

**NOTICE OF REGULAR MEETING
BASTROP CITY COUNCIL
December 11, 2012 6:15 P.M.**

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a regular meeting on **December 11, 2012 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
4. Proclamations:
5. Announcements

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

- A. Meetings and Events Attended:
 1. Regular & Special Meeting of the Planning and Zoning Commission on November 29, 2012 (Form Based Codes).
 2. Library Board Meeting on December 3, 2012.
 3. Parks Board Meeting on December 6, 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. Long Term Water Supply Study.
 7. Review of scheduled meetings for 2013.
 8. Farm Street Project.
 9. Parks Board Meeting on December 6, 2012.
 10. Bastrop Economic Development Corporation – Clean-up of Business Park.
 11. Holiday schedule for City operations.
 12. Lost Pines movie theater expansion.
 13. Bastrop Marketing Report.
 14. City's web site – citizens' inquiry.
 15. Annual Christmas Banquet – December 14, 2012.
- 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 November 27, 2012.	A.1	20	Teresa Valdez
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A.2 Adoption of an Ordinance modifying the contractual rates paid to Allied Waste Services for residential and commercial garbage collection service by Allied Waste Services, amending the rate of residential service by Allied Waste Services; amending the rate of residential and commercial garbage service charged to the citizens of Bastrop for administrative and service rates; and providing an effective date.	A.2	31	Mike Talbot
A.3 Approval of the proposed tax rebates for Historic Landmarks.	A.3	37	Melissa McCollum
A.4 Approval of a statutory denial extension, for a period of 180 days commencing on December 22, 2012 for XS Ranch Phase 1-A Preliminary Plat within the City of Bastrop, Texas Extra Territorial Jurisdiction (ETJ).	A.4	41	Melissa McCollum
A.5 Approval of request to accept the public improvements, not affiliated with the Texas Capital Fund Grant, for Buc-ee's Store #28 Subdivision located within the City limits of Bastrop, Texas.	A.5	44	Melissa McCollum
A.6 Approval of Bastrop Marketing Corporation's request for reimbursement of expenses.	A.6	46	Karla Stovall

B. PUBLIC HEARINGS:

B.1 PUBLIC HEARING: To receive public input on a request from Deli Depot, located at 1006 Main Street, Bastrop, Texas, for a variance to Bastrop Code of Ordinances Article 4.02.004 Sale of Alcoholic Beverages, Distance from church, school or hospital.	B.1	49	Mike Talbot
B.2 Consideration, discussion and possible action on a request from Deli Depot, located at 1006 Main Street, Bastrop, Texas, for a variance to Bastrop Code of Ordinances Article 4.02.004 Sale of Alcoholic Beverages, Distance from church, school or hospital.	B.2	69	Mike Talbot

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 on a request from Bastrop Art in Public Places Task Force that the City Council provide funding for 2013.	D.1	75	Mike Talbot
D.2 Consideration, discussion and possible action on adoption of an Ordinance amending the Bastrop City Code of Ordinances, Appendix A Fee Schedule, Article A13.02 "Water and Wastewater Rates and Charges" repealing conflicting provisions; providing severability; and providing an effective date.	D.2	79	Mike Talbot

D.3 Consideration, discussion and possible action on awarding the bid to Andrew's & Foster Drilling Company as recommended by R.W. Harden & Associates for drilling a test hole for water supply at Mayfest Park.	D.3	87	Mike Talbot
D.4 Consideration, discussion and possible action on adoption of a Resolution expressing official intent to reimburse certain expenditures of the City of Bastrop.	D.4	91	Mike Talbot
D.5 Consideration, discussion and possible action on approving the City of Bastrop Policies and Procedures for Conducting the City Manager's Annual Performance Review by the City Council.	D.5	95	Mike Talbot
D.6 Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of October 31, 2012.	D.6	127	Karla Stovall
D.7 Consideration, discussion and possible action on adoption of a Resolution of the City Council of Bastrop, Texas authorizing the City Council to meet every other month to discuss issues solely related to water/wastewater and electric utility service in the City of Bastrop, Texas.	D.7	156	Ken Kesselus

E. EXECUTIVE SESSION

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

1. Section 551.071(1)(A) and Section 551.071(2) - Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 – Deliberation regarding real property: Regarding the purchase, exchange, lease, or value of real property.
3. Section 551.087 – Deliberation Regarding Economic Development Negotiations – Project Zebra I.

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 7th day of December at 11:00 a.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: December 7, 2012

MEETING DATE: December 11, 2012

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

A. Meetings and Events Attended:

1. Regular & Special Meeting of the Planning and Zoning Commission on November 29, 2012.
2. Library Board Meeting on December 3, 2012.
3. Parks Board Meeting on December 6, 2012.

B. Update on City Projects:

1. Chestnut Street Sidewalk Project.
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15. Annual Christmas Banquet – December 14, 2012.

C. Update on City Business:

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

D. Departmental and Board Reports.

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

2. Party Making Request: **Mike Talbot**

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

4. Policy Implication: _____
5. Budgeted: _____ Yes _____ No N/A
Bid Amount: _____ Budgeted Amount: _____
Under Budget: _____ Over Budget: _____
Amount Remaining: _____
6. Alternate Option/Costs: _____
7. Routing: **NAME/TITLE** **INITIAL** **DATE** **CONCURRENCE**
a) _____
b) _____
c) _____
8. Staff Recommendation: _____
9. Advisory Board: _____ Approved _____ Disapproved _____ None
10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None
11. Action Taken: _____

**Bastrop Public Library
Librarian's Report
December 3, 2012**

1. Library Statistics for the month of October. Circulation statistics are up 7% compared to October 2011; gate count is almost the same as compared to October 2011; programming is up 79% compared to October 2011; Internet usage is almost the same as compared to October 2011 and reference requests are up 38% compared to October 2011.
2. In the month of November 88 children and adults attended Story time.
3. On Thursday, November 1 Bonnie Ueckert provided library tours for 92 Mina Elementary third graders and their teachers.
4. On Thursday, November 1 Bonnie Ueckert taught library skills to 18 homeschooled children.
5. On Thursday, November 1 Sheilah Kosco hosted a Teen Advisory Board (TAB) meeting. The Teens discussed future programs, video games they want to play, the Christmas parade and the music they want to play on the float and the anime club. Sixteen teens attended the meeting.
6. On Monday, November 5 Bonnie Ueckert hosted fifteen students from the Calvary Episcopal School after school program.
7. On Monday, November 5 Mickey DuVall met with Cookie Adkins and Cary Kittrell concerning the re-configuration of the library.
8. On Tuesday, November 6 Bonnie Ueckert hosted the Brown Bag Movie, "The Lorax." Twenty-five children and adults attended the movie.
9. On Wednesday, November 7 Mickey DuVall, Sheilah Kosco and Cary Kittrell met with Clayton Strickland of Recorded Books concerning the OneClick eaudiobook subscription service. The service is working correctly now and the library has made the determination to renew the subscription. The subscription will run from October 2012 through September 2013.
10. On Thursday, November 8 Bonnie Ueckert provided library tours for 86 Mina Elementary first graders and their teachers.
11. On Thursday, November 8 Sheilah Kosco hosted a Teen Anime Club meeting. Club members discussed buying movie licenses, having a possible art contest, costume-play and creating a mural for the Teen room. Thirteen teens attended the meeting.
12. On Thursday, November 8 Mickey DuVall and Sheilah Kosco attended a workshop at the Bastrop Convention Center hosted by the Texas Association of Governmental Information Technology Managers (TAGITM) Central Texas User Group. The workshop was presented by VMWare to discuss their virtual software products.
13. On Friday, November 9 Bonnie Ueckert attended a Texas Library Association District 3 meeting at the University of Texas at Austin.
14. The Saturday, November 10 "Bow Wow Book Buddies" therapy dog program was cancelled.
15. On Monday, November 12 the library was closed in observance of Veteran's Day.
16. On Thursday, November 15 "Sam the Story Lady" told stories to 93 kindergarten students and teachers using 28 of the library's storytime boxes.
17. On Thursday, November 15 Sheilah Kosco hosted an Open Video Game night. The Teens brought video games from home to play. Halo was the biggest hit, many played Wii games

and some just sat and talked. Zombie Kill was another favorite of theirs. Twenty-three teens attended the event.

18. On Tuesday, November 20 Mickey DuVall interviewed and hired Jim McPhaul to work at the library. Mr. McPhaul's salary will be paid by a grant from the United States Department of Labor through the AARP Foundation.
19. On Thursday, November 22 and Friday, November 23 the library closed in observance of the Thanksgiving Holiday.
20. On Monday, November 26 Bonnie Ueckert hosted twelve students from the Calvary Episcopal School after school program.
21. On Wednesday, November 28 Jim McPhaul started his first day of work at the library.
22. On Friday, November 30 and Saturday, December 1st the Friends of the Bastrop Public Library are holding their annual holiday booksale.

Respectfully submitted: Mickey DuVall, Library Director

★ Texas State Library and Archives Commission ★



TexShare Participation Summary Report for **Bastrop Public Library**

Report Date: November 2012

Location: **Bastrop, Texas**
Population Served: **7,218**

Cost to Library for TexShare Databases:
\$405

Value of TexShare Databases: *
\$33,997

Other TexShare Programs

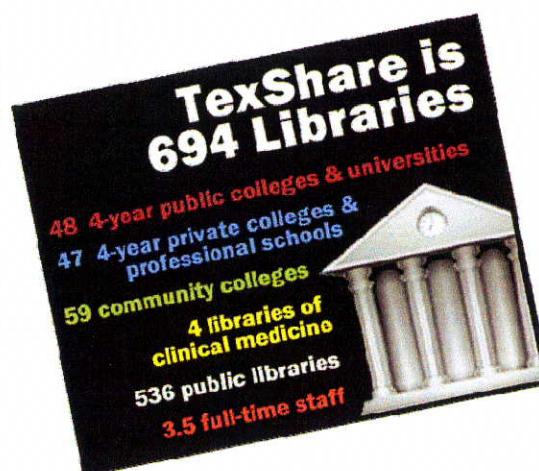
TexShare Card: **Yes**

TExpress Courier: **No**

OCLC Navigator Interlibrary Loan: **Yes**

Catalog Available at libraryoftexas.org: **No**

** sum of vendor-provided prices for this library, without group discount*



Find any TexShare Library at
www.tsl.state.tx.us/findalibrary
Now includes link to "Who Represents Me?"



TexShare licenses e-content from four commercial vendors, providing Texas libraries with exclusive resources for study, entertainment, and career advancement.

Health Reference Center-Academic includes more than 5 million articles, including peer-reviewed nursing journals. Use **Literature Resource Center** for your one-stop source for literary criticism, biographies, bibliographies, and scholarly journals.



Popular genealogy resources
HeritageQuest Online and
Texas Digital Sanborn Maps



Authoritative content from 38 databases covering business, homework help, and medicine, plus popular magazines, and ebooks. Start with **Academic Search Complete**, **MasterFILE Premier**, and **Business Source Complete**.



LearningExpress Library emphasizes 21st Century skills, career-based knowledge and ongoing professional improvement. **Job & Career Accelerator** is a powerful career and job search tool to help job seekers face the daunting task of searching for a new job or advancing a career.

TexShare is More Than Just E-Resources

TexShare CARD	TExpress Courier	ILL Navigator	Discovery Texas
The Card is a reciprocal borrowing program. Local libraries issue TexShare Cards to patrons, who then can borrow materials from any other participating Texas library	For libraries that lend and borrow a high volume of Interlibrary Loan materials, the TExpress Courier provides a cost-effective way to ship items across the state.	The Texas Group Catalog, a statewide interlibrary loan system connects the state's 500 public libraries. It manages interlibrary loan requests for books, DVDs and articles.	One simple search box is your key to finding materials from TexShare Databases or from Texas library catalogs.
TexShare is a cooperative program designed to improve library service to Texans. TexShare focuses on the efficient sharing of library holdings, with an emphasis on electronic information resources and traditional collections of books and journals.			Contact TexShare at: texshare@tsl.state.tx.us or call 800-252-9386

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION
Certificate of Course Completion

This is to certify that

Linda Jenkins

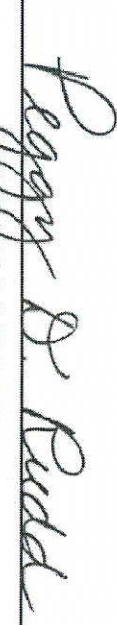
has completed the course

Small Library Management: Collection Development

November 26, 2012

Credit Hours: 12


LIBRARY DEVELOPMENT DIVISION DIRECTOR


DIRECTOR/LIBRARIAN

TEXAS STATE LIBRARY AND ARCHIVES COMMISSION
Certificate of Course Completion

This is to certify that

Melissa Bullara

has completed the course

Small Library Management: Collection Development

November 26, 2012

Credit Hours: 12


LIBRARY DEVELOPMENT DIVISION DIRECTOR


DIRECTOR/LIBRARIAN

Planning and Development Department

Monthly Report – November 1, 2012 – November 30, 2012

<u>Building Permit Type</u>	<u>Month</u>	<u>YTD</u>	<u>2011 YTD</u>
Single Family Residences	7	36	44
Commercial Starts	1	9	11
Miscellaneous (electrical, plumbing, HVAC, pools, sprinklers, storage buildings, patio covers, signs)	46	437	422
Residential Remodels	3	41	34
Commercial Remodels	5	37	23
Total Permits Issued	62	560	534
Commercial and Residential Inspections	166	1590	1384

Business Information requests:

-
-

Projects in Process:

Commercial Construction

- Main Street Historic Museum
- LaHacienda Restaurant, Meat Market and Tortilla Factory
- Buc-ee's Convenience Store
- Sierra Classic Homes-Model
- Capps Medical Office
- Popeye's Chicken
- Riverwood Commons Phase 1 Senior Apartments

Commercial Const Remodels

- BP&L Bldg Expansion

Land Development Plans

- Covert Chevrolet-Remodel
- Bethlehem Baptist Church
- Tiger Tote
- H2O Ice House

Site Work

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

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
- Woehl Amended Plate

Other Projects/Activities in Process:

Regulatory/Policy Documents:

- Form Based Code – Meeting with P&Z, HLC, Main Street and CC scheduled for November 29th - Scott Polikov

Official Meetings:

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

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

11/1/2012 – 11/30/2012

Last update: 11/6/2012

Planning and Development Monthly Report

CITY OF BASTROP
UTILITY/FINANCE MONTHLY REPORT
 November 28, 2012

		<u>MONTHLY</u>	<u>MONTHLY COMPARISON</u>
METERS READ AND BILLED:		<u>FY 2012-2013</u>	<u>FY 2011-2012</u>
ELECTRICAL:			
Residential:		1993	1993
Commercial:		594	588
Key Accounts:		45	47
Total Customers:		2632	2628
WATER:			
Residential:		2264	2241
Commercial:		621	622
Total Customers:		2885	2863



		<u>MONTHLY</u>	<u>YEAR TO DATE</u>	<u>YEAR TO DATE</u>
		<u>FY 2012-2013</u>	<u>FY 2012-2013</u>	<u>COMPARISON</u>
				<u>FY 2011-2012</u>
SALES OF SERVICES:				
ELECTRICAL:				
KWH:		4,776,759	10,012,807	9,809,904
Amount:		\$504,894.45	\$1,055,568.92	\$1,158,024.36
* KWH Purchased/ LCRA		4,615,917	9,830,189	
WATER:				
Gallons:		34,532,300	71,125,700	85,677,500
Amount:		\$172,017.66	\$349,577.98	\$352,290.82
* Gallons Pumped/ Treated		37,987,000		
WASTEWATER:				
Amount:		\$116,144.33	\$233,926.55	\$207,054.59
OTHER RECEIPTS:				
SALES TAX:		\$254,073.19	\$513,790.08	\$454,868.92
ECONOMIC DEV. SALES TAX		\$127,017.55	\$256,856.52	\$227,400.34
FRANCHISE TAX:		\$11,039.82	\$31,968.48	\$81,431.64
OCCUPATION TAX:		\$543.00	\$818.00	\$1,270.00
MIXED BEVERAGE TAX:		\$0.00	\$0.00	\$4,994.71

*We read from approximately the 1st day through the 22ND day of the month; therefore, these are overlapping periods and difficult to compare.

BASTROP FIRE DEPARTMENT MONTHLY FIRE DEPARTMENT REPORT

November-12

Part 1

Number of Calls, by type

Structure *	0	Wildland **	3
Vehicles	1	EMS Assist	4
Mutual Aid	4	False Alarms	27
Control Burns	23	Haz-Mat	21
Rescue/Extrication	4	Other	1

Total Calls 87

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

	Dist. 1	Dist. 2	Dist. 3	Dist. 4	Other
Fires By District	9	11	17	11	4
CTY	35	0			

** Total Number of Acres Burned 02-Jan

Part 2

PERSONNEL HOURS*

Total Personnel Hours at Calls (Part 1)	628.22
Total Personnel Hours at Training	144
Total Personnel Hours at other Events	175

Total Personnel Hours This Month 947.22

1. Number of Accidents/Injuries this Month. 0

Part 3

Average Response Time 7.01 Minutes

Top 5 Responders	Amount of Calls
1 <u>chris l /devan laird</u>	86/80
2 <u>carolyn laird</u>	77
3 <u>rod stradling</u>	54
4 <u>mike norman</u>	52
5 <u>andrew vinklarek</u>	49

Activity Detail

October 1, 2012 to October 31, 2012

100.0 Percent Reporting Rate

1 Reports Received Out of a Possible 1

Court: Bastrop

CRIMINAL CASES							
	Traffic Misdemeanors			Non-Traffic Misdemeanors			
			City		Other	City	
	Non-Parking	Parking	Ordinance	Penal Code	State Law	Ordinance	Total
Cases Pending 10/1/2012:							
Active Cases	246	0	28	65	108	33	480
Inactive Cases	848	0	8	108	104	40	1,108
Docket Adjustments	(2)	0	0	1	0	0	(1)
Cases Added:							
New Cases Filed	155	0	11	26	25	4	221
Cases Reactivated	21	0	0	10	4	0	35
All Other Cases Added	1	0	0	0	0	0	1
Total Cases on Docket	423	0	39	101	137	37	737
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	29	0	6	0	0	0	35
Dismissed by Prosecution	8	0	0	2	1	0	11
Total Dispositions Prior to Court Appearance or Trial	37	0	6	2	1	0	46
Dispositions at Court Appearance or Trial:							
Convictions:							
Guilty Plea or Nolo Contendere	72	0	0	15	16	3	106
By the Court	1	0	0	0	0	0	1
By the Jury	0	0	0	0	0	0	0
Acquittals:							
By the Court	0	0	0	0	0	0	0
By the Jury	0	0	0	0	0	0	0
Dismissed by Prosecution	0	0	0	0	0	0	0
Total Dispositions at Court Appearance or Trial	73	0	0	15	16	3	107
Compliance Dismissals:							
After Driver Safety Course	12	---	---	---	---	---	12
After Deferred Disposition	1	0	0	0	9	3	13
After Teen Court	0	0	0	1	1	0	2
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	7	---	---	---	---	---	7
All Other Transportation Code Dismissals	0	0	0	0	0	0	0
Total Compliance Dismissals	20	0	0	1	10	3	34
All Other Dispositions	3	0	0	3	2	0	8
Total Cases Disposed	133	0	6	21	29	6	195
Cases Placed on Inactive Status	0	0	0	0	0	0	0
Cases Pending 10/31/2012:							
Active Cases	290	0	33	80	108	31	542
Inactive Cases	827	0	8	98	100	40	1,073
Show Cause Hearings Held	0	0	0	0	0	0	0
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

Activity Detail

October 1, 2012 to October 31, 2012

100.0 Percent Reporting Rate

1 Reports Received Out of a Possible 1

Court: Bastrop

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 10/1/2012:	
Active Cases	11
Inactive Cases	0
Docket Adjustments	5
Cases Added:	
New Cases Filed	0
Cases Reactivated	0
All Other Cases Added	0
Total Cases on Docket	11
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	3
Total Cases Disposed	3
Cases Placed on Inactive Status	0
Cases Pending 10/31/2012:	
Active Cases	8
Inactive Cases	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.....	4
Education Code (Except Failure to Attend) Cases Filed.....	1
Violation of Local Daytime Curfew Ordinance Cases Filed.....	1
All Other Non-Traffic Fine-Only Cases Filed.....	8
Transfer to Juvenile Court:	
Mandatory Transfer.....	0
Discretionary Transfer.....	1
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	0
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
Warnings Administered.....	1
Statements Certified.....	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	2

Activity Detail

October 1, 2012 to October 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	28	---
Class A and B Misdemeanors	25	19
Felonies	11	8
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		21
Class A and B Misdemeanors		2
Felonies		2
Capiases Pro Fine Issued		50
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		1
Magistrate's Orders for Ignition Interlock Device Issued		1
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		19
Full Satisfaction		7
Cases in Which Fine and Court Costs Satisfied by Jail Credit		53
Cases in Which Fine and Court Costs Waived for Indigency		5
Amount of Fines and Court Costs Waived for Indigency		\$ 2,123
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 19,081
Remitted to State		\$ 7,363
Total		\$ 26,444

Activity Detail

November 1, 2012 to November 30, 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 11/1/2012:							
Active Cases	272	0	33	79	107	30	521
Inactive Cases	844	0	8	99	101	41	1,093
Docket Adjustments	(1)	0	0	0	0	0	(1)
Cases Added:							
New Cases Filed	124	0	1	18	26	19	188
Cases Reactivated	11	0	0	0	2	0	13
All Other Cases Added	0	0	0	0	0	0	0
Total Cases on Docket	407	0	34	97	135	49	722
Dispositions:							
Dispositions Prior to Court Appearance or Trial:							
Uncontested Dispositions	24	0	0	1	0	0	25
Dismissed by Prosecution	4	0	0	2	0	2	8
Total Dispositions Prior to Court Appearance or Trial	28	0	0	3	0	2	33
Dispositions at Court Appearance or Trial:							
Convictions:							
Guilty Plea or Nolo Contendere	53	0	5	12	9	0	79
By the Court	0	0	0	0	0	0	0
By the Jury	0	0	0	0	0	0	0
Acquittals:							
By the Court	0	0	0	0	0	0	0
By the Jury	0	0	0	0	0	0	0
Dismissed by Prosecution	0	0	0	0	0	0	0
Total Dispositions at Court Appearance or Trial	53	0	5	12	9	0	79
Compliance Dismissals:							
After Driver Safety Course	11	---	---	---	---	---	11
After Deferred Disposition	5	0	0	0	11	0	16
After Teen Court	2	0	0	3	4	3	12
After Tobacco Awareness Course	---	---	---	---	0	---	0
After Treatment for Chemical Dependency	---	---	---	0	0	---	0
After Proof of Financial Responsibility	9	---	---	---	---	---	9
All Other Transportation Code Dismissals	1	0	0	0	0	0	1
Total Compliance Dismissals	28	0	0	3	15	3	49
All Other Dispositions	11	0	0	2	0	0	13
Total Cases Disposed	120	0	5	20	24	5	174
Cases Placed on Inactive Status	23	0	0	0	2	1	26
Cases Pending 11/30/2012:							
Active Cases	264	0	29	77	109	43	522
Inactive Cases	856	0	8	99	101	42	1,106
Show Cause Hearings Held	0	0	0	0	2	0	2
Cases Appealed:							
After Trial	0	0	0	0	0	0	0
Without Trial	0	0	0	0	0	0	0

Activity Detail

November 1, 2012 to November 30, 2012

100.0 Percent Reporting Rate

1 Reports Received Out of a Possible 1

Court: Bastrop

CIVIL/ADMINISTRATIVE CASES	
	Total
Cases Pending 11/1/2012:	
Active Cases	8
Inactive Cases	0
Docket Adjustments	0
Cases Added:	
New Cases Filed	0
Cases Reactivated	0
All Other Cases Added	0
Total Cases on Docket	8
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	4
Total Cases Disposed	4
Cases Placed on Inactive Status	4
Cases Pending 11/30/2012:	
Active Cases	0
Inactive Cases	4
Cases Appealed:	
After Trial	0
Without Trial	0
JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed.....	2
Non-Driving Alcoholic Beverage Code Cases Filed.....	3
Driving Under the Influence of Alcohol Cases Filed.....	0
Drug Paraphernalia Cases Filed.....	0
Tobacco Cases Filed.....	5
Failure to Attend School Cases Filed.....	3
Education Code (Except Failure to Attend) Cases Filed.....	1
Violation of Local Daytime Curfew Ordinance Cases Filed.....	8
All Other Non-Traffic Fine-Only Cases Filed.....	5
Transfer to Juvenile Court:	
Mandatory Transfer.....	0
Discretionary Transfer.....	1
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	0
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	0
Juvenile Statement Magistrate Warning:	
Warnings Administered.....	0
Statements Certified.....	0
Detention Hearings Held.....	0
Orders for Non-Secure Custody Issued.....	0
Parent Contributing to Nonattendance Cases Filed.....	0

Activity Detail

November 1, 2012 to November 30, 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	21	---
Class A and B Misdemeanors	30	14
Felonies	10	7
		Total
Arrest Warrants Issued:		
Class C Misdemeanors		30
Class A and B Misdemeanors		2
Felonies		4
Capiases Pro Fine Issued		45
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		3
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		5
Full Satisfaction		9
Cases in Which Fine and Court Costs Satisfied by Jail Credit		21
Cases in Which Fine and Court Costs Waived for Indigency		4
Amount of Fines and Court Costs Waived for Indigency		\$ 601
Fines, Court Costs and Other Amounts Collected:		
Kept by City		\$ 20,116
Remitted to State		\$ 6,758
Total		\$ 26,874

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: November 28, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Approval of meeting minutes of November 27, 2012.**
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: _____

November 27, 2012

The Bastrop City Council met in regular session on November 27, 2012 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 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, with the exception of Joe Beal and Willie DeLaRosa who were absent.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Bill Peterson led the pledges of allegiance to the U.S. and Texas flags. Reverend Bob Long led the invocation.

3. PRESENTATIONS**A. INTERNATIONAL SOCIETY OF ARBORICULTURE CERTIFIED ARBORIST – JASON ALFARO**

City Manager, Mike Talbot stated Jason Alfaro began to work for the City in February 2006 and started out in the maintenance division of the Parks Department. Mr. Talbot stated Jason expressed a desire to improve the Parks Department and himself. Mr. Talbot stated Jason is now the Parks Superintendent. Mr. Talbot stated Jason has studied on his own time and passed the test to become an International Society of Arboriculture Certified Arborist. Mr. Talbot presented the International Society of Arboriculture Certified Arborist Certificate and a Day Off with Pay Certificate to Jason Alfaro..

4. PROCLAMATIONS

There were no proclamations.

5. ANNOUNCEMENTS

There were no announcements.

