrator, 804 Pecan Street, Bastrop, TX 78602

EXHIBIT “B”

CITY OF BASTROP ELECTION DAY POLLING LOCATION

1. Bastrop - Precincts 1001, 1002, 1003, 2009, 2011

Bastrop ISD Service Center, 906 Farm Street, Bastrop TX 78602

EXHIBIT "C"
ESTIMATED COST OF MAY 11, 2013 ELECTION
JOINT ELECTION WITH BASTROP ISD

CITY OF BASTROP

Newspaper Publication Expenses	\$ 565.50
Optical Ballots and Programming Expenses	\$2,758.98
Rental Fee for AutoMARK and Vote Tabulator (voting equipment)	\$2,411.38
Staff Time and Mileage, Early Voting Clerks, Election Judges & Clerks, and Ballot Board	
Election Kits & other precinct supplies	\$ 200.00
SUBTOTAL	\$5,935.86
10% ADMINISTRATIVE FEE	<u>\$ 593.59</u>
TOTAL	<u>\$6,529.45</u>

CITY OF BASTROP

AGENDA ITEM: **A.4****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: January 14, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Approval of Agreement to Conduct Joint Election between the City of Bastrop and Bastrop Independent School District for the May 11, 2013 Election.**

2. Party Making Request: **Teresa Valdez, City Secretary**

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

Attached is the Agreement to Conduct Joint Election between the City of Bastrop and Bastrop Independent School District for the May 11, 2013 Election.

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: **City Secretary recommends approval.**

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

**AGREEMENT TO CONDUCT JOINT ELECTION BETWEEN
THE CITY OF BASTROP AND
BASTROP INDEPENDENT SCHOOL DISTRICT
FOR THE MAY 11, 2013 ELECTION**

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

This Agreement to Conduct Joint Election (this “**Contract**”) is entered into by and among City of Bastrop, a political subdivision of the State of Texas (the “**CITY**”), and Bastrop Independent School District, a political subdivision of the State of Texas, (the “**ISD**”), individually, a “**Party**” or, collectively, the “**Parties**,” pursuant to Section 31.092 and Chapter 271 of the Texas Election Code.

RECITALS

WHEREAS, the CITY and the ISD each expect to call an election to be held on May 11, 2013; and

WHEREAS, the CITY and the ISD desire to conduct such elections jointly pursuant to Chapter 271 of the Texas Election Code, and

WHEREAS, the CITY and the ISD desire to enter into a contract setting out the respective responsibilities of the Parties;

NOW, THEREFORE, the Parties agree as follows:

**ARTICLE I
PURPOSE**

1.01 The Parties have entered into this Contract to conduct a joint election on May 11, 2013. The purpose of this agreement is to maintain consistency and accessibility in voting practices, polling places, and election procedures in order to best assist the voters of the Parties.

**ARTICLE II
JOINT ELECTION**

2.01 The Parties agree to conduct their respective May 11, 2013 elections jointly pursuant to Chapter 271 of the Texas Election Code.

ARTICLE III. TERM

6.01 Except as hereinafter set out, the term of this Contract shall be from the time of execution until all items with respect to this Contract have been completed.

ARTICLE VII COST OF SERVICE AND BILLING

7.01 All costs incurred by the Parties attributable to the coordination, supervision, and running of the election and incurred on behalf of the Parties, including expenses for supplies in connection with the election school(s), election supplies, wages paid for election workers, any paper ballots to be used for the election, and any other expenses reasonably and directly related to the election, including, without limitation, rental and programming of direct recording electronic voting devices and audio ballots shall be shared by the Parties and each Party will be billed their pro-rata portion.

ARTICLE VIII GENERAL PROVISIONS

8.01 This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Bastrop County, Texas.

8.02 In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provision, and this Contract shall be construed as if the invalid, illegal, or unenforceable provision had never been a part of the Contract.

8.03 This Contract constitutes the only agreement of the Parties hereto and supersedes any prior understanding or written or oral agreement between the parties respecting the written subject matter.

8.04 No amendment, modification, or alteration of this Contract shall be binding unless it is in writing, dated subsequent to the date of the Contract and duly executed by all of the Parties.

8.05 Any notice to be given hereunder by any party to the other shall be in writing and may be affected by personal delivery, by certified mail, or by common carrier. Notice to a party shall be addressed as follows:

ISD:

Donald Williams
Executive Director of Community Services
Bastrop Independent School District
906 Farm Street
Bastrop, TX 78602

CITY:

Terry Orr
Mayor
City of Bastrop
PO Box 427
Bastrop, TX 78602

Notice by hand-delivery is deemed effective immediately, notice by certified mail is deemed effective three days after deposit with a U.S. Postal Office or in a U.S. Mail Box, and notice by a common carrier, is deemed effective upon receipt. Each party may change the address for notice to it by giving notice of such change in accordance with the provisions of this Section.

Executed to be effective the ____ day of _____ 2013.

DISTRICT:

BY: _____
Steve Murray, Superintendent
Bastrop Independent School District

Executed to be effective the 12th day of February 2013.

CITY:

BY: _____
Terry Orr, Mayor
City of Bastrop

CITY OF BASTROP

AGENDA ITEM

A.5**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: January 14, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Adoption of a Resolution calling for and establishing procedure for General Election, Bastrop, Texas.**

2. Party Making Request: **Teresa Valdez, City Secretary**

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

Attached is the Resolution calling for and establishing procedure for the City of Bastrop General Election on May 11, 2013.

4. Policy Implication: _____

5. Budgeted: Yes XX No

Bid Amount: _____

Under Budget: _____

Budgeted Amount: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

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

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: Approved Disapproved None

10. Manager's Recommendation: Approved Disapproved None

11. Action Taken:

RESOLUTION NO. R-2013-__**A RESOLUTION CALLING FOR AND ESTABLISHING PROCEDURE FOR A
GENERAL ELECTION BASTROP, TEXAS**

WHEREAS, the laws of the State of Texas and the City of Bastrop, provide that on May 11, 2013 there shall be elected the following officials for the City:

Place 1 - Council Member at Large, for an 'Amended Term' of 3 years, as per Charter Amendment passed on November 2010.

Place 5 - Council Member at Large, for a 'Amended Term' of 3 years, as per Charter Amendment passed on November 2010.

WHEREAS, the laws of the State of Texas further provide that the Election Code of the State of Texas is applicable to said election, and in order to comply with said Code, a resolution should be passed establishing the procedure to be followed in said election, and designating the voting places for said election.

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

That all candidates, for the election to be held on the second Saturday in May 2013 for the above mentioned City offices, shall file their application to become candidates with the City Secretary of the City of Bastrop, City Hall, 1311 Chestnut Street, Bastrop, Texas 78602 on or before 5:00 P.M. on March 1, 2013, the seventy-first (71st) day before the election, and that all of said applications shall be on a form as prescribed by Section 141.031 of the Election Code of the State of Texas.

The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing by the Bastrop City Secretary as provided by Section 52.094 of the Election Code.

This City has four (4) election precincts and said election shall be held at the following location:

- 1. For Election Precincts 1001, 1002, 1003, 2009 and 2011 (including all of the area within the boundaries of the Bastrop City limits) the election polling place shall be at BISD Service Center, located at 906 Farm Street, Bastrop, Texas.**

The County Elections Administrator is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct said election. Voting at such election shall be upon paper ballots prepared in conformity to the Texas Election Code.

Section 61.012 of the Texas Election Code requires that the Bastrop City Council must provide at least one accessible voting system in each polling place used in a Texas election on or after January 1, 2006. This system must comply with state and federal laws setting the requirements for voting systems that permit voters with physical disabilities to cast a secret ballot.

The Office of the Texas Secretary of State has certified that the ES&S's AutoMARK Voter Assist Terminal version 1.0 is an accessible voting system that may legally be used in Texas elections.

Sections 123.032 and 123.035 of the Texas Election Code authorize the acquisition of voting systems by local political subdivisions and further mandate certain minimum requirements for contracts relating to the acquisition of voting of such voting systems.

As chief elections officer of the Bastrop City Council, the Bastrop Council Elections Administrator shall provide at least one ES&S AutoMARK Voter Assist Terminal version 1.0 in each polling place in every polling location used to conduct any election ordered on or after January 1, 2006.

The following named persons are hereby appointed officers for said election:

For Elections Precincts 1001, 1002, 1003, 2009 & 2011– PK Barnett shall serve as Presiding Judge;

For Elections Precincts 1001, 1002, 1003, 2009 & 2011 – Vickie Deland shall serve as Alternate Presiding Judge;

The clerks for the election will be appointed by the Presiding Judge, in a number not to exceed six (6) clerks.

The polls at the above designated polling place shall on said Election Day be open from 7:00 A.M. to 7:00 P.M.

Bridgette Escobedo is hereby appointed Clerk for Early Voting. The Main Early Voting location for the above designated election shall be at Bastrop ISD Service Center, 906 Farm Street, Bastrop, Texas, and said place shall remain open for at least eight (8) hours on each day for early voting which is not on a Saturday, Sunday, or an official State holiday, beginning on April 29, 2013 the twelfth (12th) day before the election and continuing through May 7, 2013, the fourth (4th) day preceding the date of said election. Said place of voting shall remain open each weekday from 7:30 a.m. to 5:00 p.m. Said place of voting shall remain open on Friday, May 3, 2013 and Tuesday, May 7, 2013 for 12 hours from 7 a.m. to 7 p.m. Branch early voting locations are: 1) Bastrop Intermediate School, 509 Old Austin Hwy, Bastrop, Texas; 2) Cedar Creek Middle School, 125 Voss Pkwy, Cedar Creek, Texas; 3) Red Rock Elementary School, 2401 FM 20, Red Rock, Texas; 4) Lost Pines Elementary School, 151 Tiger Woods Dr., Bastrop, Texas; and 5) Cedar Creek High, 793 Union Chapel, Cedar Creek, Texas. Said locations shall remain open each weekday from 7:30 a.m. to 4:00 p.m.

Ballot applications and ballots voted by mail should be addressed to the Early Voting Clerk, Bridgette Escobedo, Bastrop County Elections Administrator, 804 Pecan Street, Bastrop, Texas 78602. Applications for ballots by mail must be received no later than the close of business on May 3, 2013, the eighth (7th) day before the election.

For Elections Precincts 1001, 1002, 1003, 2009 and 2011, Staci Calvert is hereby appointed as Presiding Judge of the Early Voting Ballot Board. In accordance with Section 87.0021 et seq. of the Texas Election Code said presiding judge shall appoint at least two (2) other members to the Board and shall process early voting results in accordance with said Texas Election Code.

The Presiding Judge will receive compensation at the rate of \$10.00 per hour. The Alternate Presiding Judge and Clerks will receive compensation at the rate of \$8.00 per hour. The Presiding Judge will receive an additional \$25.00 for picking up the election supplies prior to election to election day and for returning the supplies after the polls close.

Said election shall be held in accordance with the Election Code of this State and only resident qualified voters of said City shall be eligible to vote at said election.

The Mayor shall give notice of this election in accordance with the terms and provisions of Sections 4.004, 83.010, 85.004, and 85.007 of the Election Code, and all necessary orders and writs for said election shall be issued by the proper authority. Returns of said election shall be made to the City Council immediately after the closing of the polls.

It is further found and determined that in accordance with the order of this governing body, the City Secretary will post notice of the date, place and subject of this meeting on the bulleting board located in the City Hall, a place convenient and readily accessible to the general public, and said notice having been so posted and remaining posted continuously for at least seventy-two (72)

hours preceding the scheduled time of said meeting. A copy of the return of said posting shall be attached to the minutes of this meeting and shall be made a part thereof for all intents and purposes.

PASSED, APPROVED, AND ADOPTED this 12th day of February 2013.

Terry Orr, Mayor

ATTEST:

Teresa Valdez, City Secretary

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: January 14, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Approval of revision of Bastrop Library Collection Development Policy.**2. Party Making Request: **Mickey DuVall, Library Director**3. Nature of Request: (Brief Overview) Attachments: Yes **X** No _____**To remove audiocassette from list of formats and to change ages of Young Adult audience to ages 13 and up in the Collection Development Policy.**

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: _____

Collection Development Policy
For
Bastrop Public Library
December 2012

COLLECTION DEVELOPMENT POLICY

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- 1.2 Roles of the Library
- 1.3 Library Mission Statement
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- 1.5 Clientele to be Served
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2. MATERIALS SELECTION

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COLLECTION DEVELOPMENT POLICY

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- C. Access for Children and Young Adults to Nonprint Materials
- D. Free Access to Libraries for Minors
- E. Purchase Request Form
- F. Requests for Reconsideration of Library Materials
- G. Gift Receipt Form
- H. Donation Form

GENERAL INFORMATION

1.1 Purpose of the Collection Development Policy

The library's collection development policy is intended for use by the library staff, library advisory board, governing officials and community members. It provides information about the library and community, the scope of the collection, the library's goals for providing information, and specific practices for selecting and maintaining books and other library materials.

1.2 Roles of the Library

Life long learning

Addresses the desire for self-directed personal growth and development opportunities: The library will provide and maintain an extensive collection of circulating materials on a wide variety of topics in which the general public has a sustained interest.

Current Topics and Titles

Helps to fulfill community residents' appetite for information about popular, cultural and social trends and their desire for satisfying recreational experiences: The library will provide a current collection with sufficient copies of titles in high demand to ensure customer requests are met quickly. Materials will be offered in the formats and in the languages people want and will be selected primarily on the basis of local demand.

Commons

Addresses the needs of people to meet and interact with others in their community and to participate in public discourse about community issues: The library will provide public space for meeting and gathering that is recognized as inviting, neutral, and safe by all individuals and groups in the community.

Local History and Genealogy

Addresses the desire of community residents to know and better understand personal or community heritage: the library will provide a significant collection of materials and other resources that chronicle the history of the community. Family histories and genealogical research tools will be provided and the library will maintain special collections of historical interest including photos and archival materials.

1.3 Library Mission Statement

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.

1.4 Library Collection Goals

1. Provide high quality library services that meet the life long learning needs of all ages and cultural groups in Bastrop.
2. Develop a popular materials collection in all formats that fulfills the intellectual, cultural, and recreational demands of Bastrop residents.
3. Develop an outstanding collection of historical and genealogical materials that promote and preserve the heritage and cultures of Bastrop City and County.
4. Improve access to the information and collections of the Library for all Bastrop residents.

1.5 Clientele Served

The library serves the general public. The general public includes but is not limited to casual readers, students, retired persons, Spanish-speaking population, visitors and genealogists.

1.6 Intellectual Freedom Statements

The library adheres to the Democratic principle of free access to library materials for all people in the community—regardless of race, age, sexual orientation or socio-economic status—outlined in documents developed and approved by the American Library Association.

Responsibility of the customer

The library realizes that some materials are controversial and that any given item may offend some customers. While the library staff is available to assist individuals and groups to select material, the ultimate responsibility for the choice of materials lies with the patron.

Responsibility for children's reading

The Bastrop Public Library provides access to its materials to all patrons. Responsibility for children's use of library materials rests with parents and legal guardians. Collection development decisions are not restricted by the possibility that children may obtain materials that their parents consider inappropriate. The Library believes that individuals have the freedom to choose their own reading material and that it is the right and obligation of parents to develop, interpret, and maintain their own values in their family.

The following American Library Association documents are included at the end of this policy:

Appendix A - *The Library Bill of Rights*
Appendix B - *Freedom to Read Statement*
Appendix C - *Freedom to View Statement*
Appendix D - *Free Access to Materials for Minors*

2. MATERIALS SELECTION

2.1 The Selection Process

Books and other library materials will be selected to meet the stated collection goals in Section 1 of this policy. Considerations include:

1. User demand
2. Professional journal reviews
3. Budget limitations
4. Space limitations
5. Appropriate format

Ultimate responsibility for material selection rests with the Director who operates within the framework of policies. All staff members may participate in the selection of Library material.

2.2 Public Requests

A patron may request that a particular item be purchased. Items will be purchased at the director's discretion if they meet the guidelines of the Collection Development Policy and funds are available. A Purchase Request Form is available at the circulation desk.

2.3 Format of Materials

The library collection includes informational, educational and recreational library materials for children and adults, including both English and Spanish-language materials

The library will collect and maintain materials in a variety of formats. Dependent on user demand, budget constraints, space considerations and suitability, new formats may be periodically added to the collection. Older formats (e.g., audio cassettes) will be phased out as user demand declines.

Formats for library materials include but are not limited to:

1. Books
2. Magazines
3. Newspapers
4. Paperback books
5. Microforms
6. Maps
7. Electronic resources
8. DVDs
9. CDs and CD-ROMs
10. MP3's

2.4 Criteria for Selection

1. General selection criteria for library materials include:
 - a. appropriateness of the subject matter
 - b. purpose of the resource
 - c. scope of the resource
 - d. intended audience
 - e. accuracy
 - f. impartiality
 - g. depth and breadth of coverage
 - h. authority/credibility of the author
 - i. authority/credibility of the publisher

- j. currency and timeliness of the material, if applicable
 - k. format, including style, aesthetic qualities, technical aspects, physical characteristics and special features
 - l. comparison to other resource(s) available for purchase or already in the collection
 - m. price
 - n. user demand.
2. An item does not have to meet all of the above criteria in order to be acceptable. Materials, which do not meet these criteria, may be recommended for purchase to satisfy high level of reader interest.
 3. Providing access to the history of Bastrop and Bastrop County and the surrounding area is an important function of the Library. Works by and about local authors, and materials relating to the history of Bastrop and Bastrop County shall be sought, subject to the selection criteria.
 4. Web sites and other Internet resources bookmarked on library computers will be selected based on the following criteria:
 - a. accuracy of the content
 - b. authority of the author
 - c. objectivity
 - d. currency of the material, if applicable
 - e. depth and breadth of coverage
 - f. software or plug-ins needed to view the Web site.

2.5 Special Collections

The library maintains the following special collection(s):

TEXANA – a circulating collection of books, maps, periodicals, CD's and DVD's on the topic of Texas. Materials are added to this collection selectively, based on availability and relevance to the community.

LOCAL HISTORY/GENEALOGY – a noncirculating collection of books, newspapers, microforms, maps, cemetery records, periodicals and reference materials relating to local history and genealogy. Many of the materials in this collection are “one-of-a-kind” and cannot be replaced; therefore, they are available for use in the library only. Books and other materials are added to this collection as they become available for purchase, and through

donations of materials in good physical condition that meet the library's criteria for relevance. Bastrop High School Year Books are also maintained but dependent upon receipt from BISD.

YOUNG ADULT – The library selects materials written especially for the young adult audience, ages **13 & up**. The materials are selected from reviews and notices of award winning books in this field. These materials may contain topics and issues which are intended for a mature teen audience.

2.6 Limits of the Collection

In consideration of user demand, appropriateness for the collection, budget and space constraints, and other information sources available in the community (e.g., school libraries, community college library, and the Internet), the following types of materials will not be collected or maintained by the library:

1. Textbooks
2. Government publications
3. Technical manuals
4. Scholarly or professional journals
5. Subjects for which there is limited demand

3. OTHER CONSIDERATIONS

3.1 Resource Sharing

Traditional forms of information referral will also be practiced. This includes directing the patron to other agencies that would have the requested information or other libraries that may have information the patron is looking for.

3.2 Library Cooperation

1. Interlibrary loan provides a service by which library materials are made available from one library to another on a local, state and national level. By this means, the Library attempts to make available materials it does not own or which fall outside the

scope of this collection policy. In return, materials from this library's collection are loaned to other libraries for use by their patrons.

2. The TexShare Card Program allows registered users of participating TexShare libraries to have direct, personal access to library materials not available at their local public or academic libraries. TexShare libraries adopt a common goal of promoting and facilitating access to information, communication, and scholarly research among their communities.
3. The TexShare Databases allows library patrons in-library and remote access to a wide variety of electronic databases, including articles from thousands of newspapers, magazines, scholarly and professional journals. The Texas State Library and Archives Commission funds this program in part with the Bastrop Public Library.

3.3 Gift Donation and Memorial Policy

The library is pleased to accept gifts and/or memorial gifts from patrons. Gifts are gratefully and willingly accepted as long as no restriction is placed upon their use. Items will be accepted on the basis of their suitability to the library's purposes and needs in accordance with the library's stated materials selection policy. Use or disposal of all gift materials will be determined by the library director or designated staff member. All donated items become the property of Bastrop Public Library. The library has the right to discard any gifts in poor physical condition (e.g., brittle paper, water or mildew damage, torn and/or missing pages).

A gift form is available on request. The staff cannot appraise the value of the donation.

Guidelines for donated materials:

1. Receipts are given if the donor asks for one. Donors are responsible for recording donations and estimating the value of the materials. Upon request, the donor will be informed that the material will be used in the collection, placed in the book sale or disposed of as necessary.
2. Monetary gifts are cash donations. The donor may specify the type material for the library to obtain. The donor should also be

asked if funds are intended for books, other materials, equipment, or for other purposes.

3. Memorials and honorariums are materials or funds donated in the name of an individual. Funds collected for a memorial or honorarium should cover the cost of the material being purchased. If a specific title is donated or requested, the inclusion of the specific item must meet the selection criteria. When specific titles are not requested the library staff will make every effort to obtain a memorial or honorarium title, which has lasting value. A plate designating the memorial or honorarium will be included in or on the material requested or donated.
4. Presentations are pre-purchased books, usually new, offered by individuals or organizations. Inclusion of specific titles must meet the selection criteria. A plate designating the presentation will be placed in or on the material donated.
5. Once a donation has been received, a thank you card will be sent to the donor and an announcement card sent to the family of the deceased person being memorialized, the organization or individual making a presentation, or the donor of a monetary gift.

3.4 Weeding and Discarding Policy

1. The collection is reviewed on an ongoing basis, with the entire collection reviewed every two years.
2. The Crew Method: Expanded Guidelines for Collection Evaluation and Weeding for Small and Medium-sized Public Libraries is used for the weeding process. The Texas State Library publishes this book.
3. Generally, if the book or other media has not been borrowed in the last three years for fiction and five years for all other material, the item will be withdrawn. However, each item will be evaluated on a case-by-case basis for value to the collection.
4. After a period of time, a memorial, honorarium, or presentation will be withdrawn due to wear, obsolescence, or loss. In most cases, the material will not be replaced, especially in the case of obsolescence.
5. Withdrawn items are given to the Friends of the Bastrop Public Library and are either sold or disposed of in an appropriate manner.

Materials are withdrawn from the collection due to wear, damage, dated information, or low demand. These materials are not automatically replaced with the same title, though they may be replaced with a newer title. The decision for replacement is made with regard to several factors:

1. The demand for the particular title or subject.
2. The number of duplicate copies in the collection.
3. The importance of the author and the significance that particular title holds among the author's works.
4. The availability of better material, already in the collection or in the market.

3.5 Replacement and Duplicates Policy

Wide demand for timely and significant materials will require duplication. Duplicates will be purchased when the director has determined there is significant demand for an item.

3.6 Reconsideration of Library Materials

The Bastrop Public Library is aware that some materials are controversial and may offend certain patrons and recognizes the right of an individual or group to make a complaint about the inclusion of material in the library's collection. The Library welcomes expression of opinion by patrons but will be governed by the Collection Development Policy in making additions to or deletions from the collection.

Patrons who request the reconsideration of library material will be asked to put their requests in writing by completing and signing a "Request for Reconsideration of Library Material" form.

Upon receipt of a formal written request, the Director will ask for background information from the Library staff as to criteria used in ordering the material in question, its place in the collection and reasons for having the material in the collection. Outside consultants may be asked for additional information as is pertinent to the subject in question. The Director will, at the earliest possible date, study the information provided by the Library staff and respond, in writing, to the person who initiated the request for reconsideration. The Director will keep the Library Board informed of all requests for reconsideration of Library material and disposition of their requests.

In the event that the person(s) who initiated the request is not satisfied with the decision of the Director, he/she may request a meeting before the Library Board by making a written request. Upon receipt of the request, the Board may make the request an agenda item and the person(s) will be notified of the time and place of the Board meeting. The Library Board reserves the right to limit the length of presentation and number of speakers at the meeting. After hearing from the person(s) making the reconsideration request, the Board will determine whether the request for reconsideration has been handled in accordance with stated policies and procedures of the Bastrop Public Library, will review the background information provided by the Library staff, will review the position of the patron and will also review the decision of the Director. Based on the information presented, the Board may vote to uphold or override the decision of the Director.

3.7 Reevaluation of Collection Development Policy

The Bastrop Public Library Collection Development Policy is reviewed every two years so that it adequately reflects changes in in the library's goals and users' needs. The staff may bring forward issues and recommendations for the director's consideration as part of the amendment process for the policy.

Revised 11/29/12
Library Board approved 12/3/12
City Council approved

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: January 14, 2013

MEETING DATE: February 12, 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 truancy 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 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: 1/2/2013MB

Library Board Approved: 1/7/2013

Bastrop City Council Approved:

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: January 15, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Approval of waiver of fee for hanging banner as requested by the Bastrop Area Livestock Show & Fair Association.**

2. Party Making Request: **Bastrop Area Livestock Show & Fair Association.**

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

See attached letter from the Bastrop Area Livestock Show & Fair Association requesting the Council waive the fee for hanging of a sign/banner.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

**BASTROP AREA LIVESTOCK SHOW
AND FAIR ASSOCIATION
P.O. Box 283 • Bastrop, Texas 78602**

January 15, 2013

To Mayor and City Council

This is a formal request to waive the \$50.00 fee so this organization may hang a sign that will advertise this year's Livestock show. The event will be held March 1st and 2nd at the Bastrop Area Livestock Show Barn. This is a non-profit organization which benefits the Bastrop area youth.

If you have any questions please let us know.

Thank you,

A handwritten signature in cursive script, reading "Phyllis Mathison". The signature is written in dark ink and is positioned above the printed name.

Phyllis Mathison

Bastrop Area Livestock Show Treasurer and
Rabbit Director



City of Bastrop, Texas
Special Event Banner Permit Application
for Banners Hung on Banner Plaza
Revised 01/15/2013 1:36 PM

Cost included in Processing Fee if processed through Public Works, Parks, & Recreation Department

Special Event: BASTROP AREA LIVESTOCK SHOW & FAIR ASSOCIATION

Date(s) of Event: MARCH 1st + 2nd 2013

Contact person: Phyllis Mathison

Address: P.O. Box 283

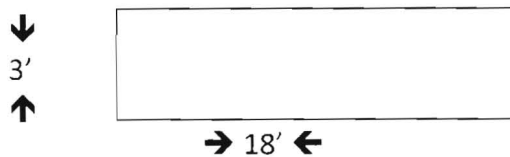
E-Mail: PMATHISON@CITYOFBASTROP.ORG

Phone: (512) 332-6001 Fax: (512) 332-8659 Cell Phone: 512-332-6001

Banners will no longer be hung on the Old Iron Bridge per Ordinance No 2011-23a.

ONLY NON-PROFIT organization banners will be hung on Banner Plaza, which is at the intersection of Perkins and Loop 150 (a/k/a Chestnut).

- a. Banner Plaza will accommodate 3 banners at a time.
- b. Banners will hang for **no more than 3 weeks** prior to date of the event. If there are more than 3 banners submitted to hang for the same time period, the timeframe for hanging each banner may be shortened at the discretion of the City staff.
- c. Banners must measure 18 feet in width and 3 feet in height.



- d. Banners made of vinyl must have numerous slits to prevent wind tears.
- e. A banner must have grommets/eyelets (metal reinforced holes) on each corner and at least one in the middle of both sides, as well as grommets/eyelets spaced equally across the top and bottom of the banner.
- f. Banners must be delivered to Public Works with a storage container (pvc pipe with cap on each end, plastic bin, plastic storage bag, etc) labeled with event name and a contact name and number.
- g. Please contact Public Works at (512) 332-8920 **within 1 week** after completion of the event to arrange to pickup banner(s). Unclaimed banners will be disposed of due to lack of storage space.

CITY OF BASTROP

AGENDA ITEM

A.9

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: February 05, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Approval of the Special Event Permit submitted in the Application received from The Official Texas Star Trail Ride, Inc., to host “Texas Star Trail Ride” on Wednesday, March 06, 2013, and Thursday, March 07, 2013. Riders will camp inside Mayfest Park with the trail ride leaving Bastrop traveling through town on Chestnut to outside the city limits via North Main.**
2. Party Making Request: **Trey Job, Director of Public Works, Parks, & Recreation.**
3. Nature of Request: (Brief Overview) Attachments: Yes X No _____
4. Policy Implication: _____
5. Budgeted: _____Yes _____No X N/A
 Bid Amount: _____ Budgeted Amount: _____
 Under Budget: _____ Over Budget: _____
 Amount Remaining: _____
6. Alternate Option/Costs: _____
7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE
a) _____
b) _____
c) _____
8. Staff Recommendation: _____

9. Advisory Board: _____Approved _____Disapproved _____None
10. Manager’s Recommendation: _____Approved _____Disapproved _____None
11. Action Taken: _____



Bastrop Public Works, Parks, and Recreation
1209 Linden Street • P. O. Box 427 • Bastrop, TX 78602 • (512) 332-8920
Revised 1/15/2013 10:08 AM

Special Event Permit Application

Revised 1/15/2013

Name of event: Texas Star Trail Ride

Location of event: Mayfest Park

Purpose of event: Riding to the Star of Texas Fair & Rodeo in Austin

Date(s): March 06 & 07, 2013 Day(s): Wednesday & Thursday Times: Wed @7:00 am & Thurs @ 9:00 am

Setup: Arrive Wed 03/06/13 / 7:00 am (set up) & 4:00 pm (ride into camp) Leave: Thurs 03/07/13 / 9:00 am
Date Time Date Time

Name of organization: The Official Texas Star Trail Ride, Inc

Address of organization: 6801 Destiny Hills Drive; Austin, TX 78738

Event coordinator #1: Novella Heffington, Trail Boss

Daytime: 512/413-9431 Fax: 512/263-0041 Cell: 512/413-9431
Area Code/Number Area Code/Number Area Code/Number

E-mail address: vella427@aol.com

Event coordinator #2: Sheri Wise-Beggs, Assistant Trail Boss

Daytime: _____ Fax: _____ Cell: 512/517-8478
Area Code/Number Area Code/Number Area Code/Number

E-mail address: trail_girl_99@yahoo.com

Please describe event activities (may continue on separate sheet of paper, if necessary):

Trail riders will arrive at Mayfest Park in Bastrop on Wednesday, March 06, 2013, around 7:00 am to set up horse trailers, motor homes, and camper trucks. Riders will be driven back to Smithville via buses. They will ride their horses from Smithville to Mayfest Park, arriving around 4:00 pm to camp in the park in the designated areas shown on the map.

Riders will leave Mayfest Park on Thursday, March 07, 2013, around 9:00 am on horseback followed by their trailers, motor homes, and trucks.

Police escort will be needed for traffic control on Wednesday, March 06, 2013, when the trail riders arrive at Mayfest Park and again on Thursday, March 07, 2013, around 9:00 am when riders exit the park from Loop 150, down Highway 21, across Highway 95, down Chestnut to Main and north on Main to outside the city limits.

Processing Fee *(cannot be waived and must accompany application – NO PERSONAL OR BUSINESS CHECKS):*

- \$100.00 with proof of non-profit status
- \$300 for all others
- Cashier's Check # 00590738 **OR** Post Office-issued Money Order # _____ payable to City of Bastrop

Security Deposit Fee *(cannot be waived and must accompany application – NO PERSONAL OR BUSINESS CHECKS):*

- \$500.00
- Refunded if City property is clean and free of litter and damage after the event
- Cashier's Check # 500590329 **OR** Post Office-issued Money Order # _____ payable to City of Bastrop
- ☐ On file from prior event(s)

Insurance *(general liability policy in the amount of one million dollars with City named as additional insured):*

- ☐ Submitted with app
- ☒ To be submitted Letter of intent submitted today. Certificate will be issued and sent prior to event date
- ☐ On file from prior event(s)

Please describe/explain/list the following *(may continue on separate sheet). Mark "N/A" if not applicable.*

Admission Fees: Participating riders

Alcohol *(TABC & City permits):* N/A

Animals *(waste control):* Horses and mules. Animal waste will be removed by owners.

