General Fund	FY 2020 Change	Recurring Amount	New Positions
Development Services-Engineering & Dev.			
Maps Additional funding for this line item	\$500	\$500	0
Equipment/Software Maintenance	-\$5,350	-\$5,350	0
Reduced line item due to transfer to Building Inspector division			
Maintenance - Vehicles	\$1,000	\$1,000	0
Added funding for increase in vehicle maintenance requirements (preventative and actual) because of aging vehicles.			
Communications Reduced funding to reflect actual costs	-\$500	-\$500	0
Professional Serivces Reduction due to proposed Construction Manager position	-\$81,744	-\$81,744	0
Credit Card Processing Fee Reduced funding to reflect actual costs	-\$300	-\$300	0
Uniforms Reduced funding to reflect actual costs	-\$300	-\$300	0
Travel & Training Reduced funding to reflect actual costs	-\$568	-\$568	0
Dues & Subscriptions Reduced funding to reflect actual costs	-\$1,795	-\$1,795	0
 Development Services-Eng. & Dev. Total	-\$89,057	-\$89,057	\$0
Development Services-Building Inspection			
Supplies Change due to creation of new division	\$1,500	\$1,500	\$0
Fuel & Lube Change due to creation of new division	\$3,000	\$3,000	\$0
Maintenance of Vehicle Change due to creation of new division	\$6,000	\$6,000	\$0
Communications Change due to creation of new division	\$2,592	\$2,592	\$0
Uniforms Change due to creation of new division	\$900	\$900	\$0
Travel & Training Change due to creation of new division	\$6,456	\$6,456	\$0
Dues & Subscriptions Change due to creation of new division	\$728	\$728	\$0
Development Services-Bldg Insp. Total	\$21,176	\$21,176	\$0

General Fund	FY 2020 Change	Recurring Amount	New Positions
Public Works - Administration			
Chemicals Reduced funding to reflect actual costs	-\$100	-\$100	0
Small Tools Reduced funding to reflect actual costs	-\$800	-\$800	0
Utilities This line item originally included the senior center utilities but this has been moved to Emergency Management dividion in the Police budget	-\$4,800	-\$4,800	0
Professional Services Moved this mowing contract to the HOT fund	-\$157,668	-\$157,668	0
Uniforms Increasing funding to provide additional shirts and other uniform items	\$1,580	\$1,580	0
Vehicle/Equip Replacement Fee Added funding for new vehicle/equipment lease payment	\$2,974	\$2,974	0
Advertising Increased funding to reflect actual costs	\$100	\$100	0
Travel & Training Additional Superintendent training	\$2,056	\$2,056	0
Dues, Subscriptions & Publications Additional memberships in TPWA	\$640	\$640	0
Equipment Rental Reduced funding to reflect actual costs	-\$1,400	-\$1,400	0
Public Works - Administration Total	-\$157,418	-\$157,418	0
Public Works - Streets & Drainage			
Supplies Added funding for needed supplies	\$2,600	\$0	0
Small Tools Added funding for needed tools	\$2,000	\$2,000	0
Equipment Rental Contingency for unforseen rentals	\$1,400	\$1,400	0
Public Works - Streets & Drainage Total	\$6,000	\$3,400	0
Public Works - Parks			
Equipment Maintenance Reduced funding to reflect actual costs	-\$1,000	-\$1,000	0
Dog Bark Park Expense FY 2019 included one-time expenses	-\$4,500	-\$4,500	0

General Fund		FY 2020 Change	Recurring Amount	New Positions
Delgado Park Maintenance Added funding for new park		\$300	\$300	0
Old Iron Bridge Reduction for less maintenance due to c	sloser	-\$250	-\$250	0
Pecan Park Maintenance Added funding for new park		\$5,450	\$5,450	0
Little League Utilities Added funding to reflect actual costs		\$200	\$200	0
Parks & Trails Utilities Reduced funding to reflect actual costs	_	-\$200	-\$200	0
Pul	blic Works - Parks Total	\$0	\$0	0
Public Works - Building Ma	intenance NO Chan	ges		
Library				
Supplies Added funding to reflect actual costs		\$710	\$710	0
Small Equipment Added funding for replacement of printe	ers	\$2,400	\$0	0
Books Increase funding of eBooks		\$2,500	\$2,500	0
Audio Visuals Reduced funding to reflect actual costs		-\$100	-\$100	0
Computer Maintenance Reduced funding to reflect actual costs		-\$782	-\$782	0
Building Maintenance Increased funding to reflect actual costs		\$1,500	\$1,500	0
Communication Increased funding to reflect actual costs		\$200	\$200	0
Utilities Increased funding to reflect actual costs		\$500	\$500	0
Professional Services Increased funding to reflect actual costs		\$200	\$200	0
Advertising Increased funding to reflect actual costs		\$130	\$130	0
Travel & Training Added funding for additional conference		\$1,400	\$1,400	0
Equipment Rental Reduced funding to reflect actual costs		-\$1,350	-\$1,350	0
-	Library Total	\$7,308	\$4,908	\$0
	TOTAL GENERAL FUND	\$75,665	-\$93,364	\$2

Department Base Adjustments

FY 2020 Proposed Program Changes



Hospitality & Downtown	FY 2020 Change	Recurring Amount	New Positions
Bastrop Art in Public Places			
Professional Services Removed Old Iron Bridge Development. Will re-appropriate when funding is secured for Old Iron Bridge Rehabilitation.	-\$20,000	\$0	0
Special Projects Removed funding for Transformer project	-\$1,420	-\$1,420	0
Bastrop Art in Public Places Total	-\$21,420	-\$1,420	0
Convention Center			
Supplies Added funding due to the increased costs	\$500	\$500	0
Postage Added funding due to additional Farm Street Opry mail outs	\$200	\$200	0
Janitorial Supplies Reduced funding to reflecting actual costs	-\$5,000	-\$5,000	0
Equipment Maintenance This line item includes software maintenance and this amount increased.	\$500	\$500	0
Building Maintenance Line increase due to recommended roof repair.	\$12,000	\$0	0
Communications Increased cost in internet monthly fees	\$4,140	\$4,140	0
Utilities Increased funding to reflecting actual costs	\$838	\$838	0

Hospitality & Downtown	FY 2020 Change	Recurring Amount	New Positions
Professional Services Several sponsored events eliminated	-\$6,200	-\$6,200	0
Client Contracted Expense This is a pass-thru expense from client. Reduced based on FY 2019 actual.	-\$3,500	-\$3,500	0
Advertising Increased due to additional promotion of the Center	\$10,000	\$10,000	0
Convention Center Total	\$13,478	\$1,478	0
Supplies Added funding for storage requirements	\$1,250	\$1,250	0
Equipment Needs in this line decreased	-\$350	-\$350	0
Forms Added additional print material for Main St.	\$1,900	\$1,900	0
Communication Reduced funding to reflect actual costs	-\$500	-\$500	0
Professional Services Needs in this line increased	\$2,450	\$2,450	0
Advertising Increased Advertising for Main Street District	\$2,850	\$2,850	0
Promotional Activities Decreased promotional activities	-\$6,850	-\$6,850	0
Business Development Slight increase to business development expense	\$300	\$300	0
Travel and Training Slight increase to travel and training	\$1,050	\$1,050	0
Slight increase to sponsored events	\$2,000	\$2,000	0
Community Partners New category to accurately track our support of community partners	\$1,500	\$1,500	0

Hospitality & Downtown	FY 2020 Change	Recurring Amount	New Positions
Downtown Beautification Reduced funding to reflect actual costs	-\$4,000	-\$4,000	0
 Main Street Program Total	\$1,600	\$1,600	0
Multi-Media Department			
Supplies Added funding for supplies required for all equipment being utilized	\$1,150	\$1,150	0
Office Equipment Added funding for iPads for both staff members	\$3,100	\$0	0
Communications Increase funding for additional data for iPads	\$435	\$435	0
Professional Services Reduce funding to align with needs	-\$1,250	-\$1,250	0
Advertising Reduce funding to align with needs	-\$1,000	-\$1,000	0
Travel & Training Reduce funding based on actual costs	-\$150	-\$150	0
Dues, Subscriptions, & Publications Reduction in costs due to programming decision change	-\$6,900	-\$6,900	0
Multi-Media Department Total	-\$4,615	-\$7,715	0
Organizational			
Professional Services Moved Right-a-way mowing to this fund and increased the	\$235,109	\$235,109	0
Organization Funding Added increased funding to the non-special event community assets being funded out of HOT funds	\$141,000	\$141,000	0
Destination Marketing Corp Additional funding in relation to increased Hotel tax revenue and projected audit adjustment	\$166,285	\$166,285	0

Hospitality & Downtown	FY 2020 Change	Recurring Amount	New Positions
Special Event Expense Funding reduced and this line item to match actual costs	-\$3,000	-\$3,000	0
Opportunity Funds Funding reduced as this line item adjusted to comply with Fund Balance requirement policy	-\$219,814	-\$219,814	0
Transfer Out - Innovation Fund HOT funds share of the new website	\$7,500	\$0	0
Organizational Total	\$327,080	\$319,580	0
Special Events & Reservations			
Supplies The enhanced programming requires additional supplies	\$1,900	\$1,900	0
Office Equipment Added one-time purchases for iPad and office furniture	\$1,050	\$0	0
Communications Added additional amount for data for the iPad	\$1,032	\$1,032	0
Professional Services Added funding is the difference between Keep Bastrop County Beautiful funding dropping off and NIBBLES program being added	\$2,500	\$2,500	0
Uniforms There was not any funding in FY 2019 for uniforms	\$700	\$700	0
Dues, Subscriptions, & Publications Eliminated as no longer need Recreation membership	\$200	\$200	0

Recreation Programs
Reduced funding as YMCA taking over Summer Camp and
Movies in the Park-\$2,000-\$2,000Special Events & Reservations Total\$5,382\$4,332

TOTAL HOT FUND \$321,505 \$317,855

0

0

Department Base Adjustments



FY 2020 Proposed Program Changes

Water Wastewater Fund	FY 2020 Change	Recurring Amount	New Positions
Administration			
Supplies Reduce funding to reflect actual cost	-\$2,700	-\$2,700	0
Office Equipment Purchase needed laptops and printers	\$5,900	\$0	0
Safety/First Aid Reduce funding as there is a surplus of supplies.	-\$450	-\$450	0
Special Printing Additional cost of posters and signs to communicate better with the public on projects in the community	\$1,800	\$1,800	0
Small Tools Replace needed hand tools	\$200	\$0	0
Fuel and Lube Additional cost for increase fuel prices	\$2,000	\$2,000	0
Professional Services Added cost of the connection to Aqua at HWY 20 and unforseen projects	\$51,125	\$0	0
Uniforms Added funding to replace items not covered by contract i.e. Rain suits, T-shirts, Hats etc	\$700	\$700	0
Administrative Support Added funding for administrative support provided by General fund and Multi-Media department	\$11,332	\$11,332	0
Transfer Out-Debt Service Fund Only transferring what is needed to meet current debt payments	-\$338,372	\$0	0
Water Wastewater Administration Total	-\$268,465	\$12,682	0

Water Wastewater Fund	FY 2020 Change	Recurring Amount	New Positions
W/WW Distribution & Collection			
Fuel and Lube Added funding to project increase in fuel prices.	\$4,784	\$4,784	0
System Maintenance FY 2019 included some one-time projects	-\$18,386	\$0	0
Uniforms Added funding for items not covered under contract i.e. Caps, T-shirts & Rain suits.	\$1,069	\$1,068	0
Vehicle Equip. Replacement fee	\$10,715	\$10,715	0
Added additional vehicles to the fund therefore increasing the annual payments for replacement of the assets			
Travel and Training Added funding for additional training for technicians	\$536	\$536	0
W/WW Distribution & Collection Total	-\$1,282	\$17,103	0
Water Production & Treatment			
Fuel & Lube Reduced funding to reflect projected year end amount plus inflation	-\$340	-\$340	0
System Maintenance	-\$104,259	\$0	0
Reduced funding due to FY 2019 having large maintenance projects that are not reflected in FY 2020 budget			
Equipment Maintenance Added additional funding for maintenance program	\$12,645	\$12,645	0
Vehicle Maintenance Reduced due to recent replacement of older fleet	-\$500	-\$500	
Utilities	\$11,000	\$11,000	0
Added funding to cover additional cost of XS Ranch water well			
Professional Services Added funding due to increased TCEQ Fees.	\$11,477	\$11,477	0
Uniforms Added funding for items not covered under contract i.e. Caps, T-shirts & Rain suits.	\$345	\$345	0
Water Production & Treatment Total	-\$69,632	\$34,627	0

FY 2020 Change	Recurring Amount	New Positions
\$1,208	\$1,208	0
-\$114,865	\$0	0
\$10,400	\$10,400	0
-\$5,486	\$0	
-\$3,500	\$0	0
-\$112,243	\$11,608	0
-\$451.622	\$76.020	0
	Change \$1,208 -\$114,865 \$10,400 -\$5,486 -\$3,500	Change Amount \$1,208 \$1,208 -\$114,865 \$0 \$10,400 \$10,400 -\$5,486 \$0 -\$3,500 \$0 -\$112,243 \$11,608



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FY 2020 Proposed Program Changes



Bastrop Power & Light	Amount of Change in FY 2020	Recurring Amount	New Positions
Additional Special Projects funding	\$250,000	\$0	0
Added funding for North Bastrop Light Installation Project			
Bastrop Power & Light Total	\$250,000	\$0	\$0

FY 2020 Proposed Program Changes



General Fund	Amount of Change in FY 2020	Recurring Amount	New Positions
Information Technology			
Battery Backup replacements Added funding for replacement battery backups the are critical during a power outage	\$14,000	\$0	0
Additional Laser Fiche license Added funding for an additional 15 licenses for continued progress with paperless working environment	\$13,000	\$13,000	0
Information Technology Total	\$27,000	\$13,000	0
Police - Patrol			
Operational Salary Added funding for field training officer pay	\$7,500	\$7,500	0
Equipment Added funding for (14) ballistic helmets for life safety	\$16,212	\$0	0
Police - Patrol Total	\$23,712	\$7,500	0.0
Fire - Administration			
Fire Inspector Position Added funding for a Fire Inspector to increase full time coverage and add a plan examiner that will allow plan review within the new state law required timeline.	\$132,040	\$132,040	1.0
Fire Total	\$132,040	\$132,040	1.0

General Fund	Amount of Change in FY 2020	Recurring Amount	New Positions
Fire - Operational			
Additional Night Staff Personnel Added funding for one extra night staff position 12 hours a day/7 days a week	\$66,708	\$66,708	2.1
Fire Total	\$66,708	\$66,708	2.1
Public Works - Administration			
Construction Manager	\$130,000	\$130,000	1.0
Added funding to add a Construction Manager position to manager all of the many capital projects the City has undertaken			
Public Works - Parks Total	\$130,000	\$130,000	1.00
TOTAL GENERAL FUND	\$379,460	\$349,248	4.1

FY 2020 Proposed Program Changes - HOT Fund



Hospitality & Downtown	Amount of Change in FY 2020	Recurring Amount	New Positions
Multi-Media Department			
Office Equipment	\$16,772	\$0	0
Additional storage to centralize records management			
Multi-Media Department	\$16,772	\$0	0
Hotel Occupancy Fund Total	\$16,772	\$0	0

FY 2020 Proposed Program Changes



Water Wastewater Fund	Amount of Change in FY 2020	Recurring Amount	New Positions
Administration			
Capital Reserve Fund Transferring excess fund balance to the capital project fund to be used for future projects	\$900,000	\$0	0
W/WW Distribution & Collection			
New Meters New 16" meter for connection with Aqua	\$25,000	\$0	0
Mapping Added funding to catch up our GIS mapping of projects.	\$25,000	\$0	0
Water/Wastewater Fund Totals	\$950,000	\$0	0



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BP&L Fund

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Provide safe, reliable electric service to the citizens of Bastrop, Texas in a cost-effective, efficient manner through careful maintenance, and thoughtful capital improvements to the system.

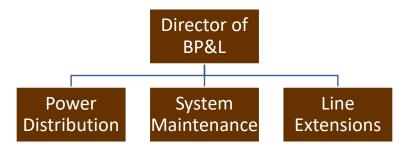


BPEL Fund Summary

Department Description

Bastrop Power & Light (BP&L) Fund is utilized to account for the financial activities related to the provision of electricity services to residents in the BP&L service territory. BP&L is responsible for the City's 7200-volt electric distribution system. There are 41.4 miles of overhead electrical lines and 4.8 miles of underground electrical lines, which provide services to approximately 2,735 customers. Lower Colorado River Authority (LCRA) generates the electricity purchased by BP&L, acts as the liaison to the Electric Reliability Council of Texas (ERCOT) on behalf of BP&L and provides engineering studies and infrared and visual inspections that helps pinpoint required system maintenance. LCRA also provides mutual assistance during disasters providing manpower and equipment, when needed.

Organizational Chart



Goals and Objectives for FY 2020

- •Maintain system reliability of 99.996% or better.
- •Complete system maintenance according to LCRA Annual Engineering Study.
- Complete line extensions in a timely manner.

Recent Accomplishments for FY 2019

Complete all work orders same day and within a couple of hours of receipt.



	ACTUAL	0	RIG BUDGET	ESTIMATE	F	PROPOSED	P	LANNING
	FY-18		FY-19	FY-19		FY-20		FY-21
BEGINNING FUND BALANCE	\$ 4,264,411	\$	4,308,148	\$ 4,308,148	\$	3,590,969	\$	3,015,283
Electric Sales	\$ 7,140,226	\$	7,280,740	\$ 6,777,872	\$	6,678,682	\$	<mark>6,603,253</mark>
Service Fees	\$ 31,028	\$	32,300	\$ 28,000	\$	31,000	\$	32,000
Extension Fees	\$ 270,626	\$	335,000	\$ 165,000	\$	328,000	\$	100,000
Pole Attachment	\$ 7,865	\$	8,000	\$ 7,880	\$	7,880	\$	8,000
Interest	\$ 67,533	\$	56,000	\$ 70,000	\$	72,000	\$	73,000
Other	\$ 42,068	\$	9,000	\$ 11,486	\$	9,000	\$	9,000
Total Revenues	\$ 7,559,346	\$	7,721,040	\$ 7,060,238	\$	7,126,562	\$	6,825,253
Total Resources	\$ 11,823,757	\$	12,029,188	\$ 11,368,386	\$	10,717,531	\$	9,840,536
Operating Expense	\$ 5,923,913	\$	6,152,910	\$ 5,834,549	\$	5,924,106	\$	5,808,087
Debt Service	\$ 159,196	\$	160,493	\$ 160,493	\$	159,847	\$	169,283
Community Support	\$ 155,930	\$	104,800	\$ 104,800	\$	130,545	\$	100,000
Line Extensions	\$ 161,075	\$	183,000	\$ 129,000	\$	185,000	\$	60,000
System Study Improvements	\$ 48,551	\$	250,000	\$ 222,000	\$	180,000	\$	-
Special Project	\$ -	\$	-	\$ -	\$	250,000	\$	-
Transfer out - GF (lieu of taxes)	\$ 557,748	\$	557,750	\$ 557,750	\$	557,750	\$	557,750
Trandfer out - Special Projects	\$ 409,200	\$	683,825	\$ 668 <mark>,</mark> 825	\$	240,000	\$	232,500
Transfer out - VERF	\$ 99,996	\$	100,000	\$ 100,000	\$	75,000	\$	65,000
Total Operating Expenditures	\$ 7,515,609	\$	8,192,778	\$ 7,777,417	\$	7,702,248	\$	6,992,620
NET INCOME (LOSS)	\$ 43,737	\$	(471,738)	\$ (717,179)	\$	(575,686)	\$	(167,367)
ENDING FUND BALANCE	\$ 4,308,148	\$	3,836,410	\$ 3,590,969	\$	3,015,283	\$	2,847,916
Fund Balance %	57%		47%	46%		39%		41%
			Г	I Q.,				

BP&L Fund Summary

BPEL Fund Summary

FY 2020 Revenue Fund Summary



FUND 404 BASTROP POWER AND LIGHT	0	DIVISION 0 NON-DIVISIO	N		
	SUN	IMARY			
CATEGORIES	ACTUAL 2018	BUDGET 2019	ESTIMATE 2019	PROPOSED 2020	PLANNING 2021
CHARGES FOR SERVICES	\$5,029	\$3,000	\$3,000	\$3,000	\$3,000
ELECTRIC REVENUES	\$7,480,204	\$7,662,040	\$6,984,752	\$7,051,562	\$6,749,253
INTEREST INCOME	\$67,533	\$56,000	\$70,000	\$72,000	\$73,000
MISCELLANEOUS	\$6,577	\$0	\$2,486	\$0	\$ 0
TOTAL REVENUE	\$7,559,343	\$7,721,040	\$7,060,238	\$7,126,562	\$6,825,253

Revenue Summary- BP&L

FY 2020 Fund Summary & Personnel Schedule



CITY OF	BASTROP				
		o	DIVISION 0 NON-DIVISION	N	
SUMMARY					
ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
2018	2019	2019	2020	2021	
\$676,466	\$716,406	\$713,163	\$734,689	\$747,289	
\$31,265	\$39,000	\$36,500	\$41,500	\$44,000	
\$239,441	\$226,000	\$226,900	\$237,000	\$237,000	
\$9,182	\$10,780	\$9,200	\$10,780	\$10,780	
\$4,895,450	\$5,071,502	\$4,763,034	\$4,809,915	\$4,581,296	
\$228,039	\$194,022	\$190,552	\$220,767	\$287,722	
\$209,626	\$433,000	\$351,000	\$615,000	\$60,000	
\$159,196	\$160,493	\$160,493	\$159,847	\$169,283	
\$1,066,944	\$1,341,575	\$1,326,575	\$872,750	\$855,250	
\$7,515,609	\$8,192,778	\$7,777,417	\$7,702,248	\$6,992,620	
	DEPAR 60 POWER AN SUM ACTUAL 2018 \$676,466 \$31,265 \$239,441 \$9,182 \$4,895,450 \$228,039 \$209,626 \$159,196 \$1,066,944	ACTUAL 2018 BUDGET 2019 \$676,466 \$716,406 \$31,265 \$39,000 \$239,441 \$226,000 \$9,182 \$10,780 \$4,895,450 \$5,071,502 \$228,039 \$194,022 \$209,626 \$433,000 \$159,196 \$160,493 \$1,066,944 \$1,341,575	DEPARTMENT O 60 POWER AND LIGHT DEPT 0 SUIMARY ESTIMATE 2018 2019 \$676,466 \$716,406 \$31,265 \$39,000 \$239,441 \$226,000 \$9,182 \$10,780 \$4,895,450 \$5,071,502 \$228,039 \$194,022 \$209,626 \$433,000 \$159,196 \$160,493 \$1,066,944 \$1,341,575	DEPARTMENT 60 POWER AND LIGHT DEPT DIVISION 00 NON-DIVISION SUIMARY SUMARY ACTUAL 2018 BUDGET 2019 ESTIMATE 2019 PROPOSED 2020 \$676,466 \$716,406 \$713,163 \$734,689 \$31,265 \$39,000 \$36,500 \$41,500 \$239,441 \$226,000 \$226,900 \$237,000 \$9,182 \$10,780 \$9,200 \$10,780 \$4,895,450 \$5,071,502 \$4,763,034 \$4,809,915 \$228,039 \$194,022 \$190,552 \$220,767 \$209,626 \$433,000 \$351,000 \$615,000 \$159,196 \$160,493 \$160,493 \$159,847 \$1,066,944 \$1,341,575 \$1,326,575 \$872,750	

PERSONNEL SCHEDULE						
POSITION TITLE	ACTUAL 2018	BUDGET 2019	ESTIMATE 2019	PROPOSED 2020	PLANNING 2021	
DIRECTOR OF BP&L	1.000	1.000	1.000	1.000	1.000	
ELECTRIC SUPERINTENDENT	1.000	1.000	1.000	1.000	1.000	
EXEC. ADMIN ASSIST	1.000	1.000	1.000	1.000	1.000	
FOREMAN	1.000	1.000	1.000	1.000	1.000	
LINEMAN APPRENTICE	2.000	2.000	2.000	2.000	2.000	
LINEWORKER-JOURNEYMAN	3.000	3.000	3.000	3.000	3.000	
TOTAL FTEs	9.000	9.000	9.000	9.000	9.000	

Expenditure Summary - BP&L

Performance Measures

Bastrop Power & Light

	FY 2017	FY 2018	Goal FY 2019	Goal FY 2020
Reliability % of Electrical System	99.995%	99.988%	99.50%	99.50%
Provide same-day response to customer requests and work orders	100%	100%	100%	100%
Average time of Power Outage	59 minutes	74 minutes	>60 minutes	>60 minutes



BPEL Fund Summary

BPEL Community Support

The Bastrop County Child Welfare Board's received the funding level requested. Their funding goes to support Bastrop children in kinship care. Bastrop County Emergency Food Pantry and Support Center received 100% of their funding request, which was the same funding level in FY 2019. The City of Bastrop considers themselves a partner for the NIBBLES program and has moved this funding to a transfer out in FY 2020. The following organizations received the same funding level as FY 2019: Austin Habitat for Humanities, Family Crisis Center, Bastrop Pregnancy Resource Center, Children's Advocacy Center of Bastrop, Combined Community Action, Feed the Need, In the Streets-Hands up High Ministry, Literacy Volunteers of Bastrop and CASA.

The City has received a quote from **PHI Cares** for a membership fee of \$8.00 per household to provide

medical air transport services. This membership total of \$29,000 has been included in the Community Support line item of the FY 2020 budget. This nominal fee will provide free timely emergency air transport at a huge savings for the residents of the City of Bastrop.

The City relies on several organizations to provide on-going programming that augments City Staff. Therefore, the City will have separate partnership agreements with YMCA, Emergency Food Pantry's NIBBLES program and Bastrop County Long-Term Recovery Team in lieu of funding through BP&L Community Support. YMCA and NIBBLES program are funded in the Hospitality & Downtown budget. Bastrop County Long-Term Recovery Team is funded in Emergency Management – Police budget.

CITY OF BASTROP Community support funding requests fy2019-2020							
Organization	App	FY17-18 proved Funding	Ąŗ	FY18-19 oproved Funding	RE	<u>Community Supi</u> Fy19-20 Quested Funding	FY2019-2020 FY19-20 OPOSED FUNDING
Austin Habitat for Humanity, Inc.	\$	6,575.00	\$	10,000.00	\$	15,000.00	\$ 10,000.00
Bastrop County Child Welfare Board	\$	-	\$	-	\$	2,000.00	\$ 2,000.00
Bastrop County Emergency Food Pantry and Support Center, Inc.	\$	33,658.00	\$	33,658.00	\$	33,658.00	\$ 33,658.00
Bastrop County First Responders	\$	20,347.00			\$	14,787.00	\$ 14,787.00
Bastrop County Women's Shelter, IncFamily Crisis Center	\$	8,000.00	\$	9,200.00	\$	10,000.00	\$ 9,200.00
Bastrop Pregnancy Resource Center	\$	6,483.33	\$	7,500.00	\$	17,540.00	\$ 7,500.00
Boys and Girls Club of Austin	\$	-	\$	2,500.00		Did not apply	\$ -
Children's Advocacy Center of Bastrop County	\$	5,558.00	\$	6,400.00	\$	14,000.00	\$ 6,400.00
Combined Community Action, Inc.	\$	5,567.00	\$	6,400.00	\$	8,000.00	\$ 6,400.00
Court Appointed Special Advocate of Bastrop County (CASA)	\$	5,558.00	\$	6,400.00	\$	8,000.00	\$ 6,400.00
Feed The Need	\$	5,992.00	\$	6,500.00	\$	9,823.20	\$ 6,500.00
In the Streets-Hands Up High Ministry	\$	5,692.00	\$	6,200.00	\$	12,000.00	\$ 6,200.00
Literacy Volunteers of Bastrop	\$	10,000.00	\$	10,000.00	\$	10,000.00	\$ 10,000.00
TOTAL	\$	113,430.33	\$	104,758.00	\$	154,808.20	\$ 119,045.00

System Study Improvements

In FY 2019, BP&L ordered material to complete projects included in the 2014-2019 Electric System Study. Estimated costs include labor, material, and engineering for each project. FY 2019 projects will complete the current system study. However, the ordered materials will not arrive before then end of FY 2019. Therefore, we will carry over the balance of the funds to FY 2020. The next Electric System Study should be completed in FY 2021 to identify capital improvements in future years.

The first project is rebuilding the northern portion of the tap line (approximately 2,200 feet) near the intersection of Loop 150 & Perkins Street, ending near Hospital Drive utilizing 1/0 ASCR (aluminum conductor, steel reinforced) and steel poles at an estimated cost of \$118,000.

The second project is rebuilding the southern portion of the tap line near the intersection of Loop 150 & Perkins Street, along Eskew and across to Perkins Street (approximately 1,700 feet) utilizing 1/0 ASCR (aluminum conductor, steel reinforced) and steel poles at an estimated cost of \$126,000.

Line Extensions

Line Extension are projected to increase 37% over FY 2019 Projected. The increase is attributed to the construction of Piney Creek Subdivision - Phase Two. All payments of the line extensions have been paid by KB Homes for Phase Two of the project.

Special Projects

This budget includes \$250,000 for the North Bastrop light installation. The proposed street lighting will promote pedestrian safety, traffic safety, enhanced walkability and an opportunity to address



citizen concerns regarding the need for more lighting in residential neighborhoods.

The City Council gave some general guidance at the April 9, 2019 City Council Meeting. The policy discussion was to provide adequate lighting for pedestrian safety after dark, but limit light pollution and light trespass as much as possible. While that sounds simple enough, it can be problematic when that amount of lighting is not specific. So, with that in mind staff has begun developing a simple plan that addresses adding lighting to existing neighborhoods, based on the neighborhoods needs and the assigned place type. Infill development & lighting existing neighborhoods will be the biggest challenge, but the best approach will be to just be consistent. BP&L currently places lights at all intersections, dangerous curves and at all dead-end roadways. That is great for vehicular safety but can still leave the pedestrian with some concerns. The policy to be drafted will state that street lighting will be placed as necessary to achieve an approximate spacing between lights of 200 feet, except that along a City park where the spacing will be reduced to 150 feet. This will take care if the majority if the gaps in the lighting in existing neighborhoods. Additionally, a discussion about adopting pedestrian corridors was mentioned at the Council Meeting. Once those roads are identified a lighting standard to include spacing, and lighting type will be established to meet the goals established by City Council.

Transfer Out – Special Projects

In FY 2020, there will be a \$240,000 Transfer-Out to Special Projects. Projects in this line item include:

- Christmas Lights \$125,000
- Patriotic Festival \$25,000
- Bastrop Homecoming & Rodeo \$20,000
- Juneteenth Celebration \$5,000
- Bastrop County Long-Term Recovery \$10,000
- YMCA \$30,000
- Food Pantry Nibbles Program \$17,500
- Shared cost of New Website \$7,500





General Fund

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City Secretary 13	34
Development Services	74
Finance	38
Fire	
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Municipal Court	
Organizational	
Parks	
Police	
Public Works	30



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Note: Departments located in the General Fund include Legislative, Organizational, City Manager's Office, City Secretary's Office, Finance, Human Resources, Information Technology, Police, Fire, Municipal Court, Planning, Development & Engineering, Public Works, Park Maintenance, Building Maintenance, and Library. Extensive attention is given to this fund due to the critical issues affecting the community. Issues can vary annually from establishing a tax rate to determining employee staffing and benefits.



The General Fund is the City's primary operating fund. It is utilized to account for all financial resources, except those required to be accounted for in other funds. Primary sources of revenue for this fund include taxes, fees, and permits.



Budget Summary

GENERAL FUND SUMMARY
REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE

	ACTUAL		PROJECTED	PROPOSED	PROPOSED
	2017-2018	2018-2019	2018-2019	2019-2020	2020-2021
BEGINNING BALANCE	\$ 3,261,143	\$ 2,566,858	\$ 2,607,679	\$ 2,643,264	\$ 2,842,255
	• •,=• •,• ••	+ _,,	+ _,,	· _,- · · , · ·	+ _,,
REVENUES:	2 202 004	2 522 544	2 574 490	2 850 705	2 002 000
Ad Valorem Taxes	3,363,901	3,533,514	3,571,489	3,850,795	3,992,000
Sales Taxes	4,828,513	4,864,390	4,999,393	5,084,400	5,237,000
Franchise & Other Taxes	509,566	517,966	507,630	467,830	467,830
Licenses & Permits	743,628	699,500	518,367	819,032	829,032
Service Fees	555,019	543,936	571,250	673,100	681,550
Fines & Forfeitures	289,614	334,000	313,400	349,585	349,585
Interest	57,705	50,000	85,000	65,000	68,000
Intergovernmental	97,747	72,878	67,878	89,878	89,878
Other	53,592	82,000	65,661	60,000	60,000
Total Revenues	10,499,285	10,698,184	10,700,068	11,459,620	11,774,875
Transfer from EDC	-	-	-	-	-
Transfer from Library Board	2,412	3,000	3,000	3,000	3,000
Transfer from Innovation Fund	187,112	239,000	239,000	198,991	
Transfers from Electric (ILOT) & Spec		567,750	567,750	567,750	557,750
Total Transfers	747,274	809,750	809,750	769,741	560,750
198,991	11,246,559	11,507,934	11,509,818	12,229,361	12,335,625
TOTAL AVAILABLE RESOURCES	\$ 14,507,702	\$14,074,792	\$ 14,117,497	\$ 14,872,625	\$15,177,880
EXPENDITURES:					
General Government:					
Legislative	37,810	40,357	36,333	40,357	40,959
Organizational	297,505	110,747	648,372	284,745	290,282
City Manager	360,063	453,157	391,988	502,008	511,396
City Secretary	136,022	143,832	156,520	148,629	152,489
Finance	1,239,730	1,370,743	1,302,802	1,336,502	1,424,488
Human Resource	179,955	192,029	204,431	223,626	229,310
Information Technology	363,950	406,610	341,887	426,382	411,999
Public Works	1,276,297	1,221,841	1,181,278	1,201,861	1,385,190
Building Maintenance	279,433	285,968	283,430	289,900	301,024
Public Safety:					
Police	2,987,774	3,376,220	3,201,390	3,406,413	3,486,860
Fire	528,619	614,115	621,003	862,042	975,971
Court	315,896	343,249	323,330	336,853	345,908
Development Services:	-			-	-
Planning	557,334	586,883	546,469	618,720	656,218
Engineering/Building Inspection	309,158	438,491	461,317	152,405	214,727
Building Inspection	-	-	-	313,199	253,304
Community Services:				,	
Parks	816,374	892,653	832,088	906,469	926,331
Library	722,593	764,955	689,011	741,267	741,658
Total Operating Expenditures	10,408,513	11,241,850	11,221,649	11,791,378	12,348,114
Transfer to Hotel Tax Fund		266,084	252,584	238,992	238,992
Excess of Revenue over (under) Exp	838,046	-	35,585	198,991	(251,481)
Fund Balance before One-time captial	\$ 4,099,189	\$ 2,832,942	\$ 2,643,264		\$ 2,829,766
Reserves % (incl Innovation Fund Balance)	39%	25%		25%	24%
Capital Outlay	267,901	2070	02/0	2070	2470
Transfer to Innovation Fund	1,000,000				
Fund Balance before One-time captial	\$ 2,831,288	\$ 2832042	\$ 2,643,264	\$ 2842255	\$ 2,829,766
r and Balance before one-unie capital	÷ 2,001,200	÷ 2,002,042	¥ 2,040,204	¥ 2,072,2JJ	\$ 2,023,100

Overview

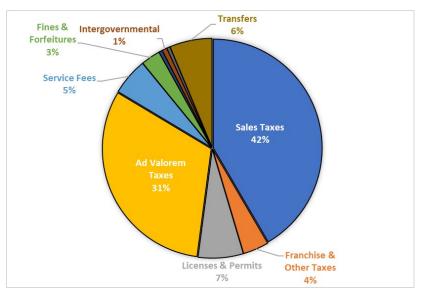
The General Fund Budget Summary section includes revenue summary information, expenditure summary information, and departmental detail information for the FY 2020 proposed budget, while providing a comparison to FY 2019 year-end budget projections. Professional and technical vocabulary and abbreviations are defined in the Budget

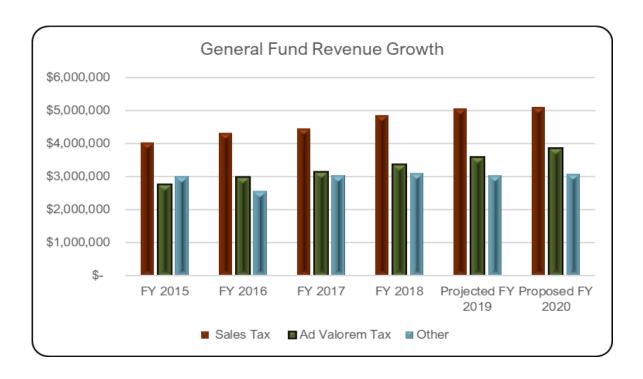


Glossary of Terms located in the Acronyms / Glossary / Index section. Operational accomplishments are reported within the departmental narratives.

Revenue Assumptions

This budget takes a conservative approach in forecasting revenues. **Proposed revenues for FY 2020 are \$12,229,361 which represents a 6.25% increase or \$719,543 over FY 2019 year-end projected.** Funding in the City's General Fund is derived from 10 major categories, with Sales Tax being the largest category at 42% and Ad Valorem taxes the second largest at 32%. The pie chart shows the revenue percentage breakdown by category and the bar graph shows the growth of Sales Tax, Ad Valorem Tax, and all other revenues over five years.





Sales and Use Tax Collection

The largest General Fund revenue source is Sales Tax, which totals 42% of General Fund Revenue. Proposed FY 2020 Sales Tax revenue is forecasted to be \$5,084,400, which is a 1.7% increase or \$85,007 more than FY 2019 year-end budget projections.



Sales Tax Forecast

Sales Tax revenue budget for FY 2018 took a conservative approach resulting in a flat growth projection. Actual FY 2018 sales tax revenue was 8.3% greater than budgeted. The actual to forecast so far in FY 2019 has been slightly up showing a 3.5% positive variance as of June 2019.

Sales Tax collections have a strong correlation to consumer confidence. Wikipedia defines consumer confidence "as the degree of optimism on the state of the U.S. economic that consumers are expressing through their activities of savings and spending." Consumer confidence declined in June to its lowest level since September 2017, with unemployment rates continuing to stay low. 2019 year-over-year US retail sales increased 2.7% as of March 2019.

The City is continuing a conservative approach for the FY 2020 budget, using the FY 2019 projections increased by the addition of new business's including Home Goods and James Avery.

Sales Tax Allocation

Sales Tax in the City of Bastrop is collected at a rate of 8.25% of the good and services sold within the City's boundaries. The tax is collected by businesses making the sale and is remitted to the State's Comptroller of Public Accounts on a monthly, and in some cases, quarterly basis. The State retains 6.25%, the County retains .5%, Bastrop Economic Development Corporation retains .5%, and the remaining 1% is distributed to the City of Bastrop within 40 days following the period for which the tax is collected by the businesses. Therefore, the Sales Tax reported on the City's monthly financial statement is typically two (2) months in arrears. However, at the end of the year, collections are aligned by fiscal year.



Ad Valorem Taxes

Ad Valorem Taxes is the second largest General Fund revenue source, which is split between the General Fund (Operations & Maintenance tax rate), and Debt Service (Interest & Sinking tax rate). Ad Valorem Taxes total 32% of General Fund Revenue. Property values for the City of Bastrop are certified by the Bastrop County Appraisal District. Values for FY 2020 show a net taxable value of \$967,932,907, which is a 7.8% increase over FY 2019. Property values will generate \$3,847,295 in revenue, which is \$283,171 more than FY 2019 year-end budget projections.

Ad Valorem Tax Forecast

The Ad Valorem tax roll will continue to grow in the next few years. The City issued 106 new construction permits in FY 2019. Of the 106, 96% were new residential and 4% were new commercial. The Preserve at Hunters Crossing, a multi-family apartment, is currently under construction. Pecan Park and Piney Creek subdivisions have new sections under construction, which provides additional opportunities for new home construction. All construction completed after January 1, 2019 will be on future tax rolls.

Appraisal Process

Ad Valorem (Property) Taxes attach as an enforceable lien on property as of January 1st of each year. The City's property tax is levied each October 1st on the assessed value listed as of the prior January 1st for all real and business personal property located in the City. Assessed values are established by the Bastrop County Central Appraisal District at 100% of the estimated market value and certified by the Appraisal Review Board.

The assessed taxable value of the tax roll on January 1, 2019, upon which the tax levy is based, is \$967,932,907. The City is permitted by Article XI, Section 5 of the State of Texas Constitution to levy taxes up to \$2.50 per \$100 of assessed valuation for general government services including the payment of principal and interest on general obligation long-term debt.

Property Tax Calculation

	FY2020
	TAX YEAR 2019
TAX ROLL:	
Assessed Valuation (100%)	\$967,932,907
Rate per \$100	0.5640
Tax Levy Freeze Adjusted	5,459,142
Tax Levy - Frozen (Disabled / over 65)*	479,064
Total Tax Levy	5,938,206
Percent of Collection	99.0%
SUMMARY OF TAX COLLECTIONS:	
Current Tax	5,404,550
Revenue From Tax Freeze Property	474,273
Delinquent Tax	43,500
Penalty and Interest	39,000
TOTAL TAX COLLECTIONS	\$5,961,323

Taxes are due by January 31st following the October 1st levy date and are considered delinquent after January 31st of each year. Based upon historical collection trends, current tax collections are estimated to be 99% of the levy and will generate \$5,878,823 in revenues, which includes \$474,273 of frozen tax levy. Delinquent taxes, penalties less 380 reimbursements are expected to add an additional \$22,500 in revenues.

In Texas, countywide central appraisal districts are required to assess all property within the appraisal district based on 100% of its appraised value and are prohibited from applying any assessment ratios. The value of property within the appraisal district must be reviewed every five years; however, the City may, at its own expense, require annual reviews of appraised values.

Truth-in-Taxation

The Truth-in-Taxation laws of the State of Texas require notices to be published and hold two public hearings if an entity's proposed tax rate exceeds the effective or rollback tax rate. The purpose of the public hearing is to give the taxpayers an opportunity to express their views on the tax rate. The City of Bastrop effective tax rate is \$0.5322/ \$100, rollback tax rate is \$0.5704/ \$100, and the proposed/ adopted rate is \$0.5640/ \$100. The proposed rate did exceed the effective or rollback rate therefore the City was required to publish certain notices and hold two public hearings on the tax rate.

FY 2020 Tax Rate

The proposed tax rate for the year ending September 30, 2020, is \$0.5640 per \$100 assessed valuation. The amount allocated for general government operations is \$0.3691, while the

Property Tax Rate & Distribution \$0,7000 \$0.5640 \$0.5540 \$0.5840 \$0.5840 \$0.5840 \$0.5640 \$0.5540 \$0.5640 \$0.5640 \$0.5640 \$0.6000 \$0.5000 \$0.4000 \$0.3000 \$0.2000 \$0.1000 \$0.0000 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 Maintenance & Operation Interest & Sinking -Tax Rate

Property Tax Rate Distribution History

remaining \$0.1949 is allocated for general obligation long-term debt service.

Property Tax Distribution				
	PERCENT TAX RATE OF TOTAL			
GENERAL FUND:				
Current Tax	\$0.3691		3,536,915	
Revenue From Tax Freeze Property			310,380	
Delinquent Tax			33,500	
Penalty and Interest			30,000	
Total General Fund	\$0.3691	65.44%	\$3,910,795	
DEBT SERVICE FUND:				
Current Tax	\$0.1949		1,867,635	
Revenue From Tax Freeze Property			163,893	
Delinquent Tax			10,000	
Penalty and Interest			9,000	
Total Debt Service	\$0.1949	34.56%	\$2,050,528	
DISTRIBUTION	\$0.5640	100.00%	\$5,961,323	

Franchise & Other Taxes

Franchise fees represent those revenues collected from utilities operating within the City's rights-of-way to conduct business including Time Warner, AT&T, Bluebonnet Electric, and CenterPoint Energy. This revenue source was significantly changed by Senate Bill 1152.

FY 2020	\$467,830	
Budget		
% of Fund	3.9%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	-\$50,136	-10.7%
2019	-\$39,800	-8.5%
Projection		

License & Permits

Licenses and permits are based on construction such as plan review, business permits, construction inspections, and permit fees. During FY 2019, the City saw a significant increase in construction and development activity compared to prior years. For FY 2020, the City anticipates this growth will continue. This budget includes a proposed increase in these fees.

Service Fees

Service Fees represent revenue generated through fees associated with receiving a specific service. The largest fee in this category is Sanitation, the charge for curbside solid waste and recycling pick-up. This fee is proposed to increase by 5% effective 10/1/2019. A library fee for non-residence is new this year and proposed to be approved effective 1/1/2020. Other fees are animal control, and accident reports.

FY 2020	\$819,032	
Budget		
% of Fund	6.9%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$119,532	+18.5%
2019	+\$300,665	+59.9%
Projection		

FY 2020	\$673,100	
Budget		
% of Fund	5.6%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$129,164	+23.7%
2019	+\$101,850	+17.8%
Projection		

Fines & Forfeitures

Fines and forfeitures represent revenue generated through the Municipal Court. FY 2020 is anticipating revenue to increase slightly over previous year due to increasing number of warrant round ups.

FY 2020	\$349,585	
Budget		
% of Fund	2.9%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$15,585	+4.7%
2019	+\$36,185	+11.5%
Projection		

Interest

The interest earned from City investments in Money Market accounts, Government Pools, Certificates of Deposit and Agency Securities. FY 2019 saw an increase in rate of return peaking in Dec. 2018. These rates have started to drop so the FY 2020 budget is reflecting a reduction in this funding source for that reason.

FY 2020 Budget	\$65,000	
% of Fund	0.5%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$15,000	+30.0%
2019	-\$20,000	-30.8%
Projection		

Intergovernmental

This revenue represents funding received from federal, state and local sources due to grants, interlocal agreements and funding agreements. It also includes any funding provided by Bastrop Economic Development Corp. to the City.

FY 2020	\$89,878	
Budget		
% of Fund	1.0%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$17,000	+23.3%
2019	+\$22,000	+32.4%
Projection		

Other

Revenue not included in another category are classified as other. The largest source in this category is the Citibank rebate the City receives for using the purchasing cards through the state program.

Compared to	\$ Growth	% Growth
2019 Budget	-\$22,000	-36.7%
2019	-\$5,661	-9.4%

\$60,000

0.5%

Transfers In

This revenue represents funding received from other funds as follows: Library Board \$3,000 to cover summer reading interns, Innovation fund \$198,991 to bring General Funds fund balance back up to 25%, BP&L \$567,750 of which \$10,000 is for Bastrop County Long Term Recovery and the rest is payment in lieu of taxes.

FY 2020	\$769,741	
Budget		
% of Fund	0.5%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	-\$40,009	-5.2%
2019	-\$40,009	-5.2%
Projection		

FY 2020

Budget

% of Fund

Expenditure Synopsis

Proposed General Fund expenditures for FY 2020 are \$12,030,370, which represents a 4.8% increase or \$556,137 over FY 2019 year-end projected. The increase is largely attributed to a 2.5% step increase in accordance with the City's compensation plan, and the addition of several new positions. A breakdown and description of the General Fund expenditures by account category and by function is provided below.

Expenditures by Account Category

The General Fund is broken into nine (9) major categories, which are personnel, supplies and materials, maintenance and repairs, occupancy, contractual services, other charges, contingency, capital outlay, and transfers out.

The Human Resources Department calculates personnel costs, including any increases in compensation rates. Information on increases to base adjustments and program enhancements are highlighted in separate documents, provided later in this section.

tes in to are r in

Other Charges

1%

Contractual Services

16%

3%

Transfers Out

2%

Personnel

Since the City is a service organization, Personnel is the single largest expenditure category for the General Fund and includes the costs related to salaries, insurance, and retirement benefits. The FY 2020 Budget includes a 2.5% step increase for all employees. In addition, 4.4 full-time equivalent positions were added to Personnel. There was a 3% decrease for health insurance in FY 2020.

FY 2020 \$8,319,200 Budget % of Fund 69% Expense Compared \$ Growth % Growth to 2019 Budget +\$374,862 +4.7%2019 +\$820,205 +10.9% Projection

Supplies and Materials

These object classifications are expendable materials and operating supplies necessary to conduct departmental activities. The increase is costs in classification is attributed to fuel prices going up and specific items needed for new positions.

FY 2020 Budget	\$571,036	
% of Fund	5%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	+\$38,240	+7.2%
2019	+\$106,776	+23.0%
Projection		

Maintenance and Repairs

This object classifications are for expendable upkeep of physical properties which are used in carrying out operations and include building maintenance, vehicle repair, and computer and equipment repair. It also includes the maintenance paid for software utilized in the course of business. The FY 2020 budget is due to increase software maintenance agreements and needed equipment upkeep.

Occupancy

These object classifications are for the utilities and related expenses required to maintain a building such as electricity, water, telephone, and gas. There is a slight increase in this classification due to telecommunication costs going up.

FY 2020 Budget	\$632,769	
% of Fund	5%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	+\$44,024	+7.5%
2019	+\$99,710	+18.7%
Projection		

FY 2020 Budget	\$333,940	
% of Fund Expense	3%	
Compared to	\$ Growth	% Growth
2019 Budget 2019 Projection	+\$4,772 +\$23,163	+1.4% +7.5%

Contractual Services

These object classifications include services rendered to City activities by private firms or other outside agencies. FY 2019 projected significantly more due to legal services and a lawsuit settlement. The FY 2020 budget estimates legal services at a lower amount due to project completions.

FY 2020	\$1,939,346	
Budget		
% of Fund	16%	
Expense		
Compared	\$ Growth	%
to		Growth
2019 Budget	-\$86,309	-4.5%
2019	-\$538,410	-27.8%
Projection		

FY 2020	(\$58,778)	
Budget		
% of Fund	-0.5%	
Expense		
Compared	\$ Growth	% Growth
to		
2019 Budget	+\$24,801	+42.2%
2019	+34,423	+58.5%
Projection		

Other Charges

These object classifications are expenditures that do not apply to other expenditure classifications and includes travel and training, membership dues, printing and publications. There is a decrease due to an increase in the amount to be rebated back for the City's 380 development agreements.

Contingency

The Contingency category is funding for any unforeseen expenditures that may occur during the fiscal year. The Financial Management Policy states a minimum of \$35,000 must be appropriated in the budget. Expenses are not charged to this account directly; the budget is moved to the appropriate account for the expenditure.

FY 2020	\$35,363	
Budget		
% of Fund	0.3%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	+\$172,254	+2.88%
2019	+\$35,363	+100%
Projection		

Capital Outlay

Capital Outlay expenditures have a useful life longer than a year and are value of over \$5,000. This budget includes additional radios for Fire Services.

FY 2020	\$18,500	
Budget		
% of Fund	0.2%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	+\$7,500	+68%
2019	-\$11,500	-62%
Projection		

Transfers Out

Transfers Out reflect a transfer from the General Fund to another fund within the City's operating and capital budgets. In FY 2020, funding for Multi-Media and Special Events and Reservations is being transferred to the Hotel Occupancy Tax Fund. These divisions are associated with Hospitality & Downtown Department, which is primarily funded through Hotel Occupancy Tax.

FY 2020	\$238,994	
Budget		
% of Fund	2%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	-\$27,090	-11.3%
2019	-\$13,590	-5.7%
Projection		

Expenditures by Function

There are four main categories in the General Fund including General Government, Public Safety, Development Services, and Community Services. A breakdown of FY 2020 proposed departmental expenditures and a brief description is giving comparing the functions to the FY 2019 budget and year-end projections. The pie chart, General Fund by Function, shows the percentage breakdown of each function.

General Government

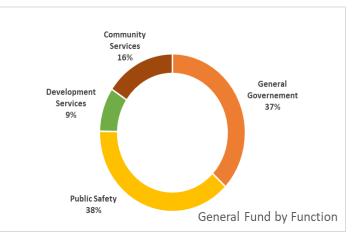
General Government handles the administrative functions of the City and is comprised of Legislative, Organizational. City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, and Building Maintenance. FY 2020 Proposed Budget increase is attributed to a 2.5% salary adjustment and 1 fulltime equivalent positions added to this category.

Public Safety

Public Safety function handles all aspects related to citizen protection and is made up of Police Services, Fire Services, and Municipal Court. FY 2020 Proposed Budget increase is attributed to the addition of a Fire Inspector, fourth paid position added to Fire Services, a 2.5% salary adjustment and increase in equipment associated with life safety.

Development Services

Development Services function handles both commercial and residential development through the Departments of Engineering and Development, Building Inspection and Planning & Zoning. FY 2020 Proposed Budget increase is attributed to a 2.5% salary adjustment and several salary adjustments made in FY 2019.



FY 2020	\$4,454,010	
Budget		
% of Fund	37%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	+\$228,726	+5.4%
2019	-\$93,031	-2.08%
Projection		

FY 2020	\$4,605,308	
Budget		
% of Fund	38%	
Expense		
Compared to	\$ Growth	% Growth
2019 Budget	+\$271,724	+6.3%
2019	+\$459,585	+10,5%
Projection		

FY 2020 Budget	\$1,084,324	
% of Fund Expense	9%	
Compared to	\$ Growth	% Growth
2019 Budget 2019 Projection	+\$58,950 +\$76,538	+5.74% +7.59%

Community Services

Community Services function includes Parks and Library services. During FY 2019 the Library had several vacant positions which explains the increase from FY 2019 projection. Proposed Budget increase is attributed to 2.5% salary adjustment.

FY 2020	\$1,886,728	
Budget		
% of Fund	16%	
Expense		
Compared	\$ Growth	%
to		Growth
2019 Budget	-\$36,964	-1.9%
2019	+\$113,045	+6.4%
Projection		

FY 2020 Fund Summary



CITY OF BASTROP						
FUND 101 GENERAL FUND	DEPARTMENT 00 NON-DEPARTMENT		DIVISION 00 NON-DIVISION		N	
	SUN	IMARY				
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
CATEGORIES	2018	2019	2019	2020	2021	
AD VALOREM TAXES	\$3,363,998	\$3,533,514	\$3,571,489	\$3,850,795	\$3,992,000	
FRANCHISE AND OTHER TAXES	\$509,568	\$517,966	\$507,630	\$467,830	\$467,830	
SALES TAX	\$4,828,513	\$4,864,390	\$4,999,393	\$5,084,400	\$5,237,000	
LICENSES AND PERMITS	\$743,628	\$699,500	\$518,367	\$819,032	\$829,032	
CHARGES FOR SERVICES	\$555,019	\$543,936	\$571,250	\$673,100	\$681,550	
FINES AND FORFEITURES	\$289,610	\$334,000	\$313,400	\$349,585	\$349,585	
INTEREST	\$57,707	\$50,000	\$85,000	\$65,000	\$68,000	
INTERGOVERNMENTAL	\$97,747	\$72,878	\$67,878	\$89,878	\$89,878	
OTHER	\$76,702	\$82,000	\$65,661	\$60,000	\$60,000	
TOTAL REVENUE	\$10,522,492	\$10,698,184	\$10,700,068	\$11,459,620	\$11,774,875	
TRANSFERS IN	\$747,276	\$809,750	\$809,750	\$769,741	\$560,750	
TOTAL REVENUE & TRANSFER IN	\$747,276	\$809,750	\$809,750	\$769,741	\$560,750	

General Fund - Revenue



Bastrop – A welcoming community with a compassion for our diversity, a tapestry of people, arts, and structures; preserving our history and character while embracing progress around our unique environment.



Legislative

Department Description

The City of Bastrop is a home-rule city. The City Council consists of five (5) Council Members and a Mayor. The Mayor only votes in the instance of a tie-vote. The City Council operates under a City Charter, City Ordinances, and State Law. They are charged with appointing the City Manager, City Attorney, Municipal Court Judge, and various citizen boards and commissions. The City Council are elected officials. They shall enact local legislation, adopt the annual budget, and determine policies. The City Council adopts the City's ad valorem tax rate and authorizes the issuance of bonds.

Organizational Chart



Goals and Objectives for FY 2020

MANAGE GROWTH - Ensure the implementation of the Comprehensive Plan 2036.

ORGANIZATIONAL EXCELLENCE:

- Support the outstanding employees that work diligently to implement the City's Vision and Mission.
- Continue to establish policies that support the City's Vision and Mission and nine (9) focus areas.
- Continue to provide positive and pro-active leadership.

Recent Accomplishments for FY 2019

- Appointed Presiding Municipal Judge and an Associate Judge.
- Met with all Boards & Commissions, who are scheduled to regularly meet, in Joint Workshops to discuss Vision / Mission and Board goals.
- ✓ Updated the Council's Rules of Procedure.
- ✓ Participated in numerous local, regional, and state events representing the City of Bastrop.
- ✓ Participated in Building Bastrop.

Legislative

FY 2020 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	FUND DEPARTMENT			DIVISION	
101 GENERAL FUND	01 LEGIS	LATIVE	0	0 NON-DIVISION	J
SUMMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
	2018	2019	2019	2020	2021
PERSONNEL COSTS	\$6,791	\$6,807	\$6,810	\$6,807	\$6,807
SUPPLIES AND MATERIALS	\$4,814	\$2,700	\$2,500	\$2,700	\$3,071
OCCUPANCY	\$7,752	\$7,500	\$6,826	\$7,500	\$7,650
CONTRACTUAL SERVICES	\$6,533	\$10,100	\$2,850	\$4,100	\$4,318
OTHER CHARGES	\$11,652	\$13,250	\$17,350	\$19,250	\$19,113
TOTAL EXPENDITURES	\$37,542	\$40,357	\$36,336	\$40,357	\$40,959

PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
	2018	2019	2019	2020	2021
COUNCIL MEMBER	5.000	5.000	5.000	5.000	5.000
MAYOR	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	6.000	6.000	6.000	6.000	6.000

Legislative



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Organizational Department serves as the conduit to administer expenditures to the overall organization including legal, professional, incentive agreements, retiree benefits, tax appraisal, and tax collection services.



Organizational

Department Description

The City Manager and Chief Financial Officer oversee the programs established in the Organizational section of the budget.

Organizational Chart

N/A

Goals and Objectives for FY 2020 $_{\mbox{\tiny N/A}}$

Recent Accomplishments for FY 2019_{N/A}



FY 2020 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPART	IMENT	DIVISION		
101 GENERAL FUND	02 ORGANI	ZATIONAL	0	0 NON-DIVISION	N
SUMMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
CATEGORIES	2018	2019	2019	2020	2021
PERSONNEL COSTS	\$55,046	\$90,103	\$68,240	\$66,248	\$84,120
SUPPLIES AND MATERIALS	\$22,626	\$12,400	\$12,340	\$13,350	\$12,725
MAINTENANCE AND REPAIRS	\$450	\$1,000	\$70	\$225	\$225
OCCUPANCY	\$71,028	\$72,000	\$73,060	\$73,000	\$73,500
CONTRACTUAL SERVICES	\$517,770	\$437,957	\$852,556	\$456,164	\$470,500
OTHER CHARGES	(\$369,418)	(\$365,458)	(\$357,894)	(\$359,608)	(\$385,790)
CONTINGENCY	\$ 0	(\$137,254)	\$0	\$35,363	\$35,000
TOTAL EXPENDITURES	\$297,502	\$110,748	\$648,372	\$284,742	\$290,280
TRANSFERS OUT	\$1,000,000	\$266,084	\$252,584	\$238,994	\$238,994
TOTAL EXPENDITURES & TRANSFERS OUT	\$1,297,502	\$376,832	\$900,956	\$523,736	\$529,274

Organizational



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The City Manager is the Chief Administrative Officer of the City of Bastrop and is appointed by the Council. The City Manager is responsible for the implementation and administration of policies, making recommendations concerning policies and programs to the Council, and developing methods to ensure the efficient operation of city services.



City Manager

Department Description

The City Manager is appointed by and reports to the City Council and advises the City Council on present conditions and future City requirements. The City Manager is ultimately responsible for all services provided by the City. The City Manager's Office creates and presents the City budget, administers policies established by the City Council, and has administrative oversight of all City departments, programs, and projects. The City Manager represents the interests and positions of the City in dealing with other governmental entities and agencies, with various business interests, and within the community at large.

Organizational Chart



Goals and Objectives for FY 2020

- COMMUNITY SAFETY: Lead the Capital Improvement Programs for FY 2020 including the design of Water and Wastewater Treatment Plants, rehabilitation of Old Iron Bridge, and Main Street Redevelopment Project.
- ORGANIZATIONAL EXCELLENCE: Lead the implementation of the FY 2020 Organizational Work Plan to that focuses on Building.
- FISCAL RESPONSIBILITY: Lead the development of multiyear budgets and financial planning as part of the annual budget process.

Recent Accomplishments for FY 2019

- ✓ Held New Council Candidate Orientation.
- ✓ Held New Council Member Orientation.
- ✓ Held quarterly employee meetings to communicate the Organization's Vision, Mission, Work Plan, and accomplishments.
- ✓ Lead the Bastrop Building Block Codes Update.
- ✓ Developed multi-year financial and operational work plans as a part of the annual budget process to implement City Council's Strategic Goals.
- Established partnerships with other local, regional, and state agencies.

City Manager

FY 2019 Fund Summary & Personnel Schedule



CITY OF BASTROP					
FUND	DEPARTMENT DIVISION				
101 GENERAL FUND	03 CITY M	IANAGER	0	0 NON-DIVISION	N
SUMMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
	2018	2019	2019	2020	2021
PERSONNEL COSTS	\$341,882	\$437,607	\$376,588	\$487,858	\$497,071
SUPPLIES AND MATERIALS	\$4,638	\$3,600	\$3,450	\$3,450	\$3,100
OCCUPANCY	\$4,012	\$4,900	\$4,700	\$4,900	\$4,975
CONTRACTUAL SERVICES	\$3,372	\$2,450	\$2,350	\$200	\$100
OTHER CHARGES	\$6,151	\$4,600	\$4,900	\$5,600	\$6,150
TOTAL EXPENDITURES	\$360,055	\$453,157	\$391,988	\$502,008	\$511,396

PERSONNEL SCHEDULE					
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
	2018	2019	2019	2020	2021
CITY MANAGER	1.000	1.000	1.000	1.000	1.000
COMMUNITY/COUNCIL LIAISON	0.000	1.000	1.000	1.000	1.000
EXEC. ADMIN ASSIST	1.000	1.000	1.000	1.000	1.000
OFFICE ASSISTANT	0.000	0.625	0.625	0.625	0.625
RECEPTIONIST	0.625	0.625	0.625	0.625	0.625
TOTAL FTEs	2.625	4.250	4.250	4.250	4.250

City Manager



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The City Secretary's Office provides documented accountability of the City of Bastrop's policies, functions, and transactions in order to protect both the legal and financial rights of the citizens of Bastrop.