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

1. LOST PINES GROUNDWATER CONSERVATION DISTRICT MEETING ON NOVEMBER 14, 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 PROJECT.
 5. REVIEW OF REVISED PARK ORDINANCE.
 6. FAYETTE STREET WASTEWATER IMPROVEMENTS PROJECT.
 7. GRAND OPENING OF BUC-EE'S.
 8. PINE FOREST UNIT #6.
 9. NEW CITY WEB-SITE.
 10. ANNUAL CITY HALL OPEN HOUSE.
 11. CITY MANAGER'S EVALUATION.
 12. PECAN PARK SUBDIVISION.
- C. UPDATE ON CITY BUSINESS:
1. CONVENTION CENTER ACTIVITIES.
 2. MAIN STREET PROGRAM ACTIVITIES.
 3. COMMERCIAL/RESIDENTIAL CONSTRUCTION PROJECTS IN THE CITY.
 4. YMCA ACTIVITIES.
- D. DEPARTMENT AND BOARD REPORTS.
- E. INVITING INPUT FROM COUNCIL RELATED TO ISSUES FOR POSSIBLE INCLUSION ON FUTURE AGENDAS, RELATED TO ISSUES SUCH AS (BUT NOT LIMITED TO) MUNICIPAL PROJECTS, PERSONNEL, PUBLIC PROPERTY, DEVELOPMENT AND OTHER CITY/PUBLIC BUSINESS.

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 stated the Fayette Street Wastewater Improvements Project is a project that was long-term in planning. Mr. Talbot displayed on the overhead screen a picture of the wastewater pipe that had to be removed. Mr. Talbot stated this pipe was deteriorated and is a cause of infiltration of rain-water into the City's wastewater system. Mr. Talbot displayed a picture of the new replacement pipe. Mr. Talbot stated the contractor has laid 3000 linear feet of replacement pipe thus far.

Mr. Talbot addressed Item B.11. Mr. Talbot reminded the Council that final draft of the "Evaluation Process for the City Manager" would be on the December 11, 2012 Council Agenda for acceptance by the Council.

Mayor Orr addressed Item E and invited input from the Council.

Ken Kesselus addressed questions to Mr. Talbot regarding Police service and how it is paid for during special events such as "fun runs".

Mr. Talbot stated the City provides the service and then pays the General Fund back through services billed to the Hotel Occupancy Tax fund for special events.

Ken Kesselus asked the Council to consider placing on the next Council Agenda discussion regarding discontinuing the "Utility Committee" and instead the Council meeting six times a year on every other third Tuesday to meet as a utility board.

Mayor Orr stated Council Member Kesselus request would be placed on the next Council

Agenda.

Kay Garcia McAnally asked that the Bastrop Art In Public Places Task Force requests be placed on the next Agenda so they can put out the “call for artists”.

Mayor Orr stated that his understanding from Ms. Karol Rice’s presentation that she wanted feedback from the Council and then she would come back to Council with specific requests.

Mr. Talbot stated he will give Ms. Rice a telephone call regarding this.

Dock Jackson stated he will be moving forward with planning meetings between the City and Bastrop County and the Bastrop Independent School District.

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 NOVEMBER 13, 2012.

A.2 APPROVAL OF AN EXTENSION, FOR A PERIOD OF 180 DAYS COMMENCING ON DECEMBER 7, 2012 FOR THE PRELIMINARY PLAT FOR BEAR HUNTER DRIVE LOCATED WITHIN HUNTERS CROSSING SUBDIVISION SOUTH OF STATE HIGHWAY 71 AND WEST OF HUNTERS CROSSING BOULEVARD WITHIN THE CITY LIMITS OF BASTROP, TEXAS.

A.3 APPROVAL OF AN EXTENSION, FOR A PERIOD OF 180 DAYS COMMENCING ON DECEMBER 7, 2012 FOR THE PRELIMINARY PLAT FOR HUNTERS CROSSING, SECTION 9C LOCATED WEST OF STATE HIGHWAY 304 AND SOUTH OF HOME DEPOT WAY WITHIN THE CITY LIMITS OF BASTROP, TEXAS.

A.4 APPROVAL OF THE SPECIAL EVENT PERMIT SUBMITTED IN THE APPLICATION RECEIVED FROM THE DOWNTOWN BUSINESS ALLIANCE (DBA) TO HOST “CHRISTMAS PARADE & SALEBRATIONS” ON SATURDAY, DECEMBER 8, 2012, IN DOWNTOWN BASTROP.

A.5 APPROVAL OF THE SPECIAL EVENT PERMIT SUBMITTED IN THE APPLICATION RECEIVED FROM THE BLUEBONNET ELEMENTARY PTA TO HOST “RUN FOR THE BLUEBONNETS” ON SATURDAY, FEBRUARY 23, 2013, IN FISHERMAN’S PARK AND DOWNTOWN BASTROP.

A.6 APPROVAL OF NOTICE OF ACTIVITY SUBMITTED BY THE MAIN STREET MANAGER TO HOST “LOST PINES CHRISTMAS SWIRL AND FOOD TASTING EVENT” ON THURSDAY, DECEMBER 6, 2012, IN PRIVATELY-OWNED ESTABLISHMENTS IN DOWNTOWN BASTROP, TWO OF WHICH ARE

LOCATED WITHIN 300 FEET OF CALVARY EPISCOPAL CHURCH.

A.7 ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS TO GRANT A ZONE CHANGE FROM GR, GENERAL RETAIL TO C-2, COMMERCIAL-2(HEAVY), FOR +/-1.646 ACRES OUT OF THE WALNUT STREET SUBDIVISION, BEING BLOCK A, LOT 1 (AMENDED PLAT OF LOTS 1 AND 2, BLOCK A, WALNUT STREET SUBDIVISION PHASE 1) WITHIN THE CITY LIMITS OF BASTROP, TEXAS; AND PROVIDING AN EFFECTIVE DATE.

A.8 ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR 2012 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; APPROPRIATING THE VARIOUS AMOUNTS HEREIN; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Orr read the captions of the Ordinances listed as Consent Agenda Items A.7 and A.8, in compliance with the City's Home Rule Charter.

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

B. PUBLIC HEARINGS:

City Manager, Mike Talbot respectfully requested that Items B.1 and B.2 be pulled from the Agenda. Mr. Talbot stated the City Secretary had brought to his attention that 50% of the Public Hearing Notices mailed had been returned as "undeliverable". Mr. Talbot stated since public notification of properties within the 300 feet of property requesting the variance is a very important part of this process he would recommend these items be pulled and placed on the next Council Agenda. Mr. Talbot stated the addresses of property owners within the 300 feet will be verified and the public hearing notices will be mailed again.

B.1 PUBLIC HEARING: TO RECEIVE PUBLIC INPUT ON A REQUEST FROM DELI DEPOT, LOCATED AT 1006 MAIN STREET, BASTROP, TEXAS, FOR A VARIANCE TO BASTROP CODE OF ORDINANCES ARTICLE 4.02.004 SALE OF ALCOHOLIC BEVERAGES, DISTANCE OF PREMISES FROM CHURCH, SCHOOL OR HOSPITAL.

Pulled from Agenda.

B.2 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON REQUEST FROM DELI DEPOT, LOCATED AT 1006 MAIN STREET, BASTROP, FOR A VARIANCE TO BASTROP CODE OF ORDINANCES ARTICLE 4.02.004 SALE OF ALCOHOLIC BEVERAGES, DISTANCE OF PREMISES FROM CHURCH, SCHOOL OR HOSPITAL.

Pulled from Agenda.

B.3 PUBLIC HEARING: TO RECEIVE PUBLIC INPUT ON A REQUEST FROM LINDA’S V., INCORPORATED FOR A VARIANCE TO BASTROP CODE OF ORDINANCES ARTICLE 4.02.004 SALE OF ALCOHOLIC BEVERAGES, DISTANCE OF PREMISES FROM CHURCH, SCHOOL OR HOSPITAL, FOR PROPERTY LOCATED AT 1800 WALNUT STREET, BASTROP, TEXAS, TO BE KNOWN AS LA HACIENDA SHOPPING PLAZA.

City Manager, Mike Talbot stated a letter dated November 14, 2012 was received from William Jenkins on behalf of Raul Vazquez, owner of Linda’s V., Incorporated, requesting a variance to Bastrop Code of Ordinances Article 4.02.004. Mr. Talbot stated according to the Bastrop Code of Ordinances Article 4.02.004 the City Council may provide variances to the 300-foot limitation if the City Council determines that the enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, or is not effective or necessary, or for any other reason the Council, after consideration of the health, safety, and welfare of the public and the equities if the situation , determines is in the best interest of the community. Mr. Talbot stated according to the Bastrop Code of Ordinances the Council is required to conduct a Public Hearing to receive public input on the requested variance. Mr. Talbot stated notice of the Public Hearing was provided to all property owners as stated in the Code and was published in the Bastrop Advertiser on Saturday, November 24, 2012.

Brief discussion was held among the Council and Mr. Talbot.

There were no public comments.

B.4 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON REQUEST FROM LINDA’S V., INCORPORATED FOR A VARIANCE TO BASTROP CODE OF ORDINANCES ARTICLE 4.02.004 SALE OF ALCOHOLIC BEVERAGES, DISTANCE OF PREMISES FROM CHURCH, SCHOOL OR HOSPITAL, FOR PROPERTY LOCATED AT 1800 WALNUT STREET, BASTROP, TEXAS, TO BE KNOWN AS LA HACIENDA SHOPPING PLAZA.

City Manager, Mike Talbot recommended approval of granting the Variance.

Ken Kesselus moved to grant the Variance. Motion was seconded by Kay Garcia McAnally and carried unanimously.

B.5 CITIZEN COMMENTS.

There were no citizen comments.

C. OLD BUSINESS

C.1 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP RATIFYING THE TERMS OF TWO PRIOR RESOLUTIONS, EXPANDING THE PUBLIC RIGHTS-OF-WAY ABANDONMENTS AND CONVEYANCES NOTED THEREIN, CLARIFYING PROPERTY

BOUNDARIES IN THE RIVERVIEW HEIGHTS ADDITION, AND OTHER RELATED FORMAL ACTIONS, ADOPTED BY THE CITY WITH THE INTENT TO ABANDON, VACATE AND CONVEY PORTIONS OF LINCOLN DRIVE TO ADJACENT PROPERTY OWNERS IN THE CITY OF BASTROP, TEXAS; AND PROVIDING AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

Planning and Development Director, Melissa McCollum addressed the Council. Ms. McCollum distributed a revised Ordinance to the Council. Ms. McCollum reviewed the Exhibits attached to the Ordinance. Ms. McCollum stated City staff is comfortable that this Ordinance is clarifying and cleaning up what was previously done in the 1952 and 1954 Resolutions.

Discussion was held among the Council, Ms. McCollum and Mr. Talbot.

Mayor Orr stated his concern was that a property owner would not have access to their property and he did not want the City to have to buy this right-of-way back in future years.

City Attorney, J.C. Brown stated no property owner is land locked.

Ken Kesselus moved to adopt the revised Ordinance which Ms. McCollum had distributed to the Council. Motion was seconded by Kay Garcia McAnally and carried unanimously.

D. NEW BUSINESS

ORDINANCES FOR FIRST READING:

D.1 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE FIRST READING OF AN ORDINANCE MODIFYING THE CONTRACTUAL RATES PAID TO ALLIED WASTE SERVICES FOR RESIDENTIAL AND COMMERCIAL GARBAGE COLLECTION SERVICE BY ALLIED WASTE SERVICES; AMENDING THE RATE OF RESIDENTIAL AND COMMERCIAL GARBAGE SERVICE CHARGED TO THE CITIZENS OF BASTROP, TEXAS FOR ADMINISTRATIVE AND SERVICE RATES; AND PROVIDING AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

City Manager, Mike Talbot called the Council's attention to Page 111 in the Agenda packet. Mr. Talbot stated the City received the letter from Allied Waste Services in October per Contract Clause 13.02(b). Mr. Talbot stated Page 115 in the Agenda packet is the supporting documentation for the rate increase. Mr. Talbot stated he did have Chief Financial Officer Karla Stovall review the documentation submitted by Allied Waste Services and all numbers in alignment. Mr. Talbot stated Attachment A shows that residential customer rates will go from \$15.63 to \$15.82. Mr. Talbot stated Attachment B shows increases in the rates for commercial customers. Mr. Talbot stated it is his responsibility to point out to the Council that the letter was due August 1, 2012 and was a little late in getting to the City. Mr. Talbot stated in his opinion Allied Waste Services is performing in accordance with the Contract and he recommends approval of the Ordinance.

Mayor Orr stated that when the Consumer Price Index (CPI) showed a decrease rates also decreased.

Dock Jackson moved to approve the Ordinance and place it on the Consent Agenda for the second reading and adoption. Motion was seconded by Ken Kesselus and carried unanimously.

D.2 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE FIRST READING OF AN ORDINANCE AMENDING THE BASTROP CITY CODE OF ORDINANCES, APPENDIX A FEE SCHEDULE, ARTICLE A.13.02 "WATER AND WASTEWATER RATES AND CHARGES" REPEALING CONFLICTING PROVISIONS; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Orr read the caption of the Ordinance.

City Manager, Mike Talbot stated following the direction set forth by the Council last year this time this is the second year of implementation of the Capital Improvement Program. Mr. Talbot stated in order to remain consistent with Rimrock Consulting Company's recommendation of a rate increase of 9.9% and to properly provide water and wastewater service within the City, it is necessary to amend the current water and wastewater rates and charges.

Brief discussion was held among Council and Mr. Talbot.

Ken Kesselus moved to approve the Ordinance. Motion was seconded by Kay Garcia McAnally and carried unanimously.

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

D.3 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON A REQUEST FROM THE BASTROP COUNTY HISTORICAL SOCIETY TO REMOVE THE TWO (2) ANTIQUE LAMP POSTS LOCATED ON THE SIDEWALK IN FRONT OF THE OLD CITY HALL.

City Manager, Mike Talbot called the Council's attention to a letter, in the Agenda packet that was delivered to the City Manager's Office from the Bastrop County Historical Society requesting that two (2) antique lamp posts located in front of Old City Hall be removed.

Mr. Talbot stated in accordance with the Lease Agreement between the City and the Bastrop County Historical Society modifications to lease property must be approved by the owner (City Council).

Discussion was held among Council and Mr. Talbot.

Ken Kesselus moved that the City remove the two (2) antique lamp posts located on the sidewalk in front of the old city hall, put them in storage and if another location is found to use them, do so; any expense for patching the holes which are left after removing the posts will be paid for by the Bastrop County Historical Society if that is what the Lease Agreement states. Motion was seconded by Kay Garcia McAnally and carried unanimously.

D.4 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON A REQUEST FROM THE BASTROP COUNTY MARTIN LUTHER KING HOLIDAY COMMISSION TO WAIVE THE FEES FOR USING THE CITY OF BASTROP CONVENTION CENTER FOR THE ANNUAL MARTIN LUTHER KING HOLIDAY EVENT ON JANUARY 21, 2013.

City Manager, Mike Talbot stated Reverend Bernie Jackson is present tonight to address the Council regarding this request.

Reverend Jackson stated she is not a member of the Bastrop County Martin Luther King Holiday Commission but was asked to bring the request to the Council. Reverend Jackson stated she understands that Convention Center fees are not waived and she is somewhat reluctant to make this request. Reverend Jackson asked that the Council find a way to partner with the Bastrop County Martin Luther King Holiday Commission to make the annual Martin Luther King Holiday event happen on January 21, 2013.

Reverend R.D. Smith addressed the Council. Reverend Smith stated he is not a member of the Commission. Reverend Smith stated when the annual event was held in Bastrop it would start at the Mt. Rose Church and end at the Opera House. Reverend Smith stated the crowd has become large and the Commission is looking for another place to host the event.

Ken Kesselus asked Council Member Dock Jackson who the members of the Commission were.

Council Member Jackson stated he is a member of the Commission and had intended to refrain from discussion on this item.

City Attorney, J.C. Brown stated that Mr. Jackson could provide facts if he were asked a question by the Council.

Mr. Jackson stated there are members from the cities of Bastrop, Elgin and Smithville, the County Judge, the School Districts and ex-officio members. Mr. Jackson stated there are about 10 to 12 members.

Ken Kesselus stated he wanted to make sure the Council was not setting a precedent by waiving fees for the Convention Center.

City Manager, Mike Talbot stated that the City has been very consistent with rules and policies of the Convention Center and to date have not deviated from them and he thinks it is important to be consistent and not deviate. Mr. Talbot stated this event rotates each year with the hosting from each of the three cities, Bastrop, Smithville and Elgin. Mr. Talbot stated a group of volunteers puts the event together. Mr. Talbot recommended that the fee for use of the Convention Center be funded out of the Bastrop Power & Light Community Service Support Fund, ensuring that the Council is remaining consistent with the policies and rules; that the Bastrop County Martin Luther King Holiday Commission get the proper 501(c)(3) documentation and the next time the event is hosted in Bastrop the Commission follow the same process as the other organizations requesting Community Service Support funds. Mr. Talbot stated the estimated amount was \$1500.

Ken Kesselus asked that the Commission complete as much of the Community Support Fund Application for Funding documentation for this year and submit to the City.

Mayor Orr stated he wanted the City of Bastrop to keep the event alive and see it go forward.

Kay Garcia McAnally moved to partner with the Bastrop County Martin Luther King Holiday Commission in the way Mr. Talbot recommended: 1) The fee for use of the Convention Center be funded out of the Bastrop Power & Light Community Service Support Fund, 2) the Bastrop County Martin Luther King Holiday Commission get the property 501(c)(3) documentation, 3) the next time the event is hosted in Bastrop the Commission follow the same process as the other organizations requesting Community Service Support funds, and 4) the Commission complete as much of the Community Support Fund Application for Funding documentation for this year and submit it to the City. Motion was seconded by Ken Kesselus. Motion carried 2:0.

FOR MOTION: Kay Garcia McAnally and Ken Kesselus.

ABSTAIN: Dock Jackson.

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: CCN EXPANSION BY ADJACENT MUNICIPALITIES.
2. SECTION 551.072 – DELIBERATION REGARDING REAL PROPERTY: REGARDING THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY: a) MUSEUM AND b) ACQUISITION OF PROPERTY FOR PUBLIC PURPOSE.
3. SECTION 551.087 – DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS – PROJECT ZEBRA I.

At 7:45 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: CCN expansion by adjacent municipalities.

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 8:25 p.m., Mayor Orr reconvened the Bastrop City Council into open session to discuss, consider and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

No action was taken.

F. ADJOURNMENT

At 8:26 p.m., Ken Kesselus moved to adjourn. Motion was seconded by Kay Garcia McAnally 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

DATE SUBMITTED: November 19, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Adoption of an Ordinance modifying the contractual rates paid to Allied Waste Services for residential and commercial garbage collection service by Allied Waste Services; amending the rate of residential and commercial garbage service charged to the citizens of Bastrop, Texas for administrative costs and service rates; and providing an effective date.**

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

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

Attached is the ordinance that would amend the residential and commercial garbage rates.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

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

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

ORDINANCE NO. 2012-

AN ORDINANCE MODIFYING THE CONTRACTUAL RATES PAID TO ALLIED WASTE SERVICES FOR RESIDENTIAL AND COMMERCIAL GARBAGE COLLECTION SERVICE BY ALLIED WASTE SERVICES; AMENDING THE RATE OF RESIDENTIAL AND COMMERCIAL GARBAGE SERVICE CHARGED TO THE CITIZENS OF BASTROP, TEXAS FOR ADMINISTRATIVE COSTS AND SERVICE RATES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the authority provided by the Bastrop Code of Ordinances, Chapter 11, the City of Bastrop, Texas has contracted with Allied Waste Services to provide the citizens of Bastrop with residential and commercial garbage collection service; and

WHEREAS, Section 13.02 (a) of the agreement by and between the City of Bastrop and Allied Waste Services, related to the provision of garbage collection services, provides for periodic modification of garbage collection rates charged by Allied Waste Services, to reflect changes in the cost of operations by Allied Waste Services, as reflected by fluctuations in various Consumer Price Indices; and

WHEREAS, Allied Waste Services last revised its rates to the City of Bastrop in October 2012; and

WHEREAS, it is necessary for the City to increase rates charged for residential and commercial services, to accommodate the increase in administrative costs and service rates charged by Allied Waste Services.

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

PART 1: That, effective January 1, 2013 the rates paid by the residential customers of Bastrop shall be as shown on Attachment A.

PART 2: That, effective January 1, 2013 the rates paid by the commercial customers of Bastrop shall be modified, and shall be as shown on Attachment B.

PART 3: That all ordinances, resolutions and orders heretofore passed, adopted and made, or any part of the same, affecting rates and charges for residential and commercial garbage service rates of the City of Bastrop, which are in conflict with this Ordinance, shall be, and the same are hereby, in all things repealed to the extent that the same conflict with this Ordinance, or with the laws of the State of Texas.

PART 4: This Ordinance shall take effect upon the date of final passage noted below in accordance with the City's Charter, Code of Ordinances, and the laws of the State of Texas.

READ AND APPROVED on FIRST READING on the 27th day of November 2012

READ AND ADOPTED on SECOND READING on the 11th day of December 2012.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

Attachment A

		Rates Paid before 01/01/2013 by Residential Customers		Rates Paid by Residential Customers after 01/01/2013
Residential		\$15.63		\$15.82

Attachment B

Allied Waste directly invoices Commercial Customers for the following Services:

		Rates paid before 01/01/2013 by Commercial Customers		New Rates paid by Commercial Customers after 01/01/2013
Commercial Carts				
1@1wk		\$22.66		\$22.97
2@1wk		\$30.13		\$30.54
3@1wk		\$18.48		\$18.73
Dumpsters				
2yd 1wk		\$71.76		\$72.73
3yd 1wk		\$78.03		\$78.98
2xwk		\$141.77		\$143.68
3xwk		\$224.88		\$227.91
4xwk		\$299.90		\$303.94
5xwk		\$374.89		\$379.93
4yd 1wk		\$89.61		\$90.82
2xwk		\$152.20		\$154.25
3xwk		\$243.50		\$246.78
4xwk		\$324.25		\$328.62
5xwk		\$405.31		\$410.76
6yd 1wk		\$101.56		\$102.93
2xwk		\$180.10		\$182.52
3xwk		\$298.27		\$320.28
4xwk		\$397.04		\$402.38
5xwk		\$496.30		\$502.97
8yd 1wk		\$120.64		\$122.26
2xwk		\$221.40		\$224.38
3xwk		\$330.60		\$335.05
4xwk		\$440.53		\$446.46
5xwk		\$550.67		\$558.07
10yd 1wk		\$142.98		\$144.90
2xwk		\$229.46		\$232.55
3xwk		\$359.20		\$364.03
4xwk		\$479.76		\$486.21
5xwk		\$599.71		\$607.77

Attachment B (continued)

		Rates paid before 01/01/2013 by Commercial Customers		New Rates paid by Commercial Customers after 01/01/2013
Rolloff - Permanent				
20 yard		\$368.93		\$373.89
30 yard		\$395.76		\$401.08
40 yard		\$409.17		\$414.67
Rental		\$5.21/day		\$5.28/day
No Delivery Fee				
Rolloff – Temporary – Per Pull				
20 yard		\$448.06		\$454.08
30 yard		\$458.48		\$464.64
40 yard		\$500.16		\$506.88
Delivery Fee – 1 st Box		\$156.30		\$158.40
False Alarm Fee		\$130.25		\$132.00
10 yard		\$364.70		\$369.60
15 yard		\$406.38		\$411.84
False Alarm Fee		\$104.20		\$105.60
Rental –day		\$5.21/day		\$5.28/day
Overweight Fee – \$0.0312/lb. over 10 tons		\$0.03		\$0.0312
Commercial Recycle – 1 x WK				
2 yard		\$64.55		\$65.42
3 yard		\$72.21		\$73.18
4 yard		\$79.86		\$80.94
6 yard		\$84.24		\$85.38
8 yard		\$92.99		\$94.25

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Approval of the proposed tax rebates for Historic Landmarks.**
2. Party Making Request: **Melissa McCollum, Director of Planning and Development**
3. Nature of Request: (Brief Overview) Attachments: Yes X No
4. Policy Implication: _____
5. Budgeted: XXX Yes No N/A
 Bid Amount: _____ Budgeted Amount: **\$20,000.00**
 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: **Staff recommends approval of the tax rebate amount of 0.17485% for the eligible historic structures.**
9. Advisory Board: Approved Disapproved None
10. Manager's Recommendation: Approved Disapproved None
11. Action Taken: _____

MEMO

Date: December 5, 2012
To: Mayor and City Council Members
From: Yvonne Pritchard, Project Coordinator
Subject: Tax Rebate for Historic Landmarks

The Historic Landmark Ordinance provides a tax rebate to be given each year to property owners who have a structure or structures, which have received the Historic Landmark designation. These refunds are based on the assessed value of the historic structure(s) and such refunds are to be no less than .1500% and no greater than .2245%.

The table, included in the packet, provides the address of each Historic Landmark, the assessed value of the historic structure(s) and the high and low rebate range.

City Council approved the Planning and Development Department's budgeted \$20,000.00 (0.17485% shown on the table) for Historic Landmark expenditures for 2012-2013 fiscal year.

