

**NOTICE OF REGULAR MEETING
BASTROP CITY COUNCIL
March 27, 2012 6:00 P.M.**

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a regular meeting on **March 27, 2012 at 6:00 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. Service Pin awards
4. Proclamations
 - A. Bastrop Safe Digging Month – James Miller
5. Announcements

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

- A. Meetings and Events Attended:
 1. Rates & Resources Council Meeting in San Marcos on March 19, 2012.
 2. Water Committee Meeting on March 15, 2012.
 3. Bastrop Economic Development Corporation monthly Board meeting on March 19, 2012.
 4. Special City Council Meeting on March 20, 2012.
 5. Lost Pines Groundwater Conservation District monthly Board meeting on March 21, 2012.
- B. Update on City Projects:
 1. Construction of the new sidewalk behind the Library.
 2. Planning Retreat of March 20, 2012.
 3. Splash Pad Project.
 4. New sewer line for Fisherman's Park.
 5. Review request by the Parks Board of creating a Tree City Board.
 6. Opening of bids for the Pecan Street Sewer Project on March 26, 2012.
 7. Setting date for the Farm Street "Grand Opening".
- 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. 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.

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|--|-----|----|---------------|
| A.1 Approval of meeting minutes of March 13 and 20, 2012. | A.1 | 3 | Teresa Valdez |
| A.2 Approval of waiver of fee for hanging banner on the old iron bridge per request from Court Appointed Special Advocates (CASA). | A.2 | 18 | Teresa Valdez |
| A.3 Approval of Special Event Permit Application submitted by Downtown Business Alliance (DBA) to host "Yesterfest" to be held downtown on Friday, April 27, 2012 and Saturday, April 28, 2012. | A.3 | 20 | Mike Talbot |
| A.4 Approval of Special Event Permit Application submitted by Bastrop Economic Development Corporation to host "IAMC Night on Main Street" on Tuesday, April 24, 2012, in the 1000 block of Main Street between Chestnut and Spring Streets. | A.4 | 38 | Mike Talbot |

A.5 Approval of Special Event Permit Application submitted by National Multiple Sclerosis Society for its annual "BP MS 150 Bike Tour" on Sunday, April 22, 2012.	A.5	48	Mike Talbot
A.6 Approval of waiver of fees (2) for hanging banners on the old iron bridge and at 1002 Chestnut per request from The Children's Advocacy Center for the 8 th annual "Cowboys and Caviar" on April 21, 2012.	A.6	62	Teresa Valdez
A.7 Approval of waiver of fee for hanging banner per request from the Family Crisis Center.	A.7	65	Teresa Valdez
A.8 Appointment by Mayor and confirmation by Council of Member to the Bastrop Main Street Advisory Board.	A.8	67	Mayor Terry Orr

B. PUBLIC HEARINGS:

B.1 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 concerning adoption of a Resolution of the City Council of the City of Bastrop, Texas, authorizing the submission of a Texas Home Investment Partnerships Program application to the Texas Department of Housing and Community Affairs for participation in the Home Program Contract System and authorizing the City Manager to act as the City's Executive Officer and authorized representative in all matters pertaining to the City's participation in the Home Program Contract System.	D.1	69	Mike Talbot
D.2 Consideration, discussion and possible action concerning adoption of a Resolution of the City Council of the City of Bastrop, Texas, authorizing the submission of an Amy Young Barrier Removal Program Application to the Texas Department of Housing and Community Affairs (TDHCA) Housing Trust Fund (HTF) and authorizing the City Manager to act as the City's Executive Officer and authorized representative in all matters pertaining to the City's participation in the Amy Young Barrier Removal Program.	D.2	71	Mike Talbot
D.3 Consideration, discussion and possible action concerning authorizing K Friese & Associates to undertake a long-term Water Supply Study for the City of Bastrop.	D.3	73	Mike Talbot

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 551.086 - Certain Public Power Utilities: Competitive Matters.
2. 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.
3. Section 551.072 - Deliberations about Real Property: Acquisition, exchange, lease or value of real property for public purposes.

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 23rd day of March 2012 at 9:30 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: March 21, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **City Manager informational update report: Items for update, discussion and possible action:**
- A. Meetings and Events Attended:
 - 1. Rates & Resources Council Meeting in San Marcos on March 19, 2012.
 - 2. Water Committee Meeting on March 15, 2012.
 - 3. Bastrop Economic Development Corporation monthly Board meeting on March 19, 2012
 - 4. Special City Council Meeting on March 20, 2012.
 - 5. Lost Pines Groundwater Conservation District monthly Board meeting on March 21, 2012.
 - B. Update on City Projects:
 - 1. Construction of the new sidewalk behind the Library.
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 - 3. Splash Pad Project.
 - 4. New sewer line for Fisherman's Park.
 - 5. Review request by the Parks Board of creating a Tree City Board.
 - 6. Opening of bids for the Pecan Street Sewer Project on March 26, 2012.
 - 7. Setting date for the Farm Street "Grand Opening".
 - 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. 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: _____

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: March 21, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Approval of meeting minutes of March 13 and 20, 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: _____

March 13, 2012

The Bastrop City Council met in regular session on March 13, 2012 at 6:00 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, Bill Peterson, Joe Beal and Kay Garcia McAnally.

ANNOUNCEMENTS**1. CALL TO ORDER**

At 6:00 p.m. Mayor Terry Orr called the meeting to order with all members present, with the exception of Julie Hart who was absent.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

City Secretary, Teresa Valdez led the pledges of allegiance to the U.S. and Texas flags. Mayor Terry Orr led the invocation.

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

No student was in attendance to present the Character Education character trait “Self-Reliance” for the month of March.

B. SERVICE PIN AWARDS

Mayor Terry Orr stated Council Member Kay Garcia McAnally had previously agreed to be the Council’s liaison for the City’s Boards and Commissions. Mayor Orr stated Ms. Garcia McAnally had discussed with him the fact that there were people that had served on various City Boards and Commission for years and years.

Council Member Kay Garcia McAnally stated the Council wanted a way to thank these people and the Council adopted a Resolution on April 26, 2011 to recognize the dedicated volunteer service of individuals who have served and are still serving on the City’s various boards and commissions. Ms. Garcia McAnally stated on behalf of the community, the City Council is going to show its gratitude to volunteers by awarding service pins to those who have served for five (5) years, ten (10) years, or fifteen (15) years and for “Lifetime Service.” Ms. Garcia McAnally stated most of the recipients are probably somewhere in between the 5, 10 and 15 years, but for the first time of awarding these pins they will be recognized for 5, 10 or 15 years. Ms. Garcia McAnally stated the Council will present service pins as the next several Council meetings until all recipients have been recognized.

Council Member Kay Garcia McAnally and the Mayor and Council presented service pins to the following recipients who have served on the Bastrop Planning and Zoning Commission: Glenn Peterson, Sr. - 5 year pin (was not present to accept service pin); Lee Bryan Whitten - 5 year pin (was not present to accept service pin); Dawn Kana - 5 year pin (was not present to accept

service pin); Joe Beal – 5 year pin; Celeste Rose – 5 year pin and Christy Kosser – 5 year pin.

Council Member Kay Garcia McAnally and the Mayor and Council presented pins to the following recipients who have served on the Bastrop Economic Development Corporation Board: Pat Crawford – 10 year pin; Gary Schiff – 10 year pin; Steve Mills – 10 year pin; Tom Scott – 10 year pin (was not present to accept service pin); Tommy Hoover - 5 year pin (was not present to accept service pin); Neil Gurwitz – 15 year pin and Shawn Pletsch – 15 year pin.

Council Member Kay Garcia McAnally and the Mayor and Council presented a 5 year pin to Pinky Smith for her service on the Historic Landmark Commission.

4. PROCLAMATIONS

There were no proclamations.

5. ANNOUNCEMENTS

Mayor Orr stated that the City's sales tax was 33.8% above where it was last year this time.

Kay Garcia McAnally stated the Film Commission is still hard at work. Ms. Garcia McAnally read a thank you letter from the company that did a Kitchen Aide commercial in Bastrop.

Mayor Orr stated he had met with a Film crew on Saturday who will be doing a film in Bastrop State Park.

Mayor Orr acknowledged the work of Council Member Kay Garcia McAnally in getting the Mayors' pictures placed in the Council Chambers.

Kay Garcia McAnally stated the Art in Public Places Task Force was responsible for having the Mayors' pictures scanned, reprinted and framed in three styles of frames. Ms. Garcia McAnally stated three styles of frames were used because certain frames may not be available in the future and this would make it easier to match in the future. Ms. Garcia McAnally stated the frames are not exactly in line because of the different styles of frames.

C. APPRECIATION OF SERVICE AWARD TO COUNCIL MEMBER BILL PETERSON – MAYOR ORR

Mayor Orr presented a crystal "3 Years of Service" award to Council Member Bill Peterson for his service and dedication to the citizens of Bastrop as a Member of the Bastrop City Council.

Council Member Bill Peterson received a standing ovation.

Council Member Peterson thanked the City Council and stated they were a great team. Mr. Peterson thanked the citizens for allowing him to serve and stated it was a pleasure to serve as a City Council member.

OATH OF OFFICE – ADMINISTERED BY ROSE PIETSCH, BASTROP COUNTY CLERK TO ELECTED COUNCIL MEMBER DOCK JACKSON.

Bastrop County Clerk Rose Pietsch administered the Oath of Office to newly elected Place 1 Council Member Dock Jackson.

Council Member Jackson thanked family and friends who were in attendance tonight. Mr. Jackson stated he enjoys being back on the City Council.

Mayor Orr announced that Council Member Jackson has agreed to serve as the City's representative for Envision Central Texas.

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

A. MEETINGS AND EVENTS ATTENDED:

1. TEXAS WATER DEVELOPMENT BOARD PETITION HEARING IN MILANO ON FEBRUARY 29, 2012.
2. PARKS BOARD MONTHLY MEETING ON MARCH 1, 2012.
3. BASTROP ECONOMIC DEVELOPMENT CORPORATION – RETAIL COACH PRESENTATION ON MARCH 1, 2012.
4. PRESENTATION REGARDING “LOCAL GOVERNMENT” TO THE THIRD GRADE CLASSES AT LOST PINES ELEMENTARY SCHOOL ON MARCH 2, 2012.
5. LIBRARY BOARD MONTHLY MEETING ON MARCH 5, 2012.
6. MAIN STREET ADVISORY BOARD MONTHLY MEETING ON MARCH 5, 2012.
7. ENVIRONMENTAL STEWARDSHIP – TEXAS WATER DEVELOPMENT BOARD PETITION HEARING IN MILANO ON MARCH 7, 2012.
8. ASSOCIATION OF WHOLESALE CUSTOMERS OF LOWER COLORADO RIVER AUTHORITY IN JOHNSON CITY ON MARCH 8, 2012.

B. UPDATE ON CITY PROJECTS:

1. BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC) – SIX (6) MONTH UPDATE BY BEDC EXECUTIVE DIRECTOR DAVE QUINN.
2. STATUS OF THE CONSTRUCTION OF THE NEW SIDEWALK BEHIND THE LIBRARY.
3. PLANNING RETREAT OF MARCH 20, 2012 AND REVIEW CALENDAR OF FUTURE EVENTS.
4. SPLASH PAD PROJECT.
5. NEW SEWER LINE FOR FISHERMAN'S PARK.
6. REVIEW REQUEST BY THE PARKS BOARD TO AMEND ORDINANCE REGARDING PUBLIC TREE ADVISORY BOARD.
7. OPENING OF BIDS FOR THE PECAN STREET SEWER PROJECT ON MARCH 26, 2012.
8. CITY OF BASTROP GRANT APPLICATION FOR THE HAZARDOUS MITIGATION GRANT PROGRAM AND OTHER GRANT PROGRAMS.
9. CONSTRUCTION OF WATER WELL I.
10. REVIEW OF PROPOSED BENCHES ON MAIN STREET.
11. SETTING DATE FOR FARM STREET “GRANT OPENING”.
12. STATUS OF TEXAS DEPARTMENT OF TRANSPORTATION “SURPLUS PROPERTY” ON STATE HIGHWAY 20.

13. REPLACEMENT OF THE WATER LINE ON AUSTIN STREET FROM HAYSEL STREET TO HILL STREET.
 14. BIDS RECEIVED ON MARCH 1, 2012 FOR THE BASTROP POWER & LIGHT TRAINING/CONFERENCE ROOM.
 15. CALENDAR REGARDING HOTEL/MOTEL OCCUPANCY TAX ORGANIZATIONS FUNDING REQUESTS.
- 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's Report was given to Council on Monday.

Mr. Talbot stated Dave Quinn, Executive Director of the Bastrop Economic Development Corporation will give an update as listed under Item B.1.

Dave Quinn addressed the Council. Dave Quinn gave a PowerPoint presentation on his first six (6) months as Executive Director of the Bastrop Economic Development Corporation.

Council Member Joe Beal stated he was really impressed how Mr. Quinn has incorporated social media.

Council Member Dock Jackson stated he was very impressed with the use of social media and also impressed with Mr. Quinn's involvement in the total community.

Mayor Orr stated that one of the better things that had happened recently is the movie theater. Mayor Orr asked that Mr. Talbot give a brief synopsis of this.

Mr. Talbot stated that 30-40 days ago the sale of the Chestnut Entertainment Center – the movie theater, had fallen through and that was a big disappointment. Mr. Talbot stated they came back with a 30 day option to purchase and last week a Letter of Understanding was put together. Mr. Talbot stated it was delivered on Friday and the sale closed on Monday.

Mayor Orr applauded the City Manager for his timeliness on this matter. Mayor Orr stated this really needed to happen for the City.

Mr. Talbot stated they plan to open the last week of April or first week in May. Mr. Talbot stated they are going to make a 2.5 million dollar expansion to a 2.4 million dollar facility. Mr. Talbot stated this is a very positive move for the City.

Mr. Talbot called the Council's attention to Item B.3. Mr. Talbot stated different suggestions

were received on when the Council should meet for planning sessions. Mr. Talbot called the Council's attention to a handout of monthly calendars from March-December showing existing scheduled Council meetings. Mr. Talbot asked that the Council Members study what meetings are coming up and an agenda item will be placed on the March 20, 2012 Special Workshop Council Meeting to discuss this.

Mayor Orr asked that each Council Member provide to the City Secretary by Wednesday, March 14, 2012, a list of items they would like to see discussed in a public format and prioritize the items. Mayor Orr stated from that point he will pick a few items for discussion for the March 20, 2012 meeting and then he anticipates starting to take the listed items in sequence for the other meeting. Mayor Orr also asked that the Council be thinking in terms of "Should we be having a Retreat once or twice a year?"

Council Member Ken Kesselus asked if the City Manager wanted the Council to approve the item listed as B.15. Mr. Kesselus stated the Calendar shows that on March 28, 2012 a "Committee" is to meet with organizations requesting Hotel Occupancy Tax funding. Mr. Kesselus asked if there was a "Committee".

Mr. Talbot stated he would recommend the Council approve the Calendar so as to keep on schedule. Mr. Talbot stated the "Committee" that was formed last year could be used again.

Mr. Kesselus stated he would like to have an opportunity to talk about the money that is going to be in the Hotel Occupancy Tax fund and also, he would like to have an opportunity to suggest something else, perhaps in May.

Ken Kesselus moved to approve the HOT Funding Calendar for Fiscal Year 2013, with the understanding that he will have an opportunity to present and Council discuss his suggestion in May and that he agree to serve as Chairman of the Committee. Seconded by Kay Garcia McAnally and carried unanimously.

Council Member Ken Kesselus called the Council's attention to Item B.6. Mr. Kesselus stated he would be happy to support a small Tree Advisory Board with maybe five (5 members and maybe designate a couple as ex-officio members.

Mayor Orr stated this is an excellent topic for conservation at one of the Council's planning workshops. Mayor Orr stated the City has a variety of committees, maybe far too many and voiced concern about the continued splintering and more splintering of these committees.

Council Member Kay Garcia McAnally asked if there was a way a Historic Designation sign could be placed at the "springs" along the Riverwalk.

City Manager Mike Talbot stated he would research her request.

A. CONSENT AGENDA

ALL OF THE FOLLOWING ITEMS ON THE CONSENT AGENDA ARE CONSIDERED TO BE SELF-EXPLANATORY BY THE COUNCIL AND WILL BE ENACTED WITH ONE

MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCIL MEMBER SO REQUESTS.

A.1 APPROVAL OF MEETING MINUTES OF FEBRUARY 28, 2012.

A.2 APPROVAL OF WAIVER OF FEE FOR HANGING A BANNER ON THE OLD IRON BRIDGE PER REQUEST FROM THE EVENT COORDINATOR FOR THE 2012 BASTROP HOME PRODUCT SHOW SCHEDULED FOR APRIL 13-15, 2012.

A.3 APPROVAL OF AN EXTENSION, FOR A PERIOD OF 180 DAYS COMMENCING ON MARCH 18, 2012 ON THE REQUEST FOR A FINAL PLAT FOR HUNTERS CROSSING, SECTION 7B LOCATED SOUTH OF STATE HIGHWAY 71 AND WEST OF HUNTERS CROSSING BOULEVARD WITHIN THE CITY LIMITS OF BASTROP, TEXAS.

A.4 APPROVAL OF THE STATUTORY DENIAL, FOR A PERIOD OF 180 DAYS FROM THE DATE OF COUNCIL ACTION ON THIS REQUEST, FOR THE PRELIMINARY PLAT OF PINE VISTA COMMERCIAL SUBDIVISION CREATING TWO COMMERCIAL LOTS AT 2401 LOOP 150 WITHIN THE CITY LIMITS OF BASTROP, TEXAS.