Department Description

The City Secretary prepares and maintains the agendas and minutes of all City Council and posts and maintains all agendas for Boards & Commissions meetings and maintains the minutes. Prepares and maintains ordinances, resolutions, proclamations, and election orders. Acts as Chief Election Officer. Serves as Records Management Officer. Responsible for the preservation of City records, including storage, retention, and destruction. Keeps current in changes of the law and technology and the practices of job responsibilities through continued participation in professional associations and education.

Organizational Chart



Goals and Objectives for FY 2020

ORGANIZATIONAL EXCELLENCE

- •Continued digitalization and organization of historic records.
- Post all meeting agendas in compliance with regulations and statutes.
- Conduct a Boards & Commission Application and Appointment process.
- •Hold 3rd Annual Boards & Commission Volunteer Appreciation Banquet.
- Administer May 2020 General Election.

Recent Accomplishments for FY 2019

- ✓ Held 2nd Annual Boards & Commission Volunteer Appreciation Banquet.
- ✓ Administered the May 2019 General and Run-off Election.
- Posted all meeting agendas in compliance with regulations and statutes.
- Conducted a Boards & Commission Application and Appointment process.

FY 2020 Fund Summary & Personnel Schedule



CITY OF BASTROP						
FUND	DEPAR	IMENT		DIVISION		
101 GENERAL FUND	04 CITY SE	CRETARY	0	0 NON-DIVISIO	N	
SUMMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
CATEGORIES	2018	2019	2019	2020	2021	
PERSONNEL COSTS	\$103,148	\$107,327	\$107,326	\$112,124	\$115,613	
SUPPLIES AND MAINTENANCE	\$3,139	\$2,775	\$2,356	\$2,775	\$2,831	
MAINTENANCE AND REPAIRS	\$O	\$0	\$ 0	\$ 0	\$ 0	
OCCUPANCY	\$1,280	\$1,580	\$1,393	\$1,580	\$1,611	
CONTRACTUAL SERVICES	\$8,017	\$8,700	\$8,016	\$8,700	\$8,762	
OTHER CHARGES	\$20,444	\$23,450	\$37,428	\$23,450	\$23,672	
TOTAL EXPENDITURES	\$136,028	\$143,832	\$156,520	\$148,629	\$152,489	

PERSONNEL SCHEDULE					
POSITION TITLE ACTUAL BUDGET ESTIMATE PROPOSED PLANNING 2018 2019 2019 2020 2021					PLANNING 2021
CITY SECRETARY	1.000	1.000	1.000	1.000	1.000
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000

Performance Measures

	FY 2017	FY 2018	Goal FY 2019	Goal FY 2020
Open Records Request	N/A	N/A	N/A	Fulfill within 10 days of receipt
Resolutions/Ordinances	N/A	N/A	N/A	Post online within 5 days of final Council action
Minutes	N/A	N/A	N/A	Approved without error 95% of the time.

Maintaining financial integrity through compliance, transparency, and efficiency while providing excellent service to our City as well as the community.











Department Description

The Finance Department consists of Finance Administration and Utility Customer Service. Finance Administration is responsible for managing all financial affairs of the City including payroll, accounts receivable, accounts payable, fixed assets, inventory, audit, revenue collection and reconciliation, cash management, debt management, purchasing compliance, risk management, and cemetery administration. Utility Customer Service is responsible for meter reading, billing and collections of the City-owned utilities, and the sanitation service offered through a third-party provider.

Organizational Chart



Goals and Objectives for FY 2020

FISCAL RESPONSIBILITY - continue to receive an unmodified audit opinion and award from GFOA for CAFR. **COMMUNICATION** - Apply for and receive the GFOA award for Distinguished Budget Presentation for the FY 2020 budget. This award requires the budget document to be of the highest quality and reflect excellent financial transparency to our citizens.

COMMUNICATION - Continue to provide high level of financial transparency on the City's website by uploading monthly expense registers, funding information, tax ordinances, and debt detail.

ORGANIZATIONAL EXCELLENCE – Create a training program for new employee's in positions that interact with financial functions.

FISCAL RESPONSIBILITY – Increase the Citibank rebate amount by utilizing the use of credit card payments for eligible purchases.

Recent Accomplishments for FY 2019

- Received the Government Finance Officers Association Award for the Comprehensive Annual Finance Report (CAFR) for FY2018 for the 8th straight year.
- Received an unmodified audit opinion with no findings.
- City continues to receive the highest credit rating on its general obligation debt of "AA" from Standard & Poors.
- Received "AA-" on the first Revenue Bond issuance for Water and Wastewater infrastructure financing.
- Maintained two (2) of five (5) Transparency Stars in the Texas Comptroller's transparency program.
- ✓ Submitted to Government Finance Officers Association for recognition of the Distinguished Budget Presentation Award for the FY2019 Budget Document.
- ✓ Sold __ plots, schedule __ burials, located __ plots in Fairview Cemetery.
- Processed ____ payments, ____ Insurance claims, ____
- Processed RFQ's for Associate Judge, Audit services, and Bank Depository services.

Performance Measures

Finance – Administration

	Goal FY 2019	Actual FY2019	Goal FY 2020
Maintain General Obligation Bond rating	AA	AA	AA
Awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting	YES		YES
Awarded the GFOA Distinguished Budget Presentation	YES	YES	YES
Have website transparency updated within 30 days of the effective date (end of month, audit completion, end of fiscal year)	95%		95%
Cemetery deeds filed within 31 days of the plot sale date	95%		95%
Bank Reconciliations complete by 10 th of each month	92%		92%
Previous month closed by 12 th of each month	92%		92%
Complete a training packet for new employees that interact with Finance to set them up for success	N/A	N/A	JAN 2020
Increase the amount received through Citibank rebate program	10%		25%

FY 2020 Fund Summary & Personnel Schedule



FINANCE

CITY OF BASTROP									
FUND	DEPART	MENT		DIVISION					
101 GENERAL FUND	05 FIN	ANCE	0	0 NON-DIVISION	J				
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$371,714	\$429,839	\$353,498	\$348,461	\$381,744				
SUPPLIES AND MATERIALS	\$3,187	\$2,650	\$2,570	\$1,950	\$2,100				
MAINTENANCE AND REPAIRS	\$25,353	\$26,570	\$29,300	\$30,500	\$31,775				
OCCUPANCY	\$3,143	\$3,600	\$3,100	\$3,200	\$3,300				
CONTRACTUAL SERVICES	\$47,573	\$41,330	\$48,110	\$41,500	\$54,000				
OTHER CHARGES	(\$3,809) (\$4,160) (\$2,150) (\$4,410)								
101-05-00 TOTAL	\$447,161	\$499,829	\$434,428	\$421,201	\$470,519				

PERSONNEL SCHEDULE								
POSITION TITLE ACTUAL BUDGET ESTIMATE PROPOSED PLANNING 2018 2019 2019 2020 2021								
CHIEF FINANCIAL OFFICER	1.000	1.000	1.000	1.000	1.000			
FINANCE SPEC I	1.000	1.000	1.000	1.000	1.000			
FINANCE SPEC II	2.000	2.000	2.000	2.000	2.000			
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000			



To administer accurate and timely billing, while providing exemplary customer service and education of utilities to the City of Bastrop's utility customers.

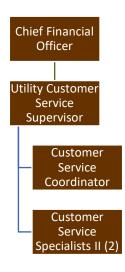


Utility Customer Service

Department Description

Utility Customer Service is responsible for processing new account applications and disconnection requests, meter reading, billing and collections of the City-owned utilities, data analysis for leak detection, bill collections and customer service for the sanitation service offered through a third-party provider.

Organizational Chart



Goals and Objectives for FY 2020

MANAGE GROWTH – Offer online and remote options for utility customers, enhancement and development of fillable forms for connect and disconnect of service. ORGANIZATIONAL EXCELLENCE – Provide education and utility facts and tips to customers using the customer portal platform.

FISCAL RESPONSIBILITY - Increase customers using ebills and online billing.

FISCAL RESPONSIBILITY – Reduce bad debt total by working delinquent-closed accounts prior to turning over to collections.

Recent Accomplishments for FY 2019

- Launched a new Customer Portal to strengthen communications to customers by providing incremental consumption, election of notifications, request services and assistance, and payment of their bill.
- Processed ____ payments monthly
- ✓ Set ____ new accounts
- Review leak reports weekly and sent out _____ leak notices and calls. Continue reminder calls until leak is resolved.
- Promoted Christina Davis to Customer Service Coordinator to cross-train with Supervisor
- ✓ Processed ____ work orders
- Serve as the liaison for commercial solid waste customers to provide excellent customer service.
- Improved process for receiving impact fees and line extension fees with planning and utility departments.
- Processed and turned over _____ accounts to collection agent.
- Serve as customer service for all departments within the City by fielding calls and either addressing their questions or directing them to the right department.

Utility Customer Service

Performance Measures

Utility Customer Service

	FY 2017	FY 2018	Goal FY 2019	Actual FY2019	Goal FY 2020
Minimal manual reads caused by misfunctioning registers. (1% or 60 meters)	35 average .006% (5,881 meters)	35 average .006% (6.070 meters)	30 average .004% (6,200 meters)		30 average .004%
Increasing the number of active customers on our utility customer portal. (Customer count 3,625)	N/A	1,564 (web payments)	1,700		1,900
Leak reports produced and reviewed weekly			100%		100%
Produce bills in 28-31 days			100%		100%
Development of fillable forms for Connect and Disconnect services to upload data to CIS					May 2020

Utility Customer Service

FY 2020 Fund Summary & Personnel Schedule

TOTAL FTEs

Image: Constrained of the second of the s								
	CITY OF	BASTROP						
FUND	DEPART	MENT		DIVISION				
101 GENERAL FUND	05 FIN		15 UTILI	TY CUSTOMER S	SERVICE			
		MARY						
CATEGORIES	ACTUAL 2018	BUDGET	ESTIMATE	PROPOSED 2020	PLANNING 2021			
PERSONNEL COSTS	\$236,508	2019 \$248,623	2019 \$249,224	\$255,391	\$260,149			
SUPPLIES AND MATERIALS	\$22,217	\$22,200	\$22,100	\$23,870	\$23,870			
MAINTENANCE AND REPAIRS	\$22,565	\$34,175	\$36,100	\$38,630	\$38,630			
OCCUPANCY	\$9,028	\$10,590	\$9,250	\$9,750	\$10,100			
CONTRACTUAL SERVICES	\$499,878	\$552,626	\$548,200	\$584,460	\$618,020			
OTHER CHARGES	\$2,369	\$3,200	\$3,500	\$3,200	\$3,200			
TOTAL EXPENDITURES	\$792,565	\$871,414	\$868,374	\$915,301	\$953,969			
	1							
	PERSONNE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
CS SPECIALIST II	2.000	2.000	2.000	2.000	2.000			
CUSTOMER SERV SUPERVISOR	1.000	1.000	1.000	1.000	1.000			
CUSTOMER SERVICE COORDINATOR	1.000	1.000	1.000	1.000	1.000			

Utility Customer Service

4.000

4.000

4.000

4.000

4.000



Human Resources supports the City in attracting and retaining a qualified, capable, diverse, and citizencentered workforce to provide the highest quality of exemplary services to the citizens of Bastrop.



Department Description

Human Resources provides responsible leadership and direction in human resource services, including managing and administering recruitment, compensation, benefits, employee relations, training and records management program. Monitors personnel policies and practices for compliance with local, state, and federal laws that govern municipal employment practices. Conducts and / or coordinates training and seminars for employee orientation, policies, and procedures, performance management, safety and other programs that benefit the organization and employees.

Organizational Chart

Human Resources Director Executive Administrative Assistant

Goals and Objectives for FY 2020

COMMUNICATION

- Launch Neogov Onboarding module.
- Update Human Resources website.
- Increase and be bold with social media.
- Continue to update all job descriptions.

ORGANIZATIONAL EXCELLENCE

- Continue scanning all HR documents into Laser fiche.
- Continue compliance training.
- Enhance safety training for all personnel.
- Maintain pay plan integrity.
- Monitor and maintain personnel policies for compliance with local, state, and federal laws that govern municipal employment practices.
- Strive to be a cultural change agent within the organization.

Recent Accomplishments for FY 2019

- Medical insurance rates received a -3% reduction for FY 2020!!
- ✓ 2nd Year for Compass Medical Concierge Services: Saving \$130,000 in medical costs YTD, with 39% employee engagement.
- ✓ NIBBLES Backpack Program: City employees-built food bags, feeding 138 food insecure BISD students each weekend during the school year bridging the gap between Fridays and Mondays. Forty-three employees participated, logging 42.25 volunteer hours.
- ✓ Updated 20 job descriptions.
- Received 6 Workers Compensation claims with no lost time claims.
- Implemented Neogov Software to improve efficiency related to on-line job applications.
- ✓ Tanya Cantrell attended the Certified Public Communicator Program at TCU.

Performance Measures

Human Resources

Objective	Performance Measure	FY 2017	FY 2018	Goal FY 2019	Actual FY2019	Goal FY 2020
Continue to update job descriptions	A total of 107 Job Descriptions	15	20	20	20	25
Contribute to low turnover rate through recognition of employees	Recognize 100% of all employees who reach employment milestones in 5 year increments	100%	100%	100%	100%	100%
Ensure Bastrop meets high safety standards for city employees	Continue to have less than 25 claims with less than 5 lost time claims annually	7	16	<25 <5 lost claims	<25 <5 lost claims	25
	Employee Safety/Compliance Trainings through HR	n/a	n/a	4	4	4
Continue to scan existing employee documents in to Laserfiche	We have approximately 340 employee folders	n/a	n/a	A-F	A-F	G-L

FY 2020 Fund Summary & Personnel Schedule



CITY OF BASTROP								
FUND 101 GENERAL FUND								
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$155,279	\$157,278	\$172,995	\$189,675	\$193,25			
SUPPLIES AND MATERIALS	\$3,094	\$1,750	\$1,700	\$3,000	\$2,300			
MAINTENANCE AND REPAIRS	\$0	\$8,803	\$8,803	\$8,803	\$8,80			
OCCUPANCY	\$1,910	\$2,268	\$2,268	\$2,268	\$2,26			
CONTRACTUAL SERVICES	\$0	\$2,000	\$1,000	\$2,000	\$2,000			
OTHER CHARGES	\$19,672	\$19,930	\$17,665	\$17,880	\$20,680			
TOTAL EXPENDITURES	\$179,955	\$192,029	\$204,431	\$223,626	\$229,31			

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
POSITION TILLE	2018	2019	2019	2020	2021		
EXEC. ADMIN ASSIST	0.625	0.625	0.625	0.625	0.625		
HR DIRECTOR	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	1.625	1.625	1.625	1.625	1.625		



Information Technology Department provides technical support to the organization, implements state-of-theart technology, and plans for future technology initiatives ... because failure is NOT an option!

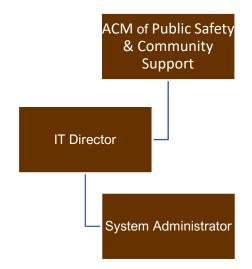


Information Technology

Department Description

Information Technology Department provides automated solutions that are effectively aligned with business requirements and tailored to provide support and service to internal and external customers. Our customers are diverse, ranging from elected officials, city management and staff, to citizens, businesses, and visitors.

Organizational Chart



Goals and Objectives for FY 2020

COMMUNICATION - Manage various interconnected local-area networks that form the City's wide-area network. **COMMUNICATION** - Upgrade City network infrastructure and wireless access hardware.

ORGANIZATIONAL EXCELLENCE - Ensure security, redundancy and availability requirements continue to be met and improved.

ORGANIZATIONAL EXCELLENCE - Install and maintain IT equipment (such as workstations, printers, servers, and network / telecommunications hardware).

FISCAL RESPONSIBILITY - Analyze emerging technology and determine how and when its application becomes relevant and cost effective to City business.

Recent Accomplishments for FY 2019

- Installed new servers and storage, improving redundancy and failover.
- Implemented automated desktop deployment and asset tracking software.
- Implemented a ten-year technology replacement schedule program to ensure replacement of hardware before it becomes obsolete.
- Expanded Laserfiche with web access services
- ✓ Hired Jaime Saldivar as full-time Systems Administrator, a position added in the FY 2018 budget.

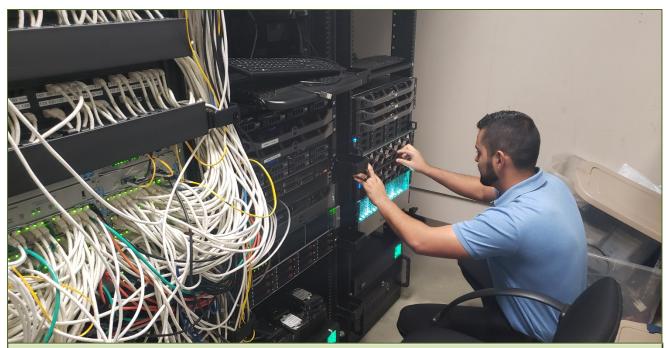
Information Technology

Performance Measures

Information Technology

	Goal FY 2019	Actual FY2019	Goal FY 2020
Resolution Time Compliance: Percentage of service desk incidents resolved within the time frame specified for their priority level	100%	99%	100%
Server Uptime: Availability of City servers for use	98%	99.6%	98%
Project Completion: Guide technology decision making to ensure consistency with the City-wide business direction. Percent of completed projects meeting identified business priorities and standards that are identified in the workplan.	100%	100%	100%
Main server memory capacity used (before upgrades)	<66%	90%	<66%
Storage capacity used (before upgrades)	<66%	55%	<66%
Main server memory capacity used (after upgrades)	<66%	19%	<66%
Storage capacity used (after upgrades)	<66%	33%	<66%

Information Technology



CITY OF BASTROP							
FUND 101 GENERAL FUND		DEPARTMENT 07 INFORMATION		DIVISION 0 NON-DIVISION	N		
	SUM	MARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
PERSONNEL COSTS	\$198,110	\$232,895	\$161,964	\$198,513	\$203,410		
SUPPLIES AND MATERIALS	\$16,119	\$12,900	\$14,169	\$26,370	\$11,974		
MAINTENANCE AND REPAIRS	\$104,703	\$119,930	\$119,830	\$150,090	\$143,714		
OCCUPANCY	\$12,435	\$11,112	\$9,820	\$8,780	\$9,269		
CONTRACTUAL SERVICES	\$16,806	\$20,773	\$28,604	\$33,629	\$34,312		
OTHER CHARGES	\$4,229	\$9,000	\$7,500	\$9,000	\$9,320		
TOTAL EXPENDITURES	\$352,402	\$406,610	\$341,887	\$426,382	\$411,999		

PERSONNEL SCHEDULE						
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
	2018	2019	2019	2020	2021	
IT DIRECTOR	1.000	1.000	1.000	1.000	1.000	
IT SYSTEM ADMINISTRATOR	1.000	1.000	1.000	1.000	1.000	
TOTAL FTEs	2.000	2.000	2.000	2.000	2.000	

Information Technology





The sole reason we exist is to protect and serve the citizens of Bastrop.

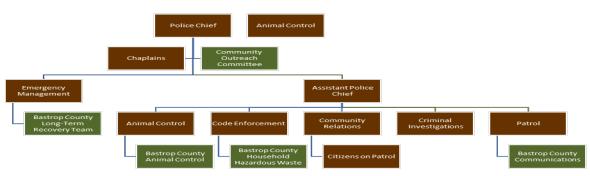




Department Description

Providing enhanced safety and an overwhelming sense of security to our community is what the dedicated men and women of the Bastrop Police Department strive to accomplish every minute of every day. The twenty-four (24) sworn officers, three (3) Reserve Officers and four (4) civilians compose this premier law enforcement agency and are committed to integrity, service, and professionalism. The Bastrop Police Department consists of the following Divisions/Sections: Police Administration, Patrol Division, Criminal Investigations Division, Community Resource/Crime Prevention, Animal Control/Code Compliance, and Emergency Management.

Organizational Chart



Goals and Objectives for FY 2020

ORGANZATIONAL EXCELLENCE -

- Begin Texas Chief's Association Best Practice Recognition Program.
- Perfect gathering and utilizing data to form decisions.
- Continue to enhance the City's ability to prepare, mitigate, respond and recover in an Emergency Management Incident through discussion-based/operational-based training and exercises.
- Create code Compliance Strategic Plan to address code violation nuisances with an emphasis on junk vehicles, rubbish and high weeds and grass.
- Maintain an above average clearance rate greater than 9% the State of Texas' clearance rate.
- 25% of Sex Offender verifications will be done without prior notification to the offender.

COMMUNICATION -

• Expand community education (e.g. Neighborhood Watch) to all Apartment Complexes and facilitate more than eight National Night Out parties

Recent Accomplishments for FY 2019

- ✓ Implemented the Fatality Crash Response Team.
- ✓ Forty-seven percent (47%) clearance rate for all crimes this year compared to the State of Texas' twenty-six percent (26%).
- ✓ 54% of all officers have achieved the highest Peace Officer Certification, Master Peace Officer.
- ✓ 32% of all officers are certified Mental Health Officers.
- ✓ 158 chickens removed during the feral chicken program for a total of 251.
- ✓ 94 children attended Teen & Junior Police Academies.



Performance Measures by Police Division

Administration - Police

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
Community Event Participation	N/A	N/A		
Formal Cases Processed - Records	1567			
Open Records Requests - Records	63			
Crash Investigations Tracked - Records	1003			
Formal Crash Investigations completed				
Self-Reported Crashes completed.				

Code Compliance/ Animal Services

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
Animal Service Calls	678			
Code Enforcement Calls	592			
Patrol Officer Processed				
Animal Services				
Patrol Officer processed				
Code Compliance calls.				
Total Calls for Service	1270			
% Voluntary Code				
Compliance				
% Voluntary Animal				
Services				
% of time as Code				
Compliance Compared				
Animal Services				
Total number of Chickens				
captured and relocated.				

Emergency Management

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
Training Hours (Formal or				
Independent Course				
Study)				
Training Hours				
(Exercises)				
Training Hours (shelter)	N/A	N/A		
% Employees Receiving				
Emergency Management				
Training				
Incident/Event Action				
Plans Implemented				
Total # of personnel				
hours.				
Incidents Debriefed				
# of informational social				
media posts				
# of Individuals who				
received Social Media				
Posts.				

Performance Measures by Police Division (con't)

Criminal Investigations

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
Total Uniform Crime Reports (Part I and II)	993	993		
% Clearance Rate for all crimes (Part I and II)	41.6	41.6		
Average Case Load per Detective	85			
% Clearance Rate for Part I Index Crimes				
Cases submitted to District Attorney within 60 days.				

Patrol

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
Dispatched Calls for Service	9626			
Formal Crashes Investigated				
Crash reports (injury and non-injury)				
Self-Initiated Contacts				
Community Patrols	N/A	N/A		2500
Emergency Call Response Time				
% Response to all Priority One and Priority Two calls within 6 minutes of being dispatched				

Crime Prevention

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
Drug Buyback Program				
Total # of Neighborhoods				
/ Groups participating in				
National Night Out				
Crime Prevention			9	
Meeting w/ Apartment				
Complexes				
Total # of Neighborhood				
Watch Meetings				
Citizen Police Academy				
Participants				
Junior Police Academy			90	
Participants				
# of Sex Offenders				
Verifications Completed # of register Sex				
offenders in the city limits				
# of Unannounced Sex				
Offender Verifications.				
# of hours of Citizens on				
Patrol a year				



CITY OF BASTROP							
FUND 101 GENERAL FUND	DEPART 09 PC	DEPARTMENT					
101 GENERAL FOND		IMARY	10				
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
PERSONNEL COSTS	\$545,469	\$585,546	\$563,130	\$544,965	\$535,577		
SUPPLIES AND MATERIALS	\$31,328	\$30,537	\$27,609	\$40,191	\$35,986		
MAINTENANCE AND REPAIRS	\$26,327	\$47,362	\$42,352	\$44,152	\$45,243		
OCCUPANCY	\$43,896	\$45,846	\$41,914	\$49,074	\$49,074		
CONTRACTUAL SERVICES	\$401,094	\$358,811	\$358,811	\$358,886	\$358,886		
OTHER CHARGES	\$25,887	\$37,335	\$31,350	\$36,808	\$36,185		
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	şc		
TOTAL EXPENDITURES	\$1,074,001	\$1,105,437	\$1,065,166	\$1,074,076	\$1,060,951		

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
POSITION TITLE	2018	2019	2019	2020	2021			
ADMIN ASSIST	1.000	1.000	1.000	1.000	1.000			
ADMIN. OFFICER	1.000	1.000	1.000	1.000	1.000			
ASST. POLICE CHIEF	1.000	1.000	1.000	1.000	1.000			
DIR OF PUBLIC SAFETY	1.000	1.000	1.000	0.650	0.650			
RECORDS TECHNICIAN	2.000	2.000	2.000	2.000	2.000			
TOTAL FTEs	6.000	6.000	6.000	5.650	5.650			

Administration - Police



CITY OF BASTROP							
FUND	DEPART	MENT		DIVISION			
101 GENERAL FUND	09 PC	LICE	12 C	ODE ENFORCEM	IENT		
	SUM	MARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
PERSONNEL COSTS	\$60,342	\$63,992	\$54,267	\$62,462	\$64,365		
SUPPLIES AND MATERIALS	\$2,814	\$5,276	\$3,697	\$5,172	\$4,347		
MAINTENANCE AND REPAIRS	\$381	\$3,754	\$1,500	\$4,102	\$2,102		
OCCUPANCY	\$0	\$0	\$0	\$0	\$0		
CONTRACTUAL SERVICES	\$4,420	\$10,390	\$7,050	\$10,615	\$10,390		
OTHER CHARGES	\$19,511	\$20,135	\$14,435	\$20,350	\$20,439		
TOTAL EXPENDITURES	\$87,468	\$103,547	\$80,949	\$102,701	\$101,643		
	PERSONNE	L SCHEDULE					

PERSONNEL SCHEDOLE							
POSITION TITLE	ACTUAL 2018	BUDGET 2019	ESTIMATE 2019	PROPOSED 2020	PLANNING 2021		
CODE COMPLIANCE	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000		

Code Enforcement & Animal Control

FY 2020 Fund Summary (No personnel assigned to this division)



CITY OF BASTROP									
FUND	DEPART	IMENT	DIVISION						
101 GENERAL FUND	09 PC	DLICE	14 EME	RGENCY MANAG	GEMENT				
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
	2018	2019	2019	2020	2021				
SUPPLIES AND MATERIALS	\$66,945	\$34,500	\$5,142	\$35,600	\$35,600				
MAINTENANCE AND REPAIRS	\$384	\$3,200	\$2,750	\$3,200	\$3,200				
OCCUPANCY	\$2,913	\$7,820	\$7,820	\$9,070	\$9,070				
CONTRACTUAL SERVICES	\$0	\$10,000	\$10,000	\$10,000	\$10,000				
OTHER CHARGES	\$2,350	\$3,750	\$3,750	\$3,750	\$3,750				
TOTAL EXPENDITURES	\$72,592	\$59,270	\$29,462	\$61,620	\$61,620				

Emergency Management



CITY OF BASTROP									
FUND	DEPAR	IMENT		DIVISION					
101 GENERAL FUND	09 PC	DLICE		21 CID					
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$245,711	\$268,790	\$261,884	\$276,708	\$282,719				
SUPPLIES AND MATERIALS	\$3,935	\$6,640	\$6,640	\$12,818	\$5,831				
MAINTENANCE AND REPAIRS	\$3,277	\$3,954	\$2,000	\$5,112	\$5,914				
CONTRACTUAL SERVICES	\$1,842	\$3,602	\$3,600	\$7,086	\$5,286				
OTHER CHARGES	\$3,932	\$7,090	\$6,390	\$10,076	\$6,776				
TOTAL EXPENDITURES	\$258,697	\$290,076	\$280,514	\$311,800	\$306,526				

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
POLICE DETECTIVE	3.000	3.000	3.000	3.000	3.000			
TOTAL FTEs	3.000	3.000	3.000	3.000	3.000			

Criminal Investigations



CITY OF BASTROP									
FUND	DEPAR	IMENT		DIVISION					
101 GENERAL FUND	09 PC	DLICE		22 PATROL					
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$1,290,964	\$1,545,485	\$1,497,484	\$1,573,434	\$1,619,728				
SUPPLIES AND MATERIALS	\$65,091	\$96,011	\$96,011	\$100,399	\$154,262				
MAINTENANCE AND REPAIRS	\$19,717	\$22,674	\$21,474	\$28,830	\$28,830				
CONTRACTUAL SERVICES	\$11,263	\$16,948	\$16,948	\$17,171	\$17,171				
OTHER CHARGES	\$5,888	\$11,070	\$11,070	\$15,411	\$13,720				
CAPITAL OUTLAY	\$0	\$0	\$O	\$O	\$0				
TOTAL EXPENDITURES	\$1,392,923	\$1,692,188	\$1,642,987	\$1,735,245	\$1,833,711				

PERSONNEL SCHEDULE									
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
POSITION TITLE	2018	2019	2019	2020	2021				
POLICE OFFICER	3.000	3.000	3.000	3.000	3.000				
POLICE OFFICER I	1.000	1.000	1.000	1.000	1.000				
SENIOR OFFICER	6.000	8.000	8.000	8.000	8.000				
SERGEANT	5.000	5.000	5.000	5.000	5.000				
TOTAL FTEs	15.000	17.000	17.000	17.000	17.000				

Patrol



CITY OF BASTROP									
FUND	DEPAR	IMENT	DIVISION						
101 GENERAL FUND	09 PC	DLICE	23 0	RIME PREVENTI	ION				
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$92,597	\$102,075	\$101,076	\$104,035	\$107,127				
SUPPLIES AND MATERIALS	\$3,384	\$10,570	\$8,520	\$8,170	\$8,230				
MAINTENANCE AND REPAIRS	\$1,697	\$4,476	\$3,448	\$3,144	\$3,144				
CONTRACTUAL SERVICES	\$1,917	\$3,922	\$3,382	\$1,963	\$1,338				
OTHER CHARGES	\$1,321	\$4,659	\$3,450	\$3,659	\$2,570				
TOTAL EXPENDITURES	\$100,916	\$125,702	\$119,876	\$120,971	\$122,409				

PERSONNEL SCHEDULE								
POSITION TITLE	TLE ACTUAL BUDGET ESTIMATE PROPOSED PLAN 2018 2019 2019 2020 20							
SENIOR OFFICER	1.000	1.000	1.000	1.000	1.000			
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000			

Crime Prevention



Our purpose is to protect the lives and property of the citizens, businesses, and visitors to our community.

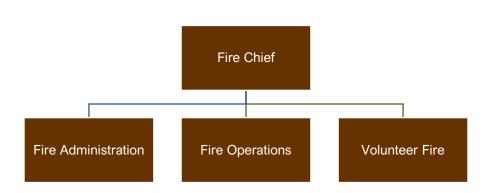




Department Description

The Fire Department's primary purpose is to protect the lives and property of the citizens, businesses, and visitors to our community. The department is called on to handle anything from minor emergencies to major disasters and continually seeks opportunities to serve and engage our community through outstanding customer service. Service is accomplished through the delivery of fire suppression operations, fire prevention, and public education.

Organizational Chart



Goals and Objectives for FY 2020

ORGANIZATIONAL EXCELLENCE

•Hire a full-time fire inspector and plains reviewer.

- Complete renovations to Stations to accommodate overnight staffing.
- Respond to all requests for service with a high level of efficiency and preparedness.
- Manage all scenes to ensure the safety of all citizens and fire personnel.
- Conduct training for operational effectiveness and standardization for all personnel.
- Provide and promote fire safety education to all.

Recent Accomplishments for FY 2019

✓ Increased paid coverage by increasing part-time shift coverage from 2 to 3 per shift.

✓ Received a grant and installed smoke detectors for senior citizens from the Insurance Council of Texas.

✓ Received a grant from State Farm to purchase fire alarms for the hearing impaired.

✓ Moved Fire Inspections and Plans Review from third party to in-house.



Performance Measures Fire

Response Times Image: Service (CFS) Average amount of time for Daytime		FY 2017	FY 2018	Goal FY 2019	Goal FY 2020
response to Calls for Service (ČFS) Daytime % of arrival to CFS within 10 minutes Average amount of time for Nighttime response to Calls for Service (CFS) Nighttime % of arrival to CFS within 10 minutes Educational Programs Educational Programs Educational Programs conducted for the elderly and/or disabled population Number of "Staying Safe & Staying Alive" educational programs conducted for children in kindergarten through 5 th grade students Number of "Staying Safe & Staying Alive" educational programs conducted for children in kindergarten through 5 th grade students Number of "Staying Safe & Staying Alive" educational programs conducted for middle school and high school students Training Total number of training hours conducted this year % of firefighters who received a minimum of 56 hours of training his year % of total training hours dedicated to specialty training (i.e., swift water rescue, high & low angle rescue, hazardous materials training, etc.) Fire Inspections conducted # of violations identified during the fire inspection and assistance was received and further enforcement actions were not required # of planing reviews conducted	Response Times				
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materials training, etc.)Image: Constraint of the systemFire Inspections & Planning ReviewImage: Constraint of the system# of fire inspections conductedImage: Constraint of the system# of violations identified during the fire inspectionImage: Constraint of the system% of voluntary compliance after receiving education and assistance was received and further enforcement actions were not requiredImage: Constraint of the system# of planning reviews conductedImage: Constraint of the systemImage: Constraint of the system					
Fire Inspections & Planning Review Image: Constraint of the second s					
# of fire inspections conducted					-
# of violations identified during the fire					+
inspection					+
% of voluntary compliance after receiving education and assistance was received and further enforcement actions were not required # of planning reviews conducted	5				
education and assistance was received and further enforcement actions were not required # of planning reviews conducted				1	+
further enforcement actions were not					
required // // // // // // // // // // // // //					
# of planning reviews conducted					
			1	1	1
	Average time to complete planning review		1	1	1





CITY OF BASTROP									
FUND	DEPAR	IMENT		DIVISION					
101 GENERAL FUND	11 F	IRE		10 ADMIN					
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$110,123	\$116,723	\$130,715	\$245,892	\$277,760				
SUPPLIES AND MATERIALS	\$15,946	\$16,300	\$10,800	\$22,340	\$31,635				
MAINTENACE AND REPAIRS	\$6,444	\$7,300	\$7,300	\$7,900	\$9,814				
OCCUPANCY	\$33,209	\$40,512	\$40,512	\$47,000	\$55,510				
CONTRACTUAL SERVICES	\$75,575	\$57,041	\$54,190	\$57,590	\$56,090				
OTHER CHARGES	\$6,337	\$12,500	\$12,500	\$17,025	\$18,549				
CAPITAL OUTLAY	\$O	\$11,000	\$11,000	\$18,500	\$O				
TOTAL EXPENDITURES	\$247,634	\$261,376	\$267,017	\$416,247	\$449,358				

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
	2018	2019	2019	2020	2021		
FIRE CHIEF	1.000	1.000	1.000	1.000	1.000		
FIRE INSPECTOR	0.000	0.000	0.000	1.000	1.000		
TOTAL FTEs	1.000	1.000	1.000	2.000	2.000		

Fire Administration



CITY OF BASTROP									
FUND	DEPAR	IMENT		DIVISION					
101 GENERAL FUND	11 F	IRE	1	1 OPERATIONAL	L				
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$147,021	\$207,762	\$215,510	\$310,215	\$342,365				
SUPPLIES AND MATERIALS	\$54,486	\$54,190	\$47,690	\$37,935	\$46,435				
MAINTENACE AND REPAIRS	\$40,932	\$48,800	\$48,800	\$55,705	\$75,738				
CONTRACTUAL SERVICES	\$0	\$ 0	\$0	\$950	\$0				
OTHER CHARGES	\$3,494	\$6,025	\$6,025	\$5,025	\$4,000				
CAPITAL OUTLAY	\$0	\$ 0	\$0	\$ 0	\$0				
TOTAL EXPENDITURES	\$245,933	\$316,777	\$318,025	\$409,830	\$468,538				

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
	2018	2019	2019	2020	2021		
FIREFIGHTER	6.300	6.300	6.300	8.400	8.400		
TOTAL FTEs	6.300	6.300	6.300	8.400	8.400		

Fire Operations



Fire Volunteers



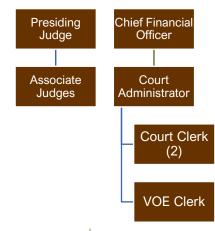
Our purpose is to provide a fair and equitable Court of Record in a userfriendly environment.



Department Description

Municipal Court is a Court of Record and processes approximately 2,200 cases annually, which translates into this Court sees more people than any other court in the County. This Court processes complaints filed by Bastrop Police Department, Citizens of the City, Bastrop Independent School District, and Officials of the City of Bastrop. After adjudication, the Court is responsible to impose collection of all fines, maintain all records regarding court cases, prepare reports as required, to magistrate, set bonds or fines, manage payment plans, track community service hours, sign warrants for failure to comply with Court Orders, Failure to Appear or Violation of Promise to Appear and issue warrants on A and B misdemeanor and felony cases originating in the City of Bastrop.

Organizational Chart



Goals and Objectives for FY 2020

ORGANIZATIONAL EXCELLENCE - Treat all internal and external customers with professional courtesy and respect. ORGANIZATIONAL EXCELLENCE - Complete the life cycle of cases where defendants are actively engaging as simply and expeditiously as possible.

COMMUNICATION - Provide more education – Juvenile Case Manager will provide education to reduce the percentage of recidivism.

FISCAL RESPONSIBILITY – Work in cooperation with the Bastrop Police Dept. to hold multiple warrant roundups each year to reduce the amount of outstanding warrants.

Recent Accomplishments for FY 2019

✓ Appointed Judge Coy as Presiding Judge after Judge Hinds retirement.

- Appointed a new Associate Judge
- ✓ As of February 2019, all clerks are state certified.
- ✓ Closed court cases from 1996, 2000, 2001, and 2003
- ✓ Managed 216 payment plans and 16 community service
- Administered monthly pre-trials

✓ Coordinated with Bastrop Police Dept. to conduct two warrant round ups

- Processed ____ payments
- Issued _____ warrants
- Mailed _____ notices

Performance Measures

Municipal Court

	FY 2017	FY 2018	Goal FY 2019	Actual FY2019	Goal FY 2020
Organizational Excellence - monitor open docket report and reduce open cases (589)	Unable to calculate	672	10%		10%
Time to disposition – within 30 days			50%	46%	50%
Juvenile Case Manager making contact with Teen Court participant, school, and/or parent once per month			100%	90%	100%
Reduce the # of outstanding warrants (2,543)	2,599	2,601	10%		10%





	CITY OF	BASTROP					
FUND 101 GENERAL FUND	DEPART 12 MUNICIF		DIVISION 00 NON-DIVISION				
SUMMARY							
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
PERSONNEL COSTS	\$240,942	\$248,089	\$210,254	\$199,971	\$207,204		
SUPPLIES AND MATERIALS	\$9,003	\$7,500	\$8,200	\$7,800	\$7,900		
MAINTENANCE AND REPAIRS	\$7,187	\$17,000	\$8,617	\$8,578	\$8,900		
OCCUPANCY	\$4,227	\$4,200	\$4,200	\$4,250	\$4,350		
CONTRACTUAL SERVICES	\$48,590	\$60,450	\$85,353	\$108,604	\$109,904		
OTHER CHARGES	\$5,953	\$6,010	\$6,706	\$7,650	\$7,650		
TOTAL EXPENDITURES	\$315,902	\$343,249	\$323,330	<mark>\$336,85</mark> 3	\$345,908		

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
	2018	2019	2019	2020	2021		
COURT ADMINISTRATOR	1.000	1.000	1.000	1.000	1.000		
COURT CLERK/JUVENILE CASES	1.000	1.000	1.000	1.000	1.000		
COURT CLERK/TRIAL COORD	1.000	1.000	1.000	1.000	1.000		
JUDGE	1.000	1.000	1.000	0.000	0.000		
MC VOE CLERK	0.250	0.250	0.250	0.250	0.250		
TOTAL FTEs	4.250	4.250	4.250	3.250	3.250		



Preserving the past while facilitating growth and quality of life in harmony with the vision for the City of Bastrop.



Development Services

Department Description

Development Services consists of the Building & Permitting, Engineering, and Planning & Development. **Engineering** facilitates development and ensures the implementation of a plan through development by providing project engineering analysis, guidance and direction to assure projects meet objectives and sound fail-safe engineering practices, and transportation planning. **Planning & Development** facilitates land planning related to zoning, conditional use, platting, historical significance and variances. Planning staff accepts and processes development applications as they relate to land planning; and provides expertise and guidance on the update of codes and ordinances. The development process provides document review for compliance with building codes and standards. **Building Inspection** includes the permitting and inspections of private improvements to maintain consistency in field directives and assures construction and building code compliance are met.

Organizational Chart



Director of Engineering Construction Management Engineering Transportation

Goals and Objectives for FY 2020

- MANAGE GROWTH Continue with the Building Bastrop Code revision process to update the Zoning Code, Sign Code, and Subdivision Ordinance.
- •COMMUNITY SAFETY Adopt the 2018 International Building Codes.
- •COMMUNITY SAFETY Ensure life-safety measures for infrastructure and construction are being upheld throughout the community.
- ORGANIZATIONAL EXCELLENCE Meet scheduled plan review completion dates through new processes and development schedule.
- •ORGANIZATIONAL EXCELLENCE Implement new Development Review Process in conjunction with the adoption of the new codes.
- •MANAGE GROWTH Complete annual Comprehensive Plan Review with the P&Z Commission.
- •AUTHENTIC BASTROP Complete application and achieve Certified Local Government Status with the Texas Historical Commission

Recent Accomplishments for FY 2019

- Drafted and adopted a Mobile Food Vendor Pilot Program.
- ✓ Established an Enhanced Permit Review Process.
- Issued __ permits totaling \$___ in revenue. (Residential _ ___; Commercial ___)
- Successfully hired a new Building Official, Building Inspector, and Planner.
- ✓ Updated building and development fees.
- ✓ Awarded the Great Places in Texas designation for Downtown Bastrop from the Texas Chapter of the American Planning Association
- ✓ Applied for and received a Safe Routes to School Grant for sidewalk improvements to MLK Street.
- ✓ Transitioned to in-house permit review and inspections.

Development Services

Performance Measures by Development Services Division

Building and Permitting

	Goal FY 2019	FY 2019 Completed	Goal FY 2020	FY 2020 Completed
Maintain 14-day turnaround on building plan review (non-trade)	N/A		95%	
Complete permit application completeness checks within 24 hours	N/A		100%	
Turnaround trade permits within 2 business days	N/A		100%	
Complete daily digital catalog for all building permits and inspections	N/A		95%	
Develop records management policy for permit and inspections records	N/A		Complete	
Provide building inspections within 48 hours of request	N/A		95%	

Engineering

	FY 2017	FY 2018	Goal FY 2019	Goal FY 2020
Review Construction Standard Details Annually and			60% Review and	100% Review
Update as Appropriate for Quality Assurance			Update	and Update
Develop, Review and Monitor a R.O.W. Permitting				
Process for Franchising Utilities (i.e. Gas, Electric and			100%	100%
Communications).				

Planning and Development

	Goal FY 2019	FY 2019 Completed	Goal FY 2020	FY 2020 Completed
Percentage of Development Reviews completed within 14 days	100%		100%	
Percentage of required development applications processed on time under HB 3167	N/A		100%	
Achieve Certified Local Government designation	In Progress		Complete	
Implement new Development Process and Schedule	In Progress		Complete	
Develop records management policy for development records	N/A		Complete	
Record and update GIS mapping to reflect new development	N/A		100%	

Development Services



	CITY OF	BASTROP						
FUND	DEPART	MENT		DIVISION				
101 GENERAL FUND	15 DEVELOPM	ENT SERVICES	16 ENGINE	ERING AND DEV	ELOPMENT			
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$200,104	\$322,202	\$321,057	\$80,473	\$81,177			
SUPPLIES AND MATERIALS	\$1,845	\$3,262	\$3,430	\$3,732	\$5,850			
MAINTENANCE AND REPAIRS	\$7,228	\$13,350	\$2,800	\$9,000	\$9,100			
OCCUPANCY	\$1,752	\$2,000	\$ 0	\$1,500	\$2,100			
CONTRACTUAL SERVICES	\$96,996	\$132,844	\$132,045	\$50,500	\$105,600			
OTHER CHARGES	\$1,233	\$9,563	\$1,985	\$7,200	\$10,900			
TOTAL EXPENDITURES	\$309,158	\$483,221	\$461,317	\$152,405	\$214,727			

PERSONNEL SCHEDULE						
POSITION TITLE	ACTUAL BUDGET ESTIMATE PROPOSED PLAN 2018 2019 2019 2020 20					
CITY ENGINEER (50%)	0.500	0.500	0.500	0.500	0.500	
TOTAL FTEs	0.500	0.500	0.500	0.500	0.500	

Engineering



	CITY OF	BASTROP						
FUND 101 GENERAL FUND			DIVISION 0 NON-DIVISION	N				
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$176,777	\$460,383	\$464,867	\$532,212	\$536,581			
SUPPLIES AND MATERIALS	\$9,638	\$7,980	\$8,999	\$6,510	\$8,370			
MAINTENANCE AND REPAIRS	\$9,562	\$14,627	\$14,627	\$16,270	\$17,270			
OCCUPANCY	\$6,202	\$6,600	\$6,764	\$5,936	\$5,936			
CONTRACTUAL SERVICES	\$310,107	\$9,987	\$3,388	\$10,037	\$24,000			
OTHER CHARGES	\$45,048	\$52,576	\$47,824	\$47,755	\$64,061			
CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0			
TOTAL EXPENDITURES	\$557,334	\$552,153	\$546,469	\$618,720	\$656,218			

PERSONNEL SCHEDULE							
	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
POSITION TITLE	2018	2019	2019	2020	2021		
ASST. PLANNING DIRECTOR	1.000	1.000	1.000	1.000	1.000		
PLANNER	1.000	2.000	2.000	2.000	2.000		
PLANNING DIRECTOR	1.000	1.000	1.000	1.000	1.000		
PLANNING TECH	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	4.000	5.000	5.000	5.000	5.000		

Planning & Zoning



	CITY OF	BASTROP							
FUND 101 GENERAL FUND		DEPARTMENT 15 DEVELOPMENT SERVICES		DIVISION 18 BUILDING INSPECTION					
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$0	\$0	\$0	\$292,024	\$226,297				
SUPPLIES AND MATERIALS	\$0	\$0	\$O	\$4,500	\$10,331				
MAINTENANCE AND REPAIRS	\$0	\$O	\$O	\$6,000	\$6,000				
OCCUPANCY	\$0	\$0	\$O	\$2,592	\$2,592				
CONTRACTUAL SERVICES	\$0	\$O	\$O	\$900	\$900				
OTHER CHARGES	\$0	\$0	\$O	\$7,18 4	\$7,184				
CAPITAL OUTLAY	\$0	\$0	\$0	\$O	şc				
TOTAL EXPENDITURES	\$0	\$0	\$0	\$313,199	\$253,304				

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
POSITION TILE	2018	2019	2019	2020	2021		
BUILDING INSPECTOR	0.000	1.000	1.000	1.000	1.000		
BUILDING OFFICIAL	1.000	1.000	1.000	1.000	1.000		
PERMIT TECHNICIAN	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	2.000	3.000	3.000	3.000	3.000		

Building Inspection



Public Works, through its dedicated employees, strive to plan, design, build, maintain, and operate public infrastructure in a manner that respects the environment and the ability of government to adequately preserve these assets for succeeding generations.



Public Works

Department Description

Public Works maintains all City street surfaces, street signage, storm drainage, and building maintenance. Streets & Drainage maintains 60.5 miles of paved streets, 50 miles of open drainage ditches, 78 miles of storm sewer, 1450 street signs, 98,562 linear feet of sidewalk, and mow 25.5 miles of rights-of-way. Building Maintenance maintains 11 public facilities, 115,000 square feet of space, daily cleaning, property maintenance including painting, lighting, and inspections of roofing, HVAC, foundations, etc. Parks mows 106.1 acres of parkland, 10.5 acres of facilities, perform rodeo arena maintenance and rental, and maintain trails.

Organizational Chart



Goals and Objectives for FY 2020

ORGANIZATIONAL EXCELLENCE

- Design and Bid Yr. 3 of the Street Maintenance Program.
- •Continue quarterly Street striping schedule.
- •Complete phase one of a design to improve flow and capacity in Gills Branch.
- Provide monthly CIP updates at the 1st Council meeting of each month to update community on progress of each project.
- Implement a Public Works Procurement schedule to ensure all materials are ordered timely in accordance to state law requirements.
- Develop a 10-year maintenance schedule for Parks.
- Develop a 10-year maintenance schedule for Building Maintenance.
- •Oversee the Sidewalk Improvement Program.

Recent Accomplishments for FY 2019

- ✓ Completed the Gills Branch 2D Analysis.
- Successfully constructed and installed elements of the Building Bastrop Pop-up event.
- ✓ Completed installation of new street signage.
- ✓ Completed year 2 of Right-of-Way mowing contract.
- Reconstructed all streets associate with the North Main Street Sewer Relocation Project.
- ✓ Completed Delgado Park, Phase I.
- Completed Year 1 & 2 of Street Maintenance Plan with the exception of Old Austin Hwy. based on PCI Study completed in January 2018.
- Awarded the Skate Park bid for final design and construction.
- ✓ Completed quarterly Street striping schedule.

Public Works



	CITY OF	BASTROP						
FUND 101 GENERAL FUND	DEPARTMENT 18 PUBLIC WORKS		DIVISION 10 ADMINISTRATION					
	SUMMARY							
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$775,582	\$177,702	\$170,953	\$309,635	\$317,883			
SUPPLIES AND MATERIALS	\$42,540	\$10,800	\$9,500	\$9,980	\$13,840			
MAINTENANCE AND REPAIRS	\$120,962	\$0	\$0	\$ 0	\$0			
OCCUPANCY	\$9,921	\$16,800	\$12,000	\$12,000	\$12,000			
CONTRACTUAL SERVICES	\$288,998	\$239,700	\$238,275	\$86,586	\$77,456			
OTHER CHARGES	\$7,977	\$8,650	\$6,850	\$10,046	\$11,675			
CAPITAL OUTLAY	\$42,255	\$0	\$0	\$0	\$0			
TOTAL EXPENDITURES	\$1,288,235	\$453,652	\$437,578	\$428,247	\$432,854			

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
ASSISTANT PW DIRECTOR	0.250	0.250	0.250	0.250	0.250			
DIR OF PW/UTIL/LEISURE SERVICES	0.250	0.250	0.250	0.250	0.250			
MECHANIC	1.000	1.000	1.000	1.000	1.000			
CONSTRUCTION MANAGER	0.000	0.000	0.000	1.000	1.000			
PW TECHNICIAN	0.375	0.375	0.375	0.375	0.375			
TOTAL FTEs	1.875	1.875	1.875	2.875	2.875			

Administration – Public Works



CITY OF BASTROP								
FUND	DEPARTMENT		DIVISION					
101 GENERAL FUND	18 PUBLI		15 S	TREETS / DRAIN	AGE			
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
PERSONNEL	\$0	\$626,189	\$620,190	\$625,614	\$642,131			
SUPPLIES AND MATERIALS	\$0	\$59,525	\$53,100	\$64,125	\$214,380			
MAINTENANCE AND REPAIRS	\$0	\$70,100	\$59,910	\$70,100	\$78,100			
CONTRACTUAL SERVICES	\$0	\$12,375	\$10,500	\$12,375	\$16,225			
OTHER CHARGES	\$0 \$ 0		\$0	\$1,400	\$1,500			
TOTAL EXPENDITURES	\$0	\$768,189	\$743,700	\$773,614	\$952,336			

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
EQUIPMENT OPERATOR I	3.000	3.000	3.000	3.000	3.000			
EQUIPMENT OPERATOR II	3.000	3.000	3.000	3.000	3.000			
PW CREW LEADER	1.000	1.000	1.000	1.000	1.000			
PW-MAINT II	1.000	1.000	1.000	1.000	1.000			
PW-MAINTENANCE WORKER II	1.000	1.000	1.000	1.000	1.000			
UTIL. FIELD SUPERINTENDENT	1.000	1.000	1.000	1.000	1.000			
TOTAL FTEs	10.000	10.000	10.000	10.000	10.000			

Streets & Drainage



CITY OF BASTROP							
FUND	DEPAR	IMENT	DIVISION				
101 GENERAL FUND	18 PUBLIC	C WORKS		19 PARKS			
	SUN	IMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
PERSONNEL COSTS	\$626,354	\$687,762	\$675,423	\$701,578	\$723,210		
SUPPLIES AND MATERIALS	\$42,651	\$36,150	\$30,015	\$36,150	\$37,400		
MAINTENANCE AND REPAIRS	\$65,152	\$84,650	\$58,300	\$84,650	\$78,250		
OCCUPANCY	\$62,445	\$56,420	\$52,450	\$56,420	\$59,400		
CONTRACTUAL SERVICES	\$16,692	\$21,921	\$11,100	\$21,921	\$21,921		
OTHER CHARGES	\$3,145	\$5,750	\$4,800	\$5,750	\$6,150		
CAPITAL OUTLAY	\$187,881 \$0		\$0	\$ 0	\$0		
TOTAL EXPENDITURES	\$1,004,320	\$892,653	\$832,088	\$906 <mark>,4</mark> 69	\$926,331		

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL 2018	BUDGET 2019	ESTIMATE 2019	PROPOSED 2020	PLANNING 2021			
ASSISTANT PW DIRECTOR	0.000	0.250	0.250	0.250	0.250			
ATHLETIC FIELD MAINT. TECH	1.000	1.000	1.000	1.000	1.000			
DIR OF PW/UTIL/LEISURE SERVICES	0.250	0.250	0.250	0.250	0.250			
EQUIP OPERATOR I	1.000	1.000	1.000	1.000	1.000			
FACILITIES MAINT WORKER II	1.000	1.000	1.000	1.000	1.000			
MAINTENANCE SPECIALIST	1.000	1.000	1.000	1.000	1.000			
PARKS & REC SUPERINTENDENT	1.000	1.000	1.000	1.000	1.000			
PARKS CREW LEADER	1.000	1.000	1.000	1.000	1.000			
PARKS MAINT WORKER II	5.000	5.000	5.000	5.000	5.000			
PW TECHNICIAN	0.500	0.375	0.375	0.375	0.375			
SEASONAL EMPLOYEES	0.200	0.185	0.185	0.185	0.185			
TOTAL FTEs	11.950	12.060	12.060	12.060	12.060			





CITY OF	BASTROP						
DEPARTMENT 18 PUBLIC WORKS		DIVISION 20 BUILDING MAINTENANCE					
SUMMARY							
ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
2018	2019	2019	2020	2021			
\$157,616	\$200,979	\$196,038	\$204,911	\$211,083			
\$25,206	\$26,100	\$22,500	\$26,100	\$25,900			
\$52,439	\$51,120	\$58,600	\$51,120	\$56,022			
\$832	\$1,200	\$500	\$1,200	\$600			
\$6,567	\$5,269	\$5,492	\$5,269	\$6,119			
\$0	\$1,300	\$300	\$1,300	\$1,300			
\$18,902	\$0	\$0	\$O	\$0			
\$261,562	\$285,968	\$283,430	\$289,900	\$301,024			
	DEPAR 18 PUBLIO SUIV ACTUAL 2018 \$157,616 \$25,206 \$52,439 \$832 \$6,567 \$0 \$18,902	18 PUBLIC WORKS SUMMARY ACTUAL BUDGET 2018 2019 \$157,616 \$200,979 \$25,206 \$26,100 \$52,439 \$51,120 \$832 \$1,200 \$6,567 \$5,269 \$0 \$1,300 \$18,902 \$0	DEPARTMENT 18 PUBLIC WORKS 20 BUI SUMMARY 2019 ACTUAL BUDGET ESTIMATE 2018 2019 2019 \$157,616 \$200,979 \$196,038 \$25,206 \$26,100 \$22,500 \$52,439 \$51,120 \$58,600 \$832 \$1,200 \$500 \$6,567 \$5,269 \$5,492 \$0 \$1,300 \$300 \$18,902 \$0 \$0	DEPARTMENT 18 PUBLIC WORKS DIVISION 20 BUILDING MAINTER SUMMARY ESTIMATE PROPOSED 2018 2019 2019 2020 \$157,616 \$200,979 \$196,038 \$204,911 \$25,206 \$26,100 \$22,500 \$26,100 \$52,439 \$51,120 \$58,600 \$51,120 \$832 \$1,200 \$500 \$1,200 \$6,567 \$5,269 \$5,492 \$5,269 \$0 \$1,300 \$300 \$1,300 \$18,902 \$0 \$0 \$0 \$1,300			

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL BUDGET E		ESTIMATE	PROPOSED	PLANNING			
POSITION TITLE	2018	2019	2019	2020	2021			
CUSTODIAN	3.000	3.000	3.000	3.000	3.000			
CUSTODIAN CREW LEADER	1.000	1.000	1.000	1.000	1.000			
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000			

Building Maintenance

Performance Measures by Public Works Division Administration – Public Works

FY 2018	FY 2019	Goal FY 2020	Goal FY 2021

Streets & Drainage

	FY 2018	FY 2019 Target Outcome	Outcome FY 2019	Goal FY 2020
Provide quality road infrastructure and maintenance programs for our community (Continuous PCI assessment and identification of road segments: 50% annually)	60.5 Linear Miles Evaluated	70 PCI	30.5 Linear Miles	30 Linear Miles
Provide responsive service to customer requests and inquiries within prescribed parameters (Response times: severe potholes 2-days; stop signs down two hours.)	480 Work orders	98%		

Special Events and Reservations

FY 2018	FY 2019	Goal FY 2020	Goal FY 2021

Parks

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021
ſ				
ſ				
ſ				

Building Maintenance

	FY 2018	FY 2019	Goal FY 2020	Goal FY 2021			

Public Works



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The Library provides free and unrestricted access to informational, educational, cultural, and recreational library materials and services in a clean, comfortable, secure environment for people of all ages.

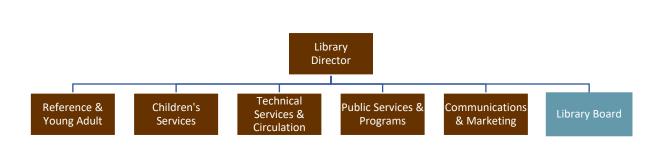




Department Description

The Library collects, classifies, organizes, and makes available information in all formats, including print, non-print, and digital materials, for the community. The Library encourages reading by providing materials and enrichment programs for patrons of all ages along with access to local history and genealogical resources, and on-line access via Internet to the TexShare databases. The Library provides a variety of programs, including regular preschool story time and summer reading programs, public access to computers, meeting rooms for the general public, clubs, and non-profit corporations.

Organizational Chart



Goals and Objectives for FY 2020

COMMUNICATION

- Increase community outreach by visiting day care centers, Head Start and schools.
- Develop community awareness of library services by participating in local events and organizational meetings.
- Promote and educate the community about our materials, special collections and electronic resources.
- Partner with the Multimedia Department, Hospitality & Downtown, Parks & Rec and other city departments to disseminate vital, educational and recreational information to the community.

ORGANIZATIONAL EXCELLENCE

• Continue to provide and develop programs for children, tweens, teens and adults.

Recent Accomplishments for FY 2019

- ✓ Hired a new Library Director.
- ✓ Circulated 150,677 items.
- ✓ Welcomed 106,111 visitors.
- Provided 384 programs for children, tweens, teens and adults, including a new monthly adult crafting program.
- ✓ Provided a seven-week Summer Reading Program which attracted over 4,000 people to the planned activities and events.
- Reorganized and reclassified all adult fiction into genre categories.
- ✓ Added a circulating cake pan collection.



Performance Measures

Library

	FY 2017	FY 2018	Goal FY 2019	Goal FY 2020
Ensure the Library fulfills its role as a popular materials center	Circulated	Circulated	Circulate over	Circulate over
	145,827 items	142,956 items	150,000 items	155,000 items
Engage Citizens in the use of the Library	115,461	114,567	Over 116,000	Over 118,000
	visitors	visitors	visitors	visitors
Increase participation in	14,349	13,633	Over 14,500	Over 15,000
Library programming	Program participants	Program participants	Program participants	Program participants
Expand partnerships and	7 Program partners	8 Program partners	10 Program Partners	12 Program Partners
outreach activities	11 Outreach activities	15 Outreach activities	20 Outreach activities	20 Outreach activities
Expand education and use of eBooks	10,370	12,256	Over 15,000	Over 18,000
	eBooks accessed	eBooks accessed	eBooks accessed	eBooks accessed





CITY OF BASTROP								
FUND	DEPAR	TMENT		DIVISION				
101 GENERAL FUND	21 LIB	RARY	0	0 NON-DIVISIO	N			
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$588,408	\$618,220	\$545,447	\$588,029	\$596,578			
SUPPLIES AND MATERIALS	\$65,868	\$66,480	\$61,222	\$72,050	\$63,190			
MAINTENANCE AND REPAIRS	\$4,928	\$5,900	\$6,478	\$6,658	\$7,450			
OCCUPANCY	\$31,006	\$34,220	\$34,200	\$33,920	\$34,220			
CONTRACTUAL SERVICES	\$20,885	\$23,940	\$21,936	\$24,140	\$24,400			
OTHER CHARGES	\$11,496	\$16,195	\$11,065	\$16,470	\$15,820			
CAPITAL OUTLAY	\$18,865	\$0	\$19,000	\$O	\$0			
TOTAL EXPENDITURES	\$741,456	\$764,955	\$699,348	\$741,267	\$741,658			

PERSONNEL SCHEDULE										
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING					
POSITION TITLE	2018	2019	2019	2020	2021					
INTERIM LIBRARY SERVICES SUPERVISOR	1.000	1.000	1.000	1.000	1.000					
LIBRARY ASSOCIATE	1.950	1.950	1.950	2.000	2.000					
LIBRARY ASSOCIATE II/ADMIN SVCS	1.000	1.000	1.000	1.000	1.000					
LIBRARY ASSOCIATE/CHLD SRVS	1.000	1.000	1.000	1.000	1.000					
LIBRARY ASSOCIATE/WEB & GRAPHICS	1.000	1.000	1.000	1.000	1.000					
LIBRARY CLERK-VOE	1.000	1.000	1.000	1.000	1.000					
LIBRARY DIRECTOR	1.000	1.000	1.000	1.000	1.000					
SUPERVISOR OF PUBLIC SERVICE	1.000	1.000	1.000	1.000	1.000					
YOUNG ADULT LIBRARIAN	1.000	1.000	1.000	1.000	1.000					
TOTAL FTEs	9.950	9.950	9.950	10.000	10.000					







Hotel Tax Fund

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Arena	214

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To foster an improved Bastrop experience based on cooperation, partnerships, and strong teamwork that provides a strategic approach to increased tourism, open and two-way communication, and enhancing the Bastrop experience.



