

To: Honorable Mayor and Members of the City Council
From: Paul A. Hofmann, City Manager
Date: November 24, 2021
Subject: Weekly Memo, November 22 – November 24, 2021



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Personnel Updates

Jimmie Campbell began her employment with the City as the Planning Executive Administrative Assistant on November 22

Bastrop County Historical Society Holiday Rendezvous and Holiday Homes Tour

Complimentary sponsor tickets to the Holiday Rendezvous are in your mailboxes at City Hall. The event is scheduled for December 10 at 6:00 pm at the Bastrop Convention Center.

Also in your mailboxes is an admission ticket to the 2021 Holiday Homes Tour. The Tour is Saturday December 11 from noon until 5:00 pm.

Wastewater Treatment Plant Tour

The City Secretary's office will contact you next week about scheduling a tour of the wastewater treatment plant construction site.

Sludge Removal from Current Wastewater Plant

The new plant can't be completed too soon. We are at the point where we need to haul sludge from our current plant in order to stay within our treatment requirements. I will be signing an emergency contract for sludge hauling next week pending City Attorney review. The City Council will be asked to ratify this contract during your December 14 City Council meeting. Attached is a memorandum from James Wilson, Water and Wastewater Superintendent, which explains this more fully.

Texas Parks and Wildlife Update

Attached is a memo from ACM Gleason and Public Works Director Hancock with an update regarding our status with the Texas Parks and Wildlife Department.

Lost Pines Christmas

The Lost Pines Christmas season is upon us! Here is a listing of the upcoming programming and events:

River of Lights

November 26 – December 31
Fisherman's Park & June Hill Pape Riverwalk Trail

Wassail Fest and Small Business Saturday

November 27, 11 am – 5 pm

Stroll historic Downtown Bastrop, check off that holiday list and sample House- Recipe Wassail from our shops, bars, and restaurants. Be sure to cast your ballot for your favorite recipe. Kick off the holiday season during a fun filled celebration supporting Bastrop's Small Businesses.

Lost Pines Christmas Tree Lighting

November 27, 6 pm – 7 pm

Feel the Christmas magic come alive with the City of Bastrop's Annual Christmas Tree Lighting. Join us at 6:00 pm in beautiful Fisherman's Park on Saturday, November 27, as Downtown Bastrop lights up the holiday season with the Lost Pines Christmas Tree Lighting! Visit with Santa, enjoy music and watch in wonder as the 2021 Lost Pines Christmas and River of Lights comes to life. You won't want to miss this fun, all-ages friendly event!

Lost Pines Christmas Open House

December 11, 10 am – 4 pm

Join us at Bastrop's Downtown Candy Cane Lane for the Holiday Open House where you can find treasures and eclectic specialty stores to snag Christmas gifts that are as original and independent as Bastrop. We are lucky to have plenty of unique shops all around Bastrop for clothing, art, music, and much more! Downtown will be decorated in a Christmas Candyland theme for perfect photo ops and fun- don't forget to stop by the City of Bastrop Public Library for some gingerbread house making fun.

Lost Pines Lighted Christmas Parade

December 11, 6 pm – 8 pm

It's Bastrop's famous Lighted Christmas Parade! This parade is an absolute highpoint of the Lost Pines Christmas. More than 100 entries – from fanciful floats to fire trucks, from Honey Bears to Longhorns, from Santa's helpers to the man himself- will light up the Main Street Night for this joyful Bastrop tradition. Sugar Plums and sparkles, sights and sounds, cherished moments of Christmas past, or bright hopes for Christmas future, it is all there for a night of holiday magic.

Loop 150 Corridor Planning

In early November, after attending a Transportation Tuesday Webinar, Assistant City Manager Job scheduled a meeting with Garver, a design firm that provides engineering, architectural, and environmental services. The topic of the meeting was funding for the Old Iron Bridge and the possibility of developing a much larger Corridor Project. The firm provided information on several grant funding sources and gave examples of a previous project that saved a historic bridge in Oklahoma. The partnership opportunity between the City of Bastrop, Garver, TxDOT, and CAMPO can provide a truly all-inclusive corridor study for the City of Bastrop that will address multi-modal transportation on all levels and how it can be funded with federal funding from the **Infrastructure Investment and Jobs Act**. This Act provides for \$1.2 trillion in federal spending over the next five years. \$110 Billion will be spent on roads and bridges, \$65 billion in broadband internet, and \$11 billion in transportation safety. An additional meeting was held on November 18 to discuss the scope of work potentially provided by Garver and how to strategically phase future transportation improvements while developing the information needed to be

eligible for grant funding to support the future projects. There are multiple categories we believe the City of Bastrop can access.

