

**MINUTES OF REGULAR YOUTH ADVISORY COUNCIL MEETING**  
**July 9, 2018**

The Bastrop Youth Advisory Council met in a Regular Meeting on Tuesday, July 9, 2018, at 6:00 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Council Members Morriss, Anguiano, Alger, Dodge, Mora, Edwards, Branecky, Gomez, Ingram, Ramirez, and Tram. Sponsor, Dr. Kristi Lee, of Bastrop ISD was present as well as Staff Liaison, Trey Job, and Executive Assistant, Cheryl Renfro, on behalf of the City of Bastrop.

**CALL TO ORDER**

Dr. Lee called the meeting to order at 6:03 pm with a quorum being present.

**CITIZEN COMMENTS**

There were no citizen comments given during this meeting.

**4. STAFF & BOARD REPORTS**

**4A. STAFF LIAISON REPORT**

The Director of Public Works & Leisure Services, Trey Job, reviewed the night's agenda and staff reports. He announced the City was holding a volunteer fair on July 17, 2018, at the Bastrop Convention Center. He stated that the volunteer fair would be a good way to learn more about the various City Boards and the service they provide.

**4B. YOUTH ADVISORY COUNCIL REPORT**

There were no reports made.

**WORK SESSIONS/BRIEFINGS**

**5A. RECEIVE AND PARTICIPATE IN INFORMATION REGARDING "HOW CITIES WORK" AND THE BOARD PURPOSE AND GOALS**

Presentation was made by the Director of Public Works & Leisure Services, Trey Job.

**5B. DISCUSS COUNCIL'S IDENTIFIED FOCUS AREAS AND LIST OF PRIORITIES AS IT RELATES TO THE BASTROP YOUTH ADVISORY COUNCIL**

The Council held discussion about possible focus areas and priorities including citizen safety in public areas, including schools, as well as recreational opportunities and what Bastrop youth would like from the City. There was discussion about polling classmates to further explore Bastrop youth's expectations and desires from the City.,

Dr. Lee suggested that Council members follow the Bastrop City Council by choosing to attend meetings and reporting back to the group. She also suggested that the Council follow the City of Bastrop on various social media channels as to be more aware of City workings and activities.

**5C. DISCUSSION OF ITEMS FOR FUTURE AGENDAS**

Dr. Lee asked the Council to complete the personality profile assigned, email her the results as well as bring them to the next scheduled meeting for discussion.

**6A. CONSIDER ACTION TO APPROVE YOUTH ADVISORY COUNCIL BOARD MINUTES FROM THE JUNE 5, 2018 REGULAR MEETING.**

The motion was made, seconded and unanimously approved to approve the meeting minutes for the June 5, 2018, regular meeting.

**ADJOURNMENT**

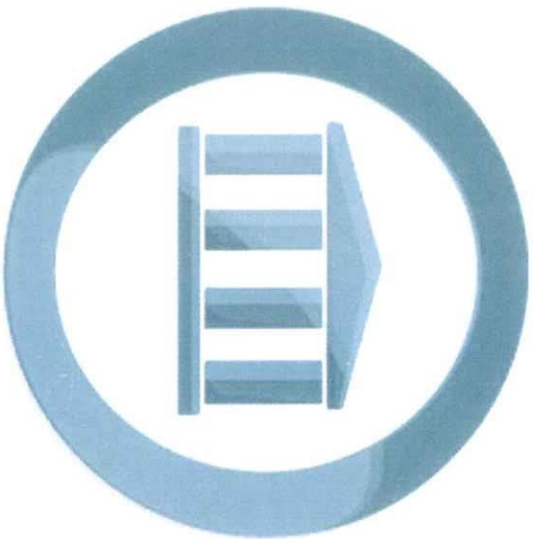
The meeting was adjourned at 7:11 p.m. without objection.

APPROVED:

  
\_\_\_\_\_  
President Amanda Branecky

ATTEST:

  
\_\_\_\_\_  
Secretary Caitlyn Ingram



# Forms of Municipal Government





## Forms of Government

### **Council-Manager**

Characteristics include:

- City council oversees the general administration, makes policy, sets budget
- Council appoints a professional city manager to carry out day-to-day administrative operations
- Often the mayor is chosen from among the council on a rotating basis

## Forms of Government continued:

### ▶ **Mayor-Council**

- ▶ Characteristics include:
  - ▶ Mayor is elected separately from the council, is often full-time and paid, with significant administrative and budgetary authority
  - ▶ Depending on the municipal charter, the mayor could have weak or strong powers
  - ▶ Council is elected and maintains legislative powers
  - ▶ Some cities appoint a professional manager who maintains limited administrative authority



## Forms of Government continued.

### ▶ **Commission**

- ▶ Characteristics include:
  - ▶ Voters elect individual commissioners to a small governing board
  - ▶ Each commissioner is responsible for one specific aspect, such as fire, police, public works, health, finance
  - ▶ One commissioner is designated as chairman or mayor, who presides over meetings
- ▶ The commission has both legislative and executive functions

# Forms of Government contd.

## ▶ **Town Meeting**

- ▶ Characteristics include:
- ▶ All voters meet to decide basic policy and elect officials to carry out those policies
- ▶ Although the town meeting form of government is generally viewed as the purest form of democracy, because it allows all eligible voters a voice in local policy decisions, it is practiced in only 5% of municipalities.