Hotel Occupancy Tax Fund Summary

CITY OF BASTROP, TEXAS HOTELTAX FUNDS

	E	ACTUAL Y2017-2018	BU	JDGET FY2018- 2019	ROJECTED Y2018-2019		ROPOSED 2019-2020	PLANNING FY2020-2021		
BEGINNING FUND BALANCES	\$	3,667,738	\$	3,671,599	\$ 3,606,721		3,797,361		3,289,852	
REVENUES:		, ,		, ,			, ,		, , ,	
HOTEL OCCUPANCY TAX		2,844,403		2,736,000	2,830,300		2,830,500		2,830,500	
LICENSE & PERMITS		-		2,000	1,930		2,000		2,000	
SERVICE FEES		214,350		240,350	268,285		275,250		276,500	
INTEREST		53,623		44,500	70,000		65,000		65,000	
INTERGOVERNMENTAL		30,408		62,312	62,312		62,312		62,312	
OTHER		125,456		-			-		-	
TOTAL REVENUES		3,268,240		3,085,162	3,232,827		3,235,062		3,236,312	
OTHER SOURCES										
Interfund Transfers - General Fund		-		266,084	252,584		238,994		238,994	
Interfund Transfers - Electric Fund		152,700		220,000	205,000		222,500		222,500	
TOTAL REVENUE & OTHER SOURCES		3,420,940		3,571,246	3,690,411		3,696,556		3,697,806	
TOTAL AVAILABLE RESOURCES	\$	7,088,678	\$	7,242,845	\$ 7,297,132	\$	7,493,917	\$	6,987,658	
EXPENDITURES:										
ORGANIZATIONAL		1,870,774		1,709,083	1,473,134		1,970,119		1,877,313	
CONVENTION CENTER		612,167		687,254	655,580		761,506		756,630	
MAIN STREET PROGRAM		411,930		550,520	456,256		471,642		488,548	
MULTI-MEDIA		-		179,907	155,596		173,712		180,642	
SPECIAL EVENTS & RESERVATIONS		-		167,087	149,437		180,438		182,175	
BAIPP		41,084		146,152	93,582		124,732		167,234	
RODEO ARENA		30,636		-	-		-		-	
TOTAL EXPENDITURES		2,966,591		3,440,003	2,983,585		3,682,149		3,652,542	
OTHER USES										
TRANSFER TO INNOVATION FUND							7,500			
DEBT SERVICE TRANSFER		515,366		516,186	516,186		514,416		545,688	
TOTAL EXPENDITURE & OTHER USES		3,481,957		3,956,189	3,499,771		4,204,065		4,198,230	
BAIPP - RESTRICTED FB - LT PROJECTS		40,000		60,000	60,000	\$	80,000	\$	80,000	
ENDING UNRESTRICTED FUND BALANCES	\$	3,566,721	\$	3,226,656	\$ 3,737,361	\$	3,209,852	\$	2,709,428	
Fund balance Policy Amount						\$	3,289,853	\$	3,274,101	

Hotel Occupancy Tax Fund Summary

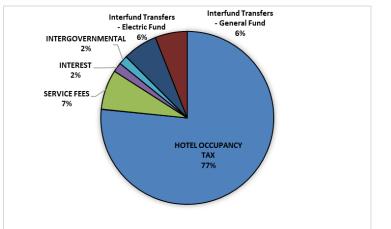
Hotel Occupancy Tax Fund Overview

With more than \$3,600,000 in Hotel Occupancy Tax Fund Revenue, the City of Bastrop enjoys a robust cultural arts program. Recognizing the need to maximize the community's cultural art resources, a Cultural Arts Master Plan was commissioned in FY 2018. The City hired Go Collaborative to conduct this study. During a recent meeting, Go Collaborative indicated that it is rare for a City the size of Bastrop to have such a robust cultural arts plan in place. They are having to use much larger cities as a comparison for benchmarking in the creation of our Cultural Arts Master Plan!

Revenue Assumptions

Total Revenue & Other Sources are budgeted to be \$3,696,556 for FY 2020, which is 1.6% or \$6,145 more than FY 2019 year-end budget projections.

Outlined below are explanations on three (3) major sources that 96% of the Fund's revenue.



Hotel Occupancy Tax

Hotel Occupancy Tax is set at a rate of 13.5% in the City of Bastrop and our ETJ. Of the tax collected, 6% goes to the State, 7% goes to the City, and .5% goes to the County, if in the City's ETJ. Hotel Occupancy Tax is budgeted at \$2,830,500. This is 3.5% higher than FY 2019 budget or \$94,500 but only \$200 more than FY 2019 year-end projection.

FY 2020 Budget	\$2,830,500	
% of Fund	77%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$94,500	+3.5%
2019	\$200	0%
Projection		

Service Fees

Service Fees represents those revenues collected from Convention Center sponsored events, such as Farm Street Opry and Western Swing Festival; Main Street sponsored events, such as Table on Main, Wine Swirl, Pub Crawls, and Trick or Treat Trail; Convention Center rentals, and catering services. The increase is due to catering services.

FY 2020	\$275,250	
Budget		
% of Fund	7.4%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	+\$34,900	+14.5%
2019	+\$6,965	+2.6%
Projection		

Interfund Transfers

This category represents those revenues transferred internally from the General Fund and BP&L Fund. The General Fund transfer totals \$238,994, which covers \$111,527 for Film & Broadcasting, \$127,467 for Special Events and Reservations, and a portion of the Director of Hospitality & Development's salary. BP&L transfers totals \$222,500, which covers \$125,000 for Christmas Lights, \$25,000 for Patriotic Festival, \$20,000 for Bastrop Homecoming & Rodeo, \$5,000 for Juneteenth Celebration, \$30,000 for

Program Considerations Bastrop Art In Public Places (BAIPP) 3

At the center of Bastrop Art in Public Places FY 2020 budget is the funding for the two-dimensional and three-dimensional art calls. This undertaking

requires an enormous effort from the board's subcommittee and places nearly 50 pieces of art in public spaces around the city.

YMCA programming and \$17,500 for the Food Pantry NIBBLES program.

FY 2020	\$461,494	
Budget		
% of Fund	13.6%	
Revenue		
Compared to	\$ Growth	% Growth
2019 Budget	-\$24,590	-5.0%
2019	+\$3,910	+0.8%
Projection		



A major component of BAIPP's future is the Cultural Arts Master Plan (CAMP) which we hope to see adopted in the very beginning of FY 2020. A \$50,000 allocation is being made for the implementation of the CAMP which will include initiatives lined out by the plan itself.

Non-Special Event Community Assets

There are two (3) non-special event community assets that receive support from the HOT Fund. Those community assets include the Bastrop Opera House, the Bastrop County Historical Society Visitor Center & Museum and the Lost Pines Art Center. These organizations had record programs of work in FY 2019 and are actively engaged in planning for FY 2020.

Bastrop County Historical Society Visitor Center & Museum

The **Bastrop County Historical Society Museum** in FY 2018 offered free downtown walking tours each Saturday in May, created a family focused scavenger hunt and firefighter dress up area continued to assist and provided an annual calendar of events. The **Visitor Center** provided visitor center facility amenities including brochures and maps, "goodie bag" services, train volunteers on "tourism" amenities, remain open during Downtown special events, partnering with the Main Street Program for Table on Main and Summer in the City, worked with Bastrop County and Visit Bastrop to create "programming", increased social media reach, and provided volunteer coordination.

The Bastrop County Visitor's Center & Museum met all the requirements of this year's contract. They received \$146,937 in funding in FY 2019. They have increased their request in FY 2020 to \$169,124, which has been included in this budget.

Lost Pines Art Center

The Lost Pines Art Center supports local artists, hosts community events and classes, and promotes cultural arts awareness and appreciation within the City of Bastrop. FY 2019 saw numerous exhibits, Art After Dark events, Wine & Unwind events, Art Bites educational courses, Art Getaway music events, artist led courses, and children and teen art classes. FY 2019 also saw the opening of the first silo within the Silo District which features four fully renovated silos that will serve as art studios for various mediums. The first, the Glassblowing Silo is a unique and historical space located behind the Art

Special Events

The City of Bastrop will coordinate approximately 40 permitted and non-permitted special events in 2019. The administration of these events requires significant man-hours on the part of Public Works, which includes Streets, Parks, Water, and Wastewater. Overall, we anticipate Public Works will dedicate in excess of 2300 hours toward events in FY 2019. Since December 2017, staff has tracked hours for Police, Parks, Fire, and Hospitality &

Bastrop Opera House

Bastrop Opera House (BOH) had an incredible FY 2018-2019 season, which contained eight (9) full productions and nine (8) touring shows and over 6,000 tickets sold. More than half of the tickets were sold outside of Bastrop County. BOH is also home to the Bastrop Opera House Youth Performing Arts Academy, which has approximately 50 youth ages 3 through high school enrolled. Each season, two (2) major youth productions are performed. BOH also hosts several community events throughout the year and rented out their facility 7 time for events. FY 2019-20 season is already booked and contains 17 productions and touring shows.

BOH met all of the requirements of this year's contract. They received \$92,000 in FY 2019. A request of \$126,000 was submitted for FY 2020 consideration, which has been included in this budget.

Center which houses glass blowing classes, presentations, and private artist use. The Art Center is an asset to our Bastrop Community partnering with other local organizations including the City of Bastrop Main Street Program and Visit Bastrop to host events for both our local community and visitors.

This is the first year the Art Center has requested this funding. A request of \$142,837 was submitted for FY 2020 consideration, included in this budget is \$85,000.

Downtown for all permitted special event. In FY 2019-2020 Work Plan, staff is going to be revising the Special Events permit process and developing recommendation for an Ordinance revision and fees that cover all costs. BP&L provides funding through an Internal Transfer to HOT for Bastrop Patriotic Festival, Bastrop Homecoming & Rodeo, and Juneteenth Celebration. This funding is located in the Main Street Budget.

Bastrop Patriotic Festival



The Patriotic Festival is a 1-day event, which occurs annually the last weekend of June. Saturday festivities start early and end late with a 5-K race, Fireworks Display, and Concert. In FY 2019, the Patriotic Festival was granted \$25,000 from BP&L. In FY 2020, the requested amount remains the same. Staff tracked all hours and costs associated with this year's event. We provided 314 hours of staff support/equipment usage totaling \$9,610.88 in "inkind" services between Police, Parks, Fire, and Hospitality & Downtown. Per the Chamber's Post Event Analysis, there were 160 volunteers, 228

runners and well over 4,000 in attendance. Bastrop's total support for this event \$10,349.30. **Bastrop Homecoming & Rodeo**



Bastrop Homecoming & Rodeo is five (5) day event that ends the 1st Saturday of August. This year marks the 72nd Anniversary of this event. There are several special events including a rodeo and parade. In FY 2018, the Bastrop Homecoming received \$20,000 in HOT Funds. Last year, given the historical significance of the event, funding in the amount of \$20,000 was moved to BP&L because most of the participants do not stay in hotels. The FY 2020 funding level will remain at \$20,000. Due to the timing of this event, staff costs have not been calculated.

Juneteenth Celebration



Juneteenth Celebration is always the 3rd Saturday in June. This year marks the 32nd anniversary of this event. Saturday events include a parade, car show, and scheduled entertainment throughout the day. In FY 2019, the Juneteenth Celebration received \$5,000 from BP&L. We provided 183.25 hours of staff support/equipment usage totaling \$5,349.30 in "in-kind" services between Police, Parks, and Hospitality & Downtown, which makes

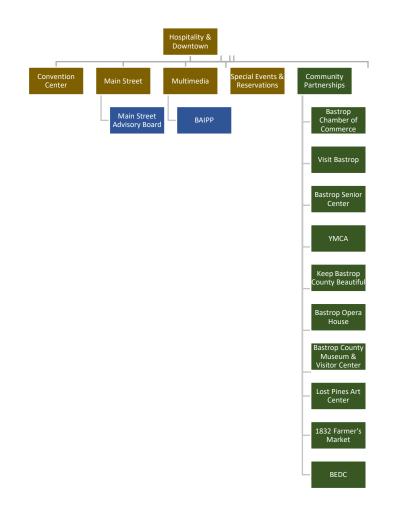
Visit Bastrop

Funding provided to Visit Bastrop is established in Section III. Compensation to Visit Bastrop (B) Beginning on October 1, 2017, the City shall target 50% of the net HOT revenue collected, defined as HOT revenue minus the provision of payment satisfying the City's outstanding debt secured by HOT. The amount should not be less than 45% of the total HOT revenues. The FY 2020 payment was calculated per the contract \$1,278,192. Per the City's contract, Visit Bastrop must present a Business Plan and Budget for public consideration in September prior to the adoption of the City's budget. This Business Plan should include Visit Bastrop's Plan of Work for the next fiscal year based on contract funding requirements.

Department Description

The Hotel Occupancy Fund is utilized to account for the receipt and expenditures of funds received by the City from the assessment of hotel and motel occupancy tax. This fund contains Multi-Media, Special Events, Convention Center, Main Street Program, Bastrop Art In Public Places, and the Rodeo Arena. All but the Rodeo Arena are managed under the Hospitality & Downtown Department that was created October 1, 2018 to provide a more strategic approach to HOT investments and to tell the City's Story.

Organizational Chart



Hotel Occupancy Tax Fund Summary

Convention Center



Nestled in the heart of the historical district of Bastrop, Texas the 26,000sq. ft. Convention and Exhibit Center opened in April of 2011. This facility was built to host meetings, regional conferences, tradeshows, weddings, concerts and local special events. State-of-the-art technical amenities, Wi-Fi, a flexible Main Ballroom, multiple meeting rooms, and additional outdoor venue space make this facility both attractive and affordable to local and regional associations, event planners, brides, special event planners. Staff sells and services all events at the Convention Center including day to day operations, event coordination, layout, set-up and tear down, on site event customer service, building and ground maintenance and assist with Main Street programs, projects, and events. Convention Center staff are

known for their exemplary customer service, receiving outstanding comments from event coordinators and participants. They are known for their 110% drive to make every event a pleasurable experience. Repeat business is a large percentage of the yearly rentals and Convention Center Staff take pride in satisfying the community. This department also produces several events designed to entertain locals and attract out of town visitors like the Farm Street Opry, Boogie Back to Bastrop & the Western Swing Festival along with the newly created Red White and You Dance. The Convention Center staff actively assists the Hospitality & Downtown department in all aspects of event planning and production as well as special projects.

Goals and Objectives for FY 2020

- Increase rental revenue.
- Increase occupancy.
- Increase catering service revenue.
- Maintain and enhance our relationship with Visit Bastrop to increase overall tourism for the City of Bastrop.

Recent Accomplishments for FY 2019

- ✓ Met and exceeded our 2019 established Goals & Objectives.
- Increased weekday rentals with New Business Meeting Packages.
- ✓ New business accounted for over 50% of rental revenue.
- New event layout software allows for clients to have direct input and ability to make real-time adjustments to layouts ensuring a positive and engaged experience for both staff and clients.

Convention Center

Main Street



The City of Bastrop Main Street Program has been driven by an active Main Street Advisory Board and volunteer army, public and private partnerships, and community support for over a decade. The program has contributed almost \$35 million in reinvestment into the 62-block program area and tracked 14,000+ volunteer hours since 2007. Bastrop Main Street is part of the Texas Historical Commission's Texas Main Street Program and the national Main Street America network, which provides a time-tested framework for community driven, comprehensive preservation-based downtown revitalization.

The current Main Street Manager, Rebecca Gleason, took on the role of Main Street Manager in January

Goals and Objectives for FY 2020

- For fiscal year 2020, the City of Bastrop Main Street Program, through our new Committee Structure, will be focusing on vacancy in our Main Street District through business retention and business expansion.
- For fiscal year 2020, the City of Bastrop Main Street Program will be partnering with Visit Bastrop to market Downtown Bastrop as a destination for both visitors and locals.
- For fiscal year 2020, the City of Bastrop Main Street Program will be working closely with our partners to ensure that our Downtown Bastrop business owners, building owners, and residents have amble communication and input into the construction of 921 Main Street and the Main Street Rehabilitation Project.



of 2019 and brought several changes to the Main Street Program including a re-envisioning project for the Main Street Advisory Board with the help of the Texas Main Street program. In 2019, as in the past, the Main Street program hosted the annual Sip, Shop & Swirl, Table on Main, and assisted with Lost Pines Christmas. They also hosted a new event this year in June called Summer in the City to allow the community to come together and spend the day enjoying activities on Main Street. In addition to events, the Main Street Program has worked hard to increase communication and improve relationships with businesses within the Main Street District and provide comprehensive Downtown Bastrop marketing through our website and social media channels.

Recent Accomplishments for FY 2019

✓ The Main Street Program hosted four Sponsored Events in 2019 including the Sip, Shop & Swirl, Summer in the City, Table on Main and Lost Pines Christmas.

✓ The Main Street Program moved to a data centric system with the help of the Bastrop Economic Development Corporation. The Program has collected data on the more than 200 businesses which are within the Main Street District which is now housed in Synchronist. Synchronist will be used as both a CRM software and resource to make data driven decisions around economic development.

✓ The Main Street Program worked closely with the Texas Main Street Program to go through a Re-envisioning Process and relaunch our Program with a new Project Based Committee Structure.



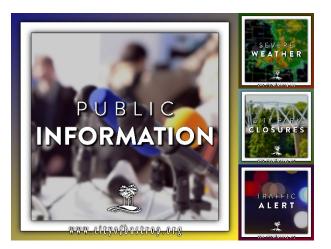
Multi-Media



The City of Bastrop Multimedia Department was founded October 1, 2017. In the time since its foundation, the department has organized the City's voice across diverse platforms, reached millions of people through its promotional campaigns and outreach efforts, and connected the citizens to the actions of City Council, City Hall, and the activities of the City's departments in ways never before done in Bastrop. Looking ahead to the FY 2020 budget year, the Multimedia Department strives to tell the City's story with creative ideas that will reach our diverse audience, educating our tax-payers, citizens, businesses, and visitors about the programs, initiatives, challenges, and solutions that often get taken for granted. Our Goals and Objectives focus on consistent service in the delivery of **government transparency, quality**

Goals and Objectives for FY 2020

- For fiscal year 2020, develop a Guide to the Multimedia Department (working title) that will establish policies, procedures, and best practices detailing how the Department will conduct operations that is standardized for ease of use and understanding by both internal and external (public) customers of the City.
- For fiscal year 2020, leverage The Multimedia Department's in-house video production capabilities to shine light on each department's most important and compelling stories.
- For fiscal year 2020, develop closer, more structured relationships with City Departments to ensure collaboration and transparency across all City initiatives and outreach efforts.



service to our social media audience, and increased production output through processes and policies that help standardize the way staff, council, and our customers communicate with each other.

Chief Storyteller Colin Guerra and Digital Media Manager Rick Gullikson have standardized the City's public alerts and messaging protocol, from park and road closures to serious weather threats, to traffic accidents and public event promotions. Now, when citizens on web and social media platforms see a message from the City of Bastrop, they know it is coming from a source they can trust, who is consistent, and most importantly, responsive to queries and requests for understanding.

Recent Accomplishments for FY 2019

✓ Launched 1832: The Official City of Bastrop Magazine! This electronic publication is distributed over social media and the city website and features an employee spotlight and feature stories about topics of public interest.

 ✓ Oversaw the installation of a new presentation system in the City Council chambers (with Information Technology) and continue to develop best practices for operation, maintenance, and creative uses for the system.
 ✓ New Established protocols for working with other departments in the effort of releasing timely, sometimes immediate alerts to the public. Graphic standards were created to unify the look and feel of any message coming from the City of Bastrop with the result being a higher level of trust and reliability between City departments and our audience of citizens and visitors alike.



Special Events & Reservations





Special Events and Reservations is a newly created branch of the Hospitality and Downtown Department comprising four main responsibilities: Departmental Account Payables, Special Event permit processing/Event Action Plans, booking and reservation processes for the Bastrop Exhibit & Convention Center, and City Park/Pavilion Rentals. Each of these four areas provides support to not only the Hospitality and Downtown Department but other City Departments to promote the mission, vision, and value of the City of Bastrop.

City Reservationist Victoria Psencik is currently the staff member responsible for the duties of this branch of the Department.

Goals and Objectives for FY 2020

- For fiscal year 2020, create and implement a Park Reservations campaign designed to increase rental revenue
- Create and implement a Special Events online submission and payment portal
- Create a Special Event "incentive" program for city staff working the events

Recent Accomplishments for FY 2019

✓ Consolidated and streamlined the Department Accounts Payable process, creating a uniform look and increasing the timeliness of Purchase Order Packet submission for the Department by 90%.

✓ Acquired responsibility for the collection, administration, and follow-up of the Bastrop Convention & Exhibit Center's booking processes to ensure a memorable and customer service-oriented experience that reflects the friendly, unique, and authentic feel of Bastrop.
 ✓ Researched, created, and produced 17 Event Action Plans detailing City Departmental responsibilities, assigned duties, safety standards, emergency response actions, contact information, and organizational details.

Special Events & Reservations

Performance Measures

Convention Center

				Goal	Actual	Goal
Objective	Performance Measure	FY 2017	FY 2018	FY 2019	FY2019	FY 2020
Increase Rental Revenue	Increase rental revenue by 15%.	\$110,699	\$122,244	N/A	*\$139,000	\$143.750
Increase Occupancy	Increase occupancy by 15%.					
		92	134	N/A	*160	184
Increase Catering Service Revenue	Increase catering service revenue by 40%.	* 0.404	\$7.055		****	
Maintain/Enhance Relationship with Visit Bastrop	Increase Visit Bastrop partnership by board engagement and brand awareness promotion. Attend 12 VB Board Meetings	\$6,194	\$7,355	<u>N/A</u>	*\$10,900	**\$56,500
	and 1 Annual Retreat.	*N/A	*N/A	N/A	*N/A	13

* Extrapolated from August through end of year **(included new package- client catering services)

Main Street

Objective	Performance Measure	FY 2017	FY 2018	Goal FY 2019	Actual FY2019	Goal FY 2020
Maintain the City of Bastrop Main Street Program Accreditation in both the State and National Main Street Associations.	Actively engaging and maintaining Main Street Accreditation status (17 Reports per year)	N/A	N/A	N/A	*17	17
Increase the Economic Vitality of the District by increasing private investment.	Reinvestment ratio (ratio of public and private investment)	\$.67	\$2.00	N/A	*\$2.48	\$2.20
Increase the Economic Vitality of the District by increasing efforts around Business Retention, Expansion and Relocation.	Number of new businesses oriented into Main Street District	N/A	N/A	N/A	*10	12

*Extrapolated from August through end of year

Multimedia

marchiloala						
Objective	Performance Measure	FY 2017	FY 2018	Goal FY 2019	Actual FY2019	Goal FY 2020
Social media reach and engagement are good indicators that the content that we share is both valuable and interesting to our audience.	We seek a 10% per post average increase year-to-year in the categories of reach across our social media platforms.	N/A	N/A	N/A	*2,351 Average per post	2,351 Average per post
Response rate is another very important social media measurement. Currently we have a 100% response rate. This means we respond to	We seek to keep this number at 100% and do our very best to keep the average response time under 5 hours.	N/A	N/A	N/A	*100%	100%

100% of the inquiries that come into our page.						
Open transparency and communication with the community is important to establish trust, morale, and citizen awareness.	Release a monthly newsletter and 2 accompanying public interest stories a month that feature the latest in city business, initiatives, and updates on projects.	N/A	N/A	N/A	*8 Issues	12 Issues
Open transparency and communication with the community is important to establish trust, morale, and citizen awareness.	Meetings that are subject to the Open Meeting Act will be filmed live, broadcast to the City PEG channel, and live streamed to the City Facebook page. Within 72 hours, these meetings will also be edited for sound and video clarity and posted to the City's Facebook page as well as linked to the City Website.	N/A	N/A	N/A	*100%	100%

* Extrapolated from August through end of year

Special Events & Reservations

Objective	Performance Measure	FY 2017	FY 2018	Goal FY 2019	Actual FY2019	Goal FY 2020
Rental Revenue from parks and pavilion rental not only allows a small revenue stream to help maintain our parks but also is a good indicator of park usage by the community.	Increase the number of park and pavilion rentals by 10%.	N/A	66	N/A	*66	71
Well-developed Event Action Plans are an important feature of ensuring an event is successful and efficient.	Have all Event Action Plan Packages published within 24 hours of the event.	N/A	N/A	N/A	*86%	100%
Efficiency in the ability to rental agreements to Convention Center clients increases client satisfaction.	Have all Convention Center rental agreements completed within 72 hours of submission	N/A	N/A	N/A	*96%	100%

* Extrapolated from August through end of year

FY 2020 Revenue Fund Summary



CITY OF BASTROP								
FUND	DEPART	TMENT		DIVISION				
501 HOTEL TAX FUND	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N			
	SUM	IMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
TAXES AND PENALTIES	\$2,844,404	\$2,736,000	\$2,830,300	\$2,830,500	\$2,830,500			
LICENSES AND PERMITS	\$400	\$2,000	\$1,930	\$2,000	\$2,000			
CHARGES FOR SERVICES	\$214,150	\$240,350	\$268,285	\$275,250	\$27 <mark>6,5</mark> 00			
INTEREST INCOME	\$53,623	\$44,500	\$70,000	\$65,000	\$65,000			
INTERGOVERNMENTAL	\$130,408	\$62,312	\$62,312	\$62,312	\$62,312			
MISCELLANEOUS	\$25,256	\$0	\$0	\$0	\$0			
TRANSFERS IN	\$0	\$266,084	\$252,584	\$238,994	\$238,994			
TRANFSERS IN	\$152,700	\$220,000	\$205,000	\$222,500	\$222,500			
TOTAL REVENUE	\$3,420,941	\$3,571,246	\$3,690,411	\$3,696,556	\$3,697,806			

Revenue Summary- Hotel Occupancy Tax Fund



CITY OF BASTROP								
FUND	DEPAR	TMENT		DIVISION				
501 HOTEL TAX FUND	80 ORGANI	ZATIONAL	00	NON-PROGRAM	М			
SUMMARY								
CATECODIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
CONTRACTUAL SERVICES	\$939,220	\$1,380,126	\$1,448,134	\$1,837,654	\$1,852,313			
OTHER CHARGES	\$50,122	\$28,000	\$25,000	\$25,000	\$25,000			
CONTINGENCY	\$0	\$300,957	\$0	\$107,465	\$0			
TRANSFERS OUT	\$966,222	\$516,186	\$516,186	\$521,916	\$545,688			
TOTAL EXPENDITURE	\$1,955,564	\$2,225,269	\$1,989,320	\$2,492,035	\$2,423,001			

Hotel Occupancy Fund - Organizational



CITY OF BASTROP									
FUND	DEPAR	TMENT		DIVISION					
501 HOTEL TAX FUND	83 MULT	I-MEDIA	00	NON-DIVISION	I				
	SL	JMMARY							
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$0	\$199,007	\$168,646	\$207,549	\$212,933				
SUPPLIES AND MATERIALS	\$0	\$900	\$2,400	\$5,150	\$5,113				
MAINTENANCE AND REPAIRS	\$0	\$7,748	\$6,748	\$7,650	\$8,233				
OCCUPANCY	\$0	\$5,680	\$5,680	\$6,115	\$6,115				
CONTRACTUAL SERVICES	\$0	\$13,750	\$12,000	\$12,500	\$13,500				
OTHER CHARGES	\$0	(\$47,178)	(\$39,878)	(\$65,252)	(\$65,252)				
TOTAL EXPENDITURES	\$0	\$179,907	\$155,596	\$173,712	\$180,642				
	PERSON	NEL SCHEDUL	E						

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
POSITION TITLE	2018	2019	2019	2020	2021		
CHIEF STORY TELLER		1.000	1.000	1.000	1.000		
DIGITAL MEDIA SPECIALIST		1.000	1.000	1.000	1.000		
DOWNTOWN & HOSPITALITY DIRECTOR		0.150	0.150	0.000	0.000		
ACM OF PUBLIC SAFETY & COMMUNITY SUPPORT		0.000	0.000	0.100	0.100		
TEMP ASST. CHIEF STORYTELLER		0.481	0.481	0.481	0.481		
TOTAL FTEs		2.631	2.631	2.581	2.581		

Hotel Occupancy Tax Fund – Multi-Media



CITY OF BASTROP								
FUND	DEPAR	TMENT		DIVISION				
501 HOTEL TAX FUND	84 SPECIAL E	EVENTS AND	0	0 NON-DIVISIO	N			
SUMMARY								
	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$0	<mark>\$53,93</mark> 7	\$53,087	\$61,906	\$64,593			
SUPPLIES AND MATERIALS	\$0	\$1,300	\$1,300	\$4,250	\$3,500			
OCCUPANCY	\$0	\$250	\$250	\$1,282	\$1,282			
CONTRACTUAL SERVICES	\$0	\$94,800	\$79,800	\$98,000	\$97,800			
OTHER CHARGES	\$0	\$16,800	\$15,000	\$15,000	\$15,000			
TOTAL EXPENDITURES	\$0	\$167,087	\$149,437	\$180,438	\$182,175			

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
ACM OF PUBLIC SAFETY & COMMUNITY SUPPORT		0.000	0.000	0.075	0.075			
DOWNTOWN & HOSPITALITY DIRECTOR		0.100	0.100	0.000	0.000			
RECREATION COORDINATOR		0.667	0.667	0.667	0.667			
TOTAL FTEs		0.767	0.767	0.742	0.742			

Hotel Occupancy Tax Fund – Special Events & Reservations



CITY OF BASTROP								
FUND 501 HOTEL TAX FUND	DEPARTMENT 85 HOSPITALITY AND		75.0	DIVISION ONVENTION CEN	ITER			
SUMMARY								
CATECODIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL	\$0	\$302,476	\$301,014	\$356,908	\$362,398			
SUPPLIES AND MATERIALS	\$O	\$44,000	\$35,036	\$52,500	\$71,000			
MAINTENANCE AND REPAIRS	\$0	\$42,650	\$36,550	\$49,350	\$47,350			
OCCUPANCY	\$O	\$58,698	\$61,500	\$62,838	\$63,838			
CONTRACTUAL SERVICES	\$O	\$195,730	\$184,980	\$186,130	\$158,264			
OTHER CHARGES	\$0	\$43,700	\$36,500	\$53,780	\$53,780			
TOTAL EXPENDITURES	\$0	\$687,254	\$655,580	\$761,506	\$756,630			

PERSONNEL SCHEDULE									
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
	2018	2019	2019	2020	2021				
ADMINISTRATIVE ASSISTANT	0.500	0.500	0.500	0.500	0.500				
CONVENTION CENTER DIRECTOR	1.000	1.000	1.000	1.000	1.000				
ACM OF PUBLIC SAFETY & COMMUNITY SUPPORT	0.000	0.000	0.000	0.075	0.075				
FACILITY ATTENDANT	2.000	2.000	2.000	2.000	2.000				
MAINTENANCE SUPERVISOR	1.000	1.000	1.000	1.000	1.000				
RECREATION COORDINATOR	0.333	0.333	0.333	0.333	0.333				
TOTAL FTEs	4.833	4.833	4.833	4.908	4.908				

Hospitality & Downtown – Convention Center



CITY OF BASTROP									
FUND	DEPAR	TMENT		DIVISION					
501 HOTEL TAX FUND	85 HOSPIT	ALITY AND	80 MA	IN STREET PROC	GRAM				
SUMMARY									
CATECODIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL	\$0	\$216,300	\$147,601	\$143,372	\$166,028				
SUPPLIES AND MATERIALS	\$0	\$9,100	\$8,585	\$11,900	\$11,150				
OCCUPANCY	\$0	\$2,300	\$1,500	\$1,800	\$1,800				
CONTRACTUAL SERVICES	\$0	\$14,000	\$14,000	\$16,450	\$26,450				
OTHER CHARGES	\$0	\$267,820	\$265,370	\$261,120	\$266,120				
CONTINGENCY	\$0	\$41,000	\$19,200	\$37,000	\$17,000				
TOTAL EXPENDITURES	\$0	\$550,520	\$456,256	\$471,642	\$488,548				

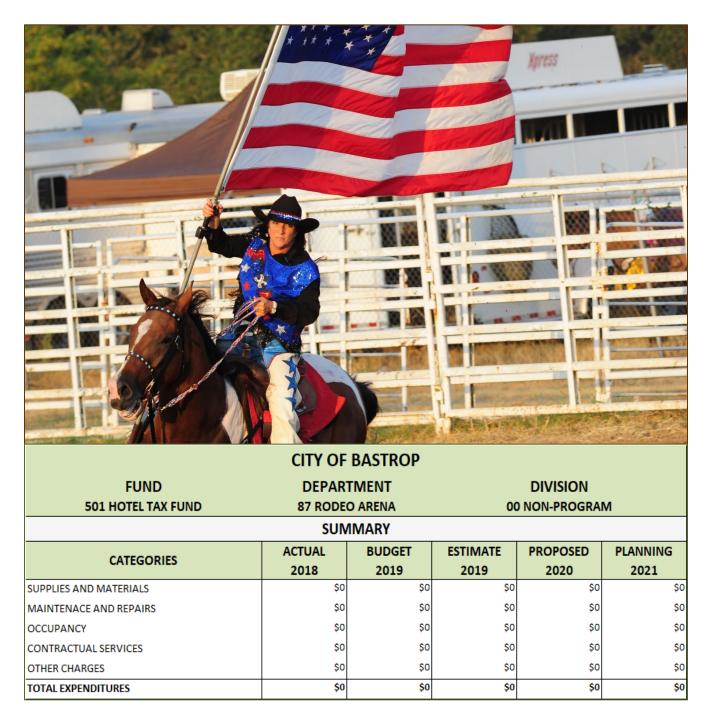
PERSONNEL SCHEDULE									
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
ADMINISTRATIVE ASSISTANT	2018 0.500	2019 0.500	2019 0.500	2020 0.500	2021 0.500				
DOWNTOWN & HOSPITALITY DIRECTOR	0.750	0.750	0.750	0.000	0.000				
ACM OF PUBLIC SAFETY & COMMUNITY SUPPORT	0.000	0.000	0.000	0.100	0.100				
MAIN STREET MANAGER	1.000	1.000	1.000	1.000	1.000				
TOTAL FTEs	2.250	2.250	2.250	1.600	1.600				

Hospitality & Downtown – Main Street Program



CITY OF BASTROP								
FUND	DEPAR	TMENT		DIVISION				
501 HOTEL TAX FUND	86 BASTROP A	RT IN PUBLIC	00	NON-PROGRA	М			
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
MAINTENACE AND REPAIRS	\$0	\$5,000	\$5,000	\$5,000	\$5,000			
CONTRACTUAL SERVICES	\$0	\$67,232	\$64,732	\$47,232	\$65,814			
OTHER CHARGES	\$0	\$23,920	\$23,850	\$22,500	\$46,420			
CONTINGENCY	\$0	\$50,000	\$0	\$50,000	\$50,000			
TOTAL EXPENDITURES	\$0	\$146,152	<mark>\$93,582</mark>	\$124,732	\$167,234			

Hotel Occupancy Tax Fund – BAIPP



Hotel Occupancy Tax Fund – Rodeo Arena



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Innovation Fund

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The Innovation Fund is funded from excess fund balance from the General Fund and Bastrop Power & Light, representing one-time sources of revenue used to increase the efficiency and effectiveness of operations.





Innovation Fund Summary



Fund Description

The Innovation Fund is funded from excess fund balance from the General Fund and Bastrop Power & Light, representing one-time sources of revenue used to increase the efficiency and effectiveness of operations.



CITY OF BASTROP

FUND 105 INNOVATION FUND	DEPARTMENT 00 NON-DEPARTMENT					
SUMMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
	2018	2019	2019	2020	2021	
INTEREST INCOME	\$5,070	\$10,000	\$24,500	\$24,500	\$5,000	
OTHER SOURCES	\$186,916	\$300,000	\$465,000	\$30,000	\$O	
OTHER REVENUE	\$136,293	\$O	\$66,944	\$O	\$0	
TRANSFER IN	\$1,256,500	\$453,825	\$453,825	\$22,500	\$0	
TOTAL REVENUE	\$1,584,779	\$763,825	\$1,010,269	\$77,000	\$5,000	
SUPPLIES AND MATERIALS	\$3,604	\$101,400	\$14,186	\$0	\$0	
MAINTENANCE AND REPAIRS	\$5 34	\$15,575	\$11,495	\$60,000	\$0	
CONTRACTUAL SERVICES	\$161,119	\$1,003,604	\$793,113	\$63,000	\$O	
CAPITAL OUTLAY	\$213,427	\$756,160	\$400,896	\$510,400	\$O	
DEBT SERVICE	\$42,002	\$42,002	\$42,002	\$143,668	\$143,668	
TRANSFERS OUT	\$224,616	\$276,500	\$276,500	\$198,991	\$0	
TOTAL EXPENDITURES	\$645,302	\$2,195,242	\$1,538,192	\$976,059	\$143,668	

Innovation Fund Reconciliation

Proposed Expenditure	FY 2019 Budget	FY 2019 Projection	FY 2020 Proposed Budget	FY 2021 Proposed Budget	Explanation
Beginning Fund Bal	\$1,431,417	\$1,426,982	\$899,059	\$0	
Total Revenue	\$763,825	\$1,010,269	\$77,000	\$5,000	
RMS System for PD & Court		\$(16,705)			Received credit from this project budgeted in FY 2018
Loan Payment- BP&L	\$42,000	\$42,002	\$42,002	\$42,002	Year 3 of 5 – Payment for purchase of Tyler Technology RMS/CAD System
Loan Payment- BP&L			\$101,666	\$101,666	Year 1 of 5 – Payment for loan to remodel City Hall.
State Park Trail	\$166,679	\$59,899			Projection only includes the balance of Engineering Contract for design. Balance available for re-allocation.
Server Replacements	\$37,500	\$37,500			Completed.
Parking Delgado Park	\$60,000	\$56,696			Completed.
Fire Dept. Staff PT	\$82,000	\$82,000			\$131,040 Total; \$49,000 pd. By General Fund, \$82,000 Innovation Fund. FY2020 – Moved to General Fund.
Mowing Contract	\$157,000	\$157,000			Year 2 of Contract – Moved to Hotel Occupancy Tax Fund.
CART Funding	\$20,000	\$20,000	\$20,000		Continued Support of CART.
VoteLynx System		\$13,000			VoteLynx System was not user- friendly. Will search for alternative.
Professional Services	\$155,000	\$155,915			2D Drainage Study, Drainage Code Review, Fire Inspection Services. – Completed.
New Website			\$30,000		New website – cost shared by all funds
Grant Match	\$40,000	\$28,800			Match for all drainage grant design phase only. Complete
Code Update – Phase 1 (Codes /Public Engagement)	\$310,500	\$365,109			Phase I code update, public engagement and Main St. Pop- up event. Complete
Code Update – Phase 2	\$153,825	\$110,825	\$43,000		Design Manuals, Update to 2018 International Building / Fire Codes, New Forms & Staff Training

Innovation Fund Reconciliation – Page 2

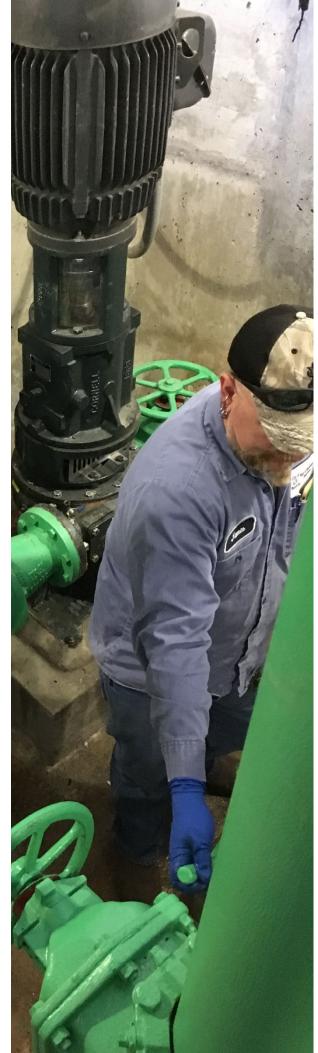
Proposed Expenditure	FY 2019 Budget	FY 2019 Projection	FY 2020 Proposed Budget	FY 2021 Proposed Budget	FY 2019 Explanation
Fiscal Impact Analysis Model	\$50,000	\$35,000			Fiscal Impact Analysis to determine fiscal sustainability of future development. \$15,000 paid out of General Fund in FY 2018. Complete
Fire Feasibility Study	\$75,000				These funds were reallocated to the Building Bastrop project
Public Relations	\$20,000	\$20,000			Used for Building Bastrop Public Relations assistance.
Skate Park Phase 1	\$250,000	\$39,600	\$210,400		Construction of Phase 1 of Skate Park. Scheduled to complete Fall of 2019.
City Hall/Studio Remodel	\$300,000	\$165,000	\$300,000		Remodel of City Hall & Studio. A Budget Amendment was taken to increase the budget amount. Scheduled to complete fall 2019.
GovSpend License	\$7,500				Used to fund additional Laser fiche licenses
Storage Appliance for City Hall	\$64,160	\$64,160			Current 12 TB of storage is inadequate, which significantly slows processing speed of server and creates organization- wide inefficiencies. Increasing storage of 48 TB Completed
Replacement Computers	\$10,000	9,897			FY 2019 Computer Replacement Schedule – Completed.
Replacement Zero Turn Mower	\$10,000	\$8,799			Replacement of Worn-out equipment – Completed.
Chicken Capture / Relocate – FY 2019	\$12,600	\$1,270			Continuation of relocation of chickens / roosters from Downtown.
Replace SCBA Bottles	\$16,400				The decision was made to go with new SCBA packs which would require more funds. Held off on this purchase until the new packs are purchased.

Innovation Fund Reconciliation – Page 3

Proposed Expenditure	FY 2019 Budget	FY 2019 Projection	FY 2020 Proposed	FY 2021 Proposed	FY 2019 Explanation
			Budget	Budget	
Makers Space	\$4,000				Furniture specific to Makers
Furniture					Space equipment & space. – Is
					being re-appropriated from other Library funds.
Bob Bryant	\$11,000	\$10,248			Life-safety. Completed.
Replacement Slides					
SCBA Refurbishment	\$71,000				This amount was for refurbishing the packs we currently have which would only give us 2 more years of service. New packets will be good for 15 years and are compatible with ESD 2 during mutual aid calls. New packs will require additional funding.
Trailer	\$7,000	\$4,290			Replacement trailer in Public Works. – Completed.
Radios	\$11,000	\$11,000			Equipment needed for Emergency Management. – Completed.
Computer Reservation System	\$4,175				This was corrected to be for the Library - Is being re-appropriated from other Library funds.
New Utility Vehicle	\$8,000	\$12,663			Park Maintenance – Completed.
New Maintenance Truck	\$35,000	\$32,729			Public Works – Replacement Vehicle – Completed.
LaserFiche – Additional Licenses	\$3,903	\$11,495			Additional licenses needed forRecordsManagementorganization wide. – Completed.
New Permit Software	-	-	\$30,000		New permit tracking software to ensure compliance with HB 3167.
Transfer to General			\$198,991		The available fund balance in this
Fund to meet 25%					fund was being combined with
Requirement					General fund to meet the 25%
					requirement. Moving the balance
					back to General fund reduces confusion as to funds available.
TOTAL	¢0 105 040	¢1 529 400	¢076.050	¢142.660	
	\$2,195,242	\$1,538,192	\$976,059	\$143,668	
Ending Fund Bal	\$ 0	\$899,059	\$0	(\$138,668)	



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ater/Wastewater Fun



Water/Wastewater Fund

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Protection of the public's health is the most essential functions of the Water and Wastewater Department.



Water/Wastewater Fund Summary

		Wa	ter			und Summa	ry					
				5 YEAR	PL	AN						
		BUDGET		PROJECTED		PROPOSED		PROPOSED		PROPOSED		PROPOSED
		FY-19		FY-19		FY-20		FY-21		FY-22		FY-23
BEGINNING BALANCE	Ś	2,220,508	Ś	1,733,347	ć	1,843,954	ć	1,880,779	ć	2,452,303	ć	2,565,438
REVENUES:	Ų	2,220,308	Ļ	1,733,347	Ç	1,043,334	Ŷ	1,000,779	ç	2,432,303	ç	2,505,450
WATER												
Water Service	\$	3,103,730	\$	3,013,137	¢	3,176,945	¢	3,282,685	¢	3,343,593	¢	3,405,853
Water Service Fees	\$		\$	19,410			\$		\$	20,604		21,016
Penalties	Ś		ş Ş	38,300		39,500			ş Ş	41,412		42,240
	ş Ş	,	ş Ş		ş Ş			40,000				
Water Tap Fees						40,000				23,850		23,850
Interest	\$,	\$		\$	25,200		26,400		26,928	\$	27,467
Other	\$		\$	5,500	\$		\$		\$	7,500	\$	7,500
WATER TOTAL	\$	3,229,730	\$	3,109,647	\$	3,307,945	Ş	3,416,385	\$	3,463,887	\$	3,527,926
WASTEWATER					_				_			
Sewer Service	\$	2,280,660	\$	2,228,440	\$	2,702,819	\$	3,282,608	\$	3,763,937	\$	4,419,408
Sewer Tap Fees*	\$	10,000	\$	5,000	\$	10,000	\$	10,000	\$	12,000	\$	12,000
Penalties	\$	25,500	\$	25,000	\$	25,500	\$	26,010	\$	26,530	\$	27,061
Wholesale Sewer Contracts	\$	148,000	\$	146,000	\$	148,000	\$	150,000	\$	153,000	\$	156,060
Interest	\$	12,800	\$	16,200	\$	16,800	\$	17,600	\$	17,952	\$	18,311
Other	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500
WASTEWATER TOTAL	\$	2,477,460	\$	2,421,140	\$	2,903,619	\$	3,486,718	\$	3,973,919	\$	4,633,340
TOTAL REVENUES	\$	5,707,190	\$	5,530,787	\$	6,211,564	\$	6,903,103	\$	7,437,806	\$	8,161,266
TOTAL RESOURCES	\$	7,927,698	\$	7,264,134	\$	8,055,518	\$	8,783,882	\$	9,890,109	\$	10,726,704
EXPENDITURES:												
Administration	\$	1,107,195	\$	1,114,947	\$	1,264,918	\$	1,222,019	\$	1,317,219	\$	1,354,258
Distribution/ Collection/ Liftstation	\$	758,758	\$	742,000	\$	815,815	\$	801,972	\$	878,855	\$	903,319
Production/ Treatment	\$	1,152,183	\$	949,955	\$	971,774	\$	1,058,229	\$	1,032,467	\$	1,060,152
Wastewater Treatment Plant	\$	905,283	\$	729,713	\$	786,539	\$	798,116	\$	841,211	\$	863,601
(1) Debt Service Transfer	\$	1,641,565	\$	1,641,565	\$	1,303,193	\$	2,326,243	\$	2,629,919	\$	3,052,911
Capital replacement Reserve	\$	125,000	Ś	125,000	Ś	125,000	Ś	125,000	Ś	125,000	Ś	125,000
TOTAL EXPENDITURES	\$	5,689,984	\$	5,303,180	\$	5,267,239	\$	6,331,579	\$	6,824,671	\$	7,359,241
NET INCOME (LOSS)	\$	17,206	\$	227,607	\$	944,325	\$	571,524	\$	613,135	\$	802,024
ENDING FUND BALANCE Fund Balance % of Operating Expense	\$	2,237,714 <i>39%</i>	\$	1,960,954	\$	2,788,279 53%	\$	2,452,303 <i>39%</i>	\$	3,065,438 <i>45%</i>	\$	3,367,462 46%
Transfer to VERF - New Trucks	\$	117,000	\$	117,000	\$	-						
Other Capital Projects	\$	15,000		-								
Total Capital Projects	\$	132,000		117,000	\$	-	\$	-	\$	-	\$	
und Balance after One-time Expenses	\$	2,105,714		1,843,954		2,788,279	\$	2,452,303	\$	3,065,438	\$	3,367,462
und Balance %		37%		35%		53%		39%		45%		465
Transfer to Innovation Fund	\$	-	\$	-	\$	7,500						
Transfer to W/WW Capital Fund	\$	-	\$	-	\$	900,000			\$	500,000		
Reserve Requirement 35%	\$	1,991,494		1,856,113		1,843,534	\$	2,216,053		2,388,635	\$	2,575,73
ENDING FUND BAL AFTER TRANSFERS	\$	2,105,714		1,843,954		1,880,779		2,452,303		2,565,438		3,367,462

Water/Wastewater Fund Summary

Utility System Overview

On March 24, 2018, Council held a five (5)-hour Special Work Session to discuss current conditions and reached consensus on a plan of action. Consensus was reached to construct a new consolidated Wastewater Treatment Plant on the City's 26-acre site on Market 304 and a consolidated Water Treatment Plant at XS Ranch. Since that time



several of the projects to reach those broad goals have been completed or are underway. The Wastewater plant will be submitted the Texas Commission on Environmental Quality (TCEQ) by the end of September 2019 in order to award a contract for construction by July 2020. Additionally, the preliminary design technical memorandum for the water treatment plant will be completed and presented to City Council in November of 2019 bringing us one step closer to building the plant located at XS Ranch.

Water/Wastewater Rates

Proposed Wastewater Rate Increase

Knowing that a significant rate increase will be required to cover debt payments for the wastewater treatment plant by FY 2021, when the plant is expected to go on-line, Council determined that the expected rate increase should be spread over the three (3) years. Therefore, the minimum charge for wastewater will be \$41.97 per month, an increase of \$5.00 per month, effective January 1, 2020. This increase is expected to generate an additional \$163,215 in revenue this budget.

Rate Modeling

During FY 2019, the City contracted to have a rate model created to help forecast rates based on growth projections, capital costs and debt requirements. This model is complete and being used to forecast projected revenue and expenditures. The model allows staff to plug in rate increases as needed to meet the debt coverage requirements. This model will be updated several times during the year to confirm or change the projections moving forward.

Sale of Revenue Bonds in FY 2020

Prior to FY 2019, all debt issued for water and wastewater facilities has been Certificates of Obligations (C.O.'s). Payments for these C.O.'s have been made from the Water/Wastewater Fund. However, given the length of the useful life of both the water and wastewater treatment facilities and the difference in coverage areas included in the Certificate of Convenience and Necessity (CCN), it is prudent to issue revenue bonds to fund the debt of

both facilities. In FY 2019, \$1.9 million in Revenue bonds were sold to fund capital needs. These bonds were rated AA- by Standard & Poor, which is an excellent rating for a first-time sale given our size. Staff anticipates that there will be a need to sell additional revenue bonds in FY 2020 to cover the costs of construction for the wastewater plant. However, there are some available funds in the Water and Wastewater Capital Fund to start the construction prior to the bond sale.

Steel Tariff – 25% Increase in Price

On March 8, 2018, President Trump signed an order to place a 25% tariff on steel imports. China is reducing its steel production by 20%, which is approximately 165 million tons by 2020. This has caused demand to outweigh supply for the first time in over a decade, causing a sharp rise in steel prices that could last at least through 2021. Raw steel is used in the construction of numerous different building components including reinforcing steel in structural concrete, structural steel framing, and miscellaneous metal framing and supports. Until domestic production of steel can ramp up, it is likely that prices will continue to increase.

Given the uncertainty of steel prices in our future, we can expect to see significant increases in bid prices. Preliminary costs estimates received from KSA Engineering already reflect a sharp increase in the cost of construction of the wastewater treatment plant. Proposed costs for both water and wastewater treatment plants are covered in the Capital Improvement Program (CIP) section of this budget.

Utility System Improvements

Water System Improvements

Water System – Willow Plant

Staff conducted an operational assessment on the Willow Plant in FY 2018. There are five (5) alluvial wells on the Colorado River that serve the Willow Plant. The Colorado River has numerous water sources upstream that vary daily due to agricultural and effluent discharges. Different pH levels can change dramatically daily, making treatment challenging.

filtration to treat quality and aesthetics. The plant requires a scrubber to treat methane. The water source has iron manganese, which requires a high chlorine demand.

Water System "Game Changer"

The operational assessment concluded that existing water sources are challenging and have high maintenance costs depending upon season, river depth, and water demands. Peak summer demand

All five alluvial (5) wells are permitted 5,796,000 for gallons per day. However, given the challenges with alluvial wells and the production capabilities of the

BASTROP COMPREHENSIVE PLAN 2036 - GOAL 2.2: Ensure long-term water system capacity for existing customers, while accommodating incremental growth and development.

pumps, Willow Plant can only produce 2,872,800 gallons per day, which is roughly 50% of permit, running the plant 24 hours a day. To ensure maximum functionality of the pumps, they are run 18 hours per day, which reduces the capacity even further.

In addition to being extremely inefficient, the water is considered corrosive prior to treatment. Iron bacteria grows, which can reduce flow, which requires an acid wash to fix at \$150,000 per treatment. The screens used to filter water can become clogged as well.

Water System – Bob Bryant Park Plant

An operational assessment was also conducted on the Bob Bryant Park Plant in FY 2018, which has two (2) wells. One (1) well is alluvial and the other well is a deep well in the Simsboro Aquifer. This plant requires both wells to be blended at a 50/50 ratio due to a high level of dissolved solids. This process is not efficient and expensive to maintain. Because the treatment process requires blending, it limits pumping because the blending source dictates the amount available to pump. The plant was never set up with appropriate treatment, which includes peak daily demand. There are options improvement.

In FY 2018, City Council authorized the purchase of an

is very close to the

system's maximum

NO

for

additional 3,000-acre feet of water in the Simsboro Aquifer, which was completed in FY 2019. Combined with the 3,000-acre feet already purchased and the 1,613 acre feet in the Simsboro Aquifer used in Bob Bryant Park Plant, the City now owns 7,613 acre feet of water in the Simsboro Aquifer, providing future combined water availability of 6.8 million gallons per day pumping capacity.

Engineer estimates suggest that a consolidated water treatment plant can be built at XS Ranch for the same water rate or with a minimum increase to provide a long-term water system and improve water quality and aesthetics. Therefore, Council has authorized the building of a new water treatment plant at XS Ranch to improve water quality and ability to meet future water demands. The preliminary findings show the water quality to be far superior to the original test wells at XS Ranch. That being said the water plant will be built to be scalable and flexible as possible. As the well field expands in the future, it is important that the plant is nimble enough to combat changes in water quality.

Strategic Partnership with Aqua Water Supply Corporation

Our strategic partnership with Aqua, approved in FY 2019, provides a long-term opportunity to expand our Water Certificate of Convenience & Necessity (CCN) to match our Wastewater CCN through a long-term wholesale water agreement. In addition, it provides the City with immediate water supply redundancy that we currently do not have and helps manage peak demand until a new plant can be built.

With the agreement finalized and three emergency connections to Aqua, staff has mitigated some risk. However, with a wholesale connection point planned to be at the intersection of S.H. 20 and Hwy 71, it will ensure the long-term redundancy needed to protect our customers.

Water System Maintenance

One of the most important ways to meet Goal 2.2 of the City's Comprehensive Plan is to maintain the water system to industry standards. In FY 2019, staff executed a ten (10) year replacement schedule for all water system elements, as noted in Water System Facts.

There were 1272 valves exercised, 601 fire hydrants maintenance and approximately 3,424 customers

Wastewater System Improvements

Wastewater Treatment Plant #1 & #2

Wastewater Treatment Plant (WWTP) #1 and #2 are in a state of disrepair and are operating beyond their useful life. WWTP #2 is a pre-manufactured system, purchased from the City of Austin for \$1 in the mid-1980's. A study by Texas Tank Services, conducted in December 2017, suggests localized metal loss in the tank wall exceeds 70% at each of the five (5) levels investigated. Metal loss at one (1) measurement location, approximately five (5) feet above the base, measured at 87%. The losses were computed using estimated plate thicknesses for the original tank as no record drawings are available. served this year. As the system continues to grow, maintenance needs will increase for several years to come. However, as changes are made and the new plant and system component are replaced within the system, it will only become more efficient.

	Water System Facts
٠	70 miles of water mains
•	8 high service pumps and motors
•	10 filter canisters housing 8 filters each
•	Methane stripper with 2
	transfer pumps and motors
•	601 fire hydrants
•	Maintain 3433 meters
•	7 water wells
•	9 system pressure release valves
•	8 turbidity meters to monitor the canisters
•	6 water storage facilities
	totaling 2.76 million gallons of capacity
•	1272 main line water valves
•	Serve 3424 customers

If a safety factor of 2.0 was used in the original construction, as is common for tank design, many areas currently have a safety factor of less than 1.0 based on the December 2017 assessment. A safety factor of less than 1.0 indicates a significant and immediate deficiency in the structural integrity of the With so much of the wall thickness tank. compromised, in-service rehabilitation involving adding new plates is not a prudent approach. Welding temporarily reduces the steel strength at the weld site, so the process of attaching the supplemental plates could initiate a failure. Over the next several years, significant capital projects would be required to rehabilitate the equipment and structures at WWTP #1 and WWTP #2, if these plants were to remain operational.

TCEQ Rules on Wastewater Treatment Capacity

TAC Title 30. Environmental Quality Part 1. TECQ Chapter 305. Consolidated Permits Subchapter F. Permit Characteristics and Conditions. Section 305.126 (a): At 75% of daily average flow for three (3) consecutive months, start designing. At 90% of the daily average flow for three (3) consecutive months, a new plant must be permitted to be built.

Wastewater Treatment Plant #3 (WWTP #3)

The City has a TCEQ permit to build a new plant under 317 rule, which expires September 1, 2019. Our application for a three (3) year extension is currently under review by TCEQ and should be approved by the end of September 2019. TCEQ issued new rule 217 in August 2008 requiring more stringent quality of water discharge. The plans for The City currently processes 1,011,200 gallons per day, which is 75% of 1.4 million gallons per day (MGD). At 75%, the trigger to design a new plant, which is under design. At 90%, the trigger to permit the construction of a new plant. Construction is scheduled to start on the new plant in July 2020. The City will reach its current service unit credit (SUEs) allocation by 2021, based on anticipated growth, not including West Bastrop Village.

Wastewater Treatment and Ancillary Components

Realizing the cost of the new wastewater treatment plant will be a large purchase for the current customers, staff realizes the need to be able to grow. With that in mind, all design decisions incorporated into WWTP #3 ensure the plant and its components are scalable and ready to grow when the demand is present.

> A standardized wholesale wastewater agreement has been developed and will bring the City one step closer to meeting the City Council's goal of fiscal responsibility and sustainability.

BASTROP COMPREHENSIVE PLAN 2036 – GOAL 2.5: Enhance wastewater system efficiency.

Wastewater Treatment Plant #3 are on schedule and will be let for construction in FY 2020.

Wastewater System Maintenance

One of the most important ways to meet Goal 2.2 of the City's Comprehensive Plan is to maintain the system to industry standards. In FY 2018, staff developed a ten (10) year replacement schedule for all wastewater system elements, as noted in Wastewater System Facts.

Additional funding has been appropriated for annual maintenance in this budget for everything but wastewater line rehabilitation. All wastewater lines associated with failed streets will be cameraed by next year and scheduled for replacement as streets are rehabilitated as well.

Processes have been created to ensure that daily operational schedules now include required system annual maintenance. System maintenance will be scheduled throughout the year to ensure all required maintenance is conducted annually prior to yearend.

Wastewater System Facts

- 2 Wastewater Treatment Plants, WWTP #1 & #2
- 57 miles of wastewater collection lines
- 8 miles of force main lines
- 19 lift stations
- 650 manholes
- Has 2 meters (WCID and By the Way RV Park)
- 7 water wells
- Serve 3038 customers

Department Description

Water/Wastewater Fund is utilized to account for the financial activities related to the provision of water and wastewater services to residents in the City's service territory. The City's Water and Wastewater divisions are separated into four (4) subcategories: Water Distribution, Wastewater Collection, Wastewater Treatment, and Water Treatment. Water distribution is provided through 70 miles of water main. It provides clean water to approximately 3,433-meter connections. The system pressure helps lower cost of insurance by providing adequate fire flow at one of 601 fire hydrants. Wastewater collection conveys the wastewater leaving our homes and businesses to a wastewater treatment plant through approximately 57 miles of sewer main lines. Wastewater treatment is vital to maintaining a safe and clean drinking water source and protection of our river's ecosystem.

Organizational Chart



Goals and Objectives for FY 2020

- Provide maintenance on 70 miles of water mains, 57 miles of wastewater lines, 658 manholes, 6 alluvial wells, 1 deep well, 19 lift stations, 3433-meter connections from ³/₄" to 10", and 601 fire hydrants.
- Provide safe drinking water.
- •Conserve the City's water source.
- •Collect and treat approximately 1 million gallons of wastewater per day.
- Maintain a 98% compliance with TCEQ required drinking water standards annually.
- Maintain accuracy of well entry point meters at 97% annually.
- •Maintain 3%-meter accuracy between gallons of water produced and gallons of water distributed.
- Maintain a 98% compliance rate with TCEQ required effluent discharge quality standards annually.
- Track reliability and response time to work orders for water leaks, after hours call outs and sewer stoppages.
- Ensure Wastewater Treatment Plant is under construction by end of FY 2019.

Recent Accomplishments for FY 2019

✓Installed generators at Gills Branch and Central lift stations

✓ Continued to provide logistical support for 50+ special events.

- ✓ Started design of a new wastewater treatment plant.
- ✓ Started design of a new water treatment plant.

✓ Completed year 1 comprehensive list and maintenance schedules for equipment at Water & Wastewater Treatment Facilities and Lift Stations.

✓ Began process to camera City sewer lines based on streets requiring rehabilitation per Pavement Condition Index Report.

- ✓ Toilets continued to flush.
- ✓ Water continued to run.

✓ Completed Smoke Testing Schedule for FY 2019 by testing 90,200 feet (17.08 miles) of sewer main using 244 employee-hours at a cost of \$0.13 per foot. Found and repaired 60 defects.