A.5 APPROVAL OF SPECIAL EVENT PERMIT APPLICATION SUBMITTED BY BASTROP HOMECOMING COMMITTEE, INC. TO HOST "MAYFEST SCHOLARSHIP RODEO" ON FRIDAY, MAY 11, 2012 AND SATURDAY, MAY 12, 2012 IN MAYFEST PARK.

A.6 APPROVAL OF BASTROP MARKETING CORPORATION'S REQUEST FOR REIMBURSEMENT OF EXPENSES.

Council Member Kay Garcia McAnally requested Consent Agenda Item A.2 be pulled for separate discussion.

Joe Beal moved to approve the Consent Agenda minus Item A.2. Seconded by Dock Jackson and carried unanimously.

Ms. Garcia McAnally stated it seemed to her that the Council had been approving a lot of requests for waiver of fees for hanging banners on the old iron bridge. Ms. Garcia McAnally stated she thought the Council had approved an alternate location for these banners.

City Manager Mike Talbot stated the Council had approved an alternate location and design, but staff was having a hard time trying to find cedar posts that were 20 feet in height to hold a maximum of three (3) banners. Mr. Talbot stated staff is going to have to utilize other poles to get the project completed.

Kay Garcia McAnally moved to approve Consent Agenda Item A.2. Seconded by Joe Beal and carried unanimously.

B. PUBLIC HEARINGS:

B.1 CITIZEN COMMENTS.

There were no citizen comments.

C. OLD BUSINESS

D. NEW BUSINESS

ORDINANCES FOR FIRST READING:

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

D.1 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON PRESENTATION AND ACCEPTANCE OF CITY OF BASTROP, TEXAS COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED SEPTEMBER 30, 2011.

Chief Financial Officer Karla Stovall addressed the Council. Ms. Stovall stated that the Finance Department respectfully submits the Comprehensive Annual Financial Report for the year ended September 30, 2011. Ms. Stovall stated Jack Clark with Singleton, Clark & Company was in attendance tonight to present the audit to Council. Ms. Stovall distributed the FY2011 Audit Reporting Package to Council.

Jack Clark presented the FY2011 Audit to the Council. Mr. Clark reviewed various aspects of the Audit. Mr. Clark called the Council's attention to pages 47 and 48 of the Audit. Mr. Clark stated he was only calling attention to this because of the potential impact on the City's liabilities. Mr. Clark stated the City did receive a clean audit. Mr. Clark stated the City is in very good financial condition – fixed assets, good staff, good management and very professional people that he deals with. Mr. Clark stated he personally thinks there needs to be another staff person in the Finance Department to handle the fixed assets.

Discussion was held among Council and Mr. Clark regarding the Audit.

Joe Beal moved to accept the Comprehensive Annual Financial Report. Seconded by Kay Garcia McAnally and carried unanimously.

D.2 APPOINTMENT BY MAYOR AND CONFIRMATION BY COUNCIL OF MEMEBRS TO THE BASTROP ETHICS COMMISSIONS.

Mayor Orr appointed Honorable Judge Chris Duggan, Reverend Lisa Hines and Corporal Wuthipong Tantaksinanukij to the Bastrop Ethics Commission.

City Secretary Teresa Valdez called the roll for the appointments:

FOR APPOINTMENT: Ken Kesselus, Kay Garcia McAnally, Joe Beal and Dock Jackson.

Judge Chris Duggan, Reverend Lisa Hines and Corporal Wuthipong Tantaksinanukij were appointed to the Bastrop Ethics Commission.

D.3 CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON ACCEPTANCE OF MONTHLY FINANCIAL REPORTS FOR THE PERIOD ENDING JANUARY 31, 2012.

Chief Financial Officer Karla Stovall addressed the Council. Ms. Stovall gave a report on the monthly financials for the period ending January 31, 2012.

Brief discussion was held among Council, Ms. Stovall and Mr. Talbot.

Kay Garcia McAnally moved to accept the report. Seconded by Dock Jackson and carried unanimously.

E. EXECUTIVE SESSION:

E.1 THE BASTROP CITY COUNCIL WILL MEET IN A CLOSED/EXECUTIVE SESSION PURSUANT TO THE TEXAS GOVERNMENT CODE, CHAPTER 551, SECTION 551.086 (CERTAIN PUBLIC POWER UTILITIES: COMPETITIVE MATTERS); (SECTION 551.071(1)(A) AND SECTION 551.071(2) (CONSULTATIONS WITH ATTORNEY); SECTION 551.072 (DELIBERATIONS ABOUT REAL PROPERTY); AND SECTION 551.087 (DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS) TO DISCUSS THE FOLLOWING:

1. CERTAIN PUBLIC POWER UTILITIES: COMPETITIVE MATTERS.
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.
3. DELIBERATIONS ABOUT REAL PROPERTY: ACQUISITION, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY FOR PUBLIC PURPOSES.
4. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS: PROJECT HOLLYWOOD.

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, Section 551.071(1)(A) and Section 551.071(2) (Consultations with Attorney) and Section 551.072 (Deliberations about Real Property) and to discuss the following:

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:
3. Deliberations about Real Property: Acquisition, exchange, lease or value of real Property for public purposes.

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 9:26 p.m., Mayor Orr reconvened the Bastrop City Council into open session to discuss, consider and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

Joe Beal moved to authorize the City Manager to negotiate and enter into a binding Contractual Letter Agreement with the Developers of Pine Forest Unit #6, concerning costs to be borne by Developer, to facilitate progress on the future development of this subdivision. Seconded by Ken Kesselus and carried unanimously.

F. ADJOURNMENT

At 9:27 p.m., Joe Beal moved to adjourn. Seconded by Kay Garcia McAnally and carried unanimously.

APPROVED:

ATTEST:

Terry Orr, Mayor

Teresa Valdez, City Secretary

March 20, 2012

The Bastrop City Council met in Special Workshop Meeting on Tuesday, March 20, 2012 at 6:00 p.m. at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Terry Orr and Council Members Bill Peterson, Joe Beal, Ken Kesselus and Kay Garcia McAnally.

1. CALL TO ORDER

At 6:00 p.m., Mayor Terry Orr called the meeting to order with all members present with the exception of Julie Hart who was absent.

2. WORKSHOP SESSION – THE BASTROP CITY COUNCIL WILL ADJOURN SPECIAL SESSION AND CONVENE INTO A WORKSHOP SESSION TO DISCUSS:

1. COUNCIL PLANNING WORKSHOP MEETINGS: HOW OFTEN AND HOW LONG? - MAYOR ORR
2. COUNCIL PLANNING RETREATS: WHEN, WHERE AND HOW LONG – MAYOR ORR.
 - 1) STRATEGIC PLANNING SESSION – MIKE TALBOT
3. TAX REVENUE IMPACTS OF THE FIRE: PROPERTY TAX REVENUE LOSS, SALES TAX REVENUE GAIN, THE OFFSET BETWEEN LOSS & GAIN – LEGALLY AND FINANCIALLY, AND REBATE TO THE FIRE VICTIMS – JOE BEAL.
4. PROVIDING MORE DIRECT “BOARD-LIKE” LEADERSHIP OVER BASTROP POWER & LIGHT: ESTABLISHING A COUNCIL COMMITTEE – KEN KESSELUS.
5. CITY BOARDS AND COMMISSIONS: SHOULD CITY COUNCIL MEMBERS BE VOTING MEMBERS? – KAY GARCIA MCANALLY
6. JOINT MEETINGS WITH BASTROP COUNTY AND BASTROP INDEPENDENT SCHOOL DISTRICT – DOCK JACKSON.
7. PRIORITIZE LIST OF ITEMS SUGGESTED BY COUNCIL MEMBERS FOR DISCUSSION AT COUNCIL SPECIAL PLANNING WORKSHOPS – TERRY ORR.

At 6:02 p.m., Mayor Orr convened the Bastrop City Council into a Workshop session to discuss:

1. Council Planning Workshop Meetings: How often and how long? - Mayor Orr

Mayor Orr and Council discussed the Council scheduling quarterly Planning Workshop Meetings.

Dock Jackson stated he was not on the Council when the Council Calendar was approved by Council but May 29, 2012, a date scheduled for a Special Council Workshop Meeting is the date for the Election Primaries and June 19, 2012 is a scheduled holiday for most employees. Council Member Jackson asked that the Council be sensitive to staff's three-day weekends.

It was the consensus of Council that the first Council Special Workshop Planning Session be held on May 29, 2012 for approximately 2.5 to 3 hours and that a light meal be provided.

2. Council Planning Retreats: When, where and how long? - Mayor Orr.
 - 1) Strategic Planning Session – Mike Talbot

Mayor Orr and Council discussed the Council scheduling Planning Retreats.

City Manager, Mike Talbot stated he thought it was important that the Council have some direction regarding the items Council submitted as topics for discussion as the planning sessions and other items they have discussed at Council meetings and asked to be completed. Mr. Talbot stated he had contacted Katherine Ray and she is willing to facilitate a Council Strategic Planning Session on a Saturday for approximately 6-8 hours for approximately \$8,000 to \$10,000. Mr. Talbot stated after the Strategic Planning Session Ms. Ray will prepare a Strategic Plan, distribute it to Council, meet with Council to discuss it and then finalize the report.

Discussion was held among Council and Mr. Talbot regarding the scheduling of a Strategic Planning Retreat.

It was the consensus of Council that the Strategic Planning Retreat be scheduled for May 5, 2012 from 9 a.m. to 3 p.m. at a location other than City Hall Council Chambers. It was the consensus that prior to the Retreat each Council Member will submit a list of their items and prioritizing them. Ms. Ray will then collect the items and prepare for the Strategic Planning Retreat. After the Retreat, Ms. Ray will meet with the Council on May 29, 2012 at the Special Planning Workshop Meeting to review her report with Council.

3. Tax Revenue Impacts of the fire: Property tax revenue loss, Sales tax revenue gain, The offset between loss & Gain – legally and financially, and Rebate to fire victims – Joe Beal.

Council Member Joe Beal stated this was his top priority item because he feels like the City has the potential of a tax revenue change. Mr. Beal stated he would hope that the Council would agree that they have as much advance notice as possible so they can respond and not react. Mr. Beal stated this is going to be important in the budget planning and he wants to get in front of the budget process and wants the Council to be aware of the financial implications from the fire. Mr. Beal stated regarding the tax rebates to fire victims only but it on the Agenda because he has had several citizens ask about it.

Discussion was held among Council and Mr. Talbot regarding 380 Agreements that can be utilized to assist fire victims who are going to rebuild, and other aspects of how this would affect the City's budget.

Willie DeLaRosa, Bastrop Economic Development Corporation (BEDC) Board Member, stated the BEDC would be willing to participate with this.

City Manager, Mike Talbot stated he will try to come up with a policy regarding the rebate to fire victims and he will work on the revenue impact regarding this.

4. Providing more direct “board-like” leadership over Bastrop Power & Light:
Establishing a Council Committee – Ken Kesselus.

Council Member Ken Kesselus stated the City has a 7 million business that it runs called Bastrop Power and Light and the Council is the Board of Directors and for almost three years now he has been trying to figure this out. Mr. Kesselus stated there is very little policy and he is not satisfied that the Council is exercising as Board of Directors. Mr. Kesselus stated he thinks they would be talking more about Bastrop Power & Light and it occurred to him that the Council should have a Bastrop Power & Light Committee and allow them to meet regularly regarding policies and procedures and make recommendations to Council. Mr. Kesselus stated he is convinced that one Utility Committee made up of three Council Members who would deal with the City Manager and staff would be sufficient. Mr. Kesselus stated he would like the Mayor to appoint those members.

Mayor Orr stated he liked the idea of a Utility Committee which could incorporate the Water Committee. Mayor Orr asked if Mr. Beal, Mr. Kesselus and Ms. Garcia McAnally would be willing to serve as the Utility Committee.

Mr. Beal, Mr. Kesselus and Ms. Garcia McAnally stated they would be willing to serve as the Utility Committee along with the City Manager and staff.

5. City boards and commissions: Should City Council Members be voting members? – Kay Garcia McAnally.

Council Member Kay Garcia McAnally stated she would like to talk about “Best Practices Policies” regarding Council Members serving as voting members on City Boards and Commissions. Ms. McAnally stated she believes the City’s Boards and Commissions should be as independent as possible from the Council.

Discussion was held among Council.

Council Member Kesselus asked if there was a City Policy in place regarding this since it seemed to be the tradition that when a person was elected to Council they resigned any other position they served on City Boards or Commissions.

City Manager Mike Talbot stated that in the City’s Charter Section 3.05 Prohibitions it states: “Except where authorized by law, no Council Member shall hold any other City office or City employment during the term for which that member was elected to the Council.....”.

Mayor Orr stated the Charter was pretty clear on this issue.

6. Joint meetings with Bastrop County and Bastrop Independent School District – Dock Jackson.

Council Member Dock Jackson stated he felt joint meetings with Bastrop County and Bastrop Independent School District was something the City needed to do. Mr. Jackson stated this joint meeting would allow all entities to look at the various priorities of each entity and work toward meshing the priorities together and possibly joint funding of projects. Mr. Jackson stated he was proposing that such a joint meeting be done at least once a year.

Discussion was held among Council.

Mayor Orr stated that at the next Council meeting he will appoint Mr. Jackson as the Council's liaison to the Bastrop Independent School District.

Mr. Jackson stated he will visit with Bastrop County and Bastrop Independent School District and see what their thoughts are regarding a joint meeting.

7. Prioritize list of items suggest by Council Members for discussion at Council Special Planning Workshops – Mayor Orr.

City Manager, Mike Talbot then called the Council attention to a handout regarding the City's various Boards and Commissions. Mr. Talbot stated Mr. Kesselus had asked for this and a lot of time had been spent preparing and reviewing this in order to make sure it was accurate. Mr. Talbot called the Council's attention to his Memorandum attached to the handout listing Council Member Kesselus suggestions regarding Boards and Commissions.

Council Member Kesselus stated he would like to have this done by June and wherever possible have three-year staggered terms for members of the Boards and Commissions.

Discussion was held among Council and Mr. Talbot.

Mayor Orr stated that the Council will expect Mr. Kesselus and Mr. Talbot to have a proposal for the Council on the April 24, 2012 Council Meeting Agenda.

Mayor Orr then asked that the Council Members prioritize what items they would like on the next Council Special Workshop Meeting.

Council Member Jackson stated he will submit his ideas to the Mayor and he would also like to discuss the City creating a Hotel Occupancy Tax Board.

Council Member Garcia McAnally stated she would like to discuss Form-based codes, the pros and cons and whether the City wants to do it or not.

Council Member Kesselus stated that the Council should hear from the City Manager regarding the Council's priorities and what the Council is missing.

It was the consensus of Council that the following items be listed for discussion as the next Special Council Workshop: 1) How can we formalize the City Manager performance evaluation process so we do it the same time and at the correct time – Joe Beal; 2) Discuss parameters creating new and maintaining existing boards. Particularly examine if requirement is ongoing or short term, can the subject be addressed by an existing board. Has the purpose of an existing board diminished? – Mayor Orr. This could also include Council Member Kesselus submitted item regarding boards/commissions; 3) Emergency Preparedness: What do we need to prepare for and how will we do it? – Kay Garcia McAnally; 4) Dock Jackson will submit his item to the Mayor.

C. THE BASTROP CITY COUNCIL WILL ADJOURN WORKSHOP SESSION AND RECONVENE INTO SPECIAL SESSION TO TAKE ANY NECESSARY ACTION(S).

At 8:25 p.m., Mayor Orr reconvened the Bastrop City Council into Special Session to take any necessary action(s).

D. ADJOURN

At 8:26 p.m., Dock Jackson moved to adjourn. 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: March 19, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Approval of waiver of fee for hanging banner on the old iron bridge per request from Court Appointed Special Advocates (CASA).**

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

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

See attached Letter.

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: _____



Mayor Terry Orr,

CASA would like to request that the City of Bastrop sign fee be waived in the amount of \$50 for our non-profit organization. We have requested that the banner be hung for 6 weeks on the old iron bridge. The banner is to advertise our annual CASA fundraiser gala which will be held on May 19th at the Bastrop Convention Center. The funds raised at the event help support the abused/neglected children that we serve.

Thank you for your time and consideration,

Amanda Homesley
Executive Director

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Approval of Special Event Permit Application submitted by DBA to host "Yesterfest" to be held downtown on Friday, April 27, 2012, and Saturday, April 28, 2012.**
2. Party Making Request: **Mike Talbot, City Manager**
3. Nature of Request: (Brief Overview) Attachments: Yes X No
4. Policy Implication: _____
5. Budgeted: _____ Yes _____ No X N/A
 Bid Amount: _____ Budgeted Amount: _____
 Under Budget: _____ Over Budget: _____
 Amount Remaining: _____
6. Alternate Option/Costs: _____
7. Routing:

<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: _____

Event: 03/23/2012 Yester Fest 2012 Date(s): April 27+28 2012 Date Submitted: MAR 07 2012

Special Event Permit Application

Revised 12/20/2011

Special Event Review Committee meeting date:	<u>Thurs 3/15/12 3:30pm</u>	City Hall	Approved: Yes ☐ No ☐
Copied for: <u>Special Event Review Committee () + event coordinators ()</u>			
Date copies made:	<u>Day</u>	Final Walk-Through meeting:	<u>Day</u>
Parks Board meeting date:	<u>N/A</u>	Approved: Yes ☐ No ☐	
Agenda deadline:	<u>N/A</u>	Date copies made:	<u>N/A</u>
City Council meeting date:	<u>Day</u>	Approved: Yes ☐ No ☐	
Agenda deadline:	<u>Day</u>	Date sent to Secretary:	<u>Day</u>

Name of event: Yester Fest 2012
Location of event: See Attached
Purpose of event: Celebrate Bastrop's past + Attract Tourism
Date(s): April 27+28 Day(s): Friday 3-midnight Saturday 6am-6pm
Setup: Friday set up 3-5pm Cleanup: Friday night 11-midnight
Saturday 6am-8:30 AM Saturday 8pm-6pm
Name of organization: Bastrop Downtown Business Alliance
Address of organization: 906 Main St #123 Bastrop TX 78602
Event coordinator #1: Danilla Rogers
Daytime: 512-321-3777 Fax: Area Code/Number Cell: 512-565-5848
E-mail address: FUN @ Sugarstick BASTROP .com
Event coordinator #2: Manuela Arangel
Daytime: Area Code/Number Fax: Area Code/Number Cell: 512-944-2112
E-mail address: Fringeme @ Austin.R.R.com

Please submit the following where applicable:

Item	Item	Item
☒ Application signed & dated	☒ Map of activity route & site locations	☒ Sound Permit
☒ Banner permits	☒ Non-profit status proof	☒ TABC Certificate & City Letter
☒ Fireworks permit & safety plan	☒ Processing fee	
☒ Insurance certificate	☒ Security deposit <u>on file</u>	

Event: YesterFest 2012 Date(s): April 27+28 Date Submitted: MAR 07 2012

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

JH 3 Stages in 3 Areas ~~Areas~~ Bastrop's Past including a children's area. North & South main street will be a mix of Demonstrations + Vendor. Reenactments will be done on the street and in the vacant lot on 921 Main.