Attendance *(anticipated *):* Expect approximately 100 riders

Banner Permit *(location[s]):* No banners to be hung in city. Participants may display/carry banners

Electrical *(hot check, mats):* Hot checks needed on power source posts in the campsite area in Mayfest Park

Emergency Services *(First Aid Station, ambulance standby):* Will call 911 if needed

Fireworks Permit & Safety Plan *(State Fire Marshal 512/305-7932):* N/A

Inspections *(tents, stages, electrical, etc):* N/A

Litter Control: Participants will keep campsite area clean

Map *(location of activities, vendors, parking, etc):* Submitted

Parking Plan *(remote, shuttle):* All campers, trailers, etc will be parked in campsite area inside park

Portacans *(Jackpot 512/303-1467, American PortaCan 512/775-3175):* N/A

Rodeo Arena *(Rhonda Lock 512/ 563-8816):* N/A

Security Plan *(off-duty police 512/332-8600):* Handled by participants

Show Barn *(Allen Stewart 512/413-8512):* N/A

Signage (remove within 24 hours after event): Banners on wagons, vehicles, sound truck, riders, etcSound Permit (for amplified sound): SubmittedStreet Closures: Non requested. Police escort needed to control traffic during entry in and out of parkTemporary Structures (tents, stages, etc): N/AVehicles, Equipment, etc: Sound truck, wagons, trailers, trucks, motor homes, etcVendors (Valid Tax ID #; food? other?): N/A

- Bastrop County Health and Sanitation Department permit, 806 Water Street, (512) 332-7276

Volunteers (how many & how identified): N/AWater/Wastewater: Will use water spigot next to bathrooms to fill water tank for the animals

I, the undersigned Applicant, hereby agree to indemnify and hold harmless the City of Bastrop, its officers, employees, agents, and representatives against all claims of liability and causes of action resulting from injury or damage to persons or property arising out of the Special Event.



Applicant – Please print or write legibly

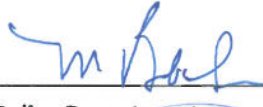
1/10/13

Date

This application must be submitted in person and by appointment only: (512) 332-8920. The City's special event coordinator will go over the submitted app with you to confirm that all questions are answered and all required fees, permits, etc are submitted, as well.

Special Event Review Committee Signatures

*The City's Special Event Coordinator will obtain the following applicable signatures.
In order to expedite the process, a designee may sign for any of the following in his or her absence*


☒ Police Department

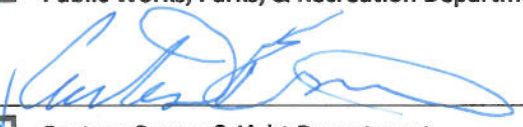
01/18/13
Date


☒ City Manager

1-18-13
Date


☒ Public Works, Parks, & Recreation Department

1-18-2013
Date


☒ Bastrop Power & Light Department

1/18/2013
Date


☒ Water/Wastewater Department

1/18/2013
Date

☐ Main Street Manager

Date

☐ Other

Date

City of Bastrop
Public Works, Parks, & Recreation
1209 Linden Street *physical address*
P. O. Box 427 *mailing address*
Bastrop, TX 78602
(512) 332-8920 *main – Marty DuVall*
(512) 321-1313 *fax*



Trey Job, Director, Public Works, Parks, & Rec
Kevin Wilson, Public Works Foreman
Jason Alfaro, Parks Superintendent
Curtis Ervin, Director, Power & Light
Michael Blake, Police Chief
Matt Wagner, Asst Police Chief
Clint Nagy, Sgt/Event Coordinator for PD
Ted Bowers, City Inspector
Nancy Wood, Main Street Manager

512/848-5716
512/848-6916
512/718-3766
512/848-6934
512/332-8601
512/848-6930
512/848-7740
512/629-5033
512/297-5382

This application must be submitted in person and by appointment only: (512) 332-8920. The City's special event coordinator will go over the submitted app with you to confirm that all questions are answered and all required fees, permits, etc are submitted, as well.

2/8/2013

Texas Star Trail Ride

95

Wed 03/6/13 & Thurs 03/07/13

THIS DOCUMENT CONTAINS A TRUE WATERMARK - HOLD TO LIGHT TO VIEW / ESTE DOCUMENTO CONTIENE UNA MARCA DE AGUA VERDAD - TIENEN A LA LUZ PARA VER

BBVA Compass

CASHIER'S CHECK

500590738

CHEQUE DE CAJA

61-118/620

PAY CITY OF BASTROP

Date/Fecha: 01/09/2013

376

TO THE
ORDER OF

***** \$100.00 *****

Paguese por este cheque a lo orden de

*** ONE HUNDRED DOLLARS AND 00 CENTS ***

Remitter/Remitente: TEXAS STAR TRAIL RIDE
Description/Descripción:

Drawee:
Compass Bank
Birmingham, AL 35233

K Conway
AUTHORIZED SIGNATURE / FIRMA AUTORIZADA

MP

⑈ 500590738⑈ ⑆062001186⑆ 151 5611 2⑈

Ver Detrás de Cheque.
Características de la Seguridad Incluidas.

THIS DOCUMENT CONTAINS A TRUE WATERMARK - HOLD TO LIGHT TO VIEW / ESTE DOCUMENTO CONTIENE UNA MARCA DE AGUA VERDAD - TIENEN A LA LUZ PARA VER

BBVA Compass

CASHIER'S CHECK

500590739

CHEQUE DE CAJA

61-118/620

PAY CITY OF BASTROP

Date/Fecha: 01/09/2013

376

TO THE
ORDER OF

***** \$500.00 *****

Paguese por este cheque a lo orden de

*** FIVE HUNDRED DOLLARS AND 00 CENTS ***

Remitter/Remitente: TEXAS STAR TRAIL RIDE
Description/Descripción:

Drawee:
Compass Bank
Birmingham, AL 35233

K Conway
AUTHORIZED SIGNATURE / FIRMA AUTORIZADA

MP

⑈ 500590739⑈ ⑆062001186⑆ 151 5611 2⑈

Ver Detrás de Cheque.
Características de la Seguridad Incluidas.

2/8/2013

96

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

DEPARTMENT OF THE TREASURY

Date: **AUG 15 2006**

TEXAS STAR TRAIL RIDE INC
6801 DESTINY HILLS DR
AUSTIN, TX 78738

Texas Star Trail Ride

Wed 03/06/13 & Thurs 03/07/13

Employer Identification Number:
36-4567123
DLN:
17053018096026
Contact Person:
ANGELA M BENDER ID# 31162
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
May 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
January 14, 2005
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
May 31, 2009

Dear Applicant:

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

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

Non Profit Status

2/8/2013

97

WILLIAM GAMMON INSURANCE

1615 Guadalupe Street

Austin, Texas 78701

512-477-6745

FAX 512-469-0443

www.gammoninsurance.com

WILLIAM GAMMON, JR., 1913-1983

Texas Star Trail Ride

Wed 03/06/13 & Thurs 03/07/13

WILLIAM GAMMON, III
MATT BERRY, C.L.U.
TODD GILMOUR, C.E.B.S.

CHUCK RIDLEHUBER
MATT BERRY, JR.
JIM GIDEON

December 28, 2012

To Whom It May Concern:

RE: General Liability for Texas Star Trail Ride, Inc.

Dates: 3/1/2013 to 3/15/2013

Our agency has provided coverage for the trail ride for many years. Please be advised that Ms. Novella Heffington has contacted us again this year for this coverage and intends to obtain the coverage for the dates of the trail ride shown above.

Sincerely,



Matt Berry, Sr.
William Gammon Insurance

MB/jm

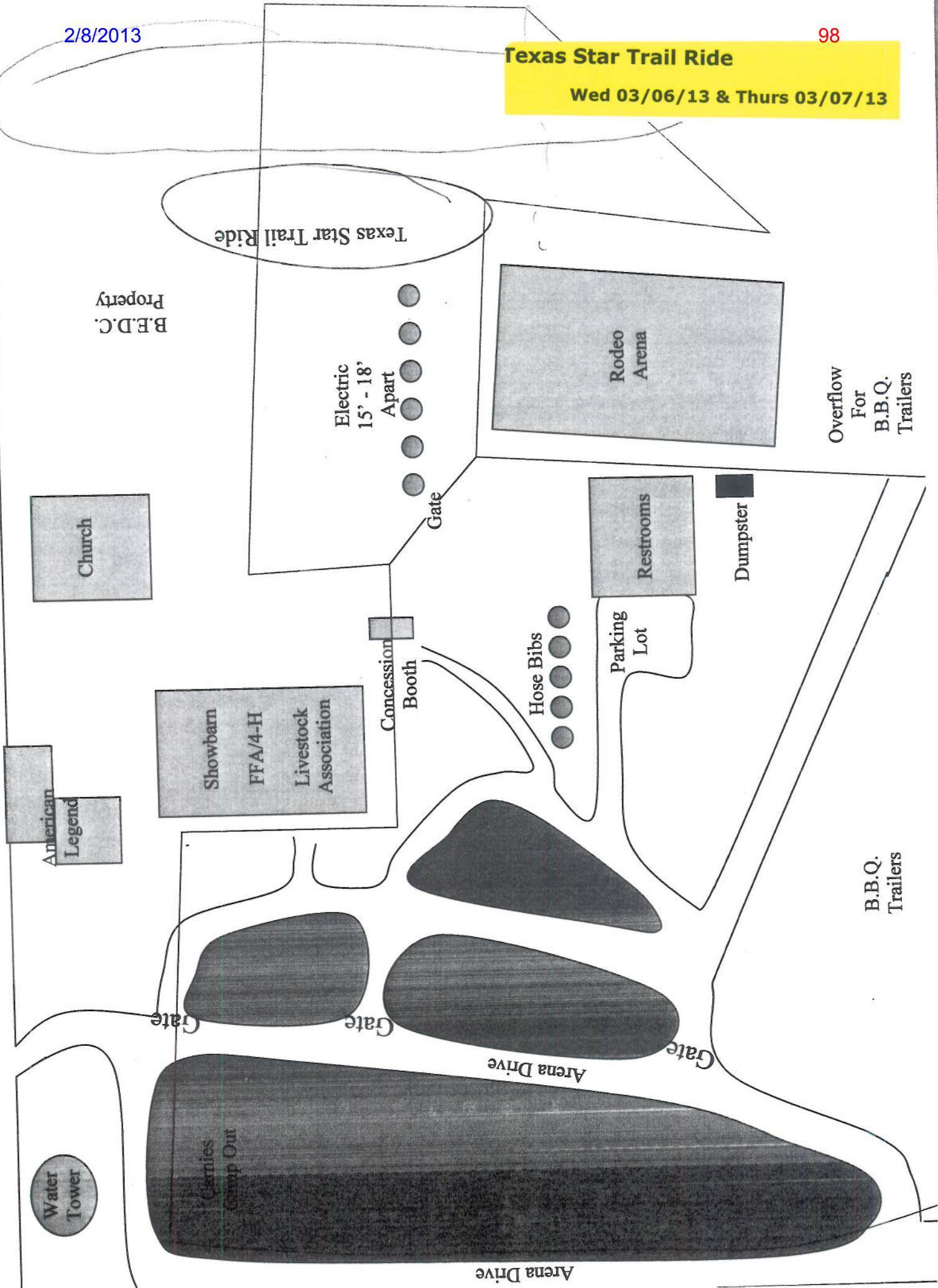
2/8/2013

98

Texas Star Trail Ride

Wed 03/06/13 & Thurs 03/07/13

Loop 150



Event: TEXAS STAR TRAIL RIDE Date(s): 3-06 & 17-2013 Date Submitted: 1-10-2013 ⁹⁹

WED - THURS

Sound Permit Application

Revised 11/29/2012 16:06 a11/p11



City of Bastrop - Public Works, Parks, & Recreation
1209 Linden Street; Bastrop, Texas 78602
Tel: (512) 332-8920 • Fax: (512) 321-1313

Office Hours: 7:00 a.m. to 11:30 a.m. and 1:00 p.m. to 3:30 p.m.

Special Event on City Property ☒

Special Event on Private (not City) Property ☐

Park Pavilion Rental ☐

Activity on City Property ☐

Activity on Private (not City) Property ☐

Permits are required for use of any and all amplified sound within the city limits by other than normal household portable stereo equipment, occurring on private (not City) and public residential and non-residential property. Permits are valid only for the duration of the event named in this application.

A permit for events held in residential areas is valid between the hours of **8:00 a.m. and 10:00 p.m.**

A permit for events held in non-residential areas is valid between the hours of **8:00 a.m. and midnight (12:00 a.m.)**.

The volume of the sound amplified shall not exceed **85 dB(A) (daytime)** or **80 dB(A) (night time)** when measured from the nearest receiving property. The Police Department can request the permit holder to turn down or turn off the amplified sound if there are complaints.

YOU MUST HAVE THIS PERMIT IN YOUR POSSESSION AT THE TIME OF THE EVENT!

Responsible party: TEXAS STAR TRAIL RIDE
Address: 6801 DESTINY HILLS DR. AUSTIN 78738
Phone No: 512 263 413 9431 Fax No: 512 263 0041
E-mail address: VELLA427@AOL.COM

Date(s) of event, rental, or activity: _____

Name of event or activity: TRAIL RIDE TO RODEO AUSTIN

Location(s) of event, rental, or activity: MAYTEST PARK

Location(s) of amplified sound equipment: ON SOUND TRUCK

Start time (AM or PM): _____ End time (AM or PM): _____

Comments: Will use speakers on sound truck for
amplified sound. — Announce dinner &
dance. — Wakeup Call.

Novella Heffington
Signature of Applicant

12-3-2012
Date

120
miles

2/8/2013



TSTR 2013 Riding Route

Texas Star Trail Ride

100

Wed 03/06/13 & Thurs 03/07/13

- Saturday, March 2: LaGrange, Fayette County Fairgrounds – Round Robin Ride.** R out of camp onto Hwy 77. Cross Hwy 71 bridge, parade thru LaGrange. R at first light (1.2 mi), L on Main St. (3.4 mi), R on Travis St/77. Drop flags before bridge. L on FM 609 (3.1 mi), Break at Ron's Truck Repair (4.0 mi), R on Airport Rd. (5.7 mi). Straight on Bordorsky Rd (8.1 mi), Lunch on roadside at trees. R on 71 (9.3 mi), Exit at 10 mi, L at caution light (10.3 mi), R onto 71 access rd (10.4 mi), R to stop sign (10.9 mi), L across RR tracks. Stay R on *No Outlet Rd*, L thru median (11.4 mi), Back on 71. Exit at 12.4 mi. L on 77 at 12.5 mi), L into camp. *13 mile day.*
- Sunday, March 3: Round Robin Ride.** R out of camp on Hwy 77, L on 71 Access Rd (.2 mi), L on Von Minden (.6 mi), R at stop sign onto 2145 (1.9 mi), R on Anders-Daniels Rd., dirt road (3.4 mi), break, L on Mueller Rd (5.3 mi), L on Citzler Rd, break (6.1 mi), L on 2145 (8.6 mi), lunch (9.0 mi), L on Hwy 77 (11.5 mi), R into camp. *13 mile day.*
- Monday, March 4: Fayette County Fairgrounds to River Bend Park, Smithville.** R out of camp onto Hwy 77, R on Loop 220 in Plum. Break (8.1 mi). R onto Hwy 71. Lunch at Shamrock Store (11 mi). Continue on Loop 543. R on Hwy 71 (12.6 mi). Break (15.6 mi). R on exit 230 (19 mi). R onto Hwy 71. R into Camp Riverbend Park. *21 mile day.*
- Tuesday, March 5: Round Robin Ride.** L out of camp under bridge. R on Hwy 71. R Colorado Exit (.4 mi), L on Loop Road. Straight across overpass. Break on gravel rd. (3 mi). Break (6.4 mi) before Hwy 71. R on Hwy 71. Exit on Loop 230 (7 mi). L under Hwy 71 (7.2 mi) on Loop 230. Parade through town. Get flags out at 8.2 mi. R on Main at light (9.3 mi). R on NE7th (9.6 mi). L on Burleson (9.8 mi). R on Colorado (9.9), L on Colorado (10.1) cross over and loop back on Hwy 71 (10.7). Cross bridge and take R into camp. *11.4 mile day.*
- Wednesday, March 6: River Bend Park, Smithville to Bastrop Mayfest Park & American Legion Hall.** L out of camp, go under bridge (height is 10'3") to Hwy 71, R onto Hwy 71, R on Eighth Street at Shell Station. L on Faulkner (1.2 mi), R on Loop 230 (1.7 mi). Parade thru town. R on 95 North (3.3 mi), break (4.6 mi), L onto Hwy 71 Access Rd (5.1 mi), merge onto Hwy 71. Lunch at 10 mi (past second white picket fence). R onto Loop 150 (13.9 mi), L onto gravel road (14.5 mi) to arena area off Loop 150. *15 mile day.*
- Thursday, March 7: Bastrop to Elgin VFW & Rodeo Grounds.** L out of camp onto Loop 150, L onto Hwy 21, Cross Hwy 95, Parade thru Bastrop. R on N. Main (1.5 mi). We will ride thru The Steiner Ranch. Break at BJ Mays & Sayers (4.0 mi). cross RR tracks at 4.6 mi, Big hill at 5.7 mi, cattle guard #1 at 7.5 mi, gravel rd, Cattle guard #2 at 9.5 mi, lunch just after feedlot at 10 mi, cattle guard #3 at 10 mi, cattleguard #4 at 10.6 mi, cattle guard #5 at 10.8 mi, cattle guard #6 at 11.4 mi. Pavement begins at 12 mi. L at 12.7 mi onto Old Sayers Rd. One lane road at 12.7 mi, partial gravel. Break on road at 14.1 mi, pavement at 16.5 mi, RR crossing at 19.6 mi. L into VFW camp at 20.6 mi. *21 mile day.*
- Friday, March 8: Elgin VFW to J. Lorraine Texas Ghost Town, Manor.** L out of camp. L on Hwy 95. L on Fischer Rd. R on 1704, cross overpass bridge (.8). Pick up flags, straight on Main St. (1.1). Parade through town. L on Hwy 95 (2.6). R on 1100 at light (2.7). Break and drop flags (3.4) Veer L onto County Line Rd (4.2). Cross Hwy 290 at light (5.0). Continue on County Line Rd. Cross RR tracks. R on Littig (7.5). Lunch (7.9). Ess curve (8.5) Pass Gun Range (10.3). Possible short break after RR tracks (11.3). L into Ghost Town. *12.3 mile day.*
- Saturday, March 9: J. Lorraine Ghost Town to Star of Texas Fair & Rodeo Grounds.** L out of camp onto Littig, at intersection go L on Old TX 20 Hwy. Continue straight at stop sign intersection of FM 973. Continue on FM 973 onto Old Town which turns into E. Parsons St. Once thru town go L onto FM 973 and head out of town. Break past Dollar Store (3.4 mi), R onto Decker Lake Rd. Breather break. Pick up Flags at end of Decker Lake Rd.. Parade R on Decker Lane, then R into Gate 1 onto grounds. We arrive between 1 & 2 PM. Campsite on left. Lunch on your own. *12 mile day.*



Event: Pine Street Market Days 2/8/2013

Date(s): Apr --Dec

Date Submitted: RECEIVED JAN 24 2013 102



Bastrop Public Works, Parks, and Recreation
1209 Linden Street • P. O. Box 427 • Bastrop, TX 78602 • (512) 332-8920
Revised 11/13/2012 11:14 AM

Special Event Permit Application

Revised 11/13/2012

Pine Street Market Days

2nd Saturdays April – December 2013

Name of event: Pine Street Market Days

Location of event: On Pine Street between Main St and Water St

Purpose of event: Fundraiser for Bastrop Business Women to give Scholarships to HS

Date(s): 2n Saturdays & Yesterfest Day(s): Saturday Times: 6:30 to 6:00 pm

Setup: Saturdays / 6:00 am Cleanup: Saturdays / 5:00 - 6:00 pm
Date Time Date Time

Name of organization: Bastrop Business Women

Address of organization: PO Box 359, Bastrop, TX 78602
Dolores 303-6347 + 284. 2213

Event coordinator #1: Pearl Bolding, Chair Dolores Hestdalen, Treasurer

Daytime: 512-303-6233 Pearl Fax: N/A Cell: N/A 304-8850
Area Code/Number Area Code/Number Area Code/Number

E-mail address: Cords27@aol.com Dolores Pearl pearl78602@att.net

Event coordinator #2: Twila Charter, President

Daytime: _____ Fax: _____ Cell: 303-0539
Area Code/Number Area Code/Number Area Code/Number

E-mail address: twila.charter@rocketmail.com

Please describe event activities (may continue on separate sheet of paper, if necessary):

Vendors set up canopys and tables to sell their products along both sides of Pine

Street.

Processing Fee (cannot be waived and must accompany application – NO PERSONAL OR BUSINESS CHECKS):

- \$100.00 with proof of non-profit status
- \$300 for all others
- Cashier's Check # 211111 OR Post Office-issued Money Order # _____ payable to City of Bastrop

Security Deposit Fee (cannot be waived and must accompany application – NO PERSONAL OR BUSINESS CHECKS):

- \$500.00
- Refunded if City property is clean and free of litter and damage after the event
- Cashier's Check # on file OR Post Office-issued Money Order # _____ payable to City of Bastrop
- ☐ On file from prior event(s) #903793

Insurance (general liability policy in the amount of one million dollars with City named as additional insured):

- ☒ Submitted with app
- ☐ To be submitted _____
- ☐ On file from prior event(s) _____

Please describe/explain/list the following (may continue on separate sheet). Mark "N/A" if not applicable.

Admission Fees: N/A

Alcohol (TABC & City permits): N/A

Animals (waste control): N/A

Attendance (anticipated *): Number unknown, depends on who shows up each time.

Banner Permit (location[s]): N/A

Electrical (hot check, mats): Some vendors use the electric by Gracie's

Emergency Services (First Aid Station, ambulance standby): N/A

Fireworks Permit & Safety Plan (State Fire Marshal 512/305-7932): N/A

Inspections (tents, stages, electrical, etc): N/A

Litter Control: We supply a trash bag and sometimes the City supplies boxes.

Map (location of activities, vendors, parking, etc): Attached-

Parking Plan (remote, shuttle): Vendors park in nearby parking lots.

Portacans (Jackpot 512/303-1467, American PortaCan 512/775-3175): We supply one portscan each time.

Rodeo Arena (Rhonda Lock 512/ 563-8816): Possibly not during Yesterfest or other times when other events provide them

Security Plan (off-duty police 512/332-8600): N/A

Show Barn (Allen Stewart 512/413-8512): N/A

Event: Pine Street Market Days Date(s): Sat, Apr - Dec Date Submitted: _____
 Signage (remove within 24 hours after event): N/A We do ^{put out} have the no parking signs that the City Supplies.
 Sound Permit (for amplified sound): N/A

Street Closures: Pine Street between Main and Water . May want to extend onto Water Street between Pine and Walnut during large events.

Temporary Structures (tents, stages, etc): Canopys only during the day that the vendors take down

Vehicles, Equipment, etc: No vehicles allowed after 8:00 until 5 pm.

Vendors (Valid Tax ID #; food? other?): We notify vendors that they must have taxID and food ID.
 • Bastrop County Health and Sanitation Department permit, 806 Water Street, (512) 332-7276

Volunteers (how many & how identified): We have 50 spaces (not always fill) and the street is marked with numbers that we assign to the vendors each month.

Water/Wastewater: N/A We do supply water in summer and coffee in winter. For the Vendors. This is brought on site in cooler by organization.

I, the undersigned Applicant, hereby agree to indemnify and hold harmless the City of Bastrop, its officers, employees, agents, and representatives against all claims of liability and causes of action resulting from injury or damage to persons or property arising out of the Special Event.

x Dolores Hestdalen
 Applicant – Please print or write legibly

x 1-24-13
 Date

This application must be submitted in person and by appointment only: (512) 332-8920. The City's special event coordinator will go over the submitted app with you to confirm that all questions are answered and all required fees, permits, etc are submitted, as well.

2/8/2013

Event: Pine Street Market Days

Date(s): Sat, Apr - Dec

RECEIVED 105
Date Submitted: JAN 24 2013

Special Event Review Committee Signatures

*The City's Special Event Coordinator will obtain the following applicable signatures.
In order to expedite the process, a designee may sign for any of the following in his or her absence*


☒ Police Department

2-1-13
Date

Michael H. Talk
☒ City Manager

2-1-13
Date


☒ Public Works, Parks, & Recreation Department

2-1-13
Date

☐ Bastrop Power & Light Department

Date

☐ Water/Wastewater Department

Date

☐ Main Street Manager

Date

☐ Other

Date

City of Bastrop
Public Works, Parks, & Recreation
1209 Linden Street physical address
P. O. Box 427 mailing address
Bastrop, TX 78602
(512) 332-8920 main - Marty DuVall
(512) 321-1313 fax



Trey Job, Director, Public Works, Parks, & Rec
Kevin Wilson, Public Works Foreman
Jason Alfaro, Parks Superintendent
Curtis Ervin, Director, Power & Light
Michael Blake, Police Chief
Matt Wagner, Asst Police Chief
Clint Nagy, Sgt/Event Coordinator for PD
Ted Bowers, City Inspector
Nancy Wood, Main Street Manager

512/848-5716
512/848-6916
512/718-3766
512/848-6934
512/332-8601
512/848-6930
512/848-7740
512/629-5033
512/297-5382

This application must be submitted in person and by appointment only: (512) 332-8920.
The City's special event coordinator will go over the submitted app with you to confirm that all questions are answered and all required fees, permits, etc are submitted, as well.

2/8/2013

Pine Street Market Days

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2nd Saturdays April - December 2013

FIRST NATIONAL BANK

Bastrop County's Bank...Since 1889

Member FDIC

Notice to Customer

If this check is lost, destroyed, or stolen, the bank will not accept a replacement request on the check until 90 days after the issue date and then only with the issuance of a "Declaration of Loss" certification.

HLH

January 24, 2013

CASHIER'S CHECK

211111

\$100.00

Purchaser: BASTROP BUSINESS WOMEN

PINE STREET MARKET DAYS

One Hundred Dollars And 00/100*****

PAY TO THE
ORDER OF:

CITY OF BASTROP

Lue Hamrick
Authorized Signature
Signature area contains the GSP™ Eagle Thunder Security Ink

⑈ 211111⑈ ⑆ 114904953⑆

⑈ 187898⑈

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW

FIRST NATIONAL BANK

BASTROP ★ ELGIN ★ SMITHVILLE

Member FDIC

Notice to customer

The purchase of an Indemnity Bond will be required before this check will be replaced or refunded in the event it is lost, misplaced or stolen.

YG

November 09, 2009

CASHIER'S CHECK

903793

\$500.00

Purchaser: PEARL BOLDING
SECURITY DEPOSIT

Five Hundred Dollars And 00/100*****

PAY TO THE
ORDER OF:

CITY OF BASTROP

Ivonne Garcia
Authorized Signature
SIGNATURE AREA CONTAINS A SECURITY FINGERPRINT - HOLD AT ANGLE TO VIEW

⑈ 903793⑈ ⑆ 114904953⑆

⑈ 187898⑈

2/8/2013

STATE OF TEXAS

AUSTIN, 78774

May 18, 1994

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NOV 09 2009

Pine Street Market Days

2nd Saturdays April - December 2013

Texas Federation of Business &
Professional Women's Club, Inc.
3019 Medlin Dr., Ste. 200
Arlington, TX 76015-2336

Dear Taxpayer:

I am happy to report that Texas Federation of Business & Professional Women's Club, Inc., Taxpayer No. 1-75-0772142-5, qualifies for exemption from state franchise tax. In the event that we have reason to believe that it no longer qualifies for the exemption, we will notify the registered agent that the exempt status is under review. The franchise tax exemption as a 501(c)(4) organization is effective April 1, 1948.

This corporation also qualifies for exemption from the state and local sales taxes effective June 17, 1981, as a 501(c)(4) organization. It may now issue an exemption certificate in lieu of the sales tax on taxable items if they relate to the purpose of the exempt organization and are not used for the personal benefit of a private stockholder or individual. The certificate does not require a number to be valid and may be reproduced in any quantity.

If your organization makes any sales of taxable items or services, please contact our Tax Assistance Section at 1-800-252-5555 to determine if a sales tax permit is needed. The regular number is 512/463-4600.

If the organization changes its name, registered agent or registered office address, it is required to notify the Secretary of State.

If you have any questions, please call me toll free at 1-800-531-5441, ext. 3-4142. The regular number is 512/463-4142.

Sincerely,



Wanda K. Carter
Exempt Organizations Section

SM/74

Non Profit Status
Page 1 of 2 Pages

an equal opportunity employer

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Koehler Barton Insurance 799 Highway 71W Bastrop TX 78602-3177		CONTACT NAME: Rose Goertz PHONE (A/C No. Ext.): (512) 321-2584 E-MAIL: rose@kbitexas.com FAX (A/C No.): (512) 321-7104	
INSURED Bastrop Business And Professional Women P O Box 359 Bastrop TX 78602		INSURER(S) AFFORDING COVERAGE INSURER A: Nautilus INSURER B: Pine Street Market Days INSURER C: 2nd Saturdays April - December 2013 INSURER D: INSURER E: INSURER F:	

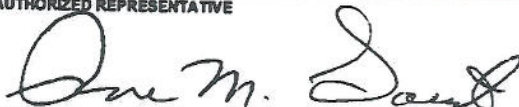
COVERAGES **CERTIFICATE NUMBER:** CL1312100720 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR Y/N	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	CLAIMS-MADE ☒ OCCUR		NN189404	1/14/2013	1/14/2014	MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
	☒ POLICY ☐ PRO-JECT ☐ LOC					GENERAL AGGREGATE \$ 1,000,000
	AUTOMOBILE LIABILITY					PRODUCTS - COM/POP AGG \$ included
	ANY AUTO					COMBINED SINGLE LIMIT (Ea accident) \$
	ALL OWNED AUTOS	☐ SCHEDULED AUTOS				BODILY INJURY (Per person) \$
	HIRED AUTOS	☐ NON-OWNED AUTOS				BODILY INJURY (Per accident) \$
	UMBRELLA LIAB	☐ OCCUR				PROPERTY DAMAGE (Per accident) \$
	EXCESS LIAB	☐ CLAIMS-MADE				
	DED ☐ RETENTION \$					EACH OCCURRENCE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					AGGREGATE \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y/N	N/A			WC STATUTORY LIMITS ☐ OTH-ER ☐
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

City of Bastrop - Additional Insured

CERTIFICATE HOLDER City of Bastrop 903 Main St. Bastrop, Texas 78602		CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE 	

2/8/2013
RECEIVED JAN 24 2013

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Pine Street Market Days**2nd Saturdays April – December 2013**

City of Bastrop

Market Days is located on Pine Street between Main and Water Streets.