Water/Wastewater Fund Summary

FY 2020 Revenue Fund Summary



CITY OF BASTROP								
FUND	DEPAR	IMENT	DIVISION					
202 WATER/WASTEWWATER FUND	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N			
SUMMARY								
CATECODIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
WATER REVENUES	\$3,050,636	\$3,203,030	\$3,079,847	\$3,276,245	\$3,383,485			
WASTEWATER REVENUES	\$2,049,952	\$2,464,660	\$2,404,940	\$2,886,819	\$3,469,118			
INTEREST INCOME	\$71,894	\$32,000	\$40,500	\$42,000	\$44,000			
MISCELLANEOUS	\$6,785	\$7,500	\$5,500	\$6,500	\$6,500			
OTHER SOURCES	\$9,028	\$0	\$0	\$0	\$ 0			
TOTAL REVENUE	\$5,188,295	\$5,707,190	\$5 <mark>,</mark> 530,787	\$6,211,564	\$6,903,103			

Revenue Summary- Water/Wastewater Fund



CITY OF BASTROP								
FUND	DEPART							
202 WATER/WASTEWWATER FUND	35 WATER/W	ASTEWATER	10	ADMINISTRATIO	DN			
	SUM	IMARY						
CATECODIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
PERSONNEL COSTS	\$193,070	\$307,460	\$323,649	\$415,277	\$424,402			
SUPPLIES AND MATERIALS	\$23,158	\$22,660	\$19,516	\$29,410	\$28,050			
MAINTENANCE AND REPAIRS	\$4,254	\$10,430	\$7,805	\$10,430	\$8,930			
OCCUPANCY	\$15,652	\$16,032	\$14,058	\$16,032	\$16,032			
CONTRACTUAL SERVICES	\$748,832	\$679,392	\$729,130	\$742,549	\$721,385			
OTHER CHARGES	\$34,780	\$41,220	\$20,789	\$41,220	\$23,220			
CONTINGENCY	\$0	\$10,000	\$0	\$10,000	\$0			
TRANSFERS OUT	\$4,169,181	\$1,883,565	\$1,883,565	\$2,335,693	\$2,451,243			
TOTAL EXPENDITURES	\$5,188,927	\$2,970,759	\$2,998,512	\$3,600,611	\$3,673,262			

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
	2018	2019	2019	2020	2021		
ASSISTANT PW DIRECTOR	0.500	0.500	0.500	0.500	0.500		
CITY ENGINEER (50%)	0.500	0.500	0.500	0.500	0.500		
DIR OF PW/UTIL/LEISURE SERVICES	0.500	0.500	0.500	0.500	0.500		
PW TECHNICIAN	0.000	0.250	0.250	0.250	0.250		
SPECIAL PROGRAMS COORD.	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	2.500	2.750	2.750	2.750	2.750		

Water/Wastewater Fund - Administration



CITY OF BASTROP									
FUND 202 WATER/WASTEWWATER FUND	DEPAR 35 WATER/W		41 W/W	DIVISION	OLLECT				
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$431,028	\$457,525	\$477,041	\$465,767	\$478,143				
SUPPLIES AND MATERIALS	\$64,107	\$66,382	\$68,014	\$96,263	\$73,262				
MAINTENANCE AND REPAIRS	\$133,903	\$168,885	\$132,201	\$150,499	\$168,885				
CONTRACTUAL SERVICES	\$56,919	\$61,467	\$60,493	\$98,251	\$77,182				
OTHER CHARGES	\$1,922	\$4,500	\$4,251	\$5,036	\$4,500				
CAPITAL OUTLAY	\$14,095	\$ 0	\$0	\$ 0	\$0				
TOTAL EXPENDITTURES	\$701,974	\$758,759	\$742,000	\$815,815	\$801,972				

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
POSITION TITLE	2018	2019	2019	2020	2021			
FOREMAN	1.000	1.000	1.000	1.000	1.000			
UTILITY FIELD SUPERINTENDENT	0.250	0.000	0.000	0.000	0.000			
W/WW SYSTEMS TECH	6.000	6.000	6.000	6.000	6.000			
W/WW SYSTEMS TECH CREW LEADER	1.000	1.000	1.000	1.000	1.000			
TOTAL FTEs	8.250	8.000	8.000	8.000	8.000			

Water/Wastewater Fund – Distribution & Collections



CITY OF BASTROP									
FUND	DEPARTMENT DIVISION								
202 WATER/WASTEWWATER FUND	35 WATER/W	ASTEWATER	43 WAT	R PRODUCTION	I/TREAT				
SUMMARY									
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING				
CATEGORIES	2018	2019	2019	2020	2021				
PERSONNEL COSTS	\$241,305	\$282,708	\$122,674	\$277,529	\$287,203				
SUPPLIES AND MATERIALS	\$77,273	\$82,626	\$70,305	\$82,286	\$83,750				
MAINTENANCE AND REPAIRS	\$254,027	\$366,014	\$453,697	\$273,900	\$265,233				
OCCUPANCY	\$89,756	\$130,000	\$131,964	\$141,000	\$220,000				
CONTRACTUAL SERVICES	\$180,981	\$179,555	\$168,723	\$191,377	\$196,361				
OTHER CHARGES	\$2,786	\$5,680	\$2,592	\$5,682	\$5,682				
TOTAL EXPEDITURES	\$846,128	\$1,046,583	\$949,955	\$971,774	\$1,058,229				

PERSONNEL SCHEDULE								
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
POSITION TITLE	2018	2019	2019	2020	2021			
CHIEF PLANT OPERATOR	0.500	0.500	0.500	0.500	0.500			
W/WW PLANT OPERATOR	1.000	1.000	1.000	1.000	1.000			
W/WW SUPERINTENDENT	0.500	0.500	0.500	0.500	0.500			
WWW OPERATOR C	2.000	2.000	2.000	2.000	2.000			
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000			

Water/Wastewater Fund – Water Production/Treatment



CITY OF BASTROP

FUND 202 WATER/WASTEWWATER FUND	DEPAR 35 WATER/W		46 W	DIVISION W TREATMENT F	PLANT
	SUN	IMARY			
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
CATEGORIES	2018	2019	2019	2020	2021
PERSONNEL COSTS	\$237,641	\$280,428	\$182,492	\$273,927	\$284,202
SUPPLIES AND MATERIALS	\$39,886	\$38,910	\$36,756	\$40,118	\$38,919
MAINTENANCE AND REPAIRS	\$238,344	\$331,465	\$268,855	\$218,014	\$216,500
OCCUPANCY	\$190,834	\$167,548	\$160,256	\$167,548	\$167,548
CONTRACTUAL SERVICES	\$86,020	\$81,252	\$77,757	\$81,252	\$85,267
OTHER CHARGES	\$1,202	\$5,680	\$3,597	\$5,680	\$5,680
CAPITAL OUTLAY	\$8,217	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$802,144	\$905,283	\$729,713	\$786,539	\$798,116

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
POSITION TITLE	2018	2019	2019	2020	2021		
CHIEF PLANT OPERATOR	0.500	0.500	0.500	0.500	0.500		
W/WW PLANT OPERATOR	1.000	1.000	1.000	1.000	1.000		
W/WW SUPERINTENDENT	0.500	0.500	0.500	0.500	0.500		
WWW OPERATOR B	1.000	1.000	1.000	1.000	1.000		
WWW PLANT OPERATOR	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	4.000	4.000	4.000	4.000	4.000		

Water/Wastewater Fund – Treatment Plant



	CITY OF	BASTROP					
FUND	DEPAR	TMENT	DIVISION				
250 CIP W/WW UTILITY FUND	00 NO	N-DEPT		00 NON-DIV			
	SUN	IMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
INTEREST INCOME	\$ 0	\$30,000	\$55,000	\$45,000	\$5,000		
TRANSFERS IN	\$2,725,000	\$125,000	\$125,000	\$3,025,000	\$125,000		
TOTAL REVENUE	\$2,725,000	\$155,000	\$180,000	\$3,070,000	\$130,000		
CAPITAL OUTLAY	\$ 0	\$2,400,000	\$1,607,105	\$2,300,400	\$200,000		
TRANSFERS OUT	\$0	\$0	\$0	\$0	\$0		
TOTAL WATER CIP EXPENDITURES	\$ 0	\$2,400,000	\$1,607,105	\$2,300,400	\$200,000		
CAPITAL OUTLAY	\$0	\$182,500	\$169,292	\$1,850,000	\$0		
TOTAL WASTEWATER CIP EXPENDITURES	\$0	\$182,500	\$169,292	\$1,850,000	\$0		

Water/Wastewater Fund – Capital Improvement Program



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Improvement Project. Blita 240



Capital Improvement Projects

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Wastewater Summary & Projects	268



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The Capital Improvement Program (CIP) Budget is a separate budget from the Operating Budget. Items included in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City's assets.





Capital Improvement Project (CIP) Fund Summary

Capital Improvement Program (CIP) Fund Summary

All water, wastewater, drainage, and transportation projects in this CIP Program are considered essential. Given current conditions and existing inefficiencies of infrastructure, Council has clearly stated that providing funding to meet the fiscal stewardship and maintenance responsibilities of the City's assets is a policy decision. Not completing any of these projects is not considered an option. There are two (2) quality of life projects included in this CIP due to awarded grant funding and previous Council commitments made to the community.



The CIP Program is well underway and multiple projects are in an advanced stage of design or ready to let for construction. Council and Staff build multiyear maintenance plans for all City infrastructure, it is important that the asset meets or exceeds it's the

useful life of the asset. Many of the projects in this multi-year CIP are simply essential to providing everyday services to the public and are the foundation of which cities are built. The Water, Wastewater, Transportation and Drainage projects are strategically planned to provide services to our city for the 100 years.

There are five (5) sections in this year's CIP. Those sections include (1) Drainage, (2) Quality of Life, (3) Transportation, (4) Water, and (5) Wastewater and are presented in alphabetical order. Each section project has its own individual sheet that includes a Project Description/Location, Justification, Picture, Estimated Project Costs, and Funding Sources.

The outstanding cost estimate increased from FY 2019 amounts due to Gills Branch Improvement and Old Iron Bridge estimate of probably costs received during FY 2019.

A summary of this CIP by category is as follows:

CIP Category	Total Outstanding Cost
Drainage CIP – 5 Projects	\$6,858,522
Quality of Life CIP – 4 Projects	\$2,959,537
Transportation CIP – 5 Projects	\$14,088,874
Water CIP – 6 Projects	\$14,518,269
Wastewater CIP – 7 Projects	\$38,941,154
TOTAL CIP Outstanding Costs	\$77,366,356*

*ALL Project totals are subject to change once individual project design is complete and an Engineer's Opinion of Probable Cost is issued. Water/Wastewater Projects are currently being engineered. Engineer's Opinion of Probable Cost will be determined and future rates identified before the City sells revenue bonds to cover any costs of constructions. Price of steel has significantly increased recently. More information regarding the Water/Wastewater Projects can be found in the Water/Wastewater Fund Summary. BEDC is providing funding for Agnes Road expansion.

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



SUMMARY OF ALL DRAINAGE PROJECTS

	1	Total Proj	Exp YTD	T	otal O/S
Public Works Detention Pond	\$	549,500	\$ 43,700	\$	505,800
Pine St. Drainage Improv.	\$	576,025	\$ 49,500	\$	526,525
Gills Branch Drainage Channel Repair	\$	157,825	\$ 15,900	\$	141,925
Gills Branch Improvements	\$	5,492,872	\$ -	\$	5,492,872
Jasper/Newton Drainage Improv.	\$	213,400	\$ 22,000	\$	191,400
	\$	6,989,622		\$	6,858,522

SUMMARY OF ALL DRAINAGE PROJECTS FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$O	\$131,100	\$229,500	\$385,000	\$435,000	\$1,180,600
Construction (+10%)	\$0	\$O	\$0	\$1,276,025	\$974,599	\$3,333,273	\$5,583,897
Other	\$12,325	\$O	\$0	\$62,800	\$0	\$150,000	\$225,125
Total Project Cost	\$12,325	\$0	\$131,100	\$1,568,325	\$1,359,599	\$3,918,273	\$6,989,622

Cost Notes: See individual project sheets for detail.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$15,900	\$317,042	\$1,359,599	\$3,918,273	\$5,610,814
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$3,081	\$0	\$28,800	\$0	\$0	\$0	\$31,881
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$O
Other Source(s)	\$9,244	\$0	\$86,400	\$1,251,283	\$0	\$0	\$1,346,927
Total Project Funding	\$12,325	\$0	\$131,100	\$1,568,325	\$1,359,599	\$3,918,273	\$6,989,622

Funding Source Notes: See individual project sheets for detail.

Funding Surplus/(Deficit)	\$0	\$0	\$O	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



	PUBLIC WORKS DETENTION POND					
Proje	ect Category: Utilities	Sub-category: Drainage				
Reco	ommended by: Engineer / Public Works	Responsible Dept.: Public Works				

Project Description/Location: Mitigate flooding impacts by expanding the existing detention pond adjacent to the City of Bastrop Public Works facility. TDEM is reviewing from June - Aug. 2019. If Funded the Bid package will be prepared by the end of September 2019. October-November 2019 we will open bids and award the contract. December execute contracts and issue a notice to proceed. Construction will be Jan- June of 2020.

Justification: The north area of Bastrop has experienced flooding during previous rain events. Expanding the capacity of the existing detention pond will accommodate larger storm events.

Notes: Phase I has been approved for funding through HMGP DR-4272-024. This phase only funds design of the project. Phase II is for construction and will be awarded once the design is complete. BEFCO is the Engineer of Record.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$O
Design	\$0	\$O	\$43,700	\$14,500	\$0	\$O	\$58,200
Construction (+10%)	\$O	\$0	\$0	\$462,000	\$0	\$0	\$462,000
Other	\$4,000	\$O	\$0	\$25,300	\$0	\$O	\$29,300
Total Project Cost	\$4,000	\$0	\$43,700	\$501,800	\$0	\$0	\$549,500

Cost Notes: Design costs include engineering design and environmental permitting. Other costs include grant administration fees. These costs are for both Phase I & Phase II

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
mpact Fees	\$0	\$0	\$0	\$O	\$O	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$O	\$O	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$125,450	\$O	\$0	\$125,450
GO Bonds	\$0	\$0	\$0	\$O	\$O	\$0	\$0
Fund Balance	\$1,000	\$0	\$10,925	\$O	\$O	\$0	\$11,925
nterest	\$0	\$0	\$0	\$O	\$O	\$0	\$0
Other Source(s)	\$3,000	\$0	\$32,775	\$376,350	\$0	\$0	\$412,125
otal Project Funding	\$4,000	\$0	\$43,700	\$501,800	\$0	\$0	\$549,500

Funding Source Notes: Additional funding (up to 75%) will be provided through the FEMA HMGP. The City's portion will be paid by 2018 Certificate of Obligations Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



PINE STREET DRAINAGE IMPROVEMENTS

Project Category: Utilities	Sub-category: Drainage
Recommended by: Engineering	Responsible Dept.: Engineering

Project Description/Location: To improve the flow conditions along Pine Street between SH 95 and Gills Branch. The Pine St. drainage channel will be improved. Currently TDEM is reviewing from June - Aug. 2019. If Funded the Bid package will be prepared by the end of September 2019. October-November 2019 we will open bids and award the contract. December execute contracts and issue a notice to proceed. Construction will be Jan- June of 2020.

Justification: Areas along Gills Branch have experienced flooding due to inadequate drainage structures. This project will improve the capacity of of the channel along Pine Street between SH 95 and Gills Branch.



Notes: Phase I has been approved for funding through HMGP DR-4272-028. This phase only funds design of the project. Phase II is for construction and will be awarded once the design is complete. BEFCO is the Engineer of Record.

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$O	\$O
Design	\$0	\$O	\$49,500	\$0	\$O	\$0	\$49,500
Construction (+10%)	\$0	\$0	\$0	\$495,000	\$0	\$0	\$495,000
Other	\$4,025	\$0	\$0	\$27,500	\$0	\$0	\$31,525
Total Project Cost	\$4,025	\$0	\$49,500	\$522,500	\$0	\$0	\$576,025

Cost Notes: Design costs include engineering design and environmental permitting. Other costs include grant administration fees. These costs are for both Phase I & Phase II

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$O	\$O	\$O	\$O	\$0	\$0
Revenue Bonds	\$0	\$O	\$O	\$O	\$0	\$0	\$0
CO Bonds	\$0	\$O	\$O	\$130,625	\$O	\$0	\$130,625
GO Bonds	\$0	\$O	\$O	\$O	\$0	\$0	\$0
Fund Balance	\$1,006	\$O	\$12,375	\$0	\$0	\$0	\$13,381
Interest	\$0	\$O	\$O	\$O	\$O	\$0	\$0
Other Source(s)	\$3,019	\$O	\$37,125	\$391,875	\$0	\$0	\$432,019
Total Project Funding	\$4,025	\$0	\$49,500	\$522,500	\$0	\$0	\$576,025

Funding Source Notes: Additional funding (up to 75%) will be provided through the FEMA HMGP. City's portion will be paid by 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$O	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



			ANNEL DEDAID
GILLS D	κάνς πργά	INAGE CH	ANNEL REPAIR

Project Category: Utilities	Sub-category: Drainage
Recommended by: Engineering	Responsible Dept.: Engineering

Project Description/Location: This repair is to Gills Branch concrete side wall between Lover's Lane and 71 frontage. There will also be 200 CY of earthen embankment replaced. The project will advertise/bid from Aug.-Sep. 2019 and will be comleted by the end of Jan. 2020.

Justification: This project was necessary after Hurricane Harvey. The concrete side wall in Gills Branch was destroyed when the flooding in the channel occurred.

Notes: The City received the subgrant award letter August 29, 2018. This project is funded 90% by FEMA out of DR-4332-PW258.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$O	\$0	\$O	\$O	\$O	\$0
Design	\$0	\$0	\$15,900	\$0	\$0	\$0	\$15,900
Construction (+10%)	\$0	\$0	\$0	\$141,925	\$0	\$0	\$141,925
Other	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$15,900	\$141,925	\$0	\$0	\$157,825
Cost Notes:							

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$O	\$0	\$0	\$0	\$O	\$0	\$0
CO Bonds (2013 Series)	\$O	\$0	\$15,900	\$14,192	\$0	\$0	\$30,092
GO Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$O	\$0	\$0	\$127,733	\$0	\$0	\$127,733
Total Project Funding	\$0	\$0	\$15,900	\$141,925	\$0	\$0	\$157,825

Funding Source Notes: Additional funding (up to 90%) will be provided through FEMA. City's portion is unidentified.

Funding Surplus/(Deficit)	\$0	\$0	\$0	80	\$0

CAPITAL IMPROVEMENTS PROGRAM

Justification: Mitigate localized flooding.



GILLS BRANCH DRA	INAGE CHANNEL REPAIR
Project Category: Utilities	Sub-category: Drainage
Recommended by: Engineering	Responsible Dept.: Engineering

Project Description/Location: Excavation of the channel and increased culvert size at choke points to possibly include some detention ponds.

Notes: Preliminary Design for the proposed drainage improvements to Gill's Branch are being funded in FY 2020.



\$0 \$0 \$0 \$0 \$0 \$0 \$0 Acquistions (ROW/Easements/Land) \$0 \$215,000 \$385,000 \$435,000 \$0 \$0 \$1,035,000 Design \$974,599 \$0 \$3,333,273 Construction (+10%) \$0 \$0 \$0 \$4,307,872 \$0 Other \$0 \$0 \$0 \$0 \$150,000 \$150,000 **Total Project Cost \$0** \$0 **\$0** \$215,000 \$1,359,599 \$3,918,273 \$5,492,872

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$O	\$O	\$O	\$O	\$0	\$0
Revenue Bonds	\$0	\$O	\$O	\$O	\$O	\$0	\$0
CO Bonds	\$0	\$O	\$O	\$O	\$1,359,599	\$3,918,273	\$5,277,872
GO Bonds	\$0	\$O	\$O	\$O	\$0	\$0	\$0
Fund Balance	\$0	\$O	\$O	\$O	\$O	\$0	\$0
Interest	\$0	\$O	\$O	\$O	\$O	\$0	\$0
Other Source(s)	\$0	\$O	\$O	\$215,000	\$O	\$0	\$215,000
Total Project Funding	\$0	\$0	\$0	\$215,000	\$1,359,599	\$3,918,273	\$5,492,872

Funding Source Notes: Other funding in FY 2020 is a Limited Tax Note

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



JASPER & NEWTON STREET DRAINAGE IMPROVEMENTS

•	Project Category: Utilities	Sub-category: Drainage
	Recommended by: Engineering	Responsible Dept.: Engineering

Project Description/Location: Mitigate flooding impacts by improving the flow conditions at the intersection of Jasper Street and MLK Drive, as well as along the railroad near Newton Street. General improvements include rebuilding the street intersection and installing new ditches to route stormwater flows more efficiently. Schedule: Kick off meeting Aug. 16th Sep/Oct 2019 bid & award. Construction Oct. 2019- Jan. 2020

Justification: Areas along Gills Branch have experienced flooding due to inadequate drainage structures. This project will improve the capacity of of the channel along Pine Street between SH 95 and Gills Branch.

Notes: Phase I was approved for funding through HMGP DR-4269-010. This phase only funded the design of the project. Phase II was also awarded for construction. BEFCO is the Engineer of Record.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$O	\$22,000	\$0	\$0	\$O	\$22,000
Construction (+10%)	\$0	\$0	\$0	\$177,100	\$0	\$0	\$177,100
Other	\$4,300	\$0	\$0	\$10,000	\$0	\$0	\$14,300
Total Project Cost	\$4,300	\$0	\$22,000	\$187,100	\$0	\$0	\$213,400

Cost Notes: Design costs include engineering design and environmental permitting. Other costs include grant administration fees. These costs are for both Phase I & Phase II

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Revenue Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
CO Bonds (2013 & 2018)	\$O	\$0	\$0	\$46,775	\$0	\$0	\$46,775
GO Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Fund Balance (105)	\$1,075	\$0	\$5,500	\$O	\$0	\$0	\$6,575
Interest	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Other Source(s)	\$3,225	\$0	\$16,500	\$140,325	\$0	\$0	\$160,050
Total Project Funding	\$4,300	\$0	\$22,000	\$187,100	\$ 0	\$0	\$213,400

Funding Source Notes: Additional funding (up to 75%) will be provided through the FEMA HMGP. City's portion of construction will be paid by 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



SUMMARY OF ALL QUALITY OF LIFE PROJECTS

	Total Proj	Exp YTD	Total O/S
State Park Trail	\$ 1,539,590	\$ 115,346	\$ 1,424,244
Skate Park - Phase I	\$ 366,000	\$ 56,100	\$ 309,900
Sidewalk Connectivity	\$ 484,750	\$-	\$ 484,750
Downtown Trail Expansion (EDC)	\$ 796,080	\$ 55,437	\$ 740,643
	\$ 3,186,420		\$ 2,959,537

SUMMARY OF ALL QUALITY OF LIFE PROJECTS FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Design	\$0	\$57,707	\$128,233	\$107,465	\$0	\$0	\$293,405
Construction (+10%)	\$0	\$0	\$O	\$2,691,790	\$0	\$0	\$2,691,790
Other	\$0	\$20,006	\$20,937	\$160,282	\$0	\$0	\$201,225
Total Project Cost	\$0	\$77,713	\$149,170	\$2,959,537	\$0	\$0	\$3,186,420

Cost Notes: See individual project sheets for detail.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$O	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$71,947	\$99,499	\$210,400	\$0	\$0	\$381,846
Interest	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Other Source(s)	\$0	\$5,766	\$49,671	\$2,749,137	\$0	\$0	\$2,804,574
Total Project Funding	\$ 0	\$77,713	\$149,170	\$2,959,537	\$ 0	\$ 0	\$3,186,420

Funding Source Notes: See individual project sheets for detail.

Funding Surplus/(Deficit)	\$0	\$O	\$0	N ()	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



STATE FARK TRAIL				
Project Category: Quality of Life	Sub-category: Trails			
Recommended by: Planning Dept.	Responsible Dept.: Engineering Dept.			

STATE DADK TDAU

Project Description/Location: 1.0-mile multi-use pedestrian path between the Bastrop State Park and Chestnut Street along State HWY 21 with pedestrian crossings at SH 95 and SH Loop 150. TxDOT is currently reviewing the final alignment. The pedesrtian crossing at SH 95 has been proposed. We are currently waiting on a letter from TxDOT to determine the fesibility of the final alignment on SH 21 and concerns with the future expansion.

Justification: Provide pedestrian connectivity between the State Park and the City's existing sidewalk network.

Notes: MWM is the Engineer of Record and is



						XXXXXX	C Trace Charles
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Design	\$O	\$35,441	\$59,899	\$77,565	\$0	\$0	\$172,905
Construction (+10%)	\$0	\$0	\$0	\$1,300,000	\$0	\$0	\$1,300,000
Other	\$O	\$20,006	\$0	\$46,679	\$0	\$0	\$66,685
Total Project Cost	\$0	\$55,447	\$59,899	\$1,424,244	\$0	\$0	\$1,539,590

Cost Notes: Text

time is 14-16 months.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$O
CO Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Current Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance (105)	\$O	\$55,447	\$59,899	\$0	\$0	\$0	\$115,346
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$O	\$0	\$0	\$1,424,244	\$0	\$0	\$1,424,244
Total Project Funding	\$0	\$55,447	\$59,899	\$1,424,244	\$0	\$ 0	\$1,539,590

Funding Source Notes: Project construction is partially funded (80%) by TxDOT STP-MM grant. Design costs are funded by the Innovation Fund. The Construction phase is partially funded through a grant of \$1,040,000 with the balance of funding unidentified.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



SIDEWALK CONNECTIVITY

Project Category: Quality of Life	Sub-category: Public Works
Recommended by: Public Works Dept.	Responsible Dept.: Public Works Dept.

Project Description/Location: Provide better connectivity from North Bastrop to local Parks by completing gaps in sidewalks from Linden Street to Bob Bryant Park. This project has been on hold while the walkability of the entire city is being revaluated. However, the funding while secure is finite and the goal is to make sure the best possible location is determined. Once the Transportation Master plan is updtaed we will proceed with the project.

Justification: Walkability will be a vital part of Bastrops future. It promotes fiscal sustainability and connects people not just neighborhoods.



Notes: Annual maintenance estimates will be determined as part of the Public Realm budget

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction (+10%)	\$0	\$0	\$0	\$420,000	\$0	\$O	\$420,000
Other	\$0	\$0	\$0	\$64,750	\$0	\$O	\$64,750
Total Project Cost	\$0	\$0	\$0	\$484,750	\$0	\$0	\$484,750

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$O	\$O	\$0	\$O	\$0	\$O
Revenue Bonds	\$0	\$O	\$O	\$0	\$O	\$0	\$0
CO Bonds	\$0	\$O	\$O	\$0	\$O	\$0	\$0
Current Bonds	\$0	\$O	\$O	\$0	\$O	\$0	\$0
Fund Balance	\$0	\$O	\$O	\$0	\$O	\$0	\$O
Interest	\$0	\$O	\$O	\$0	\$O	\$0	\$0
Other Source(s)	\$0	\$O	\$O	\$484,750	\$O	\$0	\$484,750
Total Project Funding	\$0	\$0	\$0	\$484,750	\$0	\$0	\$484,750

Funding Source Notes: This project is being funded through traffic safety funds through the designated fund up to \$435,000. The rest of the funding is unidentified at this time.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$O	\$0

CAPITAL IMPROVEMENTS PROGRAM



JNAIE FARN - FRAJE I							
Project Category: Quality of Life	Sub-category: Park						
Recommended by: Parks Board	Responsible Dept.: Parks Dept.						

Project Description/Location: This project is to design and construct a Wheeled Sports Complex at Fisherman's Park. Phase I of this complex will include 5" sidewalk, covered seating/staging, retainage/seat walls, drainage, multi-use skate plaza, stage, lighting and water fountain. The proposed schedule is as follows: Sep. 2019-Nov. Bidding and award phase. December-Jan. Award and Notice to proceed. Final design Feb-March 2020 April-July construction.

Justification: The City held two public forums for citizen response and the their was 82% in favor of a skatepark. The funds were set aside in the FY2019 budget.

Design phase complete. Contruction schedule is Sept-Nov. 2019. Minimal annual maintenance

Notes:

required.



SWAR											
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL				
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$O	\$0	\$0	\$0				
Design	\$0	\$16,500	\$39,600	\$9,900	\$0	\$O	\$66,000				
Construction (+10%)	\$0	\$0	\$0	\$300,000	\$0	\$0	\$300,000				
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Total Project Cost	\$0	\$16,500	\$39,600	\$309,900	\$0	\$0	\$366,000				

Cost Notes: The design fee associated with observation of construction will carry over the FY2020

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Revenue Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$O
CO Bonds	\$O	\$0	\$O	\$O	\$O	\$0	\$O
Current Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Fund Balance (105)	\$O	\$16,500	\$39,600	\$210,400	\$0	\$0	\$266,500
Interest	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Other Source(s)	\$O	\$0	\$O	\$99,500	\$0	\$0	\$99,500
Total Project Funding	\$0	\$16,500	\$39,600	\$309,900	\$0	\$0	\$366,000

Funding Source Notes: Construction costs are funded by the Innovation Fund and the Park Dedication Fund.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



Design,

DOWNTOWN RIVER LOOP PROJECT (EDC)

Project Category: Quality of Life	Sub-category: Trails
Recommended by: EDC	Responsible Dept.: Engineering Dept.

Project Description/Location:

project. It is still in design.

engineering and construction of a trail along Loop 150, Hwy 71 W., Hwy 71 E., Water Street and Main Street. This project is an EDC project. However the current schedule is as follows: TxDOT review complete by 8/30/19. Award project by 10/31/19. Notice to proceed by December 2019. Project completion Mat 2020.

Justification: Additional trails enhancing the walkability factor of the community.

Notes: MWM is the engineer on record for this



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$5,766	\$28,734	\$20,000	\$0	\$O	\$54,500
Construction (+10%)	\$0	\$0	\$0	\$671,790	\$0	\$0	\$671,790
Other	\$0	\$0	\$20,937	\$48,853	\$0	\$0	\$69,790
Total Project Cost	\$0	\$5,766	\$49,671	\$740,643	\$0	\$0	\$796,080

Cost Notes: TXDOT advanced funding is "other".

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Revenue Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
CO Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$O
Current Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Fund Balance	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Interest	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Other Source(s)	\$O	\$5,766	\$49,671	\$740,643	\$0	\$0	\$796,080
Total Project Funding	\$0	\$5,766	\$49,671	\$740,643	\$0	\$0	\$796,080

Funding Source Notes: CAMPO grant for \$475,200, Keep Bastrop County Beautiful Governor's Award \$130,000, and BEDC the balance.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



SUMMARY OF ALL TRANSPORTATION PROJECTS

	Total Proj		Exp YTD		Total O/S
Agnes St Partial Extension (EDC)	\$	1,425,839	\$ 1,425,839	\$	-
Main St. Street & Sidewalk Improv	\$	1,978,009	\$ 151,380	\$	1,826,629
North Main St. & Side Street Improve.	\$	164,000	\$ -	\$	164,000
Street Maintenance	\$	1,287,500	\$ 103,555	\$	1,183,945
Old Iron Bridge Rehab.	\$	11,115,103	\$ 200,803	\$	10,914,300
	\$	15,970,451	\$ 1,881,577	\$	14,088,874

SUMMARY OF ALL TRANSPORTATION PROJECTS FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$O	\$O	\$O	\$O	\$0	\$0
Design	\$10,371	\$72,942	\$347,597	\$853,555	\$0	\$0	\$1,284,465
Construction (+10%)	\$O	\$0	\$1,053,609	\$1,990,629	\$5,871,095	\$4,687,150	\$13,602,483
Other	\$O	\$250,000	\$43,503	\$O	\$395,000	\$395,000	\$1,083,503
Total Project Cost	\$10,371	\$322,942	\$1,444,709	\$2,844,184	\$6,266,095	\$5,082,150	\$15,970,451

Cost Notes: See individual project sheets for details.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$O	\$0	\$0	\$0	\$0
CO Bonds	\$10,371	\$0	\$341,812	\$2,844,184	\$1,183,945	\$0	\$4,380,312
Current Bonds	\$O	\$0	\$O	\$O	\$0	\$O	\$0
Fund Balance	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Interest	\$O	\$O	\$O	\$O	\$0	\$0	\$0
Other Source(s)	\$0	\$322,942	\$1,102,897	\$0	\$5,082,150	\$5,082,150	\$11,590,139
Total Project Funding	\$10,371	\$322,942	\$1,444,709	\$2,844,184	\$6,266,095	\$5,082,150	\$15,970,451

Funding Source Notes: See individual project sheets for details.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



	REHABILITATION
	REHAKILLALI()N

Project Category: Transportation	Sub-category: Roadway
Recommended by: Engineering	Responsible Dept.: Engineering

Project Description/Location: The Old Iron Bridge has been insoected and has an expected cost of approximately 12-14 million dollars for repair. The 2018 Bond series that funded the inspection also has enough funds to begin the 12 month design process. However the design & construction need to be coupled with an agressive fund rasing program. Once that is identified design can begin.

Justification: Studies conducted in 1992, 2001, 2009, 2011 and 2014 all show significant deterioration of structural components. Considered a public safety hazard.

Notes:Kimley-Horn is Engineer of Record. Thebelow schedule is subject to funding availability:Aug. 2019-July 2020 EngineeringMay-Oct. 2020 Bidding & AwardingSept. 2022 Construction



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$199,700	\$750,000	\$0	\$0	\$949,700
Construction (+10%)	\$0	\$0	\$0	\$0	\$4,687,150	\$4,687,150	\$9,374,300
Other	\$0	\$0	\$1,103	\$0	\$395,000	\$395,000	\$791,103
Total Project Cost	\$0	\$0	\$200,803	\$750,000	\$5,082,150	\$5,082,150	\$11,115,103
Cost Notes:							

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$O	\$O	\$0	\$0	\$0	\$O	\$0
Revenue Bonds	\$O	\$0	\$O	\$0	\$0	\$O	\$0
CO Bonds	\$0	\$0	\$200,803	\$750,000	\$0	\$O	\$950,803
GO Bonds	\$0	\$0	\$0	\$0	\$0	\$O	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$O	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$5,082,150	\$5,082,150	\$10,164,300
Total Project Funding	\$O	\$0	\$200,803	\$750,000	\$5,082,150	\$5,082,150	\$11,115,103

Funding Source Notes: This project will be funded with 2018 Certificate of Obligation Series and other unidentified sources at this time.

Funding Surplus/ <mark>(Deficit)</mark>	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



MAIN ST. STREET & SIDEWALK IMPROVEMENTS

Project Category: Transportation	Sub-category: Roadway
Recommended by: Public Works	Responsible Dept.: Public Works

Project Description/Location: This project is moving forward and gained momentum from the Pop-up event. However we are waiting on the final easements necessary to begin construction. If the easement are secured by Sep. 2019 the estimated schedule will be Finalize Exhibits/Prepare Project Manual: 1-2 mo. Advertisement/bidding Phase: 2 mo. construction Phase: 9 mo. ending Sep. 2020

Justification: The sidewalks along Main Street have fallen into disrepair due to a multitude of factors such as a lack of maintenance on private property and vegatative growth. The improvements will provide ADA compliance, improved pedstrian safety and economic sustainability downtown.

Notes: MWM Design is the Engineer of Record. Acquisition of sidewalk easements must be completed before construction can start. Construction scheduled to begin Jan 2020.



Plantings/ Clear Zon Furnishings Zone

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Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$O	\$0	\$0	\$0	\$0	\$O	\$O
Design	\$10,371	\$0	\$141,009	\$0	\$0	\$0	\$151,380
Construction (+10%)	\$0	\$0	\$0	\$1,826,629	\$0	\$0	\$1,826,629
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$10,371	\$0	\$141,009	\$1,826,629	\$0	\$0	\$1,978,009
Cost Notes:	•	•	•	•	•		

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$O	\$0	\$0	\$0	\$0
CO Bonds	\$10,371	\$0	\$141,009	\$1,826,629	\$0	\$0	\$1,978,009
GO Bonds	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Interest	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$10,371	\$0	\$141,009	\$1,826,629	\$0	\$0	\$1,978,009

Funding Source Notes: BEDC will pay \$800,000, funded by 2014 Certificate of Obligations Series. The City will fund \$1,100,000 with 2018 Certificate of Obligation Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



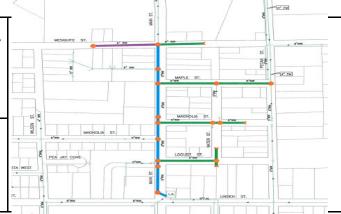
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	N ST. AND SIDI	- JINLLIJ IMI	

Project Category: Transportation	Sub-category: Roadway
Recommended by: Public Works	Responsible Dept.: Public Works

Project Description/Location: This project is contingent upon the completion of the Wastewater line replacement project. However the projected schedule should be from Sep.2019-Nov. 2019.

Justification: The City has received a TX Community Development Block Grant to replace wastewater lines on Maple, Magnolia, Locust and a portion of North Main Street. Once the lines are replaced, street repair will be a must. Leveraging this project with street repair provides an opportunity to greatly improve the overall pavement condition scores for this local neighborhood.

Notes: This project is being performed in conjunction with the sewer line replacement for multiple streets off N. Main St. (grant funded)



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Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction (+10%)	\$0	\$0	\$0	\$164,000	\$0	\$0	\$164,000
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$0	\$164,000	\$0	\$0	\$164,000

Cost Notes: Surface replacement for Main street \$108,000, Reclamation and pavement of Maple, Locust, & Magnolia Street \$45,000 each. Work includes regrading ditches replacing driveway culverts and adding a ribbon curb to prevent future raveling of the pavement edge.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$O	\$0	\$0
CO Bonds	\$O	\$0	\$0	\$164,000	\$O	\$0	\$164,000
GO Bonds	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Fund Balance	\$O	\$0	\$0	\$0	\$O	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Total Project Funding	\$0	\$0	\$0	\$164,000	\$0	\$0	\$164,000

Funding Source Notes: \$164,000 is funded through 2018 Certificate of Obligations Series.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



STREET MAINTENANCE PROGRAM			
Project Category: Transportation	Sub-category: Roadway		
Recommended by: Public Works	Responsible Dept.: Public Works		

Project Description/Location: This project has been designed and will be bid in Oct. 2019, awarded in Nov. 2019 and begin in Dec. 2019 and continue until Sep. 2020

Justification: In FY18 the City funded a Concrete Penetration Index study to access the condition of all City streets. Staff used this information to establish an annual maintenance program.



				AR STATICE. BRIDE			
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$O	\$0	\$O	\$0	\$O	\$0	\$0
Design	\$0	\$0	\$0	\$103,555	\$0	\$0	\$103,555
Construction (+10%)	\$0	\$0	\$0	\$0	\$1,183,945	\$0	\$1,183,945
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$ 0	\$0	\$ 0	\$103,555	\$1,183,945	\$O	\$1,287,500
Cost Notes:	-	-	-	-	-	-	-

Funding Source(s) \$0 \$0 \$0 \$0 \$0 \$0 \$0 Impact Fees **Revenue Bonds** \$0 \$0 \$0 \$0 \$0 \$0 \$0 CO Bonds \$0 \$0 \$0 \$103,555 \$1,183,945 \$0 \$1,287,500 GO Bonds \$0 \$0 \$0 \$0 \$0 \$0 \$0 Fund Balance \$0 \$0 \$0 \$0 \$0 \$0 \$0 Interest \$0 \$0 \$0 \$0 \$0 \$0 \$0 Other Source(s) \$0 \$0 \$0 \$0 \$0 \$0 \$0 **Total Project Funding** \$0 \$0 \$O \$103,555 \$1,183,945 \$0 \$1,287,500

Funding Source Notes:

Notes:

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



AGNES STREET PARTIAL EXTENSION (BEDC Funded Project)

Project Category: Transportation	Sub-category: Roadway
Recommended by: Engineering	Responsible Dept.: BEDC

Project Description/Location: Extension of Agnes Street from Seton property to SH 304 at Home Depot Way. COMPLETE.

Justification: This infrastructure street improvement and extension will promote the development of new and expanded business projects.

Notes: Ongoing maintenance will require an additional \$12,000 annually be added to street maintenance fund upon acceptance of the street by the City. This project is complete.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$72,942	\$6,888	\$0	\$0	\$0	\$79,830
Construction (+10%)	\$0	\$0	\$1,053,609	\$0	\$0	\$0	\$1,053,609
Other	\$0	\$250,000	\$42,400	\$0	\$0	\$0	\$292,400
Total Project Cost	\$0	\$322,942	\$1,102,897	\$0	\$0	\$0	\$1,425,839
Cost Notes:							

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 20/21	TOTAL
Impact Fees	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Revenue Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
CO Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
GO Bonds	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Fund Balance	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Interest	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Other Source(s)	\$O	\$322,942	\$1,102,897	\$O	\$0	\$0	\$1,425,839
Total Project Funding	\$0	\$322,942	\$1,102,897	\$0	\$0	\$0	\$1,425,839

Funding Source Notes: This project is funded by the Bastrop Economic Development Corporation.

\$0	\$0	\$0	\$0	\$0	\$0	\$0

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



SUMMARY OF ALL WATER PROJECTS

Elevevated Storage Tank HWY20 Water Purchase - 3000 acre ft. Water Plant - XS Ranch Water Transmission Line 16" River Crossing Water Line Well J & Monitoring Well

I	otal Proj	Exp YTD	I	otal O/S
\$	2,925,489	\$ 532,034	\$	2,393,455
\$	1,000,000	\$ 200,000	\$	800,000
\$	9,696,635	\$ 571,115	\$	9,125,520
\$	2,458,179	\$ 258,885	\$	2,199,294
\$	2,382,135	\$ 2,382,135	\$	-
\$	781,652	\$ 781,652	\$	-
\$	19,244,090	\$ 4,725,821	\$	14,518,269

SUMMARY OF ALL WATER PROJECTS FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	>YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$O	\$0	\$0	\$70,000	\$0	\$0	\$70,000
Design	\$318,724	\$181,491	\$908,250	\$0	\$0	\$0	\$1,408,465
Construction (+10%)	\$392,911	\$2,239,500	\$691,566	\$5,480,400	\$7,800,000	\$0	\$16,604,377
Financing Costs	\$0	\$0	\$0	\$52,829	\$107,135	\$0	\$159,964
Other	\$0	\$O	\$201,284	\$200,000	\$200,000	\$400,000	\$1,001,284
Total Project Cost	\$711,635	\$2,420,991	\$1,801,100	\$5,803,229	\$8,107,135	\$400,000	\$19,244,090

Cost Notes: See individual project sheets for details.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	>YR 21/22	TOTAL
Impact Fees	\$217,655	\$52,250	\$79,534	\$150,000	\$0	\$0	\$499,439
Revenue Bonds	\$0	\$0	\$0	\$3,300,000	\$7,800,000	\$0	\$11,100,000
CO Bonds	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Current Bonds	\$493,980	\$2,216,717	\$0	\$0	\$0	\$0	\$2,710,697
Fund Balance	\$0	\$152,024	\$1,721,566	\$2,305,550	\$200,000	\$400,000	\$4,779,140
Interest	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Other Source(s)	\$O	\$0	\$0	\$47,679	\$107,135	\$0	\$154,814
Total Project Funding	\$711,635	\$2,420,991	\$1,801,100	\$5,803,229	\$8,107,135	\$400,000	\$19,244,090

Funding Source Notes: See individual project sheets for details.

Funding Surplus/(Deficit)	\$0	\$O	\$0	\$O	\$0	\$0

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



ELEVATED/GROUND STORAGE TANKS HWY 20

Project Category: Utilities	Sub-category: Water
Recommended by: Water/wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.

Project Description/Location: Elevated storage tank (250 GAL) and Ground storage tank (250 GAL), HWY 20 and HWY 71- The site has been clear and hydro excavation on near by fiber optic cable is being performed. The project has a 360 day construction schedule and is scheduled to be completed May of 2020.

Justification:

This project will provide increased pressure and storage on the westside of the river. The improvements will not only provide improved fireflow, but will allow the city to serve water west of Hwy 20.

Notes:

BEFCO is the engineer of record. Design was completed May 2019 and constuction has commenced with a completion of May 2020.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Design	\$155,655	\$52,250	\$78,250	\$0	\$0	\$0	\$286,155
Construction (+10%)	\$0	\$0	\$452,500	\$2,180,400	\$0	\$0	\$2,632,900
Financing Costs	\$0	\$0	\$0	\$5,150	\$0	\$0	\$5,150
Other	\$0	\$0	\$1,284	\$0	\$0	\$0	\$1,284
Total Project Cost	\$155,655	\$52,250	\$532,034	\$2,185,550	\$ 0	\$0	\$2,925,489
Cost Notes: Elevated Tank \$1,490,000	Ground storad	ae tank \$1,142.	000	-	-	-	-

st Notes: Elevated Tank \$1,490,000, Ground storage tank \$1,142,000

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (Fund 305)	\$155,655	\$52,250	\$79,534	\$150,000	\$0	\$O	\$437,439
Revenue Bonds	\$O	\$0	\$0	\$0	\$0	\$O	\$0
CO Bonds	\$O	\$0	\$0	\$0	\$0	\$O	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance (Fund 250)	\$O	\$0	\$452,500	\$2,035,550	\$O	\$O	\$2,488,050
Interest	\$O	\$0	\$0	\$0	\$0	\$O	\$0
Other Source(s)	\$O	\$0	\$0	\$0	\$0	\$O	\$0
Total Project Funding	\$155,655	\$52,250	\$532,034	\$2,185,550	\$0	\$0	\$2,925,489
Funding Source Notes:	-	•	•	•	-	•	•

Funding Surplus/(Deficit)	\$0	\$O	\$0	\$0	\$0	\$0	\$0



CAPITAL IMPROVEMENTS PROGRAM

AD	DITION	AL WA	TER SU	PPLY (X	(S RANC	CH)					
Project Category: Utilities		Sub-category: Water									
Recommended by: Water/W	astewater	Responsible Dept.: Water/Wastewater Dept.									
Dept. Project Description/Location:	Purchase	-	-		-	anch well site					
		addinoriaro,									
Justification: By purchasing t additional water supply, the o consolidate all of its water pro one plant.	City can			X	Ranch						
Notes: This agreement was e during FY 2019 and the first in payment processed.				~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~	nunti						
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	>YR 21/22	TOTAL				
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Construction (+10%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Financing Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Other	\$0	\$0	\$200,000	\$200,000	\$200,000	\$400,000	\$1,000,000				
Total Project Cost	\$0	\$0	\$200,000	\$200,000	\$200,000	\$400,000	\$1,000,000				
Cost Notes:											
Funding Source(s)	YR 16/17	YR 17/18	YR 19/20	YR 20/21	YR 21/22	>YR 21/22	TOTAL				
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$O	\$0				
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Fund Balance (Fund 250)	\$0	\$0	\$200,000	\$200,000	\$200,000	\$400,000	\$1,000,000				
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$O				
Total Project Funding	\$0	\$0	\$200,000	\$200,000	\$200,000	\$400,000	\$1,000,000				
Funding Source Notes: Text											
				•	1		•				
Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0				

CAPITAL IMPROVEMENTS PROGRAM



16" RIVER CROSSING WATER LINE

Project Category: Utilities	Sub-category: Water
Recommended by: Water/Wastewater Dept.	Responsible Dept.: Water/Wastewater Dept.
Project Description/Location: 16" water line (Popeyes t	o Sonic) and Hwy 20 to Lost Pines Toyota. COMPLETE!

Justification: This project provides system redundancy. Currently, the Bob Bryant Water Treatment Plant provides provides the majority of the water west of the colorado river. This line will connect zones 2 & 3. Zone 2 has a more prolific water source.

Notes:

This project must be done in conjuction with the elevated tank at HWY 20. This project is 95% complete.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$O	\$0
Design	\$62,000	\$90,000	\$0	\$0	\$0	\$O	\$152,000
Construction (+10%)	\$0	\$2,115,674	\$114,461	\$0	\$0	\$0	\$2,230,135
Financing Costs	\$0	\$O	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$O	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$62,000	\$2,205,674	\$114,461	\$0	\$0	\$0	\$2,382,135

Cost Notes: Text

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (Fund 303 & 305)	\$62,000	\$O	\$0	\$0	\$0	\$O	\$62,000
Revenue Bonds	\$O	\$O	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$O	\$O	\$0	\$0	\$0	\$O	\$0
Current Bonds	\$O	\$2,053,650	\$0	\$0	\$0	\$O	\$2,053,650
Fund Balance	\$O	\$152,024	\$114,461	\$0	\$0	\$O	\$266,485
Interest	\$O	\$O	\$0	\$0	\$0	\$O	\$0
Other Source(s)	\$O	\$O	\$0	\$0	\$0	\$O	\$0
Total Project Funding	\$62,000	\$2,205,674	\$114,461	\$0	\$0	\$0	\$2,382,135

Funding Source Notes: Text

Funding Surplus/(Deficit)	\$O	\$O	\$0	\$0	\$0	\$O	\$0

CAPITAL IMPROVEMENTS PROGRAM



Project Category: Utilities			Sub-category: Water					
Recommended by: Water/W	′astewater [Dept.	Responsibl	e Dept.: Wa	ter/Wastew	ater Dept.		
Project Description/Location: COMPLETE!	Constructio	on site of We	ell J located	at XS Rancl	h & monitor	ing well locat	ion.	
Justification: By purchasing t supply, the City can consolid production at one plant. Notes: This project is 100% co	ate all of its							
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTA	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Acquistions (ROW/Easements/Land)	-						φU	
	\$101,069	\$39,241	\$0	\$0	\$0	\$O	\$140,310	
Design	\$101,069 \$392,911	\$39,241 \$123,826	\$0 \$124,605	\$0 \$0	\$0 \$0	\$0 \$0		
Design Construction (+10%)						•	\$140,310	
Acquistions (ROW/Easements/Land) Design Construction (+10%) Financing Costs Other	\$392,911	\$123,826	\$124,605	\$0	\$O	\$0	\$140,310 \$641,342	

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$493,980	\$163,067	\$0	\$0	\$0	\$0	\$657,047
Fund Balance (250)	\$0	\$0	\$124,605	\$0	\$0	\$0	\$124,605
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Funding	\$493,980	\$163,067	\$124,605	\$0	\$0	\$0	\$781,652
Funding Source Notes:		•	•	•	•	•	
Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



WATER PLANT (XS RANCH)

Project Category: Utilities

Sub-category: Water

Recommended by: Water/Wastewater Dept	

Responsible Dept.: Water/Wastewater Dept.

Project Description/Location: Construction of water plant at XS Ranch site. The preliminary design report is scheduled for completion on 11-2-19. Final design services will be brought to council on 11-26-19

Justification: This project will allow us to consolidate all of our water production from one plant by agregating our water permit from Bob Bryant Park with the 6,000 acre feet at XS Ranch. Overall production and maintenance costs will be reduced over the useful life of the asset by constructing a consolidated plant using efficient production methods.

Notes:

This project must be done in conjuction with the Well J and tramission line to Willow Plant. The engineer of record is Freese & Nichols. The scope of work is being determined for this project.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$O	\$O	\$571,115	\$O	\$0	\$0	\$571,115
Construction (+10%)	\$O	\$O	\$0	\$2,250,000	\$6,750,000	\$0	\$9,000,000
Financing Costs	\$0	\$0	\$0	\$31,380	\$94,140	\$0	\$125,520
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$571,115	\$2,281,380	\$6,844,140	\$ 0	\$9,696,635
Cost Notos							

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
mpact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$2,250,000	\$6,750,000	\$0	\$9,000,000
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance (Fund 250)	\$0	\$0	\$571,115	\$0	\$0	\$0	\$571,115
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$31,380	\$94,140	\$0	\$125,520
Total Project Funding	\$0	\$0	\$571,115	\$2,281,380	\$6,844,140	\$0	\$9,696,635

urce Notes: Other souce includes premium on bond

Funding Surplus/(Deficit)	\$0	\$O	\$0	\$0	\$0	\$0



CAPITAL IMPROVEMENTS PROGRAM

WATER TRANSMISSION LINE FROM XS RANCH TO WILLOW

Project Category: Utilities	Sub-category: Water

Recommended by: Water/Wastewater Dept. Responsible Dept.: Water/Wastewater Dept.

Project Description/Location: 18" Transmission line from XS Ranch water plant to Willow Plant. This project is in conjunction with the Water treatment plant and will be part of the final design contract. The final dsign is scheduled for award at a Nov. Council meeting.

Justification: The transmission main will deliver the water from the newly installed well and treatment plant. The waterline will also provide an opportunity for infill development.

Notes: This project must be done in conjunction with Well J and the new water plant. The Engineer of Record is Freese & Nichols. The scope of work is being determined for this project.



Estimated Project Cost(s)	YR 18/19	YR 19/20	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL		
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$70,000	\$0	\$0	\$70,000		
Design	\$0	\$0	\$258,885	\$0	\$0	\$0	\$258,885		
Construction (+10%)	\$O	\$0	\$0	\$1,050,000	\$1,050,000	\$0	\$2,100,000		
Financing Costs	\$O	\$0	\$0	\$16,299	\$12,995	\$0	\$29,294		
Other	\$O	\$0	\$0	\$0	\$0	\$0	\$0		
Total Project Cost	\$ 0	\$ 0	\$258,885	\$1,136,299	\$1,062,995	\$0	\$2,458,179		
Cost Notes:	-	-	-	-	-	-	-		

Funding Source(s)	YR 18/19	YR 19/20	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$O	\$0	\$0	\$1,050,000	\$1,050,000	\$0	\$2,100,000
CO Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance (Fund 250)	\$O	\$0	\$258,885	\$70,000	\$0	\$0	\$328,885
Interest	\$O	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$O	\$0	\$0	\$16,299	\$12,995	\$0	\$29,294
Total Project Funding	\$0	\$ 0	\$258,885	\$1,136,299	\$1,062,995	\$0	\$2,458,179

Funding Source Notes: Other souce includes premium on bond sale.

Funding Surplus/(Deficit)	\$0	\$0	\$0	80	\$0	\$O	\$0

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



SUMMARY OF ALL WASTEWATER PROJECTS

	Total Proj		Exp YTD		1	Total O/S
Lift Station Generators	\$	249,169	\$	249,169	\$	-
Sewer Line Replace N. Main	\$	450,000	\$	57,000	\$	393,000
HWY 71 Sewer Line Relocate	\$	155,324	\$	155,324	\$	-
Transfer LS & Forcemain to WWTP#3	\$	6,533,421	\$	324,976	\$	6,208,445
WWTP#3	\$	24,906,958	\$	1,384,252	\$2	23,522,706
Westside Collection System	\$	8,278,311	\$	727,808	\$	7,550,503
Decommision Plants 1&2	\$	1,266,500	\$	-	\$	1,266,500
	\$	41,839,683	\$	2,898,529	\$ (38,941,154

SUMMARY OF ALL WASTEWATER PROJECTS FY2017-FY2022

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Design	\$14,141	\$24,609	\$2,388,411	\$1,534,258	\$1,317,181	\$796,785	\$6,075,385
Construction (+10%)	\$0	\$0	\$320,364	\$9,535,000	\$25,705,000	\$1,790,000	\$37,350,364
Financing Costs	\$0	\$0	\$79,504	\$166,189	\$334,681	\$0	\$580,374
Other	\$17,849	\$27,359	\$58,250	\$34,000	\$6,000	\$18,500	\$161,958
Total Project Cost	\$31,990	\$51,968	\$3,096,529	\$11,269,447	\$27,362,862	\$2,605,285	\$44,418,081

Cost Notes: See individual project sheets for detail.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	YR 21/22	TOTAL
Impact Fees	\$0	\$O	\$262,405	\$0	\$0	\$O	\$262,405
Revenue Bonds	\$0	\$0	\$1,911,207	\$10,710,258	\$27,028,181	\$2,605,285	\$42,254,931
CO Bonds	\$0	\$O	\$0	\$0	\$0	\$O	\$0
Current Bonds	\$0	\$O	\$433,920	\$0	\$0	\$O	\$433,920
und Balance	\$17,641	\$27,317	\$169,292	\$150,000	\$O	\$O	\$364,250
nterest	\$0	\$0	\$0	\$0	\$O	\$O	\$0
Other Source(s)	\$14,349	\$24,651	\$319,705	\$409,189	\$334,681	\$O	\$1,102,575
otal Project Funding	\$31,990	\$51,968	\$3,096,529	\$11,269,447	\$27,362,862	\$2,605,285	\$44,418,081

Funding Source Notes: See individual project sheets for details.

Funding Surplus/(Deficit)	\$0	\$O	\$0	\$0	\$0



CAPITAL IMPROVEMENTS PROGRAM

WASTEWATER TREATMENT PLANT #3

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

Project Description/Location: Construction of a Wastewater Treatment Plant #3 on SH 304. The plant's initial design capacity 2MGD, but will be designed with opportunities to expand its capacity in the future. The site has a current operating permit issued by the Texas Commission on Environmental Quality (TCEQ), which will expire in September 2019. 60% design to be presented in Aug. 2019. Construction schedule is July 2019- Sep. 2021.

Justification: This project will provide reliable wastewater treatment and additional capacity needed to accommodate the current and future demands on Bastrop's wastewater treatment

system. Notes:

1) This project must be done in conjunction with other projects (Transfer lift station & Force Main) (West side collectors & Interceptors)

2) The TCEQ requires additional capacity when the City's treatment level reaches 90% of its current treatment capacity. KSA Engineering is Engineer of Record. Scope of work being determined.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$1,303,000	\$706,525	\$528,525	\$251,950	\$2,790,000
Construction (+10%)	\$0	\$0	\$O	\$6,750,000	\$17,450,000	\$O	\$24,200,000
Financing Costs	\$0	\$0	\$39,752	\$115,983	\$222,663	\$O	\$378,398
Other (Citizen engagement)	\$15,593	\$16,365	\$41,500	\$19,000	\$6,000	\$18,500	\$116,958
Total Project Cost	\$15,593	\$16,365	\$1,384,252	\$7,591,508	\$18,207,188	\$270,450	\$27,485,356

Cost Notes: Land was purchased in 2004 for \$667,836 with \$855,245 (P&I) of debt still outstanding as 9/30/19.

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (Fund 306 only)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$910,580	\$7,475,525	\$17,984,525	\$270,450	\$26,641,080
CO Bonds	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$433,920	\$0	\$0	\$0	\$433,920
Fund Balance	\$15,593	\$16,365	\$0	\$0	\$0	\$0	\$31,958
Interest	\$0	\$0	\$O	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$39,752	\$115,983	\$222,663	\$0	\$378,398
Total Project Funding	\$15,593	\$16,365	\$1,384,252	\$7,591,508	\$18,207,188	\$270,450	\$27,485,356

Funding Source Notes: Sold 2019 Revenue bonds for FY19 funding, other source is the premium and interest on the bonds.

Funding Surplus/(Deficit)	\$0	\$0	\$O	\$0	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



Westside Collection System Gravity Sewer Improvements

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

Project Description/Location: Installation of multiple diameter wastewater lines, allowing multiple lift stations to go offline and gravity flow wastewater to proposed Wastewater Treatment Plant #3 This project is a60% design and schdeuled for construction from Sep. 2020 and has an 18mo. construction ime.

Justification: This project will provide the final segment of infrastructure necessary to re-direct existing and future wastewater flows to the new wastewater treatment plant.

Notes: This project must be constructed in conjunction with the proposed Wastewater Treatment Plant #3 project. KSA Engineering is the Engineer of Record. The location of all distribution lines will be evaluated with updated costs and project schope as a part of design of WWTP #3.



Total Project Cost	\$0	\$0	\$727,808	\$2,847,601	\$4,625,902	\$77,000	\$8,278,311
	1.5						
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Financing Costs	\$0	\$0	\$19,876	\$43,508	\$56,561	\$0	\$119,945
Construction (+10%)	\$0	\$0	\$0	\$2,407,000	\$4,105,000	\$0	\$6,512,000
Design	\$0	\$0	\$707,932	\$397,093	\$464,341	\$77,000	\$1,646,366
Acquistions (ROW/Easements/Land)	\$O	\$0	\$0	\$0	\$0	\$O	\$0
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees (306)	\$0	\$0	\$262,405	\$0	\$0	\$0	\$262,405
Revenue Bonds	\$0	\$0	\$445,527	\$2,804,093	\$4,569,341	\$77,000	\$7,895,961
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$ 0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$19,876	\$43,508	\$56,561	\$0	\$119,945
Total Project Funding	\$0	\$0	\$727,808	\$2,847,601	\$4,625,902	\$77,000	\$8,278,311

Funding Source Notes: Sold 2019 Revenue bonds for FY19 funding, other source is the premium and interest on the bonds.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$0	\$0	\$0



CAPITAL IMPROVEMENTS PROGRAM

TRANSFER LIFT STATION & FORCEMAIN TO WW	/TP#3
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Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

Project Description/Location: Installation of a Transfer Pump Station and Wastewater force main directing the flow from Wastewater Treatment Plants 1 & 2 to the new Wastewater Treatment Plant # 3 allowing for the decommission of plants 1 & 2. this project is at 60% design and is scheduled for completion Sep. 2021.

Justification: This project will provide a portion of the infrastructure necessary to re-direct existing and future wastewater flows to the new wastewater treatment plant.

Notes: This project must be constructed in conjunction with the proposed Wastewater Treatment Plant #3 project. KSA Engineering is the Engineer of Record. The location of all distribution lines will be evaluated with updated costs and project schope as a part of design of WWTP #3.



	* 0	* 0	A050.000	**	* 0	* 0	¢050.000
Acquistions (ROW/Easements/Land)	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
Design	\$0	\$0	\$305,100	\$430,640	\$324,315	\$191,335	\$1,251,390
Construction (+10%)	\$0	\$0	\$0	\$0	\$4,150,000	\$800,000	\$4,950,000
Financing Costs	\$0	\$0	\$19,876	\$6,698	\$55,457	\$0	\$82,031
Other	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Total Project Cost	\$0	\$0	\$574,976	\$437,338	\$4,529,772	\$991,335	\$6,533,421

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bonds	\$0	\$0	\$555,100	\$430,640	\$4,474,315	\$991,335	\$6,451,390
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$19,876	\$6,698	\$55,457	\$0	\$82,031
Total Project Funding	\$0	\$0	\$574,976	\$437,338	\$4,529,772	\$991,335	\$6,533,421

Funding Source Notes: Sold 2019 Revenue bonds for FY19 funding, other source is the premium and interest on the bonds.

Funding Surplus/(Deficit)	\$0	\$0	\$0	\$0	\$O	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



DECOMMISSION OF PLANTS 1 & 2

Project Category: Utilities	Sub-category: Wastewater
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater

Project Description/Location: This project is for decomissioning Wastewater Plants 1 & 2 after the WWTP#3 is online. This is currently scheduled for Jan 2022- Jan. 2023.

Justification: Once the new plant comes online it will not be fiscally responsible to operate both plants.