FW We will have a ^{live} music on North main st. From 5pm - Midnight

Street closures: See Attached

Assistance from City departments (including Police Dept):

Event: 03/23/2012 festafest

Date(s): April 27+28

Date Submitted: MAR 07 2012

Please submit the following with application where applicable:

Processing Fee:

- ☐ NO FEE because: _____
- ☒ \$100.00 with proof of non-profit status
- ☐ \$300 for all others
- ☐ Shall **NOT** be waived
- ☐ Must accompany submitted application
- ☐ Cashier's Check or Money Order issued by US Post Office made payable to City of Bastrop
- ☐ Fee paid with: Cashier's Check # 5368 or Money Order # _____

Security Deposit Fee:

- ☐ NO FEE because: _____
- ☒ \$500.00
- ☐ Shall **NOT** be waived
- ☐ Must accompany submitted application
- ☐ Refunded if City property is clean and free of litter and damage after the event
- ☐ Cashier's Check or Money Order issued by US Post Office made payable to City of Bastrop
- ☐ On file
- ☐ Fee paid with: Cashier's Check # 4563 on file or Money Order # _____
Since 2/02/2010

Insurance Certificate:

- ☐ General liability policy in the amount of one million dollars (\$1,000,000.00)
- ☐ The City of Bastrop must be **named** as an insured party
- ☐ Additional affected entities must be **named** as insured parties (i.e., BEDC)
- ☐ Submitted with application
- ☐ Will be submitted when received from insurance carrier
- ☐ Letter with intent to insure submitted
- ☒ DBA insurance carrier
- ☐ Chamber of Commerce insurance carrier
- ☐ City of Bastrop insurance carrier

Comments: _____

Site Map Showing Locations of the Following:

- ☐ Vendors; temporary structures (*booths, stages, tents, Moonwalks, carnival rides, etc.*); trailers; vehicles; bikes and motorcycles; watercrafts; aircrafts; equipment; amplification devices; portable toilets; traffic flow for pedestrians, vehicles, and other activities; emergency medical stations; fire lanes, etc
- ☐ Proposed detours and street closures
- ☐ Route for parade, race, or other similar activity, showing start and finish locations
- ☐ Map submitted: ☒ Yes ☐ No

Comments: _____

Sound Permit for Amplified Music, Voices, or Activities (show location[s] on map):

- ☐ No, not needed
- ☒ Yes: Permit obtained from Public Works & Parks Department submitted. Locations: We will have
3 stages on Saturday (see map) 1 stage on
Friday night night.

Comments: _____

Event: 03/23/2012 Jestent Fest 2012 Date(s): April 27+28 Date Submitted: MAR 07 2012 ²⁴

Please complete the following (may continue on separate sheet of paper if necessary). Mark "N/A" if not applicable.

Admission Fees:

- ☒ No
- ☐ Yes: If yes, describe: _____
- Open to public: ☐ Yes ☐ No

Alcoholic Beverages:

- ☐ No
- ☒ Yes. A copy of the TABC (Texas Alcohol Beverage Commission) certificate must be presented to the City Manager for his signature approval; and the City Manager will provide a letter of approval to submit to TABC with their certificate.

Comments: We will be selling beer Friday night + Saturday in the Alley next to First National Bank

Animals (show location(s) on map):

- ☐ No
- ☒ Yes: Describe types of animals used and plans for handling animal waste: Kids Area will have a petting zoo.

Attendance:

- Anticipated approximate number of persons attending each day of event: 10,000 - 12,000
- Approximate number of volunteers and workers: 40

Banner Permit:

- Obtain Permit for banners hung on City property. Banners should have air-flow slits to prevent tears and grommets to hold rope. Please provide ropes for hanging. They will be returned to you.
☐ No ☒ Yes: How many? 1 old Iron Bridge Location? 6 pole banners on Chestnut
one large one over main st.
- Banners hung on TXDOT right-of-ways require Permit Form 2057 obtained from Department of Transportation on Hwy 21 and Loop 150, (512) 321-2221. **BANNERS HUNG OVER COLLEGE/PECAN FEEDER ROAD NEXT TO HWY 71 MUST BE MADE OF MESH AND HAVE GROMMETS. PLEASE PROVIDE 10 TO 12 SNAP RINGS AND ROPE FOR HANGING BANNERS. THESE WILL BE RETURNED TO YOU.**
☒ No ☐ Yes
- Banners not retrieved within one (1) week after completion of event may be disposed, destroyed, or otherwise handled as deemed appropriate due to lack of storage space

Comments: _____

Electrical Requirements (show location(s) on map):

- ☐ No
- ☒ Yes: Describe amperage, voltage, and apparatus needs for all activities and vendors: Saturday. Stage on Corn main + Spring, stage on corner Pine + Main.
Friday - Stage + Main St. + Spring

03/23/2012

Event:

GesterFest

Date(s):

April 27+28

Date Submitted:

MAR 25 2012

Emergency Services (show location[s] on map):

- First aid station: ☐ No ☐ Yes: Location: _____
- Ambulance service on stand-by: ☒ Yes ☐ No

will station them on west end Chestnut

Fireworks Permit (show location[s] on map):

- ☒ No
- ☐ Yes: Contact State Fire Marshal's office in Austin, (512) 305-7932, www.tdi.state.tx.us
- Person or group handling the firework display: _____

Comments: _____

Inspections (show location[s] on map):

- Temporary structures (stages, booths, tents, canopies, Moonwalks, carnival rides, etc.) and special electrical and water/wastewater needs must be inspected prior to the event
- Flame-retardant material certificate provided to inspector for structures equal to or larger than 200 square feet in diameter
- Contact City of Bastrop Building Official at (512) 332-8840 to schedule an appointment

Comments: We will be using our trailer stage Friday + Saturday as our main stage. All vendors should be setup by 8:30am on Saturday.

Litter Control (show location[s] on map):

- Describe in detail number, size, location, and removal of trash receptacles and disposal of contents: We would greatly have to have trash cans set up down Main street Friday night + Saturday.
- Cook-off: ☒ No
- Cook-off: ☐ Yes: _____-yard roll-off dumpster ordered by and at applicant's expense: _____

Parking (show location[s] on map):

- Coordination and cost is the responsibility of the Applicant. Describe in detail plans for remote parking area(s) and/or shuttle service to and from parking areas to event, if applicable:

Comments: _____

Portable Toilets (show location[s] on map):

- ☐ No
- ☒ Yes: Number and location of units ordered (Jackpot Portable Toilets 512/303-1466 or American PortaCan of Texas 866/315-0990):

Comments: 2 locations each having 4 units plus one Handicapped + wash station - 1 location on Spring st west of Main. 2 location Behind empty lot 921 Main st

Rodeo Arena:

- ☒ No ☐ Yes: Contact Doug Statin @ (512) 848-3585

Comments: _____

Event: 03/23/2012 Festunfest 2012 Date(s): April 27+28 Date Submitted: MAR 07 2012 ²⁶

Security Plan:

- ☒ No ☐ Yes: Off-duty Bastrop police officers may be available for a fee. Call (512) 332-8600 for information

Comments: city has provided security the 1st phase
contact in there are change

Show Barn:

- ☒ No ☐ Yes: Contact Allen Stewart @ (512) 413-8512 or Phyllis Mathison @ (512) 332-6001

Comments: _____

Signage (show location[s] on map):

- ☐ No
- ☒ Yes: Describe number of, location, and type of proposed on-site and off-site signage: _____

no parking signs
will go up Wednesday
before the event. For Friday night + Saturday.

Street Closures (show location[s] on map): _____

Temporary Structures, i.e., Booths, Stages, Tents, Moonwalks, Carnival Rides, Etc (show location[s] on map):

- ☐ No
- ☒ Yes: Describe types and uses for event. Identify the person(s) or group using the structure(s): _____

3 stages - TNAIen

Vehicles, Equipment, Trailers, Watercrafts, Aircrafts, Bicycles, Motorcycles, etc (show location[s] on map):

- ☐ No
- ☒ Yes: Describe types and uses for event: _____

Various period equipment
will be exhibited throughout entire area

Vendors (show location[s] on map):

- Vendors should have valid tax ID numbers if selling their wares
- Other than food: ☐ No ☒ Yes
- Food vendors: ☐ No ☒ Yes: Each food vendor, whether selling or giving away food, is responsible for obtaining his/her own temporary permit from **Bastrop County Health and Sanitation Department**, 806 Water Street, (512) 332-7276 or (512) 581-7176:

Comments: Vendors are responsible for all permits

Water/Wastewater (show location[s] on map):

- ☒ No
- ☐ Yes: Describe water needs and for disposal of wastewater, including capture and containment, as approved by the

Water/Wastewater Department: _____

Event: 03/23/2012 Festa Fest 2012

Date(s): April 27-28

Date Submitted: MAR 07 2012

Signature Page

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

[Signature]

Applicant

MAR 07 2012

Date

Special Event Review Committee Signatures

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

[Signature], [Signature], [Signature]

☒ Police Department

3/15/12

Date

[Signature]

☒ City Manager

3/19/20

Date

[Signature]

☒ Public Works & Parks Department

3/15/2012

Date

☐ Bastrop Power & Light Department

Date

☐ Water/Wastewater Department

Date

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



MAR 07 2012

Yesterfest

Friday-Saturday, April 27-28, 2012



DBA
BASTROP DOWNTOWN BUSINESS ALLIANCE
PO BOX 123
BASTROP, TX 78602
512-303-3736

PAY TO THE
ORDER OF

City of Bastrop

FIRST NATIONAL BANK
1028 MAIN ST.
BASTROP, TX 78602-3217
67-495/1149

2/21/2012

5368

\$ **100.00

One Hundred and 00/100

DOLLARS

City of Bastrop

MEMO

permit for Yesterfest

SECURITY FEATURES INCLUDED. DETAILS ON BACK

AUTHORIZED SIGNATURE

Deborah Vasele

⑈005368⑈ ⑆114904953⑆ ⑈0316000⑈

DBA BASTROP DOWNTOWN BUSINESS ALLIANCE

City of Bastrop

permit for yesterfest

2/21/2012

5368

100.00

CITY OF BASTROP
P. O. Box 427
BASTROP, TEXAS 78602
512-321-3941

CASH RECEIPT

Date 3/08/12 20

19430

Received From DBAAddress 906 Main Street, #123Bastrop, TX 78602Dollars \$ 100.00For Special Event - Yesterfest 4/27-28/12Cashier's # 5368

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	
AMT. PAID		CHECK	<u>100.00</u>
BALANCE DUE		MONEY ORDER	

By DB

100.00

03/23/2012

Yesterfest

29

Friday-Saturday, April 27-28, 2012

MAR 07 2012

THIS DOCUMENT HAS A COLORED BACKGROUND AND MICROPRINTING. THE REVERSE SIDE INCLUDES AN ARTIFICIAL WATERMARK.



DBA

Bastrop Downtown Business Alliance

908 Main Street
Bastrop, TX 78002
512-303-3738

First National Bank
1028 Main St
Bastrop, TX 78002-3217
512-321-2581

4563

DATE 2/2/2010

887-485 / 1146

PAY TO THE
ORDER OF

City of Bastrop

\$ **500.00

Five Hundred and 00/100

DOLLARS

City of Bastrop

MEMO

Event Deposit for 2010

⑆114904953⑆ ⑈4563⑈ ⑈0316000⑈

DBA

4563

City of Bastrop

Date	Type	Reference
2/2/2010	Bill	Event Deposit 2010

Original Amt.	500.00
---------------	--------

2/2/2010	Balance Due	Discount
	500.00	
	Check Amount	

Payment	500.00
	500.00

First National Bank Event Deposit for 2010

500.00

03/23/2012

30

MAR 07 2012
INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date **APR 07 2008**

BASTROP DOWNTOWN BUSINESS ALLIANCE
908 MAIN ST
BASTROP, TX 78602-3810

Employer Identification Number:
20-5587587

DLN:
408071030

Contact Person:
KAREN T HOOD

ID# 75069

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Effective Date of Exemption:
September 21, 2006

Contribution Deductibility:
No

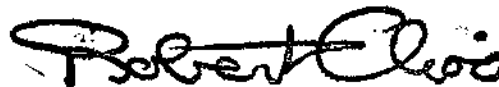
Yesterfest
Friday-Saturday, April 27-28, 2012

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

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

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Information for Organizations Exempt Under Sections Other Than 501(c)(3)

03/23/2012

DBA 8/03/11 → 8/03/12 31

MAR 07 2012



Professional Lines Underwriting Specialists, Inc.

Yesterfest

INSURANCE INDICATI

Friday-Saturday, April 27-28, 2012

THE TERMS AND CONDITIONS OF THIS INDICATION MAY NOT COMPLY WITH THE SPECIFICATIONS SUBMITTED FOR CONSIDERATION. PLEASE READ THIS OFFER CAREFULLY AND COMPARE IT AGAINST YOUR SPECIFICATIONS.

IN ACCORDANCE WITH THE INSTRUCTIONS OF THE BELOW-MENTIONED INSURER, WHO HAS ACTED IN RELIANCE UPON THE STATEMENTS MADE IN THE RETAIL BROKER'S SUBMISSION FOR THE INSURED, THE FOLLOWING NON-BINDING TERMS ARE BEING PRESENTED.

DATE ISSUED: July 27, 2011

PRODUCER: Texas Associates Insurors - Smithville
PO Box 29
Smithville, TX 78957

INSURED: Bastrop Downtown Business Alliance
906 Main St., #123
Bastrop, TX 78602

INSURER: United States Liability Insurance Company
Admitted

AM Best Rating: A++

COVERAGE: Non-Profit D&O with EPLI

POLICY PERIOD: 8/3/2011 TO 8/3/2012

RETROACTIVE DATE: Full Prior Acts

TERM: 12 Months

THIS OFFER IS CONSIDERED VALID FOR 30 DAYS UNLESS OTHERWISE SPECIFIED. THIS INSURANCE INDICATION WILL BE TERMINATED AND SUPERSEDED UPON DELIVERY OF A REVISED INDICATION, THE FORMAL QUOTATION OR POLICY(IES) ISSUED TO REPLACE IT.