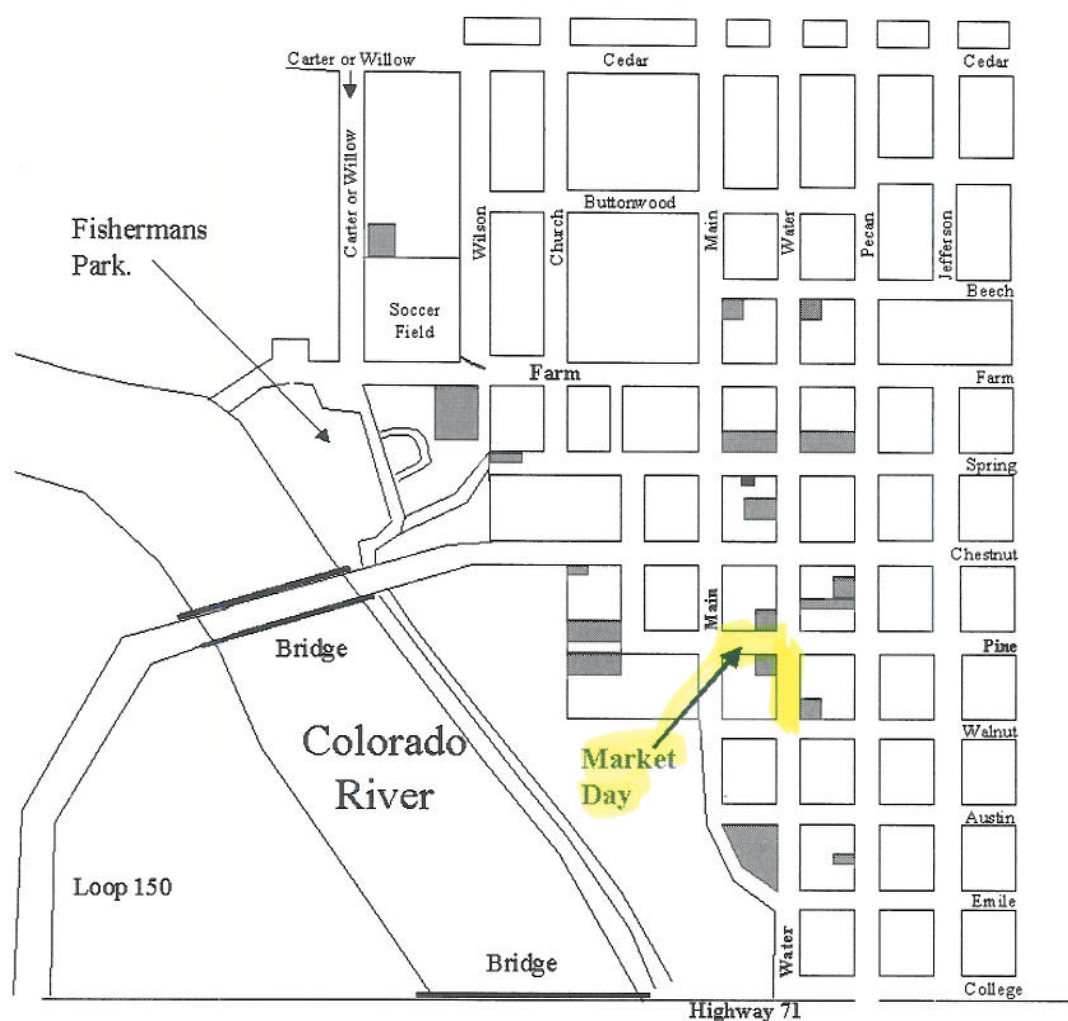
Exhibitors: From Highway 71 take Chestnut (Loop 150) to Pecan Street (second Street after Main Street). Turn Right onto Pecan Street, go two blocks to

Walnut Street and turn right onto Walnut Street, go two blocks to Main Street.

Turn Right onto Main Street, then Right onto Pine Street. You will leave on Water Street.

At 5:00 you must again enter from Main Street and leave on Water Street.

Parking spaces are located in the two Parking lots available from Water Street.



City of Bastrop

Agenda Information Sheet:



City Council Meeting Date:

February 12, 2013

Project Description:

Approval of the Preliminary Plat for XS Ranch, Phase 1 A located in the Bastrop, Texas Extra Territorial Jurisdiction (ETJ)

Item Summary:

Owner: XS Ranch Fund VI, LP
Applicant: Joseph Longaro, P.E., Longaro & Clarke
Location: Located in the Extra Territorial Jurisdiction (ETJ)
Utilities: Bluebonnet electric, MUD

Background:

XS Ranch will be a master-planned, mixed-use community that will primarily consist of residential uses. XS Ranch entered into a Development Agreement with the City of Bastrop in November 2009. The subdivision will also be located in a MUD (Municipal Utility District) district.

This is the first plat for XS Ranch Development and it comprises primarily of the ROW portion of XS Ranch Road. This road will connect to FM 969 and complete a bridge over the Colorado River. This will be one of the main entrances into XS Ranch.

Basis of Support:

Staff supports the Preliminary Plat for XS Ranch, Phase 1A. The plat meets all other subdivision and development agreement requirements.

Special Considerations: None.

Comments: Eight (8) adjacent property owner notifications were mailed January 9, 2013. Three property owner responses were received, two comments in favor and one opposed of the preliminary plat have been received

Planning and Zoning Recommendation:

The Planning and Zoning Commission conducted their regular meeting January 31, 2013 and voted unanimously 8-0 to recommend approval of the Preliminary Plat for XS Ranch Phase 1A.

Staff Recommendation:

Staff recommends approval of the requested Preliminary Plat for XS Ranch Phase 1A located in the Bastrop Texas Extra Territorial Jurisdiction (ETJ).

City Contact:

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

STANDARD PLAT NOTES:

- THE BENCHMARKS USED ARE:
RAILROAD SPIKE IN 15' CEDAR ELM TREE WITH TAG NO. 4242
ELEVATION 363.82 DATUM NAVD 88 (DEED 99)
STW SURFACE # 10038019.010 E 3229464.606
STW GRID # 10038019.010 E 3229464.606
ELEV. 378.682
- THE DEVELOPMENT AND CONSTRUCTION OF PROPERTY IS SUBJECT TO THE XS RANCH DEVELOPMENT AGREEMENT DATED NOVEMBER 19, 2000 INCLUDING THE 1ST AND 2ND AMENDMENTS DATED APRIL 2, 2011 AND SEPTEMBER 15, 2011, RESPECTIVELY.
- ALL SUBDIVISION PERMITS SHALL CONFORM TO THE CITY OF BASTROP CODE OF ORDINANCES, CONSTRUCTION STANDARDS, AND GENERALLY ACCEPTED ENGINEERING PRACTICES.
- CONSTRUCTION PLANS AND SPECIFICATIONS FOR ALL SUBDIVISION IMPROVEMENTS SHALL BE REVIEWED AND ACCEPTED BY THE CITY OF BASTROP PRIOR TO ANY CONSTRUCTION WITHIN THE SUBDIVISION.
- PRIOR TO CONSTRUCTION OF ANY IMPROVEMENTS ON LOTS IN THIS SUBDIVISION, BUILDING PERMITS WILL BE OBTAINED FROM BASTROP COUNTY.
- SITE DEVELOPMENT CONSTRUCTION PLANS SHALL BE REVIEWED AND ACCEPTED BY THE CITY OF BASTROP AND BASTROP COUNTY.
- FISCAL SURETY FOR SUBDIVISION CONSTRUCTION, IN A FORM ACCEPTABLE TO THE CITY OF BASTROP, SHALL BE PROVIDED PRIOR TO PLAT APPROVAL BY THE CITY.
- THE OWNER OF THIS SUBDIVISION, AND HIS OR HER SUCCESSORS AND ASSIGNS, ASSUMES SOLE RESPONSIBILITY FOR PLANS FOR CONSTRUCTION OF SUBDIVISION IMPROVEMENTS WHICH COMPLY WITH APPLICABLE CODES AND REQUIREMENTS OF THE CITY OF BASTROP. THE OWNER UNDERSTANDS AND ACKNOWLEDGES THAT PLAT VACATION OR RE-PLATTING MAY BE REQUIRED, AT THE OWNER'S SOLE EXPENSE, IF PLANS TO CONSTRUCT THIS SUBDIVISION DO NOT COMPLY WITH SUCH CODES AND REQUIREMENTS.
- ELECTRIC SERVICE IS PROVIDED BY BURBONNET.
- NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO THE APPROVED WATER DISTRIBUTION AND WASTEWATER COLLECTION FACILITIES.
- WASTEWATER AND WATER SYSTEMS SHALL CONFORM TO TCEQ (TEXAS COMMISSION ON ENVIRONMENTAL QUALITY).
- ALL UTILITIES ARE TO BE UNDERGROUND.
- DEVELOPER SHALL BE SOLELY RESPONSIBLE FOR ALL RELOCATION AND MODIFICATIONS TO EXISTING UTILITIES.
- A PORTION OF THIS TRACT IS WITHIN A FLOOD HAZARD AREA AS SHOWN ON THE FLOOD RESISTANCE RATE MAP # 4802101916 FOR BASTROP CO., EFFECTIVE JANUARY 15, 2001 AND IS ON ZONE X AND ZONE AE.
- TEMPORARY AND PERMANENT EASEMENTS TO BE PROVIDED, AS REQUIRED, AT THE CITY'S SOLE DISCRETION FOR OFF-SITE WATER, WASTEWATER AND DRAINAGE IMPROVEMENTS.
- AS SHOWN HEREON, A TEN (10) FOOT WIDE PUBLIC UTILITY EASEMENT (P.U.E.) IS HEREBY DEDICATED ADJACENT TO STREET ROW ON ALL LOTS. A FIVE (5) FOOT WIDE P.U.E. IS HEREBY DEDICATED ALONG EACH SIDE LOT LINE.
- PROPERTY OWNER SHALL PROVIDE FOR ACCESS TO ALL EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY GOVERNMENTAL AUTHORITIES.
- NO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES ARE PERMITTED WITHIN DRAINAGE EASEMENTS SHOWN, EXCEPT AS APPROVED BY THE CITY OF BASTROP AND/OR BASTROP COUNTY.
- ALL EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS OR HER ASSIGNS.
- THE ELECTRIC UTILITY HAS THE RIGHT TO PRUNE AND/OR REMOVE TREES, SHRUBBERY VEGETATION AND OTHER OBSTRUCTIONS TO THE EXTENT NECESSARY TO KEEP THE EASEMENTS CLEAR. THE OWNER/DEVELOPER OF THIS SUBDIVISION SHALL PROVIDE THE ELECTRIC UTILITY DEPARTMENT WITH ANY EASEMENT AND/OR ACCESS REQUIRED, IN ADDITION TO THOSE INDICATED, FOR THE INSTALLATION AND ONGOING MAINTENANCE OF OVERHEAD AND UNDERGROUND ELECTRIC FACILITIES.
- THE OWNER SHALL BE RESPONSIBLE FOR INSTALLATION OF TEMPORARY EROSION CONTROL, VEGETATION AND TREE PROTECTION FOR ELECTRIC UTILITY WORK REQUIRED TO PROVIDE ELECTRIC SERVICE TO THIS PROJECT.
- EROSION AND SEDIMENTATION CONTROLS CONSTRUCTED IN ACCORDANCE WITH THE DIVISION ORDINANCE OF THE CITY OF BASTROP ARE REQUIRED FOR ALL CONSTRUCTION ON EACH LOT, INCLUDING SINGLE FAMILY AND DUPLEX CONSTRUCTION.

STREET NAME	ROW WIDTH (FT)	PAVEMENT WIDTH (FT)	MEDIAN WIDTH (FT)	STREET LENGTH (LF)	ROWBACK	MAX DESIGN SPEED (MPH)	STREET CLASSIFICATION	MIN. C.L. PROUS (FT)
XS RANCH ROAD	120'	70'	10'	500'	8'	40'	ARTERIAL	1300'

BASTROP & EGIN ROAD
REFERENCED IN (106/169)
OLD EIGHT-UTILEY ROAD
REFERENCED IN (74/2/15)
NO APPARENT IN-ROAD
RIGHT-OF-WAY DEFINED
POSSIBLY PRIVATE ROAD
DOC DRYDEN LANE

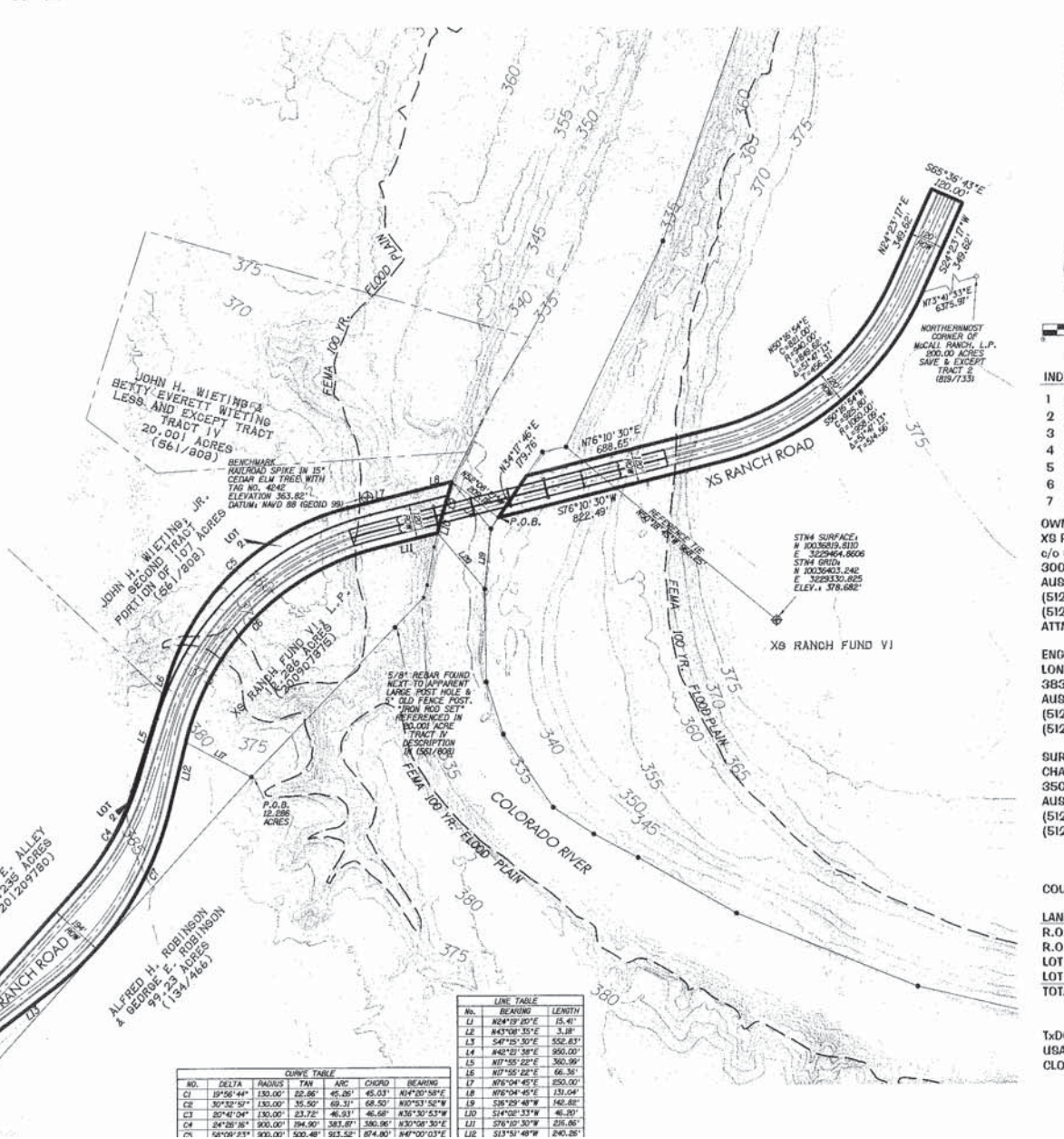
JEFFREY OROBORN &
TERENCE OROBORN
LA (16/10/1)
PORTION OF DEED 1746/216

JASON E. ALLEY
222-255 Address
(201/2097180)

ALFRED H. ROBINSON
& GEORGE E. ROBINSON
99-22 Address
(134/146)

AS BARRAGE J. MAY
109,000 A.

XS RANCH PHASE 1A - PRELIMINARY PLAN



SCALE: 1" = 200'

INDEX TO SHEETS

- 200 SCALE OVERALL PRELIMINARY PLAN
- 100 SCALE PRELIMINARY PLAN
- XS RANCH ROAD PHASE ONE
- PRELIMINARY XS RANCH ROAD PROFILE
- EXISTING DRAINAGE AREA MAP
- PROPOSED DRAINAGE AREA MAP
- HEC-RAS SECTIONS MAP

OWNER/DEVELOPER:

XS RANCH FUND VI, LP
c/o COAST RANGE INVESTMENTS LLC
300 W. 6th STREET, SUITE 1810
AUSTIN, TEXAS 78701
(512) 527-3451
(512) 527-3463 FAX
ATTN: JOHN LANDWEHR, VICE PRESIDENT

ENGINEER:

LONGARO & CLARKE
3839 BEE CAVE ROAD, SUITE 150
AUSTIN, TEXAS 78746
(512) 306-0228
(512) 306-0338 FAX

SURVEY BY:

CHAPARRAL PROFESSIONAL LAND SURVEYING INC.
3500 McCall LANE
AUSTIN, TEXAS 78744
(512) 443-1724
(512) 389-0943 FAX

COUNTY: BASTROP

LAND USE SUMMARY

R.O.W. NORTH OF RIVER	5.53 ACRES
R.O.W. SOUTH OF RIVER	9.26 ACRES
LOT 1 (LANDSCAPE)	0.65 ACRES
LOT 2 (LANDSCAPE)	1.45 ACRES
TOTAL	16.89 ACRES

TxDOT PERMIT NO. 0011032398

USACE PERMIT NO. SWF-2008-280

CLOMR CASE NO. 10-06-2860R - NOV. 8, 2010

REVISION	DATE	DESCRIPTION

REVISION	DATE	DESCRIPTION

REVISION	DATE	DESCRIPTION

REVISION	DATE	DESCRIPTION

REVISION	DATE	DESCRIPTION

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REVISION	DATE	DESCRIPTION

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REVISION	DATE	DESCRIPTION

PROPERTY OWNER'S RESPONSE

2/8/2013

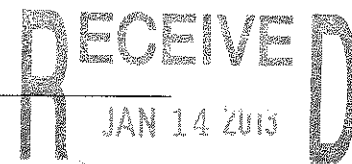
113

As a property owner within 200': (please check ☒ one)

- ☒ I am in favor the request.
☐ I am opposed to the request.

Property Owner Name: SOUTHWEST STATION STATION
 Property Address: R25540 Phone (optional): 512-285-4833
 Mailing Address: P.O. Box 468 ELGIN, TX 78621 Email (optional): _____

Property Owner's Signature: [Signature]
 Comments: _____
 (Optional) _____



Please provide reply to: Planning and Development Department
 City of Bastrop, P.O. Box 427, Bastrop, Texas 78602 or via fax (512)332-0279
 Preliminary Plat - XS Ranch Phase 1A mailed 1/9/2013

By [Signature]

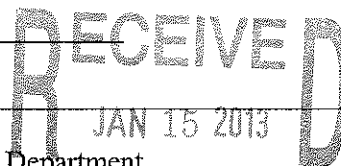
PROPERTY OWNER'S RESPONSE

As a property owner within 200': (please check ☒ one)

- ☒ I am in favor the request.
☐ I am opposed to the request.

Property Owner Name: Jason Alley
 Property Address: 150 Spring Branch Phone (optional): 512 731-7754
 Mailing Address: 242 DeBryson LN Email (optional): _____

Property Owner's Signature: [Signature]
 Comments: _____
 (Optional) _____



Please provide reply to: Planning and Development Department
 City of Bastrop, P.O. Box 427, Bastrop, Texas 78602 or via fax (512)332-0279
 Preliminary Plat - XS Ranch Phase 1A mailed 1/9/2013

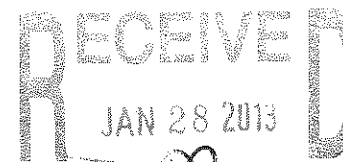
PROPERTY OWNER'S RESPONSE

As a property owner within 200': (please check ☒ one)

- ☐ I am in favor the request.
☒ I am opposed to the request.

Property Owner Name: Dan Finlayson JR.
 Property Address: FM 969 north of Hwy 71 West Phone (optional): 210-219-1089
 Mailing Address: 226 W. Fair Oaks, San Antonio, TX 78209 Email (optional): dfinlayson@satx.rr.com

Property Owner's Signature: [Signature]
 Comments: _____
 (Optional) Copy sent via certified and regular mail 1/24/2013 and fax



Please provide reply to: Planning and Development Department
 City of Bastrop, P.O. Box 427, Bastrop, Texas 78602 or via fax (512)332-0279
 Preliminary Plat - XS Ranch Phase 1A mailed 1/9/2013

11. Action Taken:

City of Bastrop

Agenda Information Sheet:



City Council Meeting Date:

February 12, 2013

Public Notice Description:

Public Hearing, consideration and possible action on a request for a zone change from SF-7, Single Family Residential to C-1, Commercial-1, or more restrictive district, for +/- .2802 acres, being a portion of Block 7, out of the Young Subdivision, also known as 1702 SH 95, within the city limits of Bastrop, Texas.

Item Summary:

Owner/Applicant: John and Kathy Leigh
Location: 1702 Hwy 95 with access to Cypress and Linda Streets
Utilities: City water, sewer, and electric
Zoning: Currently SF-7, Single Family Residential-7
Land Use Plan: Single Family Residential

Background/Request:

The 0.28 acres is currently used for residential property. The house fronts on Hwy 95 and the lot is considered a through lot, having access to both Hwy 95 and Linda Street. It is also a corner lot with access to Cypress Street.

The property owner would like to convert this home into a dental office. A dental office would be allowed in an O, Office zoning designation. A site development permit will be required if the zoning is changed, which will address parking, landscaping etc.

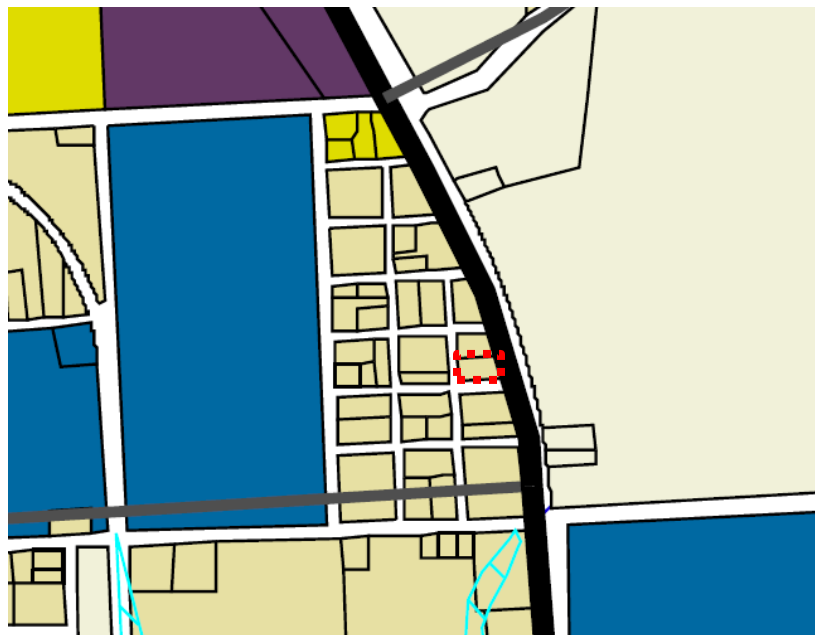
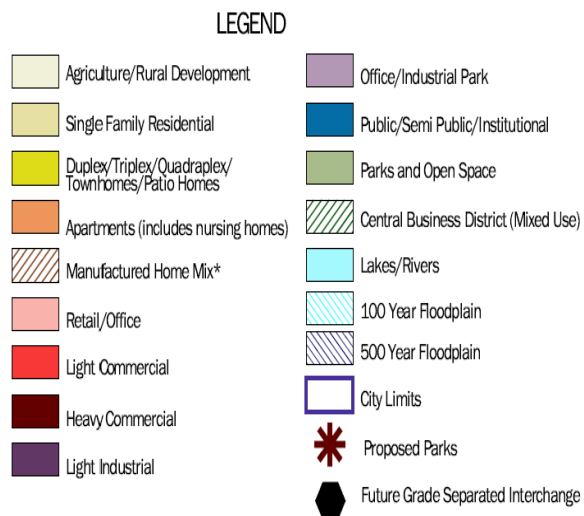
Proposal:

The owner/applicant is requesting a zoning change to C-1, Commercial-1. He would like to convert the existing house into a dental office. Staff has not seen a proposed layout or design of the proposed conversion/redevelopment.

Surrounding Zoning and Land Uses:

Location	Zoning	Future Land Use Plan
North (Residential)	SF-7, Residential	Single Family Residential
South (Residential)	SF-7, Residential	Single Family Residential
East (Vacant, Across 95)	AOS, Agricultural Open Space	Single Family Residential
West (Head start)	NS, Neighborhood Service	Single Family Residential

Future Land Use Map



Comprehensive Plan Conformance:

The City's Comprehensive Plan, adopted by Bastrop City Council on May 8, 2001, serves as a guide for land use policy decisions to be made by the City. State law requires that zoning regulations are in conformance with the City's Comprehensive Plan. The Land Use chapter of the Comprehensive Plan establishes land use policy priorities and goals for the City's future development. In establishing these policies, the Comprehensive Plan divides the community into various land use categories.

The subject tract is designated on the future Land Use Plan map as Single Family Residential.

Single Family Residential (Light Yellow)

Conventional detached dwellings

Future Land Use Designation:

The Comprehensive Plan also establishes a future Land Use Plan map that distributes the various land use districts throughout the City's planning area. While the future Land Use Plan map is not intended to be a parcel specific or mandate for how land is developed, it is the primary guide for the City in evaluating development proposals. When a development proposal differs from the future Land Use Plan, it is the responsibility of the City to determine whether the proposal is in keeping with the general goals and objectives of the Comprehensive Plan.

The Subject Tract is designated on the future Land Use Plan map as Single Family Residential. If the Planning and Zoning Commission and City Council find that the requested zoning C-1, Commercial-1, or another zoning district is appropriate, the Planning and Zoning Commission and City Council should take the necessary steps to update to the future Land Use Plan map during the annual amendment process to change the land use designation of the Subject Property to Retail/office (or more appropriate district), the adjacent neighboring use category, that is most appropriate to those uses allowed in the zoning district for the Subject Tract.

Comments: Twelve (12) adjacent property owner notifications were mailed January 10, 2013. Two public comments have been received one from the property owner and one in favor.

Staff Basis of denial:

Staff does not support the zoning change to commercial. The Young neighborhood does have a mix of primarily residential uses and some neighborhood commercial use. The block zoned LI, Light Industrial, actually has three residential properties within the block. This area could potentially transition to higher office/retail uses, but additional planning and guidance should be used to make the transition from existing residential to commercial.

Staff Recommendation: Staff recommends denial of the requested zoning change from SF-7, Single Family Residential to C-1, Commercial-1, or more restrictive district, for +/- .2802 acres, being a portion of Block 7, out of the Young Subdivision, also known as 1702 SH 95, within the city limits of Bastrop, Texas.

Planning and Zoning Recommendation:

The Planning and Zoning Commission conducted their regular meeting January 31, 2013 and voted **5-3** to recommend denial of the requested zone change from SF-7, Single Family Residential to C-1, Commercial or more restrictive zone. Patterson, Kosser, Winston, Schroeder and Kindred in favor of denial and Whitten, Koch, and Moore opposed to the denial.

City Contact:

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

Attachments:

Letter from property owner request and surrounding property owner information.

John & Katy Leigh
2622 Henley DR
Round Rock, TX 78681

November 28, 2012

Re: 1702 SH 95, Bastrop, TX

Dear Planning & Zoning Commission:

My wife and I recently purchased the property at 1702 SH 95 in Bastrop. It is located at the corner of SH95 and Cypress St. We would like to rezone this property to commercial 1.

According to my real estate agent, this home was built in 1940's for single family residence. There has been changed the ownership a few times. Recently it has been vacant for a few years.

As you aware of the city growth in Bastrop and the State Highway 95, they are no longer quiet road any more and expecting more traffic in the future. Therefore we ask you to support changes.

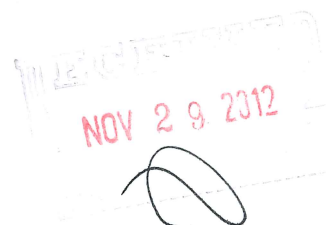
If it approved, we plan to put a dental office with a little modification of the existed structure.

We appreciated your support in this project.

Sincerely yours,



John S. Leigh





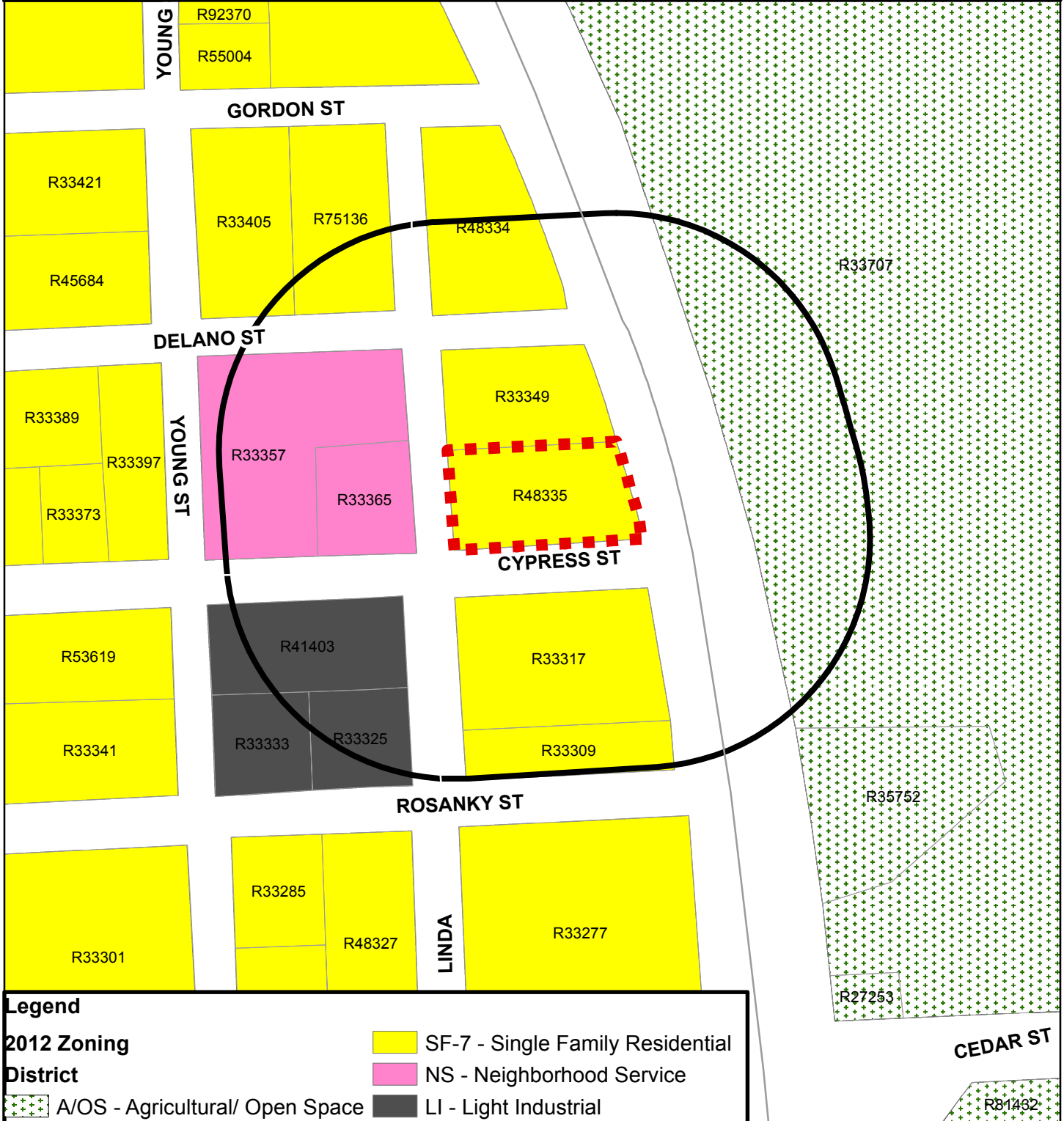
Property Location Map

Zone Change from SF-7 to C-1 for +/- .2802 acres
for 1702 SH 95

Legend

- Proposed Zone Change
Property Location

- Property Owners
within 200'





Ariel Property Location Map

Zone Change from SF-7 to C-1 for +/- .2802 acres
for 1702 SH 95

Legend

-  - Proposed Zone Change
-  - Property Location



NOTICE OF PUBLIC HEARINGS PLANNING AND ZONING COMMISSION AND CITY COUNCIL

Dear Property Owner:

The **Bastrop Planning and Zoning Commission** will conduct a public hearing **Thursday, January 31, 2013** at 6:00 p.m., and the **Bastrop City Council** will conduct a public hearing at 6:15 p.m. on **Tuesday, February 12, 2013** (first reading) and have a second reading (not a public hearing) on **Tuesday, February 26, 2013** in the Bastrop City Council Chambers, 1311 Chestnut Street, Bastrop, Texas to consider a zone change from SF-7, Single Family Residential to C-1, Commercial C-1 or more restrictive district for +/- .2802 acres, being a portion of Block 7, out of Young Subdivision, the property to be rezoned is also known as 1702 SH 95, within the city limits of Bastrop, Texas. **A site location map is included with this notice.**

Applicant: John S. Leigh

The property being considered is described as follows:

Legal Description: +/- .2802 acres, being a portion of Block 7, out of Young Subdivision.