Notes: This project must be constructed in conjunction with the proposed Wastewater Treatment Plant #3 project. KSA Engineering is the Engineer of Record.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Design	\$0	\$0	\$0	\$O	\$0	\$276,500	\$276,500
Construction (+10%)	\$O	\$0	\$O	\$O	\$0	\$990,000	\$990,000
Financing Costs	\$0	\$0	\$O	\$O	\$0	\$O	\$0
Other	\$0	\$0	\$0	\$O	\$0	\$0	\$0
Total Project Cost	\$0	\$0	\$0	\$0	\$0	\$1,266,500	\$1,266,500

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$O
Revenue Bonds	\$0	\$0	\$0	\$0	\$0	\$1,266,500	\$1,266,500
CO Bonds	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Source(s)	\$0	\$0	\$0	\$0	\$O	\$0	\$0
Total Project Funding	\$ 0	\$O	\$0	\$0	\$0	\$1,266,500	\$1,266,500

Funding Source Notes: Plan to sell revenue bonds as needed, other source is the premium and interest on the bonds.

\$0	\$0	\$0	\$0	\$O	\$0	\$0

CAPITAL IMPROVEMENTS PROGRAM



LIFT STATION EMERGENCY GENERATORS

Project Category: Utilities	Sub-category: Wastewater						
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater						
Project Description/Location: Install emergency generators at the Central Lift Station and Gills Branch Lift Station. COMPLETE!							

Justification: This project will provide emergency

power during outage periods, allowing the wastewater lift stations to remain operational.

Notes: This project is complete. These generators will have ongoing maintenance costs due to annual maintenance contract.



Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Acquistions (ROW/Easements/Land)	\$0	\$0	\$O	\$0	\$0	\$O	\$0
Design	\$14,141	\$24,609	\$11,250	\$0	\$O	\$0	\$50,000
Construction (+10%)	\$0	\$0	\$184,169	\$0	\$O	\$0	\$184,169
Financing Costs	\$0	\$0	\$0	\$0	\$O	\$0	\$O
Other	\$2,256	\$10,994	\$1,750	\$0	\$0	\$0	\$15,000
Total Project Cost	\$16,397	\$35,603	\$197,169	\$ 0	\$0	\$ 0	\$249,169
Cost Notes:		•	-		•	•	

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Revenue Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund Balance	\$2,048	\$10,952	\$49,292	\$O	\$0	\$0	\$62,292
Interest	\$O	\$0	\$0	\$O	\$0	\$0	\$0
Other Source(s)	\$14,349	\$24,651	\$147,877	\$0	\$0	\$0	\$186,877
Total Project Funding	\$16,397	\$35,603	\$197,169	\$0	\$0	\$0	\$249,169

Funding Source Notes: This project has received grant funding through the FEMA Hazard Mitigation Grant Program (DR-4223-045 and DR-4245-011) for 75% with a 25% match.

Funding Surplus/(Deficit)	\$0	\$0	\$O		\$0

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CAPITAL IMPROVEMENTS PROGRAM

RELOCATION OF WW LINE HWY 71

Project Category: Utilities	Sub-category: Wastewater							
Recommended by: Water / Wastewater	Responsible Dept.: Water / Wastewater							

Project Description/Location: There is a wastewater line that is in the way of the front road bridges that will be constructed by TXDOT. This project is to move the wastewater line. Completion date Aug. 15, 2019.

Justification: See description



Notes: This project is complete.

Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL	
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$O	\$0	
Design	\$O	\$0	\$19,129	\$0	\$O	\$0	\$19,129	
Construction (+10%)	\$0	\$0	\$136,195	\$0	\$O	\$0	\$136,195	
Financing Costs	\$0	\$0	\$0	\$0	\$O	\$0	\$0	
Other	\$0	\$0	\$0	\$0	\$O	\$O	\$0	
Total Project Cost	\$0	\$0	\$155,324	\$0	\$0	\$0	\$155,324	
Cost Natas	-	-		-		-	-	

Cost Notes:

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$0	\$0	\$O	\$O	\$0	\$0
Revenue Bonds	\$0	\$0	\$0	\$O	\$O	\$O	\$0
CO Bonds	\$0	\$0	\$0	\$O	\$O	\$O	\$0
Current Bonds	\$0	\$0	\$0	\$O	\$O	\$0	\$0
Fund Balance (250)	\$0	\$0	\$120,000	\$O	\$O	\$O	\$120,000
Interest	\$0	\$0	\$O	\$O	\$O	\$O	\$0
Other Source(s)	\$0	\$0	\$35,324	\$O	\$O	\$0	\$35,324
Total Project Funding	\$0	\$0	\$155,324	\$0	\$0	\$0	\$155,324

Funding Source Notes: The project was appropriated through a budget amendment after the RFP was completed. The lowest bid came in at \$118,000 and so \$120,000 was appropriated. That vendor did not complete all required paperwork and the second bidder was selected at \$136,000.

Funding Sumplus ((Deficit)	\$0	¢o	to.	¢O	\$0	¢0	¢0
Funding Surplus/(Deficit)		\$U		\$0	\$0	\$0	ŞU

CITY OF BASTROP, TEXAS CAPITAL IMPROVEMENTS PROGRAM



SEWER LINE REPLACEMENT (MAIN ST & MAPLE, MESQUITE, MAGNOLIA, LOCUST)

Project Category: Utilities			Sub-category: Wastewater					
Recommended by: Water / W	Vastewater		Responsible De	ept.: Water / Wo	istewater			
Project Description/Location: 6" and 8" lines to allow for future manholes and reconnect the final record drawing late Dec	ure growth t e existing san cember.	hat is plann nitary sewer	ed to tie into th services along	is line. This proje	ct will also repla	ice 14 deterio	rating	
Justification: This project is im sewer lines due to deteriorati leads to inflow and infiltration sewer system.	ng conditio	n which						
Notes: City is planning to perform str line replacement in conjunction with t be completed by 9/30/19.			nasolanır 					
Estimated Project Cost(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL	
Acquistions (ROW/Easements/Land)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Design	\$0	\$0	\$42,000	\$O	\$0	\$0	\$42,000	
Construction (+10%)	\$0	\$0	\$0	\$378,000	\$0	\$0	\$378,000	
Financing Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Other	\$0	\$0	\$15,000	\$15,000	\$0	\$0	\$30,000	
Total Project Cost	\$0	\$0	\$57,000	\$393,000	\$0	\$0	\$450,000	
Cost Notes:								

Funding Source(s)	YR 16/17	YR 17/18	YR 18/19	YR 19/20	YR 20/21	> YR 21/22	TOTAL
Impact Fees	\$O	\$O	\$0	\$0	\$0	\$0	\$O
Revenue Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$0
CO Bonds	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Current Bonds	\$O	\$O	\$0	\$0	\$0	\$0	\$ 0
Fund Balance	\$O	\$O	\$0	\$150,000	\$0	\$0	\$150,000
Interest	\$O	\$0	\$0	\$0	\$0	\$0	\$O
Other Source(s)	\$O	\$0	\$57,000	\$243,000	\$0	\$0	\$300,000
lotal Project Funding	\$0	\$0	\$57,000	\$393,000	\$0	\$0	\$450,000

Funding Source Notes: TDA funding approved. Design & Admin funded 100% from grant. Construction will be the City's match, which will be paid out of fund balance.

Funding Surplus/(Deficit)	\$0	\$0	\$O	\$O	\$0	\$0



treet Maintenance 276



Street Maintenance

Street Maintenance Fund Summary	278
Year 1 Schedule	282
Year 2 Schedule	291



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The Street Maintenance Fund is being created to contain revenue generated specifically for street maintenance to improve the City's overall Pavement Condition Index.





Street Maintenance Fund Summary

Street Maintenance Fund Summary

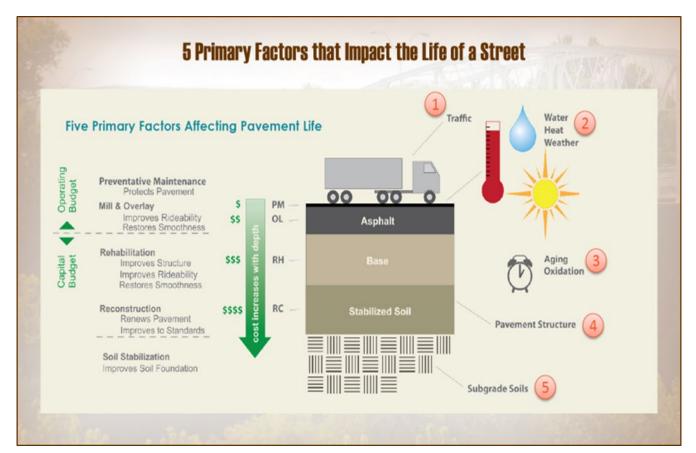
The City of Bastrop's street system has 54.6 miles of asphaltic concrete, 2.1 miles of Portland cement, and 3.8 miles of gravel surface. In FY 2018, the City Council funded a Pavement Condition Index study to evaluate and grade the City's street infrastructure. Applied Pavement Technology was hired to conduct the study using enhanced data gathering equipment. Results of the study indicate that the City's asphaltic concrete streets have an overall score of 66. The City's 2.1 miles of Portland cement concrete have an overall score of 89. The City's combined overall score is 68.

Condition of 54.6 Miles of Asphaltic Concrete:

- 12.9 Miles in Excellent Condition
- 12.4 Miles in Good Condition
- 10.38 Miles in Fair Condition
- 6.64 Miles in Poor Condition
- 6.48 Miles in Very Poor Condition
- 2.3 Miles in Serious Condition
- .09 Miles in Failed Condition

Condition of 2.1 Miles of Portland Cement Concrete:

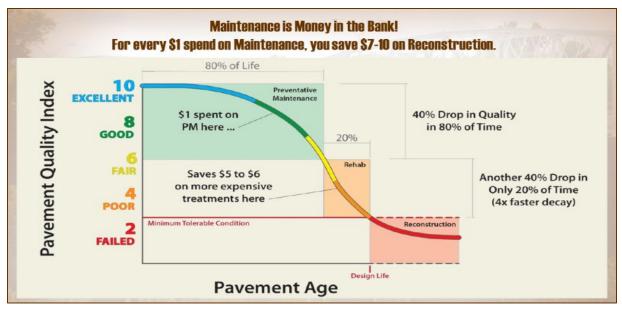
- 1.5 Miles in Excellent Condition
- .6 Miles in Good Condition



Street Maintenance is a Good Investment:

Every year the City's streets do not receive maintenance, the quicker the street will deteriorate. Therefore, Staff has put together a five (5) year strategy to stabilize road conditions.

The proven method to stabilize road conditions and minimize additional deterioration is to "keep the good streets good." Therefore, the Street Maintenance Fund will focus on streets in excellent, good, and fair conditions to minimize the need for road rehabilitation and reconstruction.



Street Maintenance Techniques:

Asphalt maintenance techniques include crack sealing, fog sealing, seal coat, and asphalt overlay. A chart outlining treatments and purposes are shown below.

			See of Ma	ajor Street Activities
Source	Strategy Type	Treatment	Grade	Purpose
O&M	Maintenance	Crack seal	E,G,F	Seal cracks from water intrusion.
		Fog Seal	E,G	Protect surface from aging.
		Seal coat	E,G,F	Seal cracks from water, protect surface from aging.
		Slurry seal	E,G	Seal cracks from water protect surface from aging.
		Ha5	E,G,F	Seal cracks from water protect surface from aging.
		Thin overlay	Fair	Protect surface, improve rideability, restore smoothness.
		Overlay	Fair	Protect surface, improve rideability, restore smoothness.
		Structural Overlay	PCI 54-64	Repair spot damage, improve rideability, restore smoothness.
Capital	Rehabilitation	Minor Rehabilitation	PCI 0-54	Repair spot damage, improve rideability, restore smoothness.
		Major Rehabilitation	VP/Failed	Repair spot damage, improve rideability, restore smoothness.
	Reconstruction	Reconstruction – Residential	VP/Failed	Restore pavement back to new condition.
		Reconstruction - Collector	VP/Failed	Restore pavement back to new condition.
		Reconstruction – Arterial	VP/Failed	Restore pavement back to new condition.



Fund Description:

The Street Maintenance Fund is being created to contain revenue generated specifically for street maintenance to improve the City's overall Pavement Condition Index.



	CITY OF	BASTROP			
FUND 110 STREET MAINTENANCE FUND	DEPARTMENT 00 NON-DEPARTMENT		0	J	
	SUN	IMARY			
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
CATEGORIES	2018	2019	2019	2020	2021
INTEREST INCOME	\$0	\$6,000	\$23,500	\$10,000	\$0
TRANSFERS IN	<mark>\$</mark> 0	\$1,100,000	\$1,100,000	\$154,000	\$0
TOTAL REVENUE	\$ 0	\$1,106,000	\$1,123,500	\$164,000	\$0
MAINTENANCE AND REPAIRS	\$ 0	\$566,797	\$0	\$463,242	\$0
CONTRACTUAL SERVICES	\$ 0	\$ 0	\$103,555	\$ 0	\$0
CAPITAL OUTLAY	\$ 0	\$ 0	\$0	\$720,703	\$0
TOTAL EXPENDITURES	\$ 0	\$566,797	\$103,555	\$1,183,945	\$ 0

Street Maintenance Fund Summary

BASTROPTX Heart of the Lost Pines Est. 1832

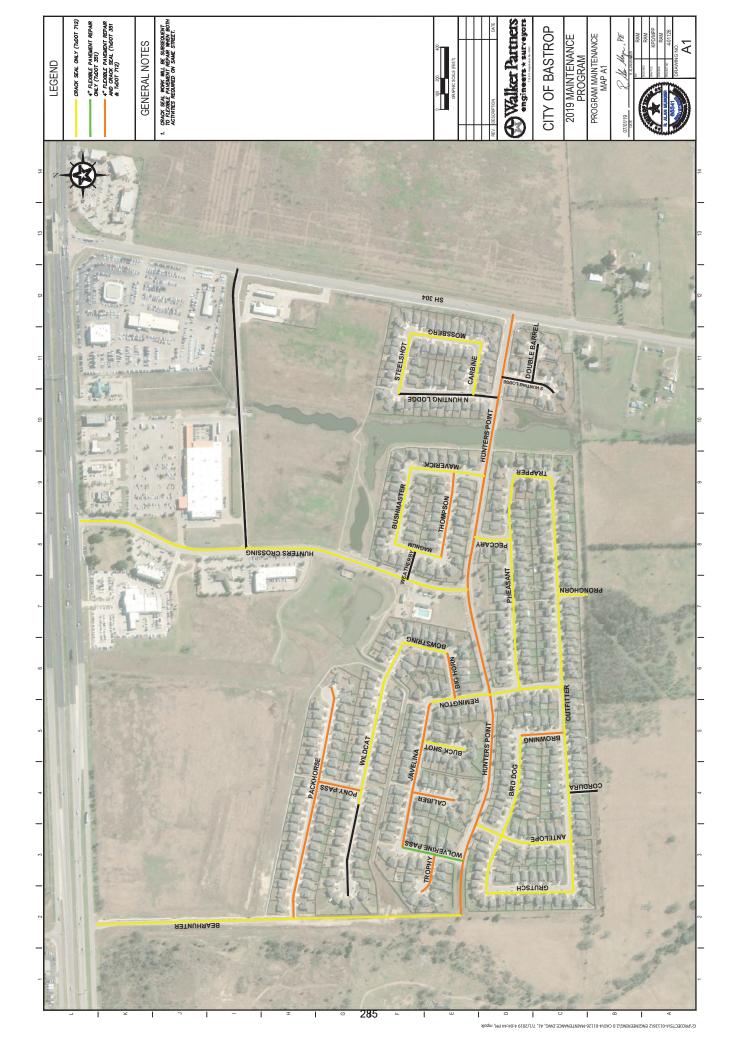
Year One: (Not completed in FY 2019 - Combined with FY 2020 to provide a bigger project to improve bid pricing.)

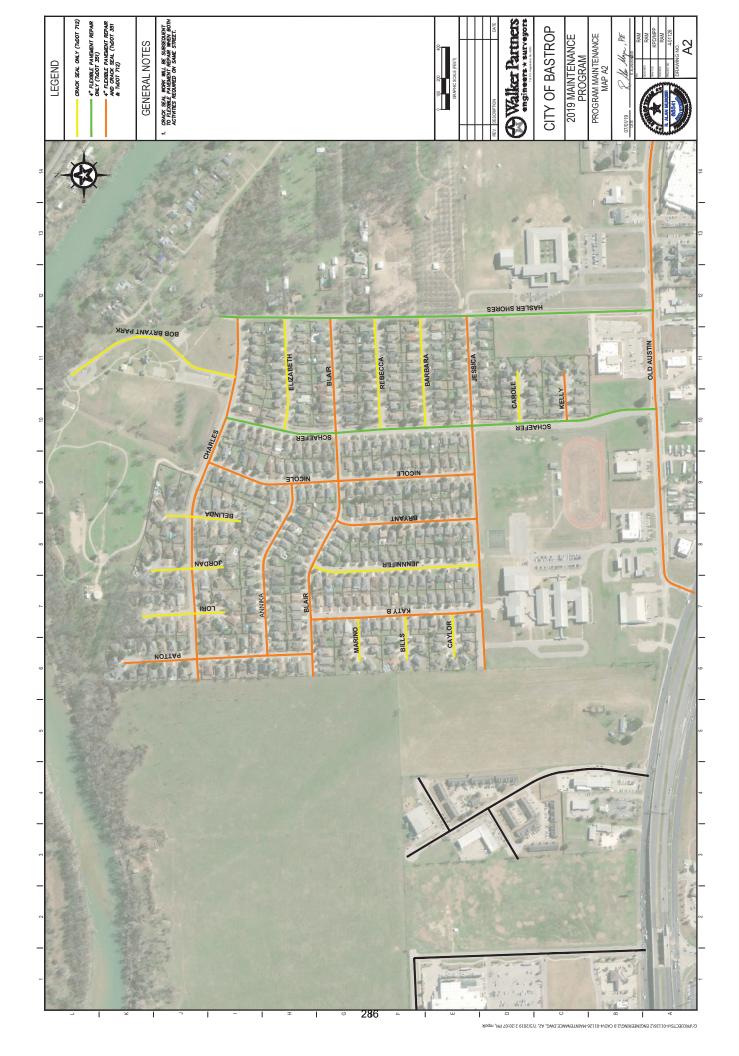
Street	PCI	Lane	Street	PCI	La
Name	Score	Miles	Name	Score	MĪ
Bryant	70	.462	Wildcat	81	0.0
Charles Blvd.	62	1.942	Barbara	87	0.3
Nicole Way	69	.89	Bills	100	0.0
Kelly	67	.18	Caylor	91	0.1
Hasler Shores	63	1.136	Elizabeth	86	0.3
Pony Pass	57	0.1	Jennifer	96	0.5
Trapper	58	0.19	Katy B	98	0.2
Annika Way	78	.593	Marino	100	0.1
Belinda Court	74	.069	Antelope	92	0.2
Blair	75	1.197	Bear Hunter	99	1.0
Carole	74	0.154	Big Horn	87	0.1
Jessica	84	1.487	Bird Dog	89	0.1
Jordan	81	0.2	Bushmaster	98	0.1
Lori	72	0.077	Caliber	97	0.1
Patton	79	0.212	Carbine	100	0.1
Rebecca	82	0.369	Grutsch	91	0.1
Schaefer	78	2.074	Hunters Crossing	86	2.0
Bowstring	83	0.183	Magnum	97	0.1
Browning	77	0.1	Maverick	94	0.4
Buck Shot	75	1.119	Mossberg	100	0.1
Hunters Point	84	1.26	Pack Horse	87	0.1
Javelina	83	0.162	Peccary	86	0.1
Outfitter	80	0.828	Steel Shot	99	0.1
Pheasant	76	0.792	Bob Bryant Park Road	56	0.2
Pronghorn	81	0.079			
Remington	79	0.299	Old Austin Hwy	68.5	4.2
Thompson	85	0.309	Pecan Street	79	4.6
Trophy	73	0.3	Persimmon	99	0.3
			Schaefer		2.0

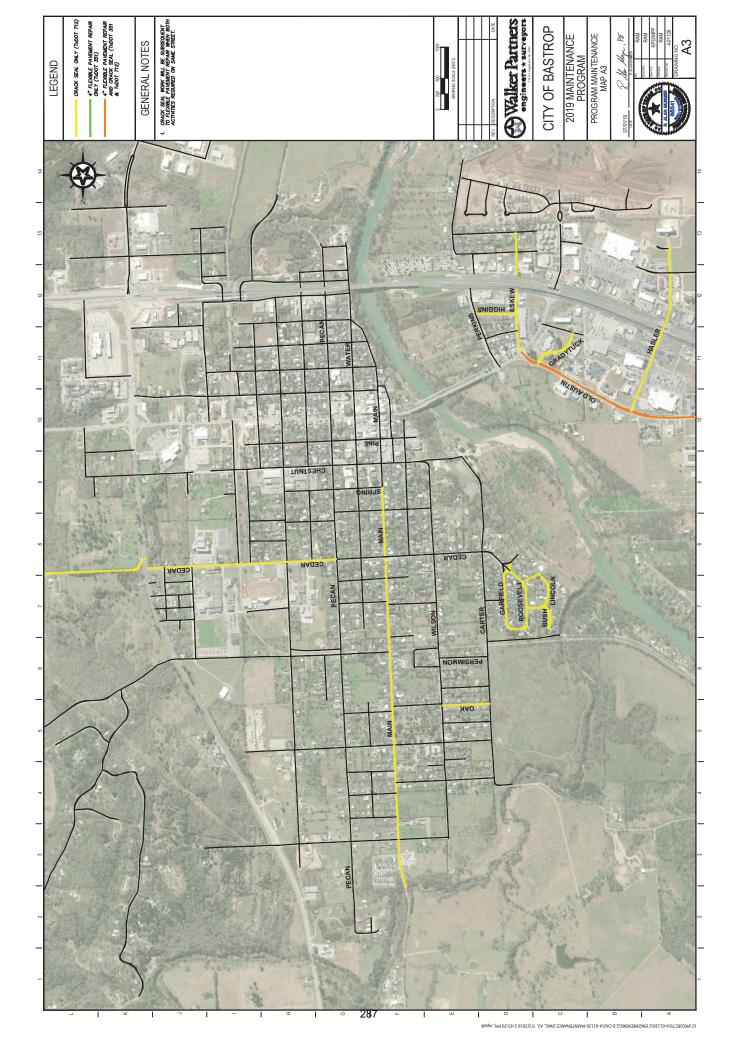


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FY 2019 STREETS PROGRAM MAINTENANCE - CRACK SEAL AND FLEXIBLE PAVEMENT REPAIR

ROAD NAME	FROM	ТО	LENGTH OF PAY - CRACK SEAL (L-MI)	FLEXIBLE PAVEMENT REPAIR (4 INCH DEPTH) (SY)
Map A1				
ANTELOPE	HUNTERS POINT	OUTFITTER	0.22	None
BEARHUNTER	SH 71	END	1.06	None
BIG HORN	BOWSTRING	REMINGTON	0.19	13
BIRD DOG	GRUTSCH	BROWNING	0.18	None
BOWSTRING	WILDCAT	REMINGTON	0.18	None
BROWNING	BIRD DOG	OUTFITTER	0.10	57
ВИСК SHOT	END	JAVELINA	1.12	None
BUSHMASTER	MAGNUM	MAVERICK	0.20	None
CALIBER	END	JAVELINA	0.13	453
CARBINE	N HUNTING LODGE	MOSSBERG	0.13	None
CORDURA	END	OUTFITTER	None	None
DOUBLEBARREL	END	S HUNTING LODGE	None	None
GRUTSCH	BIRD DOG	OUTFITTER	0.13	None
HUNTERS CROSSING	SH 71	HUNTERS POINT	2.09	None
HUNTERS POINT	BEARHUNTER	SH 304	1.26	810
JAVELINA	WOLVERINE	REMINGTON	0.16	974
MAGNUM	BUSHMASTER	THOMPSON	0.19	None
MAVERICK	BUSHMASTER	HUNTERS POINT	0.50	None
MOSSBERG	STEELSHOT	CARBINE	0.13	None
N HUNTING LODGE	STEELSHOT	HUNTERS POINT	None	None
OUTFITTER	GRUTSCH	TRAPPER	0.83	None
PACKHORSE	BEARHUNTER	END	0.13	40
PECCARY	HUNTERS POINT	PHEASANT	0.11	None
PHEASANT	REMINGTON	TRAPPER	0.79	None
PONY PASS	PACKHORSE	WILDCAT	0.10	10
PRONGHORN	END	OUTFITTER	0.08	None
REMINGTON	JAVELINA	OUTFITTER	0.30	None
S HUNTING LODGE	HUNTERS POINT	END	None	None
STEELSHOT	N HUNTING LODGE	MOSSBERG	0.13	None
THOMPSON	MAGNUM	MAVERICK	0.31	27
TRAPPER	PHEASANT	OUTFITTER	0.19	None
TROPHY	END	WOLVERINE	0.30	353
WEATHERBY	HUNTERS CROSSING	MAGNUM	None	None
WILDCAT	END	BOWSTRING	0.40	None
WOLVERINE PASS	JAVELINA	HUNTERS POINT	None	1654
Sub Total Sheet A1	I		11.64	4391

FY 2019 STREETS PROGRAM MAINTENANCE - CRACK SEAL AND FLEXIBLE PAVEMENT REPAIR

ROAD NAME	FROM	ТО	LENGTH OF PAY - CRACK SEAL (L-MI)	,
Map A2				(31)
ANNIKA	PATTON	NICOLE	0.59	8
BARBARA	SCHAEFFER	HASLER SHORES	0.36	
BELINDA	END	END	0.07	NONE
BILLS	END	ΚΑΤΥ Β	0.02	NONE
BLAIR	END	HASLER SHORES	1.20	32
BOB BRYANT PARK	END	CHARLES	0.21	NONE
BRYANT	BLAIR	JESSICA	0.46	150
CAROLE	SCHAEFFER	END	0.15	NONE
CAYLOR	END	ΚΑΤΥ Β	0.13	NONE
CHARLES	END	HASLER SHORES	1.94	641
ELIZABETH	SCHAEFFER	HASLER SHORES	0.37	NONE
HASLER SHORES	END	OLD AUSTIN	NONE	364
JENNIFER	BLAIR	JESSICA	0.52	NONE
JESSICA	END	HASLER SHORES	1.49	224
JORDAN	END	END	0.20	NONE
ΚΑΤΥ Β	BLAIR	JESSICA	0.23	4
KELLY	SCHAEFFER	END	0.18	8
LORI	END	END	0.08	NONE
MARINO	END	ΚΑΤΥ Β	0.14	NONE
NICOLE	CHARLES	JESSICA	0.89	703
OLD AUSTIN HIGHWAY	SH 71	LP 150	4.24	648
PATTON	END	BLAIR	0.08	46
REBECCA	SCHAEFFER	HASLER SHORES	0.37	NONE
SCHAEFFER	CHARLES	OLD AUSTIN	NONE	245
Sub Total Sheet A2			13.92	3073

FY 2019 STREETS PROGRAM MAINTENANCE - CRACK SEAL AND FLEXIBLE PAVEMENT REPAIR

				FLEXIBLE
			LENGTH OF	PAVEMENT
ROAD NAME	FROM	ТО	PAY - CRACK	REPAIR (4
			SEAL (L-MI)	INCH DEPTH)
				(SY)
Мар АЗ				
BUSH	END	LINCOLN	0.20	NONE
CEDAR	PECAN	RR	0.58	NONE
CEDAR	RR	SH 95	0.60	NONE
CEDAR	SH 95	HOUSTON	0.49	NONE
ESKEW	LP 150	SH 71	0.43	NONE
ESKEW	SH 71	MAYNARD	0.25	NONE
GRADYTUCK	OLD AUSTIN	HOSPITAL	0.52	NONE
HASLER	OLD AUSTIN	SH 71	1.00	NONE
HASLER	SH 71	END	0.97	NONE
HIGGINS	ESKEW	PERKINS	0.21	NONE
LINCOLN	ROOSEVELT	ROOSEVELT	0.53	NONE
MAIN	BRIDGE	RR	1.38	NONE
MAIN	RR	SPRING	1.28	NONE
ОАК	CARTER	WILSON	0.36	NONE
ROOSEVELT - GARFIELD	CEDAR	CEDAR	0.94	NONE
Sub Total Sheet A3			9.74	0
TOTAL			35.30	7464.00

Year Two: (Combined with Year 1 - FY 2019 to provide a bigger project to improve bid pricing.)

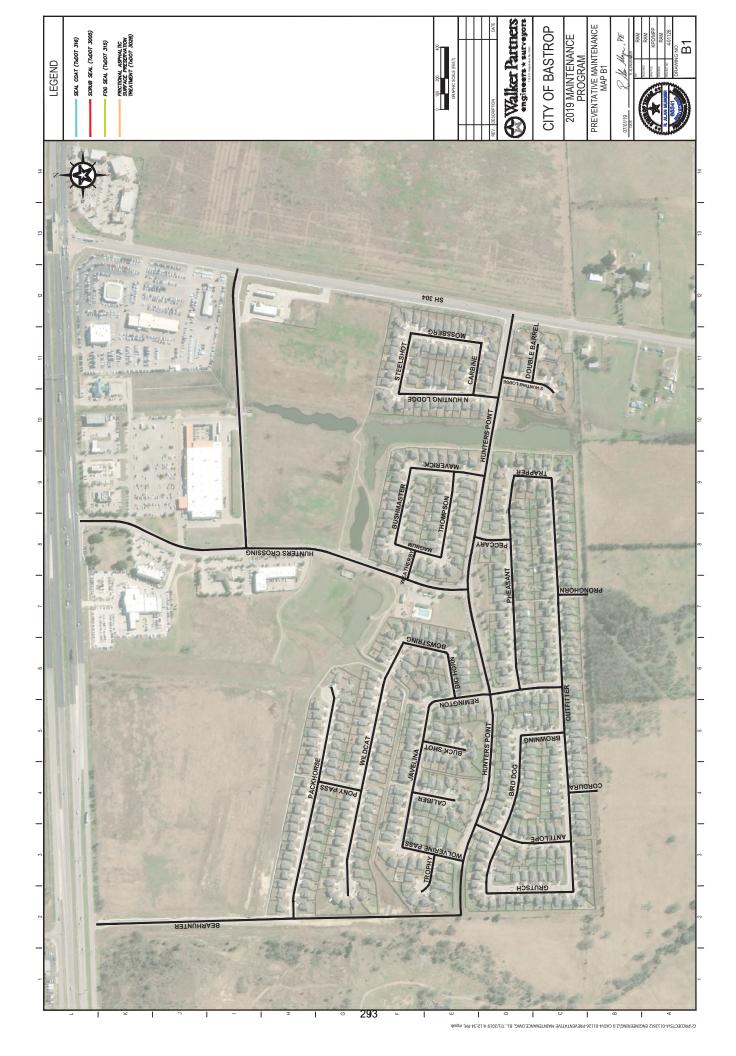
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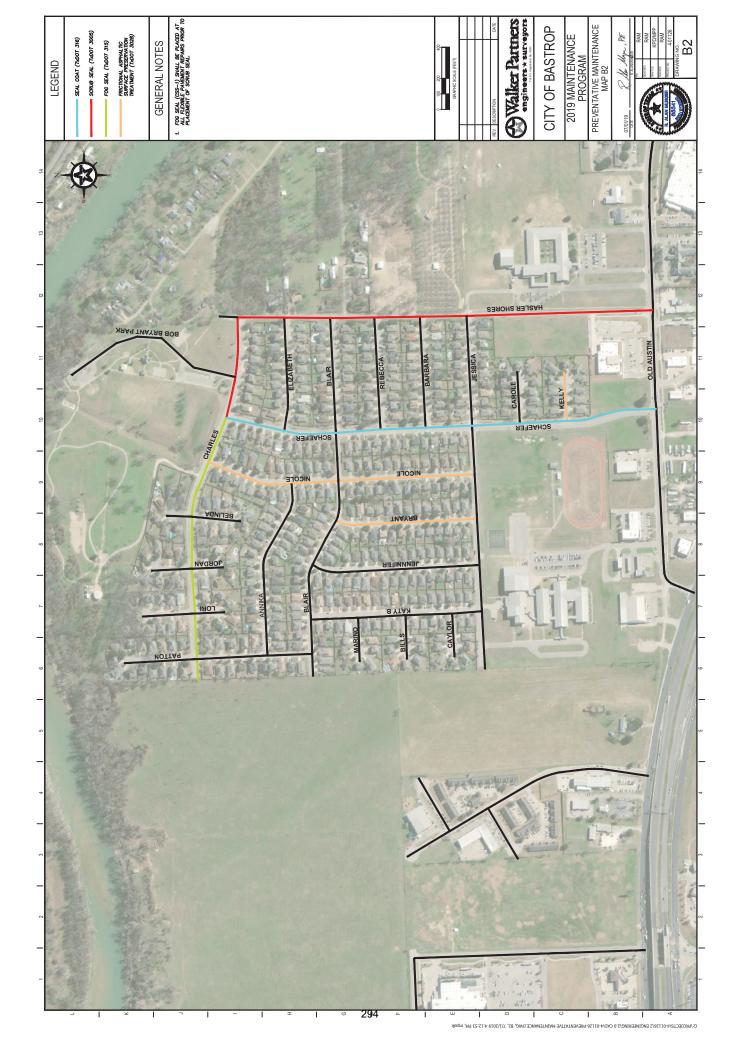


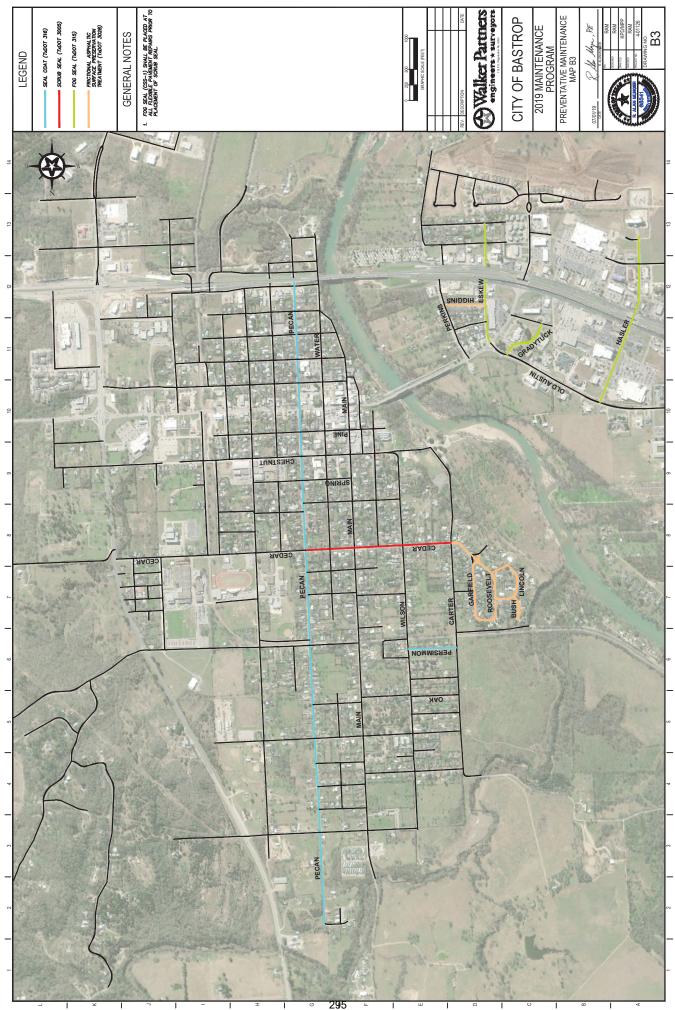
Street Name	PCI Score	Square Yards	Street Name	PCI Score
Bryant	70	150	Katy B	98
harles Blvd.	62	641	Big Horn	87
Nicole Way	69	703	Caliber	97
Kelly	67	8	Pack Horse	87
asler Shores	63	364	Wolverine Pass	56
Pony Pass	57	10	Browning	77
Annika Way	78	8	Hunters Point	84
Blair	75	32	Javelina	83
Jessica	84	224	Thompson	85
Patton	79	46	Trophy	73
Street	PCI	Lane	Street	PCI
Name	Score	Miles	Name	Score
Main	60	5.51	Oak	68
Cedar	68	3.411	Grady Tuck	77
Bush	87	.196	Roosevelt	83
Eskew	89	.685	Hasler	99
Higgins	96	.213		
	Crac	k Seal		

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//PROJECTS/4-01126/2 ENGINEERING/2.0 CAD/4-01126-PREVENTATIVE MAINTENANCE.DWG, B3, 7/3/2019 2:37:22 PM, mpolk

FY 2019 STREETS PROGRAM PREVENTATIVE MAINTENANCE - SEAL COAT TREATMENT (CHFRS-2P with

				•				
TY E or TY L GRADE 5 AGGR)								
ROAD NAME	FROM	ТО	LENGTH (FT)	WIDTH (FT)	AREA (SY)			
Map B1								
NONE	NONE	NONE			0			
Map B2								
SCHAEFFER	CHARLES	OLD AUSTIN	2731	41.5	12592.94			
Map B3								
PECAN	MESQUITE	RR	3009	24	8024			
PECAN	RR	CHESTNUT	3770	27	11310			
PECAN	CHESTNUT	SH 71 WBFR	1925	35	7486.111			
PERSIMMON	WILSON	CARTER	744	28	2314.667			
Sub Total SEAL COAT					41727.72			

FY 2019 STREETS PROGRAM PREVENTATIVE MAINTENANCE - SCRUB SEAL TREATMENT (CMS-2P with

TY E or TY L GR 5 AGGR)									
ROAD NAME	FROM	ТО	LENGTH (FT)	WIDTH (FT)	AREA (SY)				
Map B1									
NONE	NONE	NONE	0	0	0				
Map B2									
CHARLES	SCHAEFFER	HASLER SHORES	670	47	3498.889				
HASLER SHORES	CHARLES	OLD AUSTIN	2656	23	6787.556				
Map B3									
CEDAR	CARTER	PECAN	2347	28	7301.778				
Sub Total SCRUB SEAL					17588.22				

FY 2019 STREETS PROGRAM PREVENTATIVE MAINTENANCE - FRICTIONAL ASPHALTIC SURFACE PRESERVATION TREATMENT

Map B1 NONE NONE O O NONE NONE NONE 0 0 Map B2 BRYANT BLAIR JESSICA 868 28 27 BRYANT SCHAEFFER END 220 27 7 NICOLE CHARLES JESSICA 1695 28 52 Map B3 END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11										
NONE NONE NONE 0 0 Map B2 BRYANT BLAIR JESSICA 868 28 27 BRYANT BLAIR JESSICA 868 28 27 KELLY SCHAEFFER END 220 27 NICOLE CHARLES JESSICA 1695 28 52 Map B3 END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11	LENGTH (FT) WIDTH (FT) AREA (SY)	ТО	FROM	ROAD NAME						
Map B2 BRYANT BLAIR JESSICA 868 28 27 BRYANT SCHAEFFER END 220 27 7 NICOLE CHARLES JESSICA 1695 228 52 Map B3 END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11				Map B1						
BRYANT BLAIR JESSICA 868 28 27 KELLY SCHAEFFER END 220 27 7 NICOLE CHARLES JESSICA 1695 28 52 Map B3 END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11	0 0 0	NONE	NONE	NONE						
KELLY SCHAEFFER END 220 27 NICOLE CHARLES JESSICA 1695 28 52 Map B3 END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11				Map B2						
NICOLE CHARLES JESSICA 1695 28 52 Map B3 END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11	868 28 2700.444	JESSICA	BLAIR	BRYANT						
Map B3 END LINCOLN 317 28 12 BUSH GARFIELD CARTER 371 28 11	220 27 1185	END	SCHAEFFER	KELLY						
BUSH END LINCOLN 317 28 12 CEDAR GARFIELD CARTER 371 28 11	1695 28 5273.333	JESSICA	CHARLES	NICOLE						
CEDAR GARFIELD CARTER 371 28 11				Map B3						
	317 28 1264.222	LINCOLN	END	BUSH						
	371 28 1154.222	CARTER	GARFIELD	CEDAR						
HIGGINS ESKEW PERKINS 631 28 19	631 28 1963.111	PERKINS	ESKEW	HIGGINS						
LINCOLN ROOSEVELT ROOSEVELT 1158 28 36	1158 28 3602.667	ROOSEVELT	ROOSEVELT	LINCOLN						
ROOSEVELT - GARFIELD CEDAR CEDAR 2480 28 77	2480 28 7715.556	CEDAR	CEDAR	ROOSEVELT - GARFIELD						
Sub Total (FASPT) 24	24858.56			Sub Total (FASPT)						

FY 2019 STREETS PROGRAM PREVENTATIVE MAINTENANCE - FOG SEAL (CMS-1PF)

ROAD NAME	FROM	ТО	LENGTH (FT)	, WIDTH (FT)	AREA (SY)
Map B1					
NONE	NONE	NONE	0	0	0
Map B2					
CHARLES	END	SCHAEFFER	1714	47	8950.889
Map B3					
ESKEW	LP 150	SH 71	925	28	2877.778
ESKEW	SH 71	MAYNARD	664	19	1401.778
GRADYTUCK	OLD AUSTIN	HOSPITAL	794	34	2999.556
HASLER	OLD AUSTIN	SH 71	1112	36	5482
HASLER	SH 71	END	1223	36	4892
Sub Total (FOG SEAL CMS-1PF)					26604





Debt

Bond & Debt Summary	300
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General Fund – Debt Service	304
Water/Wastewater Debt Service	.305
2013 Combination Revenue/Tax Bond	306
2014 Certificate of Obligation Series	307
2018 Certificate of Obligation Series	308
2019 Revenue Bond Series	309
2019 Limited Tax Note	310
2019 Certificate of Obligation	311
Debt Schedules	312





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Bond & Debt Summary

Overview of Bonds

Major capital improvements such as streets, drainage, buildings, and other major infrastructure projects are often financed by bonds. This funding mechanism allows payment for infrastructure improvements to be made over multiple years, usually over the life of the improvement.



The Financial Management Policies include debt financing and debt management. Debt financing is recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

The debt management policy states that selfsupporting debt will be supported by self-supporting revenues. Other financing alternatives might be grants, leasing, developer contributions, impact fees, and use of reserves. The City shall obtain voter authorization before issuing General Obligation Bonds as required by law. Voter authorization is not required for the issuance of Revenue Bonds and Certificates of Obligation. However, the City may elect to obtain voter authorization for Revenue Bonds. The City will attempt to maintain base bond ratings of AA (Standard & Poor's) on its General Obligation debt. In an attempt to keep the debt service tax rate flat, retirement of debt principle will be structured to ensure constant annual debt payments when possible. The City will have a written policy for monitoring compliance with IRS laws and regulations as they relate to tax exempt debt.

City's Current Bond Ratings

General Obligation Bonds: Standard & Poor's "AA" Fitch Ratings "AA-"

Revenue Bonds:

Standard & Poor's "AA-"

Debt Service Funds

General Debt Service

This fund derives its revenue from property taxes. The amount of the taxes levied is determined by the City Council. The function of this fund is to retire bonded indebtedness and pay the interest on the indebtedness. The debt, which this fund retires, was issued by the City for General Fund capital equipment and infrastructure.

Debt and Tax Rate Limitations

All taxable property within the City is subject to the assessment, levy and collection by the City of a continuing, direct annual ad valorem tax, sufficient to provide for the payment of principal and interest on the Bonds within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City and limits its maximum ad valorem tax rate to \$2.50 per \$100 of assessed valuation for the City purposes.

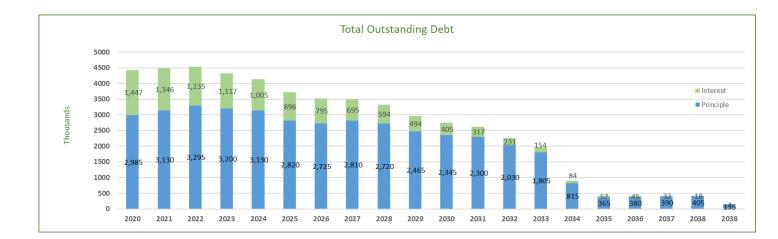


Calculation of Legal Debt Margin October 1, 2019

Taxable Assessed Valuation	\$967,705,908
Constitutional Limit	2.50% of assessed value
Maximum Constitutional Revenue Available	\$24,192,648
Tax Rate t0 Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Tax Rate for FY 2019-2020	\$0.5640/\$100 of valuation
Available unused Constitutional Max Tax Rate	77.44% of assessed valuation

Utility Debt Service

This fund derives its revenue from rates determined by City Council. The function of this fund is to retire bonded indebtedness for water and wastewater capital equipment and infrastructure. The Electric fund bond indebtedness is not recorded and tracked in a separate debt service fund.



The 2019 Limited Tax Note, in the amount of \$465,000, were sold on September 26, 2019 WITHOUT INCREASING TAXES.

The debt from this issuance will be paid from the Interest & Sinking (I&S) portion of the City's tax rate. Of the City's \$0.5640 tax rate, \$0.1949 is allocated to I&S, which goes to fund all outstanding debt owed by the General Fund. The I&S portion of the tax rate represents 34.56% of the total tax rate.

This issuance will fund much needed drainage improvements. The Drainage Master Plan will identify and priorities localized drainage improvement needs, take the existing data from previous studies and help develop a maintenance and operations plan, and will provide additional information to help establish a drainage utility fund in the future. The Gills Branch Channel Improvement is to excavate the channel and increase the culvert size at choke points to possibly include some dentention ponds. This bond amount will be for design only.

Project Description	Certificate of Obligations Issuance Amount
Drainage Master Plan	\$250,000
Gills Branch Channel Improvements	\$215,000
Total Amount of Issuance	\$465,000



General Fund – Debt Service is funded by the Interest & Sinking (I&S) portion of the City's tax rate. Of the City's \$0.5640 tax rate, \$0.1949 is allocated to I&S, which goes to fund all outstanding debt owed by the General Fund. The I&S portion of the tax rate represents 34.56% of the total tax rate.



CITY OF BASTROP						
FUND	DEPAR	TMENT		DIVISION		
120 GENERAL FUND-DEBT SERVICE	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N	
SUMMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
CATEGORIES	2018	2019	2019	2020	2021	
AD VALOREM TAXES	\$1,834,770	\$1,863,009	\$1,872,592	\$2,006,862	\$2,208,495	
OTHER REVENUE	\$9,842	\$0	\$0	\$0	\$0	
INTEREST INCOME	\$11,216	\$10,850	\$18,500	\$20,000	\$20,000	
MISCELLANEOUS INCOME	\$243,600	\$247,619	\$247,619	\$246,548	\$250,661	
TRANSFERS IN	\$515,366	\$516,185	\$516,185	\$514,416	\$545,688	
TOTAL REVENUE	\$2,614,794	\$2,637,663	\$2,654,896	\$2,787,826	\$3,024,844	
OTHER CHARGES	\$16,491	\$17,500	\$16,411	\$16,500	\$17,000	
DEBT SERVICE	\$2,345,727	\$2,370,703	\$2,699,103	\$2,736,118	\$2,780,883	
TOTAL EXPENDITURES	\$2,362,218	\$2,388,203	\$2,715,514	\$2,752,618	\$2,797,883	

<u>General Fund – Debt Service</u>

Water/Wastewater Fund – Debt Service is funded by a portion of the rate allocated to fund all outstanding debt, interest and principle, owed by the Utility Fund.



CITY OF BASTROP						
FUND	DEPAR	IMENT				
220 W/WW DEBT SERVICE	00 NON-DE	PARTMENT	0	0 NON-DIVISION	N	
SUMMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
CATEGORIES	2018	2019	2019	2020	2021	
INTEREST INCOME	\$12,852	\$26,386	\$26,386	\$30,000	\$600	
TRANSFERS IN	\$1,444,181	\$1,641,565	\$1,641,565	\$1,303,193	\$2,325,097	
TRANSFEERS IN	\$812,139	\$567,692	\$567,374	\$567,692	\$567,692	
TOTAL REVENUE	\$2,269,172	\$2,235,643	\$2,235,325	\$1,900,885	\$2,893,389	
DEBT SERVICE	\$1,441,015	\$1,425,805	\$1,441,920	\$1,870,887	\$2,116,720	
TRANSFERS OUT	\$0	\$0	\$0	\$2,000,000	\$O	
TOTAL EXPENDITURES	\$1,441,015	\$1,425,805	\$1,441,920	\$3,870,887	\$2,116,720	

Water/Wastewater Fund – Debt Service

2013 Combination Revenue/Tax Bond was issued for (i) constructing, improving, extending, and/or expanding City streets, including drainage, sidewalks, parking and right-of-way's; (ii) constructing, improving, extending, and/or expanding the City's water and wastewater system including an additional water supply well and related pipeline, and improvements for storm water drainage and detention and related roadway improvements; and (iii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of issuing the Certificates. The FY 2020 projects include Main St. Improvements and improvements in the Bastrop Industrial Park (EDC funded).



	CITY OF	BASTROP				
FUND	DEPAR	IMENT		DIVISION		
724 2013 COMB REV/TAX BOND	00 NON-DE	PARTMENT	0	0 NON-DIVISION	N	
SUMMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
CATEGORIES	2018	2019	2019	2020	2021	
INTEREST INCOME	\$20,575	\$15,000	\$30,000	\$26,644	\$0	
TOTAL REVENUE	\$20,575	\$15,000	\$30,000	\$26,644	\$0	
CONTRACTUAL SERVICES	\$2,253	\$0	\$0	\$0	\$0	
CAPITAL OUTLAY	\$116,657	\$1,317,356	\$186,010	\$1,035,407	\$0	
TRANSFER OUT	\$0	\$0	\$0	\$154,000	\$0	
TOTAL EXPENDITURES	\$118,910	\$1,317,356	\$186,010	\$1,189,407	\$0	

2013 Comb. Revenue/Tax Bond

2014 Certificate of Obligation Series was issued for (i) constructing, improving, extending, and/or expanding the City's water and wastewater system including equipment, vehicles, additional water supply well and related pipeline, and improvements for storm water drainage and detention and related roadway improvements; (ii) constructing improvements and upgrading the City's electric system including equipment and vehicles; and (iii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of issuing the Certificates.



CITY OF BASTROP							
FUND	DEPAR	TMENT	DIVISION				
725 CO 2014 SERIES	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N		
SUMMARY							
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
OTHER REVENUE	\$0	\$0	\$0	\$0	\$ 0		
INTEREST INCOME	\$24,361	\$15,000	\$4,500	\$0	\$0		
TOTAL REVENIE	\$24,361	\$15,000	\$4,500	\$0	\$ 0		
CONTRACTUAL SERVICES	\$0	\$0	\$0	\$0	\$ 0		
OTHER CHARGES	\$0	\$0	\$0	\$0	\$0		
CAPITAL OUTLAY	\$2,116,089	\$833,776	\$433,920	\$0	\$0		
DEBT SERVICE	\$0	\$0	\$0	\$0	\$0		
TRANSFERS OUT	\$0	\$0	\$0	\$0	\$ 0		
TOTAL EXPENDITURES	\$2,116,089	\$833,776	\$433,920	\$0	\$ 0		

2014 Certificate of Obligation Series

2018 Certificate of Obligation Series was issued for (i) constructing, improving, and upgrading the City's streets including drainage, sidewalks, right-of-way and bridge repair; and (ii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of the issuing the Certificates. The FY 2020 projects include match for drainage projects, Old Iron Bridge engineering, and Main St. Improvement.

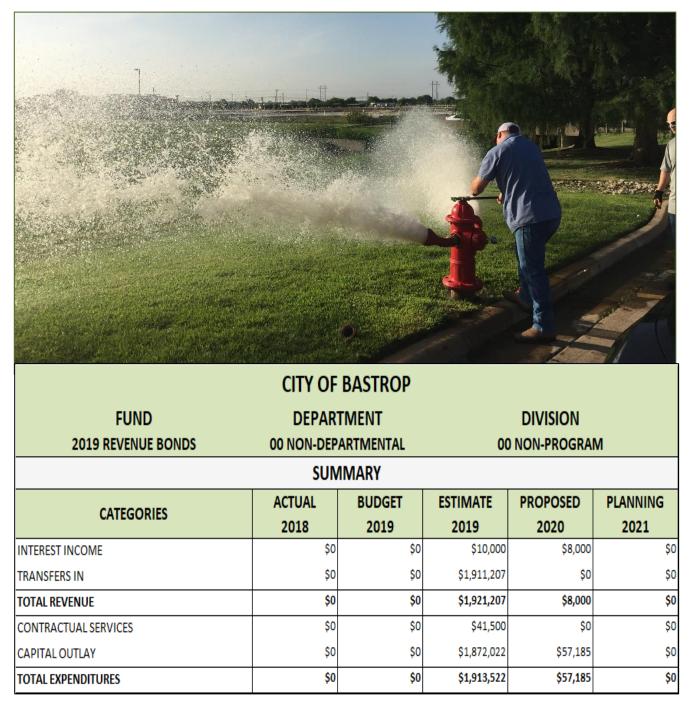


CITY	' OF	BAS	TROP	
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FUND 726 CO 2018 SERIES	DEPAR 00 NON-DEP		DIVISION 00 NON-DIVISION										
	SUMMARY												
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING								
CATEGORIES	2018	2019	2019	2020	2021								
INTEREST INCOME	\$0	\$45,000	\$75,000	\$50,000	\$0								
TOTAL REVENUE	\$0	\$45,000	\$75,000	\$50,000	\$0								
CAPITAL OUTLAY	\$0	\$2,300,000	\$364,803	\$3,175,697	\$0								
TRANSFERS OUT	\$0	\$1,100,000	\$1,100,000	\$0	\$0								
TOTAL EXPENDITURES	\$ 0	\$3,400,000	\$1,464,803	\$ 0									

2018 Certificate of Obligation Series

2019 Water and Wastewater Utility System Revenue Series Bonds were issued for (1) paying costs of acquiring, purchasing, constructing, improving, renovating, enlarging or equipping the City's Utility System including constructing, acquiring, improving, renovating and equipping City waterworks and sewer system facilities and (2) paying the costs of issuing such Bonds.



2019 Revenue Bond Series

2019 Limited Tax Note was issued for (i) constructing, improving, and upgrading the City's streets including drainage, sidewalks, right-of-way and bridge repair; and (ii) the payment of professional services in connection therewith including legal, fiscal and engineering fees and the costs of the issuing the Notes.



	CITY OF	BASTROP						
FUND	DEPAR	TMENT		DIVISION				
727 2019 CO SERIES	00 NON-DEP	ARTMENTAL	00 NON-DIVISION					
	SUN	IMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
OTHER REVENUE	\$0	\$0	\$0	\$465,000	\$0			
TOTAL REVENUE	\$ 0	<mark>\$</mark> 0	\$0	\$465,000	\$0			
CAPITAL OUTLAY	\$0	\$0	\$0	\$465,000	\$0			
TOTAL EXPENDITURES	\$0	\$0	\$0 \$465,000					

2019 Limited Tax Note

2019 Certificate of Obligation will be issued to purchase much needed fire equipment to include: (1) Aerial Platform Engine; (2) PUC Pumper Engine; and replacement of Self-Contained Breathing Apparatus equipment.