Eligible Historic Structures				20,000
Address	2012 Historic Structure Value	Tax Rebate		
		0.1500%	0.2245%	0.17485%
1002 Buttonwood	\$117,580	\$176.37	\$263.97	\$205.59
402 Cedar	\$139,518	\$209.28	\$313.22	\$243.95
907 Cedar	\$138,483	\$207.72	\$310.89	\$242.14
603 Chestnut	\$103,653	\$155.48	\$232.70	\$181.24
1006 Chestnut	\$148,751	\$223.13	\$333.95	\$260.10
1010 Chestnut	\$130,336	\$195.50	\$292.60	\$227.90
1208 Church	\$226,731	\$340.10	\$509.01	\$396.45
1401 Church	\$180,004	\$270.01	\$404.11	\$314.75
1402 Church	\$243,813	\$365.72	\$547.36	\$426.32
1408 Church	\$166,769	\$250.15	\$374.40	\$291.60
1501 Church	\$201,488	\$302.23	\$452.34	\$352.31
1507 Church	\$198,165	\$297.25	\$444.88	\$346.50
502 Elm	\$126,442	\$189.66	\$283.86	\$221.09
604 Elm	\$52,613	\$78.92	\$118.12	\$92.00
1102 Hill	\$135,543	\$203.31	\$304.29	\$237.00
1302 Hill	\$216,248	\$324.37	\$485.48	\$378.12
1402 Hill	\$82,868	\$124.30	\$186.04	\$144.90
710 Jefferson	\$328,353	\$492.53	\$737.15	\$574.14
806 Jefferson	\$184,025	\$276.04	\$413.14	\$321.78
1313 Jefferson	\$117,181	\$175.77	\$263.07	\$204.90
802 Main	\$318,994	\$478.49	\$716.14	\$557.78
813 Main	\$153,654	\$230.48	\$344.95	\$268.67
905 Main	\$132,909	\$199.36	\$298.38	\$232.40
906 Main	\$160,220	\$240.33	\$359.69	\$280.15
913 Main	\$96,557	\$144.84	\$216.77	\$168.83
919 Main	\$359,687	\$539.53	\$807.50	\$628.93
930 Main	\$447,363	\$671.04	\$1,004.33	\$782.24
931 Main	\$386,628	\$579.94	\$867.98	\$676.04
1003 Main	\$104,733	\$157.10	\$235.13	\$183.13
1307 Main	\$133,958	\$200.94	\$300.74	\$234.23
1308 Main	\$150,576	\$225.86	\$338.04	\$263.29
1402 Main	\$121,541	\$182.31	\$272.86	\$212.52
1601 Main	\$421,924	\$632.89	\$947.22	\$737.75
1801 Main	\$130,527	\$195.79	\$293.03	\$228.23
1802 Main	\$148,402	\$222.60	\$333.16	\$259.49
508 Pecan	\$132,629	\$198.94	\$297.75	\$231.91
608 Pecan	\$154,408	\$231.61	\$346.65	\$269.99
801 Pecan	\$354,008	\$531.01	\$794.75	\$619.00
805 Pecan	\$152,210	\$228.32	\$341.71	\$266.15
909 Pecan	\$76,869	\$115.30	\$172.57	\$134.41

Address		0.1500%	0.2245%	0.17485%
1010 Pecan	\$124,712	\$187.07	\$279.98	\$218.06
1106 Pecan	\$83,184	\$124.78	\$186.75	\$145.45
1109 Pecan	\$185,957	\$278.94	\$417.47	\$325.15
1205 Pecan	\$139,107	\$208.66	\$312.30	\$243.24
1303 Pecan	\$139,577	\$209.37	\$313.35	\$244.06
1307 Pecan	\$79,338	\$119.01	\$178.11	\$138.73
1311 Pecan	\$354,723	\$532.08	\$796.35	\$620.25
1404 Pecan	\$113,156	\$169.73	\$254.04	\$197.86
1405 Pecan	\$164,732	\$247.10	\$369.82	\$288.04
1408 Pecan	\$220,890	\$331.34	\$495.90	\$386.24
1502 Pecan	\$253,568	\$380.35	\$569.26	\$443.38
1507 Pecan	\$283,798	\$425.70	\$637.13	\$496.23
1606 Pecan	\$162,788	\$244.18	\$365.46	\$284.64
1706 Pecan	\$133,348	\$200.02	\$299.37	\$233.17
1707 Pecan	\$105,404	\$158.11	\$236.63	\$184.30
907 Pine	\$124,276	\$186.41	\$279.00	\$217.30
908 Pine	\$210,821	\$316.23	\$473.29	\$368.63
1002 Pine	\$104,485	\$156.73	\$234.57	\$182.70
1004 Pine	\$143,450	\$215.18	\$322.05	\$250.83
1002 Walnut	\$95,143	\$142.71	\$213.60	\$166.36
1009 Walnut	\$73,054	\$109.58	\$164.01	\$127.74
1702 Water	\$194,741	\$292.11	\$437.19	\$340.51
1404 Wilson	\$397,088	\$595.63	\$891.46	\$694.33
1609 Wilson	\$38,488	\$57.73	\$86.41	\$67.30
1703 Wilson	\$135,877	\$203.82	\$305.04	\$237.59
Totals	\$11,438,066	\$17,157.10	\$25,678.46	\$20,000.00

Tax Exempt

1108 Walnut	Paul Quinn AME Church
1308 Walnut	Kerr Community Center
1002 Chestnut	Children's Advocacy
1409 Hwy 95	Fairview Cemetery
702 Main	Bastrop Co. Historical Museum
1022 Main	Calvary Episcopal Church
301 Paul C Bell	Primera Baptist Church

Delinquent

1310 Farm	Taxes past due
1010 Main	Taxes past due
1508 Pecan	Taxes past due

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Approval of a statutory denial extension, for a period of 180 days commencing on December 22, 2012 for XS Ranch Phase 1-A Preliminary Plat within the City of Bastrop, Texas Extra Territorial Jurisdiction (ETJ).**

2. Party Making Request: **Longaro & Clarke Consulting Engineers**

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

Staff continues to work with the developer and engineer on the XS Ranch, Phase 1A Preliminary Plat.

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: _____



12/7/2012

LONGARO & CLARKE
Consulting Engineers

42

TBPE Reg. No. F-544

3839 Bee Cave Road, Suite 150

Austin, Texas 78746

Tel: (512) 306-0228

Fax: (512) 306-0338

November 20, 2012

Mayor Terry Orr
City of Bastrop City Council
1311 Chestnut Street
Bastrop, Texas 78602

RE: XS Ranch Phase 1A Preliminary Plat
Extension Request
Longaro & Clarke, L.P. Project #260-28-04

Honorable Mayor Orr,

On behalf of our client, XS Ranch Fund VI, L.P., we hereby formally request a 180-day extension for the preliminary plat application of XS Ranch Phase 1A. We have been diligently working with the City Staff on clearing their comments and are currently waiting for a response on our latest update submittal.

Please let us know if you need any additional information.

Very Truly Yours,
LONGARO & CLARKE, L.P.



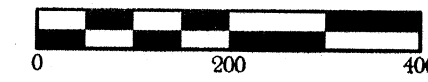
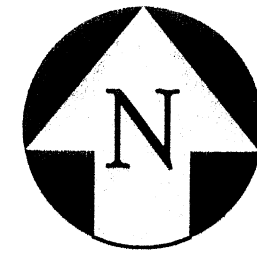
Joseph Longaro, P.E.
President

JL/ew

cc: Melissa McCollum, City of Bastrop
John Landwehr, Coast Range Investments

G:\260-28\doc\Prelim-Extension Request.doc

LOCATION MAP



INDEX TO SHEETS

- 1 200 SCALE OVERALL PRELIMINARY PLAN
- 2 100 SCALE PRELIMINARY PLAN
- 3 PRELIMINARY XS RANCH ROAD PROFILE
- 4 EXISTING DRAINAGE AREA MAP
- 5 PROPOSED DRAINAGE AREA 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
7501 N. CAPITAL OF TEXAS HWY
BUILDING A, SUITE 250
AUSTIN, TEXAS 78731
(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	10.19 ACRES
LOT 1 (LANDSCAPE)	0.65 ACRES
LOT 2 (LANDSCAPE)	0.95 ACRES
LOT 3 (COMMERCIAL)	10.13 ACRES
TOTAL	27.45 ACRES

AS RANCH
PHASE 1A ~ PRELIMINARY PLAN
200 SCALE PRELIMINARY PLAN



Longoria Clark
Consulting Engineers
Land Development • Stormwater Management • Water Resources
7501 North Capital of Texas Highway Building A, Suite 250 Austin, Texas 78751
(512) 506-0928 ~ www.LongoriaClark.com ~ TBE Reg. No. T-544

PL 0

5

No.	Delta	Tangent (ft.)	Arc (ft.)	Radius (ft.)	Chord (ft.)	Chord Bearing
C1	19°56'44.07"	22.86	45.26	130.00	45.03	S 14°20'58.32" W
C2	30°32'56.79"	35.50	69.31	130.00	68.50	S 10°53'52.11" E
C3	20°47'04.48"	22.02	46.93	130.00	46.68	S 36°30'22.74" E
C13	2°55'05.31"	73.99	147.94	2904.79	147.93	S 22°07'40.40" E
C14	9°37'26.84"	244.54	487.93	2904.79	487.35	S 23°52'56.48" E
C16	24°26'15.56"	194.90	383.87	900.00	380.96	S 30°08'29.33" W
C17	58°09'22.68"	500.48	913.52	900.00	874.80	S 47°00'03.77" W

NOTES

- | 1. STREET NAME | R. O. W.
WIDTH
(ft) | PAVEMENT
WIDTH
(ft) | MEDIAN
WIDTH
(ft) | STREET
LENGTH
(ft) | SIDEWALK | MAX DESIGN
SPEED
(mph) | STREET
CLASS. | MIN. CL
RADIUS
(ft) |
|----------------|---------------------------|------------------------------|-------------------------|--------------------------|----------|------------------------------|-------------------|---------------------------|
| XS RANCH ROAD | VARIES
120' - 183' | 2 @ 24'
W/ 4'
SHOULDER | 14' | 5,238 | 8' | 40 | MINOR
ARTERIAL | 600 |
2. A PORTION OF THIS SITE IS LOCATED WITHIN THE 100 YEAR FLOODPLAIN ACCORDING TO FEMA MAP 48021C0195E BASTROP COUNTY TEXAS DATED JANUARY 19, 2006

RECEIVED
JUNE 04 2012
BY [Signature]

12/7/2012

**Bastrop Public Works,
Parks & Recreation**

P. O. Box 427
1209 Linden Street
Bastrop, TX 78602
(512) 332-8920 office
(512) 321-1313 fax

45



Interoffice Memo

Date: 8/20/2012
To: Yvonne Pritchard
From: Trey Job
Subject: Buccee's Final acceptance

Public works has done a final inspection of the erosion, sediment controls and drainage along Pitt Street, and agree the city standards have been met in regards to the Street and Drainage work. I found the project to be in substantial compliance with the approved construction plans.

Thank you,

Trey Job

Trey Job
Director
tjob@cityofbastrop.org

CITY OF BASTROP

AGENDA ITEM A.6

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: Dec. 5, 2012

MEETING DATE: Dec. 11, 2012

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

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

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

4. Policy Implication: _____

5. Budgeted: X Yes No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

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

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

- | | | | |
|-------------------------------|----------|-------------|------|
| 10. Manager's Recommendation: | Approved | Disapproved | None |
|-------------------------------|----------|-------------|------|

11. Action Taken: _____

**CITY OF BASTROP
FINANCE
DEPARTMENT**

Memo

To: Mayor, City Council and City Manager
From: Karla Stovall, Chief Financial Officer
Date: December 5, 2012
Re: Reimbursement of Accrued Bastrop Marketing Corporation Expenses

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

This request is for the time period for October 2012. There is a month lag in the receipt of the hotel occupancy tax monies.

It is recommended that Council approve the reimbursement of funds in the amount of \$69,451.94 for October 2012 to BMC in accordance with our agreement to be spent on advertising and marketing the City of Bastrop area. This amount represents 45% of the tax collections.

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

Bastrop Marketing Corporation ("BMC")
October 2012 through September 2013 - Budget

Updated: November 19, 2012

2 0 1 2				2 0 1 3										
September	October	November	December	January	February	March	April	May	June	July	August	September		
HRLPR Room Revenues	\$ 2,215,639.80	\$ 2,293,230.63	\$ 1,571,381.00	\$ 1,063,294.00	\$ 1,146,278.00	\$ 1,503,954.00	\$ 2,430,552.00	\$ 2,492,715.00	\$ 2,360,913.00	\$ 3,119,568.00	\$ 3,510,926.00	\$ 2,408,761.00	\$ 2,382,970	
Exemptions	(5,106.00)	(66,136.00)	-	-	-	-	-	-	-	-	-	-	-	
Taxable Room Revenues	2,210,533.80	2,227,094.63	1,571,381.00	1,063,294.00	1,146,278.00	1,503,954.00	2,430,552.00	2,492,715.00	2,360,913.00	3,119,568.00	3,510,926.00	2,408,761.00		
City of Bastrop HOT Rate	7%	7%	7%	7%	7%	7%	7%	7%	7%	7%	7%	7%		
City of Bastrop HOT Tax	\$ 154,737.37	\$ 155,896.62	\$ 109,996.67	\$ 74,430.58	\$ 80,239.46	\$ 105,276.78	\$ 170,138.64	\$ 174,490.05	\$ 165,263.91	\$ 218,369.76	\$ 245,764.82	\$ 168,613.27		
Gross Liability to City	\$ 154,737.37	\$ 155,896.62	\$ 109,996.67	\$ 74,430.58	\$ 80,239.46	\$ 105,276.78	\$ 170,138.64	\$ 174,490.05	\$ 165,263.91	\$ 218,369.76	\$ 245,764.82	\$ 168,613.27		
Hotel Owner Collection Allowance (1%)	(1,547.37)	(1,558.97)	(1,099.97)	(744.31)	(802.39)	(1,052.77)	(1,701.39)	(1,744.90)	(1,652.64)	(2,183.70)	(2,457.65)	(1,686.13)		
Net Collection by City	153,190.00	154,337.65	108,896.70	73,686.27	79,437.07	104,224.01	168,437.25	172,745.15	163,611.27	216,186.06	243,307.17	166,927.14		
Applicable % payable to BMC	45%	45%	45%	45%	45%	45%	45%	45%	45%	45%	45%	45%		
Funds Available to BMC	68,935.50	69,451.94	49,003.52	33,158.82	35,746.68	46,900.80	75,796.76	77,735.32	73,625.07	97,283.73	109,488.23	75,117.21		
Total Budget	<u>\$ 812,243.58</u>	Allocated:	67,686.97	67,686.97	67,686.97	67,686.97	67,686.97	67,686.97	67,686.97	67,686.97	67,686.97	67,686.97		
Payment of Funds by City to BMC	\$ 67,153.54	\$ 68,220.40	\$ 52,017.02	\$ 33,158.82	\$ 35,746.68	\$ 46,900.80	\$ 75,796.76	\$ 77,735.32	\$ 73,625.07	\$ 97,283.73	\$ 109,488.23	\$ 75,117.21		
	Currently due	Currently due												

check: \$ -

CITY OF BASTROP

AGENDA ITEM

B.1**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: November 20, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **PUBLIC HEARING: To receive public input on a request from Deli Depot, located at 1006 Main Street, Bastrop, Texas, for a variance to Bastrop Code of Ordinances Article 4.02.004 Sale of Alcoholic Beverages, Distance of premises from church, school or hospital.**
2. Party Making Request: **Joey Chapman, Deli Depot**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

A letter dated November 19, 2012 was received from Joey Chapman on behalf of Deli Depot Restaurant requesting a variance to Bastrop Code of Ordinances Article 4.01, Section 4.02.004.

According to the Bastrop Code of Ordinances Article 4.01, Section 4.02.004 the City Council may provide variances to the 300-foot limitation (see attached copy of Code) if the City Council determines that the enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, or is not effective or necessary, or for any other reason the Council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community.

According to the Bastrop Code of Ordinances the Council is required to conduct a Public Hearing to receive public input on the requested variance. Notice of the required Public Hearing was provided to all property owners are stated in the Code and was published in the Bastrop Advertiser on Saturday, November 24, 2012.

Over 50% of the Notices of PublicHearing for the November 27, 2012 Council Meeting were returned to the City as “undeliverable”. It was the recommendation of staff to Council that the Public Hearing and action item be pulled from the November 27, 2012 Council Agenda in order to reschedule the Public Hearing for December 11, 2012 and ensure that all property owners be notified of the Public Hearing. Notices were re-mailed and Notice of the Public Hearing was published in the Bastrop Advertiser on Saturday, December 8, 2012.

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: _____

**NOTICE OF PUBLIC HEARING FOR
BASTROP CITY COUNCIL**

The Bastrop City Council will conduct a public hearing on Tuesday, December 11, 2012 at 6:15 p.m. in the City Council Chambers, 1311 Chestnut Street, Bastrop, Texas on the following request:

The applicant is requesting a variance to Bastrop Code of Ordinances Article 4.02.004 Sale of Alcoholic Beverages, Distance of premises from church, school or hospital on property located at 1006 Main Street, Bastrop, Texas, known as Deli Depot.

Interested persons are invited to provide comments at the public hearing. Written comments must be received at the office of the City Secretary by 5:00 p.m. on December 11, 2012, P.O. Box 427, or 1311 Chestnut Street, Bastrop, Texas 78602 (512) 332-8011.

business of such person is located in a use district of the city, as established by the city and present or future zoning regulations of the city, in which the sale, storage or otherwise handling for the purpose of sale of such alcoholic beverage is permitted. (1995 Code, sec. 4.103)

Sec. 4.02.004 Distance of premises from church, school or hospital

(a) No person shall sell or engage in the business of selling any alcoholic beverage where the place of business of such person is located within three hundred (300) feet of any church, public or private school, or public hospital; provided, however, that the city council may provide variances to the 300-foot limitation if the city council determines that the enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, or is not effective or necessary, or for any other reason the council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community. For purposes of this section, the measurements of the distance between such businesses and the affected churches, schools, and hospitals shall be done in accordance with state law. This section does not apply to a holder of a license or permit who also holds a food and beverage certificate covering premises that are located within three hundred feet (300') of a private school, as the term "private school" is defined by the Texas Alcoholic Beverage Code. Additionally, this section shall not apply to any place of business that is legally selling alcoholic beverages at the same location for a continuous period of one (1) year next preceding the establishment, construction or purchase of property for the establishment or construction of a church, public or private school, or public hospital, nor shall it apply to businesses that were in operation at the time this section was originally enacted, until such a time as such businesses have a change in ownership.

(b) Whether the grant of a variance from the rule prohibiting a person from selling or engaging in the business of selling any alcoholic beverage within three hundred (300) feet of any church, public or private school or hospital is in the best interest of the community shall be determined by the council following a public hearing held by the council to receive public input on the requested variance.

(c) Notice of the required public hearing, set forth in subsection (b) above, shall be provided to all property owners who are located adjacent to the site to which the variance would apply, if granted, including but not limited to notices to all churches, public or private schools, and hospitals in the area that may be potentially affected by the requested variance.

(d) Any variance awarded pursuant to this section shall be by resolution, approved by the city council for such purpose.

(Ordinance 2009-15, part 1, adopted 7/14/09)

Sec. 4.02.005 Permit and license fees; issuance of city permit

(a) There is hereby levied an annual permit fee and an annual license fee in the amount of one-half (1/2) the state fee for each permit or license issued, except as prohibited by Texas Alcoholic Beverage Code.

(b) Such fee shall be paid in advance for one (1) year to the city secretary within thirty (30) days from the date payment was due to be paid to the county tax assessor/collector or alcoholic beverage commission for said state permit fee or state license fee.

**NOTICE OF PUBLIC HEARING
BASTROP CITY COUNCIL**

Dear Property Owner:

The Bastrop City Council will conduct a public hearing on Tuesday, December 11, 2012 at 6:15 p.m. in the City Council Chambers, 1311 Chestnut Street, Bastrop, Texas on the following request:

The applicant is requesting a variance to Bastrop Code of Ordinances Article 4.02.004 Sale of Alcoholic Beverages, Distance of premises from church, school or hospital on property located at 1006 Main Street, Bastrop, Texas, also known as Deli Depot.

The Applicant is: Chapman & Sanchez Inc.

Property Location: 1006 Main Street – Deli Depot Restaurant

Legal Description: Building Block 8, West of Water Street, for +/-0.1101 acres.

(PLEASE SEE ATTACHED MAP AND APPLICANT'S REQUEST)

As a property owner within 300' of the above referenced property, you are being notified of the public hearing and invited to attend to express your opinion at the meeting or in writing by completing the form below. Written comments, either in support or opposition to this request, must be submitted to the City Secretary by 5:00 p.m., December 11, 2012, at 1311 Chestnut Street, P.O. Box 427, Bastrop, Texas 78602 Fax (512) 332-8819 or call the City Secretary at (512) 332-8811.

X
X

PROPERTY OWNER'S RESPONSE

X
X

As a property owner within 300':

(please check ☒ one)

☐ I am in favor the request.

☐ I am opposed to the request.

Property Owner Name: _____

Property Address: _____

Mailing Address: _____

Property Owner's Signature: _____

Comments: (Optional)

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

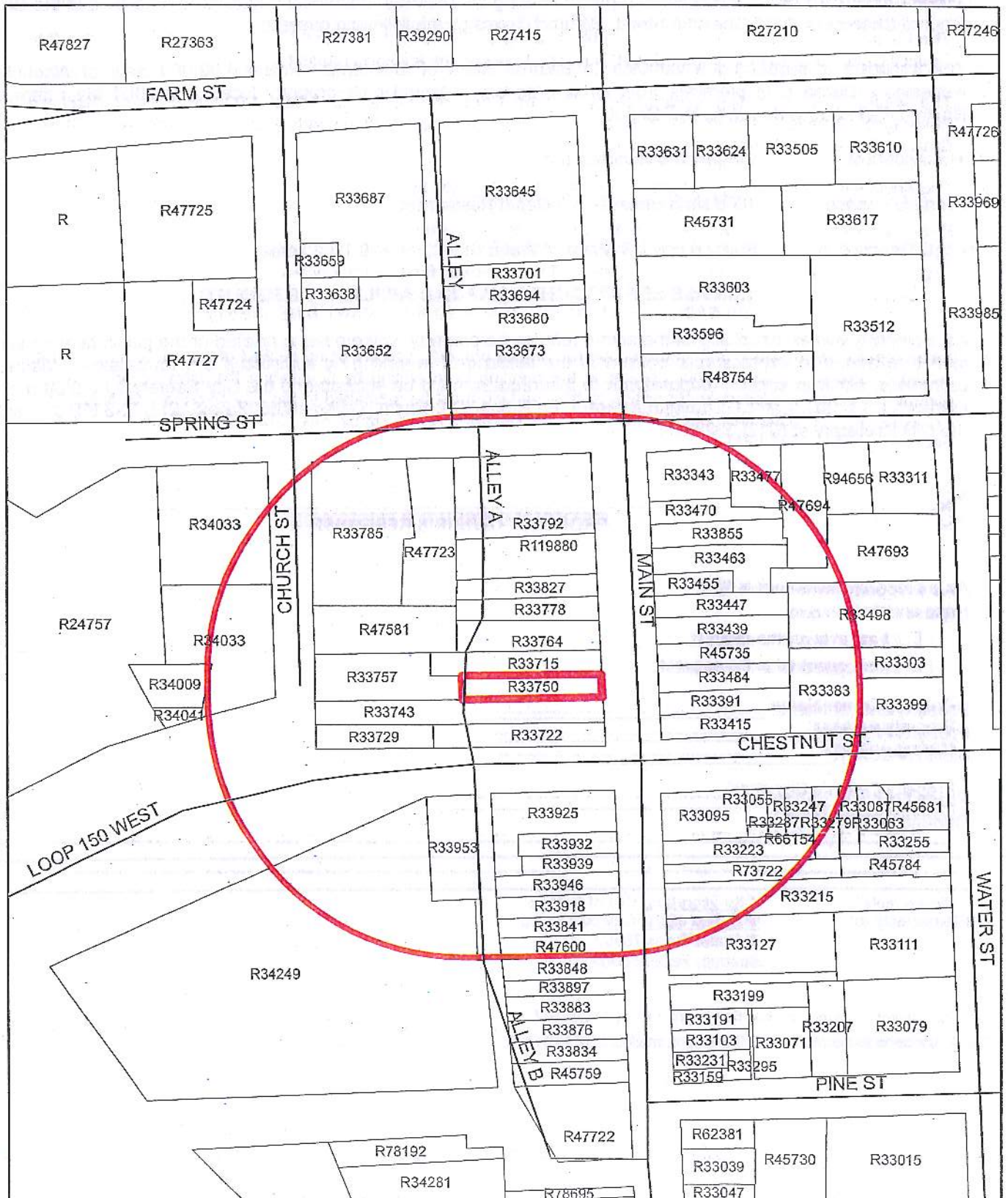
Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012

12/7/2012



Property Location Map

1006 Main Street
300' Buffer



12/7/2012

Notices Mailed To:

55

Protestant Episcopal Church
Council of the Diocese of Texas
1225 Texas Avenue
Houston, TX 77002

Daniel L. Hepker
P.O. Box 399
Bastrop, TX 78602

State of Texas
Stephen F. Austin Bldg
17th & Congress
Austin, TX 78701

Protestant Episcopal Church
Council of the Diocese of Texas
P.O. Box 721
Bastrop, TX 78602

John & Robert Duff
11111 Wilcrest Green STE #100
Houston, TX 77042

Henry & Pamela Bell LTD
600 N. Lamar Ste #210
Austin, TX 78752

Kathryn Whites Lang
1802 Main Street
Bastrop, TX 78602

Charles E. Amos, II
1204 Church St.
Bastrop, TX 78602

KKG Bastrop Investments, LLC
5306 Clinton Dr.
Houston, TX 77020

Stephen Gitzendanner
11129 W. Primrose Lane
Avondale, AZ 85323

926 Main Street Bastrop, LLC
2201 S. Knoll St.
Arlington, VI 22202

JCG Land & Cattle Co, LLC
924 Main Street
Bastrop, TX 78602

LaCharose, LTD
316 Alexander Rd.
Red Rock, TX 78662

Ronald Howard Bridges
126 Pinedale Dr.
Bastrop, TX 78602

Curtis McDonald &
Jask Partnership, LTD
1607 Main Street
Bastrop, TX 78602

Jo Ann Wise
2919 Sinclair St.
Pasadena, TX 77503-4147

Ann B. Dennis
249 Water St.
Bastrop, TX 78602

Schiff & Associates, Inc.
c/o Tax Dept 125 Lincoln Ave.
Grove City, PA 16127

Robin O'Connor
709 Spring Street
Bastrop, TX 78602

Bastrop Opera Hosue, Inc.
P.O. Box 691
Bastrop, TX 78602

First National Bank of Bastrop
P.O. Drawer F
Bastrop, TX 78602

JBA Properties, LLC
1017 Main Street
Bastrop, TX 78602

Bastrop JAS Properties, LLC
1017 Main Street
Bastrop, TX 78602

Lawrence & Regina Burchett
312 Cook St.
Kannapolis, NC 28083

Gregory S. Warner
P.O. Box 225
Bastrop, TX 78602

Mary Ann Sanborn
P.O. Box 749
Bastrop, TX 78602

Carol H Noble Trust
Carol H Noble Trustee
204 NW 5th Street
Smithville, TX 78957

John & Iris Anna Mohrmann, et al
413 St. George
Gonzales, TX 78629

David C. Muralt Revocable Trust
3101 Jeanne Marie Ct.
Austin, TX 78745

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

John W. Summers
149 Lazy Horse Trail
Paige, TX 78659

Amando & Fidel Garcia
710 Chestnut Street
Bastrop, TX 78602

Bastrop Properties, LTD
4801 W Lovers Ln
Dallas, TX 75209

Chestnut Street, LTD
P.O. Box 690
Elgin, TX 78621

Mary Jean Culwell
P.O. Box 1339
Bastrop, TX 78602

Bastrop Chamber of Commerce
927 Main Street
Bastrop, TX 78602

Mary Ogden Schultz Estate
Patricia Hawkins Goertz-Executrix
Violet John – Executrix
459 Watterson School Rd.
Red Rock, TX 78662

The Virginia Piper/Christopher Grief
Limited Partnership
701 Walnut Street
Bastrop, TX 78602

Deli Depot

1006 Main Street
Bastrop TX 78602
512-321-0808

November 19, 2012

Request for Variance

Terry Orr
Mayor, City of Bastrop

Willie DeLaRosa
c/o Bastrop City Hall

Ken Kesselus
c/o Bastrop City Hall

Joe Beal
c/o Bastrop City Hall

Kay Garcia-McAnally
c/o Bastrop City Hall

Dock Jackson
c/o Bastrop City Hall

City of Bastrop
Planning and Development Factory

This request for variance pertains to the following property:

1006 Main Street
Bastrop, TX 78602; R33750

The property is owned by Virginia Piper. The corporation is owned by Chapman & Sanchez Inc. Interprise.

This is a request for a variance to Section 4.02.004 Bastrop Code of Ordinances. The subject property is within the 300 foot limit of any church, public, or private school. The owners are requesting a variance from the City Council for the reasons stated in 4.02.004.

A notification list of all property owners and their mailing addresses as identified on the latest approved tax roll of the Bastrop Central Appraisal District, within 300 feet of the subject property is attached as Exhibit "A."