The first project proposed will be the Old Iron Bridge. The Old Iron Bridge in particular has a level of engineering that has already been completed. An application can be submitted for grant funding in a much shorter time frame than some of the proposed road connections in the City's Capital Improvement Plan, making the bridge a great place to start. The next steps are to evaluate the proposed scope of services, possibly execute a contract with Garver, and begin the process of developing an application for funding once funding is made available to the states from the federal level. Funding for a contract with Garver is available in bond funding from the 2018 bond issuance.

We're targeting the January 11 Council meeting for additional discussion with the Council on this topic.

LCRA Rates

In 2017, LCRA created a new rate option (ARO rate) that provided current LCRA customers the option to move up to 35% of their load to a rate that was more comparable with the current market. At that time, the City of Bastrop took the first option which was 10%. We have not changed our 10% option since that time.

The city was just informed by LCRA that effective July 1, 2022, LCRA will be removing the ARO rate option. This will mean that we will go back to being at a 100% LCRA rate.

While the city has in general enjoyed a lower rate by the limited participation in the market, our experience after the February Ice Storm was that our power supply costs were significantly higher as a result of the market rate.

Time out of Office

I have jury duty Monday, November 29.

Prior Weekly Memos have indicated that I will be out of the office Friday December 3 in order to conduct ethics training for Texas city managers. That training has been postponed to next March.

I plan to take a few days off the week after Christmas as I will have family in town.

My wife and I have planned a trip the week of February 14, 2022.

Upcoming Training

Below are future training opportunities through the calendar year. If you are interested in attending any of the training, please notify the City Secretary and she will take care of the registration for you.

TML-TAMCC Elected Officials' Conference

Date: February 2, 2022 - February 4, 2022

Time: All Day

Location: Sugar Land

City Hall Essentials – Municipal Fundamentals Seminar

Date: December 3, 2021

Time: 8:00 a.m. – 4:15 p.m.

Location: GoTo Platform

Future Agenda Items

- December 13, 2021, 3:00 – 6:00 pm, Economic Development Policy Direction workshop

December 14, 2021

- Closed Session: Westside Collection System Contract issues
- Call Special Election to fill Council vacancy
- Ratify Sludge Removal Contract
- Contract for Industrial Park Design Services
- Presentation of Strategic Planning Calendar
- 2022 Council Meeting Schedule
- Zoning Concept scheme 2nd reading Farm Street Village
- Pecan Park Commercial Planned Development
- Contract for Maintenance, Mowing and Landscaping Services for City Buildings and ROW's
- BCAD Board of Directors Election
- Tx Community Development Block Grant (several items related to the Agnes extension grant)
- Construction Management and Inspection Services Contract
- Main Street Agreement with Bastrop EDC
- Media Production Zone for Colorado Bend development (Movie Studio)
- MUD Policy

January 11, 2022

- FY 22 Budget Amendment
- Texas Combination Tax and Revenue Certificates of Obligation
- XS Ranch consent agreement to new owners
- Homeland Security Grant contract
- Emergency Management Performance Grant
- Provide policy directive to BEDC
- Call May 7, 2022, General Election, potential charter revisions
- Loop 150 Corridor planning

Attachments

- Council Vacancy Press Release
- Texas Parks and Wildlife Department Compliance Memo
- Wastewater Transport Services Emergency funding Request



PUBLIC INFORMATION OFFICE

PRESS RELEASE

Contact: Colin Guerra
512-332-8986 (Office)

FOR IMMEDIATE RELEASE
November 22, 2021

SPECIAL ELECTION FOR CITY COUNCIL SEAT ON JAN. 29, 2022

(Bastrop, TX) – City of Bastrop Mayor Pro Tem Lyle Nelson has announced his candidacy for the office of Bastrop County Judge. In doing so, Nelson resigned his seat on the City Council. Thus, the City of Bastrop is obligated under the Texas Constitution’s Resign to Run provision to call a Special Election to fill the vacant seat within 120 days of the resignation. In accordance with the Texas Election Code, the Special Election must be held at least 30 days prior to the March 1, 2022 Primary Election.

Therefore, at its next regular meeting on December 14, 2021, the Bastrop City Council will take action on calling a Special Election to be held on January 29, 2022. Early voting will start on January 12, 2022. The first day for City Council candidates to file for a place on the ballot is December 15, 2021. The Special Election will be to fill Nelson’s unexpired term, which will end May 2023.

Under the Holdover provision of the Texas Constitution, Nelson will continue to serve on the City Council until his successor is sworn into office.