POLICY FORM: Claims Made

LIMITS:	Per Claim / Aggregate	DEDUCTIBLE	PREMIUM
	\$1,000,000	\$1,000,000	\$0
			\$900

FEES, TAXES & Broker Fee \$100.00

SURPLUS LINES

FEES:

TRIA PREM: NOT
APPLICABLE

TOTAL: \$1,000.00


U.S. Risk, Inc.
In CA: d/b/a USRisk Brokers Insurance Services of Texas, Inc. (LIC. #01962797)
RENEWAL QUOTE
MAR 07 2012
Reference: 0898840A

800 S Capital of TX Highway
Suite 450
Austin, TX 78746

Contact:
E-mail:
Phone:
Fax:
Date

Ron Price
ron@usrisk.com
(512) 691-3043
(512) 263-2841
August 9, 2011

Commercial General Liability
INSURED:

Downtown Business Alliance
P.O. Box 123
Bastrop, TX 78602

PRODUCER:

Carole Rightmer
Saunders Insurance Agency
305 Main Street
Smithville, TX 78957
Phone: (512) 237-2565
Fax: (512) 237-3294

DESCRIPTION OF OPERATIONS:
CARRIER:

Scottsdale Insurance Company
A+

EXPIRING POLICY NO.:
CPS1252986

QUOTE EFFECTIVE DATE:
8/23/2011

TERMS AND CONDITIONS:
COMMERCIAL GENERAL LIABILITY SECTION

LIMITS OF LIABILITY:	\$1,000,000	Products/Completed Operations Aggregate
	\$1,000,000	General Aggregate (Other than Prod/Comp Ops)
	\$ 500,000	Any One Occurrence
	\$ 500,000	Personal and Advertising Injury
	\$ 100,000	Damage to Premises Rented to You Limit
	\$ 5,000	Medical Payments

DEDUCTIBLE:

\$ -0- Per Claim/ Per Occurrence

EXPOSURES:

41669 - Clubs - Civic - Annual Coverage - Flat Charge
46590 - Halloween Celebration
48557 - Veterans Day Car Show
46590 - Christmas Parade
46590 - Yesterfest
46590 - Juneteenth Celebration
46590 - Pet & Pal Parade

MAR 07 2012

MAR 07 2012

LIQUOR LIABILITY SECTION

LIMITS OF LIABILITY:	\$ 500,000	Each Common Cause
	\$1,000,000	Aggregate

DEDUCTIBLE: None

EXPOSURES: Flat Charge - All Scheduled Events

TERMS AND CONDITIONS:

Forms applicable to all sections:

UTS-COVPG (12-09) Coverage Page
OPS-D-1 (12-00) Common Policy Declarations
UTS-SP-2 (12-95) Schedule of Forms and Endorsements
IL0017 (11-98) Common Policy Conditions

State Required Forms: UTS-88g-TX (09-04) TX- Notice of Settlement
UTS-88g-TX (09-04) TX- Request Payment of Claims

Policyholder Notices:

Mandatory:

- CG0001 (12-07) Commercial General Liability Coverage Form
- CLS-SD-1L (08-01) CGL Coverage Part Supplemental Declarations
- CLS-SD-1L (10-93) CGL Coverage Part Extension Supplemental Declarations
- IL0021 (05-04) Nuclear Energy Exclusion (TX)
- CG0068 (05-09) Recording & Distribution of Material or Information in Violation of Law Exclusion
- CG2147 (12-07) Employment Related Practices Exclusion
- CG2149 (09-99) Total Pollution Exclusion
- CG2167 (12-04) Fungi or Bacteria Exclusion
- CG2173 (01-08) Exclusion of Certified Acts of Terrorism- Other Acts of Terrorism
- CG2426 (07-04) Amendment of Insured Contract Definition
- GLS-30s (05-05) Contractors Special Conditions
- GLS-74s (09-05) Amendment of Conditions
- GLS - 152s (12-96) Amendment of Other Insurance Conditions
- UTS-266g (05-98) Asbestos Exclusion
- UTS-267g (05-98) Lead Contamination
- UTS-128g (02-02) Optional Provisions Endorsement (Per Claimant)

Deductible/ Service of Suit/ Minimum Earned Premium

Additional General Liability Forms:

CG2002 (11-85) Additional Insured – Club Members
CG2010 (07-04) Additional Insured – Scheduled Person or Organization
 < City of Bastrop
 903 Main St.
 Bastrop, TX 78602
CG2116 (07-98) Exclusion – Designated Professional Services
 < Any and All Professional Services

03/23/2012

34

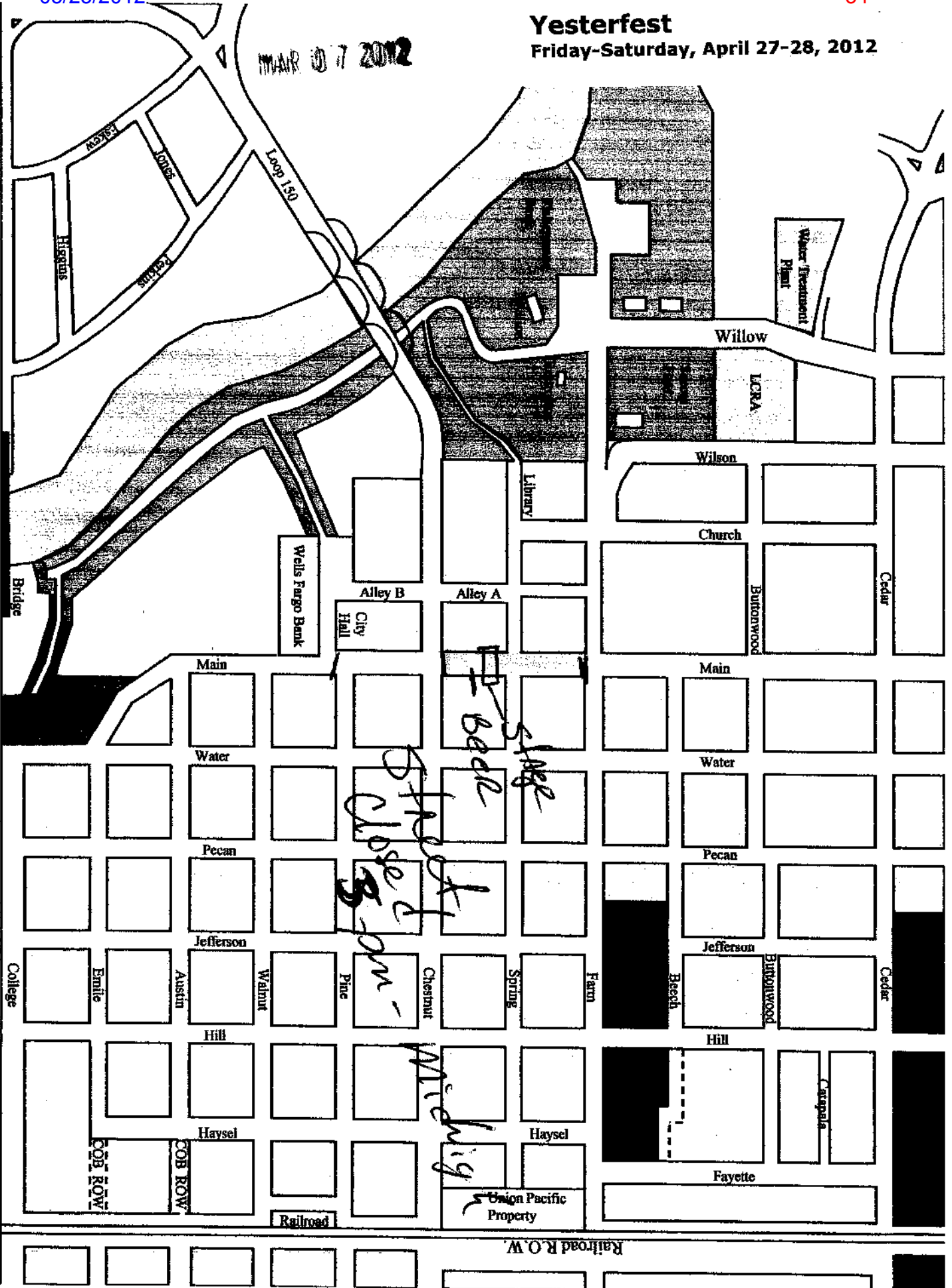
Yesterfest

Friday-Saturday, April 27-28, 2012

MAAR 07 2012

Friday Night April 27

Highway 71



MAR 07 2012

Yesterfest

Friday-Saturday, April 27-28, 2012

Saturday April 28

Highway 71 Street closed from 5pm - 6pm



03/23/2012

36

Event:

Yester Fest

Date(s):

April 27 & 28

Date Submitted:

MAR 01 2012**Sound Permit Application**

Revised 2/24/2012 2:02 PM

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

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

Special Event on City Property ☒Special Event on Private (not City) Property ☒Park Pavilion Rental ☐Activity on City Property ☐Activity on Private (not City) Property ☐

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

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

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

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

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

Responsible party:

Bastrop DBA

Address:

906 Main St. #123 Bastrop TX 78602

Phone No:

512-565-5848

Fax No:

E-mail address:

FunO SugarbuckBastrop.or

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

April 27 & 28 2012

Name of event or activity:

Yesterfest 2012

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

See map Attached

Location(s) of amplified sound equipment:

3 stage Saturday
1 stage Friday night

Start time (AM or PM):

9 AM

End time (AM or PM):

5 PM

Number of speakers used:

6 (2 stage)

Number of amplifiers used:

3 (1 stage)

Comments:

6 pm start midnight end
1 stage 4 speakers

Signature of Applicant

Date

03/23/2012



City of Bastrop, Texas

Special Event Banner Permit Application

(for banners hung on Old Iron Bridge)

37
MAR 1 2012

Cost included in Processing Fee

Special Event: YesterFest 2012 April 27+28

Date(s): April 27+28

Contact person: Dresilla Rogers Bastrop DBA

Address: 906 Main St. #123 Bastrop

Phone: (512) 565-5848 Fax: () E-Mail: Evie@sugarsnack.com

Dates to hang banner: April 1st. - May 1st.

Temporary Banner Signs:

- Banners must have grommets at the top
- Banners must have air-flow slits to prevent wind tears
- If banners do not have ties attached, you must supply rope to hang banners

Duration: ☐ 2 weeks ☒ 4 weeks ☐ 6 weeks ☐ 8 weeks

Location of banner: Large mesh BANNER over Main St.
6 pole BANNERS For Chestnut

Dimensions: _____

Construction materials & colors: _____

I, the undersigned, understand that if this banner is not retrieved from Public Works, Parks, & Recreation Department within one (1) week after completion of event, it may be disposed, destroyed, or otherwise handled as deemed appropriate due to lack of storage space.


Applicant's Signature

Today's Date

Banner dropped off on: _____
Day Date

Banner picked up on: _____
Day Date

CITY OF BASTROP

AGENDA ITEM

A.4

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2012

MEETING DATE: **March 27, 2012**

1. Agenda Item: **Approval of Special Event Permit Application submitted by BEDC to host “IAMC Night on Main Street” on Tuesday, April 24, 2012, in the 1000 block of Main Street between Chestnut and Spring Streets.**
2. Party Making Request: **Mike Talbot, City Manager.**
3. Nature of Request: (Brief Overview) Attachments: Yes X No _____
4. Policy Implication: _____
5. Budgeted: _____Yes _____No X N/A
 Bid Amount: _____ Budgeted Amount: _____
 Under Budget: _____ Over Budget: _____
 Amount Remaining: _____
6. Alternate Option/Costs: _____
7. Routing: **NAME/TITLE** **INITIAL** **DATE** **CONCURRENCE**
a) _____
b) _____
c) _____
8. Staff Recommendation: _____

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

03/23/2012

Event:

IAMC Night on Main St

Date(s):

April 24, 2012

Date Submitted:

APR 27 2012

Special Event Permit Application

Revised 12/20/2011

Special Event Review Committee meeting date:

Thurs 3/15/12 4pm City Hall

Approved: Yes ☐ No ☐

Copied for: Special Event Review Committee () + event coordinators ()

Date copies made:

Day

Date

Final Walk-Through meeting:

Day

Date

Parks Board meeting date:

N/A

Date

Approved: Yes ☐ No ☐

Agenda deadline:

N/A

Date

Date copies made:

N/A

Date

City Council meeting date:

Day

Date

Approved: Yes ☐ No ☐

Agenda deadline:

Day

Date

Date sent to Secretary:

Day

Date

Name of event:

IAMC Night on Main St

Location of event:

1000 Block of Main St Between Chestnut & Spring

Purpose of event:

Host Reception for Industrial Asset Management Council in Bastrop

Date(s):

April 24 2012

Day(s):

Tuesday

Times:

5:00pm - 9:00pm

Setup:

4-24-2012

Time

4:00 pm

Cleanup:

4-24-2012

Date

9:00pm

Time

Name of organization:

Bastrop Economic Development Corp

Address of organization:

903 Main St Bastrop TX 78602

Event coordinator #1:

Dane Quinn

Daytime:

512 303 9700

Fax:

Area Code/Number

Cell:

512 629 7003

Area Code/Number

E-mail address:

dquinn@BastropEDC.org

Event coordinator #2:

Daytime:

Area Code/Number

Fax:

Area Code/Number

Cell:

Area Code/Number

E-mail address:

Please submit the following where applicable:

✓	Item	✓	Item	✓	Item
✓	Application signed & dated	✓	Map of activity route & site locations	✓	Sound Permit
	Banner permits	✗	Non-profit status proof City BEDC	✗	TABC Certificate & City Letter Hyatt
	Fireworks permit & safety plan	✗	Processing fee City BEDC		
✗	Insurance certificate City BEDC	✗	Security deposit City BEDC		

Event: IAMC Night on Main St. Date(s): 4/24/12 Tuesday Date Submitted: FEB 27 2012

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

FEB 27 2012

Bastrop EDC will be working with the Hyatt to host a reception for the Industrial Asset Management Council on the North part of Main St. on April 24, 2012. 350 guests are expected to attend the event before going their separate ways for dinner. We would like to close off the street and providing food & drink for the guests. We will have music playing for background the Peterson Brothers playing music during the reception. Also we will have artist setup displaying their works.

* BEDC is partnering with the Hyatt to host this reception for Industrial Asset Management Council *

Street closures: Main St from Chestnut to Spring

Assistance from City departments (including Police Dept): Closing off street. Police officer to limit access, Trash Removal & containers, Possible Electrical for Above St. light.

Event: IAMC Night on Main St Date(s): Tuesday 4/24/12 Date Submitted: FEB 27 2012

Please submit the following with application where applicable:

Processing Fee: ?

- ☒ NO FEE because: BEDC is a City department
- * ☒ \$100.00 with proof of non-profit status
- ☐ \$300 for all others
- ☐ Shall **NOT** be waived
- ☐ Must accompany submitted application
- ☐ Cashier's Check or Money Order issued by US Post Office made payable to City of Bastrop
- Fee paid with: Cashier's Check # _____ or Money Order # _____

Reception for Industrial Asset Management Council in Bastrop

Security Deposit Fee: ?

- ☒ NO FEE because: BEDC is a city department
- * ☒ \$500.00
- ☐ Shall **NOT** be waived
- ☐ Must accompany submitted application
- ☐ Refunded if City property is clean and free of litter and damage after the event
- ☐ Cashier's Check or Money Order issued by US Post Office made payable to City of Bastrop
- ☐ On file
- Fee paid with: Cashier's Check # _____ or Money Order # _____

Insurance Certificate:

- ☐ General liability policy in the amount of one million dollars (\$1,000,000.00)
- ☐ The City of Bastrop must be named as an insured party
- ☐ Additional affected entities must be named as insured parties (i.e., BEDC)
- ☐ Submitted with application
- ☐ Will be submitted when received from insurance carrier
- ☐ Letter with intent to insure submitted
- ☐ DBA insurance carrier
- ☐ Chamber of Commerce insurance carrier
- ☒ City of Bastrop insurance carrier

Comments: Same as City carrier

Site Map Showing Locations of the Following:

- ☐ Vendors; temporary structures (booths, stages, tents, Moonwalks, carnival rides, etc.); trailers; vehicles; bikes and motorcycles; watercrafts; aircrafts; equipment; amplification devices; portable toilets; traffic flow for pedestrians, vehicles, and other activities; emergency medical stations; fire lanes, etc
- ☐ Proposed detours and street closures
- ☐ Route for parade, race, or other similar activity, showing start and finish locations
- Map submitted: ☒ Yes ☐ No

Comments: _____

Sound Permit for Amplified Music, Voices, or Activities (show location[s] on map):

- ☐ No, not needed
- ☒ Yes: Permit obtained from Public Works & Parks Department submitted. Locations: _____

Comments: _____

03/23/2012
Event: TAMC Night on Main St Date(s): Tuesday 4/24/12 Date Submitted: FEB 27 2012 ⁴²

Please complete the following (may continue on separate sheet of paper if necessary). Mark "N/A" if not applicable.

Admission Fees:

- ☒ No
- ☐ Yes: If yes, describe: _____
- Open to public: ☐ Yes ☐ No

Alcoholic Beverages:

- ☐ No
- ☒ Yes. A copy of the TABC (Texas Alcohol Beverage Commission) certificate must be presented to the City Manager for his signature approval; and the City Manager will provide a letter of approval to submit to TABC with their certificate.

Comments: Hyatt Lost Pines Providing Food + Beverage

Animals (show location[s] on map):

- ☒ No
- ☐ Yes: Describe types of animals used and plans for handling animal waste: _____

Attendance:

- Anticipated approximate number of persons attending each day of event: 350
- Approximate number of volunteers and workers: 20

Banner Permit:

- Obtain Permit for banners hung on City property. Banners should have air-flow slits to prevent tears and grommets to hold rope. Please provide ropes for hanging. They will be returned to you.
- ☒ No ☐ Yes: How many? _____ Location? _____
- Banners hung on TXDOT right-of-ways require Permit Form 2057 obtained from Department of Transportation on Hwy 21 and Loop 150, (512) 321-2221. **BANNERS HUNG OVER COLLEGE/PECAN FEEDER ROAD NEXT TO HWY 71 MUST BE MADE OF MESH AND HAVE GROMMETS. PLEASE PROVIDE 10 TO 12 SNAP RINGS AND ROPE FOR HANGING BANNERS. THESE WILL BE RETURNED TO YOU.**

☒ No ☐ Yes

- Banners not retrieved within one (1) week after completion of event may be disposed, destroyed, or otherwise handled as deemed appropriate due to lack of storage space

Comments: _____

Electrical Requirements (show location[s] on map):

- ☐ No
- ☒ Yes: Describe amperage, voltage, and apparatus needs for all activities and vendors: _____

for Across St. Lighting, Lamp Post to Lamp Post

03/23/2012

Event:

IAMC Night on Main St

Date(s):

Tuesday 4/24/12

Date Submitted:

FEB 24 2012

Emergency Services (show location[s] on map):

- First aid station: ☒ No ☐ Yes: Location: _____
- Ambulance service on stand-by: ☐ Yes ☒ No

Fireworks Permit (show location[s] on map):

- ☒ No
- ☐ Yes: Contact State Fire Marshal's office in Austin, (512) 305-7932, www.tdi.state.tx.us
- Person or group handling the firework display: _____

Comments: _____

Inspections (show location[s] on map):

- Temporary structures (stages, booths, tents, canopies, Moonwalks, carnival rides, etc.) and special electrical and water/wastewater needs must be inspected prior to the event
- Flame-retardant material certificate provided to inspector for structures equal to or larger than 200 square feet in diameter
- Contact City of Bastrop Building Official at (512) 332-8840 to schedule an appointment

Comments: _____

Litter Control (show location[s] on map):

- Describe in detail number, size, location, and removal of trash receptacles and disposal of contents: _____

To be determined w/ Public works

- Cook-off: ☒ No
- Cook-off: ☐ Yes: _____-yard roll-off dumpster ordered by and at applicant's expense: _____

Parking (show location[s] on map):

- Coordination and cost is the responsibility of the Applicant. Describe in detail plans for remote parking area(s) and/or shuttle service to and from parking areas to event, if applicable:

Comments: Being Bused in

Portable Toilets (show location[s] on map):