As a property owner within 200' of the above referenced property, you are being notified of the public hearings and invited to attend to express your opinion. Responses and letters, either in support or opposition to this request, must be received at the Planning and Development Department at 1311 Chestnut Street or mailed to P.O. Box 427, Bastrop, Texas 78602 prior to the scheduled public hearings or call (512) 332-8840.

X
X

PROPERTY OWNER'S RESPONSE

As a property owner within 200': (please check ☒ one)

- ☒ I am in favor the request.
☐ I am opposed to the request.

Property Owner Name: Thomas + Judith Hoover

Property Address: 1702 Linda

Mailing Address: 1316 Wilson St

Phone (optional): 504-8675

Email (optional): _____

Property Owner's Signature: [Signature]

Comments: (Optional)

It is over belief that all property fronting a
State Hwy should be zoned Commercial

Please provide reply to:

The Planning and Development Department
City of Bastrop, P.O. Box 427, Bastrop, Texas 78602
or via fax (512) 332-8849

Zoning Change – SF-7 TO C-1, +/- .2802 acres, mailed out January 10, 2013

RECEIVED
JAN 17 2013
By [Signature]

**NOTICE OF PUBLIC HEARINGS
PLANNING AND ZONING COMMISSION AND CITY COUNCIL**

Dear Property Owner:

The **Bastrop Planning and Zoning Commission** will conduct a public hearing **Thursday, January 31, 2013** at 6:00 p.m., and the **Bastrop City Council** will conduct a public hearing at 6:15 p.m. on **Tuesday, February 12, 2013** (first reading) and have a second reading (not a public hearing) on **Tuesday, February 26, 2013** in the Bastrop City Council Chambers, 1311 Chestnut Street, Bastrop, Texas to consider a zone change from SF-7, Single Family Residential to C-1, Commercial C-1 or more restrictive district for +/- .2802 acres, being a portion of Block 7, out of Young Subdivision, the property to be rezoned is also known as 1702 SH 95, within the city limits of Bastrop, Texas. **A site location map is included with this notice.**

Applicant: John S. Leigh

The property being considered is described as follows:

Legal Description: +/- .2802 acres, being a portion of Block 7, out of Young Subdivision.

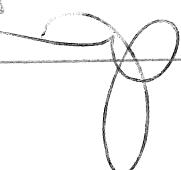
As a property owner within 200' of the above referenced property, you are being notified of the public hearings and invited to attend to express your opinion. Responses and letters, either in support or opposition to this request, must be received at the Planning and Development Department at 1311 Chestnut Street or mailed to P.O. Box 427, Bastrop, Texas 78602 prior to the scheduled public hearings or call (512) 332-8840.

X
X

PROPERTY OWNER'S RESPONSE

As a property owner within 200': (please check ☒ one)

- ☒ I am in favor the request.
☐ I am opposed to the request.

RECEIVED
23
JAN 02 2013
By 

Property Owner Name: John Leigh

Property Address: 1702 SH 95 Bastrop

Phone (optional): _____

Mailing Address: 2622 Henley Dr Round Rock, TX

Email (optional): _____

Property Owner's Signature: John Leigh

Comments: (Optional) _____

Please provide reply to:

The Planning and Development Department
City of Bastrop, P.O. Box 427, Bastrop, Texas 78602
or via fax (512) 332-8849

Zoning Change – SF-7 TO C-1, +/- .2802 acres, mailed out January 10, 2013

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: February 6, 2013

MEETING DATE: February 12, 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 to grant a zone change from SF7, Single Family Residential to C-1, Commercial, or more restrictive district, for +/- .2802 acres, being a portion of Block 7, within the Young Subdivision, also known as 1702 State Highway 95, located within the city limits of the City of Bastrop, Texas; setting out conditions; and providing an effective date.**

2. Party Making Request: **John and Kathy Leigh**

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 denial of the requested zoning change from SF7, Single Family Residential to C-1, Commercial-1, or more restrictive district, for +/- .2802 acres, being a portion of Block 7, within the Young Subdivision, also known as 1702 SH 95, within the city limits of Bastrop, Texas.**

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

The Planning and Zoning Commission conducted a public hearing on January 31, 2013 and voted 5-3 to recommend denial of the zoning change with Patterson, Kosser, Winston, Shroeder and Kindred in favor of denial and Whitten, Koch, and Moore opposed to the denial.

In accordance with Section 10.8.E of the Zoning Ordinance, for the City Council to approve the applicant's request of C-1 or more restrictive district, City Council must have $\frac{3}{4}$ majority vote from the City Council.

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

11. Action Taken: _____

ORDINANCE NO. _____

AN ORDINANCE GRANTING A ZONING DISTRICT CHANGE FROM SF7, SINGLE FAMILY RESIDENTIAL TO C-1, COMMERCIAL, OR MORE RESTRICTIVE DISTRICT, FOR +/- .2802 ACRES BEING A PORTION OF BLOCK 7 WITHIN THE YOUNG SUBDIVISION, ALSO KNOWN AS 1702 STATE HIGHWAY 95 LOCATED WITHIN THE CITY LIMITS OF BASTROP, TEXAS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, John and Kathy Leigh (hereinafter referred to as “Applicant”) submitted a request for a zone change from SF7, Single Family Residential to C1-Commercial for +/- .2802 acres within the Young Subdivision, being a portion of Block 7, also known as 1702 State Highway 95 in the city limits of Bastrop, Bastrop County, Texas, hereinafter referred to as “the Property” and shown on attached “Exhibit A”; and

WHEREAS, the Property is currently zoned as SF7, Single Family Residential; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of the rezoning request was given to all property owners located within two hundred feet of the Property, and the Planning and Zoning Commission of the City of Bastrop held a public hearing on the Applicant’s rezoning request January 31, 2013; and

WHEREAS, after notice and public hearing, the Planning and Zoning Commission has recommended denial of the C1, Commercial zoning designation for the Property; and

WHEREAS, during the public hearing, the Planning and Zoning Commission did not recommend a more restrictive zoning designation for the Property; and

WHEREAS, pursuant to Section 10.4 of the City’s Zoning Ordinance, notice of rezoning 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 February 12, 2013 to consider the Applicant’s request to rezone the Property to C1, Commercial; and

WHEREAS, after consideration of public input received at the hearing, the information provided by the Applicant, and all other information presented, City Council finds that it is in the public interest to approve the rezoning of the Property currently zoned as SF7, Single Family Residential to C1-Commercial or more restrictive zone.

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

Part 1: The Property, being more particularly described as for +/- .2802 acres within the Young Subdivision, being a portion of Block 7, also known as 1702 State Highway 95 in the city limits of Bastrop, Bastrop County, Texas, as shown on Exhibit "A", shall and is hereby rezoned from its prior designation SF7, Single Family Residential to C1-Commercial or more restrictive district.

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

READ and ACKNOWLEDGED on First Reading on the ____ day of _____, 2013.

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

APPROVED:

ATTEST:

Terry Orr
Mayor

Teresa Valdez
City Secretary



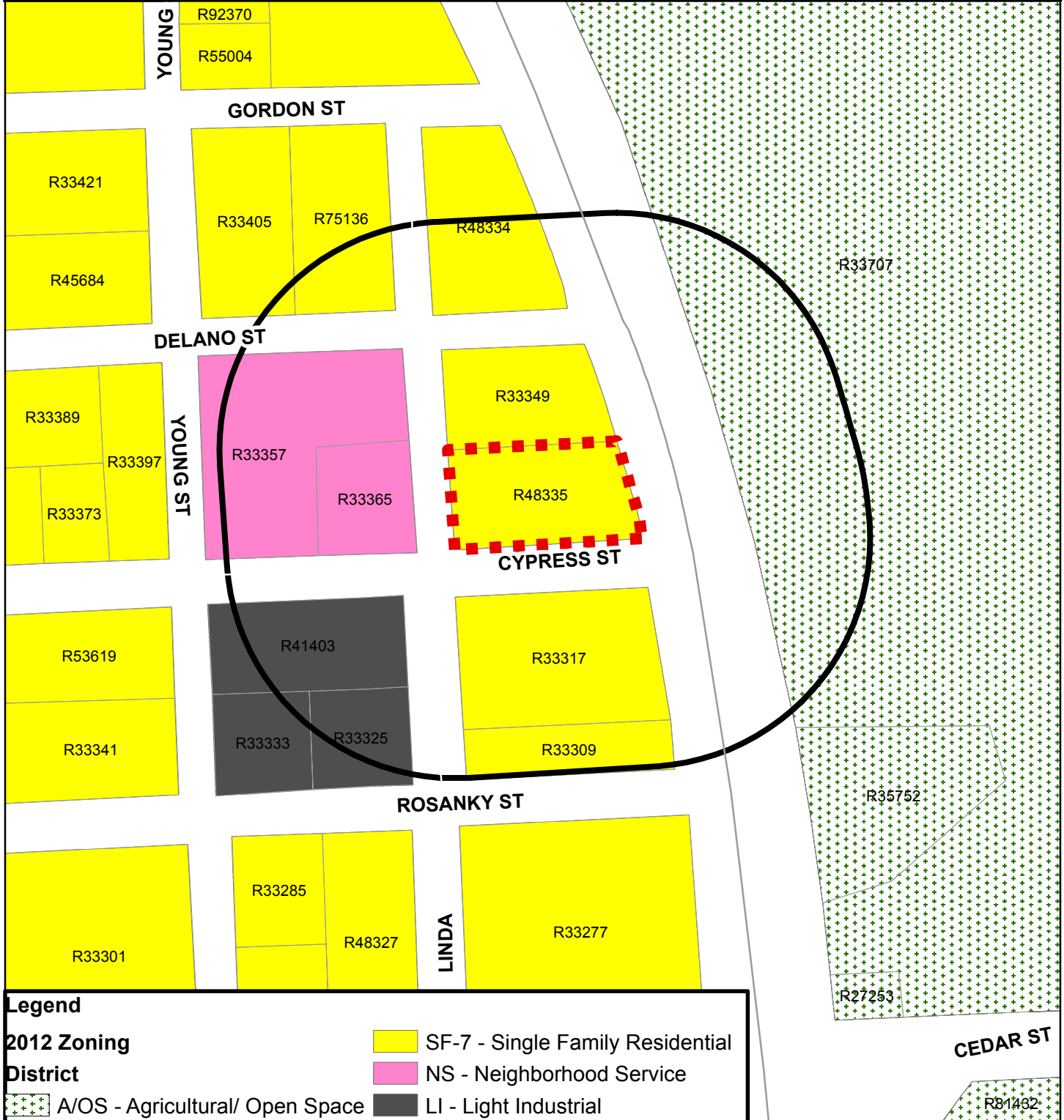
Property Location Map

Zone Change from SF-7 to C-1 for +/- .2802 acres
for 1702 SH 95

Legend

- Proposed Zone Change
Property Location

- Property Owners
within 200'



CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: February 7, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Consideration, discussion and possible action regarding authorizing the City Manager to execute a Change Order with Horseshoe Construction for the replacement of the wastewater line on Emile Street from State Highway 95 to MLK Street.**

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

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

Attached for City Council review is a memo from the Director of Water/Wastewater Department explaining the necessity for replacing the above section of wastewater line in Emile Street. A map is enclosed showing the project parameters. The cost of replacing this section of wastewater line is \$49,428.00. A major portion of this wastewater line will be replaced by utilizing the pipe bursting method.

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: _____

Water and Wastewater Department
P. O. Box 427
Bastrop, Texas 78602
Phone: 512-332-8960 Fax: 512-332-0279
baswater@cityofbastrop.org

CITY OF BASTROP

Memo

To: Mike Talbot
City Manager

From: James Miller
Director, W/WW Dept.

Date: February 7, 2013

Re: Change Order – Pipe Bursting Project (Horseshoe Construction)

Mike,

The contractor, Horseshoe Construction, has completed the bore under Hwy 304 for the Pipe Bursting Project and has installed the casing as per grade. Since it is a gravity line, the elevations have to be precise.

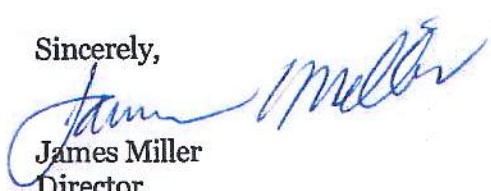
I am attaching a picture that shows the casing from the bore, manhole and (blue) 12-inch water line.

Since the water and wastewater lines are at the exact same elevation and the collection line is a gravity line and has to remain at the correct elevation to work, we must re-route the water line.

I have submitted a request for pricing to re-route the water line to Horseshoe Construction and am waiting for their response.

If you have any questions or need anything further, please let me know.

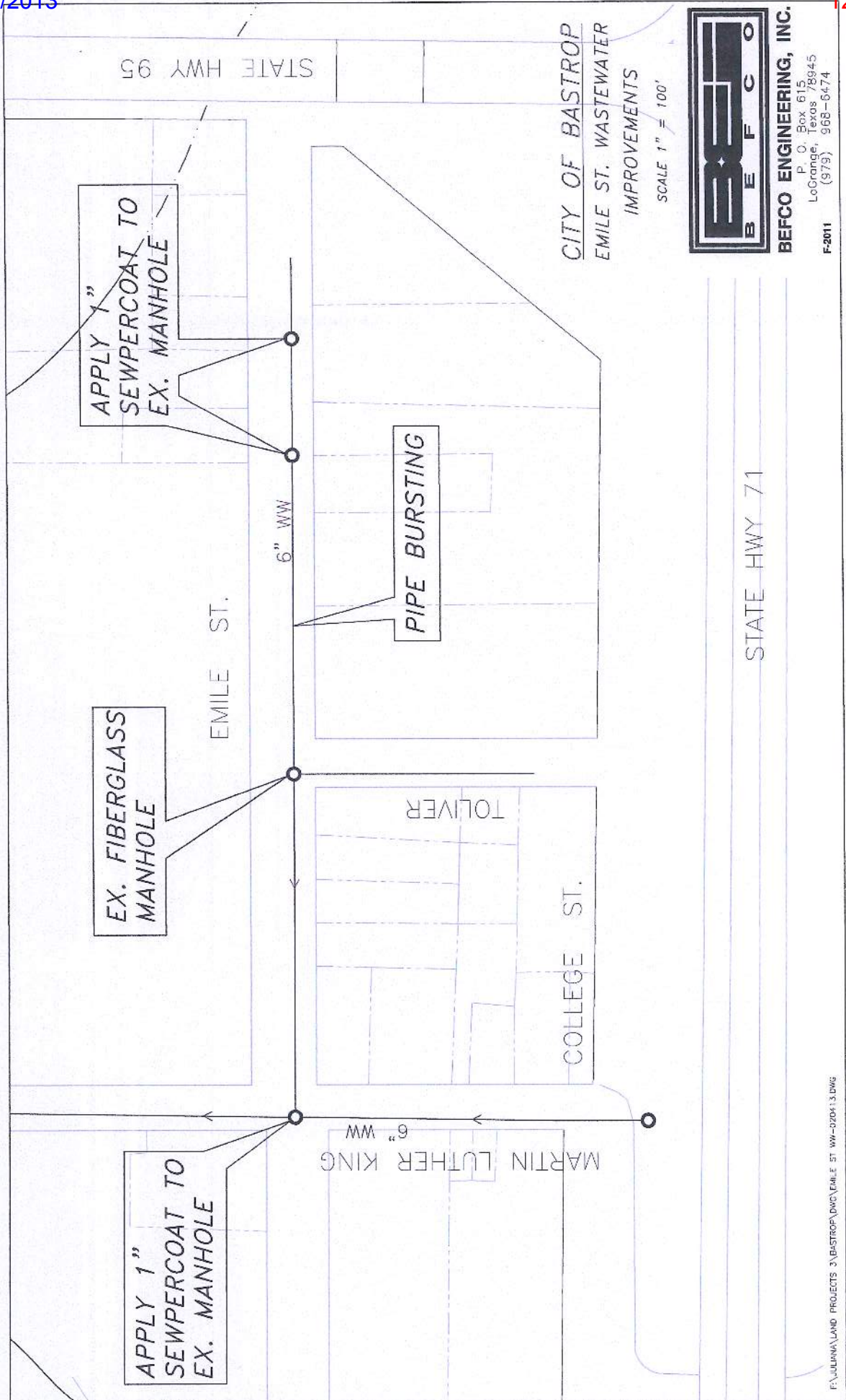
Sincerely,



James Miller
Director
Water & Wastewater Dept.

2/8/2013

129



CITY OF BASTROP
EMILE ST. WASTEWATER
IMPROVEMENTS

SCALE 1" = 100'



BEFCO ENGINEERING, INC.

P. O. Box 615
LoGrange, Texas 75945
(979) 968-6474

F-2011

F:\JULIANA\LAND PROJECTS 3\BASTROP\DWG\EMILE ST WW-020413.DWG

2/8/2013



2309 S. Battleground Rd 130

La Porte, TX 77571

Phone: (281) 478-5477

Fax: (281) 478-6436

January 15th, 2013

PROPOSAL

Project Name: Waste Water Line Improvements
 Project Owner: City of Bastrop
 Gene Kruppa BEFCO Engineering 979-968-6474

HORSESHOE CONSTRUCTION, INC. herein proposes to furnish all labor, materials, equipment, and services necessary to reconstruct the referenced project as described in the inclusions and exclusions.

PRICE PROPOSAL

Bid ITEM NO.	DESCRIPTION	DIA Ø [in]	APPROX. QUANTITY	U/M	UNIT PRICE	ESTIMATED AMOUNT
1	Pipe Burst with 8.625 SDR 19		800	LF	\$48.00	\$38,400.00
2	Clean & TV Lines to be Pipe Burst		800	LF	\$4.00	\$3,200.00
3	Post TV Lines after Pipe Bursting		800	LF	\$2.00	\$1,600.00
4	Reconnect Services		4	EA	\$1,057.00	\$4,228.00
5	Restoration		1	LS	\$2,000.00	\$2,000.00
TOTAL						\$49,428.00

ASSUMPTIONS AND QUALIFICATIONS

This is based on the best available information at the time of this proposal as specified in the bid documents.

PROPOSAL INCLUSIONS

PROPOSAL INCLUSIONS

External Drop, asphalt repair

OFFERED BY

HORSESHOE CONSTRUCTION, INC.

JESSIE R. HOLT

JAMES R. HOLT
 VICE PRESIDENT

Waste Water Line Improvements
 City of Bastrop

CITY OF BASTROP

AGENDA ITEM **D.2****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: January 17, 2013

MEETING DATE: January 22, 2013

1. Agenda Item: **Informational Update: An informational update and the receiving of public comments at the discretion of the City Council regarding providing the citizens of Bastrop the steps being contemplated by the City Council to expand public parking in the Central Business District.**

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

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

At the December 11, 2012 the City Council instructed the City Manager to submit a proposal to Cox Media regarding the purchase of the Advertiser Building on Water Street. Currently Cox Media has the City proposal under consideration. In the interim while Cox Media evaluates the City's proposal the City Council also requested that in January 2013 the City Council hold an informational update of the City's proposed plans to provide additional parking in the downtown area.

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) _____

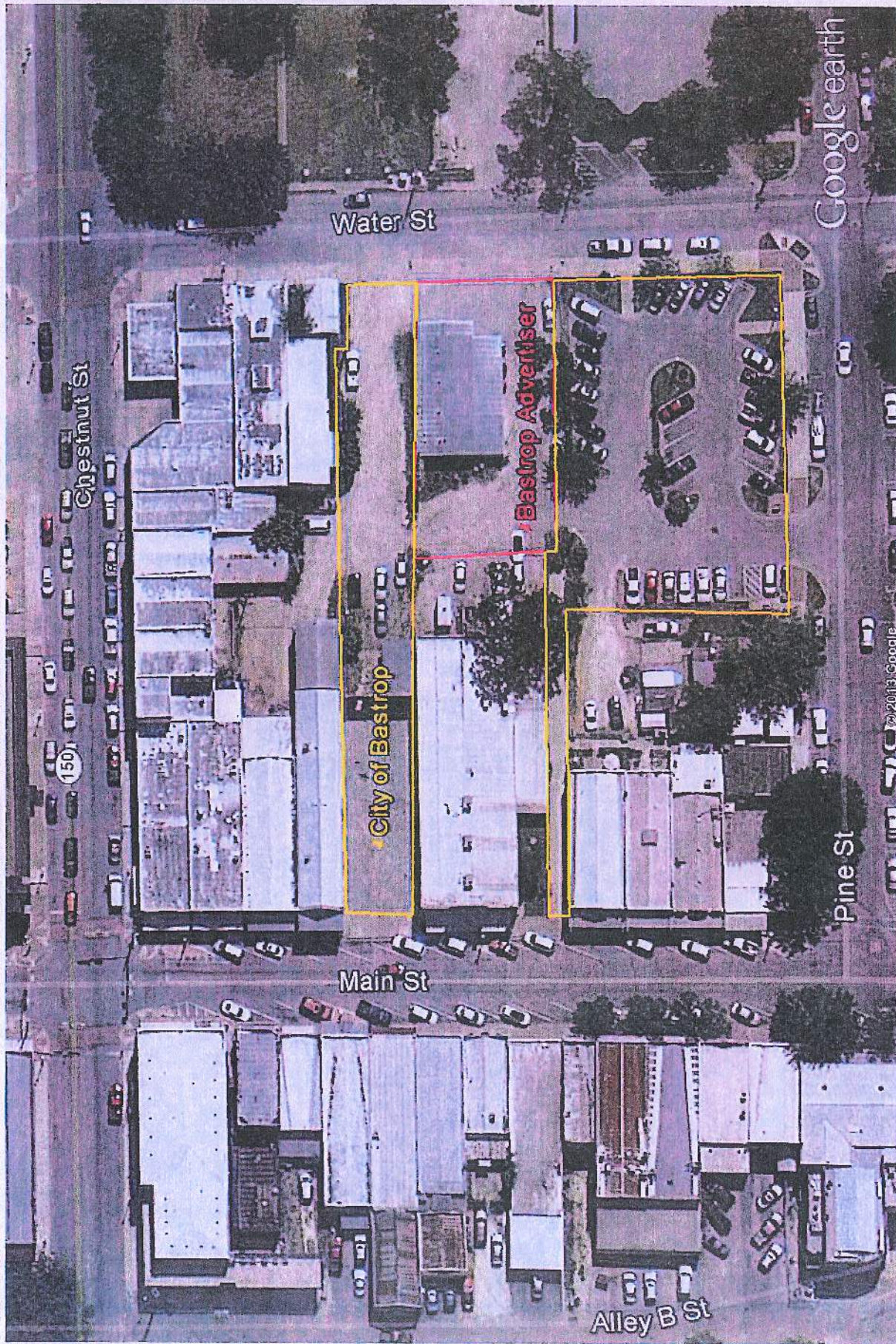
c) _____

8. Staff Recommendation:

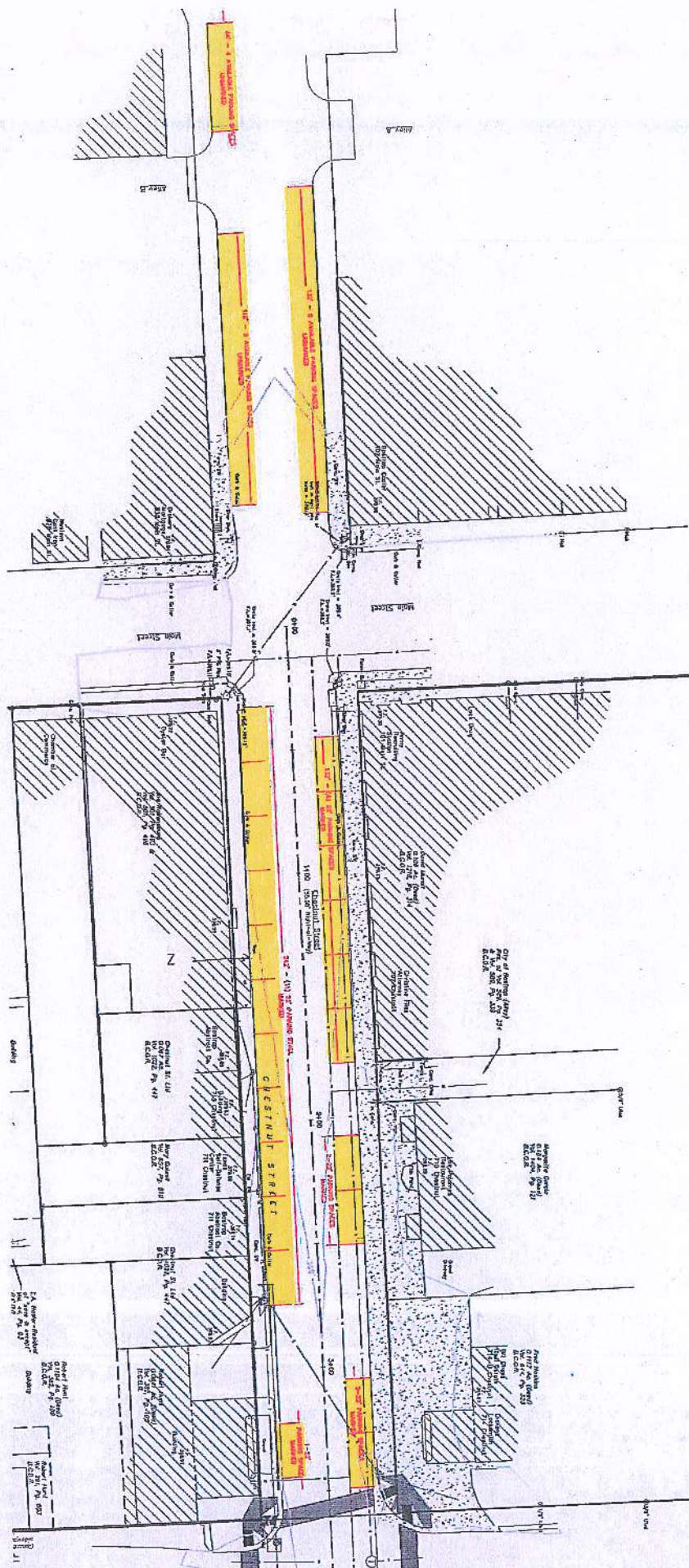
9. Advisory Board: _____ Approved _____ Disapproved _____ None

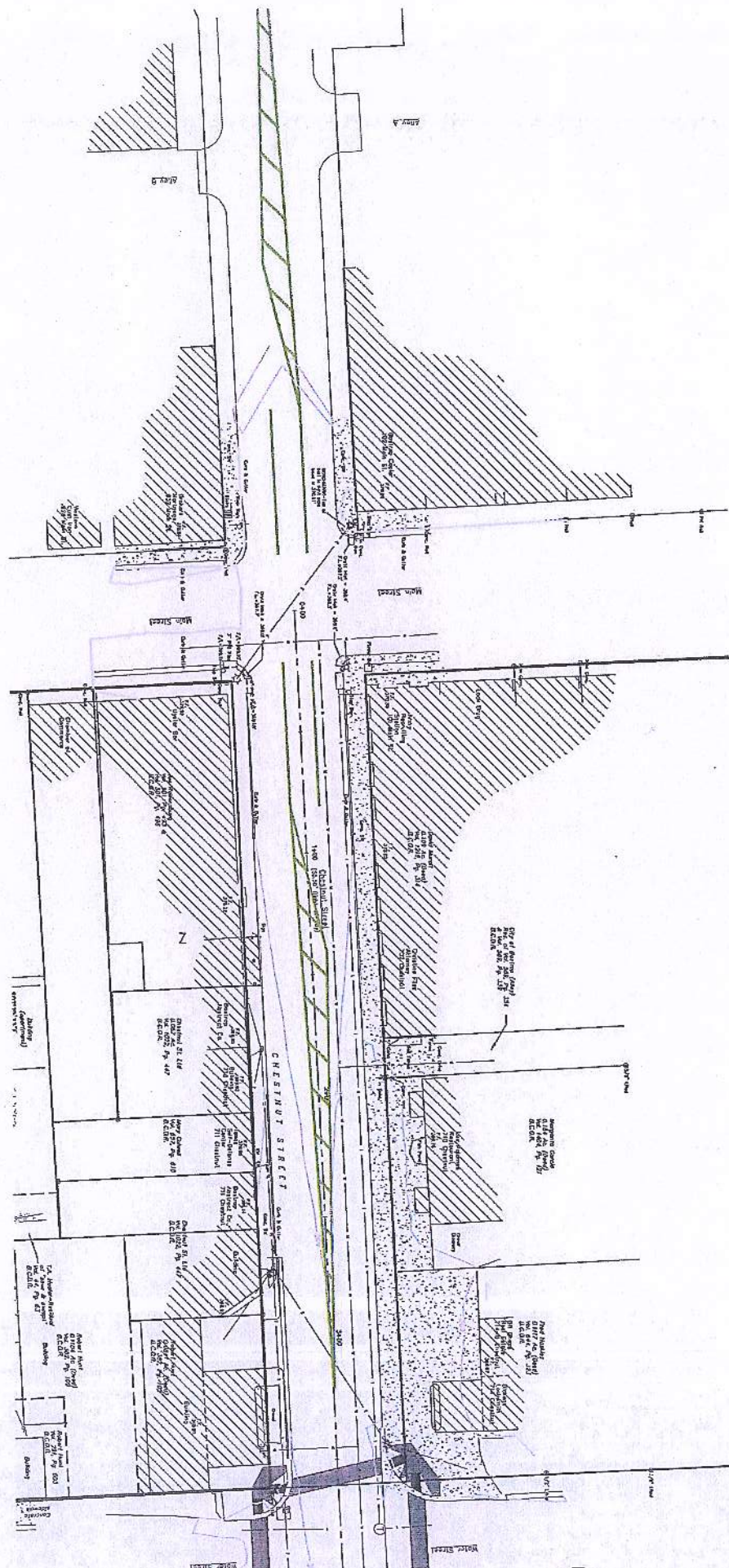
10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None

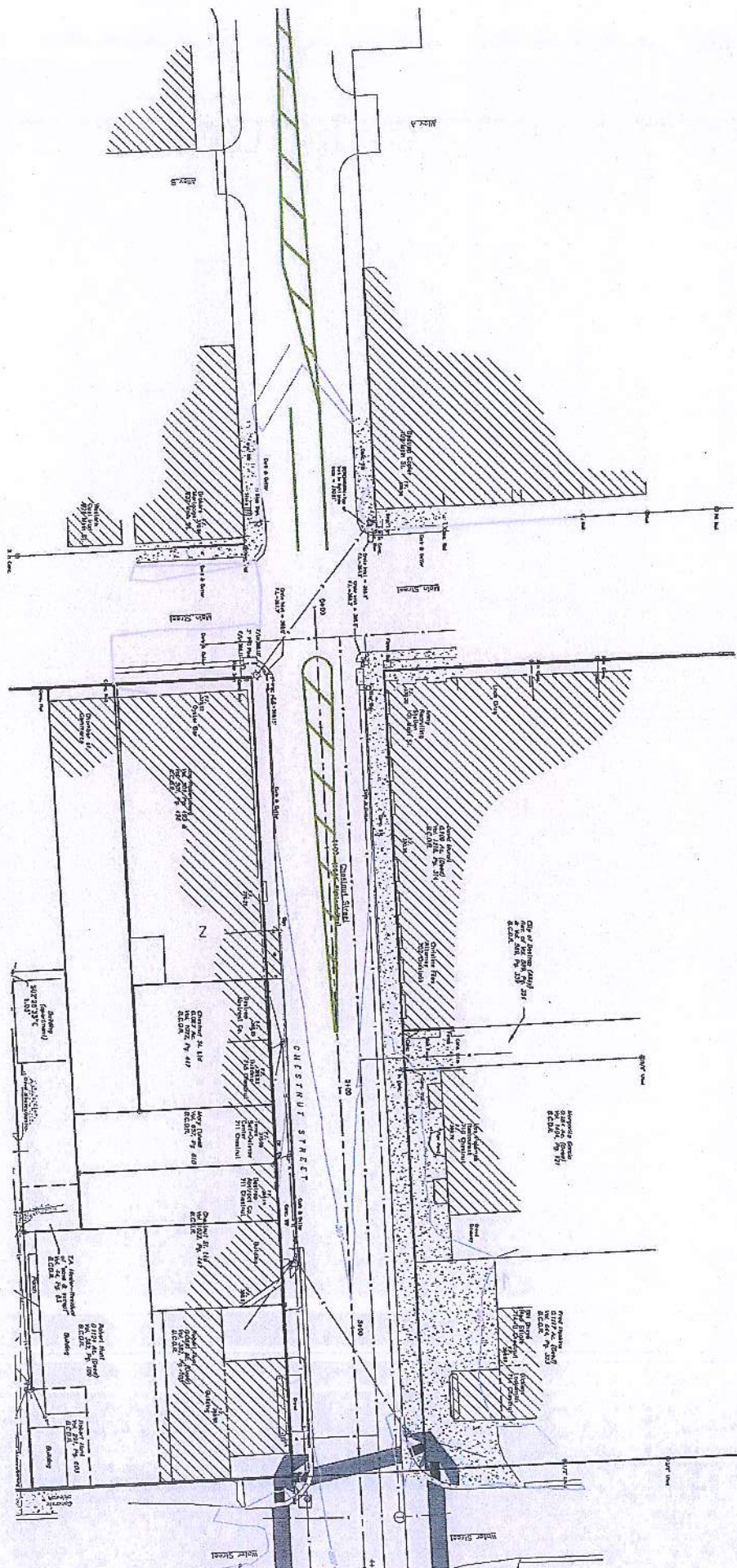
11. Action Taken: _____



Google earth







CITY OF BASTROP

AGENDA ITEM

D.3**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: January 17, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Consideration, discussion and possible action regarding updating the symbolic seal of the City of Bastrop.**

2. Party Making Request: **Council Member Ken Kesselus**

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

Council Member Kesselus has requested an opportunity to discuss with the Mayor and City Council updating the “Symbolic Seal of the City of Bastrop and the reasons why it symbolic seal should be updated.