For more information, visit our website, www.cityofbastrop.org or contact Bastrop City Secretary Ann Franklin at afranklin@cityofbastrop.org

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TO: Paul Hofmann, City Manager
From: Rebecca Gleason, Assistant City Manager
Curtis Hancock, Public Works Director
Date: November 24, 2021
Subject: Texas Parks and Wildlife Department Compliance



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Conversion

In the past the City of Bastrop received a grant from Texas Parks and Wildlife Department (TPWD) to help construct Bob Bryant Park. At some point after the park was constructed, the City added the water treatment plant and water wells to supply water to that growing section of the City. Because of the use of dedicated parkland for non-recreation type activities, the City failed to stay in compliance with the terms of that grant thus making us ineligible to receive any future funding for park related projects. To clarify our position and ensure we understood the steps to remediation, Rebecca Gleason, Curtis Hancock, and Jeff White held a virtual meeting with TPWD representatives Amy Grossman and Dan Reese on Thursday, November 18. The conversation included land conversion possibilities for Bob Bryant, questions related to our current parks master plan, and future grant opportunities.

Following that original meeting, Curtis Hancock and Jeff White met with Amy Grossman from TPWD on Monday, November 22nd at Bob Bryant Park. To come into compliance, the City of Bastrop will need to perform a land conversion of parkland meaning we will need to identify replacement land that is equal or greater value to the areas determined to be out of compliance in Bob Bryant Park. We believe that will include the fenced areas of the water well, treatment plant, and access road but the final area will be defined by TPWD. The land can be newly acquired or previously owned land but must not be currently used as a park, for recreational purposes, or currently be dedicated as parkland. This means the tract of land known as Pecan Park would not qualify for conversation due to the preexisting trail. Staff does have ideas for other parcels that might qualify for conversation and is working through those options with TPWD. Once staff has a recommendation for conversion that satisfies TPWD, it will be brought to Council for approval along with steps for the conversation.

Parks Master Plan

The City of Bastrop completed a Parks Master Plan in 2008 and performed an internal update in 2015. Parks Master Plans are a planning documents that provides the City with framework for planning and management of Parks and Recreation assets. Per TPWD guidelines, Parks Master Plans should be rewritten every 10 years and updated every 5 years. Because the City's current plan is beyond those guidelines, staff wanted to discuss with TPWD how that affects grant opportunities. Per the November 18 conversation, at one time an out-of-date Parks Master Plan meant a grant application was highly unlikely to score high enough to be awarded funding but that is no longer the case with the updated plan only granting 5 points on a 100-point grading scale.

The City has applied to the St. David's Foundation to fund a rewrite of our Parks and Recreation Master Plan this fiscal year and are expecting to hear in December.

Future of Parks and Recreation

With the City's increased commitment to providing recreation services to the Bastrop community at the departure of the YMCA of Austin, as well as discussions at the Pre-Budget Workshop on May 14 and subsequent Council meetings, City staff have begun discussions surrounding how to best provide parks and recreation services to our community. Bastrop is growing quickly meaning we will need to grow those services to meet increasing needs. Rewriting the current Parks and Recreation Master Plan, discussions of possible a Sports Complex, Recreation Center needs, uncertainty around the State Park swimming pool will all need to be managed in the coming years by an appropriately resourced team. What that team will need to include we are uncertain at this point, but we will continue to research best practices among other cities, keep the parks advisory board informed, and lean on our networks to form a formal recommendation that will be brought to Council during the Fiscal 2023 budget planning process.

TO: Curtis Hancock, Director of Public Works
From: James B. Wilson, WWW Superintendent
Date: November 23, 2021
Subject: WWTS Emergency Funding Request



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Recently, accelerated growth rates in and around Bastrop have become more evident as it has been directly impacting the City's existing Wastewater Treatment Facility operations. The increased solids loading rate caused by the accelerated growth has limited the City's ability to efficiently conduct solids processing and removal in the same manner as had been performed in the past. The result is an increase in Nitrogen Ammonia and Enterococci levels that pose potential health risks to the public and negative environmental impacts to the Colorado River Basin.

I have spoken with various engineering and treatment professionals regarding possible solutions, and we have all concluded that additional solids processing from the WWTF's digester is the most viable, temporary solution to the solids loading issue. Other options, such as additional digester capacity, would require a permit amendment from TCEQ. Amendments such as these have recently been taking approximately 1 year for approval.

I have contacted eight different liquid waste haulers that service this area, with only one committing to provide a quote for service. Wastewater Transport Services agrees to collect 21,000 gallons of waste from our digester per week, at a rate of \$1,725.00 per week. Wastewater Transport Services will then haul the collected waste to their TCEQ permitted processing facility for disposal.

I am requesting an emergency procurement of funds outside of the City's norms and procedures to preserve public and environmental health, in an amount not to exceed \$75,900.00 during FY22, which are to be utilized for liquid waste hauling and disposal by Wastewater Transport Services.