# Forms of Government Cont'd

- ▶ **Representative Town Meeting**
- ▶ Characteristics include:
  - ▶ Voters select a large number of citizens to represent them at town meetings, where only they can vote
  - ▶ Each town meeting must be announced with a warrant that provides the date, time and location of the meeting and specifies the items to be discussed
  - ▶ The selectmen are responsible for implementing policy

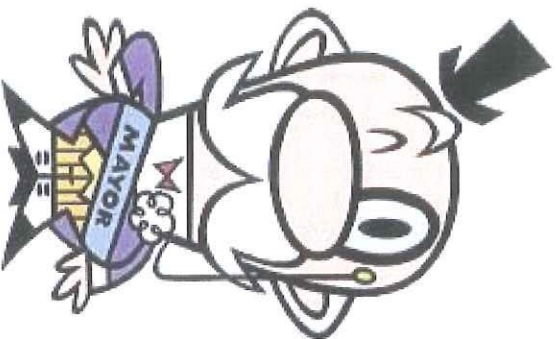


# Types of Mayors



- ▶ **Weak or Strong Mayors**
- ▶ Most "strong" mayors are in the mayor-council form of government, and are directly elected by citizens to that office. Most "weak" mayors are mayors in a council-manager form, and are elected from within the city council.
- ▶ Characteristics of a "strong" mayor:
  - The mayor is the chief executive officer, centralizing executive power.
  - The mayor directs the administrative structure, appointing and removing of department heads.
  - While the council has legislative power, the mayor has veto power.
  - The council does not oversee daily operations.
- ▶ Characteristics of a "weak" mayor:
  - The council is powerful, with both legislative and executive authority.
  - The mayor is not truly the chief executive, with limited power or no veto power.
  - The council can prevent the mayor from effectively supervising city administration.
  - There may be many administrative boards and commissions that operate independently from the city government.

# Mayoral Powers

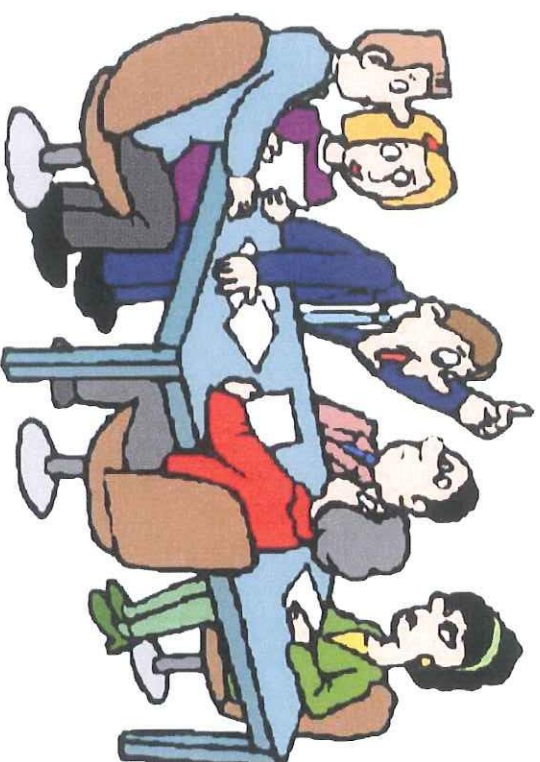


These responsibilities may include:

- Serving on the city council;
- Voting in council meetings;
- Assigning council members to chair or serve on committees;
- Appointing citizens to serve on advisory boards or commissions;
- Preparing the annual budget; Receiving the annual budget developed by chief administrative official or city manager; and
- Making an annual report to the council.

# Council Powers

- Review and approve the annual budget;
- Establish long- and short-term objectives and priorities;
- Oversee performance of the local public employees;
- Oversee effectiveness of programs;
- Establish tax rates;
- Enter into legal contracts;
- Borrow funds;
- Pass ordinances and resolutions;
- Modify the city's charter;
- Regulate land use through zoning laws;
- Regulate business activity through licensing and regulations;
- Regulate public health and safety;
- Exercise the power of eminent domain;
- Communicate policies and programs to residents;
- Respond to constituent needs and complaints; and
- Represent the community to other levels of government.