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, December 17, 2012 1:26 PM
To: Terry Orr Personal; Mike Talbot
Subject: Agenda item - Amending seal/logo
Attachments: 20121217093259349.tif

Terry and Mike,

I would appreciate your adding the resolution below as an agenda item for our next regular meeting.

I understand that my wording of the resolution might not be exactly right for legal purposes. The resolution contains the basic reason for my suggested change.

Attached is a draft graphic of what the new seal/logo might look like.

thanks

Ken

Amending Seal/Logo for City of Bastrop

Whereas the city seal/logo has undergoing historic changes, and

Whereas the city seal/logo, prior to 1987, consisted of an outer circle with the wording "CITY OF BASTROP" and two leaf clusters; an inner circle with the wording "Preservation OF THE PAST – PROGRESS FOR THE FUTURE;" and in the center a five-pointed Texas star, and

Whereas in 1987, in commemoration of the 150th anniversary of the official incorporation of Bastrop as a city within the Republic of Texas, the city council added 1837 between the top three points of the star; and

Whereas Bastrop was established in 1832 as a Mexican town prior to the Texas Revolution, distinguishing Bastrop as the oldest city in Central Texas;

Therefore, be it resolved

- that the 1987 rendering continue to be an official seal/logo of the City of Bastrop, and that an equally official seal/logo for the City of Bastrop be designated with the addition of "EST. 1832" between the two bottom points of the star,
- that the seal/logo over the dais in the city council chamber have "EST. 1832" affixed in the designated position,

- the amended seal/logo over the dais in the city council chamber be defined as the “Great Seal and Great Logo of the City of Bastrop,”
- that the “Great Seal and Great Logo of the City of Bastrop” be the model for all representations on stationary, documents, and other uses, and
- that the city begin to phase out use of the 1987 seal/logo in a practical and efficient way, and that all new designation follow the design of the amended seal/logo.

Ken Kesselus
512-940-7897

Woman is 53 But Looks 25

Mom reveals 1 simple wrinkle trick that has angered doctors...

ConsumerLifestyleMag.com



CITY OF BASTROP

AGENDA ITEM: **D.4****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: January 17, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Consideration, discussion and possible action on report on Farm Street.**
2. Party Making Request: **Mike Talbot & Trey Job**
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: _____

CITY OF BASTROP

SPEED ANALYSIS-FARM STREET

The Public works department conducted a speed analysis of Farm Street. The speed /traffic counters were deployed from Pitt St. to Hwy 95, Hwy 95 to Fayette, Fayette to Pecan, Pecan to Main Street, and Main to Church Street. The Test was performed over a seven week period.

Pitt/Hwy 95

The section of Farm from Pitt Street to Hwy 95 has a posted speed limit of 30MPH. Reviewing the data, It was noted that a 167 vehicles that traveled this section of farm street. The majority or 85% of the vehicles were traveling 15.4 MPH the other 15% were noted at ranges of speed from 15 to 25 MPH. All vehicles recorded in this section were under the posted speed limit.

Hwy 95 / Fayette

The section of Farm from Hwy 95 to Fayette has a posted speed limit of 30MPH. Reviewing the data, I noted that 3,328 vehicle traveled this section of Farm Street, and 85% of those Vehicles were traveling an average speed of 33.1 MPH. The remaining 15% ranged from 35 to 50MPH; however while some vehicle were traveling at a violation speed 91.7% of the vehicles did travel at speeds 35 MPH, or less.

Fayette /Pecan

The section of Farm from Fayette to Pecan has a posted speed limit of 30 MPH except during the posted hours of 7AM to 9 Am and 2:30 PM to 4PM. The data in this section shows there was a total of 9,662 vehicles, and 85% of those vehicles traveled at an average speed of 30MPH. The remaining 15% ranged from 30-45 MPH. This information shows that 97.2% did travel at speeds of 35 MPH, or less.

Pecan/Main

The section of Farm from Pecan to Main has a posted speed limit of 20 MPH. The data collected in this section shows a total of 6021 vehicles and 85% traveled at a speed of 23.7 MPH. The remaining 15% ranged from 25-45 MPH; however the data shows that 92.1% of the vehicles traveled at a speed 25MPH or less.

Main/ Church

The section of Farm from Main to church has a posted speed limit of 20 MPH. The data collected in this section shows a total of 4,504 vehicles and 85% traveled at a speed of 20.6 MPH. The remaining 15% ranged from 20-50 MPH; however the data shows 98.7% of the vehicles traveled at a speed of 25MPH or less.

In conclusion there were a total of 23,515 vehicles that traveled Farm Street in a seven week period that is an average weekly amount of 3,359 per week. There were a total of 547 vehicles that traveled at speeds greater than 5MPH over the posted speed limit.

CITY OF BASTROP

AGENDA ITEM

D.5

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: February 6, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of November 30, 2012.**
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: _____

2/8/2013

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TO: MAYOR & CITY COUNCIL MEMBERS

FROM: KARLA STOVALL, CHIEF FINANCIAL OFFICER

DATE: DECEMBER 19, 2012

MONTHLY FINANCIAL REPORTS FOR PERIOD ENDING NOVEMBER 30, 2012

CITY OF BASTROP
2/8/2013
SUMMARY OF REVENUES AND EXPENDITURES
AS OF NOVEMBER 30, 2012

145

Fiscal year 2013 is 2 month or 16.66% completed as of November 30, 2012.

- General Fund revenues reflect 13.46% collected or \$1,121,799. Expenditures represent 13.07% spent or \$1,112,112.
- Water/ Wastewater Fund revenues reflect 15.67% collected or \$616,726. Expenditures represent 14.56% spent or \$496,520.
- The Electric Fund revenues reflect 15.14% collected or \$1,082,499. Expenditures represent 14.29% spent or \$1,007,576.
- The Hotel /Motel Fund revenues reflect 16.71% collected or \$386,889. Expenditures represent 28.47% spent or \$659,092.

Revenues

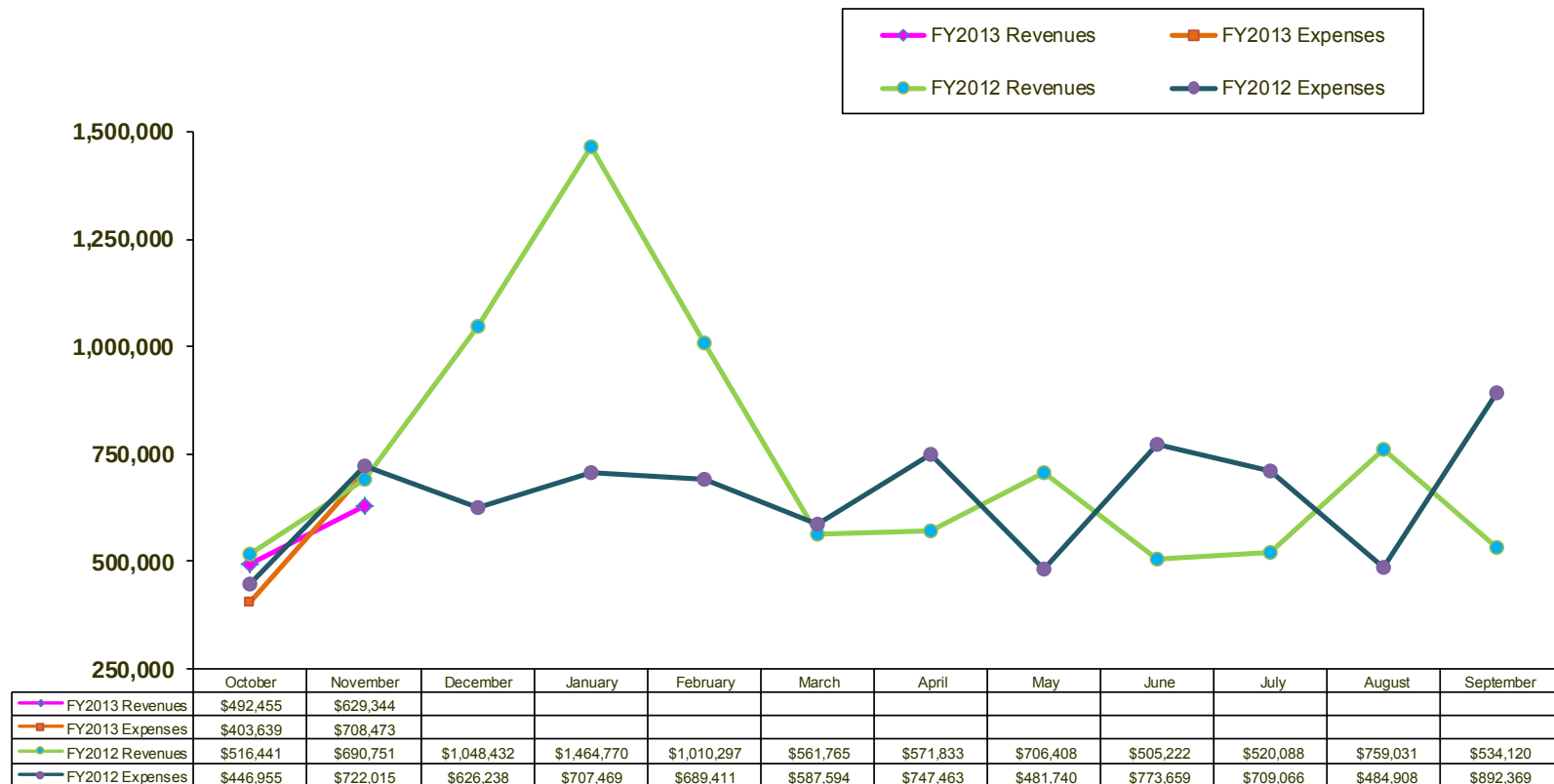
Expenditures

	FY 2013 Budget	FY 2013 Actual	% of FY2013 Budget	FY 2013 Budget	FY 2013 Actual	% of FY2013 Budget
General Fund	\$ 8,331,528	\$ 1,121,799	13.46%	\$ 8,510,595	\$ 1,112,112	13.07%
W/WW Fund	\$ 3,934,970	\$ 616,726	15.67%	\$ 3,409,840	\$ 496,520	14.56%
Electric Fund	\$ 7,148,000	\$ 1,082,499	15.14%	\$ 7,049,488	\$ 1,007,576	14.29%
Hotel Motel Fund	\$ 2,315,000	\$ 386,889	16.71%	\$ 2,315,000	\$ 659,092	28.47%

GENERAL FUND REVENUE & EXPENDITURES

NOVEMBER 30, 2012

- 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.



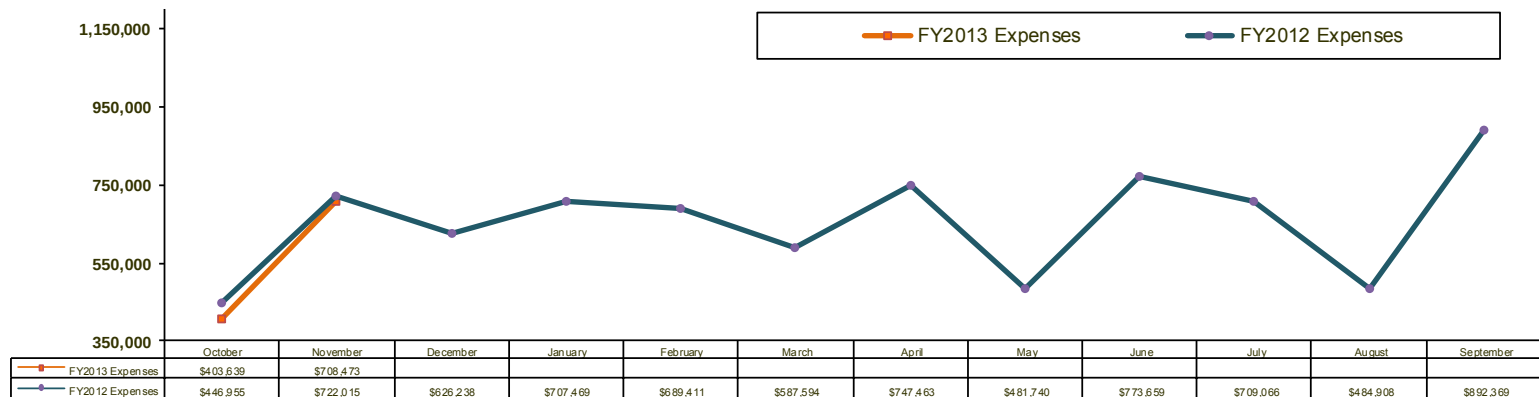
GENERAL FUND REVENUE & EXPENDITURES

NOVEMBER 30, 2012

FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



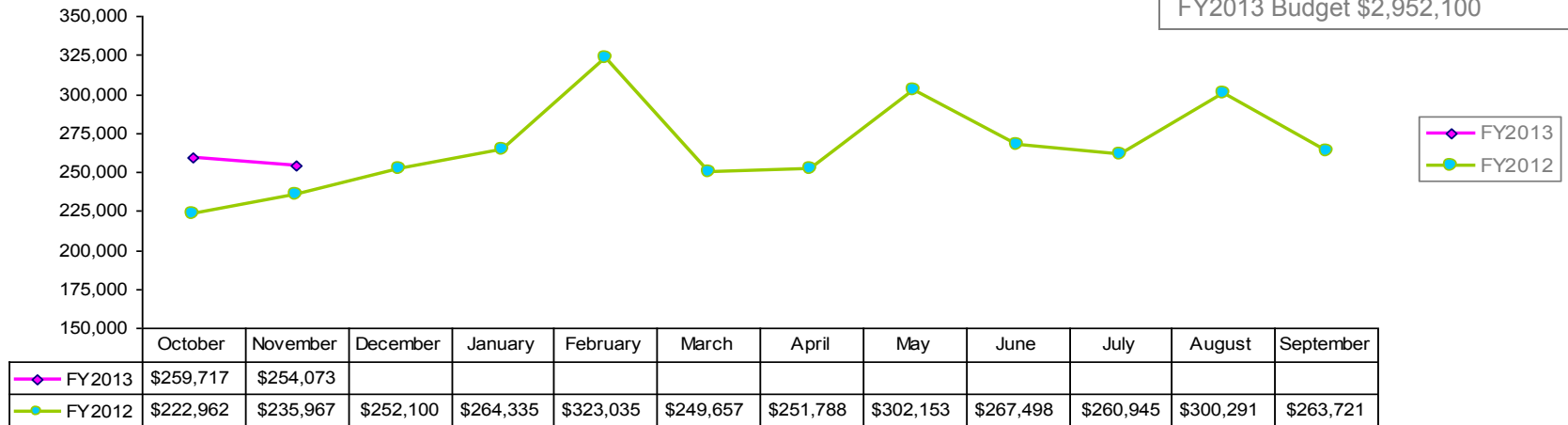
GENERAL FUND REVENUE

NOVEMBER 30, 2012

Sales Tax

FY2013 November YTD \$513,790

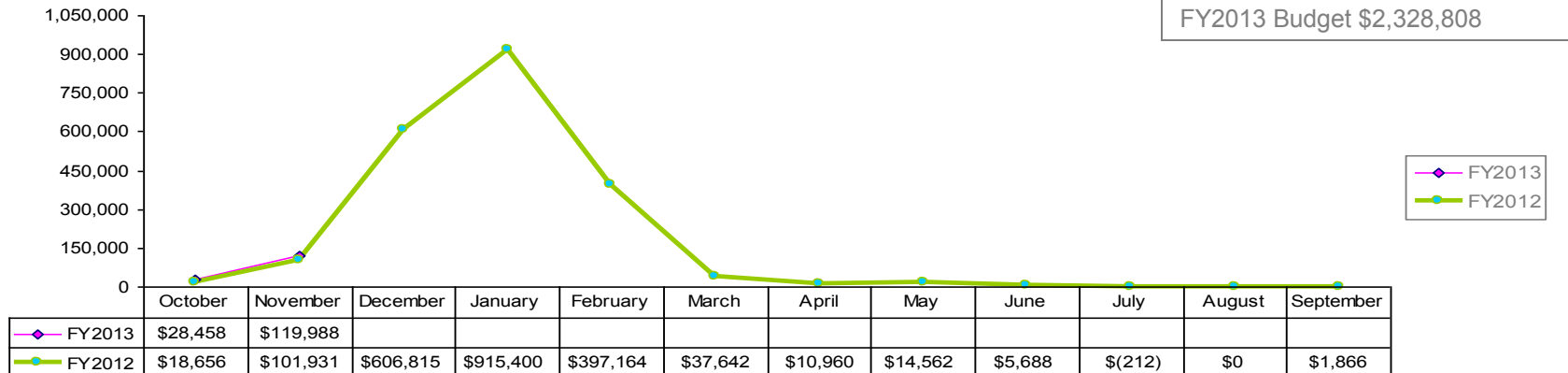
FY2013 Budget \$2,952,100



Ad Valorem Taxes

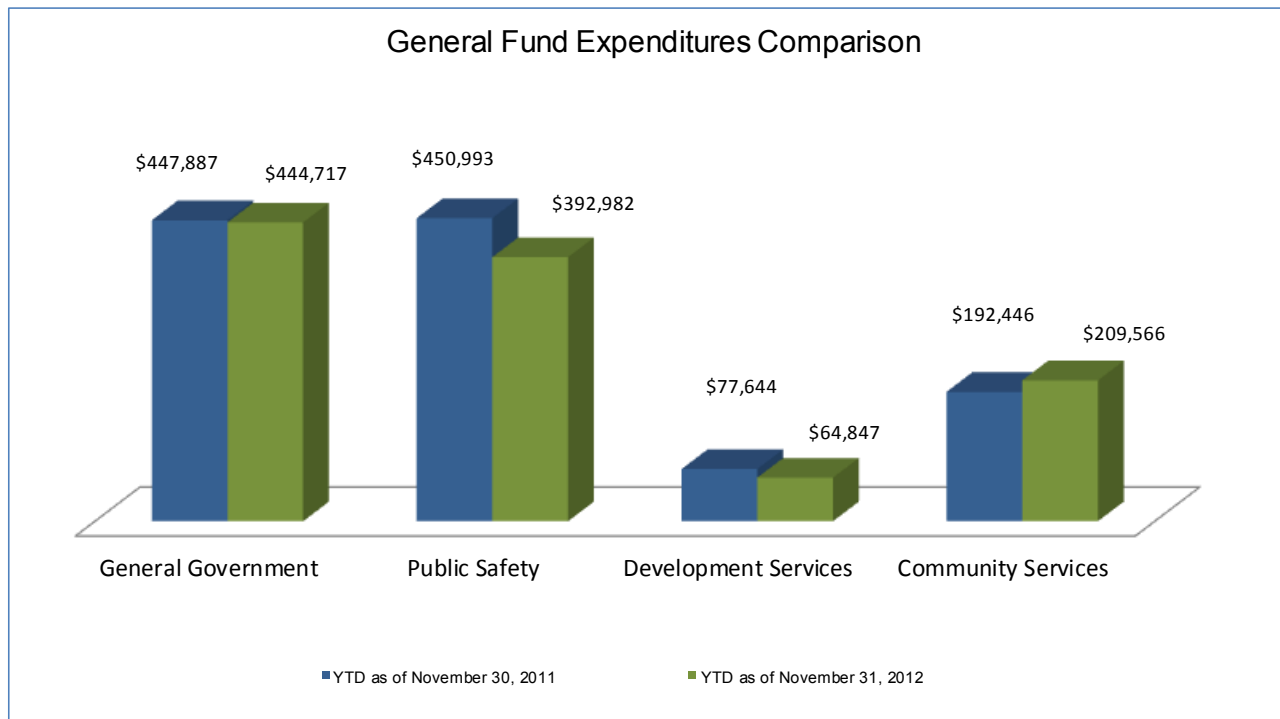
FY2013 November YTD \$148,446

FY2013 Budget \$2,328,808



GENERAL FUND EXPENDITURES

NOVEMBER 30, 2012

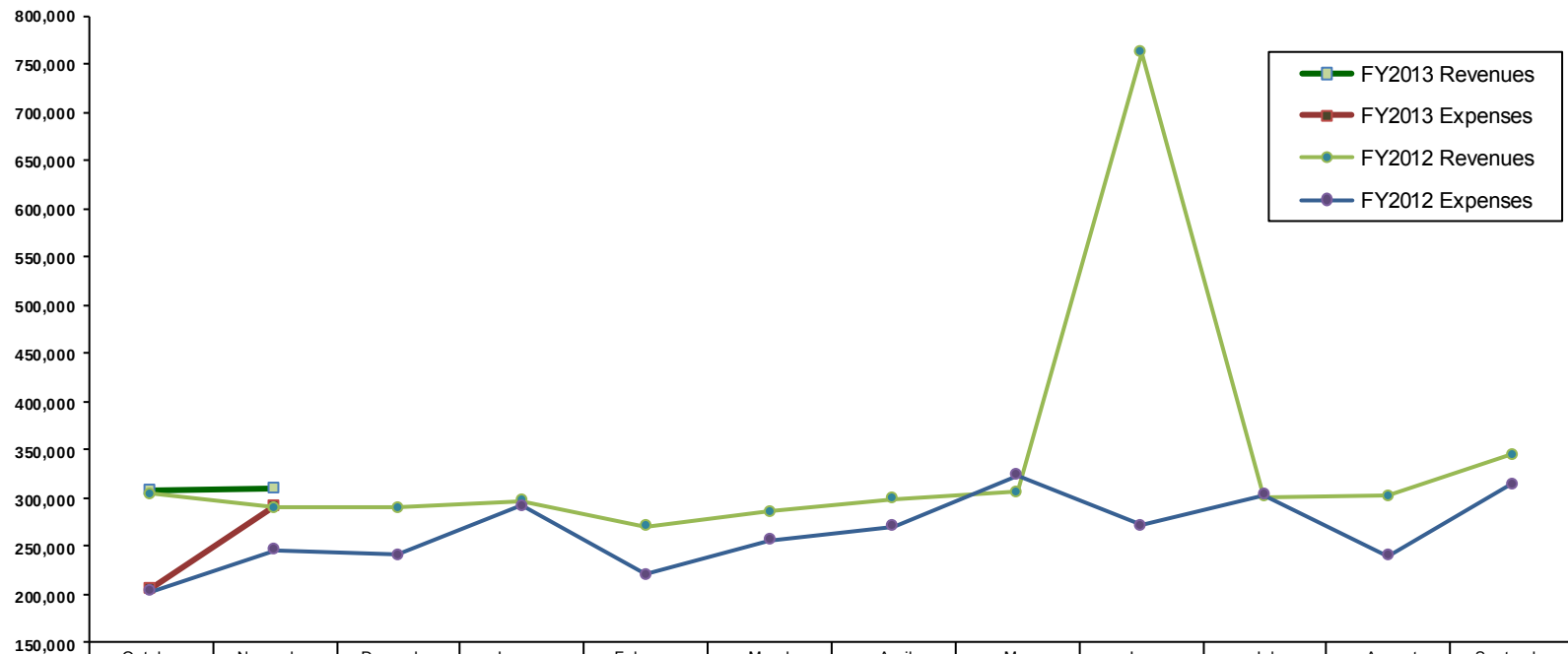


- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, Construction Manager, and Building Maintenance.
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development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

WATER/WASTEWATER FUND REVENUE & EXPENDITURES

NOVEMBER 30, 2012

- ☐ Water/ Wastewater Fund Revenues Year-to-date (YTD) as of November 30, 2012 are \$616,726 or 15.67% of the year. In comparison to November 30, 2011 the revenues appear to identify minimal gains.
- ☐ Expenses appear increased due to the increased debt service costs and purchasing of the Trenching Equipment budgeted in FY2013.

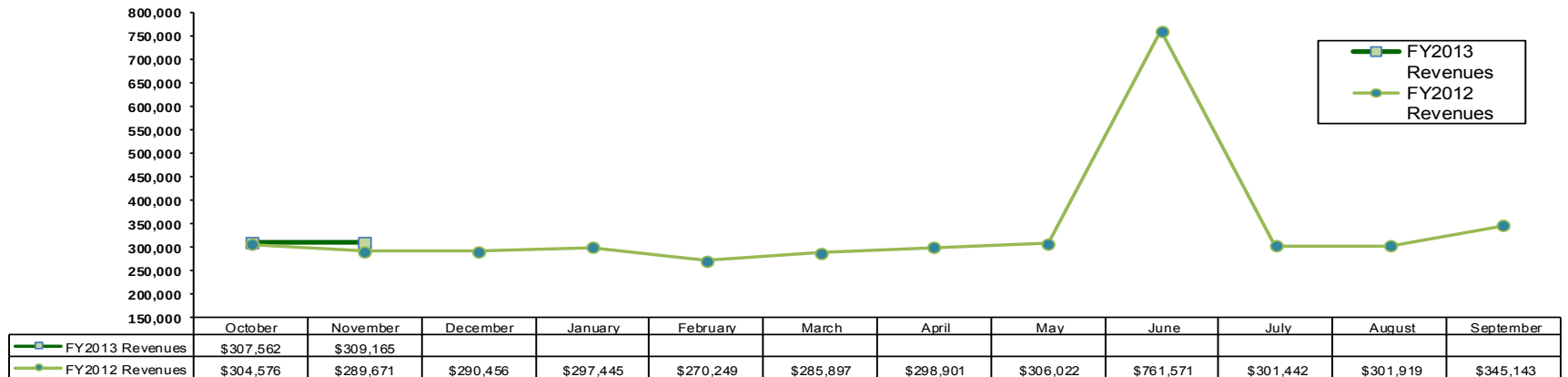


	October	November	December	January	February	March	April	May	June	July	August	September
FY2013 Revenues	\$307,562	\$309,165										
FY2013 Expenses	\$205,795	\$290,724										
FY2012 Revenues	\$304,576	\$289,671	\$290,456	\$297,445	\$270,249	\$285,897	\$298,901	\$306,022	\$761,571	\$301,442	\$301,918	\$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

NOVEMBER 30, 2012

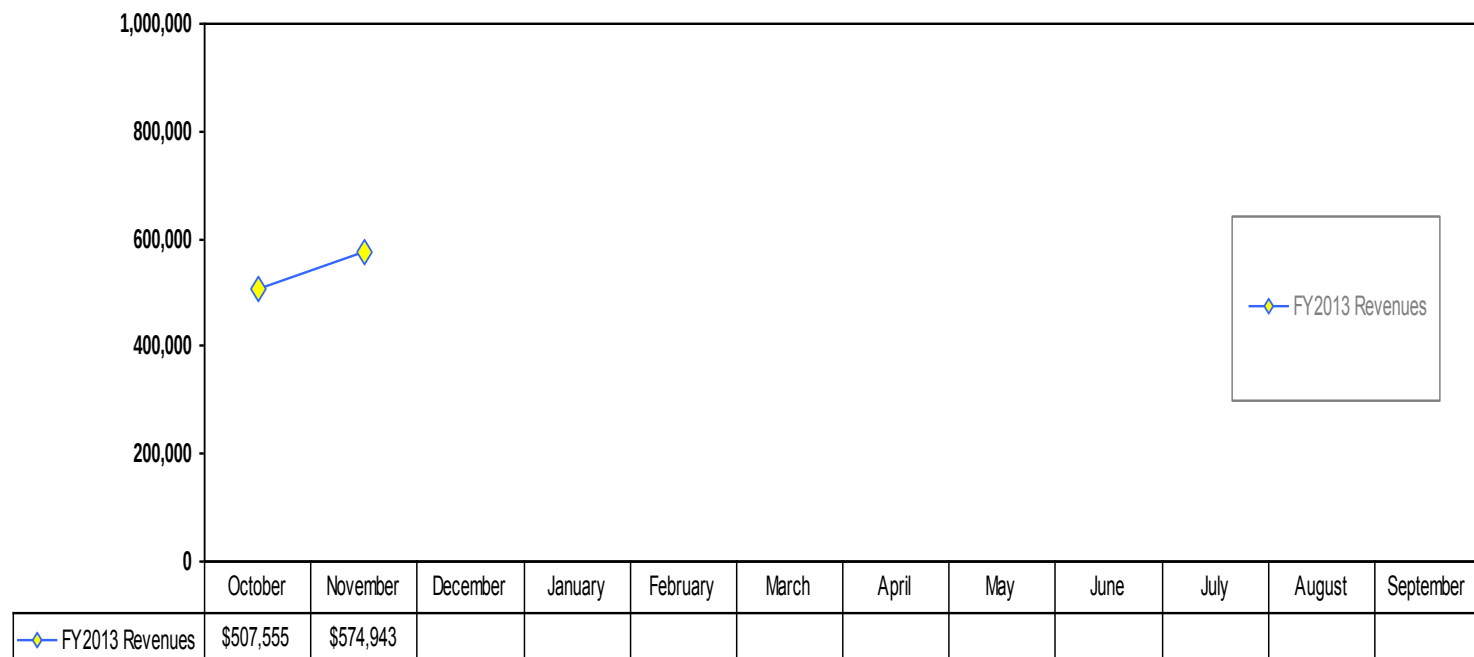
FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



❑ Electric Fund Revenues Year-to-date (YTD) as of November 30, 2012 are \$1,082,499 or 15.14% of the FY2013 adopted budget.