Sincerely,

Joey Chapman
Deli Depot

Joeychapman8@hotmail.com

Exhibit "A"

R33785
PROTESTANT EPISCOPAL CHURCH
601 SPRING BASTROP, TX 78602

R47723
PROTESTANT EPISCOPAL
1012 ALLEY A BASTROP, TX 78602

R47581
PROTESTANT EPISCOPAL
1010 ALLEY A BASTROP, TX 78602

R33757
PROTESTANT EPISCOPAL
1008 ALLEY A BASTROP, TX 78602

R33743
HEPKER, DANIEL L
1004 MAIN ST BASTROP, TX 78602

R33729
STATE OF TEXAS
604 CHESTNUT ST BASTROP, TX 78602

R33792
PROTESTANT EPISCOPAL CHURCH
1028 MAIN ST BASTROP, TX 78602

R119880
PROTESTANT EPISCOPAL CHURCH
1022 MAIN ST BASTROP, TX 78602

R33827
DUFF, JOHN & ROBERT
1016 MAIN ST BASTROP, TX 78602

R33778
HENRY & PAMELA BELL LTD
1014 MAIN ST BASTROP, TX 78602

R33764
LANG, KATHRYN WHITES
1010 MAIN ST BASTROP, TX 78602

R33715
AMOS, CHARLES E, II
1008 MAIN ST BASTROP, TX 78602

R33722
HEPKER, DANIEL & CYNTHIA
1002 MAIN ST BASTROP, TX 78602

R33953
KKG BASTROP INVESTMENTS LLC
603 CHESTNUT ST BASTROP, TX 78602

R33925
KKG BASTROP INVESTMENTS LLC
930 MAIN ST BASTROP, TX 78602

R33932
GITZENDANNER, STEPHEN
928 MAIN ST BASTROP, TX 78602

R33939
926 MAIN STREET BASTROP LLC
926 MAIN ST BASTROP, TX 78602

R33946
JCG LAND & CATTLE CO LLC
924 MAIN ST BASTROP, TX 78602

R33918
LACHAROSE LTD
922 MAIN ST BASTROP, TX 78602

R33841
BRIDGES, RONALD HOWARD
920 MAIN ST BASTROP, TX 78602

R47600
MCDONALD, CURTIS G &
918 MAIN ST BASTROP, TX 78602

R34033
PROTESTANT EPISCOPAL CHURCH
509 SPRING ST BASTROP, TX 78602

R34033
WISE, JO ANN
1002 CHURCH BASTROP, TX 78602

R34009
WISE, JO ANN
1002 CHURCH BASTROP, TX 78602

R34041
Dennis Ann B
1000 CHURCH BASTROP, TX 78602

R33343
Schiff & Associates Inc.
1025 MAIN ST BASTROP, TX 78602

R33477
O'CONNOR, ROBIN
707 SPRING ST BASTROP, TX 78602

R47694
Bastrop Opera House Inc.
711 SPRING ST BASTROP, TX 78602

R33470
FIRST NATIONAL BANK OF BASTROP
1021 MAIN ST BASTROP, TX 78602

R33855
FIRST NATIONAL BANK OF BASTROP
1019 MAIN ST BASTROP, TX 78602

R33463
JBA PROPERTIES LLC
1017 MAIN ST BASTROP, TX 78602

R33455
BASTROP JAS PROPERTIES LLC
1015 MAIN ST BASTROP, TX 78602

R33447
BURCHETT, LAWRENCE & REGINA
1011 MAIN ST BASTROP, TX 78602

R33439
WARNER, GREGORY S
1009 MAIN ST BASTROP, TX 78602

R45735
SANBORN, MARY ANN
1007 MAIN ST BASTROP, TX 78602

R33484
CAROL H NOBLE TRUST
1005 MAIN ST BASTROP, TX 78602

R33391
MOHRMANN, JOHN & IRIS ANNA (ETAL)
1003 MAIN ST BASTROP, TX 78602

R33415
MURALT, DAVID C
1001 MAIN ST BASTROP, TX 78602

R33498
CITY OF BASTROP
1006 WATER BASTROP, TX 78602

R47693
CITY OF BASTROP
1008 WATER ST BASTROP, TX 78602

R33303
SUMMERS, JOHN W
1006 WATER ST BASTROP, TX 78602

R33383
GARCIA, AMANDO & FIDEL

710 CHESTNUT ST BASTROP, TX 78602

R33095
BASTROP PROPERTIES LTD
931 MAIN ST BASTROP, TX 78602

R33055
BASTROP PROPERTIES LTD
705 CHESTNUT ST BASTROP, TX 78602

R33287
CHESTNUT STREET LTD
707 CHESTNUT ST BASTROP, TX 78602

R33247
CHESTNUT STREET LTD
709 CHESTNUT ST BASTROP, TX 78602

R33279
CULWELL, MARY JEAN
711 CHESTNUT ST BASTROP, TX 78602

R66154
BASTROP PROPERTIES LTD
707 CHESTNUT ST BASTROP, TX 78602

R33223
BASTROP CHAMBER OF COMMERCE
927 MAIN BASTROP, TX 78602

R73722
MARY OGDEN SCHULTZ ESTATE
925 MAIN ST BASTROP, TX 78602

R33215
CITY OF BASTROP
921 MAIN ST BASTROP, TX 78602

R33750
THE VIRGINIA PIPER/CHRISTOPHER GRIEF
1006 MAIN ST BASTROP, TX 78602

**NOTICE OF PUBLIC HEARING
BASTROP CITY COUNCIL**

Dear Property Owner:

The Bastrop City Council will conduct a public hearing on Tuesday, December 11, 2012 at 6:15 p.m. in the City Council Chambers, 1311 Chestnut Street, Bastrop, Texas on the following request:

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The Applicant is: Chapman & Sanchez Inc.

Property Location: 1006 Main Street – Deli Depot Restaurant

Legal Description: Building Block 8, West of Water Street, for +/-0.1101 acres.

(PLEASE SEE ATTACHED MAP AND APPLICANT'S REQUEST)

As a property owner within 300' of the above referenced property, you are being notified of the public hearing and invited to attend to express your opinion at the meeting or in writing by completing the form below. Written comments, either in support or opposition to this request, must be submitted to the City Secretary by 5:00 p.m., December 11, 2012, at 1311 Chestnut Street, P.O. Box 427, Bastrop, Texas 78602 Fax (512) 332-8819 or call the City Secretary at (512) 332-8811.

X
X

PROPERTY OWNER'S RESPONSE

X
X

As a property owner within 300':
(please check ☒ one)

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

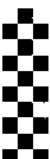
Property Owner Name: SCG LAND & CATTLE CO, LLC
Property Address: 924 MAIN ST
Mailing Address: SAME

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

[Handwritten Signature]

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012



12/7/2012 Property owner within 300':

61

(please check ☒ one)

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

Property Owner Name: Ronald H. Bridges

Property Address: 920 MAIN

Mailing Address: 920 MAIN - BASTROP, TX 78602

Property Owner's Signature: Ronald H. Bridges

Comments: (Optional)

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

PROPERTY OWNER'S RESPONSE

As a property owner within 300':

(please check ☒ one)

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

Property Owner Name: Bastrop Chamber of Commerce

Property Address: 927 Main St, Bastrop

Mailing Address: same

Property Owner's Signature: Juanita Keens Wendel

Comments: (Optional)

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

12/7/2012

62

As a property owner within 300':

(please check ☒ one)

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

Property Owner Name:

DANA CINDI HEPKER

Property Address:

1002 MN ST

Mailing Address:

PO BOX 399

Property Owner's Signature:

Dan Hepker

Comments: (Optional)

Please reply to:

City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

As a property owner within 300':

(please check ☒ one)

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

Property Owner Name:

JCS LAND & CATTLE CO

Property Address:

924 MAIN

Mailing Address:

924 MAIN

Property Owner's Signature:

[Signature]

Comments: (Optional)

Please reply to:

City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

12/7/2012

63

As a property owner within 300':

(please check ☒ one)

☒ I am in favor the request.

☐ I am opposed to the request.

Property Owner Name: Virginia Piper

Property Address: 1001 Main Street, Bastrop, TX

Mailing Address: 701 Walnut St, Bastrop, TX

Property Owner's Signature: [Signature]

Comments: (Optional)

Please reply to:

City Secretary, City of Bastrop

P.O. Box 427

Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

X

PROPERTY OWNER'S RESPONSE

X

As a property owner within 300':

(please check ☒ one)

☒ I am in favor the request.

☐ I am opposed to the request.

Property Owner Name: MARY ANN SANBORN

Property Address: 1001 MAIN ST

Mailing Address: 1001 MAIN ST

Property Owner's Signature: [Signature]

Comments: (Optional)

Always in favor of more activities on Main St.

Please reply to:

City Secretary, City of Bastrop

P.O. Box 427

Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

As a property owner within 300':
(please check ☒ one)

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

Property Owner Name: DAN HEPKER
Property Address: 1004 MAJ
Mailing Address: PO BOX 399
Property Owner's Signature: Dan Hepler
Comments: (Optional)

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/20/2012

PROPERTY OWNER'S RESPONSE

As a property owner within 300':
(please check ☒ one)

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

Property Owner Name: DAVID MURALT
Property Address: 702 Chestnut @ 1001 Main St
Mailing Address: 3101 Jeanne Marie Ct, Austin, TX 78745

Property Owner's Signature: David Muralt
Comments: (Optional)

Alcohol affects drivers to the point of killing
injuring others and we've got too many serving it now.

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012

Seems it would be
good to have a place to
go that doesn't have alcohol
for families opposed to it

12/7/2012

As a property owner within 300':
(please check ✓ one)

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

Property Owner Name: Mary Ann Vanborn

Property Address: 1007 MAIN ST

Mailing Address: PO Box 749

Property Owner's Signature: [Signature]

Comments: (Optional)

I always glad to have more activities on Main

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012

X
X
12/7/2012

PROPERTY OWNER'S RESPONSE

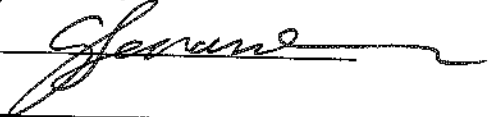
66

X

As a property owner within 300':
(please check ☒ one)

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

Property Owner Name: Greg Warner
Property Address: 1009 main st. Bastrop, TX 78602
Mailing Address: P.O. Box 225

Property Owner's Signature: 
Comments: (Optional)

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012

12/7/2012

67

PROPERTY OWNER'S RESPONSE

As a property owner within 300':
(please check ✓ one)

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

Property Owner Name: La Cha Rose LTD
Property Address: 922 Main St.
Mailing Address: 316 Alexander Rd, Red Rock 78662

Property Owner's Signature: Rose A. Anderson
Comments: (Optional)

Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012

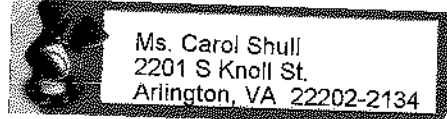
PROPERTY OWNER'S RESPONSE

As a property owner within 300':
(please check ☒ one)

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

Property Owner Name: 926 MAIN STREET BASTROP LLC
Property Address: 926 MAIN STREET, BASTROP, TX
Mailing Address: C/O CAROL SHULL

Property Owner's Signature: Carol Shull
Comments: (Optional)



Please reply to: City Secretary, City of Bastrop
P.O. Box 427
Bastrop, Texas 78602

Re: Variance to serve alcohol, Deli Depot, mailed 11/27/2012

CITY OF BASTROP

AGENDA ITEM

B.2**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: November 20, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on a request from Deli Depot, located at 1006 Main Street, Bastrop, Texas, for a variance to Bastrop Code of Ordinances Article 4.02.004 Sale of Alcoholic Beverages, Distance of premises from church, school or hospital.**
2. Party Making Request: **Joey Chapman, Deli Depot**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

A letter dated November 19, 2012 was received from Joey Chapman on behalf of Deli Depot Restaurant requesting a variance to Bastrop Code of Ordinances Article 4.01, Section 4.02.004.

According to the Bastrop Code of Ordinances Article 4.01, Section 4.02.004 the City Council may provide variances to the 300-foot limitation (see attached copy of Code) if the City Council determines that the enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, or is not effective or necessary, or for any other reason the Council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community.

According to the Bastrop Code of Ordinances the Council is required to conduct a Public Hearing to receive public input on the requested variance. Notice of the required Public Hearing was provided to all property owners are stated in the Code and was published in the Bastrop Advertiser on Saturday, November 24, 2012.

Over 50% of the Notices of Public Hearing for the November 27, 2012 Council Meeting were returned to the City as "undeliverable". It was the recommendation of staff to Council that the Public Hearing and action item be pulled from the November 27, 2012 Council Agenda in order to reschedule the Public Hearing for December 11, 2012 and ensure that all property owners be notified of the Public Hearing. Notices were re-mailed and Notice of the Public Hearing was published in the Bastrop Advertiser on Saturday, December 8, 2012.

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: _____

business of such person is located in a use district of the city, as established by the city and present or future zoning regulations of the city, in which the sale, storage or otherwise handling for the purpose of sale of such alcoholic beverage is permitted. (1995 Code, sec. 4.103)

Sec. 4.02.004 Distance of premises from church, school or hospital

(a) No person shall sell or engage in the business of selling any alcoholic beverage where the place of business of such person is located within three hundred (300) feet of any church, public or private school, or public hospital; provided, however, that the city council may provide variances to the 300-foot limitation if the city council determines that the enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, or is not effective or necessary, or for any other reason the council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community. For purposes of this section, the measurements of the distance between such businesses and the affected churches, schools, and hospitals shall be done in accordance with state law. This section does not apply to a holder of a license or permit who also holds a food and beverage certificate covering premises that are located within three hundred feet (300') of a private school, as the term "private school" is defined by the Texas Alcoholic Beverage Code. Additionally, this section shall not apply to any place of business that is legally selling alcoholic beverages at the same location for a continuous period of one (1) year next preceding the establishment, construction or purchase of property for the establishment or construction of a church, public or private school, or public hospital, nor shall it apply to businesses that were in operation at the time this section was originally enacted, until such a time as such businesses have a change in ownership.

(b) Whether the grant of a variance from the rule prohibiting a person from selling or engaging in the business of selling any alcoholic beverage within three hundred (300) feet of any church, public or private school or hospital is in the best interest of the community shall be determined by the council following a public hearing held by the council to receive public input on the requested variance.

(c) Notice of the required public hearing, set forth in subsection (b) above, shall be provided to all property owners who are located adjacent to the site to which the variance would apply, if granted, including but not limited to notices to all churches, public or private schools, and hospitals in the area that may be potentially affected by the requested variance.

(d) Any variance awarded pursuant to this section shall be by resolution, approved by the city council for such purpose.

(Ordinance 2009-15, part 1, adopted 7/14/09)

Sec. 4.02.005 Permit and license fees; issuance of city permit

(a) There is hereby levied an annual permit fee and an annual license fee in the amount of one-half (1/2) the state fee for each permit or license issued, except as prohibited by Texas Alcoholic Beverage Code.

(b) Such fee shall be paid in advance for one (1) year to the city secretary within thirty (30) days from the date payment was due to be paid to the county tax assessor/collector or alcoholic beverage commission for said state permit fee or state license fee.

Deli Depot

1006 Main Street
Bastrop TX 78602
512-321-0808

November 19, 2012

Request for Variance

Terry Orr
Mayor, City of Bastrop

Willie DeLaRosa
c/o Bastrop City Hall

Ken Kesselus
c/o Bastrop City Hall

Joe Beal
c/o Bastrop City Hall

Kay Garcia-McAnally
c/o Bastrop City Hall

Dock Jackson
c/o Bastrop City Hall

City of Bastrop
Planning and Development Factory

This request for variance pertains to the following property:

1006 Main Street
Bastrop, TX 78602; R33750

The property is owned by Virginia Piper. The corporation is owned by Chapman & Sanchez Inc. Interprise.

This is a request for a variance to Section 4.02.004 Bastrop Code of Ordinances. The subject property is within the 300 foot limit of any church, public, or private school. The owners are requesting a variance from the City Council for the reasons stated in 4.02.004.

A notification list of all property owners and their mailing addresses as identified on the latest approved tax roll of the Bastrop Central Appraisal District, within 300 feet of the subject property is attached as Exhibit "A."

Sincerely,

Joey Chapman
Deli Depot

Joeychapman8@hotmail.com

Exhibit "A"

R33785
PROTESTANT EPISCOPAL CHURCH
601 SPRING BASTROP, TX 78602

R47723
PROTESTANT EPISCOPAL
1012 ALLEY A BASTROP, TX 78602

R47581
PROTESTANT EPISCOPAL
1010 ALLEY A BASTROP, TX 78602

R33757
PROTESTANT EPISCOPAL
1008 ALLEY A BASTROP, TX 78602

R33743
HEPKER, DANIEL L
1004 MAIN ST BASTROP, TX 78602

R33729
STATE OF TEXAS
604 CHESTNUT ST BASTROP, TX 78602

R33792
PROTESTANT EPISCOPAL CHURCH
1028 MAIN ST BASTROP, TX 78602

R119880
PROTESTANT EPISCOPAL CHURCH
1022 MAIN ST BASTROP, TX 78602

R33827
DUFF, JOHN & ROBERT
1016 MAIN ST BASTROP, TX 78602

R33778
HENRY & PAMELA BELL LTD
1014 MAIN ST BASTROP, TX 78602

R33764
LANG, KATHRYN WHITES
1010 MAIN ST BASTROP, TX 78602

R33715
AMOS, CHARLES E, II
1008 MAIN ST BASTROP, TX 78602

R33722
HEPKER, DANIEL & CYNTHIA
1002 MAIN ST BASTROP, TX 78602

R33953
KKG BASTROP INVESTMENTS LLC
603 CHESTNUT ST BASTROP, TX 78602

R33925
KKG BASTROP INVESTMENTS LLC
930 MAIN ST BASTROP, TX 78602

R33932
GITZENDANNER, STEPHEN
928 MAIN ST BASTROP, TX 78602

R33939
926 MAIN STREET BASTROP LLC
926 MAIN ST BASTROP, TX 78602

R33946
JCG LAND & CATTLE CO LLC
924 MAIN ST BASTROP, TX 78602

R33918
LACHAROSE LTD
922 MAIN ST BASTROP, TX 78602

R33841
BRIDGES, RONALD HOWARD
920 MAIN ST BASTROP, TX 78602

R47600
MCDONALD, CURTIS G &
918 MAIN ST BASTROP, TX 78602

R34033
PROTESTANT EPISCOPAL CHURCH
509 SPRING ST BASTROP, TX 78602

R34033
WISE, JO ANN
1002 CHURCH BASTROP, TX 78602

R34009
WISE, JO ANN
1002 CHURCH BASTROP, TX 78602

R34041
Dennis Ann B
1000 CHURCH BASTROP, TX 78602

R33343
Schiff & Associates Inc.
1025 MAIN ST BASTROP, TX 78602

R33477
O'CONNOR, ROBIN
707 SPRING ST BASTROP, TX 78602

R47694
Bastrop Opera House Inc.
711 SPRING ST BASTROP, TX 78602

R33470
FIRST NATIONAL BANK OF BASTROP
1021 MAIN ST BASTROP, TX 78602

R33855
FIRST NATIONAL BANK OF BASTROP
1019 MAIN ST BASTROP, TX 78602

R33463
JBA PROPERTIES LLC
1017 MAIN ST BASTROP, TX 78602

R33455
BASTROP JAS PROPERTIES LLC
1015 MAIN ST BASTROP, TX 78602

R33447
BURCHETT, LAWRENCE & REGINA
1011 MAIN ST BASTROP, TX 78602

R33439
WARNER, GREGORY S
1009 MAIN ST BASTROP, TX 78602

R45735
SANBORN, MARY ANN
1007 MAIN ST BASTROP, TX 78602

R33484
CAROL H NOBLE TRUST
1005 MAIN ST BASTROP, TX 78602

R33391
MOHRMANN, JOHN & IRIS ANNA (ETAL)
1003 MAIN ST BASTROP, TX 78602

R33415
MURALT, DAVID C
1001 MAIN ST BASTROP, TX 78602

R33498
CITY OF BASTROP
1006 WATER BASTROP, TX 78602

R47693
CITY OF BASTROP
1008 WATER ST BASTROP, TX 78602

R33303
SUMMERS, JOHN W
1006 WATER ST BASTROP, TX 78602

R33383
GARCIA, AMANDO & FIDEL

710 CHESTNUT ST BASTROP, TX 78602

R33095
BASTROP PROPERTIES LTD
931 MAIN ST BASTROP, TX 78602

R33055
BASTROP PROPERTIES LTD
705 CHESTNUT ST BASTROP, TX 78602

R33287
CHESTNUT STREET LTD
707 CHESTNUT ST BASTROP, TX 78602

R33247
CHESTNUT STREET LTD
709 CHESTNUT ST BASTROP, TX 78602

R33279
CULWELL, MARY JEAN
711 CHESTNUT ST BASTROP, TX 78602

R66154
BASTROP PROPERTIES LTD
707 CHESTNUT ST BASTROP, TX 78602

R33223
BASTROP CHAMBER OF COMMERCE
927 MAIN BASTROP, TX 78602

R73722
MARY OGDEN SCHULTZ ESTATE
925 MAIN ST BASTROP, TX 78602

R33215
CITY OF BASTROP
921 MAIN ST BASTROP, TX 78602

R33750
THE VIRGINIA PIPER/CHRISTOPHER GRIEF
1006 MAIN ST BASTROP, TX 78602

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on request from the Bastrop Art in Public Places Task Force that the City Council provide funding for 2013.**
2. Party Making Request: **Michael H. Talbot**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

At the last Council meeting it was requested that I contact Ms. Karol Rice of the Bastrop Art in Public Places Task Force to see if Ms. Rice was expecting Arts in Public Places to be on the December 11, 2012 City Council meeting based upon on her presentation to the City Council on October 23, 2012. I contacted Ms. Rice and she advised me that the Bastrop Arts in Public Places Task Force (Art in Public Places) would like very much to be on the December 11, 2012 City Council meeting agenda. The nature of their request is to discuss with the members of the Council some level of funding for 2013. Ms. Rice has included a letter which more clearly lays out the nature of their funding request. I have had Ms. Brown review this letter (memo included) and Ms. Brown has advised me that the nature of their request is eligible for Hotel Occupancy Tax (HOT) funding based upon the findings of the City Council.

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 ART IN PUBLIC PLACES TASK FORCE

December 3, 2013

Dear Mayor and Council Members:

The Bastrop Art in Public Places Task Force would like to know if it is possible for you to take action on an estimated funding range for 2013 that would allow us to move forward with the development of our first major public call to artists. We are looking at either a mosaic stairway or a public mural (perhaps on the back of the new Museum).

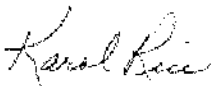
As a matter of clarification, this approved funding could be a general estimate for our entire annual budget next year or could be project specific but still a range, not an exact amount. Either figure would allow us to work on the language necessary for our first public call. It will be up to each individual artist responding to the call for entries to prepare a specific budget for their proposed design. Naturally, that budget will depend on the complexity of the design, the number and size of the steps to be included in the mosaic project, their labor, installation and maintenance required. While we have received two estimates from mosaic artists in order to have an idea of the cost of such a project (between \$40 - \$60,000 depending on number and size of stairs etc), the main issue we need action on is the amount (range) the Council feels comfortable funding.

The scope of the project will be determined by this general project amount and will allow artists to determine whether they have a desire to submit a specific design and project application. As I'm sure you realize, we would not want to limit an artist with a specific budget amount as that is a major part of their proposal and will vary from artist to artist; however, we would like them to be aware of the Council's basic level of support so an artist is not spending time on a design and project proposal that is significantly outside the scope of the Council's desire or ability to fund.

We would also like to express our eagerness to meet with you during your first quarter workshop to discuss any other projects that the Task Force might be able to undertake, with the Council's approval, during 2013. Please let us know the time and date of that workshop and we will be there.

Should you have any questions regarding this request, I will be at the December 11 Council meeting or can be reached on my cell phone at 565-6912.

Best Regards,



Karol Rice, Chair

Bastrop Art in Public Places Task Force

Mike Talbot

From: Jo-Christy Brown <jcbrown@jcbrownlegal.com>
Sent: Thursday, December 06, 2012 10:00 AM
To: Mike Talbot
Cc: Samantha Friedman
Subject: HOT funds for BAIPP

Importance: High

Mike -- You have asked me to provide a legal opinion to the City as to whether HOT funds may "legally" be used for the funding of the BAIPP program, specifically for its annual budget, etc.

I am of the opinion that it is legal for the City to use HOT funds for the BAIPP, so long as the Council "make two findings."

The first finding the Council must make is that "the BAIPP art program will promote tourism in the City," for example by attracting visitors to come see the artwork that BAIPP will make available in the City; and

Secondly, that the BAIPP activities do fall within one of the statutorily enumerated program, Which I believe it does.

Specifically, the State statute allows the use of HOT for funding programs which, in general, enhance the arts, as follows:

PROGRAMS THAT ENHANCE THE ARTS : The statutory provision allows funding for the arts that fall into any one (or more) of the following activities: (1) encouragement of the arts, (2) promotion of the arts (which would include advertising for arts related programs), (3) improvement and application of the arts, (4) presentation, performance, execution and exhibition of the 'major' art forms.

The Attorney General also states that this provision of the Act would also authorize expenditure of HOT to "develop or enhance the physical facilities' to accommodate the arts. Thus, for example, the City could arguably fund the construction of a 'art center', through the use of HOT. Handbook, pages 159-160.

I hope this information is helpful. If you need more, or have questions, please don't hesitate to call.

JC

**JO-CHRISTY BROWN
1411 West Ave. Ste. 100
Austin, TX 78701**

512.236.1000

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CITY OF BASTROP

AGENDA ITEM

D.2

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: November 19, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on the adoption of an Ordinance amending the Bastrop City Code of Ordinances, Appendix A Fee Schedule, Article A13.02 "Water and Wastewater Rates and Charges" repealing conflicting provisions; providing severability; and providing an effective date.**

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

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

Attached is the ordinance that would amend the residential and commercial garbage rates.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

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

a) _____

b) _____

c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

ORDINANCE NO. 2012- _____

AN ORDINANCE AMENDING THE BASTROP CITY CODE OF ORDINANCES, APPENDIX A, FEE SCHEDULE, ARTICLE A13.02 "WATER AND WASTEWATER RATES AND CHARGES"; REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as a result of study and evaluation undertaken by the City of Bastrop, Texas, the City Council has determined that aging municipal water and wastewater infrastructure exists in some areas of the Bastrop community, with the majority of such infrastructure generally located in the central portions of the City, and further, that portions of the City's aging infrastructure does/will need to be updated and/or replaced in order to increase service reliability to the City's customers, as well as to improve the appearance and taste of water provided to the public; and

WHEREAS, after careful engineering and technical analysis, the City has determined that due to increased demands resulting from population growth within the City there is a potential that both the City's water and wastewater facilities and infrastructure may not have capacity or handle the current or future demand for service; and

WHEREAS, the Council has determined that the City's past and present water and sewer rates have not kept pace with the escalating funding requirements that are necessary for the City to provide routine water and wastewater infrastructure and facility upgrades and replacements; and

WHEREAS, projected City growth indicates a near-future need for construction and installation of new water and wastewater infrastructure and facilities, which need is reflected and discussed in detail in the "City of Bastrop, Texas 2011 Water and Wastewater Capital Improvements Plan Summary Report" prepared by K*Frieze and Associates (dated October 17, 2011) ("Capital Improvements Program"); and

WHEREAS, in order to address this critical need, City Staff and its professional consultants have developed a multi-year program to finance improvements, with the objectives of providing for the health and safety of Bastrop citizens and providing for the orderly and equitable funding of utility improvements which are necessary for the ongoing and future provision of water and wastewater services to the citizens of Bastrop; and

WHEREAS, on November 22, 2011 the Bastrop City Council amended the City Code of Ordinances Chapter 13, and Appendix A: Fee Schedule Article A13.02 Water and Wastewater Rates and Charges to implement the first year of implementation of the rate changes necessary to meet critical needs of the City's water wastewater system.