	CITY OF	BASTROP					
FUND	DEPAR	TMENT		DIVISION			
728 CO 2019 SERIES	00 NON-DEP	ARTMENTAL	00 NON-DIVISION				
	SUN	IMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
OTHER REVENUE	\$0	\$0	\$0	\$2,800,000	\$ 0		
TOTAL REVENUE	\$0	\$ 0	\$ 0	\$2,800,000	\$ 0		
CAPITAL OUTLAY	\$0	\$0	\$0	\$2,800,000	\$ 0		
TOTAL EXPENDITURE	\$0	\$ 0	\$ 0	\$2,800,000	\$ 0		

2019 Certificate of Obligation

		Serie Mati	s 20 urity	al Obligatic 105 - \$2,44 Date 2/1/2 t Rate 3.67	5,0 202		General Obligation Series 2006 - \$345,000 Maturity Date 2/1/2026 Interest Rate 4.24%					
Payment Date	I	Principal		Interest		Total	F	Principal		Interest		Total
2/1/2020	\$	145,000	\$	21,410	\$	166,410	\$	20,000	\$	4,123	\$	24,123
8/1/2020			\$	18,176	\$	18,176			\$	3,607	\$	3,607
2/1/2021	\$	150,000	\$	18,176	\$	168,176	\$	20,000	\$	3,607	\$	23,607
8/1/2021	·		\$	14,831	\$	14,831		-,	\$	3,092	\$	3,092
2/1/2022	\$	155,000	\$	14,831	\$	169,831	\$	20,000	\$	3,092	\$	23,092
8/1/2022		,	\$	11,374	\$	11,374	-	,	\$	2,577	\$	2,577
2/1/2023	\$	165,000	\$	11,374	\$	176,374	\$	25,000	\$	2,577	\$	27,577
8/1/2023	Ť	,	\$	7,694	\$	7,694	Ť	_0,000	\$	1,932	\$	1,932
2/1/2024	\$	170,000	\$	7,694	\$	177,694	\$	25,000	\$	1,932	\$	26,932
8/1/2024	Ť		\$	3,903	\$	3,903	Ť	_0,000	\$	1,288	\$	1,288
2/1/2025	\$	175,000	\$	3,903	\$	178,903	\$	25,000	\$	1,288	\$	26,288
8/1/2025	Ŷ	110,000	Ψ	0,000	Ψ	110,000	Ŷ	20,000	\$	644	\$	644
2/1/2026							\$	25,000	\$	644	\$	25,644
8/1/2026							*	_0,000	¥	0.1	¥	_0,011
2/1/2027												
8/1/2027												
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8/1/2038												
2/1/2039												
8/1/2039												
TOTAL	\$	960,000	\$	133,368	\$	1,093,368	\$	160,000	\$	30,404	\$	190,404
		, -		, -		. , -	- · ·	, -		,		÷
	lss	ue Date:				12/6/2005	lss	sue Date:			1	2/21/2006
	Ra	te of Interes	st:			3.67%	Ra	te of Intere	est:			4.24%

		Seri Mat	es 2 urity	ate of Oblig 2006 - \$725 7 Date 2/1/2 st Rate 4.19	,000 2026)	General Obligation Series 2007 - \$1,220,000 Maturity Date 2/1/2027 Interest Rate 4.08%						
Payment Date	Р	rincipal		Interest		Total	F	Principal		Interest		Total	
2/1/2020	\$	30,000	\$	5,856	\$	35,856	\$	70,000	\$	12,852	\$	82,852	
8/1/2020		·	\$	5,092	\$	5,092			\$	11,424	\$	11,424	
2/1/2021	\$	30,000	\$	5,092	\$	35,092	\$	70,000	\$	11,424	\$	81,424	
8/1/2021			\$	4,329	\$	4,329			\$	9,996	\$	9,996	
2/1/2022	\$	30,000	\$	4,329	\$	34,329	\$	75,000	\$	9,996	\$	84,996	
8/1/2022	•		\$	3,565	\$	3,565	·	-,	\$	8,466	\$	8,466	
2/1/2023	\$	35,000	\$	3,565	\$	38,565	\$	75,000	\$	8,466	\$	83,466	
8/1/2023		,	\$	2,674	\$	2,674	*	,	\$	6,936	\$	6,936	
2/1/2024	\$	35,000	\$	2,674	\$	37,674	\$	80,000	\$	6,936	\$	86,936	
8/1/2024	Ŧ	00,000	\$	1,782	\$	1,782	Ť	00,000	\$	5,304	\$	5,304	
2/1/2025	\$	35,000	\$	1,782	\$	36,782	\$	85,000	\$	5,304	\$	90,304	
8/1/2025	Ŷ	00,000	\$	891	\$	891	Ψ	00,000	\$	3,570	\$	3,570	
2/1/2026	\$	35,000	\$	891	\$	35,891	\$	85,000	\$	3,570	\$	88,570	
8/1/2026	Ŷ	00,000	Ψ	001	Ψ	00,001	Ψ	00,000	\$	1,836	\$	1,836	
2/1/2027							\$	90,000	\$	1,836	\$	91,836	
8/1/2027							Ψ	00,000	Ψ	1,000	Ψ	01,000	
2/1/2028													
8/1/2028													
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8/1/2037 2/1/2038													
8/1/2038													
2/1/2039 8/1/2039													
8/1/2039 TOTAL	\$	230,000	\$	42,522	\$	272,522	\$	630,000	\$	107,916	\$	737,916	
IUIAL	Iss	ue Date: te of Intere		72,022		2/21/2006	lss			101,010	Ψ	6/13/2007 4.08%	

	Seri Ma	rtrificate of Oblig les 2007 - \$2,32 aturity Date 2/1/ nterest Rate 4.0	20,000 2027	Certrificate of Obligation Series 2010 - \$7,400,000 Maturity Date 8/1/2022 Interest Rate 3.5-4.25%					
Payment Date	Principal	Interest	Total	Principal	Interest	Total			
2/1/2020 8/1/2020 2/1/2021 8/1/2021 2/1/2022 8/1/2022 2/1/2023 8/1/2023 2/1/2024 8/1/2025 8/1/2025 2/1/2026 8/1/2026 2/1/2027 8/1/2027 2/1/2028 8/1/2029 8/1/2029 2/1/2030 8/1/2030 8/1/2030 2/1/2031 8/1/2031 2/1/2032 8/1/2033 8/1/2033 8/1/2034 8/1/2035 8/1/2035 8/1/2035 8/1/2036 8/1/2037 8/1/2037 8/1/2037 8/1/2038 8/1/2038	Principal \$ 130,000 \$ 135,000 \$ 140,000 \$ 145,000 \$ 160,000 \$ 160,000 \$ 170,000	\$ 24,139 \$ 21,513 \$ 21,513 \$ 18,786 \$ 18,786 \$ 15,958 \$ 15,958 \$ 15,958 \$ 13,029 \$ 13,029 \$ 9,999 \$ 9,999 \$ 9,999 \$ 6,767 \$ 6,767 \$ 3,434	Total \$ 154,139 \$ 21,513 \$ 156,513 \$ 158,786 \$ 158,786 \$ 15,958 \$ 160,958 \$ 13,029 \$ 9,999 \$ 163,029 \$ 9,999 \$ 6,767 \$ 171,767 \$ 3,434 \$ 173,434	Principal \$ 360,000 \$ 425,000 \$ 450,000	Interest \$ 22,159 \$ 15,859 \$ 15,859 \$ 8,156 \$ 8,156	Total \$ 22,159 \$ 382,159 \$ 15,859 \$ 440,859 \$ 440,859 \$ 458,156 \$ - <tr td=""></tr>			
8/1/2039 TOTAL	\$ 1,195,000	\$ 203,111	\$ 1,398,111	\$ 1,235,000	\$ 92,350	\$ 1,327,350			
	Issue Date: Rate of Intere	st:		Issue Date: Rate of Inter	est:	2/10/2010 3.5 - 4.25%			

	Serie Mate	al Obligation Re es 2010 - \$2,56 urity Date 8/15/ erest Rate 3.0-4	0,000 2024	General Obligation Refunding Series 2011 - \$4,260,000 Maturity Date 8/1/2022 Interest Rate 3.5-4.0%						
Payment Date	Principal	Interest	Total	Principal	Interest	Total				
	Principal \$ 195,000 \$ 200,000 \$ 210,000 \$ 215,000 \$ 225,000	\$ 19,546 \$ 19,546 \$ 16,231 \$ 16,231 \$ 12,606 \$ 12,606 \$ 8,800 \$ 8,800 \$ 4,500	Total \$ 19,546 \$ 214,546 \$ 16,231 \$ 12,606 \$ 222,606 \$ 8,800 \$ 223,800 \$ 4,500 \$ 229,500	Principal \$ 395,000 \$ 415,000 \$ 180,000 \$ \$ \$	Interest Interest	Total \$ 19,800 \$ 414,800 \$ 11,900 \$ 426,900 \$ 3,600 \$ 183,600 \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -				
8/1/2039 TOTAL	\$ 1,045,000	\$ 123,368	\$ 1,168,368	\$ 990,000	\$ 70,600	\$ 1,060,600				
	Issue Date: Rate of Intere:	st:	7/14/2010 2 - 4%	Issue Date: Rate of Intere	st:	7/12/2011 2 - 4%				

	Serie Mat	al Obligation Re es 2012 - \$2,019 turity Date 8/1/2 erest Rate 2.0-3	5,000 2024	Seri Ma	trificate of Obligations es 2012 - \$4,300,0 turity Date 8/1/203 erest Rate 2.0-4.06	000 32
Payment Date	Principal	Interest	Total	Principal	Interest	Total
	Principal \$ 215,000 \$ 220,000 \$ 230,000 \$ 230,000 \$ 230,000 \$ 230,000 \$ 245,000	Interest 17,100 13,875 13,875 10,575 7,125 7,125 3,675 3,675	Total \$ 17,100 \$ 232,100 \$ 13,875 \$ 233,875 \$ 10,575 \$ 240,575 \$ 7,125 \$ 237,125 \$ 3,675 \$ 248,675	Principal \$ 195,000 \$ 200,000 \$ 210,000 \$ 215,000 \$ 220,000 \$ 235,000 \$ 245,000 \$ 260,000 \$ 265,000 \$ 290,000 \$ 300,000	Interest \$ 51,625 \$ 48,700 \$ 48,700 \$ 48,700 \$ 45,700 \$ 45,700 \$ 45,700 \$ 42,550 \$ 42,550 \$ 39,325 \$ 39,325 \$ 36,025 \$ 32,500 \$ 28,825 \$ 25,075 \$ 21,175 \$ 17,200 \$ 17,200 \$ 11,800 \$ 6,000 \$ 6,000	5 51,625 48,700 248,700 255,700 255,700 255,700 257,550 39,325 36,025 32,500 277,500 28,825 278,825 278,825 278,825 285,075 21,175 286,175 17,200 301,800 6,000 306,000
8/1/2039 TOTAL	\$ 1,140,000	\$ 104,700	\$ 1,244,700	\$ 3,155,000	\$ 813,000 \$	3,968,000
	Issue Date: Rate of Intere.	st:	3/14/2012 2 - 3%	Issue Date: Rate of Intere:	st:	3/14/2012 2 - 4%

		Serie Mat	s 2(turit	ate of Obliga 013 - \$11,00 y Date 8/1/2 Rate 3.0-4 <i>.:</i>	0,0(033	00	Certrificate of Obligation Series 2014 - \$7,000,000 Maturity Date 8/1/2034 Interest Rate 2.0-3.5%						
Payment Date		Principal		Interest		Total		Principal		Interest		Total	
			۴	400 705	¢	400 705			۴	04 400	۴	04 400	
2/1/2020	۴	205 000	\$	188,725	\$	188,725	¢	200.000	\$	81,438	\$	81,438	
8/1/2020	\$	325,000	\$ \$	188,725	\$	513,725	\$	300,000	\$ \$	81,438	\$	381,438	
2/1/2021 8/1/2021	\$	325,000	ъ \$	182,225 182.225	\$ \$	182,225 507,225	\$	310,000	ъ \$	78,438 78,438	\$ ¢	78,438 388,438	
2/1/2022	φ	325,000	э \$	175,725	ф \$	175,725	φ	310,000	э \$	75,338	\$ \$	75,338	
8/1/2022	\$	510,000	φ \$	175,725	φ \$	685,725	\$	320,000	φ \$	75,338	φ \$	395,338	
2/1/2022	φ	510,000	э \$	165,525	ф \$	165,525	φ	320,000	э \$	72,138	э \$	72,138	
8/1/2023	\$	535,000	φ \$	165,525	φ \$	700,525	\$	330,000	φ \$	72,138	φ \$	402,138	
2/1/2023	Ψ	333,000	φ \$	157,500	φ \$	157,500	Ψ	330,000	φ \$	68,425	φ \$	68,425	
8/1/2024	\$	555,000	φ \$	157,500	φ \$	712,500	\$	340,000	φ \$	68,425	φ \$	408,425	
2/1/2024	Ψ	333,000	\$	149,175	φ \$	149,175	Ψ	540,000	\$	64,388	\$	64,388	
8/1/2025	\$	610,000	φ \$	149,175	φ \$	759,175	\$	350,000	φ \$	64,388	φ \$	414,388	
2/1/2026	Ψ	010,000	\$	136,975	\$	136,975	Ψ	000,000	\$	59,794	\$	59,794	
8/1/2026	\$	630,000	\$	136,975	\$	766,975	\$	360,000	\$	59,794	\$	419,794	
2/1/2027	Ψ	000,000	φ \$	124,375	φ \$	124,375	Ψ	300,000	\$	54,394	\$	54,394	
8/1/2027	\$	685,000	\$	124,375	φ \$	809,375	\$	370,000	\$	54,394	\$	424,394	
2/1/2028	Ψ	000,000	\$	110,675	\$	110,675	Ψ	070,000	\$	48,844	\$	48,844	
8/1/2028	\$	790,000	\$	110,675	\$	900,675	\$	380,000	\$	48,844	\$	428,844	
2/1/2029	Ψ	100,000	\$	94,875	\$	94,875	Ψ	000,000	\$	43,144	\$	43,144	
8/1/2029	\$	845,000	\$	94,875	\$	939,875	\$	390,000	\$	43,144	\$	433,144	
2/1/2029	Ψ	040,000	\$	77,975	\$	77,975	Ψ	000,000	\$	37,294	\$	37,294	
8/1/2030	\$	890,000	\$	77,975	\$	967,975	\$	405,000	\$	37,294	\$	442,294	
2/1/2031	Ψ	000,000	\$	60,175	\$	60,175	Ψ	400,000	\$	30,713	\$	30,713	
8/1/2031	\$	930,000	\$	60,175	\$	990,175	\$	420,000	\$	30,713	\$	450,713	
2/1/2032	Ψ	000,000	\$	41,575	\$	41,575	Ŷ	120,000	\$	23,625	\$	23,625	
8/1/2032	\$	970,000	\$	41,575	\$	1,011,575	\$	435,000	\$	23,625	\$	458,625	
2/1/2033	Ŧ	0.0,000	\$	21,569	\$	21,569	Ť	,	\$	16,013	\$	16,013	
8/1/2033	\$	1,015,000	\$	21,569	\$	1,036,569	\$	450,000	\$	16,013	\$	466,013	
2/1/2034	+	.,,	+	,000	Ŧ	.,,	Ť	,	\$	8,138	\$	8,138	
8/1/2034							\$	465,000	\$	8,138	\$	473,138	
2/1/2035							Ť		Ŧ	2,.00	+		
8/1/2035													
2/1/2036													
8/1/2036													
2/1/2037													
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8/1/2038													
2/1/2039													
8/1/2039													
TOTAL	\$	9,615,000	\$	3,374,138	\$	12,989,138	\$	5,625,000	\$	1,524,238	\$	7,149,238	
		ue Date: te of Interest				11/12/2013 3-4.25%		ue Date: te of Interest				5/15/2014 2-3.5%	

		Series Matu	s 20 [.] ırity	igation Refu 14 - \$2,275, Date 8/1/20 Rate 2.0-4.0	000 31	ng	General Obligation Refunding Series 2016 - \$2,525,000 Maturity Date 8/1/2028 Interest Rate 2.0-4.0%					
Payment Date		Principal		Interest		Total		Principal		Interest		Total
		·	<u>^</u>		\$	10.005		•	<u>^</u>		<u>^</u>	
2/1/2020	^	110.000	\$	40,625	\$	40,625	^	005 000	\$	33,800	\$	33,800
8/1/2020	\$	110,000	\$	40,625	\$	150,625	\$	205,000	\$	33,800	\$	238,800
2/1/2021	^	115 000	\$	39,525	\$	39,525	^	040.000	\$	31,750	\$	31,750
8/1/2021	\$	115,000	\$	39,525	\$	154,525	\$	210,000	\$	31,750	\$	241,750
2/1/2022	¢	100.000	\$	37,800	\$	37,800	¢	215 000	\$	28,600	\$	28,600
8/1/2022	\$	120,000	\$	37,800	\$	157,800	\$	215,000	\$	28,600	\$	243,600
2/1/2023	¢	105 000	\$	35,400	\$	35,400	¢	220.000	\$	25,375	\$	25,375
8/1/2023	\$	125,000	\$	35,400	\$	160,400	\$	230,000	\$	25,375	\$	255,375
2/1/2024	۴	405 000	\$	32,900	\$	32,900	¢	000 000	\$	21,925	\$	21,925
8/1/2024	\$	135,000	\$	32,900	\$	167,900	\$	230,000	\$	21,925	\$	251,925
2/1/2025	¢	140.000	\$	30,200	\$	30,200	¢		\$	18,475	\$	18,475
8/1/2025	\$	140,000	\$	30,200	\$	170,200	\$	250,000	\$	18,475	\$	268,475
2/1/2026	•	4 4 9 9 9 9	\$	27,400	\$	27,400	•	055 000	\$	14,725	\$	14,725
8/1/2026	\$	140,000	\$	27,400	\$	167,400	\$	255,000	\$	14,725	\$	269,725
2/1/2027	•		\$	24,600	\$	24,600	^	~~~ ~~~	\$	10,900	\$	10,900
8/1/2027	\$	155,000	\$	24,600	\$	179,600	\$	265,000	\$	10,900	\$	275,900
2/1/2028			\$	21,500	\$	21,500			\$	5,600	\$	5,600
8/1/2028	\$	155,000	\$	21,500	\$	176,500	\$	280,000	\$	5,600	\$	285,600
2/1/2029			\$	18,400	\$	18,400					\$	-
8/1/2029	\$	110,000	\$	18,400	\$	128,400					\$	-
2/1/2030			\$	16,200	\$	16,200					\$	-
8/1/2030	\$	470,000	\$	16,200	\$	486,200					\$	-
2/1/2031			\$	6,800	\$	6,800					\$ \$	-
8/1/2031	\$	340,000	\$	6,800	\$	346,800						-
2/1/2032					\$	-					\$ \$ \$ \$ \$ \$ \$	-
8/1/2032					\$	-					\$	-
2/1/2033					\$ \$ \$	-					\$	-
8/1/2033					\$	-					\$	-
2/1/2034					\$	-					\$	-
8/1/2034					\$	-					\$	-
2/1/2035												
8/1/2035												
2/1/2036												
8/1/2036												
2/1/2037												
8/1/2037												
2/1/2038												
8/1/2038												
2/1/2039												
8/1/2039							_					
TOTAL	\$	2,115,000	\$	662,700	\$	2,777,700	\$	2,140,000	\$	382,300	\$	2,522,300
		ue Date: e of Interest:				5/15/2014 2-4%		sue Date: ite of Interest:				5/26/2014 2-4%

		Series Matu	s 20 irity	ligation Refu 17 - \$3,745, Date 8/1/20 Rate 3.0-4.0	000 29	ng	Certificate of Obligation Series 2018 - \$4,605,000 Maturity Date 8/1/2038 Interest Rate 3.75-4.0%						
Payment Date		Principal		Interest		Total		Principal		Interest		Total	
2/1/2020			\$	73,500	\$	73,500			\$	79,319	\$	79,319	
8/1/2020	\$	25,000	\$	73,500	\$	98,500	\$	200,000	\$	79,319	\$	279,319	
2/1/2021	Ψ	20,000	\$	73,125	\$	73,125	Ψ	200,000	\$	75,319	\$	75,319	
8/1/2021	\$	30,000	\$	73,125	\$	103,125	\$	210,000	\$	75,319	\$	285,319	
2/1/2022	Ψ	00,000	\$	72,675	\$	72,675	Ψ	210,000	\$	71,119	\$	71,119	
8/1/2022	\$	25,000	\$	72,675	\$	97,675	\$	335,000	\$	71,119	\$	406,119	
2/1/2023	Ψ	20,000	\$	72,300	\$	72,300	Ψ	000,000	\$	64,419	\$	64,419	
8/1/2023	\$	455,000	\$	72,300	\$	527,300	\$	350,000	\$	64,419	\$	414,419	
2/1/2024	Ψ	100,000	\$	63,200	\$	63,200	Ψ	000,000	\$	57,419	\$	57,419	
8/1/2024	\$	475,000	\$	63,200	\$	538,200	\$	170,000	\$	57,419	\$	227,419	
2/1/2025	Ψ	470,000	\$	53,700	\$	53,700	Ψ	110,000	\$	54,019	\$	54,019	
8/1/2025	\$	495,000	\$	53,700	\$	548,700	\$	180,000	\$	54,019	\$	234,019	
2/1/2026	Ψ	400,000	\$	43,800	\$	43,800	Ψ	100,000	\$	50,419	\$	50,419	
8/1/2026	\$	520,000	\$	43,800	\$	563,800	\$	185,000	\$	50,419	\$	235,419	
2/1/2027	Ψ	520,000	Ψ \$	33,400	\$	33,400	Ψ	100,000	Ψ \$	46,719	Ψ \$	46,719	
8/1/2027	\$	545,000	\$	33,400	\$	578,400	\$	195,000	\$	46,719	\$	241,719	
2/1/2028	Ψ	545,000	\$	22,500	\$	22,500	Ψ	135,000	φ \$	42,819	Ψ \$	42,819	
8/1/2028	\$	570,000	φ \$	22,500	\$	592,500	\$	200,000	φ \$	42,819	φ \$	242,819	
	Ψ	570,000	φ \$	11,100		11,100	φ	200,000	φ \$	39,819	φ \$	39,819	
2/1/2029	\$	555,000	φ \$	11,100	\$ \$	566,100	\$	210,000	э \$	39,819	ֆ \$	249,819	
8/1/2029 2/1/2030	Ψ	555,000	φ	11,100	φ \$	500,100	φ	210,000	φ \$	36,669	φ \$	36,669	
					э \$	-	\$	215,000	э \$	36,669	ֆ \$	251,669	
8/1/2030						-	φ	215,000					
2/1/2031					\$ \$	-	\$	220,000	\$ \$	33,444 33,444	\$ \$	33,444 253,444	
8/1/2031						-	φ	220,000				-	
2/1/2032					\$	-	\$	225 000	\$	30,144	\$	30,144	
8/1/2032					\$	-	φ	225,000	\$	30,144	\$ ¢	255,144	
2/1/2033					φ Φ	-	\$	225 000	\$	26,769	\$	26,769	
8/1/2033					φ Φ	-	φ	235,000	\$	26,769	\$	261,769	
2/1/2034					\$ \$ \$ \$	-	¢	240,000	\$	22,950	\$ ¢	22,950	
8/1/2034					Φ	-	\$	240,000	\$	22,950	\$	262,950	
2/1/2035							¢	250 000	\$ ¢	19,050	\$ ¢	19,050	
8/1/2035							\$	250,000	\$ ¢	19,050	\$ ¢	269,050	
2/1/2036							¢	260.000	\$ ¢	14,675 14,675	\$ ¢	14,675 274,675	
8/1/2036							\$	260,000	\$ ¢	14,675 10 125	\$ ¢	274,675	
2/1/2037							¢	065 000	ф Ф	10,125	\$	10,125	
8/1/2037							\$	265,000	\$ ¢	10,125	\$ ¢	275,125	
2/1/2038							¢	075 000	ф Ф	5,156 5 156	\$	5,156	
8/1/2038							\$	275,000	\$	5,156	\$	280,156	
2/1/2039													
8/1/2039	¢	2 605 000	ሰ	1 020 600	¢	4 722 600	¢	4 400 000	¢	1 560 720	¢	E 000 720	
TOTAL	\$	3,695,000	\$	1,038,600	\$	4,733,600	\$	4,420,000	\$	1,560,738	\$	5,980,738	
		ue Date: te of Interest:				3/2/2017 3-4%		sue Date: ite of Interest:				9/20/2018 3-4%	

		Water & Waste Series		ter Utility Sy 19 - \$1,900,		ev Bonds	Limited Tax Note Series 2019 - \$465,000						
		Matu	irity	Date 8/1/20	39			Matu	ırity	Date 8/1/20	26		
		Inter	est	Rate 3.0-4.0)%			Inte	eres	t Rate 2.25%	, 0		
Payment Date		Principal		Interest		Total		Principal		Interest		Total	
2/1/2020			\$	31,875	\$	31,875			\$	4,156	\$	4,156	
8/1/2020	\$	65,000	\$	31,875	\$	96,875	\$	15,000	\$	4,156	\$	19,156	
2/1/2021			\$	30,575	\$	30,575			\$	5,062	\$	5,062	
8/1/2021	\$	65,000	\$	30,575	\$	95,575	\$	15,000	\$	5,062	\$	20,062	
2/1/2022			\$	29,275	\$	29,275			\$	4,894	\$	4,894	
8/1/2022	\$	70,000	\$	29,275	\$	99,275	\$	85,000	\$	4,894	\$	89,894	
2/1/2023			\$	27,875	\$	27,875			\$	3,938	\$	3,938	
8/1/2023	\$	70,000	\$	27,875	\$	97,875	\$	85,000	\$	3,938	\$	88,938	
2/1/2024			\$	26,475	\$	26,475			\$	2,981	\$	2,981	
8/1/2024	\$	75,000	\$	26,475	\$	101,475	\$	85,000	\$	2,981	\$	87,981	
2/1/2025			\$	24,975	\$	24,975			\$	2,025	\$	2,025	
8/1/2025	\$	80,000	\$	24,975	\$	104,975	\$	90,000	\$	2,025	\$	92,025	
2/1/2026			\$	23,375	\$	23,375			\$	1,013	\$	1,013	
8/1/2026	\$	80,000	\$	23,375	\$	103,375	\$	90,000	\$	1,013	\$	91,013	
2/1/2027			\$	21,775	\$	21,775					\$	-	
8/1/2027	\$	85,000	\$	21,775	\$	106,775					\$	-	
2/1/2028			\$	20,075	\$	20,075					\$	-	
8/1/2028	\$	85,000	\$	20,075	\$	105,075					\$	-	
2/1/2029			\$	18,375	\$	18,375					\$ \$ \$	-	
8/1/2029	\$	90,000	\$	18,375	\$	108,375					\$	-	
2/1/2030			\$	17,025	\$	17,025					\$	-	
8/1/2030	\$	95,000	\$	17,025	\$	112,025					\$ \$	-	
2/1/2031			\$	15,600	\$	15,600					\$	-	
8/1/2031	\$	100,000	\$	15,600	\$	115,600					\$ \$ \$	-	
2/1/2032			\$	14,100	\$	14,100					\$	-	
8/1/2032	\$	100,000	\$	14,100	\$	114,100					\$	-	
2/1/2033			\$	12,600	\$	12,600					\$	-	
8/1/2033	\$	105,000	\$	12,600	\$	117,600					\$	-	
2/1/2034			\$	11,025	\$	11,025					\$	-	
8/1/2034	\$	110,000	\$	11,025	\$	121,025					\$ \$ \$ \$	-	
2/1/2035			\$	9,375	\$	9,375						-	
8/1/2035	\$	115,000	\$	9,375	\$	124,375					\$ \$	-	
2/1/2036		-	\$	7,650	\$	7,650					\$	-	
8/1/2036	\$	120,000	\$	7,650	\$	127,650					\$	-	
2/1/2037		, -	\$	5,850	\$	5,850					\$	-	
8/1/2037	\$	125,000	\$	5,850	\$	130,850						-	
2/1/2038	-	-	\$	3,975	\$	3,975					\$ \$	-	
8/1/2038	\$	130,000	\$	3,975	\$	133,975					\$	-	
2/1/2039	-	-	\$	2,025	\$	2,025							
8/1/2039	\$	135,000	\$	2,025	\$	137,025							
TOTAL	\$	1,900,000	\$	707,750	\$	2,607,750	\$	465,000	\$	48,138	\$	513,138	
F		ue Date: te of Interest:	-			4/30/2019 3-4%		sue Date: ate of Interest:			-	TBD 2.25%	



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Other Funds

Bastrop Economic Development Corporation 324
Designated Fund #102 326
Fairview Cemetery Operating Fund #525
Fairview Cemetery Permanent Fund #526 328
Grant Fund #801
Hunters Crossing Public Improvement District 330
Impact Fee Fund 331
Library Board Fund #505
Park/Trail Land Dedication Fund #520 333
Vehicle/Equipment Replacement Fund #380 334



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The mission of the Economic Development Corporation is to enhance the quality of life in the City of Bastrop, by providing appropriate infrastructure and by promoting and assisting the kind of economic development in our community which will provide the people of Bastrop meaningful and rewarding employment opportunities and greater access to desirable goods and services.



CITY OF BASTROP

FUND 601 BASTROP E.D.C. FUND	DEPARTMENT 00 NON-DEPARTMENT		0	N				
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
SALES TAX	\$2,413,867	\$2,445,220	\$2,487,000	\$2,560,000	\$2,640,000			
CHARGES FOR SERVICES	\$13,800	\$13,800	\$13,800	\$13,800	\$13,800			
OTHER INCOME	\$0	\$0	\$0	\$0	\$0			
INTEREST INCOME	\$77,666	\$54,000	\$100,125	\$80,000	\$75,000			
MISCELLANEOUS INCOME	\$2,911	\$715,000	\$118,848	\$40,000	\$161,500			
TRANSFER IN	\$0	\$0	\$0	\$0	\$0			
OTHER SOURCES	\$0	\$0	\$0	\$1,520,000	\$0			
TOTAL REVENIUE	\$2,508,244	\$3,228,020	\$2,719,773	\$4,213,800	\$2,890,300			

Bastrop EDC

FY 2020 Fund Summary & Personnel Schedule



CITY OF BASTROP							
FUND	DEPARTMENT DIVISION						
601 BASTROP E.D.C. FUND	00 NON-DE	PARTMENT	0	0 NON-DIVISION	N		
	SUM	MARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
PERSONNEL COSTS	\$304,563	\$359,379	\$428,764	\$490,151	\$503,921		
SUPPLIES AND MATERIALS	\$12,984	\$23,360	\$21,050	\$22,360	\$22,560		
MAINTENANCE AND REPAIRS	\$9,170	\$25,533	\$13,150	\$26,200	\$26,200		
OCCUPANCY	\$49,490	\$123,405	\$48,700	\$54,000	\$52,800		
CONTRACTUAL SERVICES	\$382,525	\$898,050	\$511,088	\$448,200	\$476,735		
OTHER CHARGES	\$618,282	\$1,002,264	\$646,433	\$1,000,534	\$868,200		
CONTINGENCY	\$0	\$25,000	\$O	\$25,000	\$25,000		
CAPITAL OUTLAY	\$339,527	\$1,786,218	\$1,627,572	\$2,692,000	\$C		
DEBT SERVICE	\$307,218	\$462,328	\$422,538	\$485,453	\$447,803		
TOTAL EXPENDITURES	\$2,023,759	\$4,705,537	\$3,719,295	\$5,243,898	\$2,423,219		

PERSONNEL SCHEDULE							
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
	2018	2019	2019	2020	2021		
ASSISTANT DIRECTOR / BEDC	1.000	1.000	1.000	1.000	1.000		
BEDC MARKETING & COMMUNICATIONS MANAGER	0.000	0.000	0.000	1.000	1.000		
DIRECTOR	1.000	1.000	1.000	1.000	1.000		
OFFICE MANAGER	1.000	1.000	1.000	1.000	1.000		
PROJ MGR/ECO DEV COORD	1.000	1.000	1.000	1.000	1.000		
TOTAL FTEs	4.000	4.000	4.000	5.000	5.000		

Bastrop EDC

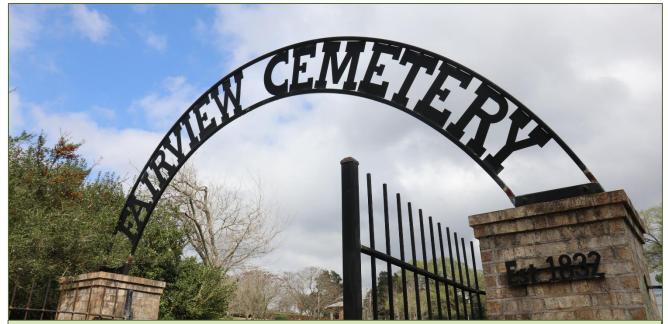
The Designated Fund contains revenue generated from fees collected for specific uses. Fees include Traffic Safety (Red Light Camera Fees), Court Technology, Court Security, Juvenile Diversion (Case Manager), Public Education & Government (PEG), Police Seizure, and Police Donations. There is \$405,000 in Red Light Camera Funds designated for Sidewalk Connectivity to improve pedestrian safety.



CITY OF BASTROP							
FUND				DIVISION			
102 DESIGNATED FUND	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N		
	SUN	IMARY					
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
FRANCHISE AND OTHER TAXES	\$22,890	\$23,000	\$23,000	\$23,250	\$23,500		
CHARGES FOR SERVICES	\$2,901	\$1,900	\$3,231	\$1,900	\$1,900		
FINES AND FORFEITURES	\$14,197	\$14,500	\$12,650	\$12,650	\$12,650		
INTEREST INCOME	\$10,462	\$8,000	\$13,800	\$10,000	\$6,000		
INTERGOVERNMENTAL	\$13,381	\$0	\$1,000	\$0	\$0		
OTHER	\$23,917	\$10,700	\$11,413	\$11,910	\$12,433		
TOTAL REVENUE	\$87,748	\$58,100	\$65,094	\$59,710	\$56,483		
CONTRACTUAL SERVICES	\$45,367	\$435,000	\$45,000	\$405,000	\$ 0		
OTHER CHARGES	\$26,757	\$42,450	\$26,500	\$51,950	\$28,000		
CAPITAL OUTLAY	\$21,800	\$57,700	\$54,000	\$15,000	\$15,000		
TOTAL EXPENDITURES	\$93,924	\$535,150	\$125,500	\$471,950	\$43,000		

Designated Fund #102

Fairview Cemetery #525 is used for the operations of the cemetery. This fund collects all fees associated with plot sales and the expenses associated with the perpetual care and upkeep of plots and graves in the cemetery.



FUND 525 FAIRVIEW CEMETERY-OPERAT	DEPART 00 NON-DEP		0	u				
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
	2018	2019	2019	2020	2021			
INTEREST INCOME	\$2,629	\$2,700	\$4,700	\$4,800	\$5,000			
MISCELLANEOUS INCOME	\$124,725	\$101,600	\$88,290	\$92,050	\$92,140			
TRANSFERS IN	\$4,347	\$4,700	\$5,400	\$4,700	\$4,70			
TOTAL REVENUE	\$131,701	\$109,000	\$98,390	\$101,550	\$101,840			
PERSONNEL COSTS	\$46,793	\$48,640	\$48,590	\$49,439	\$51,049			
SUPPLIES AND MATERIALS	\$8,032	\$8,400	\$2,800	\$3,400	\$3,10			
MAINTENANCE AND REPAIRS	\$3,262	\$9,300	\$3,000	\$9,200	\$9,300			
OCCUPANCY	\$2,475	\$2,600	\$2,600	\$2,600	\$2,600			
CONTRACTUAL SERVICES	\$43,285	\$19,640	\$14,555	\$44,890	\$18,550			
OTHER CHARGES	\$1,234	\$1,200	\$3,200	\$1,200	\$1,200			
CONTINGENCY	\$0	\$3,000	\$O	\$3,000	\$3,000			
CAPITAL OUTLAY	\$10,880	\$0	\$117,900	\$0	\$0			
TOTAL EXPENDITURES	\$115,961	\$92,780	\$192,645	\$113,729	\$88,79			

PERSONNEL SCHEDULE						
POSITION TITLE	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
POSITION TILE	2018	2019	2019	2020	2021	
GROUNDKEEPER	1.000	1.000	1.000	1.000	1.000	
TOTAL FTEs	1.000	1.000	1.000	1.000	1.000	

Fairview Cemetery #525

Fairview Cemetery #526 is used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the cemetery operating fund.



CITY OF BASTROP							
FUND	DEPARTMENT		DIVISION				
526 FAIRVIEW CEMETERY-PERMAN	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N		
SUMMARY							
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING		
CATEGORIES	2018	2019	2019	2020	2021		
INTEREST INCOME	\$5,143	\$4,700	\$4,700	\$4,700	\$4,800		
TOTAL REVENUE	\$5,143	\$4,700	\$4,700	\$4,700	\$4,800		
TRANSFER OUT	\$4,347	\$4,700	\$4,700	\$4,700	\$4,800		
TOTAL EXPENDITURES	\$4,347	\$4,700	\$4,700	\$4,700	\$4,800		

Fairview Cemetery #526

The Grant Fund is used to account for grants received from local, state and federal agencies for capital projects and the application of the funds in accordance with stated requirements.



CITY OF BASTROP								
FUND 801 GRANT FUND	DEPARTMENT 00 NON-DEPARTMENT							
	SUN	IMARY						
CATEGORIES	ACTUAL 2018	BUDGET 2019	ESTIMATE 2019	PROPOSED 2020	PLANNING 2021			
INTEREST INCOME	\$0	\$0	\$0	\$0	\$0			
INTERGOVERNMENTAL	\$1,146,823	\$187,500	\$146,752	\$745,000	\$0			
MISCELLANEOUS INCOME	\$0	\$1,229,076	\$189,076	\$2,118,125	\$0			
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0			
TOTAL REVENUE	\$1,146,823	\$1,416,576	\$335,828	\$2,863,125	\$0			
SUPPLIES AND MATERIALS	\$0	\$O	\$0	\$0	\$0			
MAINTENANCE AND REPAIRS	\$0	\$0	\$0	\$O	\$0			
CONTRACTUAL SERVICES	\$0	\$117,076	\$0	\$0	\$0			
CAPITAL OUTLAY	\$1,105,734	\$1,299,500	\$335,828	\$2,863,125	\$0			
TRANSFERS OUT	\$0	\$O	\$0	\$0	\$0			
TOTAL EXPENDITURES	\$1,105,734	\$1,416,576	\$335,828	\$2,863,125	\$0			

Grant Fund #801

The Hunters Crossing PID Fund was established as a Public Improvement District under Chapter 372, Texas Local Government Code, to fund public infrastructure improvements within the Hunter's Crossing Improvement District. This fund collects the assessments approved by the City Council of the City of Bastrop and paid for by the property owners within the District. The assessments fund the expenses associated with maintaining the assets of the District and reimbursing the developer annually from the capital portion of the assessment.



CITY OF BASTROP								
FUND 710 HUNTERS CROSSING PID	DEPARTMENT DIVISION 00 NON-DEPARTMENT 00 NON-DIVISION			u				
SUMMARY								
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING			
CATEGORIES	2018	2019	2019	2020	2021			
TAXES AND PENALTIES	\$377,027	\$439,666	\$576,130	\$620,403	\$620,403			
CHARGES FOR SERVICES	\$0	\$O	\$0	\$0	\$0			
INTEREST INCOME	\$891	\$1,000	\$5,000	\$5,000	\$5,000			
TOTAL REVENUE	\$377,918	\$440,666	\$581,130	\$625,403	\$625,403			
MAINTENANCE/REPAIRS	\$83,866	\$80,470	\$78,026	\$82,898	\$87,898			
CONTRACTUAL SERVICES	\$109,974	\$32,250	(\$7,936)	\$42,250	\$57,250			
OTHER CHARGES	\$323,761	\$0	\$0	\$911,000	\$468,860			
CONTINGENCY	\$0	\$0	\$0	\$0	\$0			
TOTAL EXPENDITURES	\$517,601	\$112,720	\$70,090	\$1,036,148	\$614,008			

Hunters Crossing PID

Fund Description

The Impact Fee Funds were established under Chapter 395, Texas Local Government Code, to finance water and wastewater capital improvements required by new development.



CITY OF BASTROP					
FUND	DEPARTMENT DIVISION				
306 IMPACT FEE	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N
	SUN	IMARY			
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
CATEGORIES	2018	2019	2019	2020	2021
WATER REVENUES	\$298,029	\$135,300	\$135,300	\$135,300	\$135,300
WASTEWATER REVENUES	\$454,312	\$355,400	\$231,010	\$266,550	\$266,550
INTEREST INCOME	\$27,787	\$18,900	\$23,000	\$19,000	\$18,000
TOTAL REVENUE	\$780,128	\$509,600	\$389,310	\$420,850	\$419,850
CONTRACTUAL SERVICES	\$0	\$9,250	\$9,250	\$7,500	\$7,500
CAPITAL OUTLAY	\$80,500	\$124,050	\$79 <mark>,</mark> 534	\$150,000	\$0
TRANSFER OUT	\$442,128	\$227,419	\$227,419	\$249,784	\$249,784
TOTAL WATER CIP EXPENDITURES	\$522,628	\$360,719	\$316,203	\$407,284	\$257,284
CONTRACTUAL SERVICES	\$0	\$9,250	\$9,250	\$7,500	\$7,500
TRANSFER OUT	\$725,604	\$340,273	\$340,273	\$317,907	\$317,907
TOTAL WASTEWATER CIP EXPENDITURES	\$725,604	\$349,523	\$349,523	\$325,407	\$325,407

Impact Fee Fund

Fund Description

The Library Board Fund is used to account for the application of any gifts and donations received for the benefit of the Library.



CITY OF BASTROP						
FUND 505 LIBRARY BOARD FUND	DEPAR 00 NON-DE		0			
SUMMARY						
CATEGORIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING	
CATEGORIES	2018	2019	2019	2020	2021	
INTEREST INCOME	\$481	\$550	\$500	\$550	\$600	
MISCELLANEOUS INCOME	\$30,849	\$20,000	\$30,000	\$20,000	\$20,000	
TOTAL REVENUE	\$31,330	\$20,550	\$30,500	\$20,550	\$20,600	
PERSONNEL COSTS	\$0	\$O	\$0	\$0	\$0	
SUPPLIES AND MATERIALS	\$13,169	\$17,275	\$19,100	\$18,750	\$17,600	
MAINTENANCE AND REPAIRS	\$ 0	\$200	\$2,110	\$200	\$200	
CONTRACTUAL SERVICES	\$2,078	\$500	\$550	\$1,000	\$500	
OTHER CHARGES	\$ 0	\$500	\$400	\$500	\$500	
CAPITAL OUTLAY	\$ 0	\$0	\$0	\$0	\$O	
TRANSFERS OUT	\$2,412	\$3,000	\$2,800	\$3,030	\$3,030	
TOTAL EXPENDITURES	\$17,659	\$21,475	\$24,960	\$23,480	\$21,830	

Library Board Fund #505

Fund Description The Park / Trail Land Dedication is used to account for receipts and disbursement of funds received designated for special improvement projects related to City parks and trails. The FY 2020 project is the Skate Park at Fisherman's Park.



CITY OF BASTROP					
FUND	ND DEPARTMENT DIVISION				
520 PARK/TRAIL LAND DEDICAT	00 NON-DE	PARTMENT	0	0 NON-DIVISIO	N
SUMMARY					
CATECODIES	ACTUAL	BUDGET	ESTIMATE	PROPOSED	PLANNING
CATEGORIES	2018 2019 2019	2019	2020	2021	
CHARGES FOR SERVICES	\$0	\$102,291	\$0	\$0	\$O
INTEREST INCOME	\$553	\$500	\$2,400	\$1,000	\$0
TOTAL REVENUE	\$553	\$102,791	\$2,400	\$1,000	\$0
CAPITAL OUTLAY	\$0	\$107,977	\$0	\$100,000	\$0
TOTAL EXPENDITURES	\$ 0	\$107,977	\$ 0	\$100,000	\$0

Park/Trail Land Dedication Fund #520

Fund Description

The Vehicle and Equipment Replacement Fund has been established to account for activities related to vehicle and equipment replacement services provided to other departments within the City on a cost-reimbursement basis.



CITY OF BASTROP

FUND 380 VEHICLE AND EQUIP REPL FUND	DEPARTMENT 00 NON-DEPARTMENT		0			
	SUN	IMARY				
CATEGORIES	CATEGORIES ACTUAL BUDGET ESTIMATE PROPOSED PLAN	PLANNING				
Child Child	2018	2019	2019	2020	2021	
CHARGES FOR SERVICES	\$403,872	\$311,563	\$311,563	\$371,192	\$371,192	
INTEREST INCOME	\$16,645	\$15,500	\$15,000	\$15,500	\$16,000	
TRANSFERS IN	\$137,496	\$254,500	\$254,500	\$75,000	\$65,000	
OTHER SOURCES	\$41,030	\$30,000	\$5,000	\$0	\$O	
TOTAL REVENUE	\$599,043	\$611,563	\$586,063	\$461,692	\$452,192	
CAPITAL OUTLAY	\$484,880	\$400,764	\$320,112	\$356,500	\$195,000	
TOTAL EXPENDITURES	\$484,880	\$400,764	\$320,112	\$356,500	\$195,000	

Vehicle/Equipt. Replacement Fund



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Annual Budget Ordinance





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Annual Tax Rate Ordinance





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Boards & Commissions



BASTROP ART IN PUBLIC PLACES (BAIPP) expands the enjoyment, access, and appreciation of art in Bastrop, as well as assists the Bastrop City Council in developing guidelines and standards for the selection, display, acquisition, and maintenance of public art in the City.

FAIRVIEW CEMETERY ADVISORY BOARD serves as a policy advisory board to the City Council recommending rules and policies concerning the use, care, control, management, restriction, and protection of Fairview Cemetery.

CONSTRUCTION STANDARDS BOARD OF ADJUSTMENTS AND APPEALS hears any appeals of decisions and interpretations of the Building Official and considers variances of the technical codes.

BASTROP ECONOMIC DEVELOPMENT CORPORATION serves as a catalyst for community development and economic opportunity that enhances the competitiveness of Bastrop and increases property values, sales tax revenue, job opportunities, and quality of life.

ETHICS COMMISSION ensures the implementation and enforcement of the City's Code of Ethics.

HISTORIC LANDMARK COMMISSION is empowered to adopt criteria for Council recommendation that protects, enhances, and perpetuates the sites, landmarks or districts of historical and cultural importance and significance. The City represents a unique confluence of time and place that has shaped the identity of generations of citizens, collectively and individually, and produced significant historic, architectural, and cultural resources that constitute Bastrop's heritage.

BASTROP HOUSING AUTHORITY strives to improve the community by working for better housing and to improve the living standards of the community's low-income families.

HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION BOARD was organized for the purpose of aiding, assisting, and acting on behalf of the City of Bastrop, TX to implement the City-approved Service Plan for the Hunters Crossing Public Improvement District and to perform such other functions as the City from time to time lawfully may delegate to the Corporation.

LIBRARY BOARD makes recommendations regarding present and future needs of the library such as materials, policy and fees, and hears appeals or challenges to library rules, policies, fines, or acquisitions of library materials.

MAIN STREET ADVISORY BOARD serves to foster a vision for Bastrop's future that will establish goals and priorities for the Bastrop Main Street Program and foster revitalization of the Main Street Program Area, coordinate activities of the Program's standing and special committees, and recommend projects and activities to Council and the Bastrop Economic Development Corporation Board of Directors that are directly beneficial to achievement of economic vitality of the Program Area.

PARKS BOARD/PUBLIC TREE ADVISORY BOARD has two purposes. As the Park Board, this body provides recommendations on plans and programs designed to assist the Parks and Recreation Department in maintaining and improving the City parks and providing recreation programs for the general welfare of the people of the City. As the Public Tree Advisory Board, this body promotes the protection of healthy trees on public property, maintains the City's designation as Tree City USA, coordinates and promotes Arbor Day activities, and develops public awareness and education programs relating to trees in the city community.

PLANNING & ZONING COMMISSION promotes economic and community development and neighborhood preservation through the review, study, and consideration of zoning issues relative to state and local laws. Examples include recommendations to Council regarding zoning requests by individuals or developers and any updates to current zoning ordinances.

YOUTH ADVISORY COUNCIL (YAC) promotes the interest and receives input from the youth in the community, researches what other communities are doing to involve the youth in the development of the community and promotes the involvement of YAC to other communities.

ZONING BOARD OF ADJUSTMENTS hears appeals from administrative decisions regarding zoning, and in appropriate cases, subject to appropriate conditions and safeguards, may authorize variances from the terms of City of Bastrop Zoning Ordinance.



Detailed Employee Listing



Position	Department	FY 2018	FY 2019	FY 2020
ruaition	nehai rineur	Actual	Actual	Proposed
City Manager	Administration	1.000	1.000	1.000
Executive Assistant/Deputy City Secretary	Administration	1.000	1.000	1.000
Receptionist/Office Assistant	Administration	0.625	1.250	1.250
Community/Council Liaison	Administration	0.000	1.000	1.000
City Secretary	City Secretary	1.000	1.000	1.000
Assistant Finance Director	Finance	1.000	1.000	0.000
Chief Financial Officer	Finance	1.000	1.000	1.000
Finance Specialist I	Finance	1.000	1.000	1.000
Finance Specialist II	Finance	2.000	2.000	2.000
Customer Service Coordinator	Finance	0.000	1.000	1.000
Customer Service Specialist II	Finance	3.000	2.000	2.000
Customer Service Supervisor	Finance	1.000	1.000	1.000
Director	Human Resources	1.000	1.000	1.000
Executive Administrative Assistant	Human Resources	0.625	0.625	0.750
Director	IT	1.000	1.000	1.000
System Administrator	IT	1.000	1.000	1.000
Chief Story Teller	Filming/Broadcasting	1.000	0.000	0.000
Temporary Assistant Chief Story Teller	Filming/Broadcasting	0.475	0.000	0.000
Administrative Assistant	Police	1.000	1.000	1.000
Administrative Officer	Police	1.000	1.000	1.000
Assistant Police Chief	Police	1.000	1.000	1.000
Director of Public Safety	Police	1.000	1.000	0.650
Records Clerk	Police	0.500	1.000	1.000
Records Technician	Police	1.000	1.000	1.000
Code Compliance/Animal Control Officer	Police	1.000	1.000	1.000
Police Detective	Police	3.000	3.000	3.000
Corporal	Police	2.000	0.000	0.000
Police Officers	Police	4.000	4.000	3.000
Police Officer I	Police	2.000	2.000	1.000
Senior Officer	Police	4.000	6.000	9.000
Sergeant	Police	3.000	5.000	5.000
Fire Chief	Fire	1.000	1.000	1.000
Assistant Fire Chief/Inspector	Fire	0.000	0.000	1.000
Firefighter	Fire	4.200	6.300	8.400
Court Administrator	Municipal Court	1.000	1.000	1.000

Desition	Dopontmont	FY 2018	FY 2019	FY 2020
Position	Department	Actual	Actual	Proposed
Court Clerk/Juvenile Cases	Municipal Court	1.000	1.000	1.000
Court Clerk/Trial Coordinator	Municipal Court	1.000	1.000	1.000
Judge	Municipal Court	1.000	1.000	1.000
Court VOE Clerk	Municipal Court	0.250	0.250	0.250
Assistant Planning Director	Development Services	1.000	1.000	1.000
Planner	Development Services	1.000	2.000	1.000
Planner II	Development Services	0.000	0.000	1.000
Planning Director	Development Services	1.000	1.000	1.000
Planning Technician	Development Services	1.000	1.000	1.000
Permit Technician	Development Services	0.000	0.000	1.000
Building Inspector	Development Services	0.000	1.000	1.000
Building Official	Development Services	1.000	1.000	1.000
City Engineer (50%)	Development Services	0.500	0.500	0.500
GIS/Permit Specialist	Development Services	1.000	1.000	0.000
Director of Public Works/Utilities/Leisure Services	Public Works	0.250	0.250	0.250
Assistant Public Works Director	Public Works	0.500	0.250	0.250
Construction Manager	Public Works	0.000	0.000	1.000
Mechanic	Public Works	1.000	1.000	1.000
Public Works Technician	Public Works	0.500	0.375	0.375
Equipment Operator I	Public Works	3.000	3.000	3.000
Equipment Operator II	Public Works	3.000	3.000	3.000
Public Works Crew Leader	Public Works	1.000	1.000	1.000
Public Works Maintenance Worker II	Public Works	2.000	2.000	2.000
Utility Field Superintendent	Public Works	0.750	1.000	1.000
Assistant Public Works Director	Parks	0.000	0.250	0.250
Athletic Field Maintenance Technician Director of Public Works/Utilities/Leisure	Parks	1.000	1.000	1.000
Services	Parks	0.250	0.250	0.250
Equipment Operator I	Parks	1.000	1.000	1.000
Facilities Maintenance Worker II	Parks	1.000	1.000	1.000
Maintenance Specialist	Parks	1.000	1.000	1.000
Parks & Recreation Superintendent	Parks	1.000	1.000	1.000
Parks Crew Leader	Parks	1.000	1.000	1.000
Parks Maintenance Worker II	Parks	5.000	5.000	5.000
Public Works Technician	Parks	0.500	0.375	0.375
Seasonal Employees	Parks	0.200	0.200	0.180
Custodian	Parks	3.000	3.000	3.000
Custodian Crew Leader	Parks	1.000	1.000	1.000
Library Associate Supervisor	Library	1.000	1.000	0.000
Library Associate II/Circulations	Library	1.800	1.000	2.000
Library Associate II/Administrative Services	Library	1.000	1.000	1.000
Library Associate I/Childrens Services	Library	1.000	1.000	1.000
Library Associate II/Communications		0.000	0.800	0.000
Library Associate II/Web & Graphics	Library	1.000	1.000	1.000
Library Clerk - VOE	Library	1.000	1.000	1.000

Position	Department	FY 2018	FY 2019	FY 2020
		Actual	Actual	Proposed
Library Director	Library	1.000	1.000	1.000
Supervisor of Public Service	Library	1.000	1.000	1.000
Young Adult Librarian	Library	1.000	1.000	1.000
Interim Library Services Supervisor	Library	0.000	0.000	1.000
Assistant Public Works Director	Water/Wastewater	0.500	0.500	0.500
City Engineer (50%) Director of Public Works/Utilities/Leisure	Water/Wastewater	0.500	0.500	0.500
Services	Water/Wastewater	0.500	0.500	0.500
Public Works Technician	Water/Wastewater	0.000	0.250	0.250
Special Programs Coordinator	Water/Wastewater	1.000	1.000	1.000
Foreman	Water/Wastewater	1.000	1.000	1.000
Utility Field Superintendent	Water/Wastewater	0.250	0.000	0.000
W/WW Systems Technician	Water/Wastewater	6.000	6.000	6.000
W/WW Systems Technician Crew Leader	Water/Wastewater	1.000	1.000	1.000
Chief Plant Operator	Water/Wastewater	0.500	0.500	0.500
W/WW Plant Operator C	Water/Wastewater	2.000	2.000	2.000
W/WW Plant Operator	Water/Wastewater	1.000	1.000	1.000
W/WW Superintendent/Production	Water/Wastewater	0.500	0.500	0.500
Chief Plant Operator	Water/Wastewater	0.500	0.500	0.500
W/WW Plant Operator B	Water/Wastewater	0.000	1.000	1.000
W/WW Plant Operator C	Water/Wastewater	1.000	1.000	1.000
W/WW Plant Operator	Water/Wastewater	1.000	1.000	1.000
W/WW Superintendent/Treatment	Water/Wastewater	0.500	0.500	0.500
Director	BP&L	1.000	1.000	1.000
Electric Superintendent	BP&L	1.000	1.000	1.000
Executive Administrative Assistant	BP&L	1.000	1.000	1.000
Foreman	BP&L	1.000	1.000	1.000
Lineman Apprentice	BP&L	1.000	1.000	2.000
Lineman Trainee	BP&L	1.000	1.000	0.000
Lineworker - Journeyman	BP&L	3.000	3.000	3.000
Director of Public Safety	Multi-Media	0.000	0.000	0.350
Chief Story Teller & Resident Artist	Multi-Media	0.000	1.000	1.000
Digital Media Manager	Multi-Media	0.000	1.000	1.000
Downtown & Hospitality Director	Multi-Media	0.000	0.150	0.000
Temporary Assistant Chief Storyteller	Multi-Media	0.000	0.150	0.000
Temporary Assistant Onler Storyteller	Special Events &	0.000	0.475	0.475
Downtown & Hospitality Director	Reservations Special Events &	0.000	0.100	0.000
Recreation Coordinator	Reservations	0.000	0.667	0.667
Convention Center Director Facility Attendant/Hospitality & Downtown	Hospitality & Downtown	1.000	1.000	1.000
Ambassador	Hospitality & Downtown	2.000	2.000	2.000
Maintenance Supervisor	Hospitality & Downtown	1.000	1.000	1.000
Recreation Coordinator	Hospitality & Downtown	1.000	0.333	0.333
Administrative Assistant	Hospitality & Downtown	1.000	1.000	1.000
Assistant Director	Hospitality & Downtown	0.000	1.000	1.000
	-			

Position	Dopontmont	F Y 2018	FY 2019	F Y 2020
Γυδιαυί	Department	Actual	Actual	Proposed
Chief Story Teller	Hospitality & Downtown	0.000	0.000	0.000
Downtown & Hospitality Director	Hospitality & Downtown	1.000	0.750	0.000
Groundskeeper	Cemetery	1.000	1.000	1.000
Director	BEDC	1.000	1.000	1.000
Assistant Director	BEDC	1.000	1.000	1.000
Office Assistant	BEDC	1.000	1.000	1.000
Project Manager/Economic Development Coordinator	BEDC	1.000	1.000	1.000
Marketing & Communications Manager	BEDC Total Authorized Positions	0.000 135.675	0.000 145.900	1.000 150.305

Account Numbers by Category



Category	Account
	REVENUE
TAXES & PENAL	TIES
	CURRENT TAXES M&O
	DELINQUENT TAXES M&O
	PENALTIES & INTEREST M&O
	FRANCHISE TAX
	CITY SALES TAX
	OCCUPATION TAX
	MIXED BEVERAGE TAX
	MOTEL/HOTEL TAX RECEIPTS
	380 AGREEMENT PROP REFUND
	INSPECTION FEES
	FIRE INSPECTION FEES
	DEVELOPMENT AGREEMENTS
	PUBLIC IMPROVEMENT FEES
	SITE DEVELOPMENT PLANNING
	FIRE REVIEW FEE
	BUILDING PERMITS-RESIDENTIAL
LICENSES & PER	MITS
	BUILDING PERMITS-COMMERCIAL
	ZONING FEES
	PLATTING FEES
	SPECIAL EVENT PERMIT FEE
	CATERING PERMITS -CC
CHARGES FOR S	ANIMAL SERVICE RECEIPTS
	PARK RENTALS & FEES
	PD ACCIDENT REPORTS
	SPECIAL EVENTS HOT REIMB
	PROJ ESCROW REIMB
	LIBRARY FEES
	SANITATION REVENUE
	SANITATION REVENUE SANITATION PENALTIES
	FILMING/BROADCASTING FEES
	SPECIAL EVENTS HOT REIMB
	VEHICLE/EQUIP RPLC FEE
	CC - SPONSORED EVENT

Category

Account

MS - SPONSORED EVENT PARK RENTALS AND FEES CC- RENTAL REVENUE CATERING SERVICES

FINES & FORFEITURES

MUNICIPAL COURT FINES LIBRARY RECEIPTS JUVENILE CASE MANAGER-M/C TEEN COURT (MC)

INTEREST INCOME

INTEREST RECEIPTS

INTERGOVERNMENTAL

BASTROP CO/EMERG MGMT ASSIST BASTROP CO/LIBRARY DEPT OF JUSTICE GRANT REIMB EMERGENCY MANAGEMENT WCID REIMBURSEMENT PROPERTY LIEN PAYMENTS ADMIN SERVICES DMO SERVICES TO OTHER FUNDS BEDC ADMIN SUPPORT REIMB DMO ADMIN SERVICES DONATION IN-KIND

MISCELLANEOUS

GENERAL DONATIONS SALE OF FIXED ASSETS OTHER FINANCING SOURCES WORKERS COMP. REIMBURSE PARKS/RECREATION DONATIONS CLEAN SWEEP MISCELLANEOUS INSURANCE PROCEEDS DEVELOPER REIMBURSEMENT FIRE DEPT CALLS - REIMB CAPITAL CONTRIBUTIONS DONATIONS LOT SALES

Category Account

EXPENDITURES

PERSONNEL COSTS

OPERATIONAL SALARIES OVERTIME LONGEVITY SOCIAL SECURITY RETIREMENT GROUP INSURANCE WORKER'S COMPENSATION PRE-EMPLOYMENT EXPENSE

SUPPLIES & MATERIALS

SUPPLIES POSTAGE OFFICE EQUIPMENT FORMS PRINTING FUEL SAFETY/FIRST AID SMALL TOOLS JANITORIAL SUPPLIES AMMUNITION/TARGETS SPECIAL CLOTHING/PROTECTIVE GEAR CHEMICALS STREET SIGNS & 911 ADDRESSING HOT MIX, ASPHALT, GRAVEL BOOKS/AUDIO VISUAL

MAINTENANCE & REPAIRS

EQUIPMENT/SOFTWARE MAINTENANCE MAINT OF VEHICLES MAINT OF EQUIPMENT MAINT OF BUILDING SENIOR CENTER BUILDING MAINT CITY HALL BUILDING MAINTENANCE SIDEWALKS STREETS & BRIDGES DRAINAGE PUBLIC PARKING LOT MAINTENANCE PARK MAINTENANCE MAINTENANCE OF SYSTEM

OCCUPANCY

COMMUNICATIONS UTILITIES

OTHER CHARGES

Category

Account

ADVERTISING TRAVEL & TRAINING DUES, SUBSCRIPTIONS & PUB SPECIAL EVENTS EQUIPMENT RENTAL OVERHEAD ALLOCATION

CONTRACTUAL SERVICES

PROFESSIONAL SERVICES EMERGENCY MANAGEMENT PROPERTY TAX COLLECT/APPRAISAL LEGAL SERVICES **LEGAL SERVICES - TAXES** LEGAL SERVICES-SETTLEMENT **ENGINEERING & CONSULTING PROPERTY & LIABILITY INSURANCE** YMCA C.A.R.T.S. CONTRACTUAL SERVICES UNEMPLOYMENT TAX **EMPLOYEE BOND** VEHICLE/EQUIP REPLACEMENT FEE CODIFICATION OF ORDINANCE **RECORDS RETENTION CREDIT CARD PROCESSING FEES UNIFORMS** DEBT COLLECTION FEES **DISPATCH SERVICES** ADMINISTRATIVE SUPPORT LCRA POWER **ORGANIZATION FUNDING**

OTHER CHARGES

DEPRECIATION EXP ADVERTISING TRAVEL & TRAINING DUES, SUBSCRIPTIONS & PUB 380 AGREEMENT REIMB-SALES TAX 380 AGREEMENT REIMB-PROP TAX SPECIAL EVENTS EQUIPMENT RENTAL OVERHEAD ALLOCATION BASTROP CO JUVENILE BOOTCAMP CLEAN SWEEP BAD DEBTS ELECTION SERVICES

Category Account

PRISONER HOUSING ANIMAL SHELTER HISTORICAL STRUCTURE REFUND COMMUNITY SUPPORT **RECREATION PROGRAMS** ADMINISTRATIVE SUPPORT **REIMBURSEMENT TO DEVELOPER**

CONTINGENCY

CONTINGENCY SALARY ADJUSTMENT PLAN **OPPORTUNITY FUNDS-HOT**

CAPITAL OUTLAY

CAPITAL OUTLAY EQUIPMENT **BUILDING IMPROVEMENTS** BUILDING **REAL PROPERTY** STREET IMPROVEMENTS



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Financial policies provide guidelines for managing risk and assisting the City in complying with established public management best practices, while ensuring compliance with federal, state and local laws and reporting requirements.



Financial Policy

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I. Purpose Statement

The overriding goal of the Financial Management Policies is to enable the city to achieve a long- term stable and positive financial condition while conducting its operations consistent with the Council-Manager form of government established in the City Charter. The watchwords of the city's financial management include integrity, prudent stewardship, planning, accountability, and full disclosure.

The purpose of the Financial Management Policies is to provide guidelines for the financial management staff in planning and directing the city's day-to-day financial affairs and in developing recommendations to the City Manager.

The scope of the policies spans accounting, auditing, financial reporting, internal controls, operating and capital budgeting, revenue management, cash management, expenditure control and debt management.

II. Accounting, Auditing, And Financial Reporting

Accounting – The City of Bastrop Α. finances shall be accounted for in accordance with generally accepted accounting principles established by the Governmental as Accounting Standards Board. The fiscal year of the City shall begin on October first of each calendar year and shall end on September thirtieth of the following calendar year. This fiscal year shall also be established as the accounting and budget year. Governmental fund types use the modified accrual basis of accounting, revenues are recognized when susceptible to accrue (i.e., when they are measurable and available. Expenditures are recognized when the related funds liability is incurred, if measurable, except for principle and interest on general long- term debt, which are recorded when due.

Proprietary fund types are accounted for on a full accrual basis of accounting. Under this method, revenues are recorded when earned

and expenses are recorded at the time liabilities are incurred

B. Funds – Self-balancing groups of accounts are used to account for city financial transactions in accordance with generally accepted accounting principles. Each fund is created for a specific purpose except for the General Fund, which is used to account for all transactions not accounted for in other funds. Governmental funds are used to account for the government's general government activities and include the General, Special Revenue, Debt Service and Capital Project funds.

C. External Auditing - The city will be audited annually by outside independent auditors. The auditors must be a CPA firm of national reputation and must demonstrate that they have the breadth and depth of staff to conduct the city's audit in accordance with generally accepted auditing standards. generally accepted government auditing standards, and contractual requirements. The auditors' report on the city's financial statements including any federal grant single audits will be completed within 120 days of the city's fiscal year end, and the auditors' management letter will be presented to the city staff within 150 days after the city's fiscal year end. An interim management letter will be issued prior to this date if any materially significant internal control weaknesses are discovered. The city staff and auditors will jointly review the management letter with the City Council within 60 days of its receipt by the staff.

D. External Auditors Responsible to City Council - The external auditors are accountable to the City Council and will have access to direct communication with the City Council if the city staff is unresponsive to auditor recommendations or if the auditors consider such communication necessary to fulfill their legal and professional responsibilities.

E. External Auditor Rotation – The city will not require external auditor rotation, but will circulate requests for proposal for audit

services periodically, normally at five-year intervals or less.

F. External Financial Reporting – The city will prepare and publish a Comprehensive Annual Financial Report (CAFR). The CAFR will be prepared in accordance with generally accepted accounting principles and may be presented annually to the Government Finance Officers Association (GFOA) for evaluation and possibly awarding of the Certification of Achievement for Excellence in Financial Reporting. The CAFR will be published and presented to the City Council within 180 days after the end of the fiscal City staffing and auditor availability vear. may preclude limitations such timely reporting. In such case, the Chief Financial Officer will inform the City Manager and the City Manager will inform the City Council of the delay and the reasons therefore.

III. Internal Controls

A. Written Policies & Procedures – The Finance Department is responsible for developing city-wide written policies & procedures on accounting, cash handling, and other financial matters. The Policies will be reviewed by the City Manager and approved by the City Council. The procedures will only need approval by the City Manager.

The Finance Department will assist department managers as needed in tailoring these written procedures to fit each department's requirements.

B. Internal Audit – The Finance Department may conduct reviews of the departments to determine if the departments are following the written procedures as they apply to the departments.

Finance will also review the written policies and procedures on accounting, cash handling and other financial matters. Based on these reviews Finance will recommend internal control improvements as needed. **C. Department Managers Responsible –** Each department manager is responsible to the City Manager to ensure that good internal controls are followed throughout his or her department, that all guidelines on accounting and internal controls are implemented, and that all independent and internal control recommendations are addressed.

IV. Operating Budget

A. Preparation – The city's "operating budget" is the city's annual financial operating plan. It consists of governmental and proprietary funds, including the general obligation debt service fund. The budget is prepared by the City Manager with the assistance of the Chief Financial Officer and cooperation of all city departments. The City Manager transmits the document to the City Council. The budget should be enacted by the City Council prior to the fiscal year beginning. The operating budget may be submitted to the GFOA annually for evaluation and possible awarding of the Award for Distinguished Budget Presentation.

B. Balanced Budgets – An operating budget will be balanced, with current revenues, inclusive of beginning resources, greater than or equal to current operating expenditures/expenses.

C. Planning – The budget process will begin with each Department Director submitting Expanded Level of Service (ELS) forms accompanied by a summary form ranking their requests by priority. The Chief Financial Officer will use the current budget as a base line and enter all ELS requests into the accounting system. Meetings are scheduled with the City Manager, Chief Financial Officer and Department Directors, to review their draft budgets. A summary of this draft budget is presented to City Council by the City Manager, at a Budget workshop There will be several more Council budget workshops as the City Manager and staff work through estimating revenue and making the necessary expense cuts to prepare a balanced budget for final approval.

D. Reporting – Periodic financial reports are available within INCODE to enable the department managers to manage their budgets and to enable the Finance Department to monitor and control the budget as approved by the City Council. Summary monthly financial reports will be presented to the City Council within 45 days after the end of each month, if council meetings do not interfere with reporting requirement. Such reports will include current year revenue and expenditure budgets and year-to-date actual figures for all major funds.

E. Control – Operating Expenditure Control is addressed in another section of the Policies.

F. Performance Measures – Where appropriate, performance measures and productivity indicators will be used as guidelines and reviewed for efficiency and effectiveness. This information will be included in the annual budgeting process.

V. Capital Budget

A. Preparation – The city's capital budget will be included in the city's operating budget. The capital budget will be prepared by the City Manager with assistance from the Finance Department and involvement of all required city departments.

B. Appropriation – An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned

C. Control – All capital project expenditures must be appropriated in the capital budget. Finance must certify the availability of resources so an appropriation can be made before a capital project contract is presented by the City Manager to the City Council for approval.

D. Alternate Resources – Where applicable, assessments, impact fees, or other user- based fees should be used to

fund capital projects which have a primary benefit to certain property owners.

E. Debt Financing – Recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued. When debt is issued, it will be used to acquire major assets with expected lives that equal or exceed the average life of the debt issue. The exceptions to this requirement are the traditional costs of marketing and issuing the debt, capitalized labor for design and construction of capital projects, and small component parts which are attached to major equipment purchases.