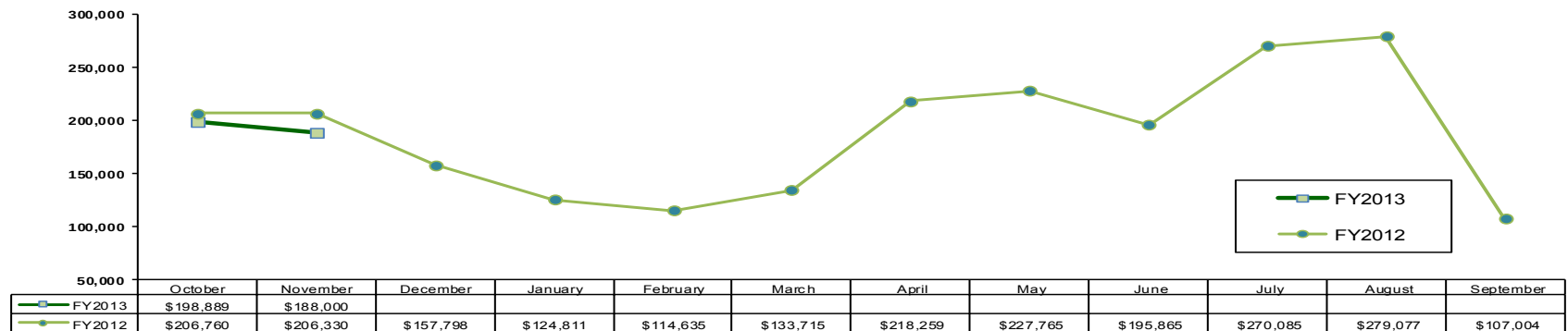


HOTEL MOTEL TAX FUND

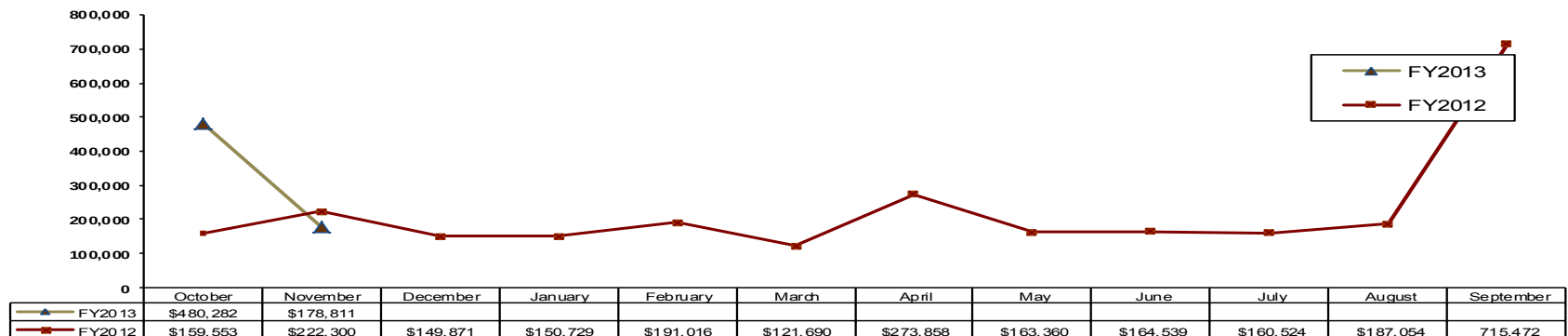
NOVEMBER 30, 2012

- Revenues as of November 30, 2012 represent YTD earned revenue of \$386,291. 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

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	120,587.56	2,328,808.00	119,987.55	148,445.62	2,180,362.38	6.37
00-00-4002 DELINQUENT TAXES M&O	30,415.83	36,000.00	1,525.45	1,720.08	34,279.92	4.78
00-00-4003 PENALTIES & INTEREST M&O	18,978.32	26,400.00	1,011.70	3,718.34	22,681.66	14.08
00-00-4004 FRANCHISE TAX	81,431.64	385,000.00	31,838.27	31,968.48	353,031.52	8.30
00-00-4006 CITY SALES TAX	458,928.69	2,952,100.00	254,073.19	513,790.08	2,438,309.92	17.40
00-00-4008 OCCUPATION TAX	1,270.00	7,500.00	543.00	818.00	6,682.00	10.91
00-00-4009 MIXED BEVERAGE TAX	<u>4,994.71</u>	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>	<u>0.00</u>
TOTAL TAXES & PENALTIES	716,606.75	5,755,808.00	408,979.16	700,460.60	5,055,347.40	12.17
<u>LICENSES & PERMITS</u>						
00-00-4020 BUILDING PERMITS	36,815.84	91,000.00	5,493.14	11,657.66	79,342.34	12.81
00-00-4021 ZONING FEES	1,710.00	3,000.00	300.00	300.00	2,700.00	10.00
00-00-4022 PLATTING FEES	1,400.00	6,000.00	1,350.00	1,370.00	4,630.00	22.83
00-00-4023 SPECIAL EVENT PERMIT FEE	25.00	2,000.00	0.00	0.00	2,000.00	0.00
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	<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 LICENSES & PERMITS	39,950.84	102,000.00	7,143.14	13,327.66	88,672.34	13.07
<u>CHARGES FOR SERVICES</u>						
00-00-4040 ANIMAL SERVICE RECEIPTS	20.00	200.00	10.00	35.00	165.00	17.50
00-00-4043 PARKS RECEIPTS	225.00	1,600.00	0.00	50.00	1,550.00	3.13
00-00-4044 PD ACCIDENT REPORTS	316.00	1,800.00	186.00	406.00	1,394.00	22.56
00-00-4045 DRJG DOG VISITS	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4046 SPECIAL EVENTS HOT REIMB	0.00	40,800.00	0.00	0.00	40,800.00	0.00
00-00-4049 TRANSFER STATION RECEIPTS	<u>370.00</u>	<u>4,000.00</u>	<u>349.00</u>	<u>1,737.75</u>	<u>2,262.25</u>	<u>43.44</u>
TOTAL CHARGES FOR SERVICES	931.00	48,400.00	545.00	2,228.75	46,171.25	4.60
<u>FINES & FORFEITURES</u>						
00-00-4070 MUNICIPAL COURT FINES	25,548.28	225,000.00	16,607.31	31,612.24	193,387.76	14.05
00-00-4071 BOND FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4072 SANITATION PENALTIES/RECONNEC	1,485.37	8,000.00	570.83	1,286.39	6,713.61	16.08
00-00-4073 ADMINISTRATION OF JUSTICE (MC	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4074 MUNICIPAL COURT BLDG SECURITY	22.38	0.00	0.00	0.00	0.00	0.00
00-00-4075 TECHNOLOGY ACCOUNT - (MC)	2.90	0.00	0.00	0.00	0.00	0.00
00-00-4076 LIBRARY RECEIPTS	2,478.69	16,000.00	834.11	2,296.42	13,703.58	14.35
00-00-4077 SANITATION PROCEEDS	3,443.08	40,000.00	7,089.49	7,089.49	32,910.51	17.72
00-00-4078 JUVENILE CASE MANAGER-M/C	0.00	5,100.00	481.67	994.34	4,105.66	19.50
00-00-4080 TEEN COURT (MC)	<u>0.00</u>	<u>1,000.00</u>	<u>160.00</u>	<u>340.00</u>	<u>660.00</u>	<u>34.00</u>
TOTAL FINES & FORFEITURES	32,980.70	295,100.00	25,743.41	43,618.88	251,481.12	14.78

	PRIOR	CURRENT	M-T-D	Y-T-D	BUDGET	% OF
REVENUES	Y-T-D	BUDGET	ACTUAL	ACTUAL	BALANCE	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	<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 OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	<u>767.21</u>	<u>6,000.00</u>	<u>573.59</u>	<u>1,343.94</u>	<u>4,656.06</u>	<u>22.40</u>
TOTAL INTEREST INCOME	767.21	6,000.00	573.59	1,343.94	4,656.06	22.40
<u>INTERGOVERNMENTAL</u>						
00-00-4411 BASTROP CO/LIBRARY	8,500.00	0.00	0.00	0.00	0.00	0.00
00-00-4412 BASTROP CO/WC FIREMEN	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4413 BISD PROJECT RECEIPTS	0.00	72,420.00	0.00	0.00	72,420.00	0.00
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	13,812.84	13,812.84	12,987.16	51.54
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 RIEMB	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	86,046.66	516,280.00	43,023.33	86,046.66	430,233.34	16.67
00-00-4491 WATER/WASTEWATER IN-KIND	88,503.32	531,020.00	44,251.66	88,503.32	442,516.68	16.67
00-00-4492 WASTEWATER IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4493 BEDC SUPPORT FUNDING	8,333.32	50,000.00	6,666.67	13,333.34	36,666.66	26.67
00-00-4495 CONVENTION CENTER IN-KIND	29,020.00	174,120.00	14,510.00	29,020.00	145,100.00	16.67
00-00-4496 GENERAL IN-KIND	<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 INTERGOVERNMENTAL	224,348.59	1,370,640.00	122,264.50	231,184.51	1,139,455.49	16.87
<u>MISCELLANEOUS</u>						
00-00-4501 LIBRARY GRANT'S	2,500.00	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	670.00	670.00	(670.00)	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	0.00	0.00	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	0.58	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	53,238.31	20,000.00	1,968.93	2,808.00	17,192.00	14.04
00-00-4537 INSURANCE PROCEEDS	14,521.57	0.00	408.00	4,060.25	(4,060.25)	0.00
00-00-4538 BEVERAGE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
00-00-4540 HUNTERS CROSSING REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4543 PINEY CREEK SUBDIVISION REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4544 PERSONAL PROPERTY ACQ DEBT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4553 FIRE DEPT CALLS - REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4554 KERR PARK PROJECT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4557 FEMA DISASTER RELIEF REIMBURS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	70,260.46	21,000.00	3,046.93	7,538.25	13,461.75	35.90
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	102,250.00	613,500.00	51,125.00	102,250.00	511,250.00	16.67
00-00-4706 TRANSFERS IN - BEDC	19,096.64	119,080.00	9,923.32	19,846.64	99,233.36	16.67
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	121,346.64	732,580.00	61,048.32	122,096.64	610,483.36	16.67
** TOTAL REVENUE **						
	1,207,192.19	8,331,528.00	629,344.05	1,121,799.23	7,209,728.77	13.46

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2012

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	674.26	5,074.00	403.70	807.40	4,266.60	15.91
SUPPLIES & MATERIALS	623.04	5,300.00	247.62	417.46	4,682.54	7.88
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	1,257.98	8,030.00	402.12	1,008.74	7,021.26	12.56
CONTRACTUAL SERVICES	1,242.00	3,090.00	150.00	376.00	2,714.00	12.17
OTHER CHARGES	2,068.00	17,245.00	1,172.75	2,069.27	15,175.73	12.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	5,865.28	38,739.00	2,376.19	4,678.87	34,060.13	12.08
TOTAL LEGISLATIVE	5,865.28	38,739.00	2,376.19	4,678.87	34,060.13	12.08
<u>ORGANIZATIONAL</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	13,259.08	94,430.00	6,508.63	16,150.47	78,279.53	17.10
SUPPLIES & MATERIALS	757.28	16,133.00	816.26	1,240.64	14,892.36	7.69
MAINTENANCE & REPAIRS	0.00	5,750.00	792.53	1,246.78	4,503.22	21.68
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	67,560.61	451,130.00	9,789.80	54,170.39	396,959.61	12.01
OTHER CHARGES	7,101.69	353,520.00	2,631.36	3,772.28	349,747.72	1.07
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	88,678.66	1,132,123.00	20,538.58	76,580.56	1,055,542.44	6.76
TOTAL ORGANIZATIONAL	88,678.66	1,132,123.00	20,538.58	76,580.56	1,055,542.44	6.76
<u>CITY MANAGER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	39,757.83	281,452.00	30,400.54	43,344.68	238,107.32	15.40
SUPPLIES & MATERIALS	2,038.78	5,340.00	1,134.59	1,672.81	3,667.19	31.33
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	1,252.83	8,200.00	496.02	1,160.97	7,039.03	14.16
CONTRACTUAL SERVICES	20.00	350.00	26.29	26.29	323.71	7.51
OTHER CHARGES	2,791.68	8,640.00	864.92	3,112.32	5,527.68	36.02
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	45,861.12	303,982.00	32,922.36	49,317.07	254,664.93	16.22
TOTAL CITY MANAGER	45,861.12	303,982.00	32,922.36	49,317.07	254,664.93	16.22

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2012

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	10,241.07	69,049.00	7,686.34	10,752.02	58,296.98	15.57
SUPPLIES & MATERIALS	20.25	1,640.00	33.30	33.30	1,606.70	2.03
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	198.49	1,950.00	63.41	160.00	1,790.00	8.21
CONTRACTUAL SERVICES	0.00	6,450.00	0.00	26.45	6,423.55	0.41
OTHER CHARGES	2,075.00	26,495.00	3,443.99	4,498.99	21,996.01	16.98
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	12,534.81	105,584.00	11,227.04	15,470.76	90,113.24	14.65
TOTAL CITY SECRETARY	12,534.81	105,584.00	11,227.04	15,470.76	90,113.24	14.65

FINANCE

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	45,128.99	296,000.00	32,777.26	45,768.90	250,231.10	15.46
SUPPLIES & MATERIALS	100.32	10,320.00	(208.03)	279.62	10,040.38	2.71
MAINTENANCE & REPAIRS	450.00	38,980.00	0.00	1,600.00	37,380.00	4.10
OCCUPANCY	923.97	7,680.00	337.28	814.29	6,865.71	10.60
CONTRACTUAL SERVICES	20.00	36,840.00	2,752.56	2,752.56	34,087.44	7.47
OTHER CHARGES	966.43	9,640.00	800.00	1,629.40	8,010.60	16.90
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	47,589.71	399,460.00	36,459.07	52,844.77	346,615.23	13.23

<u>METER SERVICE</u>						
PERSONNEL SERVICES	47,911.25	330,287.00	33,780.16	48,532.02	281,754.98	14.69
SUPPLIES & MATERIALS	3,428.82	31,835.00	2,917.96	3,169.95	28,665.05	9.96
MAINTENANCE & REPAIRS	35.99	10,500.00	122.47	122.47	10,377.53	1.17
OCCUPANCY	1,521.05	11,640.00	567.38	1,387.54	10,252.46	11.92
CONTRACTUAL SERVICES	870.21	10,440.00	1,472.45	1,472.45	8,967.55	14.10
OTHER CHARGES	361.18	4,740.00	0.00	134.32	4,605.68	2.83
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL METER SERVICE	54,128.50	399,442.00	38,860.42	54,818.75	344,623.25	13.72
TOTAL FINANCE	101,718.21	798,902.00	75,319.49	107,663.52	691,238.48	13.48

HUMAN RESOURCE

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	13,238.52	90,655.00	10,045.30	13,904.96	76,750.04	15.34
SUPPLIES & MATERIALS	162.17	1,675.00	150.93	150.93	1,524.07	9.01
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	467.37	3,320.00	72.29	179.99	3,140.01	5.42
CONTRACTUAL SERVICES	0.00	360.00	29.58	29.58	330.42	8.22
OTHER CHARGES	(334.19)	11,650.00	0.00	0.00	11,650.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	13,533.87	107,660.00	10,298.10	14,265.46	93,394.54	13.25

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	13,533.87	107,660.00	10,298.10	14,265.46	93,394.54	13.25
<u>INFORMATION TECHNOLOGY</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	13,644.03	85,578.00	9,630.23	13,332.50	72,245.50	15.58
SUPPLIES & MATERIALS	2,091.00	3,150.00	1,110.17	1,310.16	1,839.84	41.59
MAINTENANCE & REPAIRS	1,403.13	20,670.00	1,776.57	3,264.57	17,405.43	15.79
OCCUPANCY	1,188.06	7,600.00	373.57	903.80	6,696.20	11.89
CONTRACTUAL SERVICES	1,700.00	20,250.00	5,622.41	5,622.41	14,627.59	27.76
OTHER CHARGES	0.00	3,960.00	689.20	904.05	3,055.95	22.83
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	20,026.22	141,208.00	19,202.15	25,337.49	115,870.51	17.94
TOTAL INFORMATION TECHNOLOGY	20,026.22	141,208.00	19,202.15	25,337.49	115,870.51	17.94
<u>POLICE</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	49,613.59	343,942.00	36,170.95	50,067.76	293,874.24	14.56
SUPPLIES & MATERIALS	3,346.46	28,495.00	2,434.85	8,624.61	19,870.39	30.27
MAINTENANCE & REPAIRS	650.74	30,367.00	960.00	1,113.75	29,253.25	3.67
OCCUPANCY	5,161.63	46,964.00	2,608.18	4,826.29	42,137.71	10.28
CONTRACTUAL SERVICES	48,205.01	192,517.00	20.34	134.20	192,382.80	0.07
OTHER CHARGES	6,341.22	31,285.00	2,305.00	4,869.00	26,416.00	15.56
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	113,318.65	673,570.00	44,499.32	69,635.61	603,934.39	10.34
<u>CODE ENFORCEMENT</u>						
PERSONNEL SERVICES	6,921.51	46,884.00	5,091.85	7,375.69	39,508.31	15.73
SUPPLIES & MATERIALS	285.25	2,600.00	143.05	(13.85)	2,613.85	0.53
MAINTENANCE & REPAIRS	0.00	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	160.00	160.00	840.00	16.00
OTHER CHARGES	656.46	5,650.00	0.00	0.00	5,650.00	0.00
TOTAL CODE ENFORCEMENT	7,863.22	56,434.00	5,394.90	7,521.84	48,912.16	13.33
<u>EMERGENCY MANAGEMENT</u>						
SUPPLIES & MATERIALS	4.33	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	6,806.49	2,800.00	0.00	0.00	2,800.00	0.00

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2012

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	45,516.79	220,434.00	16,718.41	25,066.87	195,367.13	11.37
SUPPLIES & MATERIALS	295.17	9,150.00	339.45	634.14	8,515.86	6.93
MAINTENANCE & REPAIRS	124.69	1,950.00	0.00	0.00	1,950.00	0.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	256.99	3,000.00	778.95	778.95	2,221.05	25.97
OTHER CHARGES	0.00	6,120.00	0.00	0.00	6,120.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE-CID	46,193.64	240,654.00	17,836.81	26,479.96	214,174.04	11.00
<u>POLICE-PATROL</u>						
PERSONNEL SERVICES	155,395.13	1,100,810.00	127,106.40	174,241.45	926,568.55	15.83
SUPPLIES & MATERIALS	9,595.05	70,733.00	8,206.82	12,198.62	58,534.38	17.25
MAINTENANCE & REPAIRS	4,121.63	23,600.00	1,744.65	6,398.50	17,201.50	27.11
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	1,465.24	9,917.00	1,357.56	1,761.35	8,155.65	17.76
OTHER CHARGES	1,393.63	10,200.00	2,358.64	3,972.60	6,227.40	38.95
CAPITAL OUTLAY	0.00	32,000.00	0.00	0.00	32,000.00	0.00
TOTAL POLICE-PATROL	171,970.68	1,247,260.00	140,774.07	198,572.52	1,048,687.48	15.92
<u>ANIMAL SERVICES</u>						
PERSONNEL SERVICES	6,112.91	41,046.00	4,318.91	6,489.35	34,556.65	15.81
SUPPLIES & MATERIALS	646.34	4,950.00	293.40	376.45	4,573.55	7.61
MAINTENANCE & REPAIRS	0.00	1,200.00	0.00	0.00	1,200.00	0.00
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	0.00	0.00	12,720.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ANIMAL SERVICES	6,759.25	61,341.00	4,612.31	6,865.80	54,475.20	11.19
TOTAL POLICE	352,911.93	2,282,059.00	213,117.41	309,075.73	1,972,983.27	13.54
<u>FIRE-VOLUNTEER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	1,720.58	15,000.00	0.00	0.00	15,000.00	0.00
SUPPLIES & MATERIALS	6,133.86	57,075.00	3,058.61	4,171.10	52,903.90	7.31
MAINTENANCE & REPAIRS	7,101.53	40,500.00	4,065.93	6,935.25	33,564.75	17.12
OCCUPANCY	4,697.94	34,445.00	1,850.25	3,811.89	30,633.11	11.07
CONTRACTUAL SERVICES	0.00	24,000.00	0.00	0.00	24,000.00	0.00
OTHER CHARGES	4,341.90	19,425.00	4,044.15	7,112.06	12,312.94	36.61
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	23,995.81	190,445.00	13,018.94	22,030.30	168,414.70	11.57
TOTAL FIRE-VOLUNTEER	23,995.81	190,445.00	13,018.94	22,030.30	168,414.70	11.57

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	42,094.43	281,602.00	30,662.09	42,938.34	238,663.66	15.25
SUPPLIES & MATERIALS	466.79	10,950.00	993.78	1,355.83	9,594.17	12.38
MAINTENANCE & REPAIRS	11,768.40	13,600.00	0.00	11,930.90	1,669.10	87.73
OCCUPANCY	1,417.04	9,700.00	404.96	1,226.80	8,473.20	12.65
CONTRACTUAL SERVICES	3,038.45	22,550.00	1,640.37	1,640.37	20,909.63	7.27
OTHER CHARGES	3,462.09	8,261.00	1,336.22	2,778.22	5,482.78	33.63
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	62,247.20	346,663.00	35,037.42	61,870.46	284,792.54	17.85
TOTAL MUNICIPAL COURT	62,247.20	346,663.00	35,037.42	61,870.46	284,792.54	17.85
<u>PLANNING & DEVELOPMENT</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	48,953.77	427,953.00	36,112.79	50,682.88	377,270.12	11.84
SUPPLIES & MATERIALS	1,400.36	14,570.00	362.65	417.82	14,152.18	2.87
MAINTENANCE & REPAIRS	12.00	1,500.00	0.00	22.00	1,478.00	1.47
OCCUPANCY	1,161.25	10,200.00	556.89	1,028.05	9,171.95	10.08
CONTRACTUAL SERVICES	23,776.67	41,200.00	7,916.00	8,334.75	32,865.25	20.23
OTHER CHARGES	2,339.50	42,675.00	1,673.38	4,361.69	38,313.31	10.22
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	77,643.55	538,098.00	46,621.71	64,847.19	473,250.81	12.05
TOTAL PLANNING & DEVELOPMENT	77,643.55	538,098.00	46,621.71	64,847.19	473,250.81	12.05
<u>HEALTH</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	11,837.66	71,050.00	0.00	0.00	71,050.00	0.00
TOTAL 00-NON-PROGRAM	11,837.66	71,050.00	0.00	0.00	71,050.00	0.00
TOTAL HEALTH	11,837.66	71,050.00	0.00	0.00	71,050.00	0.00
<u>PUBLIC WORKS</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	80,796.29	580,973.00	61,124.82	90,189.01	490,783.99	15.52
SUPPLIES & MATERIALS	7,694.70	84,000.00	2,326.39	6,737.66	77,262.34	8.02
MAINTENANCE & REPAIRS	7,800.02	45,500.00	1,437.10	12,874.28	32,625.72	28.30
OCCUPANCY	2,182.79	15,600.00	882.26	2,090.01	13,509.99	13.40
CONTRACTUAL SERVICES	8,175.63	41,550.00	3,401.90	4,618.34	36,931.66	11.12
OTHER CHARGES	12,402.20	67,900.00	4,680.17	9,467.82	58,432.18	13.94
CAPITAL OUTLAY	0.00	117,390.00	0.00	0.00	117,390.00	0.00
TOTAL ADMINISTRATION	119,051.63	952,913.00	73,852.64	125,977.12	826,935.88	13.22

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	14,975.99	0.00	0.00	5.84	(5.84)	0.00
SUPPLIES & MATERIALS	648.92	0.00	0.00	0.00	0.00	0.00
MAINTENANCE & REPAIRS	36.76	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	517.53	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	102.96	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	20.00	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONSTRUCTION MANAGER	16,302.16	0.00	0.00	5.84	(5.84)	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	120.19	39,500.00	5.10	5.55	39,494.45	0.01
OTHER CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECREATION	120.19	39,500.00	5.10	5.55	39,494.45	0.01
<u>PARKS</u>						
PERSONNEL SERVICES	70,969.36	505,327.00	54,502.90	79,802.82	425,524.18	15.79
SUPPLIES & MATERIALS	4,962.62	40,770.00	2,460.02	5,450.82	35,319.18	13.37
MAINTENANCE & REPAIRS	4,958.97	41,550.00	4,288.11	9,327.35	32,222.65	22.45
OCCUPANCY	7,947.00	65,800.00	4,730.67	11,694.51	54,105.49	17.77
CONTRACTUAL SERVICES	2,066.32	9,880.00	1,358.63	2,108.25	7,771.75	21.34
OTHER CHARGES	190.98	6,550.00	158.12	891.99	5,658.01	13.62
CAPITAL OUTLAY	5,250.00	0.00	0.00	0.00	0.00	0.00
TOTAL PARKS	96,345.25	669,877.00	67,498.45	109,275.74	560,601.26	16.31
<u>BUILDING MAINTENANCE</u>						
PERSONNEL SERVICES	22,344.19	152,880.00	16,089.33	24,053.64	128,826.36	15.73
SUPPLIES & MATERIALS	1,427.72	9,100.00	469.71	623.40	8,476.60	6.85
MAINTENANCE & REPAIRS	207.26	3,600.00	0.00	14.35	3,585.65	0.40
OCCUPANCY	73.66	472.00	23.80	53.60	418.40	11.36
CONTRACTUAL SERVICES	262.40	1,690.00	65.01	680.86	1,009.14	40.29
OTHER CHARGES	0.00	110.00	0.00	0.00	110.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BUILDING MAINTENANCE	24,315.23	167,852.00	16,647.85	25,425.85	142,426.15	15.15
TOTAL PUBLIC WORKS	256,134.46	1,830,142.00	158,004.04	260,690.10	1,569,451.90	14.24

LIBRARY

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	70,498.97	494,330.00	52,897.79	74,460.59	419,869.41	15.06
SUPPLIES & MATERIALS	9,256.56	52,420.00	7,412.63	12,006.35	40,413.65	22.90
MAINTENANCE & REPAIRS	2,054.08	11,150.00	1,567.27	1,692.27	9,457.73	15.18
OCCUPANCY	5,824.55	35,020.00	2,128.53	4,798.85	30,221.15	13.70
CONTRACTUAL SERVICES	7,421.80	19,650.00	6,168.80	6,168.80	13,481.20	31.39
OTHER CHARGES	924.96	11,370.00	614.56	1,157.30	10,212.70	10.18
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	95,980.92	623,940.00	70,789.58	100,284.16	523,655.84	16.07
TOTAL LIBRARY	95,980.92	623,940.00	70,789.58	100,284.16	523,655.84	16.07

*** TOTAL EXPENSES ***	1,168,969.70	8,510,595.00	708,473.01	1,112,111.67	7,398,483.33	13.07
REVENUES OVER/(UNDER) EXPENDITURES	38,222.49	(179,067.00)	(79,128.96)	9,687.56	(188,754.56)	5.41-

*** END OF REPORT ***

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2012

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	194,443.57	1,231,950.00	89,966.77	181,291.38	1,050,658.62	14.72
00-00-4102 WATER SALES-COMMERCIAL	157,597.62	1,007,970.00	86,721.87	168,286.60	839,683.40	16.70
00-00-4103 WATER SALES-PUBLIC AUTH	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4150 PENALTIES	6,780.86	30,000.00	1,824.84	5,355.49	24,644.51	17.85
00-00-4152 WATER TAPPING FEES	0.00	1,000.00	1,200.00	3,925.00	(2,925.00)	392.50
00-00-4154 WATER SERVICE FEES	4,770.00	26,000.00	770.00	2,045.15	23,954.85	7.87
00-00-4155 SANITATION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4156 OTHER	0.00	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	363,592.05	2,297,020.00	180,483.48	360,903.62	1,936,116.38	15.71
<u>WASTEWATER REVENUES</u>						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	114,695.79	815,330.00	62,180.32	125,270.97	690,059.03	15.36
00-00-4202 WASTEWATER SALES-COMMERCIAL	86,949.80	618,220.00	50,937.26	99,046.33	519,173.67	16.02
00-00-4203 WASTEWATER SALES-PUBLIC AUTHO	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4250 PENALTIES	4,063.61	19,000.00	1,367.50	3,450.12	15,549.88	18.16
00-00-4252 SEWER TAPPING FEES	0.00	1,000.00	375.00	375.00	625.00	37.50
00-00-4253 SEPTIC TANK DUMP FEES	10,876.55	100,000.00	6,656.18	13,633.37	86,366.63	13.63
00-00-4256 OTHER	0.00	100.00	0.00	0.00	100.00	0.00
TOTAL WASTEWATER REVENUES	216,585.75	1,553,650.00	121,516.26	241,775.79	1,311,874.21	15.56
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	309.33	1,600.00	408.38	828.44	771.56	51.78
00-00-4401 INTEREST RECEIPTS	309.32	1,600.00	0.00	0.00	1,600.00	0.00
TOTAL INTEREST INCOME	618.65	3,200.00	408.38	828.44	2,371.56	25.89
<u>MISCELLANEOUS</u>						
00-00-4501 GRANT PROCEEDS	5,424.34	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	250.00	550.00	2,450.00	18.33
00-00-4522 WORKER'S COMPENSATION REIMB	0.00	500.00	0.00	0.00	500.00	0.00
00-00-4528 CONSERVATION PROGRAM	250.00	100.00	0.00	0.00	100.00	0.00
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	2,319.68	11,000.00	1,610.01	3,059.33	7,940.67	27.81
00-00-4548 LCRA/WCID	5,409.00	66,000.00	4,896.68	9,609.25	56,390.75	14.56
00-00-4549 DON STEWART/VICTORIA BANK REI	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	13,450.52	81,100.00	6,756.69	13,218.58	67,881.42	16.30

