

Hunters Crossing Local Government Corporation
Meeting Agenda
Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



November 15, 2017 at 6:00 P.M.

Hunters Crossing Local Government Corporation meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800 or write 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

The City of Bastrop reserves the right to reconvene, recess, or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

1. **Call to Order**
 2. **Public Comments.** [Note: Persons may address the Board on any issue not otherwise listed on this Agenda. Please observe the time limit of three (3) minutes for general public comments. In accordance with the State of Texas Open Meetings Act, the Board cannot undertake discussion or take any action on Public Comments received at the meeting, but can: (1) recite Board/City policy on the points raised and/or (2) place items on an upcoming agenda for both discussion and action at that upcoming meeting.]
 3. **Consider action to approve minutes from the September 19, 2017 meeting. 1-4**
 4. **Consider action on the nomination and election of Secretary for the Hunters Crossing Local Government Corporation Public Improvement District Board. 5**
 5. **Informational update to Board, by President, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.**
 6. **Invitation for input from Board members related to issues for possible inclusion on future agendas.**
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7. EXECUTIVE SESSION

7A. The Board of Directors shall recess its regular session and convene into executive session pursuant to Section 551.071 of the Texas Government Code to deliberate and seek advice of its attorneys regarding the operation of Hunters Crossing Public Improvement District and *Whiteaker et. al v. Forestar Group, Inc. et. al*, Cause No. 423-5020, filed in the 423rd Judicial District, Bastrop County, Texas, along with 14 other property owner lawsuits making identical claims against the same 12 named defendants in which the City and the Hunters Crossing Local Government Corporation are listed among the defendants and are currently pending in the Bastrop County district courts.

8. CONVENE INTO REGULAR SESSION

9. TAKE ANY NECESSARY OR APPROPRIATE ACTION ON MATTERS POSTED FOR CONSIDERATION IN CLOSED/EXECUTIVE SESSION

10. Consider action to confirm the location, time/s and date/s for the next meeting/s of the Hunters Crossing Local Government Corporation. 6-9

11. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: Thursday, November 9, 2017 at 8:40 a.m. and remained posted for at least two hours after said meeting was convened.



Tracy Waldroh, Chief Financial Officer



STAFF REPORT

MEETING DATE: November 15, 2017

AGENDA ITEM: 3

TITLE:

Consider action to approve minutes from the September 19, 2017 meeting.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

POLICY EXPLANATION:

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
 - 1. State the subject of each deliberation; and
 - 2. Indicate the vote, order, decision, or other action taken.

RECOMMENDATION:

Approve, amend, or correct the minutes of the September 19, 2017 Hunters Crossing Local Government Corporation Board.

ATTACHMENTS:

- September 19, 2017 DRAFT Hunters Crossing Local Government Corporation Board Meeting Minutes

**HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION
MINUTES**

September 19, 2017, 6:30 p.m.

The Hunters Crossing Local Government Corporation Board met on September 19, 2017, at Bastrop City Hall located at 1311 Chestnut Street, Bastrop, Texas. Board members in attendance were Lynda Humble, Rick Womble, Christopher Conrad, Michelle Dodson, and Lyle Nelson. Also in attendance were Brad Stein, Trey Job, Tracy Waldron, Wesley Brandon, and Heather Ambrose. Brian Rider arrived at 7:00 p.m. Brandon Johnson was absent.

Members of the public in attendance were Lillie Siscoe, Anthony Boehm, Richard Gartman and Sally Smith.

1. Call Meeting to Order.

Board President Lynda Humble called the meeting to order at 6:33 p.m. with a quorum being present.

2. Public Comments.

Property owner Anthony Boehm spoke inquiring whether the increase in PID fees would be considered “frozen” for retirees, similar to property taxes. Board President Lynda Humble explained the difference between property taxes and PID assessments and stated that she believes assessments have different requirements than property taxes. Ms. Humble said she would look into his question and advise if she learns anything different.

3. Consider action to approve minutes from the July 26, 2017 meeting.

Michelle Dodson made the motion to approve the minutes as presented. Seconded by Rick Womble and carried unanimously.

4. CONDUCT A PUBLIC HEARING

Chief Financial Officer Tracy Waldron gave a presentation related to the proposed Fiscal Year 2018 Budget and Fiscal Year 2018 Operations and Maintenance Assessment for the Hunters Crossing Public Improvement District. Ms. Waldron explained that the single family rates would increase from \$319 to \$338 for single family residential properties. She stressed that the assessment rate is included in the approved plan documents and not considered and recommended newly each year.

Ms. Waldron showed a revenue and expense summary that includes recurring expenses such as the contracted mowing and maintenance, and the reimbursement payment to the developer. She advised that the Capital Fund ending balance for Fiscal Year 2017 will be \$4860.