- ☒ No
- ☐ Yes: Number and location of units ordered (Jackpot Portable Toilets 512/303-1466 or American PortaCan of Texas 866/315-0990):

Comments: Event is only 1 hour

Rodeo Arena:

- ☒ No ☐ Yes: Contact Doug Statin @ (512) 848-3585

Comments: _____

03/23/2012

FEB 27 2012

Event:

TAME Night on Main St

Date(s):

Tues 4/24/12

Date Submitted:

Security Plan:

- ☐ No

☒ Yes: Off-duty Bastrop police officers may be available for a fee. Call (512) 332-8600 for information

Comments:

for event access

Show Barn:

- ☒ No

☐ Yes: Contact Allen Stewart @ (512) 413-8512 or Phyllis Mathison @ (512) 332-6001

Comments:

Signage (show location[s] on map):

- ☒ No

☐ Yes: Describe number of, location, and type of proposed on-site and off-site signage: _____

Street Closures (show location[s] on map):

Main St. from Chestnut to Spring

Temporary Structures, i.e., Booths, Stages, Tents, Moonwalks, Carnival Rides, Etc (show location[s] on map):

- ☒ No

☐ Yes: Describe types and uses for event. Identify the person(s) or group using the structure(s): _____

Vehicles, Equipment, Trailers, Watercrafts, Aircrafts, Bicycles, Motorcycles, etc (show location[s] on map):

- ☒ No

☐ Yes: Describe types and uses for event: _____

Vendors (show location[s] on map):

- Vendors should have valid tax ID numbers if selling their wares

- Other than food: ☒ No ☐ Yes

- Food vendors: ☐ No ☒ Yes: Each food vendor, whether selling or giving away food, is responsible for obtaining his/her own temporary permit from **Bastrop County Health and Sanitation Department**, 806 Water Street, (512) 332-7276 or (512) 581-7176:

Comments:

provided by Hyatt West Piney - Private Party

Water/Wastewater (show location[s] on map):

- ☒ No

- ☐ Yes: Describe water needs and for disposal of wastewater, including capture and containment, as approved by the

Water/Wastewater Department: _____

03/23/2012

Event:

IAME Night on Main St

Date(s):

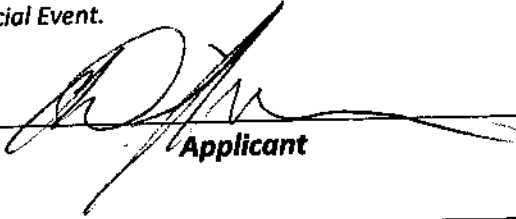
Tues 4/24/12

Date Submitted:

FEB 27⁴⁵ 2012

Signature Page

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



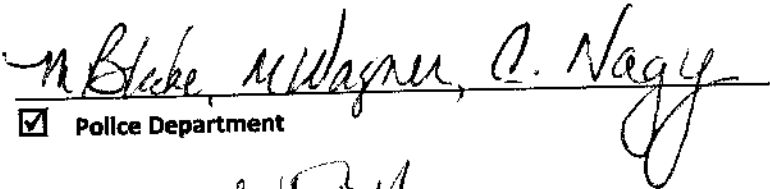
Applicant

3-27-12

Date

Special Event Review Committee Signatures

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


☒ Police Department

3-15-12

Date


☒ City Manager

3-19-12

Date


☒ Public Works & Parks Department

3/15/2012

Date


☒ Bastrop Power & Light Department

3/15/2012

Date

☐ Water/Wastewater Department

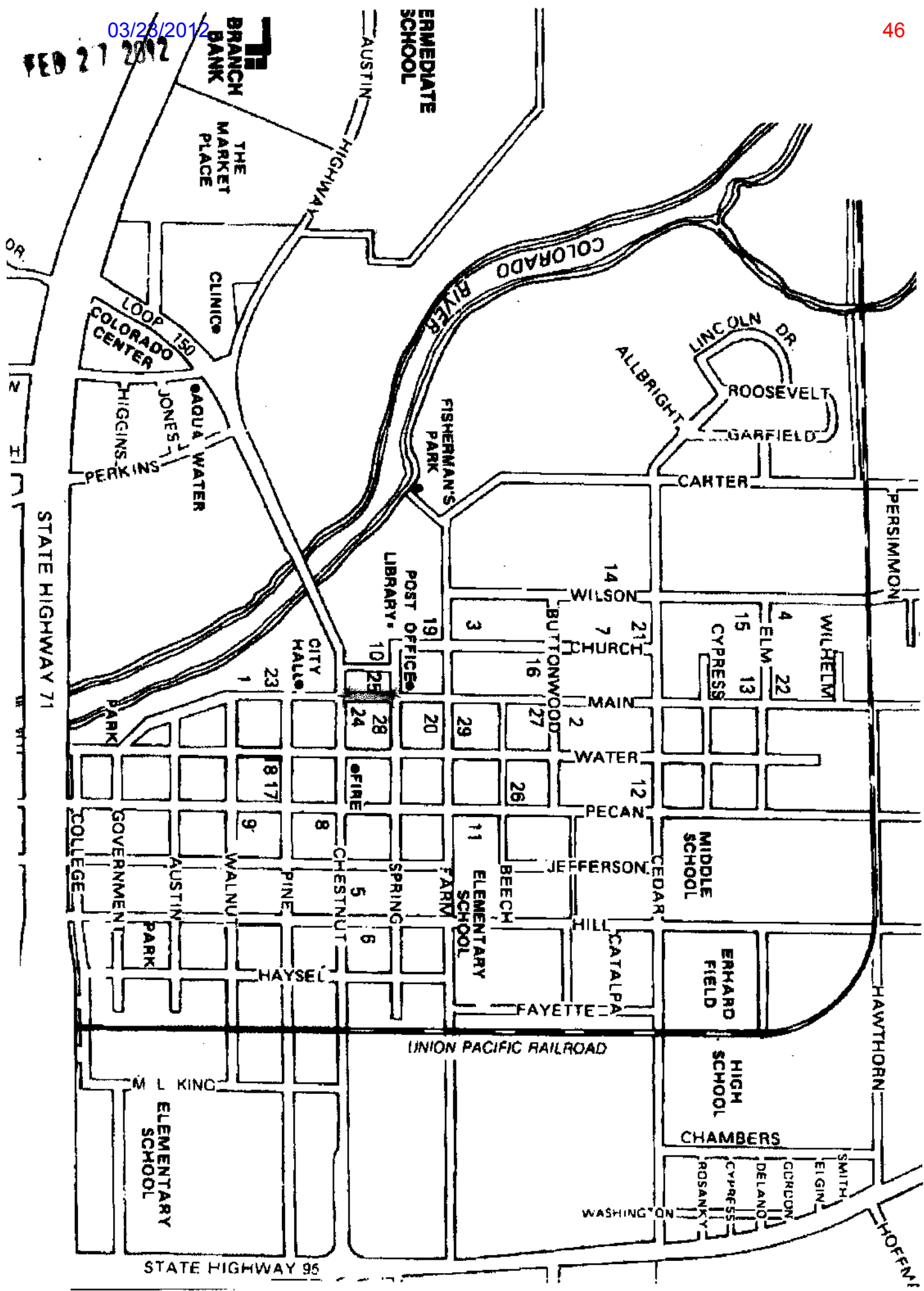
Date

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



03/28/2012

FEB 27 2012



03/23/2012

Event:

IAME Night on Main St

Date(s):

Tues 4/24/12

Date Submitted:

FEB 27 2012 ⁴⁷**Sound Permit Application**

Revised 5/7/2011 1:48 PM

City of Bastrop - Public Works, Parks, & Recreation
1209 Linden Street; Bastrop, Texas 78602Tel: (512) 321-3957 Metro: (512) 303-7035 Fax: (512) 321-1313
Office Hours: 7:00 a.m. to 11:30 a.m. and 1:00 p.m. to 3:30 p.m.Special Event on City Property ☒Special Event on Private (not City) Property ☐Park Pavilion Rental ☐Activity on City Property ☐Activity on Private (not City) Property ☐

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

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

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

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

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

Responsible party:

Bastrop EDC

Address:

903 Main St

Phone No:

303 9700

Fax No:

E-mail address:

Bedc@BastropEDC.org

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

April 24 2012

Tuesday

Name of event or activity:

IAME on Main St

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

Main St

Location(s) of amplified sound equipment:

1010 Main St up stairs balcony

Start time (AM or PM):

6:00

End time (AM or PM):

7:30

Number of speakers used:

TBD

Number of amplifiers used:

TBD

Comments:

Private Party in Partnership w/ Hyatt
Music for an Hour

Signature of Applicant

Date

2-27-12

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 20, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Approval of Special Event Permit Application submitted by the National Multiple Sclerosis Society for its annual "BP MS 150 Bike Tour" on Sunday, April 22, 2012.**
2. Party Making Request: **Mike Talbot, City Manager.**
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: _____

03/23/2012

49

Event: BP MS 150 BIKE TOUR-2012

Date(s): APRIL 21, 22, 2012

Date Submitted: FEBRUARY 16, 2012

Special Event Permit Application

Revised 2/21/2012

* Changes made due to change on route 3/12/12 *

Special Event Review Committee meeting date: Tuesday 3/13/12 @ 2pm Approved: Yes ☐ No ☐
Day Date

Copied for: Special Event Review Committee (5) + event coordinators (2)

Date copies made: Wed 3/07/12 Final Walk-Through meeting: _____
Day Date Day Date

Parks Board meeting date: N/A Approved: Yes ☐ No ☐
Day Date

Agenda deadline: N/A Date copies made: N/A
Day Date Day Date

City Council meeting date: Tuesday 3/27/12 Approved: Yes ☐ No ☐
Day Date

Agenda deadline: Tuesday 3/20/12 Date sent to Secretary: _____
Day Date Day Date

Name of event: BP MS150 BIKE TOUR

Location of event: BASTROP INTERMEDIATE SCHOOL, 509 OLD AUSTIN HIGHWAY, BASTROP, TX 78602 (lunch stop)

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

Date(s): April 22, 2012

Day(s): Sunday

Times: 8am to 3pm

Setup:

April 22, 2012/

6am to 8am

Cleanup: April 22, 2012/

3pm - 6pm

Date

Time

Date

Time

Name of organization: NATIONAL MS SOCIETY

Address of organization: 8111 North Stadium Dr., Houston, Texas 77054

Event coordinator #1: BARBARA METYKO

Daytime: 713-394-2910

Fax: 713-394-7422

Cell: 713-906-5970

Area Code/Number

Area Code/Number

Area Code/Number

E-mail address: Barbara.metyko@nmss.org

Event coordinator #2:

JEFF WALTER

Daytime:

Fax:

Cell:

281-467-8595

Area Code/Number

Area Code/Number

Area Code/Number

E-mail address:

Please submit the following where applicable:

✓	Item	✓	Item	✓	Item
x	Application signed & dated	x	Map of activity route & site locations		Sound Permit
x	Banner permits	x	Non-profit status proof		TABC Certificate & City Letter
	Fireworks permit & safety plan	x	Processing fee		
x	Insurance certificate	x	Security deposit		

03/23/2012

Event: BP MS 150 BIKE TOUR-2012

Date(s): APRIL 21, 22, 2012

Date Submitted: FEBRUARY 16, 2012

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

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

Street closures: NONE

This will depend on route chosen. An itinerary and new map will be submitted to Council. The intermediate school is not available this year, forcing a change in plans.

Assistance from City departments (including Police Dept):

No assistance from City departments. Bastrop Police Department will be contacted by Event Security Coordinators for assistance.

P.D. will do traffic control. PW may have to provide barricades and/or cones.

03/23/2012

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Event: BP MS 150 BIKE TOUR-2012

Date(s): APRIL 21, 22, 2012

Date Submitted: FEBRUARY 16, 2012

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Please submit the following with application where applicable:

Processing Fee:

- ☐ NO FEE because: _____
- ☒ \$100.00 with proof of non-profit status
- ☐ \$300 for all others
- ☐ Shall **NOT** be waived
- ☐ Must accompany submitted application
- ☐ Cashier's Check or Money Order issued by US Post Office made payable to City of Bastrop
- Fee paid with: Cashier's Check # 500306445 or Money Order # _____

Security Deposit Fee:

- ☐ NO FEE because: _____
- ☒ \$500.00
- ☐ Shall **NOT** be waived
- ☐ Must accompany submitted application
- ☐ Refunded if City property is clean and free of litter and damage after the event
- ☐ Cashier's Check or Money Order issued by US Post Office made payable to City of Bastrop
- ☐ On file
- Fee paid with: Cashier's Check # 500306444 or Money Order # _____

Insurance Certificate:

- ☐ General liability policy in the amount of one million dollars (\$1,000,000.00)
- ☐ The City of Bastrop must be **named** as an insured party
- ☐ Additional affected entities must be **named** as insured parties (i.e., BEDC)
- ☒ Submitted with application
- ☐ Will be submitted when received from insurance carrier
- ☐ Letter with intent to insure submitted
- ☐ DBA insurance carrier
- ☐ Chamber of Commerce insurance carrier
- ☐ City of Bastrop insurance carrier

Comments: _____

Site Map Showing Locations of the Following:

- ☐ Vendors; temporary structures (*booths, stages, tents, Moonwalks, carnival rides, etc.*); trailers; vehicles; bikes and motorcycles; watercrafts; aircrafts; equipment; amplification devices; portable toilets; traffic flow for pedestrians, vehicles, and other activities; emergency medical stations; fire lanes, etc
- ☐ Proposed detours and street closures
- ☐ Route for parade, race, or other similar activity, showing start and finish locations
- Map submitted: ☒ Yes ☐ No

Comments: Will provide alternate route plans to Council.

Sound Permit for Amplified Music, Voices, or Activities (show location[s] on map):

- ☒ No, not needed
- ☐ Yes: Permit obtained from Public Works & Parks Department submitted. Locations: _____

Comments: _____

03/23/2012

Event: BP MS 150 BIKE TOUR-2012

Date(s): APRIL 21, 22, 2012

Date Submitted: FEBRUARY 16, 2012

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Please complete the following (may continue on separate sheet of paper if necessary). Mark "N/A" if not applicable.

Admission Fees:

- ☒ No
- ☐ Yes: If yes, describe: _____
- Open to public: ☐ Yes ☐ No

Alcoholic Beverages:

- ☒ No
- ☐ Yes. A copy of the TABC (Texas Alcohol Beverage Commission) certificate must be presented to the City Manager for his signature approval; and the City Manager will provide a letter of approval to submit to TABC with their certificate.

Comments: _____

Animals (show location[s] on map):

- ☒ No
- ☐ Yes: Describe types of animals used and plans for handling animal waste: _____

Attendance:

- Anticipated approximate number of persons attending each day of event: 12,000 _____
- Approximate number of volunteers and workers: 1,000 _____

Banner Permit:

- Obtain Permit for banners hung on City property. Banners should have air-flow slits to prevent tears and grommets to hold rope. Please provide ropes for hanging. They will be returned to you.

☐ No ☒ Yes: How many? ONE Location? _____

- Banners hung on TXDOT right-of-ways require Permit Form 2057 obtained from Department of Transportation on Hwy 21 and Loop 150, (512) 321-2221. **BANNERS HUNG OVER COLLEGE/PECAN FEEDER ROAD NEXT TO HWY 71 MUST BE MADE OF MESH AND HAVE GROMMETS. PLEASE PROVIDE 10 TO 12 SNAP RINGS AND ROPE FOR HANGING BANNERS. THESE WILL BE RETURNED TO YOU.**

☐ No ☒ Yes

- Banners not retrieved within one (1) week after completion of event may be disposed, destroyed, or otherwise handled as deemed appropriate due to lack of storage space

Comments: _____

Electrical Requirements (show location[s] on map):

- ☒ No
- ☐ Yes: Describe amperage, voltage, and apparatus needs for all activities and vendors: _____

RECEIVED FEB 23 2012

Emergency Services (show location[s] on map):

- First aid station: ☐ No ☒ Yes: Location: lunch stops and all breakpoints _____
- Ambulance service on stand-by: ☒ Yes ☐ No

Fireworks Permit (show location[s] on map):

- ☒ No
- ☐ Yes: Contact State Fire Marshal's office in Austin, (512) 305-7932, www.tdi.state.tx.us
- Person or group handling the firework display: _____

Comments: _____

Inspections (show location[s] on map):

- Temporary structures (stages, booths, tents, canopies, Moonwalks, carnival rides, etc.) and special electrical and water/wastewater needs must be inspected prior to the event
- Flame-retardant material certificate provided to inspector for structures equal to or larger than 200 square feet in diameter
- Contact City of Bastrop Building Official at (512) 332-8840 to schedule an appointment

Comments: Large tent 60 x 40**Litter Control** (show location[s] on map):

- Describe in detail number, size, location, and removal of trash receptacles and disposal of contents: _____

Trash boxes at site and a professional clean up crew has been hired to empty boxes and clean up during the event at lunch and at breakpoints along the route. _____

- Cook-off: ☒ No
- Cook-off: ☐ Yes: _____-yard roll-off dumpster ordered by and at applicant's expense: _____

Parking (show location[s] on map):

- Coordination and cost is the responsibility of the Applicant. Describe in detail plans for remote parking area(s) and/or shuttle service to and from parking areas to event, if applicable:

Comments: Volunteers will park at the Intermediate School on Old Austin Highway.**Portable Toilets** (show location[s] on map):

- ☐ No
- ☒ Yes: Number and location of units ordered (*Jackpot Portable Toilets 512/303-1466 or American PortaCan of Texas 866/315-0990*):

Comments: At school on Old Austin Hwy, Jackpot Portable Toilets has been contracted.**Rodeo Arena:**

- ☒ No ☐ Yes: Contact Doug Statin @ (512) 848-3585

Comments: _____

RECEIVED FEB 23 2012

Security Plan:

- ☐ No ☒ Yes: Off-duty Bastrop police officers may be available for a fee. Call (512) 332-8600 for information

Comments: Coordinator will contact the police department

Show Barn:

- ☒ No ☐ Yes: Contact Allen Stewart @ (512) 413-8512 or Phyllis Mathison @ (512) 332-6001

Comments:

Signage (show location[s] on map):

- ☐ No
- ☒ Yes: Describe number of, location, and type of proposed on-site and off-site signage: Caution signs, mileage, etc. TX DOT will be consulted and a sign permit will be submitted to them.