F. Reporting – Financial reports will be available to enable the department managers to manage their capital budgets and to enable the finance department to monitor the capital budget as authorized by the City Manager.

VI. Revenue Management

A. Simplicity – The city will strive to keep the revenue system simple which will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay.

B. Certainty – An understanding of the revenue source increases the reliability of the revenue system. The city will try to understand its revenue sources and enact consistent collection policies so that assurances can be provided that the revenue base will materialize according to budgets and plans.

C. Equity – The city will strive to maintain equity in the revenue system structure. It is recognized that public policy decisions may lead to subsidies in certain circumstances, e.g., Over 65 property tax exemptions.

D. Administration – The benefits of revenue will exceed the cost of producing the revenue. The cost of collection will be reviewed annually for cost effectiveness as a

part of the indirect cost, and cost of services analysis.

E. Revenue Adequacy – The city will require that there be a balance in the revenue system. That is, the revenue base will have the characteristic of fairness and neutrality as it applies to cost of service, willingness to pay, and ability to pay.

F. Cost/Benefit of Abatement – The city will use due caution in the analysis of any tax, fee, or water and wastewater incentives that are used to encourage development. A cost/benefit (fiscal impact) analysis will be performed as a part of such analysis and presented to the appropriate entity considering using such incentive.

G. Diversification and Stability – In order to protect the government from fluctuations in revenue source due to fluctuations in the economy, and variations in weather (in the case of water and wastewater), a diversified revenue system will be sought.

H. Non-Recurring Revenues – One-time revenues will not be used for ongoing operations. Non-recurring revenues will be used only for non-recurring expenditures. Care will be taken not to use these revenues for budget balancing purposes.

I. Property Tax Revenues – Property shall be assessed at 100% of the fair market value as appraised by the Bastrop Central Appraisal District. Reappraisal and reassessment shall be done regularly as required by State law. A 97% collection rate will serve as a minimum goal for tax collection, with the delinquency rate of 4% or less. The 97% rate is calculated by dividing total current year tax collections for a fiscal year by the total tax levy for the fiscal year.

All delinquent taxes will be aggressively pursued by being turned over to an attorney, and a penalty assessed to compensate the attorney as allowed by State law, and in accordance with the attorney's contract.

J. User-Based Fees - For services

associated with a user fee or charge, the direct and indirect costs of that service will be offset by a fee where possible. There will be an annual review of fees and charges to ensure that fees provide adequate coverage of costs and services.

K. General and Administrative Charges – A method will be maintained whereby the General Fund can impose a charge to the enterprise/ proprietary funds for general and administrative services (indirect costs) performed on the funds' behalf. The details will be documented and said information will be maintained in the Finance Department.

L. Utility Rates - The city will strive to review utility rates annually and, if necessary, adopt new rates to generate revenues required fully cover to operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs. This policy does not preclude drawing down cash balances to finance current operations. However, it is best that any extra cash balance be used instead to finance capital projects.

M. Interest Income – Interest earned from investment of available monies that are pooled will be distributed to the funds monthly in accordance with the claim on cash balance of the fund from which monies were provided to be invested.

N. Revenue Monitoring – Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report.

VII. Expenditure Control

A. Appropriations – The level of budgetary control is the department level budget in all Funds. Transfers between expenditure accounts within a department may occur with the approval of the Chief Financial Officer. City Manager approval is required if transferring from a personnel or capital

accounts within a department. When budget adjustments (i.e., amendments), are required between departments and/or funds, these must be approved by the City Council through an Ordinance

B. Vacancy Savings and Contingency Account – The General Fund Contingency Account will be budgeted at a minimal amount (\$35,000). The contingency account balance for expenditures may be increased quarterly by the amount of available vacancy savings.

C. Contingency Account Expenditures – The City Council must approve all contingency account expenditures over \$50,000. The City Manager must approve all other contingency account expenditures.

D. Central Control – Significant vacancy (salary) and capital budgetary savings in any department will be centrally controlled by the City Manager.

E. Purchasing Control – All purchases shall be made in accordance with the city's Purchasing Policy. Authorization levels for appropriations previously approved by the City Council are as follows: below Directors \$1,000 (Directors can request to have this amount raised by submitting a written request to the Finance Department), for Directors up to \$9,999, for Chief Financial Officer up to \$14,999, and with any purchases exceeding \$15,000 to be approved by the City Manager.

F. Professional Services – Professional services will generally be processed through a request for proposals process, except for smaller contracts. The City Manager may execute any professional services contract less than \$50,000 provided there is an appropriation for such contract.

G. Prompt Payment – All invoices will be paid within 30 days of receipt in accordance with the prompt payment requirements of State law. Procedures will be used to take advantage of all purchase discounts where

considered cost effective. However, payments will also be reasonably delayed in order to maximize the city's investable cash, where such delay does not violate the agreed upon terms.

VIII. Asset Management

A. Investments – The city's investment practices will be conducted in accordance with the City Council approved Investment Policies.

B. Cash Management – The timing and amount of cash needs and availability shall be systematically projected in order to maximize interest earnings from investments.

C. Investment Performance – A quarterly report on investment performance will be provided by the Chief Financial Officer to the City Council.

D. Fixed Assets and Inventory – These assets will be reasonably safeguarded properly accounted for, and prudently insured. The City will perform an annual inventory of all assets with a value greater than \$1,000.

IX. Financial Condition and Reserves

A. No Operating Deficits – Current expenditures should be paid with current revenues. Deferrals, short-term loans, or one-time sources should be avoided as budget balancing technique. Reserves will be used only for emergencies on non-recurring expenditures, except when balances can be reduced because their levels exceed guideline minimums.

B. Operating Reserves – Failure to meet these standards will be disclosed to the City Council as soon as the situation is recognized and a plan to replenish the ending resources over a reasonable time frame shall be adopted.

1. The General Fund ending fund balance will be maintained at an amount up to

three months' worth of estimated expenditures or at a level of 25% of budgeted operating expenditures.

- 2. The Enterprise/ Proprietary Funds will be maintained at a minimum level of 35% of budgeted operating expenditures.
- 3. Fund balances which exceed the minimum level established for each fund may be appropriated for non-recurring capital projects.

C. Risk Management Program – The city will aggressively pursue every opportunity to provide for the public's and city employees' safety and to manage its risks.

D. Loss Financing – All reasonable options will be investigated to finance losses. Such options may include risk transfer, insurance and risk retention. Where risk is retained, reserves will be established based on a calculation of incurred but not reported claims, and actuarial determinations and such reserves will not be used for any purpose other than for financing losses.

E. Enterprise/ Proprietary Fund Self-Sufficiency – The city's enterprise funds' resources will be sufficient to fund operating and capital expenditures. The enterprise funds will pay (where applicable) their fair general of and share administrative expenses, in- lieu-of-property taxes and/or franchise fees. If an enterprise fund is temporarily unable to pay all expenses, then the City Council may waive general and administrative expenses, in- lieu-of-property taxes and/or franchise fees until the fund is able to pay them.

F. Hotel Occupancy Tax Fund – This fund has a long-term effect on the City's economy and the reserve level needs to be sufficient to allow the fund to operate if a down turn in the economy occurred. Sufficient level of reserves should be a minimum of one year of expenditures to allow the City to ensure continuity of the organizations promoting tourism. Policy makers will need to determine priorities and funding levels should the economic downturn be expected to exceed the current adopted budget plus one-year reserves.

X. Debt Management

A. Self-Supporting Debt – When appropriate, self-supporting revenues will pay debt service in lieu of tax revenues.

B. Analysis of Financing Alternatives – The city will explore all financing alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, impact fees, and use of reserves or current monies.

C. Voter Authorization – The city shall obtain voter authorization before issuing General Obligation Bonds as required by law. Voter authorization is not required for the issuance of Revenue Bonds and Certificates of Obligation. However, the city may elect to obtain voter authorization for Revenue Bonds.

D. Bond Debt – The City of Bastrop will attempt to maintain base bond ratings of AA2(Moody's Investors Service) and AA (Standard & Poor's) on its general obligation debt. In an attempt to keep the debt service tax rate flat, retirement of debt principal will be structured to ensure constant annual debt payments when possible.

E. IRS Compliance – The City will have a written policy for monitoring compliance with IRS laws and regulations for tax exempt debt.

XI. Staffing and Training

Adequate Staffing – Staffing levels will be adequate for the fiscal functions of the city to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload scheduling alternatives will be explored before adding staff. **Training** – The city will support the continuing education efforts of all financial staff including the investment in time and materials for maintaining а current perspective concerning financial issues. Staff will be held accountable for communicating, and sharing with other staff teaching. information and members all training materials acquired from seminars. conferences, and related education efforts.

XII. Grants Financial Management

A. Grant Solicitation – The City Manager will be informed about available grants by the departments. The City Council will have final approval Over which grants are applied for. The grants should be cost beneficial and meet the city's objectives.

Β. **Responsibility** – Departments will oversee the day to day operations of grant programs, will monitor performance and compliance, and will also keep the Finance Department informed of significant grantactivities. related plans and Finance Department staff members will serve as liaisons with grantor financial management personnel, will prepare invoices, and will keep the books of account for all grants.

XIII. Annual Review and Reporting

A. Annual Review - These Policies will be reviewed administratively by the City Manager at least annually, prior to preparation of the operating budget.

B. Reporting - The Chief Financial Officer will report annually to the City Manager on compliance with these policies.

Lynda K. Humble, City Manager

Tracy Waldron, CFO

History of Financial Policies: Previously Approved 9/23/14 Previously Approved 10/25/16 Previously Approved 5/9/17



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The mission of the City of Bastrop is to continuously strive to provide innovative and proactive services that enhance our authentic way of life to achieve our vision.



Purchasing Policy

City of Bastrop Purchasing Policy Table of Contents

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I. PURPOSE

It is the policy of the City of Bastrop that all purchasing shall be conducted strictly on the basis of economic and business merit. This policy is intended to promote the best interest of the citizens of the City of Bastrop, Texas.

The City of Bastrop intends to maintain a cost-effective purchasing system conforming to good management practices. The establishment and maintenance of a good purchasing system is possible only through cooperative effort. It must be backed by proper attitudes and cooperation of not only every department head and official, but also every supervisor and employee of the City of Bastrop.

The purchasing process is not instantaneous. Time is required to complete the steps required by State law and local rules. In order to accomplish timely purchasing of products and services at the least cost to the City of Bastrop, all departments must cooperate fully. Prior planning and the timely submission of requisitions are essential to expedite the purchasing process and to assure that the process is orderly and lawful.

This Policy reaffirms the City of Bastrop's commitment to strengthen purchasing and property controls to reasonably assure that the taxpayer dollars are spent efficiently and effectively.

II. CODE OF ETHICS

It is important to remember that when employees are participating in the purchasing process, they represent the City of Bastrop. By participating in the purchasing process, employees of the City of Bastrop agree to:

- A. Avoid the intent and appearance of unethical or compromising practices in relationships, actions, and communications.
- B. Demonstrate loyalty to the City of Bastrop by diligently following the lawful instructions of their employer, using reasonable care and only authority granted to them by the City.
- C. Refrain from engaging in any private business or professional activities that would create a conflict between personal interests and the interest of the City of Bastrop.
- D. Will not except soliciting or accepting money, loans, credit, or prejudicial discounts with a value over \$25. Will not accept gifts, entertainment, favors, or services from current or potential suppliers that might influence, or appear to influence, purchasing decisions with a value over \$25.
- E. Handle confidential or proprietary information belonging to the City or its suppliers with due care and proper consideration of ethical and legal ramifications and governmental regulations.
- F. Promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle.
- G. Expose corruption and fraud wherever discovered.

Texas Law prohibits *component purchasing, separate purchasing and sequential purchasing* of any kind. An employee commits an offense by intentionally or knowingly making or authorizing component, separate or sequential purchasing to avoid the competitive bidding requirements.

Adherence to the City's Ethics Ordinance is mandatory. If there is a conflict between the City's Ethics Ordinance and this Purchasing Policy, the stricter of the two applies.

III. COMPETITIVE PURCHASING REQUIREMENTS

The City of Bastrop Purchasing Policy requires obtaining three quotes for purchases over \$3,000. The only exceptions to this rule are for items purchased under a cooperative contract, items awarded through sealed bids, sole source purchases, or purchases for an emergency situation.

Under no circumstances shall multiple requisitions be used in combination to avoid otherwise applicable bidding requirements or City Council approval.

A. Who is authorized to make purchases?

Purchases will only be processed if authorized by a Department Head or an approved representative in an employee's direct chain of command.

B. Instructions for Soliciting Bids

When soliciting bids, City of Bastrop buyers must:

- 1. Give the same exact specifications to each vendor.
- 2. Give each bidder the same deadline for turning in bids.

City of Bastrop buyers must inform vendors that bids submitted are all inclusive. Any charges for freight and handling, fuel fees, or other costs must be included in the bid.

C. Purchasing Control

Authorization levels established within INCODE for appropriations previously approved by the City Council are as follows:

Directors or their designee Chief Financial Officer or designee City Manager or designee not to exceed \$9,999.99 between \$10,000.00 and \$14,999.99 exceeding \$15,000.00

All purchases requiring a purchasing summary must have an approved purchase order before placing the order.

D. Fleet Purchases

The Finance Department will create a Fleet Appropriations List at the beginning of every fiscal year based on the adopted budget. A unit number will be assigned to each vehicle and piece of equipment included on this list. This list will be distributed to each department with vehicles and equipment on the list.

Each department will complete and submit their Purchasing Summary(s) which should include the unit number assigned to each vehicle and piece of equipment, to the Finance Department as close to October 1st as possible. The Purchasing Summary(s) will be checked against the Fleet Appropriations List and reviewed for accuracy and completeness. Once reviewed by the Finance Department, the summaries will go to the City Manager for approval.

Upon approval by the City Manager, a purchase order will be created and authorized by the Finance Department for each approved purchasing summary. At the time of issuance of the purchase order, budgeted funds will be encumbered to prevent the funds from being reallocated.

Approved purchase orders will be sent to each department with authorized vehicles and equipment on the Fleet Appropriations List. Once the department has received the approved purchase order, fleet orders can be placed with the selected vendor.

E. Dollar Limitations

The following dollar limitations should be used as a guideline. These limitations may not apply in all cases. *Dollar limitations refer to total purchase or invoice total, not single item cost.* It is the Department Director's responsibility to ensure adherence to purchasing policies.

\$0.01-\$3,000: Quotations are recommended but not required for purchases of non-contract goods or services totaling \$3,000 or less.

If invoices for a single vendor or service contractor total more than \$3,000 in a fiscal year, the city will use the requirements applicable to the total amount of all of the invoices received in the fiscal year. As stated in Section II., Code of Ethics (above), state law prohibits *component purchasing, separate purchasing, and sequential purchasing* of any kind. An employee commits an offense by intentionally or knowingly making or authorizing component, separate, or sequential purchasing to avoid the competitive bidding requirements.

\$3,001-\$49,999: Except when exempt under state law, purchases totaling \$3,001 to \$49,999 require three written quotes attached to a Purchasing Summary Form and a purchase order provided to the Finance Department.

No purchase orders of non-contract goods or services will be issued in excess of \$15,000 without prior approval from the City Manager or the City Manager's designee.

If the vendor or contract service provider offering the lowest quote is not selected by the department, an explanation must be provided on the Purchasing Summary Form, and approval by the City Manager is required, no matter the dollar amount. Only the City Manager or the City Manager's designee may determine "Best Value." The City Manager may elect to accept fewer than three quotes from a Director if due diligence has been documented by the Director in trying to adhere to the purchasing policy. A memo will be required from the Director providing a reason for their inability to obtain three written quotes, and describing the scope of services being provided, if applicable.

The memo must be approved and signed by the City Manager and attached to each Purchasing Summary Form and purchase order provided to the Finance Department.

State law requires that two Historically Underutilized Businesses (HUBs) are to be contacted on a rotating basis for all purchases totaling \$3,001 to \$49,999. A list of HUB vendors is available from the Texas Comptroller of Public Accounts website. If the list does not identify a HUB vendor in the county in which the municipality is situated, the municipality is exempt from this requirement. If you need assistance in complying with this requirement, contact the Finance Department.

If purchasing through a cooperative purchasing alternative (e.g., BuyBoard, DIR, or TXMAS), only one written quote is required, provide proof or identification that the quote is from a cooperative source, and complete a Purchasing Summary Form and a purchase order. Any vendor specific contracts should be on file with the Finance Department prior to final approval being given, if applicable. It is the Department Director's responsibility to ensure that the cooperative information is on file with the Finance Finance Department.

\$50,000+: Except when exempt under state law, requisitions for item(s) whose aggregate total cost is \$50,000 or more must be processed as competitive solicitations (e.g., sealed bids, request for proposals, or request for offers). Texas Local Government Code, Subchapter B, Section 252.021 defines the requirements for competitive bids.

State law requires that sealed bids and requests for proposals (RFP) be advertised in a local newspaper for two consecutive weeks prior to the bid opening. All bids or proposals must be received sealed and turned in to the City Secretary's Office by the date and time listed in the solicitation (invitation to bid or RFP). Any bids or proposals received after the stated time will be returned unopened. The bid opening process is open to the public and all vendors are invited to attend. Questions concerning pricing will not be addressed at the opening.

If purchasing through a cooperative purchasing alternative (e.g., BuyBoard, DIR, or TXMAS), provide only one written quote, proof or identification that the quote is from a cooperative source, and complete a Purchasing Summary Form and a purchase order. All cooperative vendor specific contracts should be on file with the Finance Department prior to final approval being given if applicable. It is the Department Director's responsibility to ensure that the cooperative information is on file with the Finance Department. City Manager written approval is required.

F. Personal or Professional Services

Under the Professional Services Procurement Act, a contract for the purchase of a personal or professional service is exempt from competitive bidding requirements. The City also provides an exemption for the purchasing of planning services.

The City may not select providers of professional services based on competitive bids. In these situations, the City must make the selection and award based on demonstrated competence and qualifications for performing the services for a fair and reasonable price.

Professional services include:

- Accounting;
- Architecture;
- Landscape architecture;
- Land surveying;
- Medicine;
- Optometry;
- Engineering;
- Real estate appraisal;
- Nursing;

According to the Texas Attorney General's Office professional services may include "members of disciplines requiring special knowledge or attainment and a high order of learning, skill and intelligence."

G. Other Exemptions

State law authorizes other categories of exempt purchases. Purchases from other governments, some auctions and going-out-of-business sales, and certain other purchases are exempt under provisions of the Texas Local Government Code.

The following is a list of other types of contracts that are exempt from competitive bidding requirements:

- 1. The purchase of land or a right-of-way.
- 2. Items that can be obtained from only one source, including:

a. items for which competition is precluded because of the existence of patents, copyrights, secret processes or monopolies;

- b. films, manuscripts, or books;
- c. electric power, gas, water, and other utility services; and
- d. captive replacement parts or components for equipment.
- 3. Food.
- 4. Personal property sold:
 - a. at an auction by a state licensed auctioneer;
 - b. at a going-out-of-business sale; or
 - c. by a political subdivision of the state, a state agency, or an entity of the federal government.
- 5. Any work performed and paid for by the day.

6. Work performed under a contract for community and economic development made by a county designed to reasonably increase participation by historically underutilized businesses in public contract awards by establishing a contract percentage goal for HUB businesses.

H. Sole Source Purchases

Sole Source purchases must be preapproved by the City Manager. A sole source purchase may be appropriate when the purchase involves compatibility of equipment,

accessories, or replacement parts; when the goods or services are one-of-a kind or protected by a patent, copyright, or secret process; If the good or service is only available from a regulated or natural monopoly; or if the product is a component or repair part that may only be purchased from the original supplier. The following items are necessary to provide sufficient justification for sole source purchase:

- 1. A memorandum to the City Manager with a statement attached to the Purchasing Summary Form stating that a sufficient number of vendors have been contacted to determine that only one practical source of supply exists or providing the reasons that only one source exists. This memorandum should include the City Manager's signature signifying approval.
- 2. A bid from the sole source provider on company letterhead.
- 3. A letter from the vendor stating they are the sole supplier of the good.

A Purchasing Summary Form and purchase order are still required with the above information attached.

I. Change Orders

According to purchasing law, the City of Bastrop may make changes to plans, specifications or quantities after awarding the contract, if necessary. However, no change may exceed 25% of the original contract amount and any decrease of 25% or more must have the consent of the contractor.

Increases that cause a change in dollar limitations or purchasing law may supersede the 25% rule:

Example: If a contract is awarded for \$45,000, the allowable increase under the 25% rule would be \$11,250, resulting in a total contract price of \$56,250. However, this would cause the new price to exceed \$50,000, which by State law requires sealed bids and advertising. The allowable increase would be limited to below \$50,000.

Any change in a purchasing contract that exceeds 25% of the original amount will void the original contract.

J. Making the Purchase

City of Bastrop buyers are responsible for making sure that the purchased good or service is received as specified. Under no circumstance should a buyer accept more goods or services than ordered. Employees are only authorized to purchase items that have been approved by their Department Head. A purchase over the original amount requires additional approval.

K. 30-Day Accounts Payable Cycle

Texas law requires municipalities to pay invoices within 30 days or be subject to the payment of interest.

It is the responsibility of each department to make sure the signed invoices, purchase orders, and any other required documents are submitted to the Finance Department as soon as the product is received, or the service is rendered.

It is the responsibility of Accounts Payable to pay all vendor invoices within 30 days of the invoice date. Any variance between the purchase order and the vendor invoice must be reconciled. Vendor payments can only be made for the original or modified purchase order amount.

L. Emergency Procedures

Texas Local Government Code Section 252.022(a) exempts certain items from sealed bidding. including, but not limited to:

- 1. A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
- 2. A procurement necessary to preserve or protect the public health or safety of the municipality's residents;
- 3. A procurement necessary because of unforeseen damage to public machinery, equipment or other property.

The following steps must be taken when making emergency purchases:

- 1. Employee must receive approval from the City Manager or the City Manager's designee;
- 2. Employee will make every effort to solicit bids unless circumstances prevent employee from doing so; and
- 3. The employee must provide a written statement explaining the emergency following the incident to provide necessary documentation in Accounts Payable. This statement must be signed by the City Manager or the City Manager's designee.

IV. ASSET CONTROL

A. Inventory Control

The purpose of inventory control is to create and maintain a record/inventory of all fixed assets of the City of Bastrop. Fixed Assets include all Capital Asset items over \$5,000 with a life expectancy of two or more years, and "Minor Capital Outlay" items which include assets purchased for \$1,000 to \$4,999.

When a fixed asset is received by the city, it is tagged with a City of Bastrop property tag and added to the Department's master list by the Finance Department.

Each Department shall keep an inventory list of all fixed assets permanently assigned to each employee.

An inventory of all fixed assets shall be performed every year. The Finance Department will provide each department with their fixed asset list by September 30th annually. The

Director or their designee will conduct the inventory and make a note for items that can't be located. The Director will sign the list, once the inventory is complete, indicating their review of the inventory. Once signed, the list will be returned to the Finance Department, no later than October 15th, so that the master list can be updated. It is recommended that Departments perform an annual fixed assets inventory of equipment permanently assigned to each employee.

B. Use of Property

City of Bastrop employees should be aware that the use of City property for personal purposes is strictly prohibited. City vehicles should only be used for official City business. City Personnel Policies list theft and unauthorized use of City property as grounds for immediate dismissal.

In addition, employees are not to use personal property for the performance of their job or at their work site. Personal items such as radios, coffee pots, picture frames, books, etc. are permissible; however, the City of Bastrop is not responsible for damage to or theft of these items.

C. Disposal of Surplus Materials and Equipment/ Donations

City surplus materials and equipment (a/k/a "surplus items") include any City owned personal property such as furniture, fixtures, equipment, computers, vehicles, tools, clothing, or other such items, which have lost useful value to the City, have become non-functional, or are obsolete. Such surplus items may be disposed of by one of the following methods:

- Sold competitively, by accepting sealed bids or by public auction;
- Traded in for acquisition of new equipment;
- Donated by the City to a recognized charitable organization;
- Provided to other governmental entities (donation or exchange);
- Sold as 'scrap' (for cash), if the items have no value except for salvage and the City Manager or his designee has authorized the sale for scrap; or
- Disposed of through solid waste collection services, if the item has no salvage or other value and the City Manager or his designee has authorized such disposal.

<u>Trade-In or Donation</u>: Before *trading-in* and/or *donating* surplus items, the Department Head must prepare a memorandum to the City Manager and remit a copy to the Finance Department stating: 1) the identity of the surplus items to be disposed of, traded-in, or donated; 2) the reasons for the surplus items being declared surplus; 3) the original purchase price (if ascertainable) of the surplus items; and 4) the value of proposed "trade-in" or "donation", in the estimation of the Department Head. If the Department Head receives approval from the City Manager to proceed, the Department Head must coordinate the *trading-in* and/or *donating* of surplus items with the Finance Department to ensure a Disposed Fixed Asset Form is completed along any other necessary paperwork.

Note: All property is owned in the name of the City of Bastrop and is not vested in any specific department.

<u>Sales:</u> If the surplus items are to be sold, the Department Head must prepare a memorandum to the City Manager and remit a copy to the Finance Department. The memo should include: 1) the identity of the items to be sold (including the year, make, model, or any other identifying characteristics) and 2) a brief explanation of why it is necessary to dispose of the item. The Department Head, having received approval to sell a surplus item, may then utilize one of the following options: 1) sell through an approved on-line public auction provider, 2) donate to a non-profit organization, 3) donate to another political subdivision, or 4)

<u>Preferred Disposition</u>: Whenever reasonably feasible, it is the City's preference that the Department Head dispose of the surplus equipment by means of a public auction or sale held in cooperation with other City departments and surrounding government entities.

<u>Procedures</u>: The City Manager shall have the authority to approve the disposal, sale, trade-in, or donation of surplus items when the value of the items is less than \$50,000 in total. If the total value is \$50,000 or more, then the City Manager shall obtain Council approval of the proposed disposal, sale, trade-in or donation of surplus items.

Once approved by either the City Manager or Council, as appropriate, a Disposed Fixed Asset Form must be prepared and submitted to the Finance Department in addition to providing the license plates for any vehicles or equipment being disposed. The Finance Department manages the change of ownership and the receipt of funds.

City decals must be removed from all surplus City vehicles, machinery, and equipment before disposal, donation, trade-in, or sale.

D. Lost Property

If, after conducting an annual inventory, property is discovered to be lost, an explanation for the loss must be provided immediately to the Department Head using the Fixed Asset Form. Property losses that come to the attention of the employee before the annual inventory should be reported within 24 hours using the Fixed Asset Form.

All thefts are to be reported to a supervisor or Department Head immediately. Once a theft is reported to a Supervisor or Department Head, he or she must notify the City of Bastrop Police Department immediately so a crime report generated. Stolen fixed assets must be removed from the Master Inventory List and a copy of the police report must be attached to the Fixed Asset Disposal Form.

E. Security Measures

All equipment must be kept in a secure area when not in use. Access to this area will be limited to the employees assigned to the secure area. In case of theft, the security of the area should be evaluated to determine if changes or re-keying of locks is necessary.

V. RESPONSIBILITIES OF PARTIES

A. Department Heads

- 1. Monitor and approve overall purchases to ensure that funds are spent judiciously and that budgeted resources are within their control and available for all procurements.
- 2. Reject requests for purchases that do not have proper authorization or are missing required documentation.
- 3. Approve all purchases up to \$9,999, excluding budgeted capital.
- 4. Adhere to the Purchasing Policies and the Code of Ethics.
- 5. Place cooperative agreements and RFPs on file with the Finance Department and monitor purchases to ensure that supply agreements are used.
- 6. Ensure that sole source requests meet the guidelines and include required documentation.
- 7. Verify that goods and services are received as ordered before approving payment.
- 8. Annually inventory equipment assigned to each employee.
- 9. Keep records of losses to detect patterns of theft.
- B. Supervisors
 - 1. Maintain security of equipment on-site
 - 2. Keep a log of equipment issued to employees on a long-term basis.
 - 3. Keep a log of equipment issued to employees on a short-term basis.
 - 4. Forward all receipts and invoices to Department Head as soon as possible.
 - 5. Verify that equipment and supplies are returned upon termination of an employee.
- C. City of Bastrop Accounts Payable
 - 1. Pay bills in an accurate and timely manner.
 - 2. Reject requests for purchases that do not have proper authorization or include required documentation.
 - 3. Monitor purchases to ensure that supply agreements are used.
 - 4. Ensure that purchasing policy requirement guidelines are met and required documentation included.
- D. City of Bastrop Accounting
 - 1. Maintain the master fixed asset property list.
 - 2. Assign inventory tags for fixed assets.
 - 3. Provide Fixed Assets Forms.
 - 4. Produce Master Inventory List as needed.
 - 5. Process fixed asset transfers and retirements.
 - 6. Review, approve, and enter all purchase orders for budgeted fleet purchases.

VI. DEFINITION OF TERMS

Component Purchases – Purchases of component parts of an item that in normal purchasing practices would be accomplished by one purchase. (For example, purchasing parts separately to avoid bidding requirements and then assembling the item.)

Fixed Assets - An item with a value of \$5,000 or more and a life expectancy of two years or more is a capital asset. An item with a value of \$1,000 to \$4,999 is a minor capital outlay. Both tracked for inventory purposes.

Purchasing Summary – A form required for purchases over \$3,000 in total that documents the adherence of this purchase to the Purchasing Policy (i.e. quotes documented or exemptions utilized.

Separate Purchases – Purchases made separately of items that in normal purchasing practices would be accomplished by one consolidated purchase. (For example, issuing multiple purchase orders of similar items to avoid bidding requirements.)

Sequential Purchases – Purchases made over a period of time, of items that in normal purchasing practices would be combined and bid as one purchase. (Similar to separate purchases but made over a period of time to avoid bidding requirements.)



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Operating Reserves



General Fund

General Fund ending balance will be maintained at an amount up to three (3) months' worth of estimated expenditure or at a level of 25% of budgeted operating expenditures.

Enterprise/Proprietary Funds

Enterprise Funds will be maintained at a minimum level of 35% of budgeted operating expenditures.

Hotel Occupancy Tax

The Hotel Occupancy Tax Fund is equal to one year of expenditures to all the City to ensure the continuity of the organizations promoting tourism.





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Utility Rates



Solid Waste Charges

Effective 10/1/18

	Before 10/1/2019	After 10/1/2019
Residential	\$16.05	\$16.85
Additional Cart	\$5.25	\$5.51
Additional Recycling Bin	\$2.10	\$2.20

Bastrop Power & Light Service Charges

Effective 12/13/05

TYPE OF ACCOUNT	MONTHLY CUSTOMER CHARGE	WIRE CHARGE
Residential	\$10.00	\$0.0328 per KWH
Commercial	\$16.00	\$0.0326 per KWH
Key Accounts	\$16.00	\$0.0318 per KWH
Municipal	-	\$0.0048 per KWH

<u>Generation Charge</u> (same for all Types) - This rate, which may vary from month to month, is set by the City's Wholesale Power provider, and is passed directly through to the customer.

Wastewater Service Charges

Effective 10/1/2018

Proposed change 1/1/2020

Minimum Charge	\$36.97	Minimum Charge	\$41.97
Per 1,000 gallons:		Per 1,000 gallons:	
0-5,000	\$2.45	0-10,000	\$2.45
5,001-10,000	\$2.77	10,001-30,000	\$2.95
10,001-20,000	\$2.95	Over 30, 000	\$3.47
20,001-50,000	\$3.18		
Over 50, 000	\$3.47		

Water Service Charges

Effective 11/1/2015

Residential & Commercial – Inside City Limits

Residential & Commercial – Outside City

Meter Size	Minimum	Meter Size	Minimum
	Charge		Charge
¾" (or smaller)	\$27.72	³ ⁄ ₄ " (or smaller)	\$41.59
1"	\$47.13	1"	\$70.69
1 1⁄2"	\$79.47	1 1/2"	\$119.22
2"	\$118.28	2"	\$177.43
3"	\$221.78	3"	\$332.68
4"	\$255.07	4"	\$507.34
6"	\$661.68	6"	\$992.48
Per 1,000 gallons		Per 1,000 gallons	
0-3,000	\$2.85	0-3,000	\$4.13
3,001-5,000	\$3.04	3,001-5,000	\$4.42
5,001-10,000	\$3.22	5,001-10,000	\$4.70
10,001-20,000	\$3.42	10,001-20,000	\$4.98
20,001-50,000	\$3.69	20,001-50,000	\$5.39
Over 50, 000	\$3.87	Over 50, 000	\$5.66

Proposed Change 1/1/2020

Residential & Commercial – Inside City Limits

Residential & Commercial – Outside City

Meter Size	Minimum	Meter Size	Minimum
	Charge		Charge
³ ⁄4" (or smaller)	\$27.72	³ ⁄ ₄ " (or smaller)	\$41.59
1"	\$47.13	1"	\$70.69
1 1⁄2"	\$82.06	1 1/2"	\$123.09
2"	\$124.19	2"	\$186.29
3"	\$232.86	3"	\$349.29
4"	\$296.46	4"	\$444.69
6"	\$714.14	6"	\$1,071.21
Per 1,000 gallons		Per 1,000 gallons	
0-10,000	\$2.85	0-10,000	\$4.28
10,001-30,000	\$3.42	10,001-30,000	\$5.13
Over 30, 000	\$3.87	Over 30, 000	\$5.81









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Statistical Data



Location

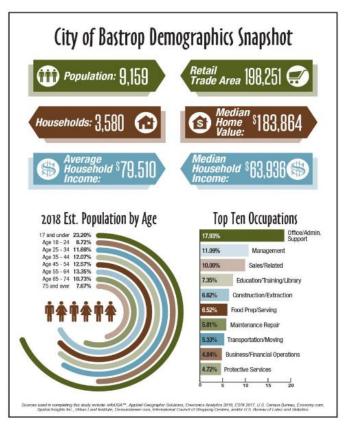
Just 30 minutes southeast of Austin via State Highway 71, Bastrop, Texas, is close to all the action, but worlds away from the congestion. It is centrally located in the heart of the Texas Triangle, offering easy access to Houston, San Antonio and Dallas/Fort Worth. Bastrop offers a cost-effective labor force of 72,000-plus within a 45-minute commute.

Bastrop is just 22 miles from Austin-Bergstrom International Airport, providing companies with convenient air transportation around the globe. Bastrop sits at the intersection of three major divided highways - SH 21, 71 and 95 - for outstanding regional connectivity, while the Union Pacific rail line is directly adjacent to the <u>Bastrop Business and</u> <u>Industrial Park</u>. Bastrop and its business park are served by the Highway 71 fiber corridor, with 1/10 Gigabit Ethernet fiber cable available at key locations.

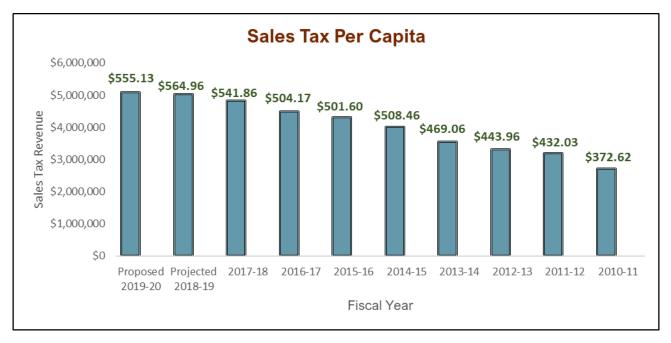
Demographic Snapshot

The City of Bastrop is 9.11 square miles, has a population of 9,159, and a median age of 40.5 years. There are 3,580 households with an average household income of \$79,510. The City enjoys a retail trade area of 9,600 square miles with over 198,000 people.

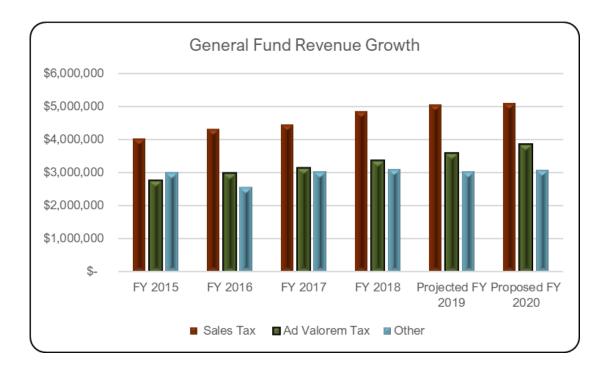




Sales Tax Per Capita



General Fund Revenue Growth



Top 10 City of Bastrop Employers & Property Taxpayers

The Bastrop Independent School District (BISD) is the largest employer in the City of Bastrop with 1,300 employees. BISD covers nearly 450 square miles and has a student enrollment over more than 11,000 students and serves the communities of Bastrop, Cedar Creek, Paige, Red Rock, and the vast rural areas of Bastrop County.



Burleson Crossing Shopping Centers is the largest property taxpayer by more than double the value of the second largest property taxpayer.

Top 10 City of Bastrop Employers			
Employer Name	Number of Employees		
Bastrop Independent School District	1,427		
Hyatt Recency Lost Pines Resort & Spa	650		
Bastrop County	464		
M.D. Anderson Cancer Center	439		
H-E-B Food Store	408		
Walmart	311		
Agilent Technologies	306		
Bastrop Federal Correctional Institution	276		
Buc-ee's	169		
Bluebonnet Electric Cooperative	168		

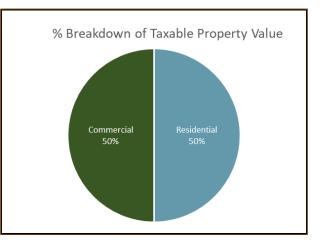
Top 10 City of Bastrop Property Taxpayers			
Taxpayer Name Taxable			
	Value		
Burleson Crossing Shopping Centers	\$30,614,163		
Covert Chevrolet-Oldsmobile	\$15,254,386		
The Lodge at Lost Pines LLP	\$14,868,620		
Bastrop Walnut Ridge LLC	\$12,464,156		
Walmart Real Estate Trust	\$10,243,733		
Buc-ee's LTD	\$10,135,376		
H E Butt Grocery Company	\$10,075,470		
Time Warner Cable TX LLC	\$7,815,923		
Lowe's Home Centers	\$7,617,320		
First National Bank of Bastrop	\$7,195,729		

Average Taxable Home Value

In 2019, the City of Bastrop experienced a 5.2% increase in average taxable homestead value. Average taxable homestead value in 2018 was \$194,715. In 2019, the average taxable homestead value is \$204,937.

Breakdown of Taxable Property Value

The City of Bastrop enjoys a good balance in the breakdown of taxable property values. Approximately 50% of the tax base is commercial and 50% is residential.



City Services Data

	PUBLIC SAFETY	
9.47	Number of Fire Stations and Substation	2
179	Number of Volunteer Firefighters	20
101,857	Number of Police Stations	1
17	Number of Police Officers	22
14		
	UTILITIES	
	Number of Electric Accounts	2,688
123	Number of Water Accounts 3	
5	Number of Wastewater Accounts	3,029
12	Number of Garbage Accounts	2,756
1	Gallons of Water Produced (Million)	585
	Gallons of Wastewater Treated (Million)	401
208,256	PLANNING AND DEVELOPMENT	
52,110	Number of Residential Building Permits	73
9,204	Number of Commercial Building4Permits1	
	179 101,857 17 14 123 5 12 1 1 208,256 52,110	9.47Number of Fire Stations and Substation179Number of Volunteer Firefighters101,857Number of Police Stations17Number of Police Officers14UTILITIESUTILITIESNumber of Electric Accounts123Number of Water Accounts12Number of Garbage Accounts1Gallons of Water Produced (Million)Gallons of Water Treated (Million)208,256PLANNING AND DEVELOPMENT52,110Number of Commercial Building Permits



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Acronyms / Glossary

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Glossary		391



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Acronyms



ADA American Disability Act AMR Automatic Meter Reading APPAAmerican Public Power Association ASEAutomotive Service Excellence BAIPP Bastrop Arts in Public Places BCADBastrop Central Appraisal District BISD Bastrop Independent School District BREBusiness Retention Expansion BCWCIDBastrop County Water Control & Improvement District #2 CADComputer Aided Dispatch CAFR Comprehensive Annual Finance Report **CAMPO**. Capital Area Metro Planning Organization CAPCOG Capital Area Council of Governments CCN Certificates of Convenience & Necessity **CDBG** Community Development Block Grants CJISCriminal Justice Information Services CIPCapital Improvement Plan (Program) CO Certificate of Obligation COP Citizens on Patrol Program DFIRM Digitized Flood Insurance Rate Maps DMO Destination Marketing Organization EOC.....Emergency Operations Center EPAEnvironmental Protection Agency ERCOTElectric Reliability Council of Texas ESD Emergency Services District ESTElevated Storage Tank ETJExtra-territorial Jurisdiction FAA Federal Aviation Administration FEMA Federal Emergency Management Agency FERCFederal Energy Regulatory Commission FSLA Fair Standard Labor Act FTEFull Time Equivalent GAAPGenerally Accepted Accounting Principles GASB . Governmental Accounting Standards Board GFOA Government Finance Officers Association GISGeographic Information System GPSGlobal Positioning System HEBH.E. Butt (Grocery) HMACHot Mix Asphalt Concrete HOTHotel Occupancy Tax HR Human Resources HRISHuman Resources Information System HVACHeating Ventilating and Air Conditioning IAP Incident Action Plan IRSInternal Revenue Service ISFInternal Service Fund

ISOInsurance Se	ervices Office
ITInformation	
IVRInteractive Voi	
LCRA Lower Colorado R	iver Authority
MSABMain Street Ad	
MOU Memorandum of U	nderstanding
NIBBLES Nutrition in Back-Packs Befo	ore Littles Exit
School Program.	
ORR Open Rec	ords Request
pCARDPurchasing Procu	
PCIPavement Co	
PIOPublic Inform	nation Officer
PIDPublic Improve	ement District
RFPReques	t for Proposal
RFQ Request for	Qualifications
ROW F	ights-of-Way
RMSRecords Manage	ment System
SANStorage	
SCADA Supervisory Control and Da	
SOPStandard Operatin	
TAMIOTexas Association	າ of Municipal
Information Officers.	
TATAOTexas A	
Telecommunications Officers and Advis	
TCEQ Texas Commission on Environn	
TCLEOSE . Texas Commission of Law	Enforcement
Office Standards and Education	
TDEM Texas Department of	of Emergency
Management	
TEEXTexas Engineering Exter	nsion Service
TML Texas Mun	
TMRS Texas Municipal Retire	
TLETS Texas Law Enforcement Tele	
TXDOT Texas Department of T	
WTPWater Tre	
WWTPWastewater Tre	
ZBAZoning Board of	Adjustments

Glossary of Terms



Account Number – A code made up of numbers used to classify how specific dollar amounts come into the City or how they are being spent.

Accounting System – The methods and records established to identify, assemble, analyze, classify, record, and report the City's transactions and to maintain accountability for the related assets and liabilities.

Accounts Payable – A short-term (one year or less) liability reflecting amounts owed for goods and services received by the City.

Accounts Receivable – An asset reflecting amounts due from other person(s) or organization(s) for goods and services furnished by the City.

Accrual Accounting - The basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is received or spent.

Adopted – Adopted, as used in fund summaries and department and division summaries within the budget document, represents the budget as approved by formal action of the City Council, which sets the spending limits for the fiscal year.

Ad Valorem Tax - A tax computed from the assessed valuation of land and improvements (See Property Tax).

Amended Budget – The adopted budget for a fiscal year plus any budget amendments or budget transfers.

Amortize – Provide for the gradual extinguishment of a liability (as a mortgage) usually by contribution to a sinking fund at the time of each periodic period.

Appropriation - A legal authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and as to the time when it may be expended.

Appropriation Ordinance - An ordinance which gives appropriations legal effect. It is the method by which the expenditure side of the annual operating budget is enacted into law by the City Council.

Assessed Valuation - Valuation set upon real estate or other property by a government as a basis

for levying taxes (Note: Property values in Bastrop are established by the Bastrop County Appraisal District).

Assets - Resources owned or held by the City which have monetary value.

Audit - An examination of organization financial statements and the utilization of resources.

Available Cash – Unobligated cash and cash equivalents.

Balance Sheet - A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

Balanced Budget - A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Benchmarking – A process for measuring progress from a point in time and is something that serves as a standard by which others may be measured.

Bond - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue. Bonds are most frequently used to finance the construction of large capital projects.

Bonded Debt – The portion of indebtedness represented by outstanding (unpaid) bonds.

Bonds Issued – Bonds sold by the City.

Bonds Payable – The face value of bonds issued and unpaid.

Budget - A plan of financial operation that links all planned revenues and expenditures with various municipal services. The term "budget" usually indicates a financial plan for a single fiscal year.

Budget Document - The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

Budgetary Control - The control or management

of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

Capital Expenditure – Funds spent for the acquisition of a long-term asset.

Capital Improvement Program Budget - A Capital Improvement Program (CIP) budget is a separate budget from the operating budget. Items in the CIP are usually construction projects or major capital purchases designed to improve and maintain the value of the City's assets.

Capital Outlay - Expenditures that result in the acquisition of or addition to fixed assets. Fixed assets are defined as a piece of equipment, vehicle, furniture or fixture that cost at least \$5,000.

Cash Management - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

Certificate of Obligations - Legal debt instruments used to finance capital improvement projects, which are authorized by City Council and backed by the full faith and credit of the government entity and are fully payable from a property tax levy.

City Charter – The document that establishes the City as an incorporated political subdivision (municipal government) in accordance with the statutes of the State of Texas. The charter provides the form, roles and power of the municipal government that is the City of Bastrop.

"Cloud" Computing – On-demand computing, known as "Cloud" computing, is a kind of Internet-based computing that provides shared processing resources and data to computers and other devices on demand.

Comprehensive Plan – It is an all-inclusive approach to addressing a community's future growth and change. The final product of the comprehensive planning process is a document, which is official in nature, used as a policy guide regarding community development and enhancement.

Contingency Fund - A budgetary reserve set aside for emergencies or unforeseen expenditures

not otherwise budgeted.

Coverage Ratio – A term defined by revenue bond indenture, which refers to the ratio of net revenues of an Enterprise Fund after all maintenance and operations expenses are considered, to total debt service.

Current Taxes -Taxes that are levied and due within one year.

Debt Service - The City's obligation to pay the principal and interest of all bonds or other debt instruments according to a pre-determined payment schedule.

Debt Service Fund - A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. May also be called a sinking fund.

Debt Service Requirement - The amount of money required to pay interest and principal for a specified period on outstanding debt.

Delinquent Taxes -Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

Department - A functional group of the City with related activities aimed at accomplishing a major City service or program.

Depreciation - (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

Disbursement - Payment for goods and services in cash or by check.

Division – A grouping of related activities within a particular department.

Effective Tax Rate: The rate that produces the same effect in terms of the total amount of taxes as compared to the prior year. The computation of the effective rate is governed by the State of Texas.

Employee Benefits – For the purpose of budgeting, this term refers to the City's cost of medical, dental, and life insurance, pension contributions, social security contributions, workers' compensation, and unemployment insurance costs.

Encumbrances - The pledge to expend appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.

Enterprise Fund - A governmental accounting fund in which the services provided are financed

and operated similarly to those of a private business. The rates for these services are established to ensure that revenues are adequate to meet all necessary expenditures.

Equity - The difference between assets and liabilities of the fund.

Escrow Agent – A person or entity that holds property in trust for third parties while a transaction is finalized, or a disagreement is resolved.

Escrow – A contractual arrangement in which a third party receives and disburses money or documents for the primary transacting parties, with the disbursement dependent on conditions agreed to by the transacting parties.

Estimated Revenue – The amount of revenue expected to be collected during the year.

Expenditure - The actual outflow of funds paid for an asset obtained or goods and services obtained.

Expense – Charges incurred, whether paid or unpaid, for operation, maintenance, interest and other charges which are presumed to benefit the current fiscal period.

Extraterritorial Jurisdiction – It is the legal ability of a government to exercise authority beyond its normal boundaries.

Fiscal Year - A 12-month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operations. The Fiscal Year for Bastrop begins October 1 and ends September 30.

Fixed Assets - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery and equipment.

Franchise Fee – A fee paid by public service businesses for use of City streets, alleys, and property in providing their services to a community. Services requiring a franchise include electricity, natural gas, telecommunications, water, wastewater, and cable television.

Full Faith and Credit - A pledge of the general taxing power of a government to repay debt obligations. This term is typically used in reference to general obligation bonds.

Full-Time Equivalent – A quantifiable unit of measure utilized to convert hours worked by parttime, seasonal or temporary employees into hours worked by full-time employees. Full-time employees work 2080 hours annually. A part-time employee working 1040 hours annually presents a 0.5 F.T.E.

Fund - A fiscal and accounting entity with a selfbalancing set of accounts that records all financial transactions for specific activities or government functions.

Fund Balance - The excess in a fund of current assets over current liabilities; sometimes called working capital in enterprise funds. A negative fund balance is often referred to as a deficit.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as police protection, finance, parks, libraries, street maintenance, and general administration.

General Ledger - A file that contains the accounts needed to reflect the financial positions and the results of operations of the City.

General Obligation Debt - Monies owed on interest and principal to holders of the City's general obligation bonds. The debt is backed by the full faith and credit of the City and requires voter approval.

Generally Accepted Accounting Principles -Detailed accounting standards and practices for state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

Geographic Information System – A computer system used to collect, store, manipulate, analyze, and display spatial or geographic data.

Goals - Targets or plans that are reflective of major departmental activities.

Governmental Fund - A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Governmental Funds include the General Fund, Special Revenue funds, Debt Service funds, and Capital Projects funds.

Grants - Contributions of assets from another government to be used or expended for a specified purpose, activity, or facility.

Hotel Occupancy Tax – Hotel occupancy tax is imposed on the rental of a room or space in a hotel costing \$15 or more each day. The tax not only applies to hotels and motels, but also to bed and breakfasts, condominiums, apartments, and houses. Texas Tax Code, Title 3 – Local Taxation, Chapter 351 – Municipal Hotel Occupancy Taxes is the statute governing the collection of and expenditure related to HOT Tax.

Indirect Costs – Those costs that are fully expensed within one fund or division that can be allocated to another fund or division. Human Resources is fully expensed to the General Fund, but services relate to the Electric Utility Fund as well.

Information Technology – It is the use of computers to store, retrieve, transmit, and manipulate data, or information, often in the context of a business, government, or other enterprise.

Interest and Sinking Funds – See Debt Service Fund.

Interfund Transfers - Amounts transferred from one fund to another.

Intergovernmental Revenue – Revenues received from another governmental entity, such as county, state, or federal governments.

Internal Service Fund - A fund used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis.

Inventory - A detailed listing of property currently held by the City.

Levy - To impose taxes, special assessments or service charges for the support of City activities.

Liabilities - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Limited Tax Note – Short-term interest-bearing note issued by a government in anticipation of tax revenues to be received at a later date. The note is retired from the tax revenue to which it is related.

Line-Item Budget - A budget that lists each expenditure category (personnel, supplies, services, etc.) separately, along with the dollar amount budgeted for each specified category.

Long-Term Debt - Any un-matured debt that is not a fund liability with a maturity of more than one year.

Maintenance - The act of keeping assets in a state of good repair. It includes preventive maintenance, normal periodic repairs, part replacement and so forth needed to maintain the asset so that it continues to provide normal service.

Mission – The basic purpose of the department/division; the reason for its existence.

Modified Accrual Accounting - A basis of accounting in which expenditures are accrued but revenues are accounted when they are measurable and available to pay current liabilities. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are measurable and

available to pay current liabilities. This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

Non-Operating Expenditures – The costs of government services which are not directly attributable to a specific City program or operation. An example would be debt service obligations.

Non-Operating Revenues – The incomes, not received by the government, which are directly attributable to providing a service. An example would be interest on investments.

O&M – Operations and Maintenance.

Objectives – A specific, measurable, and observable result of an organization's activity which advances the organization toward a goal.

Operating Budget - The plan for current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

Operating Expenses – Proprietary fund expenses related directly to the fund's primary activities.

Operating Income – The excess of operating revenues over operating expenses.

Operating Revenue – Proprietary fund revenues directly related to the fund's primary activities. They consist primarily of user charges for goods and services.

Operating Transfers – Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

Ordinance - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Pavement Condition Index – It is a numerical index between 0 and 100 which is used to indicate the general condition and expected life of a specific section of road pavement.

Paying Agent – An entity responsible for paying of bond principal and interest on behalf of the City.

Performance Measure - Measurements that reflect the service that is being provided and permit objective evaluation of the service program.

Policy - A plan, course of action, or guiding principle design to set parameters for decisions and

actions.

Principal – The face value of a bond, payable on stated dates of maturity.

Property Tax - Taxes are levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Fund - A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Proprietary Funds include Enterprise funds and Internal Service funds.

Public Improvement District – A defined geographical area established to provide specific types of improvements or maintenance within the area which are financed by assessments against property owners within the area.

Refunding – The issuance of new debt whose proceeds are used to repay previously issued debt. The proceeds may be used immediately for this purpose (a current refunding) or they may be placed with an escrow agent and invested until they are used to pay principal and interest on the old debt at a future time (an advance refunding).

Reimbursements – Interfund transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it, but that properly apply to another fund.

Reserve - An account used to earmark a portion of fund balance to indicate that it is not appropriated for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

Resolution – A special or temporary order of the City Council.

Retained Earnings – An equity account reflecting the accumulated earning of a proprietary fund.

Revenue - Funds that the City receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds - Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Risk Management – An organized effort to protect the City's assets against loss, utilizing the most economical methods.

Sales Tax – Tax collected on goods and services sold within the City's boundaries and remitted to the State's Comptroller of Public Accounts.

Sinking Fund - See Debt Service Fund.

Special Revenue Fund – Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

Surplus – The excess of the assets of a fund over its liabilities; or if the fund has other resources and obligations, the excess of resources over the obligations.

Tax Base – The total taxable value of all real and personal property in the City as of January 1st of each year as certified by the Tax Appraisal District, less any exemptions.

Tax Levy – The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Rate – The amount of tax levied for each \$100 of taxable value.

Tax Roll – The official list showing the amount of taxes levied against each taxpayer of property.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sanitation service charges.

Texas Municipal League – It is a voluntary coalition of Texas municipalities created for the purpose of furthering and enhancing causes of mutual interest to Texas cities.

Texas Municipal Retirement System – It provides retirement plans to its member cities. Each city selects its own plan and its contributions are computed on each individual city's plan and actuarial information. The City of Bastrop currently offers its employees a retirement plan with 2:1 matching, 5-year vesting, and retirement eligibility at age 60 with 5 years of service and at any age with 25 years of service.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services or programs for the recipient fund.

Unencumbered Fund Balance – It is the amount of undesignated fund balance of a fund available for allocation.

User Fees – The payment of a fee for the direct receipt of a public service by the party benefiting from the service.

Working Capital – Current assets less current liabilities.

FY2019-2020 Budget Public Hearing September 10, 2019



Cost Recovery through Fees:

- Proposed increase in Development Fees to cover 75% of actual cost this budget includes \$300,665 more than FY 2019 projection)
- Proposed Non-Resident Library Fee (Effective Jan. 1, 2020) This will be a \$25 fee annually and totals \$75,000 in this proposed budget



Service Organizations Require People

- Proposed 2.5% step increase
- Police Field Training Officer Pay

New positions proposed – 4.4 FTE's (All General Fund)

- Construction Manager
- Fire Inspector/Assistant Fire Chief
- Part-time fire for night shift
- Increased hours for Human Resources Executive Assistant
- Library Associate moved to full time from part time



Additional Proposed Funding

- Rifle Resistant Helmets
- Emergency Management Command Vehicle
- Patrol Vehicle (2)
- Fire Command Vehicle
- Fire Aerial Engine
- Fire Pumper Engine
- Drainage Master Plan
- New website
- New Permit tracking software



Proposed Rate Increases

Solid Waste Charges

Effective 10/1/19

	Before 10/1/2019	After 10/1/2019
Residential	\$16.05	\$16.85
Additional Cart	\$5.25	\$5.51
Additional Recycling Bin	\$2.10	\$2.20

Contract allowed 5% increase



Proposed Rate Increases

Wastewater Service Charges

Effective 10/1/2018

Proposed change 1/1/2020

Minimum Charge	\$36.97	Minimum Charge	\$41.97
Per 1,000 gallons:		Per 1,000 gallons:	
0-5,000	\$2.45	0-10,000	\$2.45
5,001-10,000	\$2.77	10,001-30,000	\$2.95
10,001-20,000	\$2.95	Over 30, 000	\$3.47
20,001-50,000	\$3.18		
Over 50, 000	\$3.47		

Increase of \$5 allocated to debt service



ALL FUND SUMMARY - FY 2020

	general Fund	STREET MAINTENANCE FUND	DEBT SERVICE FUNDS	HOTEL TAX FUND	SPECIAL REVENUE FUNDS	WATER/ WASTEWATER FUNDS	BP&L FUND	CAPITAL IMPROVEMENT FUNDS	INTERNAL SERVICE FUND	ECONOMIC DEVELOPMENT CORP	TOTAL ALL FUNDS
BEGINNING FUND BALANCES	\$ 2,643,264	\$ 1,019,945	\$ 254,780	\$ 3,797,361	\$ 2,668,721	\$ 5,050,257	\$ 3,590,969	\$ 5,393,832	\$ 2,524,545	\$ 4,070,298	\$ 31,013,972
REVENUES:											
AD VALOREM TAXES	3,850,795		2,006,862		-	-	-	-			5,857,657
SALES TAXES	5,084,400				23	1920		-		2,560,000	7,644,400
FRANCHISE & OTHER TAXES	467,830			2,830,500	23,250	-		-			3,321,580
LICENSES & PERMITS	819,032			2,000	-	-	-	-			821,032
SERVICE FEES	673,100			275,250	1,116,203	6,163,064	7,037,682	-	371,192	13,800	15,650,291
FINES & FORFEITURES	349,585				12,650	0.20	-	2			362,235
INTEREST	65,000	10,000	20,000	65,000	44,050	117,000	72,000	110,144	15,500	80,000	598,694
INTERGOVERNMENTAL	89,878		246,548	62,312	2,863,125	-	-	-			3,261,863
OTHER	60,000			-	131,910	6,500	16,880	3,265,000		1,560,000	5,040,290
TOTAL REVENUES	11,459,620	10,000	2,273,410	3,235,062	4,191,188	6,286,564	7,126,562	3,375,144	386,692	4,213,800	42,558,042
OTHER SOURCES	100 Mar 2010 Carto	S DE OTRA EL	Contraction Press (A		Sand Persidentia	WORKS ON SAULA	12 200 V21 COV	2010/1010/0010-0048	S	the second of the second	27 20 20 20 20 20 20 20 20 20 20 20 20 20
Other Financing Sources	-							30,000			30,000
Interfund Transfers	769,741	154,000	514,418	461,494	4,700	4,895,885	-	22,500	75,000		6,897,736
TOTAL REVENUE & OTHER SOURCES	12,229,361	164,000	2,787,826	3,696,556	4,195,888	11,182,449	7,126,562	3,427,644	461,692	4,213,800	49,485,778
TOTAL AVAILABLE RESOURCES	\$ 14,872,625	\$ 1,183,945	\$ 3,042,606	\$ 7,493,917	\$ 6,864,609	\$ 16,232,706	\$ 10,717,531	\$ 8,821,476	\$ 2,986,237	\$ 8,284,098	\$ 80,499,750
EXPENDITURES:											
GENERAL GOVERNMENT	4,454,010				3,268,125	-	-	123,000			7,845,135
PUBLIC SAFETY	4,605,308				20,950	(0 4 0)	-	-			4,626,258
DEVELOPMENT SERVICES	1,084,324				-		20	100,000			1,184,324
COMMUNITY SERVICES	1,647,736			354,150	325,327		-	-			2,327,213
UTILITIES					165,000	3,839,046	6,054,651	-			10,058,697
DEBT SERVICE			2,752,618		-	1,870,887	159,847	143,668		485,453	5,412,473
ECONOMIC DEVELOPMENT				3,327,999	-	-	- 2	-		4,816,045	8,144,044
CAPITAL OUTLAY		1,183,945			911,000	4,150,400	615,000	8,043,689	496,754		15,400,788
TOTAL EXPENDITURES	11,791,378	1,183,945	2,752,618	3,682,149	4,690,402	9,860,333	6,829,498	8,410,357	496,754	5,301,498	54,998,932
OTHER USES											
Interfund Transfers	238,992	<u>i</u>	2	521,916	575,395	4,335,693	872,750	352,991	21		6,897,736
TOTAL EXPENDITURE & OTHER USES	12,030,370	1,183,945	2,752,618	4,204,065	5,265,797	14,196,026	7,702,248	8,763,348	496,754	5,301,498	61,896,668
ENDING FUND BALANCES	\$ 2,842,255	ş -	\$ 289,988	\$ 3,289,852	\$ 1,598,812	\$ 2,036,680	\$ 3,015,283	\$ 58,128	\$ 2,489,483	\$ 2,982,600	\$ 18,603,082



STAFF REPORT

MEETING DATE: September 10, 2019

AGENDA ITEM: 9D

TITLE:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-39 of the City Council of the City of Bastrop, Texas, adopting the tax rate and levying ad valorem taxes for the Fiscal Year 2019-2020 to provide revenue for the payment of current expenditures: providing a severability clause; establishing an effective date; proper notice and meeting; and move to include on the September 24, 2019 agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The City Council held a Budget Workshop on April 24, 2019 to discuss budget challenges and needs of the community.

The City Manager presented the proposed budget for FY2019-2020 on August 13, 2018. The City Council held a Budget Workshop on August 20, 2019 and August 21, 2019 to go through all funds in detail.

Ad valorem taxes are made up of two components: (1) operations and maintenance (O&M); (2) interest and sinking fund (I&S). The proposed budget was prepared with an O&M rate of \$0.3691 and an I&S rate of \$0.1949 for a total tax rate of \$0.5640 per \$100 of taxable value.

The proposed tax rate is effectively a tax increase of 6.0% which is the difference between the effective tax rate and the proposed tax rate.

POLICY EXPLANATION:

Adoption of the tax rate is an important part of the budget process. Adoption of the tax rate per state law must be a separate item on the agenda and occurs after the adoption of the budget.

The State of Texas Truth in Taxation Law requires that the City Council conduct two public hearings on its proposed ad valorem tax rate each year if such rate exceeds the rollback tax rate or effective tax rate, whichever is lower. The effective tax rate and the rollback tax rate have been calculated and the Notice of Proposed Tax Rate has been published in the local newspaper and on the City's website and Public Access Channel as required by law. The following table illustrates the proposed tax rate, the rollback tax rate, and the effective tax rates appropriately split between the I&S and the O&M rate. The proposed tax rate to be considered is \$0.5640, which is more than the effective tax rate.