WHEREAS, the City Council of the City of Bastrop, Texas has determined that in order to continue the Capital Improvement Program for its second year of implementation and to properly provide water and wastewater service within the City, it is necessary to amend the City Code of Ordinances Chapter 13, and Appendix A: Fee Schedule Article A13.02 Water and Wastewater Rates and Charges, as noted below.

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

PART 1: That Appendix A: of the Code of Ordinances, entitled Fee Schedule Article A13.02 "Water and Wastewater Rates and Charges", shall be amended as follows:

ARTICLE A13.02 Water and Wastewater Rates and Charges

Sec. A13.02.002 Wastewater Service Charges

- (a) These rates are applicable to all residential, multifamily and commercial retail wastewater customers within the corporate limits of the city who have metered water connections and to whom city wastewater service has actually been connected, except for customers who have a city approved, on-site sewer system, septic system or other on-site wastewater system, and have not connected to the city's wastewater system, or customers who have a water meter for irrigation use only, as long as the irrigation meter does not provide water to plumbing fixtures.

Minimum Charge: \$23.34

Plus the following charges for consumption per 1,000 gallons:

0–5,000 gallons	\$2.12
5,001–10,000 gallons	\$2.39
10,001–20,000 gallons	\$2.56
20,001–50,000 gallons	\$2.75
Over 50,000 gallons	\$3.00

In order to meet critical needs of the City's wastewater system, it is the City's intention to increase these rates, by separate ordinances, by not less than 3.5% each year, starting in December 2012, and each succeeding December until December 2020, consistent with the recommendations of the City's staff, K* Friese and Associates and Rimrock consulting. The intended future rate increases are as follows:

December 2013 –	Minimum and volume charges not less than 6.3% higher than those adopted in 2012;
December 2014 –	Minimum and volume charges not less than 3.5% higher than those adopted in 2013; and
December 2015 –	Minimum and volume charges not less than 3.5% higher than those adopted in 2014.
December 2016 –	Minimum and volume charges not less than 4.5% higher than those adopted in 2015;
December 2017 –	Minimum and volume charges not less than 4.5% higher than those adopted in 2016; and
December 2018 –	Minimum and volume charges not less than 4.0% higher than those adopted in 2017.
December 2019 –	Minimum and volume charges not less than 3.5% higher than those adopted in 2018; and

Sec. A13.02.004 Water Service Charges

These rates will be applicable to all sales or service of water within the corporate limits of the city.

(1) Residential - In city limits.

Meter Size	Minimum Charge
3/4" (or smaller)	\$24.00
1"	\$40.80
1-1/2"	\$68.80
2"	\$102.40
3"	\$192.01
4"	\$220.82
6"	\$572.84

Plus the following charges for consumption per 1,000 gallons:

0–3,000 gallons	\$2.47
3,001–5,000 gallons	\$2.64
5,001–10,000 gallons	\$2.79
10,001–20,000 gallons	\$2.95
20,001–50,000 gallons	\$3.20
Over 50,000 gallons	\$3.35

Commercial - In city limits.

Meter Size	Minimum Charge
3/4" (or smaller)	\$24.00
1"	\$40.80
1-1/2"	\$68.80
2"	\$102.40
3"	\$192.01
4"	\$220.82
6"	\$572.84

Plus the following charges for consumption per 1,000 gallons:

0–3,000 gallons	\$2.47
3,001–5,000 gallons	\$2.64
5,001–10,000 gallons	\$2.79
10,001–20,000 gallons	\$2.95
20,001–50,000 gallons	\$3.20
Over 50,000 gallons	\$3.35

(2) Residential and Commercial - Outside city limits.

Meter Size	Minimum Charge
3/4" (or smaller)	\$36.00
1"	\$61.20
1-1/2"	\$103.21

2"	\$153.61
3"	\$288.02
4"	\$439.23
6"	\$859.24

Plus the following charges for consumption per 1,000 gallons:

0–3,000 gallons	\$3.58
3,001–5,000 gallons	\$3.82
5,001–10,000 gallons	\$4.06
10,001–20,000 gallons	\$4.30
20,001–50,000 gallons	\$4.67
Over 50,000 gallons	\$4.91

In order to meet critical needs of the City's water system, it is the City's intention to increase these rates, by separate ordinances, by not less than 3.5% each year, starting in December 2012, and each succeeding December until December 2020, consistent with the recommendations of the City's staff, K* Friese and Associates and Rimrock consulting. The intended future rate increases are as follows:

December 2013 –	Minimum and volume charges not less than 6.3% higher than those adopted in 2012;
December 2014 –	Minimum and volume charges not less than 3.5% higher than those adopted in 2013; and
December 2015 –	Minimum and volume charges not less than 3.5% higher than those adopted in 2014.
December 2016 –	Minimum and volume charges not less than 4.5% higher than those adopted in 2015;
December 2017 –	Minimum and volume charges not less than 4.5% higher than those adopted in 2016; and
December 2018 –	Minimum and volume charges not less than 4.0% higher than those adopted in 2017.
December 2019 –	Minimum and volume charges not less than 3.5% higher than those adopted in 2018; and

Sec. A13.02.011 Acceptance and treatment of wastes from on-site sewage facilities or septic systems

[No change in (d)].

(e) Wastewater treatment plant septic unloading fees.

Gallons	Rates
0–1,000	\$56.00
1,001–1,500	\$84.01
1,501–2,000	\$112.01
2,001–2,500	\$140.02
2,501–3,000	\$168.01
3,001–3,500	\$196.02
3,501–4,000	\$224.01
4,001–4,500	\$252.02
4,501–5,000	\$280.01
5,001–5,500	\$308.02
5,501–6,000	\$336.02
6,001–6,500	\$364.03
6,501–7,000	\$392.02
7,001–7,500	\$420.03
7,501–8,000	\$448.03
8,001–8,500	\$476.03
8,501–9,000	\$504.03
9,001–9,500	\$532.04
9,501–10,000	\$560.04

In order to meet critical needs of the City's acceptance and treatment of wastes from on-site sewage facilities or septic systems, it is the City's intention to increase these rates, by separate ordinances, by not less than 3.5% each year, starting in December 2012, and each succeeding December until December 2020, consistent with the recommendations of the City's staff, K* Friese and Associates and Rimrock consulting. The intended future rate increases are as follows:

- December 2013 – Minimum and volume charges not less than 6.3% higher than those adopted in 2012;
- December 2014 – Minimum and volume charges not less than 3.5% higher than those adopted in 2013; and

- December 2015 – Minimum and volume charges not less than 3.5% higher than those adopted in 2014.
- December 2016 – Minimum and volume charges not less than 4.5% higher than those adopted in 2015;
- December 2017 – Minimum and volume charges not less than 4.5% higher than those adopted in 2016; and
- December 2018 – Minimum and volume charges not less than 4.0% higher than those adopted in 2017.
- December 2019 – Minimum and volume charges not less than 3.5% higher than those adopted in 2018; and

PART 2: If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

PART 3: That all ordinances, resolutions and orders heretofore passed, adopted and made, or any part of the same, affecting rates and charges for residential and commercial electric rates of the City of Bastrop, which are in conflict with this Ordinance, shall be, and the same are hereby, in all things repealed to the extent that the same conflict with this Ordinance, or with the laws of the State of Texas. All provisions not amended herein shall remain in full force and effect.

PART 4: The Changes noted in this Ordinance shall become effective during the first municipal utility billing cycle in December 2012 in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

READ and APPROVED on First Reading on the 27th day of November 2012.

READ and ADOPTED on Second Reading on the 11th day of December 2012.

APPROVED:

ATTEST:

By: Terry Orr, Mayor

By: Teresa Valdez,
City Secretary

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on awarding the bid to Andres's & Foster Drilling Company as recommended by R.W. Harden & Associates for drilling a test hole for water supply at Mayfest Park.**

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

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

Attached is a memo from Mr. James Bene of R.W. Hardin & Associates recommending to the City Council, that the Council award the bid for drilling one test hole at Mayfest Park to Andrews & Foster Company, Inc. (A&F). The major purpose of drilling the test hole is to identify aquifer zones in the Wilcox which may be suitable for municipal water supply. I am in agreement with Mr. Hardin that the Council award the bid for Items No.1 & No.2 to A&F in the amount of \$51,000.00 for drilling one test hole. I would recommend that prior to awarding bid Items 3 & 4, as suggested in Mr. Bene's memo, Mr. Hardin report to City Council that work done in bid Items 1&2 has provided the necessary information that supports spending an additional \$65,000.00.

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: _____

November 30, 2012

Michael H. Talbot
Bastrop City Manager
904 Main St.
P.O. Box 427
Bastrop, TX 78602

Re: Test Drilling Award

Dear Mr. Talbot,

R.W. Harden and Associates, Inc. has completed a tabulation and evaluation of the bids we received in September for performing the upcoming Wilcox test drilling program. The attached spreadsheet shows the bid tabulation, which indicates that Andrews & Foster Drilling Co., Inc. (A&F) is the low bidder. Please note that the bid total includes the following work:

- Mob/Demob
- 3 test holes drilled to a depth 1,500 feet
- 3 temporary wells completed at a depth of 500 feet
- 3 temporary wells completed at a depth of 1,000 feet

While three test holes were contemplated for the original scope of work, it was determined during subsequent discussions with you and members of the City Council that the City would authorize test drilling at only one site at this time. The bid documents are structured in a manner that allows the City to obtain a price for any number of test holes. Please note that, regardless of the number of test holes the City chooses to drill, A&F is the low bidder. The bid proposal clearly acknowledges the City's authority to specify what work A&F will perform, and details the costs associated with any specific work items authorized by the City.

RWH&A recommends that the City award the contract to A&F and authorize the mobilization of drilling equipment and drilling a test hole through the Wilcox Group at the Mayfest Park location we previously discussed. This work corresponds to Bid Item No. 1 and Bid Item No. 2 of the bid proposal, for which the estimated total cost will be approximately \$51,000.

The focus of this work is to collect the information needed to be able to construct an efficient, high-capacity, public supply well at the site in the future. As such, the three primary goals of this testing program are to: 1) identify aquifer zones in the Wilcox that may be suitable for municipal development, 2) determine the local hydraulic characteristics of any identified target aquifers, and 3) document the chemical properties (water quality) of the groundwater contained in the identified zones. Please note that drilling and logging at the site will allow for identification of potential aquifer zones, but determination of the hydraulic and water quality characteristics of a

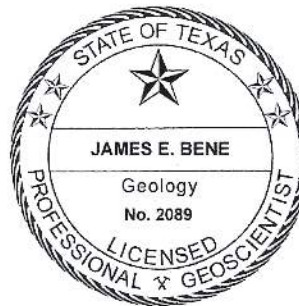
target zone can only be reliably accomplished by constructing, pumping, and sampling of a temporary well completed in that zone. Consequently, if promising aquifer zones are found during drilling and logging of the test hole, RWH&A will likely recommend completing one or more temporary wells at the site. The costs associated with constructing temporary wells will vary according to the depth of the target aquifers beneath Mayfest Park, but as listed for Bid Item No. 3 and Bid Item No. 4, will range up to about \$65,000 for a well set to a depth of 1,000 feet.

RWH&A has worked with A&F numerous times over the past several decades on projects of this type. We have been happy with their performance on previous jobs, and I have confidence in their ability to perform this test drilling program in professional, cost-effective manner. I have recently spoken to Don Foster of A&F, and he estimates that they will be able to mobilize their drilling equipment by mid to late January 2013. RWH&A recommends that the City award the work to Andrews and Foster Drilling Company. Please call me if you have any questions.

Sincerely,



James Bené, P.G.
R. W. Harden & Associates, Inc.



The seal appearing on this document was authorized by James E. Bené, P.G. 2089 on November 30, 2012. R.W. Harden & Associates, Inc. TBPB Firm No. 50033.

Table 1. Bid Tabulation - City of Bastrop Test Drilling and Aquifer Testing 2012

Bid Item	Contractor	Andrews & Foster	Layne Christensen	Brien Water Wells	Alsay	Weisinger
Item 1 (Mobilization/Demobilization)		\$10,000.00	\$117,700.00	\$42,800.00	\$85,000.00	\$210,000.00
Item 2 (Drill 1 Test Hole to 1500')		\$40,786.57	\$181,700.00	\$172,000.00	\$125,000.00	\$130,000.00
Item 3 (Construct 1 Temporary Well - 500')		\$44,471.52	\$36,200.00	\$45,300.00	\$68,000.00	\$45,000.00
Item 4 (Construct 1 Temporary Well - 1,000')		\$63,333.05	\$42,600.00	\$60,500.00	\$157,000.00	\$60,000.00
Total		\$455,773.42	\$899,200.00	\$876,200.00	\$1,135,000.00	\$915,000.00

Add/Deduct Items						
Item 1 (Add/deduct per foot of test hole drilled +/- 1,500')		\$10.00	\$17.00	\$40.00	\$75.00	\$50.00
Item 2 (Add/deduct per foot of test hole plugging +/- 1,500')		\$2.50	\$5.00	\$7.50	\$10.00	\$20.00
Item 3 (Add/deduct per each sieve analysis +/- than 40 analyses)		\$10.00	\$50.00	\$3.00	\$5.00	\$5.00
Item 4 (Add/deduct for each cement plug)		\$2,500.00	\$9,200.00	\$1,500.00	\$2,500.00	\$10,000.00
Item 5 (Add/deduct per each sack of cement)		\$15.00	\$15.00	\$50.00	\$20.00	\$25.00
Item 6 (Add/deduct per foot of 8 5/8" O.D. casing set in temporary 500' well)		\$20.00	\$4.00	\$20.00	\$30.00	\$5.00
Item 7 (Add/deduct per foot of 8 5/8" O.D. casing set in temporary 1,000' well)		\$20.00	\$4.00	\$20.00	\$30.00	\$5.00
Item 8 (Add/deduct per foot of 6 5/8" O.D. screen set in temporary well)		\$75.00	\$4.00	\$50.00	\$75.00	\$10.00
Item 9 (Add/deduct per hour of temporary well testing time +/- 6hrs)		\$185.00	\$325.00	\$350.00	\$200.00	\$350.00
Item 10 (Add per hour of drilling rig crew time)		\$450.00	\$450.00	\$400.00	\$400.00	\$550.00
Item 11 (Unit price per hour for drilling rig crew for standby time)		\$450.00	\$400.00	\$400.00	\$300.00	\$500.00

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on adoption of a Resolution expressing official intent to reimburse certain expenditures of the City of Bastrop.**
2. Party Making Request: **Michael H. Talbot**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

Based upon previous action of the City, in which the Council approved a five (5) year Capital Improvements Program for the water and wastewater system improvements and expansion of certain facilities, in Fiscal Year 2013 the City will be moving into year two (2) of the five (5) year Capital Improvements Program. Year two (2) includes several water and wastewater projects. One of those projects is on the agenda for Tuesday night and that is the development of additional water supply. At the present time I am planning on issuing bonds for these projects in the February – March time frame. The City may incur some expenditures on these projects such as water supply project prior to issuing bonds. The purpose of this Resolution is to provide the City a mechanism to reimburse the water and wastewater fund any expenditures prior to issuing the bonds from the bond proceeds.

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: _____

RESOLUTION NO. R-2012-**RESOLUTION EXPRESSING OFFICIAL INTENT TO REIMBURSE
CERTAIN EXPENDITURES OF THE CITY OF BASTROP, TEXAS**

WHEREAS, the City Council of the City of Bastrop, Texas (the "Issuer") expects to pay expenditures in connection with the projects described on Exhibit A attached hereto (the "Project") prior to the issuance of obligations to finance the Project;

WHEREAS, the Issuer finds, considers and declares that the reimbursement of the Issuer for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the Issuer and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues obligations to finance the Project;

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

Section 1. The Issuer reasonably expects to incur debt, as one or more separate series of various types of obligations, with an aggregate maximum principal amount not to exceed \$5,000,000 for the purpose of paying the costs of the Project.

Section 2. All costs to be reimbursed pursuant hereto will be capital expenditures. No tax-exempt obligations will be issued by the Issuer in furtherance of this Resolution after a date which is later than 18 months after the later of (1) the date the expenditures are paid or (2) the date on which the property, with respect to which such expenditures were made, is placed in service.

Section 3. The foregoing notwithstanding, no tax-exempt obligation will be issued pursuant to this Resolution more than three years after the date any expenditure which is to be reimbursed is paid.

PASSED AND APPROVED THIS 11TH DAY OF DECEMBER 2012.

Mayor

EXHIBIT A

To pay costs related to constructing, improving and upgrading the City's water, wastewater and drainage system and facilities and the payment of professional services in connection therewith including legal, fiscal, engineering fees and other related costs.

CITY OF BASTROP

AGENDA ITEM: D.5

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on approving the City of Bastrop Policies and Procedures for Conducting the City Manager’s Annual Performance Review by the City Council**
2. Party Making Request: **Michael H. Talbot**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

Attached for review, consideration and approval is the policies and procedures for the City Council to conduct the City Manager's Annual Performance Review which was submitted to the City Council on October 22, 2012.

4. Policy Implication: _____
5. Budgeted: _____ Yes _____ No N/A
Bid Amount: _____ Budgeted Amount: _____
Under Budget: _____ Over Budget: _____
Amount Remaining: _____
6. Alternate Option/Costs: _____
7. Routing: **NAME/TITLE** **INITIAL** **DATE** **CONCURRENCE**
a) _____
b) _____
c) _____
8. Staff Recommendation: _____
9. Advisory Board: _____ Approved _____ Disapproved _____ None
10. Manager's Recommendation: _____ Approved _____ Disapproved _____ None
11. Action Taken: _____

City of Bastrop Policies and Procedures



City Manager's Annual Performance Review By the City Council

October 16, 2012

At the request of the City Manager for the City of Bastrop, Texas, Ray Associates, Inc. provided guidance for the preparation of these policies and procedures, and reviewed the completed document.

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Policies and Procedures: City Manager's Annual Performance Review by the Bastrop City Council

Introduction and Objectives of This Policy

The purpose of the City of Bastrop's Policy Handbook for Reviewing the Performance of the City Manager is to ensure that the City of Bastrop's mission is accomplished effectively and efficiently. This is accomplished using a twofold approach:

- (1) To provide feedback to the City Manager on his performance during the prior year, assessing whether the goals established for the year have been achieved, and if not, what occurred that prevented achievement of those goals; and
- (2) To ensure alignment between the Mayor and City Council's priorities and the City Manager's priorities to achieve the city's mission in the forthcoming year. This is accomplished by providing a means for the constructive exchange of information between the City Manager and the Mayor and Members of the City Council.

The City of Bastrop utilizes both a self-assessment prepared by the City Manager and separate performance review instrument prepared individually by the Mayor and each member of the City Council, which are then collected and summarized by the Mayor and given to the City Manager before his performance is reviewed in executive session with the Mayor and all members of the City Council.

While annual reviews provide opportunities to document progress over time, these more formal reviews do not replace day-to-day communication between the Mayor/City Council and the City Manager regarding performance expectations and progress, as well as other issues relating to his management and oversight of City staff and operations.

Process and Scheduling

Forward Looking Process:

Council Retreat. The City Council meets in a retreat setting annually in **January** to review the City's accomplishments over the previous year and establish priorities for the

coming year(s). The retreat typically is facilitated by an outside professional experienced in strategic planning. The outside facilitator prepared a report after the retreat, documenting the retreat, including the future goals and priorities set by the Council.

City Manager's Goals. The goals and priorities established at the City Council Retreat serve as a foundation for the City Manager to establish his goals and priorities for the coming year. The City Manager's goals and priorities begin with setting out goals for the City staff to accomplish the Council's policy goals established at the retreat. The City Manager's goals, which are called for at the end of the Annual City Manager's Self-Assessment, also include his individual performance goals and priorities for the coming year.

The City Manager's review and goal setting begins immediately following the City Council's Annual Retreat. The Manager prepares his goals for the upcoming year by **March 1st** each year and submits them to the Mayor/City Council at that time, along with his self-assessment of performance during the previous year.

Backward Looking Process:

City Manager Responsibility and Timing. On or before **March 1st** each year, the City Manager provides the Mayor with a copy of the Council Review of the City Manager form (Appendix C).

In addition, the City Manager provides his completed Annual Self-Assessment of City Manager's Performance (Appendix D) to the Mayor and each member of the City Council on or before **March 1st** each year. This self-assessment also includes the City Manager's Goals and Priorities for the coming year, which are called for at the end of the self-assessment format.

Mayor and Council Responsibility and Timing. On or before **March 5th**, the Mayor transmits to each member of the City Council a copy of a blank Council Review of the City Manager form (Appendix C), requesting that they complete the form and return it to him by **March 25th**.

At this point, the Mayor and each member of the City Council is in possession of both a blank Council Review of the City Manager form (Appendix C) and the City Manager's completed Annual Self-Assessment of Performance (Appendix D), which also contains his goals and priorities for the coming year.

After receiving each City Council Member's completed review form of the City Manager's performance by **March 25th**, the Mayor compiles a summary of his own and all Council Members' comments and ratings of the City Manager's performance over the past year. The Mayor transmits this summary document to each member of the City Council not later than **April 15th** each year.

At the **first Council meeting in May**, the Mayor and City Council discuss the City Manager's performance and meet with the City Manager to share their review comments with him. Also at this meeting, the Council votes to authorize any fiscal changes that result from either the City Manager's self-assessment or the Council's review of the City Manager's performance in order for these items to be included in the draft budget for the coming year, which is in process at that time.

Table 1, below and on the following page, sets out a summary of the process and scheduling of the City Manager's annual review by the City Council.

Table 1.

Scheduling and Process for City Manager's Annual Review by City Council

Date	Person(s) Responsible	Action Taken	Documentation
Before the end of January each year	City Manager	➤ Schedule mutually agreeable date for City Council Retreat; ➤ Secure outside professional facilitator for Council Retreat.	➤ Memo(s) from City Manager to Mayor and Council re Annual Retreat; ➤ Memo(s)/Agreement with outside professional facilitator for retreat; ➤ Retreat Notebook prepared by facilitator; ➤ Report on Retreat prepared by facilitator.
March 1 each year	City Manager	➤ Transmit to Mayor blank Council Review of the City Manager forms (Appendix C) and copy of this policies and procedures manual; and ➤ Transmit to Mayor and each member of the City Council completed Annual Self-Assessment of City Manager's Performance (Appendix D).	➤ Memo from City Manager to Mayor transmitting forms and manual; and ➤ Memo from City Manager to Mayor and Council transmitting completed self-assessment, including goals and priorities for coming year.
March 5 each year	Mayor	Transmit to each member of the City Council a blank Council Review of the City Manager form (Appendix C), requesting it be completed and returned by March 25 th .	Memo from Mayor to City Council Members transmitting blank City Manager review forms.

Date	Person(s) Responsible	Action Taken	Documentation
March 25 each year	Mayor and Council Members	➤ Mayor completes Council Review of the City Manager form (Appendix C); and ➤ Council Members return to Mayor completed copies of their individual Council Review of the City Manager forms.	Completed review forms in Mayor's possession from all Council members as well as his own.
April 15 each year	Mayor	➤ Compile comments and rankings from Council Members and Mayor and prepare summary document of same; ➤ Transmit summary document to all Council Members.	Mayor's summary of Council rankings and comments from individual Council Review of the City Manager forms.
First Council Meeting in May each year	Mayor and City Council	➤ Meet to discuss the City Manager's performance over the past year; ➤ Meet with City Manager and share with him results of Council's review of his performance during the past year and his goals and priorities for the coming year; and ➤ Authorize fiscal changes, if any, related to current and/or future year's budget resulting from Council's review of City Manager's performance and/or City Manager's self-assessment.	Tape and Minutes of City Council meeting.

Ratings Categories

Specific Performance Ratings

The Council Review of the City Manager form requires the Mayor and Members of the City Council to choose a rating for each aspect of the City Manager's performance, using the following assessment categories:

Specific Performance Ratings	
1	➤ <u>Excellent:</u> Performance is consistently exceptional in scope, quality, and quantity. This City Manager is a pacesetter and recognized as such.
2	➤ <u>Very Good:</u> Performance is excellent and frequently outstanding, exceeding the Mayor's and Council's expectations on this factor, or (for overall performance rating) on nearly all performance factors.
3	➤ <u>Good:</u> Good performance, meeting Mayor's and Council's expectations on this factor or (for overall performance rating) on most performance factors
4	➤ <u>Fair:</u> Experienced City Manager who requires more than normal counsel, guidance, and supervision. Improvement must be demonstrated for the City Manager to continue with the City.
5	➤ <u>Poor:</u> The City Manager is unable or unwilling to perform at an acceptable standard and should not continue with the City.

Each factor on which the City Manager's performance is considered is rated according to the above criteria. Comments are strongly encouraged to explain the reason(s) for your ratings.

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Appendix A:

Criteria for Effective Performance Reviews

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Appendix A

Criteria for Effective Performance Reviews

Basic Guidelines for Performance Assessment

The following guidelines should be helpful in preparing for and conducting the City Council's Annual Review of the City Manager's Performance:

1. ***Familiarity with the Assessment Forms.*** The Council and the City Manager should carefully study the various categories within the assessment form and understand the purpose of each one in relation to the overall purpose of performance improvement.
2. ***Rating Standard.*** The Mayor and Council should communicate their goals for the City and their expectations of the City Manager at the beginning of the review period, noting when changes in expectations occur during the year.
3. ***Objective Reasoning.*** Every effort should be made to ignore personal feelings of bias, favoritism, or prejudice toward an individual. Personal likes or dislikes of an individual's mannerisms, personality, or physical characteristics have no place in rating the person's effectiveness in or fitness for a position, unless they impact the person's performance of his/her job. If statements are judgmental or personal, the Council may receive a defensive response from the City Manager.
4. ***Avoidance of Halo Effect.*** Assuming that someone excels in all areas because s/he excels in one or several areas is unsound. Nobody is perfect; everyone has strong and weak points. Both should be recognized in the review. Consider each function and question separately; do not be influenced by your general opinion of the City Manager's overall performance.
5. ***Demonstrated Performance.*** Base the review on what has already happened, not upon what might develop or what you may expect of the Manager in the future. The evaluation is concerned with past, not anticipated future performance. Opinions as to the City Manager's potential should be limited to the comments section. The review should reflect your own judgment of the City Manager's performance, not the opinions of others.
6. ***Covering Entire Rating Period.*** Reviews of performance should be based upon the full period of time encompassed by the evaluation. Do not base the review on single accomplishments or failures, or on the most recent performance; but do not ignore single instances of faulty or brilliant performance. You should keep track of important items as they occur in preparing for the rating over the entire year rather than relying on memory at the time the form is to be completed. The City Manager's Self-Assessment will also be helpful in this regard.