Board Member Lyle Nelson clarified that the increase in the assessment is only implemented to be in compliance with the official plan already in place

Richard Gartman: Hunters Crossing Subdivision resident questioned the reason for the increase in legal fees as presented. Ms. Waldron explained that the City is, and will be, working with an attorney for guidance related to PID documents and that is the reason for the increased fees.

Mr. Gartman also inquired about future fence maintenance as discussed at the previous Board meeting and why that was not included in the Fiscal Year 2018. Ms. Waldron reminded those present that per the workshop discussion at the last meeting, this work was not included at this time.

5. The Board of Directors of Hunters Crossing Local Government Corporation will adjourn the Public Hearing and convene into Regular Session to take any necessary action(s).

No action was taken.

6. Consider action to approve A RESOLUTION R-2017-01 OF THE BOARD OF DIRECTORS OF THE HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION OF BASTROP, TEXAS, APPROVING AND ADOPTING THE HUNTERS CROSSING PUBLIC IMPROVEMENT DISTRICT ANNUAL BUDGET FOR FISCAL YEAR 2018; PROVIDING WITHIN SAID BUDGET PROVISIONS

FOR REIMBURSEMENTS FOR EXPENDITURES FOR ORIGINAL HISTORIC CAPITAL PROJECT COSTS AND OPERATIONS AND MAINTENANCE PROJECT COSTS; CONFIRMING THE COMPLETION OF THE ANNUAL REVIEW OF THE SERVICE PLAN; RECOMMENDING AN UPDATE TO THE SERVICE PLAN; RECOMMENDING CONTINUATION OF ASSESSMENTS; AND CONTAINING OTHER PROVISIONS RELATING TO THE HUNTERS CROSSING PUBLIC IMPROVEMENT DISTRICT.

Rick Womble made the motion to adopt Resolution R-2017-1 as presented. Seconded by Michelle Dodson and carried unanimously.

7. Consider action on the nomination and election of Vice-President for the Hunters Crossing Local Government Corporation Public Improvement District Board.

Due to the resignation of Board Member Carolyn Smith, the position of Vice President is vacant. Board President Lynda Humble called for nominations from the Board.

Lyle Nelson nominated Rick Womble as Vice-President of the Hunters Crossing Local Government Corporation Public Improvement District Board. Seconded by Christopher Conrad. Rick Womble was elected Vice-President by acclamation of a unanimous vote.

8. Presentation regarding the drainage improvements within and around the Hunters Crossing Subdivision.

Ms. Humble advised that City Engineer Wesley Brandon and Public Works Director Trey Job were present to answer questions related to the progress of the drainage improvements within and around the Hunters Crossing Subdivision. Mr. Brandon presented a Power Point with an update on the drainage improvement progress. The contractor is working towards a completion date of October 13, 2017.

Mr. Brandon's presentation included photographs of the work done, including:

- Height added to berm
- Unclogged and cleared inlets
- Concrete apron to help prevent debris from entering drainage areas
- "Before and after" photos of: overgrown vegetation now replaced with rip rap rock; drainage pipes clogged with sediment and now cleared.

Mr. Brandon advised that the project is nearing 60-70% completion.

Lyle Nelson expressed his appreciation of the staff's proactive approach in advance of the Hurricane Harvey weather event and feels the results post-event show the success.

9. Informational update to Board, by President, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.

President Humble expressed her thanks to former Board Member Carolyn Smith for her work on the Board and also for her ongoing efforts in the Hunters Crossing community.

Ms. Humble reminded the Board that City staff has been consulting with an attorney to work through some of the confusion and issues related to the Hunters Crossing Public Improvement District documents. The documents are complex and were prepared prior to the hire of most senior staff. The attorney is still working on the review, but a preliminary report is anticipated in the near future. She added that she hopes to have a report by the next meeting. In addition, Ms. Humble stressed that more frequent meetings of the Board may be necessary for a while in the future.

10. Invitation for input from Board members related to issues for possible inclusion on future agendas.

Mr. Womble mentioned a previous meeting's discussion related to advance discussion and planning for the next year's budget and inquired when the budget planning will likely begin. Ms. Humble said she would like to begin planning after the audit report of the PID documents is provided by the attorneys. She

hopes review of the report will be on the next agenda and then meetings can be held later to discuss the details appropriately with the public.

Forestar representative Brad Stein reminded the Board that the matter of transferring ownership of the common areas to the Public Improvement District needs to be considered as well. Ms. Humble stated that matter is also a part of the PID document audit that is in progress.