C I T Y O F B A S T R O P

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FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2012

202-WATER/WASTEWATER FUND

	PRIOR	CURRENT	M-T-D	Y-T-D	BUDGET	% OF
REVENUES	Y-T-D	BUDGET	ACTUAL	ACTUAL	BALANCE	BUDGET
TRANSFERS-IN						
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	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS-IN	0.00	0.00	0.00	0.00	0.00	0.00
** TOTAL REVENUE **						
	594,246.97	3,934,970.00	309,164.81	616,726.43	3,318,243.57	15.67

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	115,544.00	851,195.00	79,742.05	115,015.06	736,179.94	13.51
SUPPLIES & MATERIALS	6,721.53	55,115.00	6,775.42	8,581.41	46,533.59	15.57
MAINTENANCE & REPAIRS	3,885.10	20,610.00	1,186.03	1,617.80	18,992.20	7.85
OCCUPANCY	3,022.54	19,200.00	1,212.64	3,214.58	15,985.42	16.74
CONTRACTUAL SERVICES	115,236.87	793,820.00	57,236.63	108,937.93	684,882.07	13.72
OTHER CHARGES	1,813.04	34,750.00	2,394.99	6,801.39	27,948.61	19.57
CONTINGENCY	0.00	10,000.00	0.00	0.00	10,000.00	0.00
CAPITAL OUTLAY	0.00	65,000.00	0.00	0.00	65,000.00	0.00
TRANSFERS OUT	101,666.64	755,000.00	62,916.66	125,833.32	629,166.68	16.67
TOTAL ADMINISTRATION	347,889.72	2,604,690.00	211,464.42	370,001.49	2,234,688.51	14.21
<u>W/WW DISTRIBUT/COLLECT</u>						
SUPPLIES & MATERIALS	1,222.31	10,600.00	16.12	102.93	10,497.07	0.97
MAINTENANCE & REPAIRS	14,897.81	166,600.00	26,444.12	31,726.20	134,873.80	19.04
OCCUPANCY	6,423.58	40,000.00	3,216.28	5,464.03	34,535.97	13.66
CONTRACTUAL SERVICES	371.30	33,181.00	318.40	618.40	32,562.60	1.86
OTHER CHARGES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
CAPITAL OUTLAY	0.00	2,569.00	0.00	0.00	2,569.00	0.00
TOTAL W/WW DISTRIBUT/COLLECT	22,915.00	254,450.00	29,994.92	37,911.56	216,538.44	14.90
<u>WATER PRODUCTION/TREAT</u>						
SUPPLIES & MATERIALS	3,695.12	23,500.00	4,922.92	4,922.92	18,577.08	20.95
MAINTENANCE & REPAIRS	3,336.44	86,000.00	1,568.30	8,700.62	77,299.38	10.12
OCCUPANCY	17,237.18	80,000.00	6,348.69	15,289.70	64,710.30	19.11
CONTRACTUAL SERVICES	21,100.36	102,300.00	18,890.09	18,890.09	83,409.91	18.47
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PRODUCTION/TREAT	45,369.10	291,800.00	31,730.00	47,803.33	243,996.67	16.38
<u>WW TREATMENT PLANT</u>						
SUPPLIES & MATERIALS	2,661.88	29,800.00	4,009.18	4,039.07	25,760.93	13.55
MAINTENANCE & REPAIRS	4,298.12	97,100.00	4,882.76	7,378.75	89,721.25	7.60
OCCUPANCY	12,306.05	70,000.00	5,583.04	15,896.77	54,103.23	22.71
CONTRACTUAL SERVICES	13,844.50	62,000.00	3,060.00	13,488.60	48,511.40	21.76
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WW TREATMENT PLANT	33,110.55	258,900.00	17,534.98	40,803.19	218,096.81	15.76
TOTAL WATER/WASTEWATER DEPT.	449,284.37	3,409,840.00	290,724.32	496,519.57	2,913,320.43	14.56
*** TOTAL EXPENSES ***						
*** TOTAL EXPENSES ***	449,284.37	3,409,840.00	290,724.32	496,519.57	2,913,320.43	14.56

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: NOVEMBER 30TH, 2012

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	144,962.60	525,130.00	18,440.49	120,206.86	404,923.14	22.89

*** END OF REPORT ***

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2012

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	412,458.19	2,312,000.00	187,705.67	386,290.67	1,925,709.33	16.71
TOTAL TAXES & PENALTIES	412,458.19	2,312,000.00	187,705.67	386,290.67	1,925,709.33	16.71
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST EARNED	631.32	3,000.00	293.99	598.38	2,401.62	19.95
TOTAL INTEREST INCOME	631.32	3,000.00	293.99	598.38	2,401.62	19.95
<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	0.00	0.00	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	0.00	0.00	0.00
** TOTAL REVENUE **	413,089.51	2,315,000.00	187,999.66	386,889.05	1,928,110.95	16.71

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501-HOTEL/MOTEL TAX FUND

*** END OF REPORT ***

CITY OF BASTROP

AGENDA ITEM **D.6****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: February 5, 2013

MEETING DATE: February 12, 2013

1. Agenda Item: **Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports and Quarterly Investment Report for the period ending of December 31, 2012.**

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: JANUARY 18, 2012

**MONTHLY FINANCIAL REPORTS
FOR PERIOD ENDING DECEMBER 31, 2012
AND QUARTERLY INVESTMENT REPORT**

CITY OF BASTROP
2/8/2013
SUMMARY OF REVENUES AND EXPENDITURES
AS OF DECEMBER 31, 2012

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Fiscal year 2013 is 3 month or 25% completed as of December 31, 2012.

- General Fund revenues reflect 27.96% collected or \$2,329,799. Expenditures represent 20.69% spent or \$1,760,582.
- Water/ Wastewater Fund revenues reflect 23.65% collected or \$930,754. Expenditures represent 21.88% spent or \$745,981.
- The Electric Fund revenues reflect 21.91% collected or \$1,566,147. Expenditures represent 21.49% spent or \$1,514,703.
- The Hotel /Motel Fund revenues reflect 26.45% collected or \$612,362. Expenditures represent 35.77% spent or \$827,985.

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	\$ 2,329,799	27.96%	\$ 8,510,595	\$ 1,760,582	20.69%
W/WW Fund	\$ 3,934,970	\$ 930,754	23.65%	\$ 3,409,840	\$ 745,981	21.88%
Electric Fund	\$ 7,148,000	\$ 1,566,147	21.91%	\$ 7,049,488	\$ 1,514,703	21.49%
Hotel Motel Fund	\$ 2,315,000	\$ 612,362	26.45%	\$ 2,315,000	\$ 827,985	35.77%

GENERAL FUND REVENUE & EXPENDITURES

DECEMBER 31, 2012

- 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.



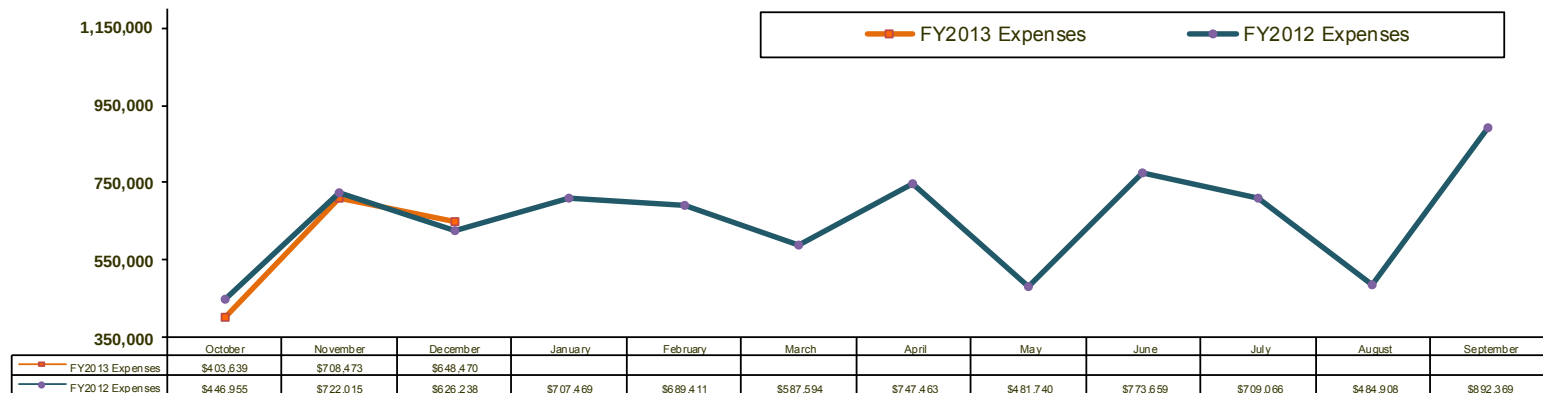
GENERAL FUND REVENUE & EXPENDITURES

DECEMBER 31, 2012

FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



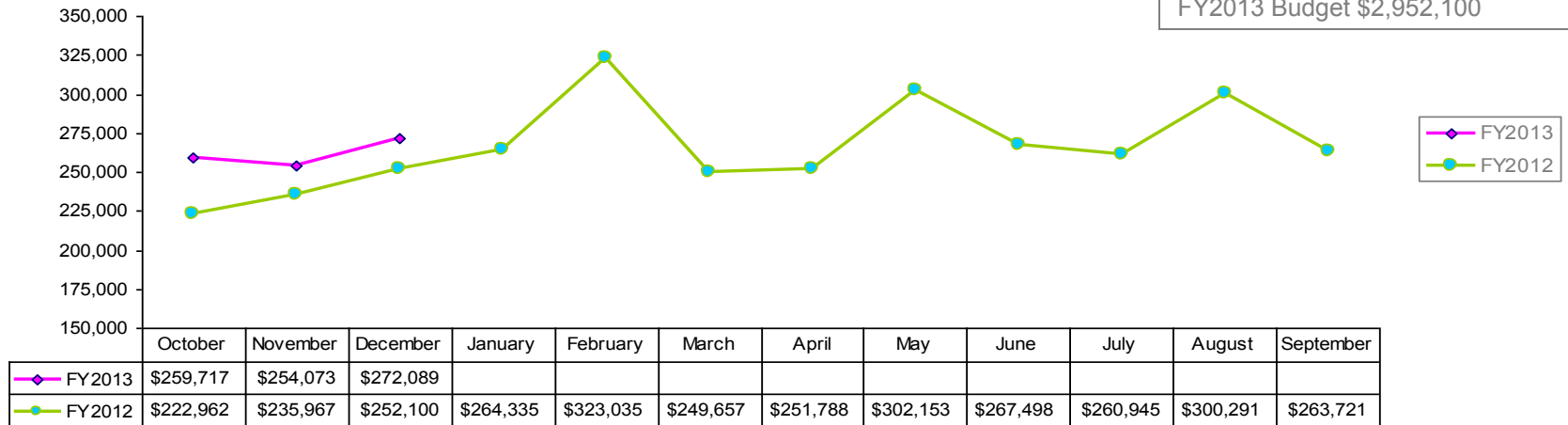
GENERAL FUND REVENUE

DECEMBER 31, 2012

Sales Tax

FY2013 December YTD \$785,879

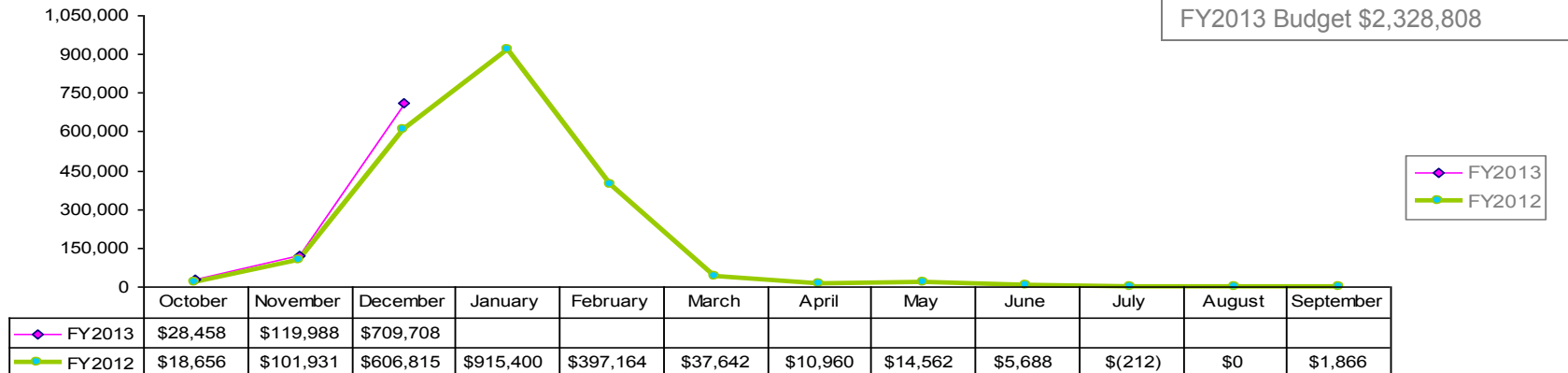
FY2013 Budget \$2,952,100



Ad Valorem Taxes

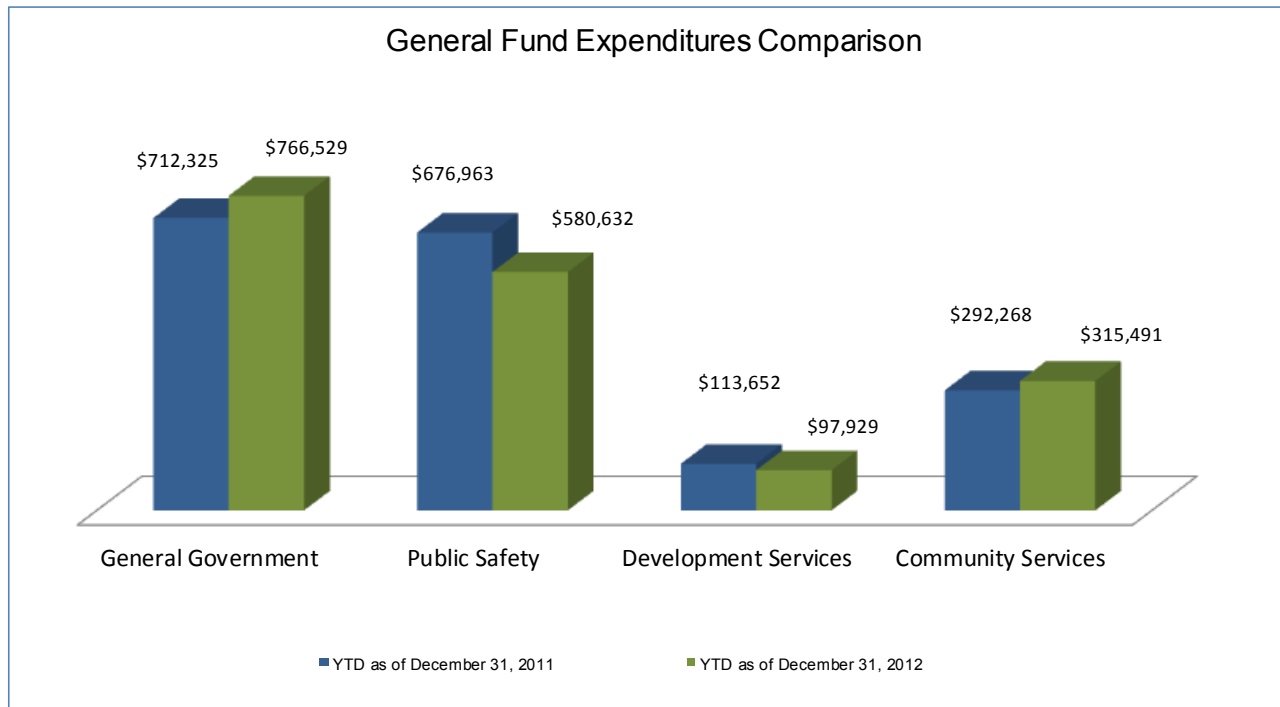
FY2013 December YTD \$858,153

FY2013 Budget \$2,328,808



GENERAL FUND EXPENDITURES

DECEMBER 31, 2012

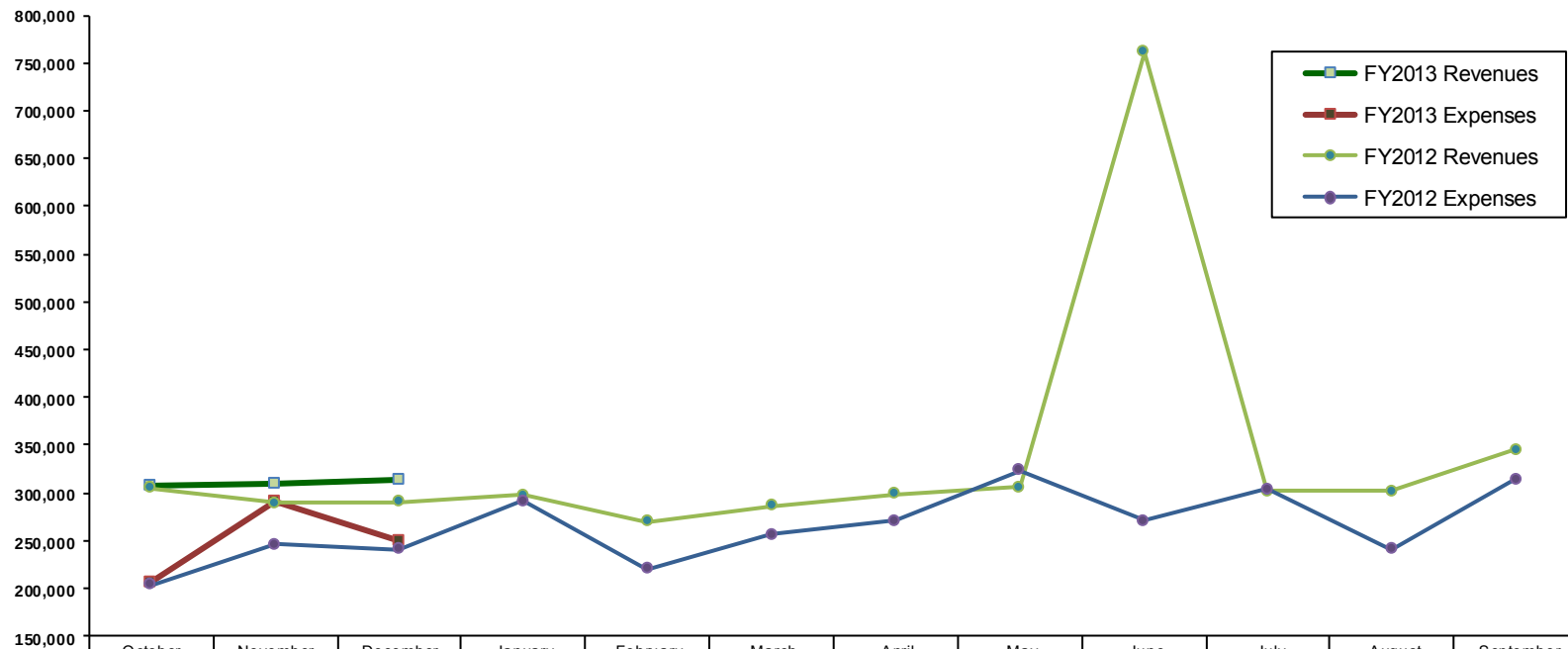


- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, Construction Manager, and Building Maintenance.
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development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

WATER/WASTEWATER FUND REVENUE & EXPENDITURES

DECEMBER 31, 2012

- ☐ Water/ Wastewater Fund Revenues Year-to-date (YTD) as of December 31, 2012 are \$930,754 or 23.65% of the year. In comparison to December 31, 2011 the revenues appear to identify minimal gains.
- ☐ Expenses in November appear increased due to the increased debt service costs and the purchase of the trenching equipment.

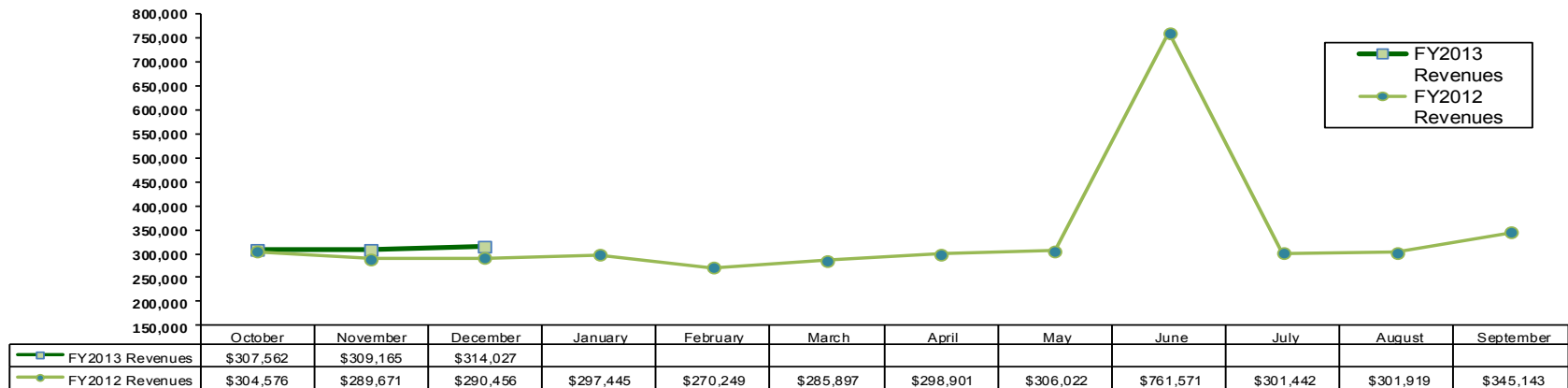


	October	November	December	January	February	March	April	May	June	July	August	September
FY2013 Revenues	\$307,562	\$309,165	314,027									
FY2013 Expenses	\$205,795	\$290,724	\$249,461									
FY2012 Revenues	\$304,576	\$289,671	\$290,456	\$297,445	\$270,249	\$285,897	\$298,901	\$306,022	\$761,571	\$301,442	\$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

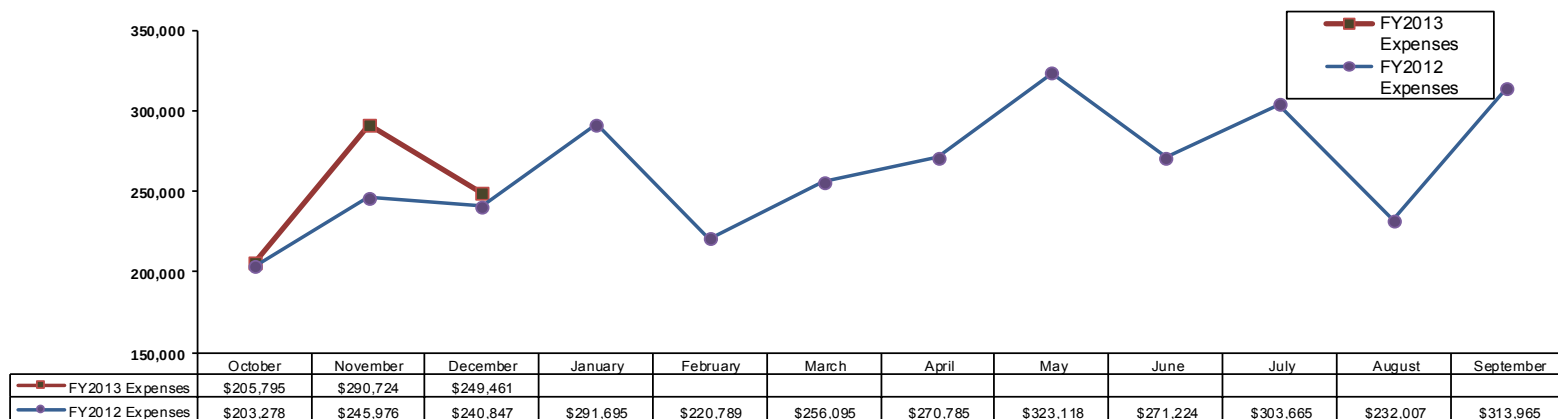
WATER WASTEWATER FUND REVENUE & EXPENDITURES

DECEMBER 31, 2012

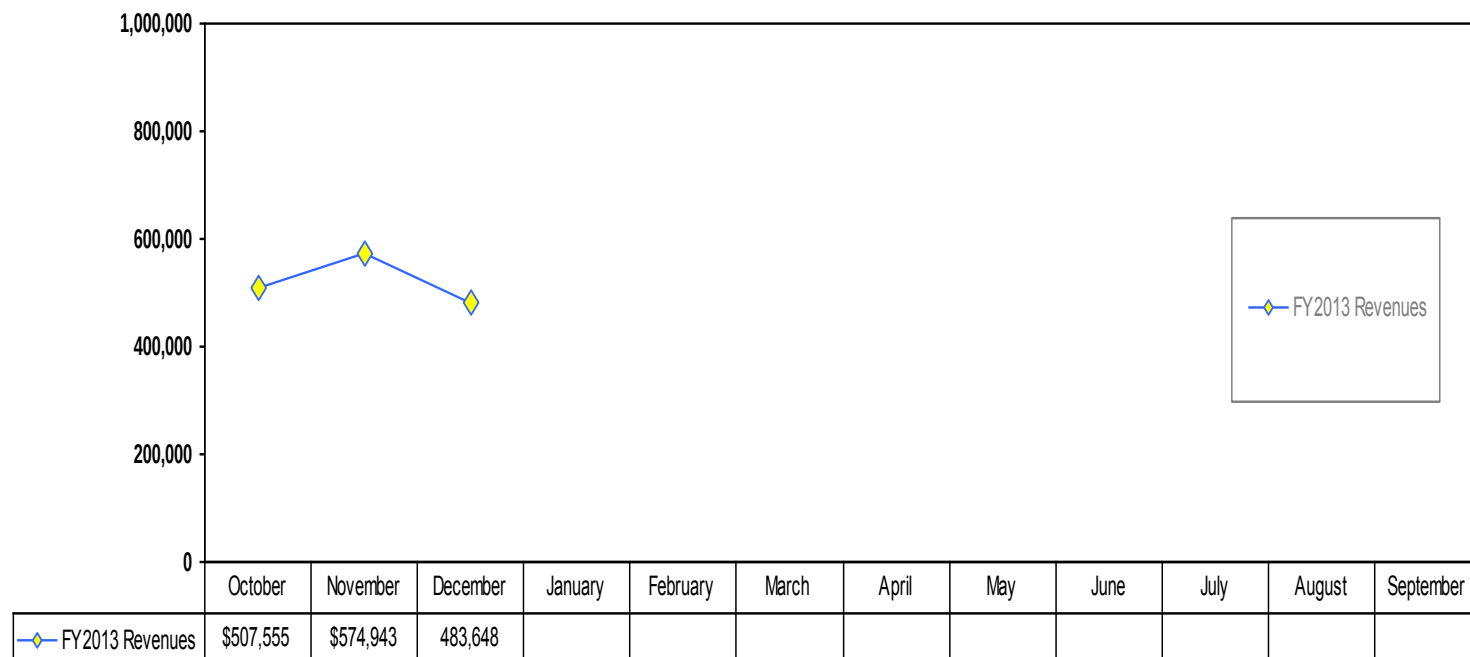
FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



❑ Electric Fund Revenues Year-to-date (YTD) as of December 31, 2012 are \$1,566,147 or 21.91% of the FY2013 adopted budget.

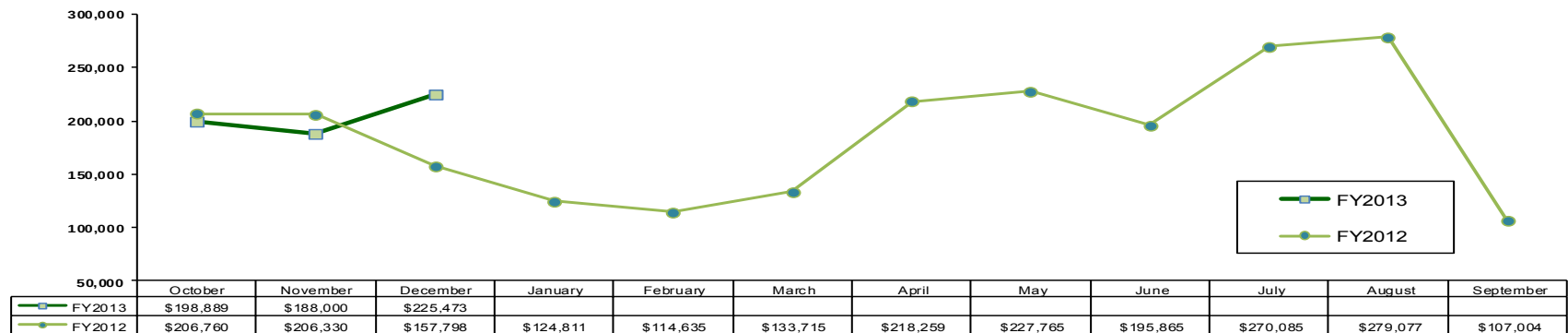


HOTEL MOTEL TAX FUND

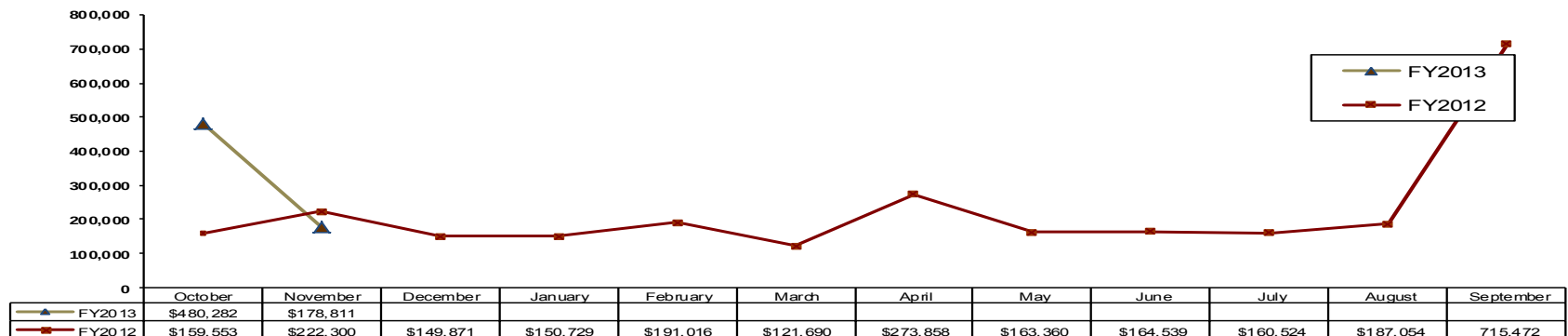
DECEMBER 31, 2012

- Revenues as of December 31, 2012 represent YTD earned revenue of \$612,362. 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



City of Bastrop

Quarterly Investment Report

As of December 31, 2012

TEXPOOL

12/31/12 Current Balance \$19,969,810.94

Average Weighted Average Maturity 40 days

Average Monthly Yield, on a simple basis .15%

YTD Interest \$25,417.54

Certificates of Deposit - General Operating

12/31/12 Current Balance \$1,500,000

Maturity Date: 04/26/2013

Term Date: 365 days

Current Rate: .90 %

FINANCIAL STATEMENT REPORTS ARE ATTACHED FOR THE FOUR MAJOR FUNDS.