7. ***Consider Matters Outside the City Manager's Control.*** Before making an assessment, consider factors over which the City Manager had little or no control that may have affected his performance. Typical factors to be considered include: natural disasters; priorities changed by the Council during the year; staffing changes not based on the City Manager's effectiveness; unexpected budget fluctuations; overloads of work in one or more areas; and incomplete communication of performance expectations by the Council.
 8. ***Tenure.*** Tenure is not indicative of superior ability in a City Manager and should not affect a review of performance. Likewise, a short time on the job need not be synonymous with a lesser degree of effectiveness.
 9. ***Importance of Comments.*** Ratings other than "Good" should be explained and justified in the comments sections on the review form and should be thoroughly discussed during the meeting with the City Manager. Specific examples of performance are encouraged regardless of the rating given. In the case of low ratings, the Council should elicit means and methods of performance improvement from the City Manager. The meeting with the City Manager provides the opportunity for open communication between the Council and the Manager regarding any issues that need to be resolved.
-

The Performance Review Meeting

Preparation and attention to detail by the supervisor will contribute to the effectiveness of the performance review meeting. Supervisors should:

1. Review the goals and expectations established at the end of the review last year, noting any amendments or changes in priorities that occurred during the year.
2. Determine what should be accomplished in the meeting and plan the discussion accordingly. If performance or motivation are lacking, improvements in performance and motivation should be the main objectives. If performance and motivation level are already superior, the objectives should shift to commendation and maintenance of excellence. Do not be hasty. Be fair and objective. Be sure to cover both the strengths and areas where improvement is needed.
3. Plan to meet in private and in an uninterrupted setting.
4. Set aside ample time for the meeting, recognizing that it is highly important in motivating, redirecting, or maintaining the excellent performance of the Manager.
5. Where possible, avoid using the meeting for warnings, reprimands, attempts to force resignation, or other abrupt actions. Such actions should be dealt with in a meeting separate from the performance review.

6. Be open-minded to the opinions and facts presented. Be willing to learn. Do not dominate or cross-examine. Avoid argument, if possible. If there is disagreement on some point, get all the information possible and make the decision.
7. Focus on strengths, wherever possible, covering each point in some detail. Remember that the aim in most cases is to encourage or sustain high quality performance (positive reinforcement of desired behavior).
8. While building upon strengths, do not fail to discuss weaknesses or failures and how to prevent or curtail them in the future. Elicit from the City Manager suggestions for specific improvements. Try to identify actions/behaviors that point to trends.
9. Avoid using the word "but," which acts as an eraser, erasing the previous positive comment and causing the focus to be on the negative comment following the word "but." Instead, just place a period after the positive comment, pause briefly, then proceed with a statement about the need for improvement.
10. The meeting should close when the Council and the Manager have made clear whatever points they intended to cover; when plans of action have been developed cooperatively; and when a natural stopping point is reached.
11. In addition to the annual formal meeting as a part of the system, the Council should be clear in communicating its expectations to the City Manager, and the City Manager should seek clarification of any conflicting or confusing direction from Council.

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Appendix B:

Common Biases

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Appendix B

Common Biases

There are several common biases to be aware of and avoid when rating performance.

Biases to Avoid When Assessing Employee Performance	
<i>Halo Effect</i>	The Halo effect results when you overrate someone by believing that, because performance is outstanding in one area, there are no problems in other areas.
<i>Horns Effect</i>	On the other hand, the Horns effect or bias results when you underrate a person (1) whom you do not personally like, or (2) who needs improvement in certain areas; and thus you underrate the person in other areas as well.
<i>Central Tendency</i>	Central Tendency biases occur when you fail to give high or low ratings, instead gravitating toward the middle to avoid any problems or questions. This tendency not only impairs the efficiency of any performance management program, but also creates unfair job evaluations.
<i>Recency Tendency</i>	This bias occurs when you look only at the most recent accomplishments or problems, rather than reviewing the work over the entire year.
<i>Similar-To-Me Tendency</i>	This bias occurs when you assess performance higher because the person has the same interests, traits, or values as you.
<i>Different-From-Me Tendency</i>	This bias occurs when you assess performance lower because the person has different interests, traits, or values from yours.
<i>Personal Bias</i>	This bias occurs when your values, beliefs, or prejudices distort ratings. National origin, age, religion, gender, appearance, seniority, or other arbitrary factors may influence or distort assessment information.

<i>Strictness</i>	This bias occurs when the supervisor may be reluctant to give high ratings. Supervisors who believe standards are too low may inflate the standards in an effort to make the standards meaningful in their eyes. These supervisors have higher expectations than supervisors of the same performance in other departments. Although the employees of the strict supervisor may be performing better than employees in other departments, their ratings may be lower.
<i>Leniency</i>	Leniency errors are the result of supervisors who don't want to give low performance assessment scores. All employees in this case are given high scores.
<i>Contrast</i>	This bias occurs when an employee's rating is based on how his or her performance compares to that of another employee instead of on objective performance standards.

Appendix C:

Annual Council Review of City Manager Form

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City of Bastrop

Annual Council Review of City Manager

This rating and evaluation form is divided into three parts, each representing a major aspect of the role of Bastrop's City Manager:

1. The role of chief executive, charged with functioning as the Chief Administrative officer of the City;
2. The staff assistant to the City Council, charged with providing the law-making body with technical information, policy recommendations, and legislative advice;
3. The operating representative of the City Government, charged with representing the City in its relations with the public, the press and mass media, governmental units within the City, governmental units outside the City, and professional societies devoted to municipal government.

This form is to be used by the Mayor and the Council Members who will evaluate the City Manager on his performance in fulfilling each of the three roles which he plays in Bastrop's government.

Under Heading I – Chief Executive: The Council evaluates Budget, Supervision, Personnel, Leadership, Execution of Policy, and Departmental Performance.

Under Heading II – Staff Assistant: The Council evaluates Reporting, Council Relations, Agenda, and Policy and Administration.

Under Heading III – Operating Representative: The Council rates Community Reputation, Citizen Relations, and Intergovernmental Relations.

The method used in grading on this form is a 1 – 5 method: 1 excellent; 2 very good; 3 good; 4 fair; 5 poor. In the event that a Council Member does not wish to respond to a question or feels that he or she does not have enough information or experience on which to base an opinion, s/he can leave the space blank at his/her option. After these forms have been turned in to the Mayor, they will be put on a spreadsheet with a consolidated copy provided to the City Council summarizing the overall performance of the City Manager. A copy of the spreadsheet will also be provided to and discussed with the City Manager, after which a signed copy will be placed in his permanent personnel file.

On each subsequent page, please circle the number that corresponds to your rating for each function/question.

CHIEF EXECUTIVE

Excellent	Very Good	Good	Fair	Poor	Function/Question Being Rated
					1. BUDGET
1	2	3	4	5	a. Is the Manager's budget realistic?
1	2	3	4	5	b. Does he administer it so that he operated the City administration within the budget confines?
1	2	3	4	5	Overall Rating – Budget
<i>Comments:</i>					
					2. SUPERVISION
1	2	3	4	5	a. Does the Manager properly supervise his department heads?
1	2	3	4	5	b. Does he, at the same time, maintain a standard of respect for their ability and encourage their initiative?
1	2	3	4	5	c. Is he reasonably available to City employees for guidance and counseling?
1	2	3	4	5	Overall Rating – Supervision
<i>Comments:</i>					
					3. PERSONNEL
1	2	3	4	5	a. Has he recruited excellent personnel for Bastrop?
1	2	3	4	5	b. Is he accurately informed and deeply concerned about employee insurance, fringe benefits, promotions, and pensions?
1	2	3	4	5	c. As chief negotiator for the City, has he achieved expected results?
1	2	3	4	5	Overall Rating – Personnel
<i>Comments:</i>					
					4. LEADERSHIP
1	2	3	4	5	a. Is he the type of person who inspires others by bringing out the best in his personnel?
1	2	3	4	5	b. Is he able to get enthusiastic response to new ideas and needed changes?
1	2	3	4	5	c. Is he reasonably forceful and decisive?
1	2	3	4	5	Overall Rating – Leadership
<i>Comments:</i>					

Excellent	Very Good	Good	Fair	Poor	Function/Question Being Rated
					5. EXECUTION OF POLICY
1	2	3	4	5	a. Does he understand and enforce the City laws and ordinances?
1	2	3	4	5	b. Does he review enforcement from time to time to improve effectiveness?
1	2	3	4	5	c. Does he promptly make recommendations to the City Council for changes in the law when an Ordinance or policy proves impractical in actual administration?
1	2	3	4	5	Overall Rating – Execution of Policy
<i>Comments:</i>					
					6. DEPARTMENTAL PERFORMANCE
1	2	3	4	5	a. Under his leadership, departments perform effectively.
1	2	3	4	5	b. Has he obtained satisfactory performance from his department heads?
1	2	3	4	5	Overall Rating – Departmental Performance
<i>Comments:</i>					

CITY COUNCIL STAFF ASSISTANT

Excellent	Very Good	Good	Fair	Poor	Function/Question Being Rated
					7. REPORTING
1	2	3	4	5	a. Does he keep his Council informed?
1	2	3	4	5	b. Information provided by the Manager is adequate for the Council to make sound policy decisions.
1	2	3	4	5	Overall Rating – Reporting
<i>Comments:</i>					
					8. COUNCIL RELATIONS
1	2	3	4	5	a. Is he helpful to Council Members with their problems in such a way as to solve them at the administrative level, thus avoiding the Council as a whole??
1	2	3	4	5	b. He generally tries to deal with the Council as a whole.
1	2	3	4	5	c. He is receptive to constructive criticism and advice.

Excellent	Very Good	Good	Fair	Poor	Function/Question Being Rated
1	2	3	4	5	d. Does he promptly answer Council Members' inquiries/referrals?
1	2	3	4	5	Overall Rating – Council Relations
<i>Comments:</i>					
9. AGENDA					
1	2	3	4	5	a. The City Manager prepares a sound agenda that is orderly and balanced.
<i>Comments:</i>					
10. POLICY AND ADMINISTRATION					
1	2	3	4	5	a. The City Manager has a proper sense of understanding of the differences between policy and administration while assisting to make policy without unduly forcing his own opinion.
<i>Comments:</i>					
11. FORGES COMPROMISES					
1	2	3	4	5	a. The City Manager has the ability to resolve the numerous conflicts inherent in municipal government.
1	2	3	4	5	b. The City Manager is a good negotiator.
1	2	3	4	5	Overall Rating – Council Relations
<i>Comments:</i>					

OPERATING REPRESENTATIVE OF THE CITY

Excellent	Very Good	Good	Fair	Poor	Function/Question Being Rated
12. COMMUNITY REPUTATION					
1	2	3	4		a. The community perceives the Manager as a person of integrity, ability, and devotion to the City of Bastrop.
<i>Comments:</i>					
13. CITIZEN RELATIONS					
1	2	3	4	5	a. The City Manager properly handles complaints from citizens.
1	2	3	4	5	b. The Manager represents the City well before the public and media.
1	2	3	4	5	c. Does the City Manager properly support his City Council?

Excellent	Very Good	Good	Fair	Poor	Function/Question Being Rated
1	2	3	4	5	d. When complaints are not valid, does he explain why they are not valid to the citizen?
1	2	3	4	5	e. Does he get out of the office frequently, look at things personally, and take a deep and honest interest in Bastrop and its citizens?
1	2	3	4	5	Overall Rating – Citizen Relations
Comments:					
					14. INTERGOVERNMENTAL RELATIONS
1	2	3	4	5	a. Does the Manager cooperate with our neighboring communities and citizens?
Comments:					
Excellent	Good	Acceptable	Poor	Unacceptable	Service Provider/Department
					15. QUALITY OF MUNICIPAL SERVICES
					A. How well do the direct services provided meet the needs of the community? <i>(Choose one of the options below.)</i>
1	2	3	4	5	Street Maintenance
1	2	3	4	5	Police Services
1	2	3	4	5	Fire-Emergency Services
1	2	3	4	5	Parks
1	2	3	4	5	Recreational Services
1	2	3	4	5	Water & Sewer
1	2	3	4	5	Planning
1	2	3	4	5	Animal Control
1	2	3	4	5	Construction & Engineering
1	2	3	4	5	Electric Utility
1	2	3	4	5	Drainage
1	2	3	4	5	Convention Center
1	2	3	4	5	Economic Development
1	2	3	4	5	Inspection Services
1	2	3	4	5	Finance
1	2	3	4	5	Municipal Court
Comments:					

**TO BE ANSWERED BY CITY MANAGER:
SELF-ANALYSIS**

- A. During the past year, what areas of the City's operations brought you, as City Manager, the most pride?**
- B. What areas do you feel are the most in need of improvement? Why? Do you have any constructive, positive ideas about how the City Manager can improve these areas?**

City Manager's Signature

Date Signed

Appendix D:

City Manager's Annual Self-Assessment of Performance

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City Manager's Annual Self-Assessment of Performance

This document may be prepared in the form of a Council Report or a memorandum to the Council. The City Manager's Self-Assessment must contain the following components. Please elaborate on each.

- The Strengths and Abilities You Bring to the Job.
 - Your Accomplishments Over the Past Year.
 - How Does Your Performance Over the Past Year Measure Up Against Your Goals for the Year?
 - Describe the Work Areas Where You Could Improve to Increase Your Effectiveness Over the Next Year? What Do You Plan to do to Achieve That? Do You Need Assistance from the Council to Achieve Your Goal(s) in this regard?
 - Please Explain Conditions or Situations that may have Inhibited Your Achieving Your Goals Over the Past Year?
-

- At the end of the Self-Assessment, please list, with any necessary elaboration, your goals for the coming year. Please also prioritize those goals into A, B, and C. categories.

CITY OF BASTROP

AGENDA ITEM

D.6**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: November 28, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending of October 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: _____

12/7/2012

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TO: MAYOR & CITY COUNCIL MEMBERS

FROM: KARLA STOVALL, CHIEF FINANCIAL OFFICER

DATE: OCTOBER 22, 2012

MONTHLY FINANCIAL REPORTS FOR PERIOD ENDING OCTOBER 31, 2012

CITY OF BASTROP
 12/7/2012
 SUMMARY OF REVENUES AND EXPENDITURES
 AS OF OCTOBER 31, 2012

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Fiscal year 2013 is 1 month or 8.33% completed as of October 31, 2012.

- General Fund revenues reflect 5.91% collected or \$492,455. Expenditures represent 4.74% spent or \$403,639.
- Water/ Wastewater Fund revenues reflect 7.82% collected or \$307,562. Expenditures represent 6.04% spent or \$205,795.
- The Electric Fund revenues reflect 7.10% collected or \$507,555. Expenditures represent 7.25% spent or \$510,828.
- The Hotel /Motel Fund revenues reflect .01% collected or \$304. Expenditures represent 20.75% spent or \$480,281.70.

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	\$ 492,455	5.91%	\$ 8,510,595	\$ 403,639	4.74%
W/WW Fund	\$ 3,934,970	\$ 307,562	7.82%	\$ 3,409,840	\$ 205,795	6.04%
Electric Fund	\$ 7,148,000	\$ 507,555	7.10%	\$ 7,049,488	\$ 510,828	7.25%
Hotel Motel Fund	\$ 2,315,000	\$ 304	.01%	\$ 2,315,000	\$ 480,282	20.75%

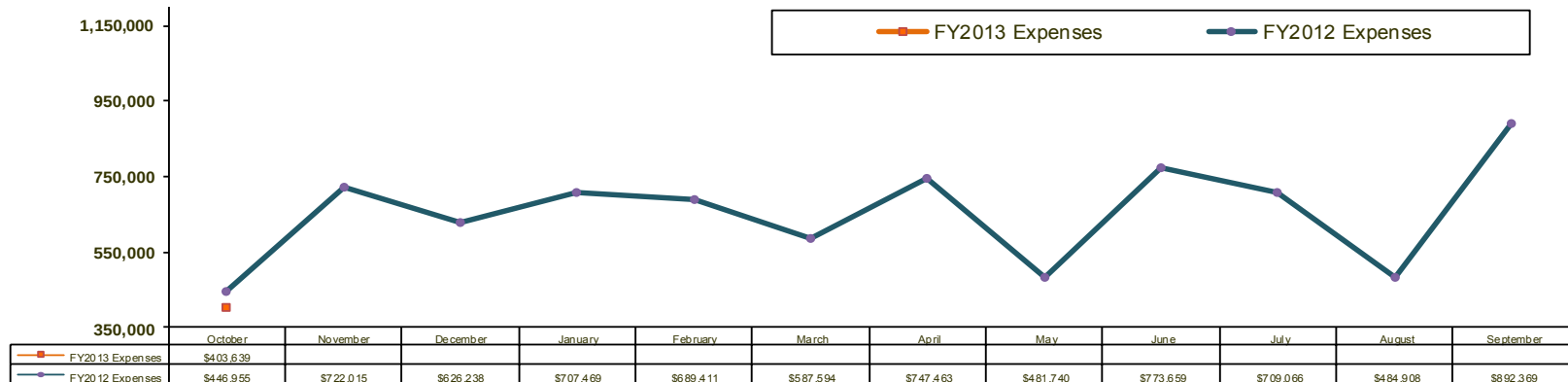
- Revenues will increase in December, January, and February due to collection of the Ad Valorem Taxes.
- Expenditures recognized an increase due to the timing of expenses processed through accounts payable.



FY 2012 & 2013 Revenues



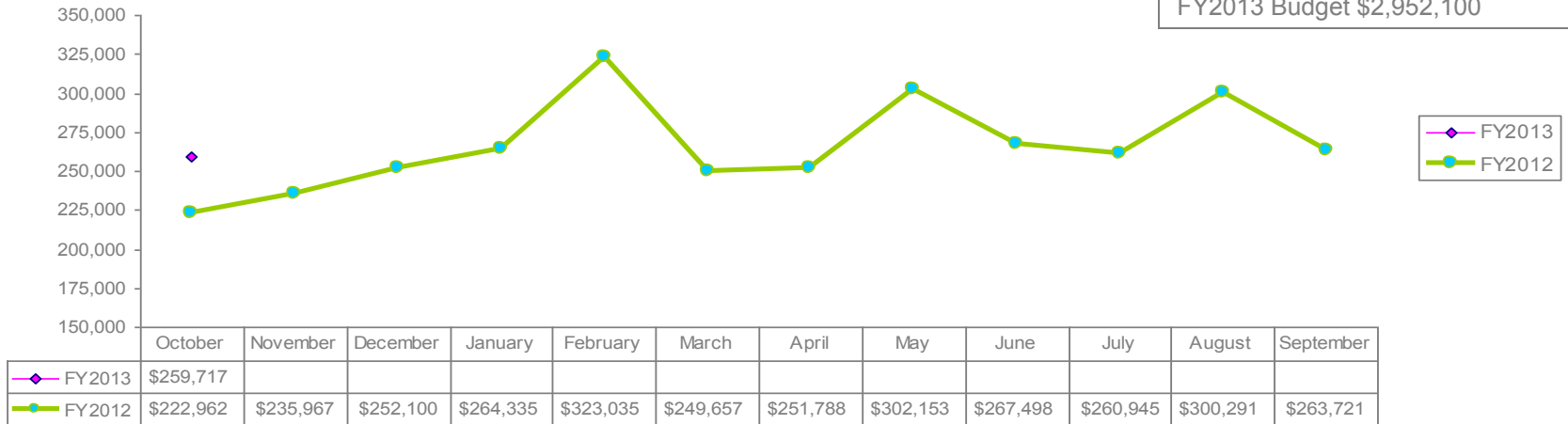
FY 2012 & 2013 Expenditures



Sales Tax

FY2013 October YTD \$259,717

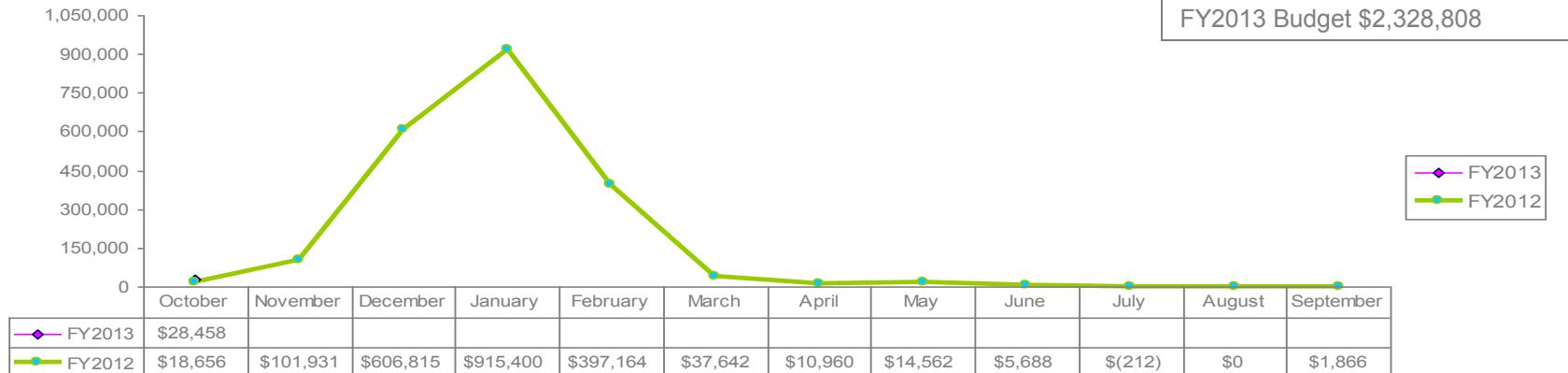
FY2013 Budget \$2,952,100



Ad Valorem Taxes

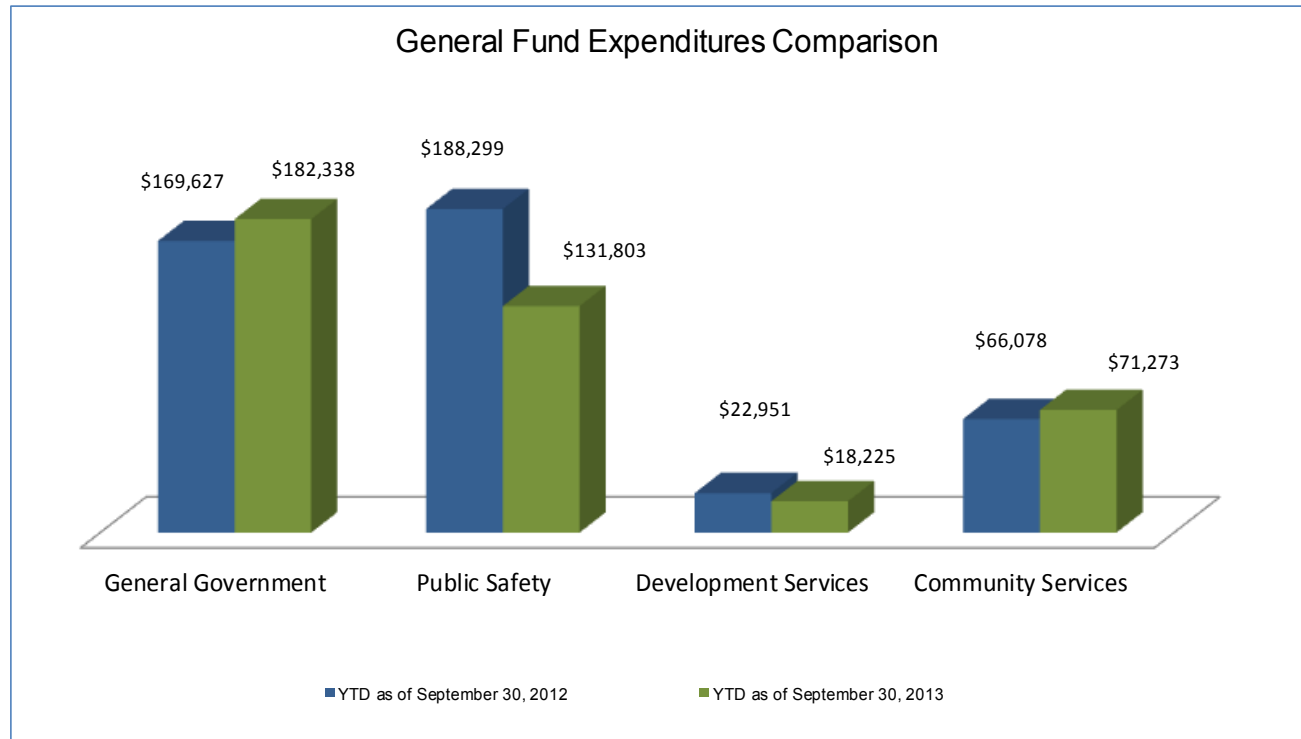
FY2013 October YTD \$28,458

FY2013 Budget \$2,328,808



GENERAL FUND EXPENDITURES

OCTOBER 31, 2012

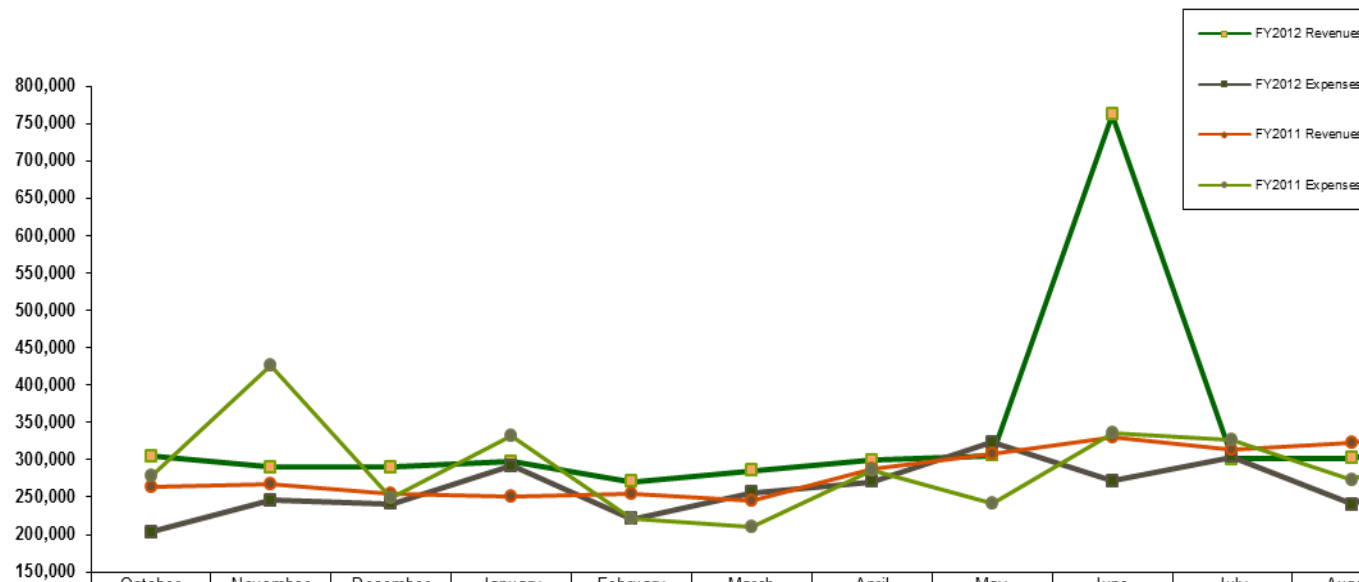


- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, Construction Manager, and Building Maintenance.
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development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

WATER/WASTEWATER FUND REVENUE & EXPENDITURES

OCTOBER 31, 2012

- ❑ Water/ Wastewater Fund Revenues Year-to-date (YTD) as of September 30, 2012 are \$4,053,291 or 110.54% of the year. In comparison to last year YTD revenue, as of September 30, 2011, was \$3,450,345, the revenues appear to identify gains in water and wastewater sales, penalties and septic tank dump fees.
- ❑ Revenues in June 2012 appear inflated due to the reimbursement of the Water Wastewater Loop 150 project of \$438,510.