11. Consider action to confirm the location, time/s and date/s for the next meeting/s of the Hunters Crossing Local Government Corporation.

Lyle Nelson made the motion for the next meeting of the Hunters Crossing Local Government Corporation to be held on November 15, 2017 at 6:00 p.m. at the Best Western, 107 Hunters Crossing Blvd., Bastrop, TX 78602.

12. Adjourn.

Michelle Dodson made the motion to adjourn the meeting at 7:00 p.m. Seconded by Christopher Conrad and carried unanimously.

APPROVED:

ATTEST:

Lynda Humble, Board President

, Board Secretary



STAFF REPORT

MEETING DATE: November 15, 2017

AGENDA ITEM: 4

TITLE:

Consider action on the nomination and election of Secretary for the Hunters Crossing Local Government Corporation Public Improvement District Board.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

Brandon Johnson formerly held the position of Secretary. The Secretary position is now vacant and requires nomination and election.

POLICY EXPLANATION:

Article III, Sections 1 and 2 of the Corporation's Bylaws require that a vacancy in the office of any officer be filled by the Board of Directors.

RECOMMENDATION:

Consider action on the nomination and election of Secretary for the Hunters Crossing Local Government Corporation Public Improvement District Board.



STAFF REPORT

MEETING DATE: November 15, 2017

AGENDA ITEM: 10

TITLE:

Consider action to confirm the location, time/s and date/s for the next meeting/s of the Hunters Crossing Local Government Corporation.

STAFF REPRESENTATIVE:

Tracy Waldron, CFO

BACKGROUND/HISTORY:

The Hunters Crossing Local Government Corporation Board has typically held its regular meetings on a quarterly basis on the 4th Wednesday of the given month at 6:00 PM in the Bastrop City Council Chambers at 1311 Chestnut Street.

At the 7/26/17 meeting, the possibility of more frequent meetings at a location within the Hunters Crossing PID was discussed.

ATTACHMENTS:

- Calendars for December 2017, January 2018, February 2018.

Calendar of Events

December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 01:00PM Snow Day
3	4	5	6 06:00PM Bastrop Art In Public Places Meeting 06:00PM Board of Adjustments Meeting 06:00PM Joint Work Session with City Council & BAIPP 07:30PM Joint Meeting with Council & Main Street Advisory Board 07:30PM Main Street Advisory Board	7 06:00PM Parks Board/Public Tree Advisory Board	8	9 09:00AM Pine Street Market Days 06:00PM Lighted Christmas Parade
10	11	12 06:30PM Council Meeting - Regular Meeting	13	14	15	16
17	18 05:00PM Bastrop EDC Board Meeting	19	20 06:00PM Historic Landmark Commission Meeting	21 08:30AM Visit Bastrop DMO Board Meeting	22	23
24	25 All Day Christmas Holiday - City Offices Closed	26 All Day Christmas Holiday - City Offices Closed	27	28 06:00PM Planning & Zoning Commission	29	30

COLOR KEY: City Holiday, City Council Meetings, City Events, Board/Commission Meetings, City Elections, Bastrop EDC Board, General events

Calendar of Events

January 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 All Day New Years Holiday - City Offices Closed	2	3 06:00PM Board of Adjustments Meeting 06:30PM BAIPP Board Meeting	4	5	6
7	8	9	10 04:00PM Fairview Cemetery Advisory Bd Mtg	11	12	13
14	15 All Day Martin Luther King Holiday - City Offices Closed	16 06:30PM Joint City Council & Planning & Zoning Meeting	17 06:00PM Historic Landmark Commission Meeting	18 08:30AM Visit Bastrop DMO Board Meeting 06:00PM Joint Meeting with City Council & Parks Board 07:30PM Joint Meeting with City Council & Cemetery Board	19	20
21	22	23	24	25 06:00PM Planning & Zoning Commission	26	27
28	29	30	31			

COLOR KEY: City Holiday, City Council Meetings, City Events, Board/Commission Meetings, City Elections, Bastrop EDC Board, General events

Calendar of Events

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7 06:00PM Board of Adjustments Meeting 06:30PM BAIPP Board Meeting	8	9	10
11	12	13	14	15 08:30AM Visit Bastrop DMO Board Meeting 06:00PM Joint Work Session with City Council & Historic Landmark Commission 07:30PM Joint Work Session with Council & Library Board	16	17
18	19	20	21 08:00AM New Council Candidate Orientation 06:00PM Historic Landmark Commission Meeting	22 06:00PM Planning & Zoning Commission	23	24
25	26	27	28			

COLOR KEY: City Holiday, City Council Meetings, City Events, Board/Commission Meetings, City Elections, Bastrop EDC Board, General events