Event signs to be set out around neighborhood prior to event

Street Closures (show location(s) on map): NO street closures ---curb lane access for riders entering and exiting Intermediate School-lunch stop.

Will discuss on alternate plans.

Temporary Structures, i.e., Booths, Stages, Tents, Moonwalks, Carnival Rides, Etc (show location[s] on map):

- ☐ No
- ☒ Yes: Describe types and uses for event. Identify the person(s) or group using the structure(s):

Large frame tent in school parking lot for serving food. Also, bike racks will be installed on grass.

60 x 40

Vehicles, Equipment, Trailers, Watercrafts, Aircrafts, Bicycles, Motorcycles, etc (show location[s] on map):

- ☐ No
- ☒ Yes: Describe types and uses for event:

Bicycles, trucks, vans, buses and other types of support vehicles will be on the road and in the lunch site supporting the thousands of participants.

Vendors (show location[s] on map):

- Vendors should have valid tax ID numbers if selling their wares
- Other than food: ☒ No ☐ Yes
- Food vendors: ☐ No ☒ Yes: Each food vendor, whether selling or giving away food, is responsible for obtaining his/her own temporary permit from **Bastrop County Health and Sanitation Department**, 806 Water Street, (512) 332-7276 or (512) 581-7176:

Comments: JASONS DELI-AUSTIN, TEXAS

Water/Wastewater (show location[s] on map):

- ☒ No
- ☐ Yes: Describe water needs and for disposal of wastewater, including capture and containment, as approved by the

Water/Wastewater Department: NONE

Signature Page

RECEIVED FEB 23 2012

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

Balena Melyk
Applicant

2/16/12
Date

Special Event Review Committee Signatures

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

☒ Police Department *[Signature]*

3-13-12

Date

☒ City Manager *Michael H. Talbot*

3-12-12

Date

☒ Public Works & Parks Department *[Signature]*

3/13/12

Date

☐ Bastrop Power & Light Department

Date

☐ Water/Wastewater Department

Date

☐ Water/Wastewater Department

Date

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



BP MS 150 Bike Tour
Sunday, April 22, 2012 (Bastrop)

FEB 23 2012

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

BBVA Compass **CASHIER'S CHECK** 500306445

CHEQUE DE CAJA 61-118/620

PAY CITY OF BASTROP, TX
TO THE ORDER OF
Pague por este cheque a lo orden de

Date/Fecha: 02/21/2012 886

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

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

Remitter/Remitente: BARBARA METYKO
Description/Descripción:

Drawee:
Compass Bank
Birmingham, AL 35233

[Signature]
AUTHORIZED SIGNATURE / FIRMA AUTORIZADA

Via Detranche Cheque.
Details on Back.
Características de la Seguridad Incluidas.
Security Features Included.

⑈ 500306445⑈ ⑆062001186⑆ 151 5611 2⑈

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

BBVA Compass **CASHIER'S CHECK** 500306444

CHEQUE DE CAJA 61-118/620

PAY CITY OF BASTROP, TX
TO THE ORDER OF
Pague por este cheque a lo orden de

Date/Fecha: 02/21/2012 886

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

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

Remitter/Remitente: BARBARA METYKO
Description/Descripción:

Drawee:
Compass Bank
Birmingham, AL 35233

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AUTHORIZED SIGNATURE / FIRMA AUTORIZADA

Via Detranche Cheque.
Details on Back.
Características de la Seguridad Incluidas.
Security Features Included.

⑈ 500306444⑈ ⑆062001186⑆ 151 5611 2⑈

03/23/2012

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*Non profit
Status*

BP MS 150 Bike Tour
Sunday, April 22, 2012 (Bastrop)

FEB 23 2012

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

In reply refer to: 0248556166
Oct. 06, 2010 LTR 4167C EO
15-5661935 000000 00
00015573
BODC: TE

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

06600

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

Dear Taxpayer:

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

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

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

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

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

Sincerely yours,

Michele N. Sullivan

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

CERTIFICATE OF LIABILITY INSURANCE

58
DATE (MM/DD/YYYY)
01/11/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR CONTRADICT THE POLICY. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

BP MS 150 Bike Tour
Sunday, April 22, 2012 (Bastrop)

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

PRODUCER MARSH USA, INC. 445 SOUTH STREET MORRISTOWN, NJ 07960-6454 123456-Stand-11-12 HOUST		CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Federal Insurance Company 20281 INSURER B: Great American Insurance Co. 16691 INSURER C: ACE Property & Casualty Insurance Company 20699 INSURER D: Employers Insurance Company Of Wausau 21458 INSURER E: INSURER F:	
INSURED NATIONAL MULTIPLE SCLEROSIS SOCIETY SOUTH CENTRAL CHAPTER 8111 N. STADIUM DRIVE, STE 100 HOUSTON, TX 77054			

COVERAGES **CERTIFICATE NUMBER:** NYC-006322915-02 **REVISION NUMBER:** 1

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			3583-33-49	12/31/2011	12/31/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC						
B	AUTOMOBILE LIABILITY			(11)7353-02-37	12/31/2011	12/31/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll Deductible \$ 1,000
	☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS						
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$			M00552835	12/31/2011	12/31/2012	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WCC-Z91-451053-011	12/31/2011	12/31/2012	☒ WC STATUTORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

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

CERTIFICATE HOLDER

CANCELLATION

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

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

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.

Manashi Mukherjee

Manashi Mukherjee

ROUTE CHANGE IN BASTROP, TEXAS DUE TO DIFFERENT LUNCH SITE

EVENT: BP MS 150 BIKE TOUR

WHEN: APRIL 22, 2012, Sunday

TIME OF ACTIVITY: Approximately 8am to 3pm

DESCRIPTION OF ACTIVITY: Lunch site for bike tour has been changed to Bastrop High School, 1614 Chambers, Bastrop, Texas 78602. Use of site has been confirmed by BISD. Lunch sites are stop venues for riders to eat sandwich, drink beverages, fix bikes, medical issues, meet friends and family at the half mark to the finish line in downtown Austin, Texas

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

ROUTE DESCRIPTION:

For cyclists.....

Cyclists will be traveling west on Hwy 71 to Hwy 95

Turn right on Hwy 95 traveling north to Cedar St.

Turn left on Cedar St. to the Bastrop HS parking lot

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

Preferred option: Cedar St. closed to vehicle traffic from Hwy 95 to Pecan St. (special consideration for church located on Cedar St. and Hwy 95.)

Cyclists exit parking lot and continue WEST on Cedar St to Pecan St.

Turn left on Pecan St. to Chestnut St.

Turn right on Chestnut St. to Old Austin Highway

Right on Old Austin Highway to Loop 304

Right at Loop 304 to Blakly

Left at Blakly to FM 969

Right on FM 969

For public vehicles.....

Public vehicles will be traveling North on Hwy 95 to Hawthorne

Vehicles will turn left on Hawthorne and continue to parking lot.

Preferred option: Hawthorne will be two way road

For event "official" vehicles only (emergency, SAG vans, SAG buses, officials).....

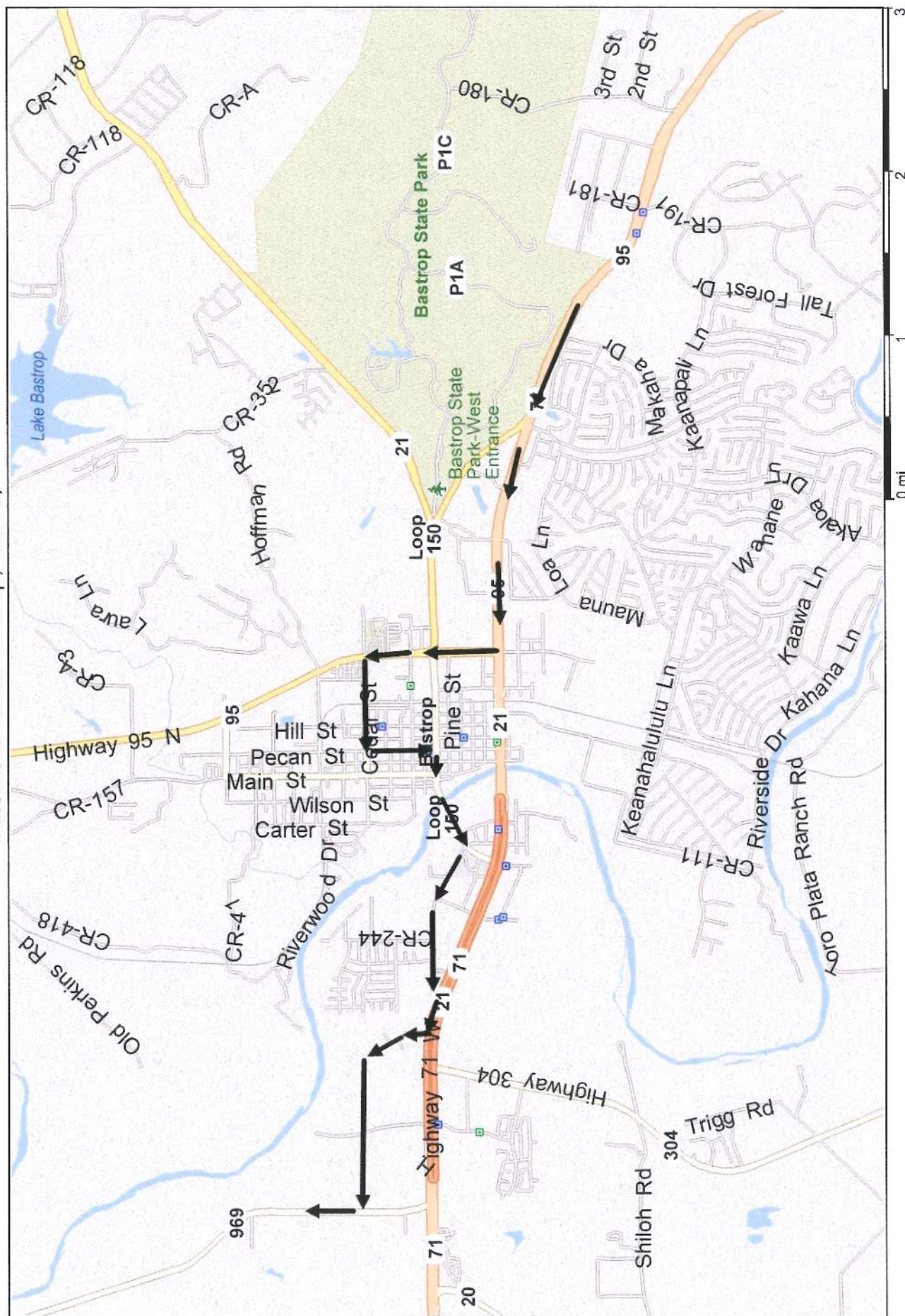
Support vehicles will be traveling North on Hwy 95 to Gordon St.

Vehicles will turn left on Gordon and continue to parking lots and park.

Preferred option: Gordon will be "one way" - west bound only.

Preferred option: Chambers will be closed to vehicle travel -only bikes will be in this area.

Alternate route Bastrop, Texas,



Public vehicles-enter
Hawthorne St.

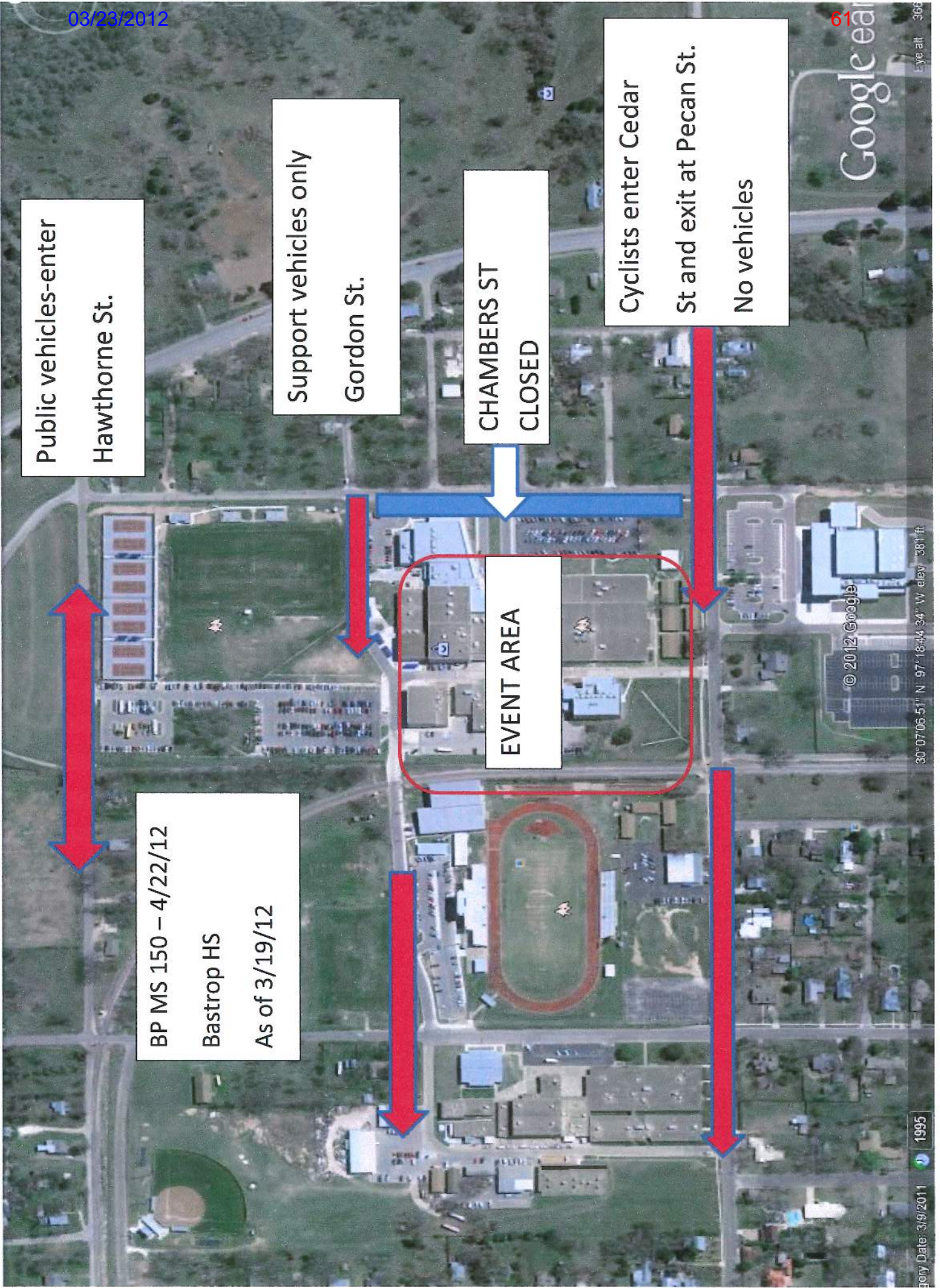
Support vehicles only
Gordon St.

CHAMBERS ST
CLOSED

Cyclists enter Cedar
St and exit at Pecan St.
No vehicles

BP MS 150 – 4/22/12
Bastrop HS
As of 3/19/12

EVENT AREA



CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: March 20, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Approval of waiver of fees (2) for hanging banners on the old iron bridge and at 1002 Chestnut per request from The Children's Advocacy Center for the 8th annual "Cowboys and Cavier" on April 21, 2012.**

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

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

See attached Letters.

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: _____



**The Children's Advocacy Center serving
Bastrop, Lee, and Fayette Counties**

City of Bastrop
1311 Chestnut St.
Bastrop, TX 78602

March 19, 2012

RE: Sign Permit Application

Dear City Administrators,

On behalf of the staff and administration of the Children's Advocacy Center, I am respectfully requesting a waiver of the \$50 application fee to hang our agency banner from the Old Iron Bridge in downtown Bastrop.

We are holding our 8th annual gala, "Cowboys and Caviar", on April the 21st this year and would like to hang our banner for two weeks prior to the event in order to advertise. As you know, we depend on grants and donations to continue the work that we do for children who've been abused and their protective family members. Because we are a non-profit organization, we try to use the majority of our funding to support our programs.

It would be very helpful if you would allow us to hang our banner without worry of the financial cost to us.

Thank you for your consideration of our request.

Very Sincerely,

Coreen Schmidt
Executive Director



1002 Chestnut Street, Bastrop, TX 78602
Phone (512) 321-6161 ☺ Fax (512) 321-6164
www.childrensadvocacycenter.org

A 501(C)3 Non-Profit Corporation, Federal Tax ID #74-263301





**The Children's Advocacy Center serving
Bastrop, Lee, and Fayette Counties**

City of Bastrop
1311 Chestnut St.
Bastrop, TX 78602

March 19, 2012

RE: Sign Permit Application

Dear City Administrators,

On behalf of the staff and administration of the Children's Advocacy Center, I am respectfully requesting a waiver of the \$50 application fee to place our agency banner ~~in the frontage area in front of First National Bank & Starbucks (intersection of Hwy 71 & Hasler Blvd).~~ 1002 Chestnut.

We are holding our 8th annual gala, "Cowboys and Caviar", on April the 21st this year and would like to hang our banner for two weeks prior to the event in order to advertise. As you know, we depend on grants and donations to continue the work that we do for children who've been abused and their protective family members. Because we are a non-profit organization, we try to use the majority of our funding to support our programs.