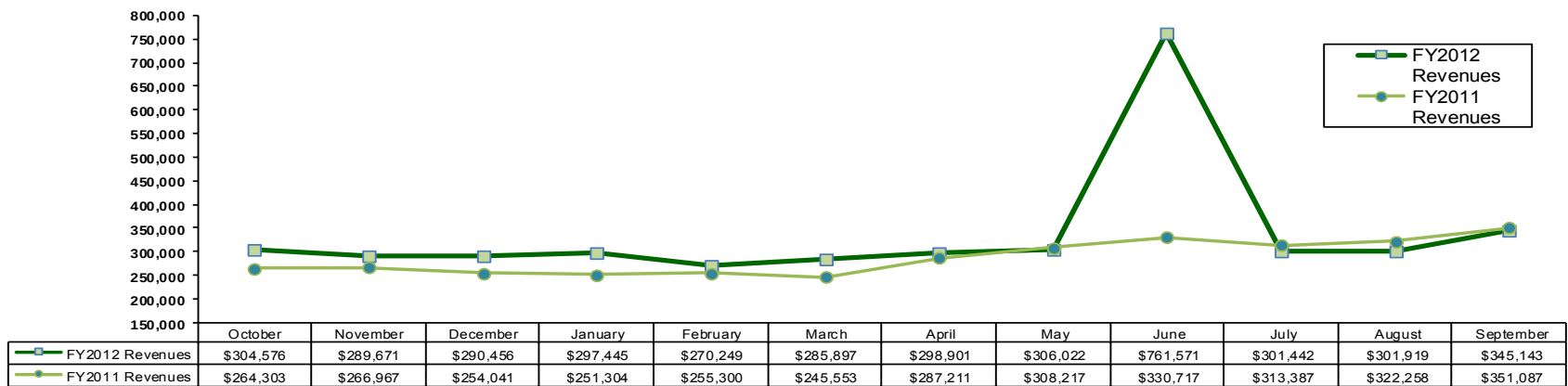


	October	November	December	January	February	March	April	May	June	July	August	September
FY2012 Revenues	\$304,576	\$289,671	\$290,456	\$297,445	\$270,249	\$285,897	\$298,901	\$306,022	\$761,571	\$301,442	\$301,918	\$345,143
FY2012 Expenses	\$203,278	\$245,976	\$240,847	\$291,695	\$220,789	\$256,095	\$270,785	\$323,118	\$271,224	\$303,665	\$240,490	\$313,965
FY2011 Revenues	\$264,303	\$266,967	\$254,041	\$251,304	\$255,300	\$245,553	\$287,211	\$308,217	\$330,717	\$313,387	\$322,258	\$351,087
FY2011 Expenses	\$278,472	\$425,663	\$248,468	\$332,506	\$220,769	\$210,866	\$286,212	\$242,304	\$335,967	\$326,522	\$273,896	\$351,703

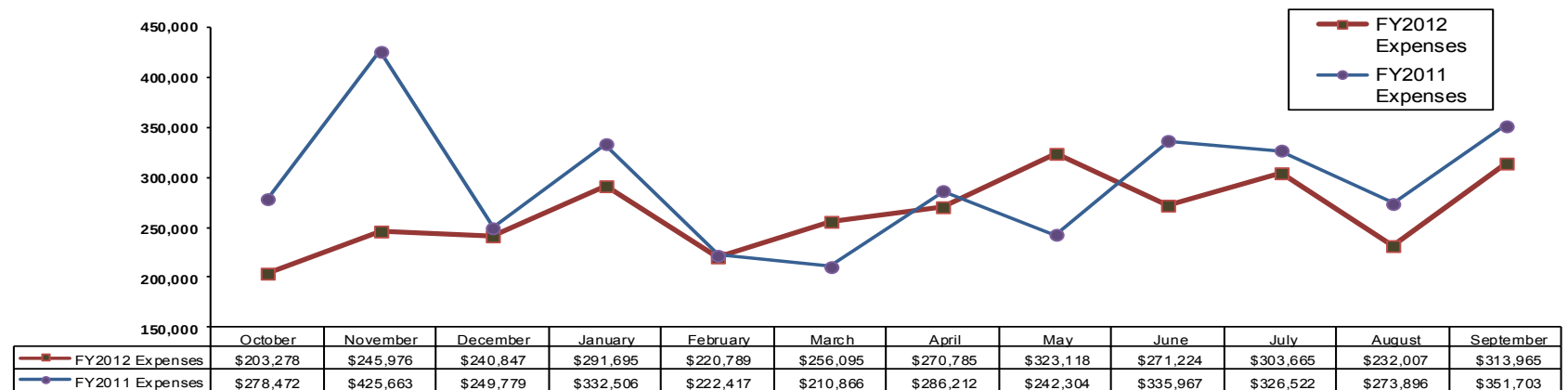
WATER WASTEWATER FUND REVENUE & EXPENDITURES

OCTOBER 31, 2012

FY 2012 & 2013 Revenues



FY 2012 & 2013 Expenditures



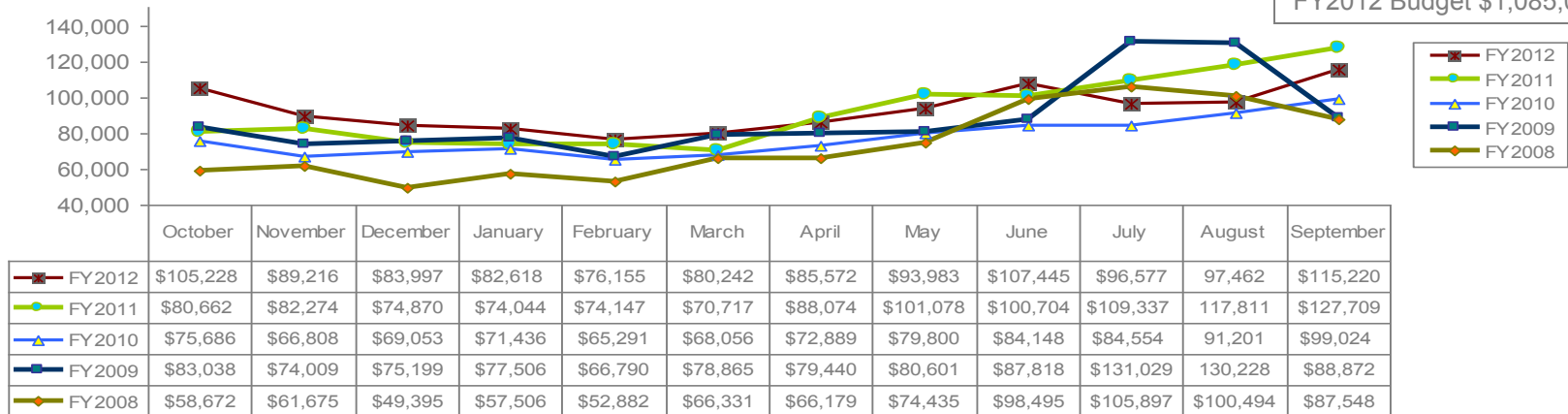
WATER/ WASTEWATER FUND REVENUE

OCTOBER 31, 2012

Water Sales Residential

FY2012 September YTD \$1,113,717

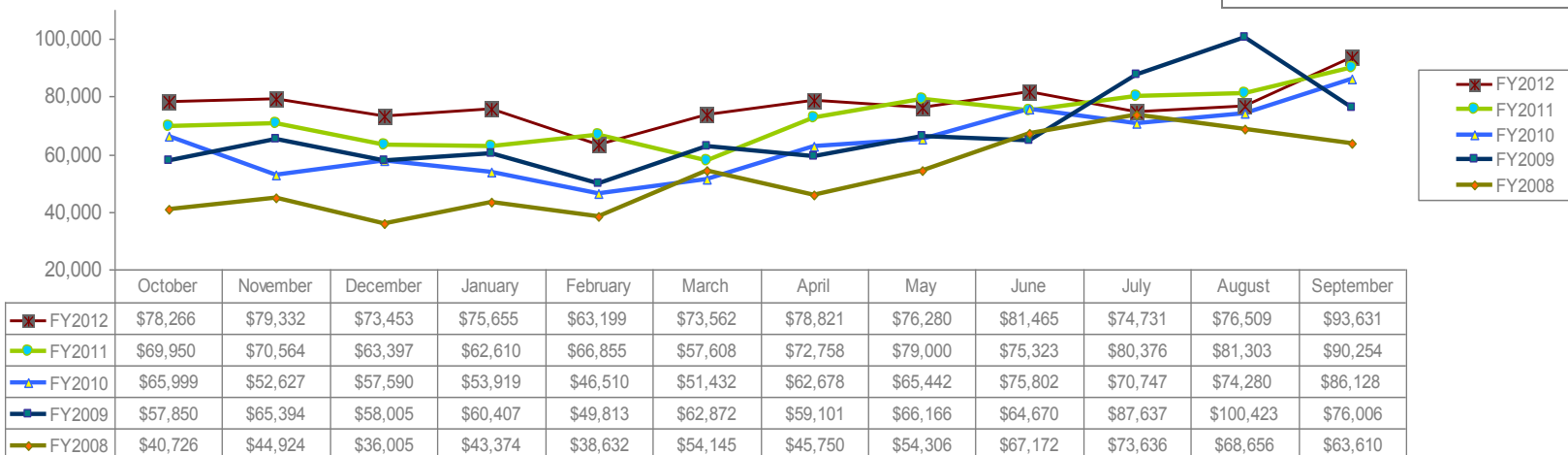
FY2012 Budget \$1,085,000



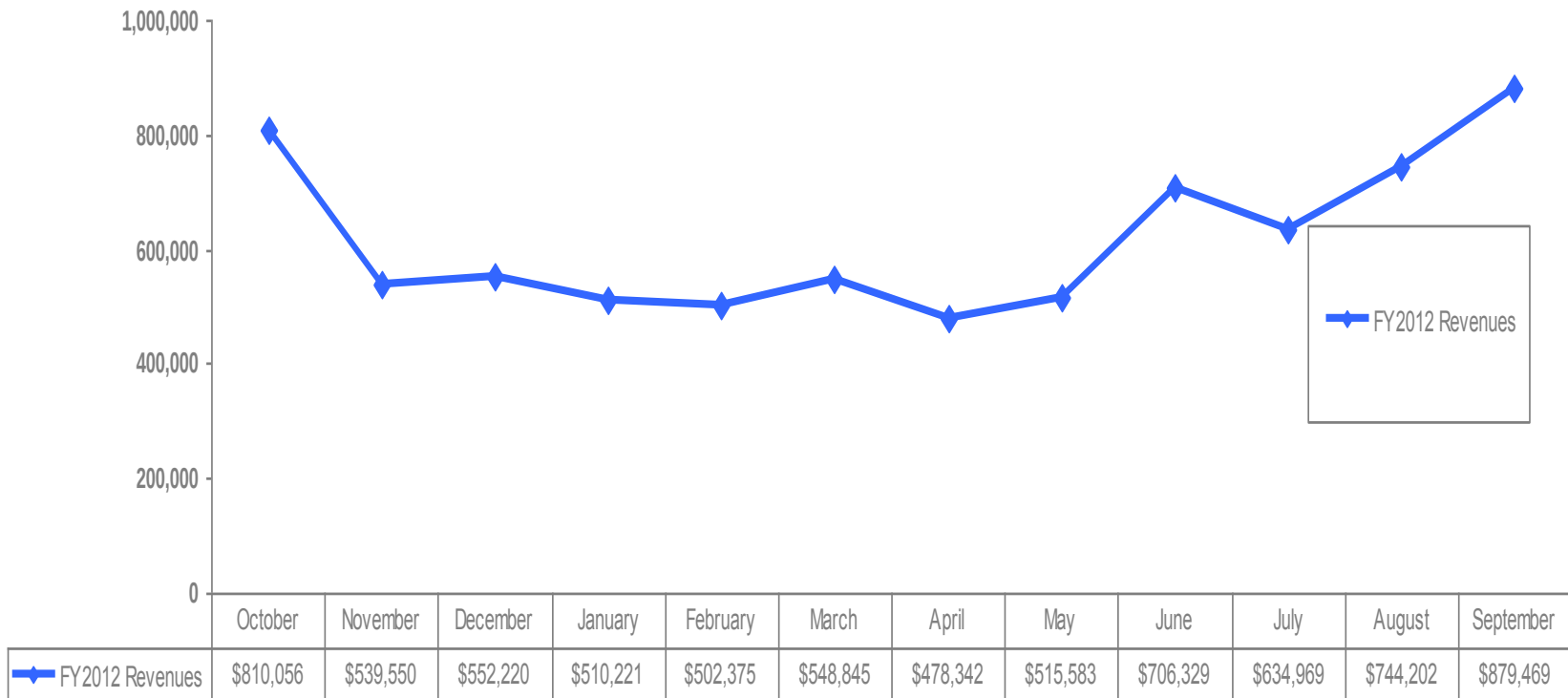
Water Sales Commercial

FY2012 September YTD \$924,903

FY2012 Budget \$765,000



Electric Fund Revenues Year-to-date (YTD) as of September 30, 2012 are \$7,422,161 or 102.73% of the FY2012 adopted budget. Revenues during this same time period last year reflected \$6,974,489 recognizing an increase of 6.4% over last year. Expenditures represent 95.4% spent or \$6,992,200.

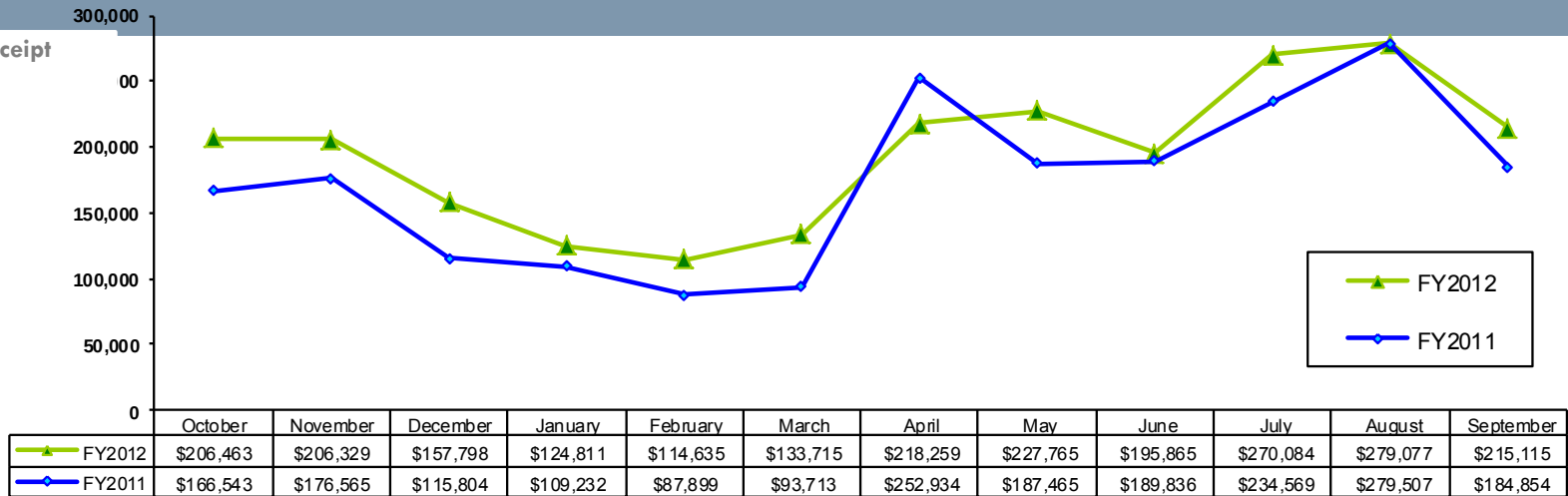


12/7/2012

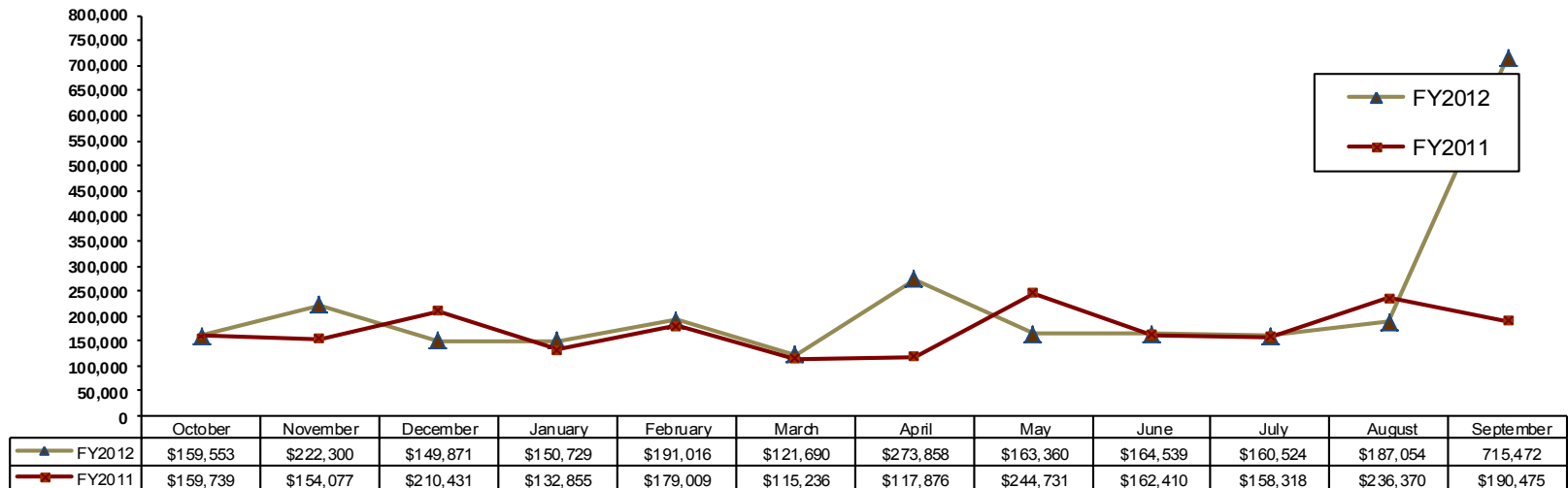
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- ☐ Hotel Motel Fund Revenues Year-to-date (YTD) as of September 30, 2012 are \$2,350,215 or 113.23% of the year. Expenditures represent 126.55% spent or \$2,660,342. The expenditures in September were increased by \$500,000 to account for the Museum escrow disbursement.

Hotel / Motel Tax Receipt Revenue



Hotel / Motel Fund Expenses



TEXPOOL

9/30/12 Current Balance \$19,862,021

Average Weighted Average Maturity 40 days

Average Monthly Yield, on a simple basis .16%

YTD Interest \$17,628.04

Certificates of Deposit - General Operating

9/30/12 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

12/7/2012

FINANCIAL STATEMENT

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AS OF: OCTOBER 31ST, 2012

101-GENERAL FUND

	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TAXES & PENALTIES						
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	18,656.35	2,328,808.00	28,458.07	28,458.07	2,300,349.93	1.22
00-00-4002 DELINQUENT TAXES M&O	19,129.25	36,000.00	194.63	194.63	35,805.37	0.54
00-00-4003 PENALTIES & INTEREST M&O	11,876.98	26,400.00	2,706.64	2,706.64	23,693.36	10.25
00-00-4004 FRANCHISE TAX	18,642.21	385,000.00	130.21	130.21	384,869.79	0.03
00-00-4006 CITY SALES TAX	222,961.68	2,952,100.00	259,716.89	259,716.89	2,692,383.11	8.80
00-00-4008 OCCUPATION TAX	905.00	7,500.00	275.00	275.00	7,225.00	3.67
00-00-4009 MIXED BEVERAGE TAX	4,994.71	20,000.00	0.00	0.00	20,000.00	0.00
TOTAL TAXES & PENALTIES	297,166.18	5,755,808.00	291,481.44	291,481.44	5,464,326.56	5.06
LICENSES & PERMITS						
00-00-4020 BUILDING PERMITS	17,519.18	91,000.00	6,164.52	6,164.52	84,835.48	6.77
00-00-4021 ZONING FEES	1,095.00	3,000.00	0.00	0.00	3,000.00	0.00
00-00-4022 PLATTING FEES	0.00	6,000.00	20.00	20.00	5,980.00	0.33
00-00-4023 SPECIAL EVENT PERMIT FEE	100.00	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	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL LICENSES & PERMITS	18,714.18	102,000.00	6,184.52	6,184.52	95,815.48	6.06
CHARGES FOR SERVICES						
00-00-4040 ANIMAL SERVICE RECEIPTS	15.00	200.00	25.00	25.00	175.00	12.50
00-00-4043 PARKS RECEIPTS	50.00	1,600.00	50.00	50.00	1,550.00	3.13
00-00-4044 PD ACCIDENT REPORTS	102.00	1,800.00	220.00	220.00	1,580.00	12.22
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	0.00	4,000.00	1,388.75	1,388.75	2,611.25	34.72
TOTAL CHARGES FOR SERVICES	167.00	48,400.00	1,683.75	1,683.75	46,716.25	3.48
FINES & FORFEITURES						
00-00-4070 MUNICIPAL COURT FINES	14,852.77	225,000.00	15,004.93	15,004.93	209,995.07	6.67
00-00-4071 BOND FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4072 SANITATION PENALTIES/RECONNEC	836.97	8,000.00	715.56	715.56	7,284.44	8.94
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	10.44	0.00	0.00	0.00	0.00	0.00
00-00-4075 TECHNOLOGY ACCOUNT - (MC)	1.37	0.00	0.00	0.00	0.00	0.00
00-00-4076 LIBRARY RECEIPTS	1,110.91	16,000.00	1,462.31	1,462.31	14,537.69	9.14
00-00-4077 SANITATION PROCEEDS	3,443.08	40,000.00	0.00	0.00	40,000.00	0.00
00-00-4078 JUVENILE CASE MANAGER-M/C	0.00	5,100.00	512.67	512.67	4,587.33	10.05
00-00-4080 TEEN COURT (MC)	0.00	1,000.00	180.00	180.00	820.00	18.00
TOTAL FINES & FORFEITURES	20,255.54	295,100.00	17,875.47	17,875.47	277,224.53	6.06

12/7/2012

FINANCIAL STATEMENT

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AS OF: OCTOBER 31ST, 2012

101-GENERAL FUND

	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
OTHER REVENUE						
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
INTEREST INCOME						
00-00-4400 INTEREST RECEIPTS	349.05	6,000.00	770.35	770.35	5,229.65	12.84
TOTAL INTEREST INCOME	349.05	6,000.00	770.35	770.35	5,229.65	12.84
INTERGOVERNMENTAL						
00-00-4411 BASTROP CO/LIBRARY	0.00	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	0.00	0.00	26,800.00	0.00
00-00-4419 PROPERTY LIEN PAYMENTS	0.00	0.00	468.35	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	43,023.33	516,280.00	43,023.33	43,023.33	473,256.67	8.33
00-00-4491 WATER/WASTEWATER IN-KIND	44,251.66	531,020.00	44,251.66	44,251.66	486,768.34	8.33
00-00-4492 WASTEWATER IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4493 BEDC IN-KIND	4,166.66	50,000.00	6,666.67	6,666.67	43,333.33	13.33
00-00-4495 CONVENTION CENTER IN-KIND	14,510.00	174,120.00	14,510.00	14,510.00	159,610.00	8.33
00-00-4496 GENERAL IN-KIND	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL INTERGOVERNMENTAL	105,951.65	1,370,640.00	108,920.01	108,920.01	1,261,719.99	7.95
MISCELLANEOUS						
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	0.00	0.00	0.00	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	0.27	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	4,684.65	20,000.00	839.07	839.07	19,160.93	4.20
00-00-4537 INSURANCE PROCEEDS	5,979.58	0.00	3,652.25	3,652.25	(3,652.25)	0.00
00-00-4538 BEVERAGE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00

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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	13,164.50	21,000.00	4,491.32	4,491.32	16,508.68	21.39
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	51,125.00	613,500.00	51,125.00	51,125.00	562,375.00	8.33
00-00-4706 TRANSFERS IN - BEDC	9,548.32	119,080.00	9,923.32	9,923.32	109,156.68	8.33
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	60,673.32	732,580.00	61,048.32	61,048.32	671,531.68	8.33
** TOTAL REVENUE **						
	516,441.42	8,331,528.00	492,455.18	492,455.18	7,839,072.82	5.91
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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
NON-DEPARTMENT						
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
LEGISLATIVE						
00-NON-PROGRAM						
PERSONNEL SERVICES	374.26	5,074.00	403.70	403.70	4,670.30	7.96
SUPPLIES & MATERIALS	481.84	5,300.00	169.84	169.84	5,130.16	3.20
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	611.05	8,030.00	606.62	606.62	7,423.38	7.55
CONTRACTUAL SERVICES	225.00	3,090.00	226.00	226.00	2,864.00	7.31
OTHER CHARGES	1,661.00	17,245.00	896.52	896.52	16,348.48	5.20
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	3,353.15	38,739.00	2,302.68	2,302.68	36,436.32	5.94
TOTAL LEGISLATIVE	3,353.15	38,739.00	2,302.68	2,302.68	36,436.32	5.94
ORGANIZATIONAL						
00-NON-PROGRAM						
PERSONNEL SERVICES	6,629.54	94,430.00	9,641.84	9,641.84	84,788.16	10.21
SUPPLIES & MATERIALS	250.75	14,283.00	424.38	424.38	13,858.62	2.97
MAINTENANCE & REPAIRS	0.00	5,750.00	454.25	454.25	5,295.75	7.90
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	35,917.66	451,130.00	44,380.59	44,380.59	406,749.41	9.84
OTHER CHARGES	920.76	353,520.00	1,140.92	1,140.92	352,379.08	0.32
CONTINGENCY	0.00	213,010.00	0.00	0.00	213,010.00	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	43,718.71	1,132,123.00	56,041.98	56,041.98	1,076,081.02	4.95
TOTAL ORGANIZATIONAL	43,718.71	1,132,123.00	56,041.98	56,041.98	1,076,081.02	4.95
CITY MANAGER						
00-NON-PROGRAM						
PERSONNEL SERVICES	12,117.68	281,452.00	12,944.14	12,944.14	268,507.86	4.60
SUPPLIES & MATERIALS	656.13	5,340.00	538.22	538.22	4,801.78	10.08
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	595.30	8,200.00	664.95	664.95	7,535.05	8.11
CONTRACTUAL SERVICES	0.00	350.00	0.00	0.00	350.00	0.00
OTHER CHARGES	1,487.22	8,640.00	2,247.40	2,247.40	6,392.60	26.01
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	14,856.33	303,982.00	16,394.71	16,394.71	287,587.29	5.39
TOTAL CITY MANAGER	14,856.33	303,982.00	16,394.71	16,394.71	287,587.29	5.39