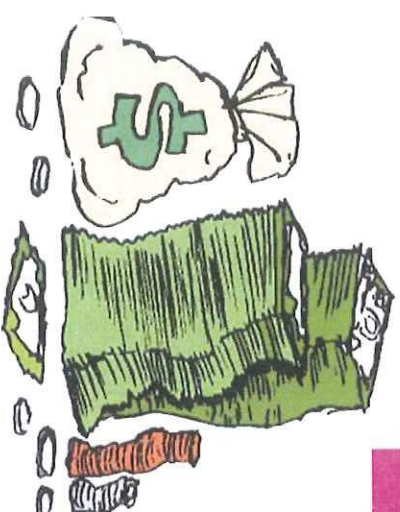




# Where do we get our money?

**General fund-Cities collect property and sales tax to fund general governmental functions such as :**

- ▶ Street & Drainage , Police, Fire, Parks and the general administration services that support these functions i.e. Finance, City management, and Human resources etc..



# Where do we get our \$ Cont'd

Enterprise funds (business like) Cities collect fees for the services provided to the user and transfer into the general funds for administrative support. Examples of an enterprise or proprietary fund are :

- Water & waste water utilities
- Solid waste pick up or sanitation services
- Bastrop Power and Light.



# Council Focus Areas

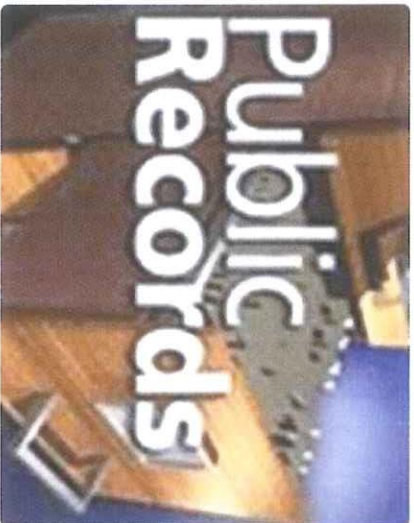
Fiscal Responsibility	Economic Vitality	Communication
<p>Prepare and manage budget; fiduciary responsibility.</p>	<p>Create sustainability by leveraging tourism; infrastructure renewal and investment; enhancing public/private partnerships; efficient planning &amp; development processes; and fostering an inclusive &amp; diverse environment that encourages entrepreneurial ventures.</p>	<p>Support and enhance open 2-way communication between the City and its residents and businesses.</p>
<p><b>Uniquely Bastrop</b> Maintain and enhance our historic community feel by leveraging the unique combination of community, cultural and recreational assets that make Bastrop a special place to live and work.</p>	<p><b>Organizational Excellence</b> Organizational governance; progressive operational efficiency; employee and citizen volunteer recognition.</p>	<p><b>Multi-Modal Mobility</b> Improved mobility for all modes of transit; manage traffic congestion.</p>
<p><b>Community Safety</b> Keep citizens, businesses, and visitors safe.</p>	<p><b>Unique Environment</b> Continue beautification and natural areas; green spaces; parks; river, and landscaping.</p>	<p><b>Manage Growth</b> Plan for and manage growth, development, and redevelopment to maintain Bastrop's unique feel and character.</p>



# City Managers office

- ▶ Policy Implementation
  - ▶ User fees vs property tax dollars ( development paying its own way)
  - ▶ Economic development incentives
  - ▶ Policy's based on value ( code enforcement and building standards)
- ▶ Fiscal responsibility of the overall city budget





## City Secretary



The Bastrop city charter established the position of city secretary to be appointed by the city manager, and to be charged with carrying out duties established by the city charter and local ordinances, as well as state and federal laws that relate to the office. The position, by ordinance, also includes holding the office of records management officer for the city.

# Finance Dept.

CITY OF BASTROP



Accounting &  
Reporting



Utility Customer  
Service



Cemetery



Public Improvement  
District



# Public Works Dept.

- ▶ The **Public works** department provides maintenance and repair of city streets, sidewalks and street lights, and other infrastructure such as drainage pipes, ditches, and ponds.
- ▶ The **Parks & Recreation** system can earn revenue from programs such as sports leagues, park rentals and summer camps etc.. The main function however is to maintain the city parks and open space.
- ▶ The **Water and Waste water** departments are responsible for the treatment of the city's water and protecting its source. Another big responsibility is treating the city's sewer too. Lastly there are Distribution & Collection crews that you see from time to time working on the collection and distribution mains that are there to provide water when you get up and brush your teeth before school.