It would be very helpful if you would allow us to hang our banner without worry of the financial cost to us.

Thank you for your consideration of our request.

Very Sincerely,

Coreen Schmidt
Executive Director



1002 Chestnut Street, Bastrop, TX 78602
Phone (512) 321-6161 ☺ Fax (512) 321-6164
www.childrensadvocacycenter.org

A 501(C)3 Non-Profit Corporation, Federal Tax ID #74-263301



CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: March 20, 2012

MEETING DATE: March 27, 2012

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

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

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

See attached Letter.

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: _____



03/23/2012

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

March 20, 2012

Mayor Terry Orr & City Council Members:

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

The Family Crisis Center would like to hang a banner on the front of our building stating that April is National Sexual Assault Awareness Month. We are requesting a waiver for the \$50.00 application fee.

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

Sincerely,

Debby Hall
Community Outreach Specialist

CITY OF BASTROP

AGENDA ITEM: **A.8****STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: March 20, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Appointment by Mayor and confirmation by Council of Member to the Bastrop Main Street Advisory Board.**

2. Party Making Request: **Mayor Terry Orr**

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

See attached Letter.

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) _____

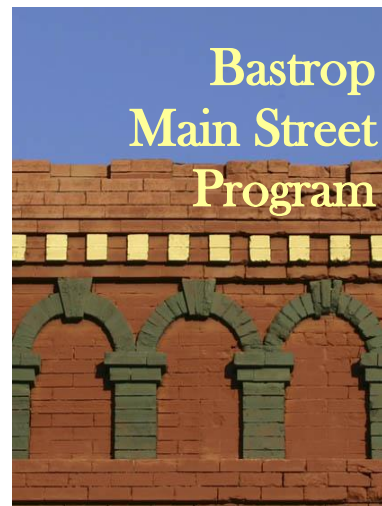
c) _____

8. Staff Recommendation: _____

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____



March 15, 2012

Terry Orr, Mayor
City of Bastrop
1311 Chestnut Street
Bastrop, TX 78602

Dear Mayor Orr,

The Bastrop Main Street Program Advisory Board asked me to inform you that at its March 5 meeting it was voted to submit the following name for your consideration in filling a vacant spot on this board:

Dick Smith (to replace Debbie Moore who was appointed by you to the Planning and Zoning Commission)

Dick has served consistently and actively on the Organization Committee and will bring much needed public relations and marketing skills to the Board.

The BMSP Advisory Board appreciates your support of this program and looks forward to your direction on this.

At your service,

Nancy Wood, Director
Bastrop Main Street Program
(on behalf of the BMSP Advisory Board and Chair, Steve Dewire)

Cc: Teresa Valdez, City Secretary
 Mike Talbot, City Manager

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 21, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Consideration, discussion and possible action on adoption of a Resolution of the City Council of the City of Bastrop, Texas, authorizing the submission of a Texas Home Investment Partnerships Program Application to the Texas Department of Housing and Community Affairs for participation in the Home Program Contract System; and authorizing the City Manager to act as the City's Executive Officer and authorized representative in all matters pertaining to the City's participation in the Home Program Contract System.**

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

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

Homeowner rehabilitation assistance program funds may be used for rehabilitation, reconstruction or new construction of single-family residences owned and occupied by low-income households. To be eligible to receive HRA assistance, the household and the property must comply with several eligibility factors, including: Household income must be at or below 80% of HUD's Area Median Family Income (AMFI), Household must have a clear marketable title and provide evidence of ownership, Must be current on taxes, and at completion unit must meet applicable construction standards.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____

Budgeted Amount: _____

Under Budget: _____

Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

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

a) _____

8. Staff Recommendation:

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS HOME INVESTMENT PARTNERSHIPS PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR PARTICIPATION IN THE HOME PROGRAM CONTRACT SYSTEM; AND AUTHORIZING THE CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE HOME PROGRAM CONTRACT SYSTEM.

WHEREAS, the City Council of the City of Bastrop desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interest of the City of Bastrop to apply for participation in the HOME Program Contract System;

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

1. That a request to the Home Investment Partnerships Program for participation in the HOME Program Contract System is authorized to be filed on behalf of the City with the Texas Department of Housing and Community Affairs.
2. That the City directs and designates the City Manager, Mike Talbot, as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the HOME Program, including execution of the City's HOME Contract System Participant Agreement.
3. That it be stated that the City of Bastrop is committing to matching funds consisting of waived fees, in-kind services, and cash as a contribution toward the activities of this HOME project in the amount required in 10 TAC, Chapter 53, Rules 53.26 and 53.30 at the time a Contract is made and approved in the system.
4. That is be stated that the City of Bastrop is committing \$80,000 in unencumbered cash reserves to the project to facilitate the administration of the program during the TDHCA disbursement process. These cash reserves are not to be permanently invested in the HOME project but are to be used for short term deficits at that are reimbursed by HOME program funds.

Passed and approved this 27th day of March 2012.

Terry Orr, Mayor

Teresa Valdez, City Secretary

CITY OF BASTROP

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

CITY COUNCIL

DATE SUBMITTED: March 21, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Consideration, discussion and possible action concerning adoption of a Resolution of the City Council of the City of Bastrop, Texas, authorizing the submission of an Amy Young Barrier Removal Program Application to the Texas Department of Housing and Community Affairs (TDHCA) Housing Trust Fund (HTF) and authorizing the City Manager to act as the City's Executive Officer and authorized representative in all matters pertaining to the City's participation in the Amy Young Barrier Removal Program.**

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

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

The Amy Young Program provides one-time grants of up to \$20,000 to Persons with Disabilities, whose household income does not exceed 80% of the Area Median Family Income (as defined in the NOFA), for home modifications necessary for accessibility and the elimination of hazardous conditions. Program beneficiaries may be tenants or homeowners and their household members with disabilities.

4. Policy Implication: _____

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

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

a) _____

8. Staff Recommendation:

9. Advisory Board: _____ Approved _____ Disapproved _____ None

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

11. Action Taken: _____

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AUTHORIZING THE SUBMISSION OF AN AMY YOUNG BARRIER REMOVAL PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) HOUSING TRUST FUND (HTF) AND AUTHORIZING THE CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE AMY YOUNG BARRIER REMOVAL PROGRAM.

WHEREAS, the City Council of the City of Bastrop desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interest of the City of Bastrop to apply for funding under the 2012-2013 Amy Young Barrier Removal Program;

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

1. That an Amy Young Barrier Removal Program application through the Housing Trust Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Housing and Community Affairs.
2. That the City's application be placed in consideration for funding under the reservation system of the Amy Young Barrier Removal Program Fund.
3. That the City directs and designates the City Manager, Mike Talbot, as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the HTF Program, including execution of the City's Amy Young Barrier Removal contract if this application is selected for funding.

Passed and approved this 27th day of March 2012.

Terry Orr, Mayor

Teresa Valdez, City Secretary

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 21, 2012

MEETING DATE: March 27, 2012

1. Agenda Item: **Consideration, discussion and possible action concerning authorizing K Friese & Associates to undertake a long-term Water Supply Study for the City of Bastrop.**

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

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

Mayor Pro-Tem Joe Beal, Council Member McAnally, Council Member Kesselus, James Miller, Director of Water & Wastewater and myself met on March 15, 2012 with K Friese & Associates (KFA) to review and discuss KFA's proposal to undertake a long-term Water Supply Study (the Study) for the City of Bastrop. Everyone present agreed that KFA should undertake the Study on behalf of the City. It was agreed that consideration should be given to the City approaching the Bastrop Economic Development Corporation [BEDC] and asking the BEDC if they would assist the City of Bastrop in paying for a portion of the cost of the Study.

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: _____

SCOPE OF SERVICES
CITY OF BASTROP
CITY OF BASTROP WATER SUPPLY STUDY

Project Understanding

K Friese & Associates, Inc. (KFA) recently completed the Bastrop Regional Water Supply Facility Plan (Regional Study), which was partially funded by the Texas Water Development Board (TWDB). The study identified water sources available within the region and evaluated the physical and regulatory availability of the sources. The three sources identified and reviewed include Colorado River water from the Lower Colorado River Authority (LCRA), Simsboro groundwater from the Carrizo-Wilcox Aquifer regulated by the Lost Pines Groundwater Conservation District (LPGCD) in Bastrop County, and third party partnering with Aqua Water Supply Corporation (Aqua).

During the Bastrop Water Committee meeting on August 11, 2011, several potential water supply scenarios were identified for evaluation of the financial risks in greater detail. In response to specific input from the Bastrop Water Committee members the following scope of services was developed.

Scope of Services

1. Define the Study Service Area: The City recently processed an annexation plan for approximately 1,579 acres of land west of the corporate City limits along the Highway 71 corridor. KFA's understanding is that the City desires to develop and implement an annexation plan to continue to annex approximately 1,000 acres per year along the Highway 71 and Highway 95 corridors for the next several years. The first step of the Study is to identify the boundary of the Study Area. KFA will coordinate a workshop meeting with the City of Bastrop Water Committee and the Planning and Development Department to discuss and finalize the Study Area. All further steps are assumed to be based on a single boundary identified as the desired future service area of the City for the 2040 study period. One (1) meeting is assumed for this task.
2. Study Parameters (Demand and Population): The Study is proposed to utilize many of the parameters and criteria developed for the Regional Study. The Study period will be nearly a thirty year time frame (2012-2040) and evaluate water demand and supply options for the Study Area in five year increments through the period. The demand will be based upon the same per capita demand criteria. Population estimates will be developed following the same technique used to develop population estimates within the Regional Study based on the CAMPO 2035 plan.
3. Water Supply Options: A 30 year facilities plan to implement each of the alternatives listed below will be developed. The plan will include phasing based on demand trigger points, water supply facility needs, and permitting

SCOPE OF SERVICES
CITY OF BASTROP
CITY OF BASTROP WATER SUPPLY STUDY

requirements. An implementation schedule along with capital and operation and maintenance costs will be developed and summarized for each phase of the water system improvements. All Options will assume that the existing Alluvium wells and soon to be operational Simsboro well will continue to supply water at the current production rates. Options will be evaluated in a phased scenario established to be optimal for each option in an effort to develop a comparative and functional cost analysis of each option. These options will not address modifications to the existing distribution system.

- a. The Colorado River surface water option will evaluate an implementation option for a water treatment plant to serve the Study Area.
 - i. The Regional Study, prepared in collaboration with the LCRA, identified that ample surface water is currently available for a firm water contract to meet the demand of the Regional Study Area. Consequently, this Study will assume sufficient water is currently available for a firm water contract to meet the demands of the defined Study Area.
 - ii. The permitting requirements, permitting costs, reservation fees, and timelines identified for the Regional Study will be summarized and updated as necessary. For example as the intake options are refined for this Study, required permitting will be further investigated.
 - iii. A conventional custom-designed facility and a package WTP option surface water treatment option will both be developed for consideration.
 - iv. Development of a conceptual intake, treatment plan and implementation schedule in sufficient detail for cost estimating will be done for one recommended treatment option.
 - v. Develop storage, pumping, and transmission costs necessary to convey the water to the distribution system.
 - vi. Develop implementation costs for the surface water supply.
- b. The Lake Bastrop Colorado River surface water option will evaluate an implementation option for withdrawing Colorado River water from Lake Bastrop rather than directly from the River.
 - i. Inquire with the LCRA to determine if the Colorado River intake structure to Lake Bastrop has additional capacity to meet the Study Area demands. Inquire if the Lake Bastrop operations are compatible for the lake to serve as storage facility for the City water treatment plant.
 - ii. The permitting requirements for the Colorado River option will be reviewed and modified as necessary for the Lake Bastrop Colorado River option.

SCOPE OF SERVICES
CITY OF BASTROP
CITY OF BASTROP WATER SUPPLY STUDY

- iii. Develop a conceptual intake, treatment plant and implementation schedule in sufficient detail for cost estimating.
 - iv. Develop storage, pumping and transmission costs necessary to convey the water to the distribution system.
 - v. Develop implementation costs for the Lake Bastrop Colorado River surface water supply.
- ⊙ c. The Aquifer Storage and Recover (ASR) - Colorado River surface water option will evaluate implementation of a traditional water surface treatment plant used in conjunction with ASR. Treated water will be injected into a Simsboro well during low demand periods and withdrawn to meet demand during high demand periods. The conjunctive use of ASR will reduce the required size of the surface water facilities by using the ASR stored water to meet the peak day demands.
- i. Considering the aquifer hydrogeologic properties, and other constraints, develop well field options (number of wells, well spacing, well capacity, etc.).
 - ii. Preliminary compatibility assessment of the two water sources will be evaluated utilizing the blending analysis data from the regional study and supplemented with water quality data on the City's Simsboro well.
 - iii. Identify permitting requirements, permitting costs, reservation fees, and timelines associated with the option.
 - iv. Develop a conceptual intake, treatment plant and implementation schedule in sufficient detail for cost estimating.
 - v. Develop pumping, treatment and transmission costs necessary to convey the water to the distribution system.
 - vi. Develop implementation costs for the ASR - Colorado River surface water supply option.
- ⊙ d. The Simsboro groundwater option will evaluate the implementation of a Simsboro well field in the desired development zoned identified in the Regional Study.
- i. The Regional Study identified that groundwater is currently physically available to meet the demand of the Regional Study Area. Consequently, this Study will assume enough groundwater is currently physically available to meet the demands of the defined Study Area. The Study will also utilize the well field options (number of wells, well spacing, well capacity, etc.) developed with the Regional Study.
 - ii. The permitting requirements, permitting costs, reservation fees, and timelines identified for the Regional Study will be summarized and updated as necessary.

SCOPE OF SERVICES
CITY OF BASTROP
CITY OF BASTROP WATER SUPPLY STUDY

- iii. Develop a conceptual well field plan (number of wells) and implementation schedule in sufficient detail for cost estimating.
 - iv. Develop storage, pumping, treatment and transmission costs necessary to convey the water to the distribution system.
 - v. Develop implementation costs for the conceptual well field and conveyance.
- e. ASR - Alluvium groundwater option will evaluate an implementation option for an Alluvium well field used in conjunction with ASR. Alluvium water will be injected into low quality Simsboro well(s) during low demand periods and withdrawn during high demand periods. The conjunctive use of ASR will reduce the number of wells required to meet peak water demand by creating high production Simsboro wells.
- i. Considering the availability of groundwater, aquifer hydrogeologic properties, and other constraints, develop well field options (number of wells, well spacing, well capacity, etc.)
 - ii. Preliminary compatibility assessment of the two water sources will be evaluated utilizing the blending analysis data from the regional study and supplemented with water quality data on the City's Simsboro well.
 - iii. Identify permitting requirements, permitting costs, reservation fees, and timelines associated with option.
 - iv. Investigate if Alluvium water will need to be treated prior to injection into the Simsboro wells.
 - v. Develop a conceptual well field plan and implementation schedule in sufficient detail for cost estimating.
 - vi. Develop storage, pumping, treatment and transmission costs necessary to convey the water to the distribution system.
 - vii. Develop implementation costs for the conceptual well field and conveyance.
4. Final Report: A draft report will be prepared to summarize all Tasks. The draft report will be submitted to the Water Committee for review and comments. Two (2) meetings are assumed for this task.
5. Project Management: KFA will coordinate the efforts of all subconsultants, generate invoices in a timely manner, and provide project administration and controls.

SCOPE OF SERVICES
CITY OF BASTROP
CITY OF BASTROP WATER SUPPLY STUDY

Services not Included in This Scope of Work

1. The cost estimates developed will be appropriate for feasibility studies and conceptual planning and are not intended for construction budgeting.
2. Environmental assessments, permitting, and/or design activities sufficient for project construction are not included.

Schedule

- Task 1: A meeting to review and establish the Study Area will be scheduled within 2 weeks of notice to proceed.
- Task 4: A draft report will be submitted to the Water Committee for review within 4 months following the meeting for Task 1.
- Task 4: A Final Report will be submitted to the Water Committee within two (2) weeks of receipt of comments.

City Responsibilities

1. The City will provide to KFA all data in the City's possession relating to KFA's services on the Project. KFA will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by the City.
2. The City will give prompt notice to KFA whenever the City observes or becomes aware of any development that affects the scope or timing of KFA's services.
3. The City shall examine information submitted by KFA and render in writing or otherwise provide comments and decisions in a timely manner.

EXHIBIT A**R.W. HARDEN & ASSOCIATES, INC.****SCOPE OF WORK FOR PROFESSIONAL SERVICES TO BE PERFORMED IN
CONNECTION WITH HYDROGEOLOGICAL SERVICES**

R.W. Harden & Associates, Inc. (RWH&A) is providing herein a Scope of Services, project schedule, and estimated professional services costs associated with hydrogeologic evaluation services for the City of Bastrop (City), Bastrop County, Texas. RWH&A will provide these services as a subconsultant to K. Friese and Associates, Inc., which is acting as the prime consultant for the City. Within this document, the term "Client" refers to K. Friese and Associates, Inc.

This work represents an expansion and refinement of the "Bastrop Regional Water Facilities Planning Study" (Initial Study) completed in May 2011. Specific work products to be provided by RWH&A under this contract include:

1. ***ASR Option Evaluation – Surface Water Injection:*** Evaluation of the feasibility and general operating parameters associated with constructing and operating an aquifer storage and recovery system (ASR) utilizing excess capacity from a surface water treatment facility to be constructed in the future.
2. ***ASR Option Evaluation – Alluvial Groundwater Injection:*** Evaluation of the feasibility and general operating parameters associated with constructing and operating an aquifer storage and recovery system (ASR) utilizing excess capacity from groundwater wells.
3. ***Simsboro Groundwater Option:*** Generate potential well and well field designs, probable costs, and implementation schedules.
4. ***Reporting:*** Generation of a report summarizing the results of the evaluation and presentation of the findings to the City.