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

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	727,402.13	2,328,808.00	709,707.63	858,153.25	1,470,654.75	36.85
00-00-4002 DELINQUENT TAXES M&O	38,975.81	36,000.00	1,435.53	3,155.61	32,844.39	8.77
00-00-4003 PENALTIES & INTEREST M&O	23,880.69	26,400.00	1,146.36	4,864.70	21,535.30	18.43
00-00-4004 FRANCHISE TAX	95,167.81	385,000.00	13,750.10	45,718.58	339,281.42	11.87
00-00-4006 CITY SALES TAX	711,029.04	2,952,100.00	272,089.25	785,879.33	2,166,220.67	26.62
00-00-4008 OCCUPATION TAX	3,505.00	7,500.00	15.00	833.00	6,667.00	11.11
00-00-4009 MIXED BEVERAGE TAX	4,994.71	20,000.00	0.00	0.00	20,000.00	0.00
TOTAL TAXES & PENALTIES	1,604,955.19	5,755,808.00	998,143.87	1,698,604.47	4,057,203.53	29.51
<u>LICENSES & PERMITS</u>						
00-00-4020 BUILDING PERMITS	43,205.15	91,000.00	5,077.80	16,735.46	74,264.54	18.39
00-00-4021 ZONING FEES	1,710.00	3,000.00	320.00	620.00	2,380.00	20.67
00-00-4022 PLATTING FEES	1,400.00	6,000.00	0.00	1,370.00	4,630.00	22.83
00-00-4023 SPECIAL EVENT PERMIT FEE	725.00	2,000.00	100.00	100.00	1,900.00	5.00
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	47,040.15	102,000.00	5,497.80	18,825.46	83,174.54	18.46
<u>CHARGES FOR SERVICES</u>						
00-00-4040 ANIMAL SERVICE RECEIPTS	75.00	200.00	0.00	35.00	165.00	17.50
00-00-4043 PARKS RECEIPTS	225.00	1,600.00	0.00	50.00	1,550.00	3.13
00-00-4044 PD ACCIDENT REPORTS	424.00	1,800.00	264.00	670.00	1,130.00	37.22
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	0.00	40,800.00	0.00	0.00	40,800.00	0.00
00-00-4049 TRANSFER STATION RECEIPTS	430.00	4,000.00	1,649.50	3,387.25	612.75	84.68
TOTAL CHARGES FOR SERVICES	1,154.00	48,400.00	1,913.50	4,142.25	44,257.75	8.56
<u>FINES & FORFEITURES</u>						
00-00-4070 MUNICIPAL COURT FINES	41,479.37	225,000.00	19,035.47	50,647.71	174,352.29	22.51
00-00-4071 BOND FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4072 SANITATION PENALTIES/RECONNEC	2,122.71	8,000.00	686.58	1,972.97	6,027.03	24.66
00-00-4073 ADMINISTRATION OF JUSTICE (MC)	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4074 MUNICIPAL COURT BLDG SECURITY	32.65	0.00	0.00	0.00	0.00	0.00
00-00-4075 TECHNOLOGY ACCOUNT - (MC)	4.16	0.00	0.00	0.00	0.00	0.00
00-00-4076 LIBRARY RECEIPTS	3,255.42	16,000.00	1,300.05	3,596.47	12,403.53	22.48
00-00-4077 SANITATION PROCEEDS	6,855.75	40,000.00	0.00	7,089.49	32,910.51	17.72
00-00-4078 JUVENILE CASE MANAGER-M/C	0.00	5,100.00	514.61	1,508.95	3,591.05	29.59
00-00-4080 TEEN COURT (MC)	0.00	1,000.00	160.00	500.00	500.00	50.00
TOTAL FINES & FORFEITURES	53,750.06	295,100.00	21,696.71	65,315.59	229,784.41	22.13

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	1,190.09	6,000.00	648.38	1,992.32	4,007.68	33.21
TOTAL INTEREST INCOME	1,190.09	6,000.00	648.38	1,992.32	4,007.68	33.21
<u>INTERGOVERNMENTAL</u>						
00-00-4411 BASTROP CO/LIBRARY	8,500.00	0.00	0.00	0.00	0.00	0.00
00-00-4412 BASTROP CO/WC FIREMEN	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4413 BISD PROJECT RECEIPTS	0.00	72,420.00	0.00	0.00	72,420.00	0.00
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	6,906.42	20,719.26	6,080.74	77.31
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 RIEMB	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	129,069.99	516,280.00	43,023.33	129,069.99	387,210.01	25.00
00-00-4491 WATER/WASTEWATER IN-KIND	132,754.98	531,020.00	44,251.66	132,754.98	398,265.02	25.00
00-00-4492 WASTEWATER IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4493 BEDC SUPPORT FUNDING	12,499.98	50,000.00	36,436.63	49,769.97	230.03	99.54
00-00-4495 CONVENTION CENTER IN-KIND	43,530.00	174,120.00	14,510.00	43,530.00	130,590.00	25.00
00-00-4496 GENERAL IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL	330,300.24	1,370,640.00	145,128.04	376,312.55	994,327.45	27.46
<u>MISCELLANEOUS</u>						
00-00-4501 LIBRARY GRANT'S	2,500.00	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	274.50	944.50	(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	0.00	0.00	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	0.75	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	18,192.04	20,000.00	3,418.40	6,226.40	13,773.60	31.13
00-00-4537 INSURANCE PROCEEDS	14,521.57	0.00	0.00	4,060.25	(4,060.25)	0.00
00-00-4538 BEVERAGE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00

FINANCIAL STATEMENT

AS OF: DECEMBER 31ST, 2012

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
00-00-4540 HUNTERS CROSSING REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4543 PINEY CREEK SUBDIVISION REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4544 PERSONAL PROPERTY ACQ DEBT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4553 FIRE DEPT CALLS - REIMB	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4554 KERR PARK PROJECT	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4557 FEMA DISASTER RELIEF REIMBURS	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	35,214.36	21,000.00	3,692.90	11,231.15	9,768.85	53.48
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	153,375.00	613,500.00	51,125.00	153,375.00	460,125.00	25.00
00-00-4706 TRANSFERS IN - BEDC	28,644.96	119,080.00	(19,846.64)	0.00	119,080.00	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	182,019.96	732,580.00	31,278.36	153,375.00	579,205.00	20.94
** TOTAL REVENUE **	2,255,624.05	8,331,528.00	1,207,999.56	2,329,798.79	6,001,729.21	27.96

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	997.22	5,074.00	403.70	1,211.10	3,862.90	23.87
SUPPLIES & MATERIALS	643.00	5,300.00	207.97	625.43	4,674.57	11.80
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	2,090.50	8,030.00	644.12	1,652.86	6,377.14	20.58
CONTRACTUAL SERVICES	1,467.00	3,090.00	238.00	614.00	2,476.00	19.87
OTHER CHARGES	2,718.93	17,245.00	238.95	2,308.22	14,936.78	13.38
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	7,916.65	38,739.00	1,732.74	6,411.61	32,327.39	16.55
TOTAL LEGISLATIVE	7,916.65	38,739.00	1,732.74	6,411.61	32,327.39	16.55
<u>ORGANIZATIONAL</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	19,888.62	94,430.00	7,996.68	24,147.15	70,282.85	25.57
SUPPLIES & MATERIALS	1,257.24	16,133.00	2,628.71	3,869.35	12,263.65	23.98
MAINTENANCE & REPAIRS	0.00	5,750.00	148.35	1,395.13	4,354.87	24.26
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	101,665.52	451,130.00	58,616.32	112,786.71	338,343.29	25.00
OTHER CHARGES	9,178.76	353,520.00	55,140.80	58,913.08	294,606.92	16.66
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	131,990.14	1,132,123.00	124,530.86	201,111.42	931,011.58	17.76
TOTAL ORGANIZATIONAL	131,990.14	1,132,123.00	124,530.86	201,111.42	931,011.58	17.76
<u>CITY MANAGER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	61,839.47	281,452.00	21,892.04	65,236.72	216,215.28	23.18
SUPPLIES & MATERIALS	2,553.53	5,340.00	396.84	2,069.65	3,270.35	38.76
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	1,929.73	8,200.00	531.07	1,692.04	6,507.96	20.63
CONTRACTUAL SERVICES	113.28	350.00	87.50	113.79	236.21	32.51
OTHER CHARGES	4,880.55	8,640.00	658.70	3,771.02	4,868.98	43.65
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	71,316.56	303,982.00	23,566.15	72,883.22	231,098.78	23.98
TOTAL CITY MANAGER	71,316.56	303,982.00	23,566.15	72,883.22	231,098.78	23.98

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	16,423.72	69,049.00	6,046.48	16,798.50	52,250.50	24.33
SUPPLIES & MATERIALS	71.80	1,640.00	8.57	41.87	1,598.13	2.55
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	332.85	1,950.00	103.77	263.77	1,686.23	13.53
CONTRACTUAL SERVICES	895.00	6,450.00	0.00	26.45	6,423.55	0.41
OTHER CHARGES	9,375.96	26,495.00	15.98	4,514.97	21,980.03	17.04
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>27,099.33</u>	<u>105,584.00</u>	<u>6,174.80</u>	<u>21,645.56</u>	<u>83,938.44</u>	<u>20.50</u>
TOTAL CITY SECRETARY	27,099.33	105,584.00	6,174.80	21,645.56	83,938.44	20.50

FINANCE

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	71,347.26	296,000.00	23,362.48	69,131.38	226,868.62	23.36
SUPPLIES & MATERIALS	1,025.24	10,320.00	691.12	970.74	9,349.26	9.41
MAINTENANCE & REPAIRS	12,609.49	38,980.00	700.00	2,300.00	36,680.00	5.90
OCCUPANCY	1,595.41	7,680.00	524.29	1,338.58	6,341.42	17.43
CONTRACTUAL SERVICES	129.56	36,840.00	14,490.00	17,242.56	19,597.44	46.80
OTHER CHARGES	1,428.15	9,640.00	770.92	2,400.32	7,239.68	24.90
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	88,135.11	399,460.00	40,538.81	93,383.58	306,076.42	23.38
<u>METER SERVICE</u>						
PERSONNEL SERVICES	76,853.10	330,287.00	26,397.41	74,929.43	255,357.57	22.69
SUPPLIES & MATERIALS	5,617.43	31,835.00	1,449.26	4,619.21	27,215.79	14.51
MAINTENANCE & REPAIRS	47.99	10,500.00	0.00	122.47	10,377.53	1.17
OCCUPANCY	2,539.70	11,640.00	785.42	2,172.96	9,467.04	18.67
CONTRACTUAL SERVICES	1,766.14	10,440.00	665.95	2,138.40	8,301.60	20.48
OTHER CHARGES	405.06	4,740.00	131.30	265.62	4,474.38	5.60
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL METER SERVICE	<u>87,229.42</u>	<u>399,442.00</u>	<u>29,429.34</u>	<u>84,248.09</u>	<u>315,193.91</u>	<u>21.09</u>
TOTAL FINANCE	175,364.53	798,902.00	69,968.15	177,631.67	621,270.33	22.23

HUMAN RESOURCE

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	21,036.53	90,655.00	7,421.21	21,326.17	69,328.83	23.52
SUPPLIES & MATERIALS	218.09	1,675.00	32.27	183.20	1,491.80	10.94
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	700.05	3,320.00	531.42	711.41	2,608.59	21.43
CONTRACTUAL SERVICES	11.55	360.00	10.00	39.58	320.42	10.99
OTHER CHARGES	5,711.68	11,650.00	5,941.79	5,941.79	5,708.21	51.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>27,677.90</u>	<u>107,660.00</u>	<u>13,936.69</u>	<u>28,202.15</u>	<u>79,457.85</u>	<u>26.20</u>

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	27,677.90	107,660.00	13,936.69	28,202.15	79,457.85	26.20
<u>INFORMATION TECHNOLOGY</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	21,185.41	85,578.00	6,838.97	20,171.47	65,406.53	23.57
SUPPLIES & MATERIALS	2,576.86	3,150.00	128.25	1,438.41	1,711.59	45.66
MAINTENANCE & REPAIRS	1,952.13	20,670.00	172.58	3,437.15	17,232.85	16.63
OCCUPANCY	2,078.88	7,600.00	388.09	1,291.89	6,308.11	17.00
CONTRACTUAL SERVICES	2,744.35	20,250.00	0.00	5,622.41	14,627.59	27.76
OTHER CHARGES	121.70	3,960.00	0.00	904.05	3,055.95	22.83
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	30,659.33	141,208.00	7,527.89	32,865.38	108,342.62	23.27
TOTAL INFORMATION TECHNOLOGY	30,659.33	141,208.00	7,527.89	32,865.38	108,342.62	23.27
<u>POLICE</u>						
<u>ADMINISTRATION</u>						
PERSONNEL SERVICES	77,306.69	343,942.00	27,390.25	77,458.01	266,483.99	22.52
SUPPLIES & MATERIALS	5,244.27	28,495.00	1,196.29	9,820.90	18,674.10	34.47
MAINTENANCE & REPAIRS	1,706.87	30,367.00	519.80	1,633.55	28,733.45	5.38
OCCUPANCY	9,313.63	46,964.00	3,549.56	8,375.85	38,588.15	17.83
CONTRACTUAL SERVICES	48,205.01	192,517.00	0.00	134.20	192,382.80	0.07
OTHER CHARGES	8,940.66	31,285.00	2,869.88	7,738.88	23,546.12	24.74
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	150,717.13	673,570.00	35,525.78	105,161.39	568,408.61	15.61
<u>CODE ENFORCEMENT</u>						
PERSONNEL SERVICES	10,850.79	46,884.00	3,793.59	11,169.28	35,714.72	23.82
SUPPLIES & MATERIALS	483.65	2,600.00	0.00	(13.85)	2,613.85	0.53-
MAINTENANCE & REPAIRS	0.00	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	220.00	380.00	620.00	38.00
OTHER CHARGES	660.78	5,650.00	32.34	32.34	5,617.66	0.57
TOTAL CODE ENFORCEMENT	11,995.22	56,434.00	4,045.93	11,567.77	44,866.23	20.50
<u>EMERGENCY MANAGEMENT</u>						
SUPPLIES & MATERIALS	4.33	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	6,806.49	2,800.00	0.00	0.00	2,800.00	0.00

CITY OF BASTROP
FINANCIAL STATEMENT
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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>POLICE-CID</u>						
PERSONNEL SERVICES	63,662.32	220,434.00	13,668.67	38,735.54	181,698.46	17.57
SUPPLIES & MATERIALS	444.19	9,150.00	(290.67)	343.47	8,806.53	3.75
MAINTENANCE & REPAIRS	139.19	1,950.00	0.00	0.00	1,950.00	0.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	256.99	3,000.00	36.32	815.27	2,184.73	27.18
OTHER CHARGES	0.00	6,120.00	210.00	210.00	5,910.00	3.43
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE-CID	64,502.69	240,654.00	13,624.32	40,104.28	200,549.72	16.66
<u>POLICE-PATROL</u>						
PERSONNEL SERVICES	240,716.74	1,100,810.00	73,178.45	247,419.90	853,390.10	22.48
SUPPLIES & MATERIALS	16,645.89	70,733.00	(4,667.77)	7,530.85	63,202.15	10.65
MAINTENANCE & REPAIRS	7,401.06	23,600.00	1,625.48	8,023.98	15,576.02	34.00
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	1,465.24	9,917.00	907.16	2,668.51	7,248.49	26.91
OTHER CHARGES	2,785.69	10,200.00	769.47	4,742.07	5,457.93	46.49
CAPITAL OUTLAY	0.00	32,000.00	0.00	0.00	32,000.00	0.00
TOTAL POLICE-PATROL	269,014.62	1,247,260.00	71,812.79	270,385.31	976,874.69	21.68
<u>ANIMAL SERVICES</u>						
PERSONNEL SERVICES	9,466.18	41,046.00	3,303.90	9,793.25	31,252.75	23.86
SUPPLIES & MATERIALS	939.47	4,950.00	(251.24)	125.21	4,824.79	2.53
MAINTENANCE & REPAIRS	0.00	1,200.00	38.99	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	0.00	0.00	12,720.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ANIMAL SERVICES	10,405.65	61,341.00	3,091.65	9,957.45	51,383.55	16.23
TOTAL POLICE	513,441.80	2,282,059.00	128,100.47	437,176.20	1,844,882.80	19.16
<u>FIRE-VOLUNTEER</u>						
<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	1,720.58	15,000.00	0.00	0.00	15,000.00	0.00
SUPPLIES & MATERIALS	16,739.31	57,075.00	4,589.65	8,760.75	48,314.25	15.35
MAINTENANCE & REPAIRS	12,150.15	40,500.00	634.32	7,569.57	32,930.43	18.69
OCCUPANCY	6,833.27	34,445.00	1,081.04	4,892.93	29,552.07	14.21
CONTRACTUAL SERVICES	10,999.90	24,000.00	22,088.26	22,088.26	1,911.74	92.03
OTHER CHARGES	6,446.36	19,425.00	2,436.69	9,548.75	9,876.25	49.16
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	54,889.57	190,445.00	30,829.96	52,860.26	137,584.74	27.76
TOTAL FIRE-VOLUNTEER	54,889.57	190,445.00	30,829.96	52,860.26	137,584.74	27.76

FINANCIAL STATEMENT

AS OF: DECEMBER 31ST, 2012

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	65,555.11	281,602.00	22,564.23	65,502.57	216,099.43	23.26
SUPPLIES & MATERIALS	1,102.53	10,950.00	1,193.15	2,548.98	8,401.02	23.28
MAINTENANCE & REPAIRS	11,768.40	13,600.00	0.00	11,930.90	1,669.10	87.73
OCCUPANCY	2,414.91	9,700.00	1,034.06	2,260.86	7,439.14	23.31
CONTRACTUAL SERVICES	6,011.10	22,550.00	2,142.77	3,783.14	18,766.86	16.78
OTHER CHARGES	4,023.44	8,261.00	1,790.90	4,569.12	3,691.88	55.31
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	90,875.49	346,663.00	28,725.11	90,595.57	256,067.43	26.13
TOTAL MUNICIPAL COURT	90,875.49	346,663.00	28,725.11	90,595.57	256,067.43	26.13

PLANNING & DEVELOPMENT

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	77,233.13	427,953.00	26,829.64	77,512.52	350,440.48	18.11
SUPPLIES & MATERIALS	1,925.72	14,570.00	256.70	674.52	13,895.48	4.63
MAINTENANCE & REPAIRS	12.00	1,500.00	0.00	22.00	1,478.00	1.47
OCCUPANCY	2,028.44	10,200.00	758.82	1,786.87	8,413.13	17.52
CONTRACTUAL SERVICES	29,289.54	41,200.00	4,334.37	12,669.12	28,530.88	30.75
OTHER CHARGES	3,162.75	42,675.00	902.31	5,264.00	37,411.00	12.34
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	113,651.58	538,098.00	33,081.84	97,929.03	440,168.97	18.20
TOTAL PLANNING & DEVELOPMENT	113,651.58	538,098.00	33,081.84	97,929.03	440,168.97	18.20

HEALTH

<u>00-NON-PROGRAM</u>						
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	17,756.49	71,050.00	0.00	0.00	71,050.00	0.00
TOTAL 00-NON-PROGRAM	17,756.49	71,050.00	0.00	0.00	71,050.00	0.00
TOTAL HEALTH	17,756.49	71,050.00	0.00	0.00	71,050.00	0.00

PUBLIC WORKSADMINISTRATION

PERSONNEL SERVICES	123,501.06	580,973.00	46,283.99	136,473.00	444,500.00	23.49
SUPPLIES & MATERIALS	11,340.13	84,000.00	777.47	7,515.13	76,484.87	8.95
MAINTENANCE & REPAIRS	9,351.56	45,500.00	4,179.46	17,053.74	28,446.26	37.48
OCCUPANCY	3,956.10	15,600.00	1,271.14	3,361.15	12,238.85	21.55
CONTRACTUAL SERVICES	12,258.01	41,550.00	3,446.06	8,064.40	33,485.60	19.41
OTHER CHARGES	17,342.32	67,900.00	5,072.33	14,540.15	53,359.85	21.41
CAPITAL OUTLAY	0.00	117,390.00	0.00	0.00	117,390.00	0.00
TOTAL ADMINISTRATION	177,749.18	952,913.00	61,030.45	187,007.57	765,905.43	19.62

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	23,113.82	0.00	0.00	5.84	(5.84)	0.00
SUPPLIES & MATERIALS	788.29	0.00	0.00	0.00	0.00	0.00
MAINTENANCE & REPAIRS	91.72	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	716.08	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	102.96	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	30.00	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	24,842.87	0.00	0.00	5.84	(5.84)	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	227.19	39,500.00	(5.55)	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	227.19	39,500.00	(5.55)	0.00	39,500.00	0.00
<u>PARKS</u>						
PERSONNEL SERVICES	110,141.88	505,327.00	39,590.47	119,393.29	385,933.71	23.63
SUPPLIES & MATERIALS	7,230.30	40,770.00	2,052.70	7,503.52	33,266.48	18.40
MAINTENANCE & REPAIRS	7,046.26	41,550.00	6,168.96	15,496.31	26,053.69	37.30
OCCUPANCY	12,837.39	65,800.00	4,924.35	16,618.86	49,181.14	25.26
CONTRACTUAL SERVICES	2,341.67	9,880.00	926.52	3,034.77	6,845.23	30.72
OTHER CHARGES	652.30	6,550.00	481.26	1,373.25	5,176.75	20.97
CAPITAL OUTLAY	<u>5,250.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PARKS	145,499.80	669,877.00	54,144.26	163,420.00	506,457.00	24.40
<u>BUILDING MAINTENANCE</u>						
PERSONNEL SERVICES	35,106.06	152,880.00	12,712.32	36,765.96	116,114.04	24.05
SUPPLIES & MATERIALS	1,615.54	9,100.00	480.19	1,103.59	7,996.41	12.13
MAINTENANCE & REPAIRS	542.12	3,600.00	14.50	28.85	3,571.15	0.80
OCCUPANCY	102.59	472.00	23.72	77.32	394.68	16.38
CONTRACTUAL SERVICES	342.39	1,690.00	108.35	789.21	900.79	46.70
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>37,708.70</u>	<u>167,852.00</u>	<u>13,339.08</u>	<u>38,764.93</u>	<u>129,087.07</u>	<u>23.09</u>
TOTAL PUBLIC WORKS	386,027.74	1,830,142.00	128,508.24	389,198.34	1,440,943.66	21.27

LIBRARY

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

101-GENERAL FUND

EXPENDITURES	PRICR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
00-NON-PROGRAM						
PERSONNEL SERVICES	112,588.57	494,330.00	40,653.05	115,113.64	379,216.36	23.29
SUPPLIES & MATERIALS	12,648.67	52,420.00	3,967.27	15,973.62	36,446.38	30.47
MAINTENANCE & REPAIRS	2,329.58	11,150.00	1,291.39	2,983.66	8,166.34	26.76
OCCUPANCY	8,536.44	35,020.00	2,310.09	7,108.94	27,911.06	20.30
CONTRACTUAL SERVICES	8,887.80	19,650.00	2,720.00	8,888.80	10,761.20	45.24
OTHER CHARGES	1,549.65	11,370.00	845.36	2,002.66	9,367.34	17.61
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	<u>146,540.71</u>	<u>623,940.00</u>	<u>51,787.16</u>	<u>152,071.32</u>	<u>471,868.68</u>	<u>24.37</u>
TOTAL LIBRARY	146,540.71	623,940.00	51,787.16	152,071.32	471,868.68	24.37
*** TOTAL EXPENSES ***	1,795,207.82	8,510,595.00	648,470.06	1,760,581.73	6,750,013.27	20.69
REVENUES OVER/(UNDER) EXPENDITURES	460,416.23	(179,067.00)	559,529.50	569,217.06	(748,284.06)	317.88-

*** END OF REPORT ***

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	278,440.84	1,231,950.00	95,785.79	277,077.17	954,872.83	22.49
00-00-4102 WATER SALES-COMMERCIAL	231,050.55	1,007,970.00	80,447.80	248,734.40	759,235.60	24.68
00-00-4103 WATER SALES-PUBLIC AUTH	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4150 PENALTIES	9,634.05	30,000.00	2,338.01	7,693.50	22,306.50	25.65
00-00-4152 WATER TAPPING FEES	600.00	1,000.00	0.00	3,925.00	(2,925.00)	392.50
00-00-4154 WATER SERVICE FEES	7,785.00	26,000.00	700.00	2,745.15	23,254.85	10.56
00-00-4155 SANITATION REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4156 OTHER	0.00	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	527,510.44	2,297,020.00	179,271.60	540,175.22	1,756,844.78	23.52
<u>WASTEWATER REVENUES</u>						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	175,569.44	815,330.00	67,911.88	193,182.85	622,147.15	23.69
00-00-4202 WASTEWATER SALES-COMMERCIAL	133,477.91	618,220.00	51,375.39	150,421.72	467,798.28	24.33
00-00-4203 WASTEWATER SALES-PUBLIC AUTHO	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4250 PENALTIES	5,621.48	19,000.00	1,613.23	5,063.35	13,936.65	26.65
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	21,017.30	100,000.00	7,166.26	20,799.63	79,200.37	20.80
00-00-4256 OTHER	0.00	100.00	0.00	0.00	100.00	0.00
TOTAL WASTEWATER REVENUES	335,686.13	1,553,650.00	128,066.76	369,842.55	1,183,807.45	23.80
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST RECEIPTS	423.75	1,600.00	385.41	1,213.85	386.15	75.87
00-00-4401 INTEREST RECEIPTS	423.74	1,600.00	0.00	0.00	1,600.00	0.00
TOTAL INTEREST INCOME	847.49	3,200.00	385.41	1,213.85	1,986.15	37.93
<u>MISCELLANEOUS</u>						
00-00-4501 GRANT PROCEEDS	6,761.48	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	1,500.00	2,050.00	950.00	68.33
00-00-4522 WORKER'S COMPENSATION REIMB	0.00	500.00	0.00	0.00	500.00	0.00
00-00-4528 CONSERVATION PROGRAM	500.00	100.00	10.00	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	3,531.87	11,000.00	0.00	3,059.33	7,940.67	27.81
00-00-4548 LCRA/WCID	9,817.95	66,000.00	4,793.32	14,402.57	51,597.43	21.82
00-00-4549 DON STEWART/VICTORIA BANK REI	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	20,658.80	81,100.00	6,303.32	19,521.90	61,578.10	24.07

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS-IN	0.00	0.00	0.00	0.00	0.00	0.00
** TOTAL REVENUE **	884,702.86	3,934,970.00	314,027.09	930,753.52	3,004,216.48	23.65

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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>						
00-NON-PROGRAM						
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	177,706.11	851,195.00	63,064.64	178,079.70	673,115.30	20.92
SUPPLIES & MATERIALS	9,490.28	55,115.00	745.47	9,326.88	45,788.12	16.92
MAINTENANCE & REPAIRS	4,077.08	20,610.00	3,801.56	5,419.36	15,190.64	26.29
OCCUPANCY	5,305.73	19,200.00	1,933.99	5,148.57	14,051.43	26.82
CONTRACTUAL SERVICES	170,849.61	793,820.00	46,130.61	155,068.54	638,751.46	19.53
OTHER CHARGES	2,451.84	34,750.00	1,518.07	8,319.46	26,430.54	23.94
CONTINGENCY	0.00	10,000.00	0.00	0.00	10,000.00	0.00
CAPITAL OUTLAY	0.00	65,000.00	0.00	0.00	65,000.00	0.00
TRANSFERS OUT	152,499.96	755,000.00	62,916.66	188,749.98	566,250.02	25.00
TOTAL ADMINISTRATION	522,380.61	2,604,690.00	180,111.00	550,112.49	2,054,577.51	21.12
<u>W/WW DISTRIBUT/COLLECT</u>						
SUPPLIES & MATERIALS	1,249.61	10,600.00	42.85	145.78	10,454.22	1.38
MAINTENANCE & REPAIRS	41,830.45	166,600.00	13,467.59	45,193.79	121,406.21	27.13
OCCUPANCY	9,889.28	40,000.00	3,692.72	9,156.75	30,843.25	22.89
CONTRACTUAL SERVICES	1,172.80	33,181.00	1,617.45	2,235.85	30,945.15	6.74
OTHER CHARGES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
CAPITAL OUTLAY	0.00	2,569.00	2,569.00	2,569.00	0.00	100.00
TOTAL W/WW DISTRIBUT/COLLECT	54,142.14	254,450.00	21,389.61	59,301.17	195,148.83	23.31
<u>WATER PRODUCTION/TREAT</u>						
SUPPLIES & MATERIALS	3,722.44	23,500.00	0.00	4,922.92	18,577.08	20.95
MAINTENANCE & REPAIRS	8,347.44	86,000.00	12,909.50	21,610.12	64,389.88	25.13
OCCUPANCY	23,305.26	80,000.00	7,495.13	22,784.83	57,215.17	28.48
CONTRACTUAL SERVICES	21,310.36	102,300.00	205.41	19,095.50	83,204.50	18.67
CAPITAL OUTLAY	8,126.16	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PRODUCTION/TREAT	64,811.66	291,800.00	20,610.04	68,413.37	223,386.63	23.45
<u>WW TREATMENT PLANT</u>						
SUPPLIES & MATERIALS	5,164.38	29,800.00	0.00	4,039.07	25,760.93	13.55
MAINTENANCE & REPAIRS	11,092.86	97,100.00	17,901.61	25,280.36	71,819.64	26.04
OCCUPANCY	16,969.87	70,000.00	6,170.91	22,067.68	47,932.32	31.53
CONTRACTUAL SERVICES	17,028.50	62,000.00	3,278.00	16,766.60	45,233.40	27.04
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WW TREATMENT PLANT	50,255.61	258,900.00	27,350.52	68,153.71	190,746.29	26.32
TOTAL WATER/WASTEWATER DEPT.	691,590.02	3,409,840.00	249,461.17	745,980.74	2,663,859.26	21.88
*** TOTAL EXPENSES ***	691,590.02	3,409,840.00	249,461.17	745,980.74	2,663,859.26	21.88

FINANCIAL STATEMENT

AS OF: DECEMBER 31ST, 2012

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	193,112.84	525,130.00	64,565.92	184,772.78	340,357.22	35.19

*** END OF REPORT ***

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: DECEMBER 31ST, 2012

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	569,967.79	2,312,000.00	225,186.23	611,476.90	1,700,523.10	26.45
TOTAL TAXES & PENALTIES	569,967.79	2,312,000.00	225,186.23	611,476.90	1,700,523.10	26.45
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST EARNED	920.05	3,000.00	286.32	884.70	2,115.30	29.49
TOTAL INTEREST INCOME	920.05	3,000.00	286.32	884.70	2,115.30	29.49
<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	0.00	0.00	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	0.00	0.00	0.00
 ** TOTAL REVENUE **	 570,887.84	 2,315,000.00	 225,472.55	 612,361.60	 1,702,638.40	 26.45

FINANCIAL STATEMENT

AS OF: DECEMBER 31ST, 2012

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	275,804.59	1,095,500.00	71,017.94	534,360.14	561,139.86	48.78
OTHER CHARGES	0.00	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	255,919.98	1,174,500.00	97,875.00	293,625.00	880,875.00	25.00
TOTAL 00-NON-PROGRAM	531,724.57	2,315,000.00	168,892.94	827,985.14	1,487,014.86	35.77
TOTAL HOTEL/MOTEL TAX FUND	531,724.57	2,315,000.00	168,892.94	827,985.14	1,487,014.86	35.77
<u>*** TOTAL EXPENSES ***</u>						
	531,724.57	2,315,000.00	168,892.94	827,985.14	1,487,014.86	35.77
REVENUES OVER/(UNDER) EXPENDITURES	39,163.27	0.00	56,579.61	(215,623.54)	215,623.54	0.00

*** END OF REPORT ***