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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
CITY SECRETARY						
00-NON-PROGRAM						
PERSONNEL SERVICES	3,017.52	69,049.00	3,065.68	3,065.68	65,983.32	4.44
SUPPLIES & MATERIALS	6.23	1,640.00	0.00	0.00	1,640.00	0.00
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	95.78	1,950.00	96.59	96.59	1,853.41	4.95
CONTRACTUAL SERVICES	0.00	6,450.00	26.45	26.45	6,423.55	0.41
OTHER CHARGES	1,055.00	26,495.00	1,055.00	1,055.00	25,440.00	3.98
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	4,174.53	105,584.00	4,243.72	4,243.72	101,340.28	4.02
TOTAL CITY SECRETARY	4,174.53	105,584.00	4,243.72	4,243.72	101,340.28	4.02
FINANCE						
00-NON-PROGRAM						
PERSONNEL SERVICES	13,200.14	296,000.00	12,991.64	12,991.64	283,008.36	4.39
SUPPLIES & MATERIALS	(550.11)	10,320.00	487.65	487.65	9,832.35	4.73
MAINTENANCE & REPAIRS	450.00	38,980.00	1,600.00	1,600.00	37,380.00	4.10
OCCUPANCY	424.55	7,680.00	477.01	477.01	7,202.99	6.21
CONTRACTUAL SERVICES	0.00	36,840.00	0.00	0.00	36,840.00	0.00
OTHER CHARGES	427.00	9,640.00	829.40	829.40	8,810.60	8.60
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	13,951.58	399,460.00	16,385.70	16,385.70	383,074.30	4.10
METER SERVICE						
PERSONNEL SERVICES	14,926.58	330,287.00	14,751.86	14,751.86	315,535.14	4.47
SUPPLIES & MATERIALS	2,448.76	31,835.00	251.99	251.99	31,583.01	0.79
MAINTENANCE & REPAIRS	35.99	10,500.00	0.00	0.00	10,500.00	0.00
OCCUPANCY	713.73	11,640.00	820.16	820.16	10,819.84	7.05
CONTRACTUAL SERVICES	520.22	10,440.00	0.00	0.00	10,440.00	0.00
OTHER CHARGES	260.91	4,740.00	134.32	134.32	4,605.68	2.83
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL METER SERVICE	18,906.19	399,442.00	15,958.33	15,958.33	383,483.67	4.00
TOTAL FINANCE	32,857.77	798,902.00	32,344.03	32,344.03	766,557.97	4.05
HUMAN RESOURCE						
00-NON-PROGRAM						
PERSONNEL SERVICES	3,797.91	90,655.00	3,859.66	3,859.66	86,795.34	4.26
SUPPLIES & MATERIALS	7.31	1,675.00	0.00	0.00	1,675.00	0.00
MAINTENANCE & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00
OCCUPANCY	233.88	3,320.00	107.70	107.70	3,212.30	3.24
CONTRACTUAL SERVICES	0.00	360.00	0.00	0.00	360.00	0.00
OTHER CHARGES	0.00	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	4,039.10	107,660.00	3,967.36	3,967.36	103,692.64	3.69

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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL HUMAN RESOURCE	4,039.10	107,660.00	3,967.36	3,967.36	103,692.64	3.69
INFORMATION TECHNOLOGY						
00-NON-PROGRAM						
PERSONNEL SERVICES	3,971.72	85,578.00	3,702.27	3,702.27	81,875.73	4.33
SUPPLIES & MATERIALS	5.79	3,150.00	199.99	199.99	2,950.01	6.35
MAINTENANCE & REPAIRS	0.00	20,670.00	1,488.00	1,488.00	19,182.00	7.20
OCCUPANCY	526.93	7,600.00	530.23	530.23	7,069.77	6.98
CONTRACTUAL SERVICES	0.00	20,250.00	0.00	0.00	20,250.00	0.00
OTHER CHARGES	0.00	3,960.00	214.85	214.85	3,745.15	5.43
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	4,504.44	141,208.00	6,135.34	6,135.34	135,072.66	4.34
TOTAL INFORMATION TECHNOLOGY	4,504.44	141,208.00	6,135.34	6,135.34	135,072.66	4.34
POLICE						
ADMINISTRATION						
PERSONNEL SERVICES	15,262.69	343,942.00	13,896.81	13,896.81	330,045.19	4.04
SUPPLIES & MATERIALS	2,102.91	28,495.00	6,189.76	6,189.76	22,305.24	21.72
MAINTENANCE & REPAIRS	507.70	30,367.00	153.75	153.75	30,213.25	0.51
OCCUPANCY	1,741.35	46,964.00	2,218.11	2,218.11	44,745.89	4.72
CONTRACTUAL SERVICES	47,166.75	192,517.00	113.86	113.86	192,403.14	0.06
OTHER CHARGES	1,732.46	31,285.00	2,564.00	2,564.00	28,721.00	8.20
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	68,513.86	673,570.00	25,136.29	25,136.29	648,433.71	3.73
CODE ENFORCEMENT						
PERSONNEL SERVICES	2,139.42	46,884.00	2,283.84	2,283.84	44,600.16	4.87
SUPPLIES & MATERIALS	118.61	2,600.00	(156.90)	(156.90)	2,756.90	6.03-
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	0.00	0.00	1,000.00	0.00
OTHER CHARGES	0.00	5,650.00	0.00	0.00	5,650.00	0.00
TOTAL CODE ENFORCEMENT	2,258.03	56,434.00	2,126.94	2,126.94	54,307.06	3.77
EMERGENCY MANAGEMENT						
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	6,844.00	0.00	0.00	0.00	0.00	0.00
TOTAL EMERGENCY MANAGEMENT	6,848.33	2,800.00	0.00	0.00	2,800.00	0.00

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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
POLICE-CID						
PERSONNEL SERVICES	11,249.89	220,434.00	8,348.46	8,348.46	212,085.54	3.79
SUPPLIES & MATERIALS	203.02	9,150.00	294.69	294.69	8,855.31	3.22
MAINTENANCE & REPAIRS	50.49	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	0.00	0.00	3,000.00	0.00
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	11,760.39	240,654.00	8,643.15	8,643.15	232,010.85	3.59
POLICE-PATROL						
PERSONNEL SERVICES	46,945.91	1,100,810.00	47,135.05	47,135.05	1,053,674.95	4.28
SUPPLIES & MATERIALS	5,451.47	70,650.00	3,991.80	3,991.80	66,658.20	5.65
MAINTENANCE & REPAIRS	762.56	23,600.00	4,653.85	4,653.85	18,946.15	19.72
OCCUPANCY	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	1,272.26	10,000.00	403.79	403.79	9,596.21	4.04
OTHER CHARGES	1,298.63	10,200.00	1,613.96	1,613.96	8,586.04	15.82
CAPITAL OUTLAY	0.00	32,000.00	0.00	0.00	32,000.00	0.00
TOTAL POLICE-PATROL	55,730.83	1,247,260.00	57,798.45	57,798.45	1,189,461.55	4.63
ANIMAL SERVICES						
PERSONNEL SERVICES	2,037.61	41,046.00	2,170.44	2,170.44	38,875.56	5.29
SUPPLIES & MATERIALS	383.58	4,950.00	83.05	83.05	4,866.95	1.68
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	2,421.19	61,341.00	2,253.49	2,253.49	59,087.51	3.67
TOTAL POLICE	147,532.63	2,282,059.00	95,958.32	95,958.32	2,186,100.68	4.20
FIRE-VOLUNTEER						
00-NON-PROGRAM						
PERSONNEL SERVICES	1,720.58	15,000.00	0.00	0.00	15,000.00	0.00
SUPPLIES & MATERIALS	2,850.61	57,075.00	1,112.49	1,112.49	55,962.51	1.95
MAINTENANCE & REPAIRS	4,625.67	40,500.00	2,869.32	2,869.32	37,630.68	7.08
OCCUPANCY	2,480.34	34,445.00	1,961.64	1,961.64	32,483.36	5.69
CONTRACTUAL SERVICES	0.00	24,000.00	0.00	0.00	24,000.00	0.00
OTHER CHARGES	1,408.98	19,425.00	3,067.91	3,067.91	16,357.09	15.79
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	13,086.18	190,445.00	9,011.36	9,011.36	181,433.64	4.73
TOTAL FIRE-VOLUNTEER	13,086.18	190,445.00	9,011.36	9,011.36	181,433.64	4.73

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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
MUNICIPAL COURT						
00-NON-PROGRAM						
PERSONNEL SERVICES	13,273.96	281,602.00	12,276.25	12,276.25	269,325.75	4.36
SUPPLIES & MATERIALS	250.72	10,950.00	362.05	362.05	10,587.95	3.31
MAINTENANCE & REPAIRS	3,466.50	13,600.00	11,930.90	11,930.90	1,669.10	87.73
OCCUPANCY	793.46	9,700.00	821.84	821.84	8,878.16	8.47
CONTRACTUAL SERVICES	1,750.00	22,550.00	0.00	0.00	22,550.00	0.00
OTHER CHARGES	2,226.57	8,261.00	1,442.00	1,442.00	6,819.00	17.46
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	21,761.21	346,663.00	26,833.04	26,833.04	319,829.96	7.74
TOTAL MUNICIPAL COURT	21,761.21	346,663.00	26,833.04	26,833.04	319,829.96	7.74
PLANNING & DEVELOPMENT						
00-NON-PROGRAM						
PERSONNEL SERVICES	14,583.53	427,953.00	14,570.09	14,570.09	413,382.91	3.40
SUPPLIES & MATERIALS	737.40	14,570.00	55.17	55.17	14,514.83	0.38
MAINTENANCE & REPAIRS	0.00	1,500.00	22.00	22.00	1,478.00	1.47
OCCUPANCY	455.22	10,200.00	471.16	471.16	9,728.84	4.62
CONTRACTUAL SERVICES	6,871.92	41,200.00	418.75	418.75	40,781.25	1.02
OTHER CHARGES	302.50	42,675.00	2,688.31	2,688.31	39,986.69	6.30
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	22,950.57	538,098.00	18,225.48	18,225.48	519,872.52	3.39
TOTAL PLANNING & DEVELOPMENT	22,950.57	538,098.00	18,225.48	18,225.48	519,872.52	3.39
HEALTH						
00-NON-PROGRAM						
PERSONNEL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	5,918.83	71,050.00	0.00	0.00	71,050.00	0.00
TOTAL 00-NON-PROGRAM	5,918.83	71,050.00	0.00	0.00	71,050.00	0.00
TOTAL HEALTH	5,918.83	71,050.00	0.00	0.00	71,050.00	0.00
PUBLIC WORKS						
ADMINISTRATION						
PERSONNEL SERVICES	31,857.18	580,973.00	29,064.19	29,064.19	551,908.81	5.00
SUPPLIES & MATERIALS	3,234.32	84,000.00	4,411.27	4,411.27	79,588.73	5.25
MAINTENANCE & REPAIRS	4,910.37	45,500.00	11,437.18	11,437.18	34,062.82	25.14
OCCUPANCY	954.70	15,600.00	1,207.75	1,207.75	14,392.25	7.74
CONTRACTUAL SERVICES	1,841.14	41,550.00	1,216.44	1,216.44	40,333.56	2.93
OTHER CHARGES	5,460.50	67,900.00	4,787.65	4,787.65	63,112.35	7.05
CAPITAL OUTLAY	0.00	117,390.00	0.00	0.00	117,390.00	0.00
TOTAL ADMINISTRATION	48,258.21	952,913.00	52,124.48	52,124.48	900,788.52	5.47

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AS OF: OCTOBER 31ST, 2012

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
CONSTRUCTION MANAGER						
PERSONNEL SERVICES	4,586.17	0.00	5.84	5.84 (	5.84)	0.00
SUPPLIES & MATERIALS	301.40	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	254.90	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES	45.76	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	10.00	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	5,234.99	0.00	5.84	5.84 (	5.84)	0.00
RECREATION						
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	54.83	39,500.00	0.45	0.45	39,499.55	0.00
OTHER CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECREATION	54.83	39,500.00	0.45	0.45	39,499.55	0.00
PARKS						
PERSONNEL SERVICES	23,964.23	505,327.00	25,299.92	25,299.92	480,027.08	5.01
SUPPLIES & MATERIALS	3,536.93	40,770.00	2,990.80	2,990.80	37,779.20	7.34
MAINTENANCE & REPAIRS	2,581.68	44,350.00	5,039.24	5,039.24	39,310.76	11.36
OCCUPANCY	3,511.03	65,800.00	6,963.84	6,963.84	58,836.16	10.58
CONTRACTUAL SERVICES	767.25	9,880.00	749.62	749.62	9,130.38	7.59
OTHER CHARGES	137.99	3,750.00	733.87	733.87	3,016.13	19.57
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PARKS	34,499.11	669,877.00	41,777.29	41,777.29	628,099.71	6.24
BUILDING MAINTENANCE						
PERSONNEL SERVICES	7,406.55	152,880.00	7,964.31	7,964.31	144,915.69	5.21
SUPPLIES & MATERIALS	942.54	9,100.00	153.69	153.69	8,946.31	1.69
MAINTENANCE & REPAIRS	133.96	3,600.00	14.35	14.35	3,585.65	0.40
OCCUPANCY	39.94	472.00	29.80	29.80	442.20	6.31
CONTRACTUAL SERVICES	107.25	1,690.00	615.85	615.85	1,074.15	36.44
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	8,630.24	167,852.00	8,778.00	8,778.00	159,074.00	5.23
TOTAL PUBLIC WORKS	96,677.38	1,830,142.00	102,686.06	102,686.06	1,727,455.94	5.61

LIBRARY

12/7/2012

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AS OF: OCTOBER 31ST, 2012

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
00-NON-PROGRAM						
PERSONNEL SERVICES	21,054.07	494,330.00	21,562.80	21,562.80	472,767.20	4.36
SUPPLIES & MATERIALS	5,176.95	52,420.00	4,593.72	4,593.72	47,826.28	8.76
MAINTENANCE & REPAIRS	658.73	11,150.00	125.00	125.00	11,025.00	1.12
OCCUPANCY	2,875.40	35,020.00	2,670.32	2,670.32	32,349.68	7.63
CONTRACTUAL SERVICES	1,280.00	19,650.00	0.00	0.00	19,650.00	0.00
OTHER CHARGES	478.94	11,370.00	542.74	542.74	10,827.26	4.77
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	31,524.09	623,940.00	29,494.58	29,494.58	594,445.42	4.73
TOTAL LIBRARY	31,524.09	623,940.00	29,494.58	29,494.58	594,445.42	4.73
*** TOTAL EXPENSES ***	446,954.92	8,510,595.00	403,638.66	403,638.66	8,106,956.34	4.74
	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	69,486.50	(179,067.00)	88,816.52	88,816.52	(267,883.52)	49.60-

*** END OF REPORT ***

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AS OF: OCTOBER 31ST, 2012

202-WATER/WASTEWATER FUND

	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUES						
CHARGES FOR SERVICES						
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
WATER REVENUES						
00-00-4101 WATER SALES-RESIDENTIAL	105,227.51	1,231,950.00	91,324.61	91,324.61	1,140,625.39	7.41
00-00-4102 WATER SALES-COMMERCIAL	78,265.61	1,007,970.00	81,564.73	81,564.73	926,405.27	8.09
00-00-4103 WATER SALES-PUBLIC AUTH	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4150 PENALTIES	4,749.09	30,000.00	3,530.65	3,530.65	26,469.35	11.77
00-00-4152 WATER TAPPING FEES	0.00	1,000.00	2,725.00	2,725.00	(1,725.00)	272.50
00-00-4154 WATER SERVICE FEES	1,880.00	26,000.00	1,275.15	1,275.15	24,724.85	4.90
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	190,122.21	2,297,020.00	180,420.14	180,420.14	2,116,599.86	7.85
WASTEWATER REVENUES						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	57,553.15	815,330.00	63,090.65	63,090.65	752,239.35	7.74
00-00-4202 WASTEWATER SALES-COMMERCIAL	43,018.38	618,220.00	48,109.07	48,109.07	570,110.93	7.78
00-00-4203 WASTEWATER SALES-PUBLIC AUTHO	0.00	0.00	0.00	0.00	0.00	0.00
00-00-4250 PENALTIES	2,706.92	19,000.00	2,082.62	2,082.62	16,917.38	10.96
00-00-4252 SEWER TAPPING FEES	0.00	1,000.00	0.00	0.00	1,000.00	0.00
00-00-4253 SEPTIC TANK DUMP FEES	7,418.97	100,000.00	6,977.19	6,977.19	93,022.81	6.98
00-00-4256 OTHER	0.00	100.00	0.00	0.00	100.00	0.00
TOTAL WASTEWATER REVENUES	110,697.42	1,553,650.00	120,259.53	120,259.53	1,433,390.47	7.74
INTEREST INCOME						
00-00-4400 INTEREST RECEIPTS	180.15	1,600.00	420.06	420.06	1,179.94	26.25
00-00-4401 INTEREST RECEIPTS	180.14	1,600.00	0.00	0.00	1,600.00	0.00
TOTAL INTEREST INCOME	360.29	3,200.00	420.06	420.06	2,779.94	13.13
MISCELLANEOUS						
00-00-4501 GRANT PROCEEDS	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	300.00	300.00	2,700.00	10.00
00-00-4522 WORKER'S COMPENSATION REIMB	0.00	500.00	0.00	0.00	500.00	0.00
00-00-4528 CONSERVATION PROGRAM	0.00	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	1,110.63	11,000.00	1,449.32	1,449.32	9,550.68	13.18
00-00-4548 LCRA/WCID	2,238.00	66,000.00	4,712.57	4,712.57	61,287.43	7.14
00-00-4549 DON STEWART/VICTORIA BANK REI	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS	3,396.13	81,100.00	6,461.89	6,461.89	74,638.11	7.97

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AS OF: OCTOBER 31ST, 2012

202-WATER/WASTEWATER FUND

	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
REVENUES						
TRANSFERS-IN						
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 **	304,576.05 =====	3,934,970.00 =====	307,561.62 =====	307,561.62 =====	3,627,408.38 =====	7.82 =====

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AS OF: OCTOBER 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
TOTAL WATER-PRODUCTIONS	0.00	0.00	0.00	0.00	0.00	0.00
WATER/WASTEWATER DEPT.						
ADMINISTRATION						
PERSONNEL SERVICES	37,200.22	828,517.00	35,273.01	35,273.01	793,243.99	4.26
SUPPLIES & MATERIALS	4,369.50	55,115.00	1,805.99	1,805.99	53,309.01	3.28
MAINTENANCE & REPAIRS	3,739.42	20,610.00	431.77	431.77	20,178.23	2.09
OCCUPANCY	1,374.40	19,200.00	2,001.94	2,001.94	17,198.06	10.43
CONTRACTUAL SERVICES	55,385.55	793,820.00	51,701.30	51,701.30	742,118.70	6.51
OTHER CHARGES	688.25	34,750.00	4,406.40	4,406.40	30,343.60	12.68
CONTINGENCY	0.00	32,678.00	0.00	0.00	32,678.00	0.00
CAPITAL OUTLAY	0.00	65,000.00	0.00	0.00	65,000.00	0.00
TRANSFERS OUT	50,833.32	755,000.00	62,916.66	62,916.66	692,083.34	8.33
TOTAL ADMINISTRATION	153,590.66	2,604,690.00	158,537.07	158,537.07	2,446,152.93	6.09
W/WW DISTRIBUT/COLLECT						
SUPPLIES & MATERIALS	74.67	10,600.00	86.81	86.81	10,513.19	0.82
MAINTENANCE & REPAIRS	1,760.25	150,000.00	5,282.08	5,282.08	144,717.92	3.52
OCCUPANCY	3,445.80	40,000.00	2,247.75	2,247.75	37,752.25	5.62
CONTRACTUAL SERVICES	371.30	35,750.00	300.00	300.00	35,450.00	0.84
OTHER CHARGES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
CAPITAL OUTLAY	0.00	16,600.00	0.00	0.00	16,600.00	0.00
TOTAL W/WW DISTRIBUT/COLLECT	5,652.02	254,450.00	7,916.64	7,916.64	246,533.36	3.11
WATER PRODUCTION/TREAT						
SUPPLIES & MATERIALS	1,651.75	23,500.00	0.00	0.00	23,500.00	0.00
MAINTENANCE & REPAIRS	2,734.86	86,000.00	7,132.32	7,132.32	78,867.68	8.29
OCCUPANCY	9,730.30	80,000.00	8,941.01	8,941.01	71,058.99	11.18
CONTRACTUAL SERVICES	7,283.40	102,300.00	0.00	0.00	102,300.00	0.00
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PRODUCTION/TREAT	21,400.31	291,800.00	16,073.33	16,073.33	275,726.67	5.51
WW TREATMENT PLANT						
SUPPLIES & MATERIALS	1,297.86	29,800.00	29.89	29.89	29,770.11	0.10
MAINTENANCE & REPAIRS	3,104.30	97,100.00	2,495.99	2,495.99	94,604.01	2.57
OCCUPANCY	7,579.90	70,000.00	10,313.73	10,313.73	59,686.27	14.73
CONTRACTUAL SERVICES	11,152.50	62,000.00	10,428.60	10,428.60	51,571.40	16.82
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL WW TREATMENT PLANT	23,134.56	258,900.00	23,268.21	23,268.21	235,631.79	8.99
TOTAL WATER/WASTEWATER DEPT.	203,777.55	3,409,840.00	205,795.25	205,795.25	3,204,044.75	6.04

WATER-TREATMENT

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FINANCIAL STATEMENT

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AS OF: OCTOBER 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
TAXES & PENALTIES						
00-00-4007 MOTEL/HOTEL TAX RECEIPTS	206,463.04	2,312,000.00	0.00	0.00	2,312,000.00	0.00
TOTAL TAXES & PENALTIES	206,463.04	2,312,000.00	0.00	0.00	2,312,000.00	0.00
INTEREST INCOME						
00-00-4400 INTEREST EARNED	297.35	3,000.00	304.39	304.39	2,695.61	10.15
TOTAL INTEREST INCOME	297.35	3,000.00	304.39	304.39	2,695.61	10.15
INTERGOVERNMENTAL						
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
MISCELLANEOUS						
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 **	206,760.39	2,315,000.00	304.39	304.39	2,314,695.61	0.01
	=====	=====	=====	=====	=====	=====

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AS OF: OCTOBER 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
NON-DEPARTMENT						
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
HOTEL/MOTEL TAX FUND						
00-NON-PROGRAM						
CONTRACTUAL SERVICES	74,246.75	1,095,500.00	382,406.70	382,406.70	713,093.30	34.91
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	85,306.66	1,174,500.00	97,875.00	97,875.00	1,076,625.00	8.33
TOTAL 00-NON-PROGRAM	159,553.41	2,315,000.00	480,281.70	480,281.70	1,834,718.30	20.75
TOTAL HOTEL/MOTEL TAX FUND	159,553.41	2,315,000.00	480,281.70	480,281.70	1,834,718.30	20.75
*** TOTAL EXPENSES ***						
	159,553.41	2,315,000.00	480,281.70	480,281.70	1,834,718.30	20.75
	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	47,206.98	0.00	(479,977.31)	(479,977.31)	479,977.31	0.00

*** END OF REPORT ***

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: December 5, 2012

MEETING DATE: December 11, 2012

1. Agenda Item: **Consideration, discussion and possible action on adoption of a Resolution of the City Council of Bastrop, Texas authorizing the City Council to meet every other month to discuss issues solely related to water/wastewater and electric utility service in the City of Bastrop,**
2. Party Making Request: **Michael H. Talbot**
3. Nature of Request: (Brief Overview) Attachments: Yes X No

At the last Council meeting it was requested that an item be placed on Tuesday night's agenda which would dissolve the current "Utility Committee" and have the City Council meet at least six (6) times a year to focus solely on water, wastewater and electric matters. The attached Resolution takes those factors into consideration and calls for the first meeting to be held on the 3rd Tuesday in January which would be January 15, 2013. To meet the requirement of meeting six (6) times a year, if the Council passes the attached Resolution, then the subsequent meetings would be the 3rd Tuesday in March, May, July, September, and November. The matter is presented to the City Council for consideration.

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: _____

DRAFT 12.5.12**RESOLUTION NO. R-2012 - _____**

**A RESOLUTION OF THE
CITY COUNCIL OF BASTROP, TEXAS AUTHORIZING THE CITY COUNCIL
TO MEET EVERY OTHER MONTH TO DISCUSS ISSUES SOLELY RELATED
TO WATER/WASTEWATER AND ELECTRIC UTILITY SERVICE IN THE CITY
OF BASTROP**

WHEREAS, the City of Bastrop, Texas, ("City") is a Home Rule municipality incorporated and operating under the Laws of the State of Texas and, accordingly has been granted full legal authority to take actions, as deemed necessary, in its reasonable judgment, to protect the public health, safety and welfare; and

WHEREAS; the City is a water/wastewater and electric utility service provider within the boundaries of the City limits and portions of the extraterritorial jurisdiction; and

WHEREAS; to protect and ensure the future provision of water/wastewater and electric utility service to the citizens of the City, the City Council, at the direction of the Mayor, previously appointed certain members of the City Council to serve on "utility committees" which would focus on specific issues related to the City's utility services, as well as communicate with staff members and the general public regarding same; and

WHEREAS; the City Council now seeks to dissolve all "utility committees" previously created by the City Council and/or the Mayor, and instead to have the entire City Council meet every other month solely to discuss specific issues related to the City's role as a competitive water/wastewater and electric service provider, the protection and preservation of future water and electric sources, operations, potential upgrades, planning and the resolution of utility matters, as they arise.

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

1. The City Council hereby formally finds that all "utility committees" previously created by the City Council, and on which appointed members of the City Council periodically served, are dissolved; and
2. The City Council hereby formally agrees to publicly meet on the third Tuesday of every other month, beginning on January 15th, for the sole purpose of discussing and resolving any and all matters related to the City's 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; and
3. Notwithstanding the date agreed to and provided in Section 2 above, the City Council specifically reserves the right to change the date and time the City

DRAFT 12.5.12

Council will meet to discuss utility issues, as necessary and in the best interest of the Council, the City and the City Manager.

4. The terms of this Resolution shall become effective immediately upon passage of this Resolution, subject to publication as required by State law.

PASSED, ADOPTED AND APPROVED this the 11th day of December 2012.

APPROVED:

MAYOR TERRY ORR

ATTEST:

TERESA VALDEZ, CITY SECRETARY