Work Product 1: ASR Option Evaluation – Surface Water Injection

RWH&A will assess potential hydrogeologic conditions, regulatory requirements, and costs related to building and operating an aquifer storage and recovery system (ASR) in the City of Bastrop that utilizes excess surface water as an injection water source. Hydrogeologic information obtained from various sources including the Texas Water Development Board, University of Texas Bureau of Economic Geology, Lower Colorado River Authority, previous studies conducted by the Client, and RWH&A files will be

EXHIBIT A

used to generate estimates of the hydraulic characteristics of the Simsboro aquifer beneath the City. Using these estimates in addition to injection water quality and demand data provided by the Client, RWH&A will conduct groundwater modeling of the ASR system. The results of this modeling will be used to estimate the potential long-term injection/withdrawal rates and pressure oscillations, fresh water injection plume migration rates, changes in the quality of the recovered water through time, and the regional aquifer response to the ASR system.

RWH&A will compile and available information from the Lost Pines Groundwater Conservation District (LPGCD) and the Texas Commission on Environmental Quality (TCEQ) to identify current regulations pertaining to the ASR well(s) including injection well construction requirements and well-to-well spacing and property boundary offset rules. In addition, RWH&A will correspond with appropriate TCEQ and LPGCD staff members, and will identify likely steps and permitting submittals needed to obtain TCEQ and LPGCD approvals to inject and withdraw water from the Simsboro aquifer.

Using modeling results and regulatory information, potential ASR well locations will be identified and preliminary well designs will be generated. The well field designs will include estimates of the number of wells, well locations, well-to-well spacings, and well yields. From these general designs, opinions of probable costs will generated for the design, permitting, and construction of the underground portions of the wells and pumping equipment, and for the wellhead infrastructure up to the discharge flange. It is understood that RWH&A will not provide the designs and costs associated with above-ground infrastructure including electrical equipment, piping, roads, fencing, etc. that may be needed to develop the supply.

Work Product 2: ASR Option Evaluation – Groundwater Injection

RWH&A will assess potential hydrogeologic conditions, regulatory requirements, and costs related to building and operating an aquifer storage and recovery system (ASR) in the City of Bastrop that utilizes groundwater as an injection water source. Hydrogeologic information obtained from various sources including the Texas Water Development Board, University of Texas Bureau of Economic Geology, Lower Colorado River Authority, previous studies conducted by the Client, and RWH&A files will be used to generate estimates of the hydraulic characteristics of the Simsboro aquifer beneath the City. Using these estimates and injection water quality and demand data provided by the Client, RWH&A will conduct groundwater modeling of the ASR system. The results of this modeling will be used to estimate the potential long-term injection/withdrawal rates and pressure oscillations, fresh water injection plume migration rates, changes in the quality of the recovered water through time, and the regional aquifer response to the ASR

EXHIBIT A

system.

RWH&A will compile and available information from the Lost Pines Groundwater Conservation District (LPGCD) and the Texas Commission on Environmental Quality (TCEQ) to identify current regulations pertaining to the ASR well(s) including injection well construction requirements and well-to-well spacing and property boundary offset rules. In addition, RWH&A will correspond with appropriate TCEQ and LPGCD staff members, and will identify likely steps and permitting submittals needed to obtain TCEQ and LPGCD approvals to inject and withdraw water from the Simsboro aquifer.

Using modeling results and regulatory information, potential ASR well locations will be identified and preliminary well designs will be generated. The well field designs will include estimates of the number of wells, well locations, well-to-well spacings, and well yields. From these general designs, opinions of probable costs will generated for the design, permitting, and construction of the underground portions of the wells and pumping equipment, and for the wellhead infrastructure up to the discharge flange. It is understood that RWH&A will not provide the designs and costs associated with above-ground infrastructure including electrical equipment, piping, roads, fencing, etc. that may be needed to develop the supply.

Work Product 3: Simsboro Groundwater Development

A potential Simsboro aquifer well field was defined as part of the Initial Study. RWH&A will resize, redefine, and potentially relocate the initial well field to correspond with updated demand estimates provided by the Client. Considering the physical availability of groundwater, aquifer hydrogeologic properties, and potential regulatory limits, RWH&A will generate general well field layouts suitable for evaluation of the effort and costs associated with developing a Simsboro well field. The well field designs generated during this task will include estimates of the number of wells, well locations, well-to-well spacings, and well yields. From these general designs, opinions of probable costs will generated for the design, permitting, and construction of the underground portions of the wells and pumping equipment, and for the wellhead infrastructure up to the discharge flange. It is understood that RWH&A will not provide the designs and costs associated with above-ground infrastructure including electrical equipment, piping, roads, fencing, etc. that may be needed to develop the supply.

Work Product 4: Reporting and Presentation

The results of this evaluation will be provided to the Client in brief report format. At a minimum, the report will contain discussions of: 1) the likely physical parameters

EXHIBIT A

(injection/withdrawal rates, pressures, and quality) associated with long-term operation of ASR systems utilizing either surface water or groundwater, 2) a discussion of the steps that will likely be necessary to obtain TCEQ and LPGCD approval for development of the groundwater supply sources and 3) opinions of the probable costs and schedules related to permitting, design, construction, operation, of the groundwater supplies investigated. For budgeting purposes, it is assumed that RWH&A will need to attend four meetings at the City during the course of this study.

Work Product Budgets

Estimated probable costs to perform the work products are:

1. Work Product 1: ASR Option – Surface Water: \$8,000
2. Work Product 2: ASR Option – Groundwater: \$8,000
3. Work Product 3 – Simsboro Groundwater Development: \$5,600
4. Work Product 5 – Reporting and Presentation : \$12,800

Total Estimated Contract Budget: \$34,400

The costs include only RWH&A professional engineering services and expenses. We work on projects of this nature in accordance with the actual man-hours involved plus direct out-of-pocket expenses in accordance with the contract and fee schedule (Exhibit B).

EXHIBIT B

**STANDARD FEES FOR TECHNICAL SERVICES
BY R. W. HARDEN & ASSOCIATES, INC.**

- 1) Fees for professional services are based on the actual time of personnel directly involved with the project at the following hourly rates:

Senior Principal	\$220
Principal	\$200
Technical Staff 8	\$160
Technical Staff 7	\$140
Technical Staff 6	\$120
Technical Staff 5	\$110
Technical Staff 4	\$100
Technical Staff 3	\$90
Technical Staff 2	\$80
Technical Staff 1	\$70
Field Staff	\$90
Graphics Staff	\$80
Administrative Staff	\$60
Clerical Staff	\$50

- 2) Expenses that are directly attributable to performance of our professional services on a project are billed at the following rates plus 10 percent:
- a. for reproductions by our graphics department, charges equivalent to commercial rates for similar commercial services.
 - b. for transportation in our company or personal vehicles, \$0.65, per mile. Vehicles utilized at field sites will be charged an additional \$35.00 per day.
 - c. for use of company field equipment, including but not limited to GPS equipment, steel tapes, electric lines, conductivity, pH and turbidity meters, computers, water-level transducers, and organic vapor monitors, charges are equivalent to commercial rates for similar equipment rentals.
 - d. for all other expenses, including but not limited to reproduction, transportation, meals and lodging, parking and taxi fares, long distance telephone, printing, maps and photographs, field supplies, equipment rental, shipping, test drilling, well construction, and test laboratories, actual invoice cost.
- 3) The above fees for professional services are applicable to work conducted through December 31, 2012. RWH&A may revise their standard rates yearly anytime after December 31, 2012.

FEBRUARY 7, 2012

CH2M HILL Scope of Services
City of Bastrop Water Supply Study
Water Treatment Plant and
Aquifer Storage and Recovery Analyses

Background

The K Friese & Associates, Inc. (KFA), with assistance from CH2M HILL, recently completed the Bastrop Regional Water Supply Facility Plan (Regional Study). The Regional Study identified water sources and evaluated the physical and regulatory availability of the sources. The three sources identified include Colorado River water from the Lower Colorado River Authority (LCRA), Simsboro groundwater from the Carrizo-Wilcox Aquifer regulated by the Lost Pines Groundwater Conservation District (LPGCD) in Bastrop County, and third party partnering with Aqua Water Supply Corporation (Aqua).

Several potential water supply scenarios were subsequently identified by the City of Bastrop Water Committee for further evaluation. Some of these scenarios include the use of surface water, and several of these scenarios involve using aquifer storage and recover (ASR) to manage potable water in a poor quality zone of the Simsboro formation in the City of Bastrop. The following task will be completed by CH2M HILL in support of the current study:

Task 1 – ASR

Task 1.1 - Conceptual ASR Wellhead Design

CH2M HILL will size major wellhead and well site components of a typical ASR well based on the design capacity, lift, and system pressure provided by others. Cost will be accurate to +100%/-50% of the actual cost as defined below.

Assumptions:

- With the exception of the well site facilities (wellhead, pump and motor, and ancillary facilities), design and construction costs for all other facilities will be developed by others.
- Design recharge and recovery rate will be provided by other.

Deliverable:

- A draft and final technical memorandum (TM) will be prepared to document the conceptual design and well site costs. A schematic diagram of the well site and major components will be included. The TM will also identify permitting requirements, permitting costs, and timelines associated for this option.

Task 1.2 – Preliminary Compatibility Assessment

A review of the results of the previously completed mixing assessment will be done to identify the potential for adverse chemical reactions between potable water from the City's alluvial

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wells and water in the Simsboro aquifer, and between Colorado River water and the water in the Simsboro aquifer.

Assumptions:

- No geochemical or blending modeling will be performed.
- No sampling or analysis will be performed.

Deliverable:

- A written summary of potential adverse chemical reactions will be provided in the draft technical memorandum.

Task 2 – Surface Water Treatment System Evaluation

Task 2.1 - Data Gathering

CH2M HILL will obtain from K Friese and Associates the specific location, water source, flow rates, and phasing requirements for development of a surface water treatment plant for Bastrop, TX.

Assumptions:

- Water quality data provided during the 2010 study will form the basis of the treatment plant process selection,
- K Friese and Associates will provide any additional water quality data that has been obtained since that time.

Deliverable:

- Data used to form the basis of the WTP design will be summarized in a section of the TM described below. This section will also identify treated water quality goals for the facility.

Task 2.2 – Develop Treatment Options

CH2M HILL will consider and recommend between either a package water treatment plant (WTP) option and a conventional custom-designed facility, recognizing current and anticipated flows, and the need for expandability. For the selected option, CH2M HILL will develop a process concept and conceptual cost estimate. The conceptual WTP will include facilities to receive, screen, treat, store the water prior to distribution, and pump the water into a new distribution pipeline. CH2M HILL will identify the amount of land required for each process.

Assumptions:

- For this task CH2M HILL will attend one coordination meeting. At this meeting the decision of package versus engineered WTP will be finalized.
- The same treatment plant options will apply to both a Colorado River intake and Lake Bastrop Intake. If KFA obtains water quality data that indicates this assumption is false, then CH2M HILL could provide modified treatment plant options for the use of Lake Bastrop water as an additional service.

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- The intake, raw water pipeline, and distribution pipeline options will be developed by K Friese and Associates.
- KFA will verify whether adequate land is available at the selected location, and will identify easement and permit requirements associated with the plant.

Deliverable:

- The resulting WTP conceptual design will be described as a section of the Technical Memorandum discussed below. The TM will describe the rationale for selecting between and package and conventional WTP. A process diagram will be provided and discussed. The diagram will note key design assumptions and parameters, and the acreage requirements for each process.

Task 2.3 - Develop Cost Estimates:

CH2M HILL will develop one cost estimate for the WTP option defined in the previous task. CH2M HILL will also provide support to KFA for development of raw water intake cost estimates.

Assumptions:

- For this task CH2M HILL will attend one coordination meeting.
- Cost estimates will be based on vendor quotations, and using CH2M HILL's standard cost estimating tools for conceptual level estimates. The resulting cost estimates will be considered Class 5 per the AACE Classification System 18R-97 or Order-of-Magnitude per the ANSI Z94.2 - 1989 standard. This level is appropriate for use in Capital Budget Previews, Feasibility Studies, and Long-Range Capital Planning, with Assumptions based on historical data and experience. The level of accuracy, per AACE Industry Standard will be -50% to +100%.

Deliverable:

- The resulting WTP costs will be described in the Technical Memorandum discussed below. Costs will include both capital and O&M. Intake cost data will be provided via email if requested.

Task 2.4 – Draft Technical Memorandum

A Draft Technical Memorandum will be prepared to summarize the results of Tasks 2.1-2.3. It is intended that KFA will extract information from this TM for use in the final report.

Assumptions:

- This deliverable will be provided in electronic format only.
- A single set of written comments on the Draft TM will be provided by KFA within 2 weeks of delivery of the draft.

Deliverable:

- Draft TM

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Task 2.5 - Final Report Support:

CH2M HILL will review sections of the draft Final Report related to CH2M HILL's work, and will attend up to two (2) meetings with KFA to discuss the draft Final Report

Assumptions:

- This deliverable will be provided in electronic format only.

Deliverable:

- Revisions to and comments on the Final Report

Task 3 - Project Management

CH2M HILL will manage its internal staff, generate invoices in a timely manner as directed by K Friese and Associates, and provide internal QC of all deliverables prior to delivery.

Assumptions:

- This work will require a maximum of two invoices.

Deliverable:

- Invoices and administrative documents

Proposed Compensation and Schedule

Services will be provided on a time and materials basis at the 2012 labor rates on the rate schedule below. Miscellaneous expenses may include travel, postage, printing and other similar expenses and will be invoiced at actual cost. The fee estimate of \$27,500 assumes completion of CH2M HILL work in 2012.

Rate Schedule (Hourly Billing Rates)

<u>Period: Calendar Year 2012</u>	<u>2012 Rate \$/hr</u>
Project Manager/Senior Consultant	233
Senior Engineer	181
Technologist	164
Project Engineer	149
Associate Engineer	114
Administration and Contracts	137
CADD Tech	114
Administrative Assistant	77

The above work will be completed within six weeks of receipt of the notice to proceed and associated data, depending upon the schedule of the KFA portions of the project.

Attachment B

TASK	PRINCIPAL Hours	PROJECT MANAGER Hours	PROJECT ENGINEER Hours	EIT Hours	CADD TECHNICIAN Hours	CLERICAL Hours	KFA Sub Total Hours	KFA Labor Cost	KFA Expenses	KFA Total Cost	RW Harden Total Cost	CH2MHILL Total Cost	Total Cost
K Price & Associates, Inc.													
1. Define Study Area	4	4	8		12		24	\$ 2,396.00	\$ 40.00	\$ 2,436.00	\$	\$	\$ 2,436.00
2. Study Parameters		1	12	3			21	\$ 2,218.00	\$	\$ 2,218.00	\$	\$	\$ 2,218.00
3. Water Supply Options								\$ 15,316.00	\$ 40.00	\$ 15,356.00	\$ 21,600.00	\$	\$ 36,956.00
a. Colorado Surface Water		2	12	2			16	\$ 1,916.00	\$	\$ 1,916.00	\$	\$	\$ 1,916.00
b. Lake Baup - Colorado Surface Water		4	24	4			32	\$ 3,832.00	\$	\$ 3,832.00	\$	\$	\$ 3,832.00
c. ASR - Colorado Surface Water		4	24	4			32	\$ 3,832.00	\$	\$ 3,832.00	\$ 8,000.00	\$	\$ 11,832.00
d. Sinsboro Groundwater		2	12	2			16	\$ 1,916.00	\$	\$ 1,916.00	\$ 5,600.00	\$	\$ 8,516.00
e. ASR - Alluvium Groundwater		4	24	4			32	\$ 3,832.00	\$	\$ 3,832.00	\$ 8,000.00	\$	\$ 11,832.00
4. Report								\$ 15,596.00	\$ 570.00	\$ 16,166.00	\$ 12,000.00	\$ 27,500.00	\$ 33,666.00
A. Report			60	16			80	\$ 8,596.00	\$ 500.00	\$ 9,096.00	\$	\$	\$ 9,096.00
B. QA/QC		8		8			16	\$ 2,130.00	\$	\$ 2,130.00	\$	\$	\$ 2,130.00
C. Meetings (2)	4	8	8	16	4		44	\$ 5,020.00	\$ 70.00	\$ 5,090.00	\$	\$	\$ 5,090.00
5. Project Management			20			4	24	\$ 2,566.00	\$	\$ 2,566.00	\$	\$	\$ 2,566.00
LABOR COST:	\$ 1,480	\$ 6,888	\$ 23,562	\$ 5,184	\$ 1,660	\$ 512		\$ 39,296.00	\$ 650.00	\$ 39,946.00	\$ 34,400.00	\$ 27,500.00	\$ 101,716.00

**ADDENDUM
TO
BASTROP CITY COUNCIL AGENDA
TUESDAY, JANUARY 25, 2011 6:00 p.m.**

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a regular meeting on **Tuesday, January 25, 2011 at 6:00 p.m.** at the Council Chambers of City Hall, 1311 Chestnut Street, Bastrop, Texas and will consider the following matters to wit:

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

B. Update on City Projects

14. Report from City IT Director, Kevin Unger on laptop computers for City Council.

C. Update on City Business:

5. Update on Bargas building in Industrial Park.

CERTIFICATE

I, City Secretary of the City of Bastrop, certify that the above notice of meeting was posted on the bulletin board of the City Hall, 1311 Chestnut Street, on the 21st day of January 2011 at 11:05 a.m.

Teresa Valdez

Teresa Valdez, City Secretary

**THE CITY OF BASTROP IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH
DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS TO COMMUNICATIONS
WILL BE PROVIDED UPON REQUEST. PLEASE CALL 321-3941**

Confirm time posted: DC__

Confirm time removed: __