TAX RATE	FY 2018-2019	FY 2019-2020
Property Tax Rate	0.5640	0.5640
Effective Rate	0.5534	0.5322
Rollback Rate	0.5809	0.5704
Effective M&O Rate	0.3575	0.3477
I&S Rate	0.1949	0.1949

FUNDING SOURCE:

This item is the annual ad valorem tax assessment for FY 2019-2020.

RECOMMENDATION:

Consider action to adopt the ad valorem tax rate. Tax Code requires that the motion be read as follows:

"I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \$0.5640, WHICH IS EFFECTIVELY A 5.98 PERCENT INCREASE IN THE TAX RATE."

ATTACHMENTS:

- Ordinance No. 2019-39
 - PowerPoint Presentation

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ORDINANCE NO. 2019-39

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ADOPTING THE TAX RATE AND LEVYING AD VALOREM TAXES FOR THE FISCAL YEAR 2019-2020 TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENDITURES; ENACTMENT; ENFORCEMENT; A REPEALER; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

WHEREAS, the City Council of Bastrop, Texas has on this date, by way of separate Ordinance, duly approved and adopted a Budget for the operation for the City for fiscal year 2019-2020 (FY 2019-2020); and

WHEREAS, the aforesaid Ordinance anticipates and requires the levy of an ad valorem tax on all taxable property in the City of Bastrop; and

WHEREAS, the Chief Appraiser of Bastrop County Tax Appraisal District has prepared and certified the appraisal roll for the City of Bastrop, Texas, that roll being that portion of the approved appraisal roll of the Bastrop County Tax Appraisal District which lists property taxable by the City of Bastrop, Texas; and

WHEREAS, it is necessary to levy such an ad valorem tax at a given rate to generate revenues sufficient to meet the projected expenses of the City for FY 2019-2020; and

WHEREAS, the City has fully and timely complied with all notice and other requirements relative to the adoption of a tax rate for FY 2019-2020.

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

<u>Section 1:</u> There is hereby levied for the FY 2019-2020 upon all real property situated within the corporate limits of the City of Bastrop, Texas, and upon all personal property which was owned within the corporate limits of the City of Bastrop, Texas, on January 1, 2019, except so much thereof as may be exempt by the Constitution or laws of the State of Texas, a total tax of \$0.5640 on each \$100 of assessed valuation on all taxable property, which total tax herein so levied shall consist and be comprised of the following components:

a) An ad valorem tax rate of \$0.3691 on each \$100 of assessed valuation of all taxable property is hereby levied for general City purposes and to pay the current operating expenses of the City of Bastrop, Texas, for the fiscal year ending September 30, 2020, which tax, when collected shall be appropriated to and for the credit of the General Fund of the City of Bastrop, Texas.

b) An ad valorem tax rate of \$0.1949 on each \$100 of assessed valuation of taxable property is hereby levied for the purpose of creating an Interest and Sinking Fund with which to pay the interest and principal of the valid bonded indebtedness, and related fees of the City of Bastrop, now outstanding and such tax, when collected, shall be appropriated and deposited in and to the credit of the General Debt Service Fund of the City of Bastrop, Texas, for the fiscal year ending September 30, 2020.

<u>Section 2</u>: The City of Bastrop shall have lien on all taxable property located in the City of Bastrop to secure the payment of taxes, penalty, and interest, and all costs of collection, assessed and levied hereby.

<u>Section 3:</u> Taxes are payable in Bastrop, Texas at the Office of the Tax Assessor Collector of Bastrop County. The City shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

Section 4: The tax roll presented to the City Council, together with any supplements thereto, are hereby accepted and approved.

<u>Section 5:</u> Should any paragraph, sentence, provision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance, as a whole, or any part or provision thereof, other than the part or parts adjudged to be invalid, illegal, or unconstitutional.

<u>Section 6:</u> This ordinance shall be in full force and effect from and after its adoption by the City Council and publication of its caption as the law and the City Charter provide in such cases.

<u>Section 7:</u> All other ordinances and Code provisions in conflict herewith are hereby repealed, but only to the extent of any such conflict or inconsistency and all other provisions of the Bastrop City Code not in conflict herewith shall remain in full force and effect.

Section 8: The repeal of any ordinance or parts thereof by the enactment of this Ordinance, shall not be construed as abandoning any action now pending under or by virtue of such ordinance; nor shall it have the effect of discontinuing, abating, modifying or altering any penalty accruing or to accrue, nor as affecting any rights of the City under any section or provision of any ordinances at the time of passage of this Ordinance.

THE TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEARS TAX RATE; AND THE TAX RATE WILL EFFECTIVELY BE RAISED BY 5.98 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.00.

<u>Section 9:</u> It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. The City Council of the City of Bastrop, Texas adopted this ordinance with a majority vote as follows:

Mayor Pro Tem Lyle Nelson	YEA	NAY	ABSTAIN	ABSENT
Council Member Bill Peterson	YEA	NAY	ABSTAIN	ABSENT
Council Member Drusilla Rogers	YEA	NAY	ABSTAIN	ABSENT
Council Member Bill Ennis	YEA	NAY	ABSTAIN	ABSENT
Council Member Dock Jackson	YEA	NAY	ABSTAIN	ABSENT

READ and APPROVED on First Reading on the 10th day of September 2019.

READ and ADOPTED on Second Reading on the 24th day of September 2019.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

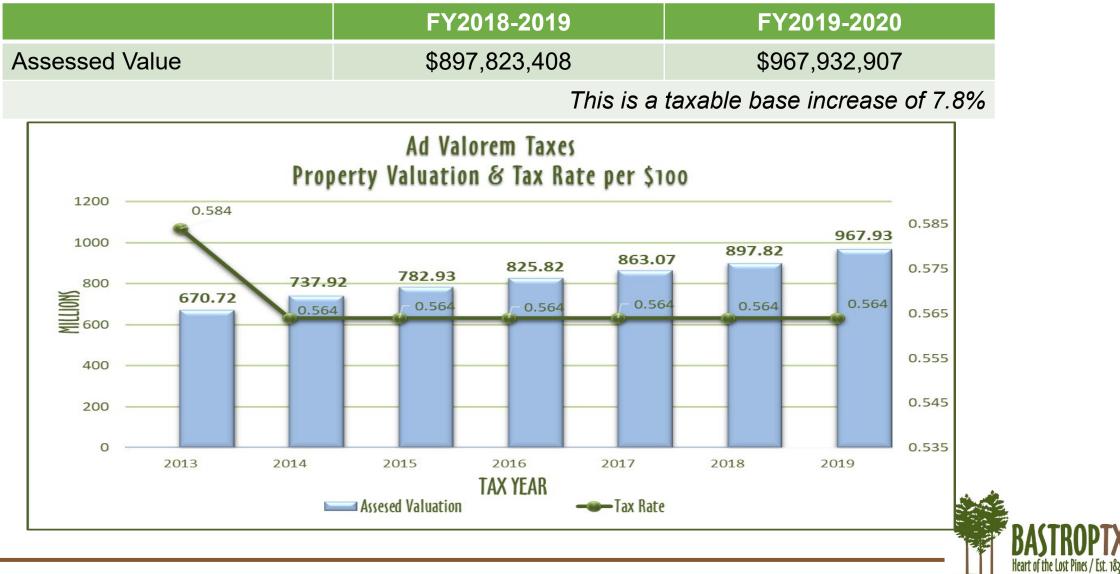
APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

Proposed Tax Rate September 10, 2019



Assessed Value Overview



Tax Rate Overview

TAX RATE	FY 2018-2019	FY 2019-2020
Property Tax Rate	0.5640	0.5640
Effective Rate	0.5534	0.5322
Rollback Rate	0.5809	0.5704
M&O Rate	0.3691	0.3691
Debt Service (I&S Rate)	0.1949	0.1949

Effective Tax Rate – the rate would generate the same amount of revenue than last year based on the value of the same properties from both years.

Rollback Tax Rate – this rate is the maximum rate allowed by law without voter approval.

The proposed tax rate will generate \$307,803 more revenue than the effective rate. The amount generated from new property added to the tax roll this year is \$124,315. This leaves \$183,488 increase coming from the same property as last year.



STAFF REPORT

MEETING DATE: September 10, 2019

AGENDA ITEM: 9E

TITLE:

Consider action to approve Resolution No. R-2019-81 of the City Council of the City of Bastrop, Texas approving and adopting the Investment Policy and Investment Strategies attached as Exhibit A; approving the list of Qualified Brokers attached as Exhibit B; making various provisions related to the subject; and establishing an effective date.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

This policy is required to be reviewed and approved annually by the governing body. The Public Funds Investment Act, Chapter 2256 has had no changes since the last time this policy was reviewed. The policy still serves the needs of the City and needs no recommended changes.

POLICY EXPLANATION:

Provided in the Public Funds Investment Act section 2256.005(e) the governing body will review the Investment Policy annually and provide a written instrument stating that it has reviewed the Policy. The Act requires that a list of qualified brokers be approved annually. No changes are recommended to this list.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Resolution No. R-2019-81 of the City Council of the City of Bastrop, Texas approving and adopting the Investment Policy and Investment Strategies attached as Exhibit A; approving the list of Qualified Brokers attached as Exhibit B; making various provisions related to the subject; and establishing an effective date.

ATTACHMENTS:

- Resolution No. R-2019-81
- Investment Policy and Investment Strategies Exhibit A
- List of Qualified Brokers Exhibit B

RESOLUTION NO. R-2019-81

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING AND ADOPTING THE INVESTMENT POLICY AND INVESTMENT STRATEGIES ATTACHED AS EXHIBIT A; APPROVING THE LIST OF QUALIFIED BROKERS ATTACHED AS EXHIBIT B; MAKING VARIOUS PROVISIONS RELATED TO THE SUBJECT; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Public Funds Investment Act, Texas Government Code Ann., Chapter 2256 (the "Act"), provides that the governing body of an investment entity shall adopt a written investment policy and investment strategies regarding the investment of its funds; and

WHEREAS, the Act provides that the governing body of an investing entity shall review its investment policy and investment strategies not less than annually; and

WHEREAS, the City Council has reviewed the investment policy and investment strategies; and

WHEREAS, the Act provides that the governing body of an investing entity shall review, revise and adopt its list of qualified brokers at least annually.

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

<u>Section 1:</u> The City Council of the City of Bastrop, Texas, approves and adopts the Investment Policy and Investment strategies attached hereto as Exhibit A and list of Qualified Brokers Exhibit B made a part hereof by this reference.

Section 2: Any prior resolution of the City Council in conflict with the provisions contained in this resolution are hereby repealed and revoked.

<u>Section 3:</u> Should any part of this resolution be held to be invalid for any reason, the reminder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

Section 4: This resolution shall take effect immediately from and after its passage, and duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this 10th day of September 2019.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney



City of Bastrop, Texas

Investment Policy

Draft dated September 10, 2019

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I. INTRODUCTION

The purpose of this document is to set forth specific investment policy and strategy guidelines for the City of Bastrop in order to achieve the goals of safety, liquidity, yield, and public trust for all investment activity. The City Council of the City of Bastrop shall review its investment strategies and policy annually. This policy serves to satisfy the statutory requirement (specifically the Public Funds Investment Act. Texas Government Code, Chapter 2256 (the "Act") to define, adopt and review a formal investment strategy and policy. The policy provides conformance to all statutes, rules, and regulations governing the investment of public funds.

II. INVESTMENT STRATEGY

The City of Bastrop may maintain separate portfolios, or one commingled portfolio which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios. The investment objective for each portfolio will maintain the following priorities in order of importance: preservation and safety of principle, liquidity, diversification, understanding of the suitability of the investment to the financial requirements of the City, marketability of the investment and lastly yield.

Operating funds and commingled pools containing operating funds objective will assure that anticipated cash flows are matched with adequate investment liquidity. An additional objective is to create a diversified portfolio structure, which will experience minimal volatility during economic cycles. This may be accomplished by purchasing high quality, short- to medium-term securities, which will complement each other in a laddered or barbell maturity structure. The maximum dollar weighted average maturity of 1 year or less will be calculated using the stated final maturity date of each security.

Debt service funds shall have as their objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. No extended investment may be made unless the prior debt service dates are fully funded.

Debt service reserve funds primary objective is the ability to generate a revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Securities should be high quality and, except as may be required by the bond ordinance specific to an individual issue, of short to intermediate-term maturities. Volatility shall be further controlled through the purchase of securities, within the desired maturity and quality range.

Special projects or special purpose fund portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The state final maturity dates of securities held should not exceed the estimated project completion date.

III. SCOPE

This investment policy applies to all financial assets of the City of Bastrop. These funds are accounted for in the City's Annual Financial Report and include the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise/ Proprietary Funds and any new fund unless specifically exempted by the City Council.

IV. OBJECTIVES

The primary objective of the City's investment activity is the preservation of capital in the overall portfolio. Each investment transaction shall be conducted in a manner to avoid capital losses, whether they are from securities defaults or erosion of market value. All investments shall be designed and managed in a manner responsive to the public trust and consistent with State and local law.

The City shall maintain a comprehensive cash management program, which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum yield on short-term investment of pooled idle cash.

The City's investment portfolio shall be structured such that the City is able to meet all obligations in a timely manner. This shall be achieved by matching investment maturities with forecasted cash flow requirements, by investing in securities with active secondary markets.

The City's cash management portfolio shall be designed with the objective of regularly matching or exceeding the yield on comparable U.S. Treasury Bill. The investment program shall seek to augment returns above this threshold consistent with risk limitations identified herein and prudent investment policies.

V. DELEGATION OF RESPONSIBILITY

A. Investment Officer

Under the direction of the City Manager, the Chief Financial Officer is designated as investment officer of the City and is responsible for investment decisions and activities. The investment officer shall attend at least one training session relating to the officer's responsibility under the Act within 12 months after assuming duties. Thereafter, eight hours of training must be completed every two fiscal years. The training cycle is concurrent with the city's fiscal year.

The Investment Officer shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. City staff shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City and they shall further disclose positions that could be related to the performance of the City's portfolio. City staff shall subordinate their personal financial transactions to those of the City, particularly with regard to timing of purchases and sales.

An investment officer of the City who has a personal business relationship with an organization seeking to sell an investment to the City shall file statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the governing body of the entity.

B. City Council

The City Council holds ultimate fiduciary responsibility for the portfolio. It will receive and review quarterly reporting, approve broker/dealers, and review and adopt the Investment Policy and Strategy at least annually.

VI. PRUDENCE

The standard of prudence to be applied by the investment officer shall be the "prudent investor" rule, which states:

"Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

In determining whether an investment officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- 1. The investment of all funds, or funds under the City's control, over which the officer has responsibility rather than a consideration as to the prudence of single investment.
- 2. Whether the investment decision was consistent with the written investment policy of the City.

The investment officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately, and that appropriate action is taken to control adverse developments.

VII. REPORTING

The Chief Financial Officer shall submit a written and signed quarterly investment report of investment transactions for the preceding reporting period to the City Manager and City Council. The report will include a description in detail of the investment position of the City. To include:

- 1. a summary of investments, and their beginning market value, additions and changes to the market value during the period, ending market value;
- 2. fully accrued interest for the reporting period;
- 3. a description of each investment;
- 4. The market value of the portfolio must be determined at least monthly. Market prices will be obtained from an independent source.
- 5. state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
- 6. state the maturity date of each separately invested asset that has a maturity date;
- 7. state the compliance of the investment portfolio to the investment policy and strategy and the Act.

If the City invests in other than money market mutual funds, investment pools or bank time and demand accounts in any bank the reports prepared by the investment officers under this section shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

VIII. INVESTMENT PORTFOLIO

A. Active Portfolio Management

The City shall pursue a conservative pro-active versus passive portfolio management philosophy. That is, securities may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade. The investment officer will routinely monitor the contents of the portfolio, the available markets, and the relative value of competing instruments, and will adjust the portfolio accordingly. The City is not required to liquidate investments that were authorized investments at the time of the purchase.

B. Investments

Assets of the City of Bastrop may be invested only in the following instruments; as further defined in the Act. At least 3 competitive offers or bids must be obtained for all individual security purchases and sales. (Transactions with money market mutual funds, local government investment pools and when-issued securities shall also be evaluated with comparable investments.

- 1. Authorized
 - a. Obligations of the United States Government, its agencies and instrumentalities with a maximum stated maturity of three years, excluding mortgage backed securities.
 - b. General debt obligations of any US state or political subdivision rated AA or better with a stated maturity not to exceed two years.
 - c. Other obligations, the principal of and interest on which are unconditionally guaranteed by the State of Texas or United States of America or their respective agencies or insured by, or backed by the full faith and credit with a maximum maturity of three years.
 - d. FDIC insured or collateralized depository certificates of deposit from banks collateralized in accordance with this policy and with a maximum maturity of two years.
 - e. FDIC insured brokered certificate of deposit securities issued by any US state delivered versus payment to the City's safekeeping agent not to exceed two years to maturity. Before purchase, the investment officer must verify the FDIC status of the bank on <u>www.fdic.gov</u> to assure the bank is FDIC insured.

- f. AAA-rated, Local government investment pools in Texas which strive to maintain a \$1 net asset value (NAV) as defined by the Act and authorized by resolution of the City Council.
- g. Commercial paper rated A1/P1 or equivalent by two rating agencies with a maximum maturity of ninety days.
- h. FDIC insured or collateralized Interest bearing and money market accounts in any bank in Texas.
- i. AAA-rated, SEC registered money market funds striving to maintain a \$1 NAV.
- 2. Not Authorized

The City's authorized investments options are more restrictive than those allowed by state law. State law specifically prohibits investment in the following investment securities:

- a. An obligation whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- b. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- c. Collateralized mortgage obligations that have a state final maturity date of greater than 10 years.
- d. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.
- C. Holding Period

The City of Bastrop intends to match the maturities with liability and liquidity needs of the City. In no case, will the average dollar-weighted maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed three years.

D. Risk and Diversification

The City recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is controlled through portfolio diversification, which shall be achieved by the following general guidelines:

Risk of issuer default is controlled by limiting investments to those high credit quality instruments allowed by the Act, further restricted by policy.

Market risk can be limited by avoiding over-concentration assets in a specific maturity sector and limitation of average maturity of operating funds investment to two years.

IX. SELECTION OF BANKS AND DEALERS

A. Depository

At least every five years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP). In selecting a depository, the services, costs, earning potential and credit worthiness of institutions shall be considered. The Chief Financial Officer shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history.

B. Security Broker/Dealers

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the following as appropriate:

- audited financial statements
- proof of Financial Industry Regulatory Authority (FINRA) certification
- proof of Texas registration
- policy certification of review of the City's investment policy signed by an authorized representative of the organization to include acknowledgment that the firm has implemented reasonable procedures and controls in an effort not to sell investments to the City unauthorized by policy.
- C. List of Qualified Brokers

The City Council will annually adopt, by resolution a list of authorized brokers to engage in investment transactions with the City. Each broker/dealer will provide the required policy certification before any transaction can be executed.

X. COLLATERAL, SAFEKEEPING AND CUSTODY

A. Time and Demand Deposit Pledged Collateral

All bank time and demand deposits shall be secured by pledged collateral. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on the deposits less an amount insured by the FDIC. Evidence of the pledged collateral shall be provided by the Custodian. Repurchase agreements shall be documented by a specific agreement noting the collateral pledge in each agreement. Monthly reports of collateral shall be provided directly from the custodian on a monthly basis.

Collateral pledged to secure deposits of the City shall be held by an independent financial institution outside the holding company of the depository in accordance with a written safekeeping agreement under the terms of FIRREA. The safekeeping agreement shall clearly define the procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The safekeeping institution shall be the Federal Reserve Bank or an institution not affiliated with the firm pledging the collateral.

B. Repurchase Agreements Owned Collateral

Collateral under a repurchase agreement is owned by the City. It will be held by an independent thirdparty safekeeping agent approved by the City under an executed Bond Market Association Master Repurchase Agreement. Collateral with a market value totaling 102% of the principal and accrued interest is required and the counterparty is responsible for the monitoring and maintaining of collateral and margins at all times.

C. Authorized Collateral Defined

The City of Bastrop shall accept only the following securities as collateral:

- 1. FDIC insurance coverage.
- 2. Obligations of the US Government, its agencies and instrumentalities including mortgagebacked securities and CMO which pass the bank test.
- 3. Obligations, the principal and interest on which, are unconditionally guaranteed or insured by the State of Texas.
- 4. Securities from any US state and its subdivisions rated as A or better by two national recognized rating agencies.
- D. Subject to Audit

All collateral shall be subject to inspection and audit by the Chief Financial Officer or the City's independent auditors.

XI. INTERNAL CONTROLS

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. Accordingly, the Chief Financial Officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- ✓ Control of collusion.
- ✓ Separation of transaction authority from accounting and record keeping.
- ✓ Custodial safekeeping.
- ✓ Clear delegation of authority to subordinate staff members.
- ✓ Written confirmation for telephone (voice) transactions for investments and wire transfers.

Annually the Investment Officer shall perform an internal compliance audit to assure compliance with requirements of this Policy and the Act. Annually, the City's external auditor shall review the quarterly reports.

A. Cash Flow Forecasting

Cash flow forecasting is designed to protect and sustain cash flow requirements of the City. The Investment Officer will analyze and maintain a cash flow plan to monitor and forecast cash positions for Investment purposes.

B. Delivery vs. Payment Security Settlement

All securities shall be settled into City safekeeping using the delivery vs. payment method. That is, payments shall not be made until the correct security was received by the safekeeping agent. The security shall be held on behalf of the City. The Trustee's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City by the safekeeping agent.

C. Loss of Credit Rating

The investment officer shall monitor, on no less than a monthly basis, the credit rating on all authorized investments in the portfolio requiring ratings based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer shall notify the City Manager of the loss of rating, conditions affecting the rating and possible loss of principal with liquidation options available.

D. Monitoring FDIC Coverage

The Investment Officer shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the investment officer shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

XII. INVESTMENT POLICY ADOPTION

The City of Bastrop investment policy shall be reviewed and adopted by resolution of the City Council on at least an annual basis. Any changes made to the policy shall be reflected in the adopting resolution.

Adopted: 9/10/2019

XIII. GLOSSARY OF TREASURY TERMS

Agencies: Federal agency securities.

Asked: The price at which securities are offered to be sold to the City.

Bid: The price at which the City would sell its securities.

Broker: A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Largedenomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies and used to define the securities bought and sold under a repurchase agreement signifying ownership by the City.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City of Bastrop. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and detailed statistical section.

Coupon: (a) The annual rate interest that a bonds' issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, carries an inventory of securities and may act as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): Delivery versus payment means delivery of securities with a simultaneous exchange of money for the securities. It guarantees that the City always has control of its security or its fund.

Discount: The difference between the cost price of security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest-bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, for example: U.S. Treasury bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, for example: S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per depositor.

Federal Funds Rate (the "Fed Rate"): The rate of interest at which Federal funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role analogous to that played by the Federal Reserve Banks in relation to member commercial banks.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA, like GNMA, was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development, H.U.D. It is the largest single provider of residential mortgage funds in the United States. Fannie Mae is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and secondary loans in addition to fixed-rate mortgages. FNMA's securities are highly liquid and widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The president of the New York Federal Reserve Bank is a permanent member while the other presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of government securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., twelve (12) regional banks, and about 5,700 commercial banks that are members of the system.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable quantities can be purchased at those quotes.

Local Government Investment Pool (LGIP): A local cooperative of a political subdivisions allowing for joint investment and reinvestment of assets.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A simultaneous buy-sell transaction used primarily for short term investing performed only under a Bond Market Association Master Repurchase Agreement. The master agreement defines the transaction, identifies the relationship between the parties, establishes practices regarding ownership and custody of the securities during the term of the investment, provides remedies in the case of default, and clarifies ownership.

Maturity: The date on which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A primary dealer is designated by the NY Fed with strong restrictions which submits daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and is subject to its formal oversight. The list of current primaries is found on the www.nyfed.gov.

Prudent Person Rule: An investment standard. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Rate of Return: The rate obtainable on a portfolio or security based on its purchase price or its current market price. A rate of return portfolio is based on and traded to parallel an index and indicates active trading of the portfolio.

Repurchase Agreement (RP or REPO): A buy-sell transaction in which a holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SEC Rule 15C3-1: See uniform net capital rule.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission (SEC): Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills (T Bills): A non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bond: The longest U.S. Treasury securities being auctioned at the time – usually 30-year maturity.

Treasury Notes: Intermediate-term, coupon-bearing U.S. Treasury securities having initial maturities from two to ten years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid

capital of 15 to 1; also called *net capital rule* and *net capital ratio*. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income returns on an investment, expressed as a percentage. (a) Income Yield is obtained by dividing the current dollar income by the current market price of the security. (b) Net Yield or Yield to Maturity is the current income yield minus any premium above par.

EXHIBIT B

Eligible Broker/Dealer List September 10, 2019

BROKER

Financial Northeastern Companies

Multi-Securities, Inc.



STAFF REPORT

MEETING DATE: September 10, 2019

AGENDA ITEM: 9F

TITLE:

Consider action to approve Resolution No. R-2019-82 of the City Council of the City of Bastrop, Texas expressing official intent to reimburse certain expenditures including Fire Pumper Truck, Fire Aerial Ladder Truck, and Self-Contained Breathing Apparatus attached as Exhibit A; providing a severability clause; and providing an effective date.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

At a City Council Budget Workshop held on August 20, 2019, a presentation was made regarding the need for fire equipment and the funding required to make these purchases. The total for an Aerial Engine, PUC Pumper Engine, and replacement Self-Contained Breathing Apparatus equipment was approximately \$2.8M. This would require the City to issue a bond that future payments would be covered under the current debt tax rate without an increase. The initiation of the order and pre-payment to take advantage of the discount will need to happen before the City can initiate a bond process and sale. This reimbursement resolution allows the City to move forward with the placement of the order for the equipment and insurers that the City will be reimbursed once the bond sale is complete.

POLICY EXPLANATION:

City Charter Sec. 7.01 – Powers to Issue In keeping with state law, the City shall have the power to borrow money on the credit of the City for any public purpose not now or hereafter prohibited by state law.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Resolution No. R-2019-82 of the City Council of the City of Bastrop, Texas expressing official intent to reimburse certain expenditures including Fire Pumper Truck, Fire Aerial Ladder Truck, and Self-Contained Breathing Apparatus attached as Exhibit A; providing a severability clause; and providing an effective date.

ATTACHMENTS:

• Resolution R-2019-82

RESOLUTION NO. R-2019-82

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, EXPRESSING OFFICIAL INTENT TO REIMBURSE CERTAIN EXPENDITURES INCLUDING FIRE PUMPER TRUCK, FIRE AERIAL LADDER TRUCK AND SELF-CONTAINED BREATHING APPARATUS ATTACHED AS EXHIBIT A; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

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

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

<u>Section 1</u>. The Issuer reasonably expects to incur debt, as one or more separate series of various types of obligations, with an aggregate maximum principal amount not to exceed \$2,800,000 for the purpose of paying the costs of the Project.

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

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of September 2019.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

EXHIBIT A

To pay costs related to (1) acquiring the City's fire department equipment, and (2) paying professional services in connection therewith including legal, fiscal, consulting, engineering fees and other related costs.



STAFF REPORT

MEETING DATE: September 10, 2019

AGENDA ITEM: 9G

TITLE:

Consider action to approve the first reading of Ordinance No. 2019-43 of the City Council of the City of Bastrop, Texas authorizing the issuance of City of Bastrop, Texas Tax Note, Series 2019 to be used to fund drainage projects; prescribing the form of the note; levying an ad valorem tax to pay the note; awarding the sale thereof; and enacting other provisions relating thereto; and move to include on the September 24, 2019 agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

The debt service 5-year forecast showed available capacity for bonding in 2019 without raising the debt service tax rate. The need for a Drainage Master Plan and drainage design to be ready for grant opportunities is a good use of this available capacity.

This tax note is only a short-term note paid in 7 years.

POLICY EXPLANATION:

City Charter Sec. 7.01 – Powers to Issue

In keeping with state law, the City shall have the power to borrow money on the credit of the City for any public purpose not now or hereafter prohibited by state law.

It should be noted Bond Council has advised that state law supersedes the City Charter in only requiring one reading for a Bond Ordinance.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve the first reading of Ordinance No. 2019-43 of the City Council of the City of Bastrop, Texas authorizing the issuance of City of Bastrop, Texas Tax Note, Series 2019 to be used to fund drainage projects; prescribing the form of the note; levying an ad valorem tax to pay the note; awarding the sale thereof; and enacting other provisions relating thereto; and move to include on the September 24, 2019 agenda for a second reading.

ATTACHMENTS:

• Ordinance No. 2019-43

ORDINANCE NO. 2019-43

ORDINANCE AUTHORIZING THE ISSUANCE OF CITY OF BASTROP, TEXAS TAX NOTE, SERIES 2019 TO BE USED TO FUND DRAINAGE PROJECTS; PRESCRIBING THE FORM OF THE NOTE; LEVYING AN AD VALOREM TAX TO PAY THE NOTE; AWARDING THE SALE THEREOF; AND ENACTING OTHER PROVISIONS RELATING THERETO

Adopted September 10, 2019

BASTROP LTN\2019: OrdinanceLTN

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Ordinance No. 2019-43

ORDINANCE AUTHORIZING THE ISSUANCE OF CITY OF BASTROP, TEXAS TAX NOTE, SERIES 2019; PRESCRIBING THE FORM OF THE NOTE; LEVYING AN AD VALOREM TAX TO PAY THE NOTE; AWARDING THE SALE THEREOF; AND ENACTING OTHER PROVISIONS RELATING THERETO

THE STATE OF TEXAS	§
COUNTY OF BASTROP	§
CITY OF BASTROP	§

WHEREAS, the City Council of the City of Bastrop, Texas (the "City") deems it advisable to issue tax notes (the "Note") for the purpose of: (i) drainage and flood control improvements, (ii) street improvements, and (iii) paying the professional services including fiscal, engineering, architectural and legal fees including the costs associated with the issuance of the Note; and

WHEREAS, the Note is hereinafter authorized and designated are to be issued and delivered pursuant Chapter 1431, Texas Government Code, as amended; and

WHEREAS, it is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code; and

WHEREAS, it is considered to be in the best interest of the City that the interest bearing Note be issued.

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

<u>Section 1.</u> RECITALS, AMOUNT, PURPOSE OF THE NOTE AND DEFINITIONS. (a) <u>Recitals and Purpose</u>. The recitals set forth in the preamble hereof are incorporated by reference herein and shall have the same force and effect as if set forth in this Section. The Note of the City of Bastrop, Texas (the "City") are hereby authorized to be issued and delivered in the aggregate principal amount not to exceed \$465,000 (the "Note") for the purpose of (i) drainage and flood control improvements, (ii) street improvements, and (iii) paying the professional services including fiscal, engineering, architectural and legal fees including the costs associated with the issuance of the Note.

(b) <u>Definitions</u>. For all purposes of this Ordinance, except as otherwise expressly provided or unless the context otherwise requires, the terms defined in <u>Exhibit A</u> to this Ordinance have the meanings assigned to them in <u>Exhibit A</u>.

Section 2. DESIGNATION, DATE, DENOMINATIONS, NUMBERS, AND MATURITY OF NOTE. The Note shall have the Dated Date of September 26, 2019, shall be in

fully registered form, without coupons, and initially there shall be issued, sold, and delivered hereunder one fully registered Note, in the denomination of \$465,000, numbered R-1 with notes issued in replacement thereof being in a like denomination and numbered consecutively from R-2 upward, payable to the registered owner thereof, or to the registered assignee or assignees of the Note or any portion or portions thereof (in each case, the "Registered Owner"), and the Note shall mature and be payable in annual installments as set forth in the FORM OF NOTE set forth in this Ordinance. The term "Note" as used in this Ordinance shall mean and include collectively the note initially issued and delivered pursuant to this Ordinance and all substitute notes exchanged therefor, as well as all other substitute notes and replacement notes issued pursuant hereto.

<u>Section 3.</u> INTEREST. The Note shall bear interest on the unpaid balance of the principal amount thereof from the Dated Date to the date of maturity or redemption prior to maturity at the respective rates for each outstanding principal installment as set forth in the FORM OF NOTE contained in this Ordinance. Said interest shall be payable in the manner provided and on the dates stated in the FORM OF NOTE set forth in this Ordinance.

Section 4. CHARACTERISTICS OF THE NOTE. (a) Registration, Transfer, Conversion and Exchange; Authentication. The City shall keep or cause to be kept at Broadway Bank, (the "Paying Agent/Registrar") books or records for the registration of the transfer, conversion and exchange of the Note (the "Registration Books"), and the City hereby appoints the Paying Agent/Registrar as its registrar and transfer agent to keep such books or records and make such registrations of transfers, conversions and exchanges under such reasonable regulations as the City and Paying Agent/Registrar may prescribe; and the Paying Agent/Registrar shall make such registrations, transfers, conversions and exchanges as herein provided. The Paying Agent/Registrar shall obtain and record in the Registration Books the address of the Registered Owner of each Note to which payments with respect to the Note shall be mailed, as herein provided; but it shall be the duty of each Registered Owner to notify the Paying Agent/Registrar in writing of the address to which payments shall be mailed, and such interest payments shall not be mailed unless such notice has been given. The City shall have the right to inspect the Registration Books during regular business hours of the Paying Agent/Registrar, but otherwise the Paying Agent/Registrar shall keep the Registration Books confidential and, unless otherwise required by law, shall not permit their inspection by any other entity. The Paying Agent/Registrar shall make the Registration Books available within the State of Texas. The City shall pay the Paying Agent/Registrar's standard or customary fees and charges for making such registration, transfer, conversion, exchange and delivery of a substitute Note or Notes. Registration of assignments, transfers, conversions and exchanges of Notes shall be made in the manner provided and with the effect stated in the FORM OF NOTE set forth in this Ordinance. Each substitute Note shall bear a letter and/or number to distinguish it from each other Note.

Except as provided in Section 4(c) of this Ordinance, an authorized representative of the Paying Agent/Registrar shall, before the delivery of any such Note, date and manually sign said Note, and no such Note shall be deemed to be issued or outstanding unless such Note is so executed. The Paying Agent/Registrar promptly shall cancel all paid Note and Note surrendered for conversion and exchange. No additional ordinances, orders, or resolutions need be passed or adopted by the governing body of the City or any other body or person so as to accomplish the foregoing conversion and exchange of any Note or portion thereof, and the Paying Agent/Registrar

shall provide for the printing, execution, and delivery of the substitute Note in the manner prescribed herein, and said Note shall be printed or typed on paper of customary weight and strength. Pursuant to Chapter 1201, Texas Government Code, as amended, and particularly Subchapter D thereof, the duty of conversion and exchange of Note as aforesaid is hereby imposed upon the Paying Agent/Registrar, and, upon the execution of said Note, the converted and exchanged Note shall be valid, incontestable, and enforceable in the same manner and with the same effect as the Note which initially was issued and delivered pursuant to this Ordinance, approved by the Attorney General and registered by the Comptroller of Public Accounts.

(b) <u>Payment of Note and Interest</u>. The City hereby further appoints the Paying Agent/Registrar to act as the paying agent for paying the principal of and interest on the Note, all as provided in this Ordinance. The Paying Agent/Registrar shall keep proper records of all payments made by the City and the Paying Agent/Registrar with respect to the Note, and of all conversions and exchanges of the Note, and all replacements of the Note, as provided in this Ordinance. However, in the event of a nonpayment of interest on a scheduled payment date, and for thirty (30) days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the past due interest shall be sent at least five (5) business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each Registered Owner appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice.

(c) <u>In General</u>. The Note (i) shall be issued in fully registered form, without interest coupons, with the principal of and interest on such Note to be payable only to the Registered Owners thereof, (ii) may be converted and exchanged for other Note, (iii) may be transferred and assigned, (iv) shall have the characteristics, (v) shall be signed, sealed, executed and authenticated, (vi) the principal of and interest on the Note shall be payable, and (vii) shall be administered and the Paying Agent/Registrar and the City shall have certain duties and responsibilities with respect to the Note, all as provided, and in the manner and to the effect as required or indicated, in the FORM OF NOTE set forth in this Ordinance. The Note initially issued and delivered pursuant to this Ordinance are not required to be, and shall not be, authenticated by the Paying Agent/Registrar, but on each substitute Note issued in conversion of and exchange for any Note issued under this Ordinance the Paying Agent/Registrar shall execute the PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE, in the form set forth in the FORM OF NOTE.

(d) <u>Substitute Paying Agent/Registrar</u>. The City covenants with the Registered Owner of the Note that at all times while the Note is outstanding the City will provide a competent and legally qualified bank, trust company, financial institution, or other agency to act as and perform the services of Paying Agent/Registrar for the Note under this Ordinance, and that the Paying Agent/Registrar will be one entity. The City reserves the right to, and may, at its option, change the Paying Agent/Registrar upon not less than 30 days written notice to the Paying Agent/Registrar, to be effective at such time which will not disrupt or delay payment on the next principal or interest payment date after such notice. In the event that the entity at any time acting as Paying Agent/Registrar (or its successor by merger, acquisition, or other method) should resign or otherwise cease to act as such, the City covenants that promptly it will appoint a competent and legally qualified bank, trust company, financial institution, or other agency to act as Paying Agent/Registrar

under this Ordinance. Upon any change in the Paying Agent/Registrar, the previous Paying Agent/Registrar promptly shall transfer and deliver the Registration Books (or a copy thereof), along with all other pertinent books and records relating to the Note, to the new Paying Agent/Registrar designated and appointed by the City. Upon any change in the Paying Agent/Registrar, the City promptly will cause a written notice thereof to be sent by the new Paying Agent/Registrar to each Registered Owner of the Note, by United States mail, first-class postage prepaid, which notice also shall give the address of the new Paying Agent/Registrar. By accepting the position and performing as such, each Paying Agent/Registrar shall be deemed to have agreed to the provisions of this Ordinance, and a certified copy of this Ordinance shall be delivered to each Paying Agent/Registrar.

<u>Section 5.</u> FORM OF NOTE. The form of the Note, including the form of Paying Agent/Registrar's Authentication Note, the form of Assignment and the form of Registration Certificate of the Comptroller of Public Accounts of the State of Texas to be attached to the Note issued and delivered pursuant to this Ordinance, shall be, respectively, substantially as follows, with such appropriate variations, omissions or insertions as are permitted or required by this Ordinance.

FORM OF NOTE

NO. R-

UNITED STATES OF AMERICA STATE OF TEXAS PRINCIPAL AMOUNT \$

CITY OF BASTROP, TEXAS TAX NOTE SERIES 2019

DATED DATE: SEPTEMBER 26, 2019

REGISTERED OWNER:

PRINCIPAL AMOUNT: THOUSAND DOLLARS

INTEREST RATE: SEE BELOW

MATURITY DATE: AUGUST 1, 2026

BASRTOP, TEXAS (the "City"), being a political subdivision of the State of Texas, for value received, promises to pay, from the sources described herein, to the registered owner specified above, or registered assigns, the principal amount specified above, and to pay interest thereon, from the Dated Date set forth above (calculated on the basis of a 360-day year of twelve 30-day months), on the balance of said principal amount from time to time remaining unpaid, at the applicable rates per annum for each outstanding principal installment as set forth below on each February 1 and August 1 of each year commencing February 1, 2020. The principal of this Note shall be paid in installments on each August 1 in the years and in the amounts and bearing interest at the respective per annum rates, all as set forth in the table below:

<u>Principal</u>	Interest
<u>Installment</u>	Rates

THE PRINCIPAL OF AND INTEREST ON the Note is payable in lawful money of the United States of America, without exchange or collection charges. The principal of this Note shall be paid to the Registered Owner hereof upon presentation and surrender of this Note at maturity, at _, which is the "Paying Agent/Registrar" for this Note at its designated office in San Antonio, Texas (the "Designated Payment/Transfer Office). The payment of interest on this Note shall be made by the Paying Agent/Registrar to the Registered Owner hereof on each interest payment date by check or draft, dated as of such interest payment date, drawn by the Paying Agent/Registrar on, and payable solely from, funds of the City required by the Ordinance authorizing the issuance of this Note (the "Ordinance") to be on deposit with the Paying Agent/Registrar for such purpose as hereinafter provided; and such check or draft shall be sent by the Paying Agent/Registrar by United States mail, first-class postage prepaid, on each such interest payment date, to the Registered Owner hereof, at its address as it appeared at the close of business on the fifteenth day of the preceding month each such date (the "Record Date") on the registration books kept by the Paying Agent/Registrar (the "Registration Books"). In addition, interest may be paid by such other method, acceptable to the Paying Agent/Registrar, requested by, and at the risk and expense of, the Registered Owner. In the event of a non-payment of interest on a scheduled payment date, and for 30 days thereafter, a new record date for such interest payment (a "Special Record Date") will be established by the Paying Agent/Registrar, if and when funds for the payment of such interest have been received from the City. Notice of the Special Record Date and of the scheduled payment date of the past due interest (which shall be 15 days after the Special Record Date) shall be sent at least five business days prior to the Special Record Date by United States mail, first-class postage prepaid, to the address of each owner of a Note appearing on the Registration Books at the close of business on the last business day next preceding the date of mailing of such notice. Notwithstanding the foregoing, during any period in which ownership of the Note is determined only by a book entry at a securities depository for the Note, any payment to the securities depository, or its nominee or registered assigns, shall be made in accordance with existing arrangements between the City and the securities depository.

ANY ACCRUED INTEREST due at maturity as provided herein shall be paid to the Registered Owner upon presentation and surrender of this Note for redemption and payment at the Designated Payment/Transfer Office of the Paying Agent/Registrar. The City covenants with the Registered Owner of this Note that on or before each principal payment date, interest payment date, and accrued interest payment date for this Note it will make available to the Paying Agent/Registrar, from the "Interest and Sinking Fund" created by the Ordinance, the amounts required to provide for the payment, in immediately available funds, of all principal of and interest on the Note, when due.

IF THE DATE for the payment of the principal of or interest on this Note shall be a Saturday, Sunday, a legal holiday or a day on which banking institutions in the City where the principal corporate trust office of the Paying Agent/Registrar is located are authorized by law or executive order to close, then the date for such payment shall be the next succeeding day which is not such a Saturday, Sunday, legal holiday or day on which banking institutions are authorized to close; and payment on such date shall have the same force and effect as if made on the original date payment was due.

THIS NOTE is dated September 26, 2019, authorized in accordance with the Constitution and laws of the State of Texas in the principal amount of \$465,000, for the purpose of: drainage and flood control improvements, (ii) street improvements, and (iii) paying the professional services including fiscal, engineering, architectural and legal fees including the costs associated with the issuance of the Note.

THE NOTE are subject to redemption prior to stated maturity on or after August 1, 2020 at the option of the City at the par value thereof plus accrued interest to the date fixed for redemption.

WHENEVER the beneficial ownership of this Note is determined by a book entry at a securities depository for the Note, the foregoing requirements of holding, delivering or transferring this Note shall be modified to require the appropriate person or entity to meet the requirements of the securities depository as to registering or transferring the book entry to produce the same effect.

IN THE EVENT any Paying Agent/Registrar for the Note is changed by the City, resigns, or otherwise ceases to act as such, the City has covenanted in the Ordinance that it promptly will appoint a competent and legally qualified substitute therefor, and cause written notice thereof to be mailed to the Registered Owners of the Note.

IT IS HEREBY certified, recited and covenanted that this Note has been duly and validly authorized, issued and delivered; that all acts, conditions and things required or proper to be performed, exist and be done precedent to or in the authorization, issuance and delivery of this Note have been performed, existed and been done in accordance with law; and that annual ad valorem taxes sufficient to provide for the payment of the interest on and principal of this Note, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in said City, and have been pledged for such payment, within the limit prescribed by law; and that annual ad valorem taxes sufficient to provide for the payment of the interest on and principal of this Note, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in said City, and have been levied and such principal matures, have been pledged for such payment of the interest on and principal of this Note, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in said City, and have been pledged for such payment, within the limit prescribed by law.

BY BECOMING the Registered Owner of this Note, the Registered Owner thereby acknowledges all of the terms and provisions of the Ordinance, agrees to be bound by such terms and provisions, acknowledges that the Ordinance is duly recorded and available for inspection in the official minutes and records of the governing body of the City, and agrees that the terms and provisions of this Note and the Ordinance constitute a contract between each Registered Owner hereof and the City.

IN WITNESS WHEREOF, the City has caused this Note to be signed with the manual or facsimile signature of the Mayor of the City and countersigned with the manual or facsimile signature of the City Secretary of said City, and has caused the official seal of the City to be duly impressed, or placed in facsimile, on this Note.

City Secretary, City of Bastrop, Texas

Mayor, City of Bastrop, Texas

(CITY SEAL)

FORM OF PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE

PAYING AGENT/REGISTRAR'S AUTHENTICATION CERTIFICATE

(To be executed if this Note is not accompanied by an executed Registration Certificate of the Comptroller of Public Accounts of the State of Texas)

It is hereby certified that this Note has been issued under the provisions of the Ordinance described in the text of this Note; and that this Note has been issued in conversion or replacement of, or in exchange for, a Note, Notes, or a portion of a Note or Notes of a Series which originally was approved by the Attorney General of the State of Texas and registered by the Comptroller of Public Accounts of the State of Texas.

Dated

Paying Agent/Registrar

By

Authorized Representative

FORM OF PAYMENT RECORD

PAYMENT RECORD

Date of <u>Payment</u>	Principal Payment (amount and installment(s) to which payment is <u>applied)</u>	Remaining Principal <u>Balance</u>	Name and Title of Authorized Officer <u>making</u> <u>Entry</u>	Signature of <u>Authorized</u> <u>Officer</u>

FORM OF ASSIGNMENT

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto

Please insert Social Security or Taxpayer Identification Number of Transferee

(Please print or typewrite name and address, including zip code, of Transferee)

the within Note and all rights thereunder, and hereby irrevocably constitutes and appoints _______, attorney, to register the transfer of the within Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company. NOTICE: The signature above must correspond with the name of the Registered Owner as it appears upon the front of this Note in every particular, without alteration or enlargement or any change whatsoever.

FORM OF REGISTRATION CERTIFICATE OF THE COMPTROLLER OF PUBLIC ACCOUNTS

COMPTROLLER'S REGISTRATION CERTIFICATE: REGISTER NO.

I hereby certify that this Certificate has been examined, certified as to validity and approved by the Attorney General of the State of Texas, and that this Certificate has been registered by the Comptroller of Public Accounts of the State of Texas. Witness my signature and seal this

Comptroller of Public Accounts of the State of Texas

(COMPTROLLER'S SEAL)

Section 6. INTEREST AND SINKING FUND. A special "Interest and Sinking Fund" is hereby created and shall be established and maintained by the City at an official depository bank of said City. Said Interest and Sinking Fund shall be kept separate and apart from all other funds and accounts of said City, and shall be used only for paying the interest on and principal of said Note. All ad valorem taxes levied and collected for and on account of said Note shall be deposited, as collected, to the credit of said Interest and Sinking Fund. During each year while any of said Note are outstanding and unpaid, the governing body of said City shall compute and ascertain a rate and amount of ad valorem tax which will be sufficient to raise and produce the money required to pay the interest on said Note as such interest comes due, and to provide and maintain a sinking fund adequate to pay the principal of said Note as such principal matures (but never less than 2% of the original principal amount of said Note as a sinking fund each year); and said tax shall be based on the latest approved tax rolls of said City, with full allowances being made for tax delinquencies and the cost of tax collection. Said rate and amount of ad valorem tax is hereby levied, and is hereby ordered to be levied, against all taxable property in said City, for each year while any of said Note are outstanding and unpaid, and said tax shall be assessed and collected each such year and deposited to the credit of the aforesaid Interest and Sinking Fund. Said ad valorem taxes sufficient to provide for the payment of the interest on and principal of said Note, as such interest comes due and such principal matures, are hereby pledged for such payment, within the limit prescribed by law. Accrued interest on the Note shall be deposited in the Interest and Sinking Fund and used to pay interest on the Note.

<u>Section 7.</u> ESTABLISHMENT OF PROJECT FUND. (a) <u>Project Fund</u>. The City's Tax Note Series 2019 Project Fund is hereby created and shall be established and maintained by the City at an official depository bank of the City. Proceeds from the sale of the Note, including any premium, but excluding accrued interest, shall be deposited into the Project Fund.

(b) <u>Investment of Funds</u>. The City hereby covenants that the proceeds of the sale of the Note will be used as soon as practicable for the purposes for which the Note is issued. Obligations purchased as an investment of money in any fund shall be deemed to be a part of such fund. Any money in any fund created by this Ordinance may be invested as permitted by the TexasPublic Funds Investment Act, as amended.

(c) <u>Security for Funds</u>. All funds created by this Ordinance shall be secured in the manner and to the fullest extent required by law for the security of funds of the City.

(d) <u>Maintenance of Funds.</u> Any funds created pursuant to this Ordinance may be created as separate funds or accounts or as subaccounts of the City's General Fund held by the City's

depository, and, as such, not held in separate bank accounts, such treatment shall not constitute a commingling of the monies in such funds or of such funds and the City shall keep full and complete records indicating the monies and investments credited to each such fund.

(e) <u>Interest Earnings</u>. Interest earnings derived from the investment of proceeds from the sale of the Note shall be used along with the Note proceeds for the purpose for which the Note is issued as set forth in Section 1 hereof or to pay principal or interest payments on the Note; provided, however, that after completion of such purpose, if any of such interest earnings remain on hand, such interest earnings shall be deposited in the Interest and Sinking Fund. It is further provided, however, that any interest earnings on bond proceeds which are required to be rebated to the United States of America pursuant to Section 11 hereof in order to prevent the Note from being arbitrage bonds shall be so rebated and not considered as interest earnings for the purposes of this Section.

(f) <u>Perfection.</u> Chapter 1208, Texas Government Code, applies to the issuance of the Note and the pledge of the ad valorem taxes granted by the City under this Section, and is therefore valid, effective, and perfected. If Texas law is amended at any time while the Note is outstanding and unpaid such that the pledge of the ad valorem taxes granted by the City under this Section is to be subject to the filing requirements of Chapter 9, Business & Commerce Code, then in order to preserve to the Owners of the Note the perfection of the security interest in said pledge, the City agrees to take such measures as it determines are reasonable and necessary under Texas law to comply with the applicable provisions of Chapter 9, Business & Commerce Code and enable a filing to perfect the security interest in said pledge to occur.

Section 8. DEFEASANCE OF NOTE. (a) The Note and the interest thereon shall be deemed to be paid, retired and no longer outstanding ("Defeased Note") within the meaning of this Ordinance, except to the extent provided in subsections (c) and (e) of this Section, when payment of the principal of such Note, plus interest thereon to the due date or dates (whether such due date or dates be by reason of maturity, upon redemption, or otherwise) either (i) shall have been made or caused to be made in accordance with the terms thereof (including the giving of any required notice of redemption) or (ii) shall have been provided for on or before such due date by irrevocably depositing with or making available to the Paying Agent/Registrar or a commercial bank or trust company for such payment (1) lawful money of the United States of America sufficient to make such payment, (2) Defeasance Securities, certified by an independent public accounting firm of national reputation to mature as to principal and interest in such amounts and at such times as will ensure the availability, without reinvestment, of sufficient money to provide for such payment and when proper arrangements have been made by the City with the Paying Agent/Registrar or a commercial bank or trust company for the payment of its services until all Defeased Note shall have become due and payable or (3) any combination of (1) and (2). At such time as Notes shall be deemed to be a Defeased Note hereunder, as aforesaid, such Note and the interest thereon shall no longer be secured by, payable from, or entitled to the benefits of, the ad valorem taxes herein levied as provided in this Ordinance, and such principal and interest shall be payable solely from such money or Defeasance Securities.

(b) The deposit under clause (ii) of subsection (a) shall be deemed a payment of Note as aforesaid when proper notice of redemption of such Note shall have been given, in accordance with

this Ordinance. Any money so deposited with the Paying Agent/Registrar or a commercial bank or trust company as provided in this Section may, at the discretion of the City Council, also be invested in Defeasance Securities, maturing in the amounts and at the times as hereinbefore set forth, and all income from all Defeasance Securities in possession of the Paying Agent/Registrar or a commercial bank or trust company pursuant to this Section which is not required for the payment of such Note and premium, if any, and interest thereon with respect to which such money has been so deposited, shall be remitted to the City Council.

(c) Notwithstanding any provision of any other Section of this Ordinance which may be contrary to the provisions of this Section, all money or Defeasance Securities set aside and held in trust pursuant to the provisions of this Section for the payment of principal of the Note and premium, if any, and interest thereon, shall be applied to and used solely for the payment of the particular Note and premium, if any, and interest thereon, with respect to which such money or Defeasance Securities have been so set aside in trust. Until all Defeased Note shall have become due and payable, the Paying Agent/Registrar shall perform the services of Paying Agent/Registrar for such Defeased Note the same as if they had not been defeased, and the City shall make proper arrangements to provide and pay for such services as required by this Ordinance.

(d) Notwithstanding anything elsewhere in this Ordinance, if money or Defeasance Securities have been deposited or set aside with the Paying Agent/Registrar or a commercial bank or trust company pursuant to this Section for the payment of the Note and the Note shall not have in fact been actually paid in full, no amendment of the provisions of this Section shall be made without the consent of the registered owner of the Note affected thereby.

(e) Notwithstanding the provisions of subsection (a) immediately above, to the extent that, upon the defeasance of any Defeased Note to be paid at its maturity, the City retains the right under Texas law to later call that Defeased Note for redemption in accordance with the provisions of the Ordinance authorizing its issuance, the City may call such Defeased Note for redemption upon complying with the provisions of Texas law and upon the satisfaction of the provisions of subsection (a) immediately above with respect to such Defeased Note as though it was being defeased at the time of the exercise of the option to redeem the Defeased Note and the effect of the redemption is taken into account in determining the sufficiency of the provisions made for the payment of the Defeased Note.

Section 9. DAMAGED, MUTILATED, LOST, STOLEN, OR DESTROYED NOTES.

(a) <u>Replacement Note</u>. In the event any outstanding Note is damaged, mutilated, lost, stolen or destroyed, the Paying Agent/Registrar shall cause to be printed, executed and delivered, a new Note of the same principal amount, maturity and interest rate, as the damaged, mutilated, lost, stolen or destroyed Note, in replacement for such Note in the manner hereinafter provided.

(b) <u>Application for Replacement Note</u>. Application for replacement of a damaged, mutilated, lost, stolen or destroyed Note shall be made by the Registered Owner thereof to the Paying Agent/Registrar. In every case of loss, theft or destruction of a Note, the Registered Owner applying for a replacement Note shall furnish to the City and to the Paying Agent/Registrar such security or indemnity as may be required by them to save each of them harmless from any loss or

damage with respect thereto. Also, in every case of loss, theft or destruction of a Note, the Registered Owner shall furnish to the City and to the Paying Agent/Registrar evidence to their satisfaction of the loss, theft or destruction of such Note, as the case may be. In every case of damage or mutilation of a Note, the Registered Owner shall surrender to the Paying Agent/Registrar for cancellation the Note so damaged or mutilated.

(c) <u>No Default Occurred</u>. Notwithstanding the foregoing provisions of this Section, in the event any such Note shall have matured, and no default has occurred which is then continuing in the payment of the principal of, redemption premium, if any, or interest on the Note, the City may authorize the payment of the same (without surrender thereof except in the case of a damaged or mutilated Note) instead of issuing a replacement Note, provided security or indemnity is furnished as above provided in this Section.

(d) <u>Charge for Issuing Replacement Note</u>. Prior to the issuance of any replacement Note, the Paying Agent/Registrar shall charge the Registered Owner of such Note with all legal, printing, and other expenses in connection therewith. Every replacement Note issued pursuant to the provisions of this Section by virtue of the fact that any Note is lost, stolen or destroyed shall constitute a contractual obligation of the City whether or not the lost, stolen or destroyed Note shall be found at any time, or be enforceable by anyone, and shall be entitled to all the benefits of this Ordinance equally and proportionately with any and all other Note duly issued under this Ordinance.

(e) <u>Authority for Issuing Replacement Note</u>. In accordance with Subchapter B of Texas Government Code, Chapter 1206, this Section of this Ordinance shall constitute authority for the issuance of any such replacement Note without necessity of further action by the governing body of the City or any other body or person, and the duty of the replacement of such Note is hereby authorized and imposed upon the Paying Agent/Registrar, and the Paying Agent/Registrar shall authenticate and deliver such Note in the form and manner and with the effect, as provided in Section 9(a) of this Ordinance for Note issued in conversion and exchange for other Note.

Section 10. CUSTODY, APPROVAL, AND REGISTRATION OF NOTE; BOND COUNSEL'S OPINION; AND CONTINGENT INSURANCE PROVISION, IF OBTAINED. The Mayor of the City is hereby authorized to have control of the Note issued and delivered hereunder and all necessary records and proceedings pertaining to the Note pending their delivery and their investigation, examination, and approval by the Attorney General of the State of Texas, and their registration by the Comptroller of Public Accounts of the State of Texas. Upon registration of the Note said Comptroller of Public Accounts (or a deputy designated in writing to act for said Comptroller) shall manually sign the Comptroller's Registration Notes attached to the Note, and the seal of said Comptroller shall be impressed, or placed in facsimile, on the Note. The approving legal opinion of the City's Bond Counsel may, at the option of the City, be printed on the Note issued and delivered under this Ordinance, but neither shall have any legal effect, and shall be solely for the convenience and information of the Registered Owners of the Note. In addition, if bond insurance is obtained, the Note may bear an appropriate legend as provided by the insurer.

Section 11. COVENANTS REGARDING TAX EXEMPTION OF INTEREST ON THE NOTE. (a) <u>Covenants</u>. The City covenants to take any action necessary to assure, or refrain from

any action which would adversely affect, the treatment of the Note as an obligation described in section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), the interest on which is not includable in the "gross income" of the holder for purposes of federal income taxation. In furtherance thereof, the City covenants as follows:

(1) to take any action to assure that no more than 10 percent of the proceeds of the Note or the projects financed therewith (less amounts deposited to a reserve fund, if any) are used for any "private business use," as defined in section 141(b)(6) of the Code or, if more than 10 percent of the proceeds or the projects financed therewith are so used, such amounts, whether or not received by the City, with respect to such private business use, do not, under the terms of this Ordinance or any underlying arrangement, directly or indirectly, secure or provide for the payment of more than 10 percent of the debt service on the Note, in contravention of section 141(b)(2) of the Code;

(2) to take any action to assure that in the event that the "private business use" described in subsection (1) hereof exceeds 5 percent of the proceeds of the Note or the projects financed therewith (less amounts deposited into a reserve fund, if any) then the amount in excess of 5 percent is used for a "private business use" which is "related" and not "disproportionate," within the meaning of section 141(b)(3) of the Code, to the governmental use;

(3) to take any action to assure that no amount which is greater than the lesser of \$5,000,000, or 5 percent of the proceeds of the Note (less amounts deposited into a reserve fund, if any) is directly or indirectly used to finance loans to persons, other than state or local governmental units, in contravention of section 141(c) of the Code;

(4) to refrain from taking any action which would otherwise result in the Note being treated as "private activity bonds" within the meaning of section 141(b) of the Code;

(5) to refrain from taking any action that would result in the Note being "federally guaranteed" within the meaning of section 149(b) of the Code;

(6) to refrain from using any portion of the proceeds of the Note, directly or indirectly, to acquire or to replace funds which were used, directly or indirectly, to acquire investment property (as defined in section 148(b)(2) of the Code) which produces a materially higher yield over the term of the Note, other than investment property acquired with --

(A) proceeds of the Note invested for a reasonable temporary period of 3 years or less or, in the case of a refunding bond, for a period of 90 days or less until such proceeds are needed for the purpose for which the Note is issued,

(B) amounts invested in a bona fide debt service fund, within the meaning of section 1.148-1(b) of the Treasury Regulations, and

(C) amounts deposited in any reasonably required reserve or replacement fund to the extent such amounts do not exceed 10 percent of the proceeds of the Note;

(7) to otherwise restrict the use of the proceeds of the Note or amounts treated as proceeds of the Note, as may be necessary, so that the Note does not otherwise contravene the requirements of section 148 of the Code (relating to arbitrage) and, to the extent applicable, section 149(d) of the Code (relating to advance refundings)

(b) <u>Rebate Fund</u>. In order to facilitate compliance with the above covenant (8), a "Rebate Fund" is hereby established by the City for the sole benefit of the United States of America, and such fund shall not be subject to the claim of any other person, including without limitation the Noteholders. The Rebate Fund is established for the additional purpose of compliance with section 148 of the Code.

(c) Proceeds. The City understands that the term "proceeds" includes "disposition proceeds" as defined in the Treasury Regulations and, in the case of refunding bonds, transferred proceeds (if any) and proceeds of the refunded bonds expended prior to the date of issuance of the Note. It is the understanding of the City that the covenants contained herein are intended to assure compliance with the Code and any regulations or rulings promulgated by the U.S. Department of the Treasury pursuant thereto. In the event that regulations or rulings are hereafter promulgated which modify or expand provisions of the Code, as applicable to the Note, the City will not be required to comply with any covenant contained herein to the extent that such failure to comply, in the opinion of nationally recognized bond counsel, will not adversely affect the exemption from federal income taxation of interest on the Note under section 103 of the Code. In the event that regulations or rulings are hereafter promulgated which impose additional requirements which are applicable to the Note, the City agrees to comply with the additional requirements to the extent necessary, in the opinion of nationally recognized bond counsel, to preserve the exemption from federal income taxation of interest on the Note under section 103 of the Code. In furtherance of such intention, the City hereby authorizes and directs the City Manager or Director of Finance to execute any documents, Notes or reports required by the Code and to make such elections, on behalf of the City, which may be permitted by the Code as are consistent with the purpose for the issuance of the Note. This Ordinance is intended to satisfy the official intent requirements set forth in Section 1.150-2 of the Treasury Regulations.

(d) <u>Allocation Of, and Limitation On, Expenditures for the Project</u>. The City covenants to account for the expenditure of sale proceeds and investment earnings to be used for the purposes described in Section 1 of this Ordinance (the "Project") on its books and records in accordance with the requirements of the Code. The City recognizes that in order for the proceeds to be considered used for the reimbursement of costs, the proceeds must be allocated to expenditures within 18 months of the later of the date that (1) the expenditure is made, or (2) the Project is completed; but in no event later than three years after the date on which the original expenditure is paid. The foregoing notwithstanding, the City recognizes that in order for proceeds to be expended under the Code, the sale proceeds or investment earnings must be expended no more than 60 days after the earlier of (1) the fifth anniversary of the delivery of the Note, or (2) the date the Note is retired. The

City agrees to obtain the advice of nationally-recognized bond counsel if such expenditure fails to comply with the foregoing to assure that such expenditure will not adversely affect the tax-exempt status of the Note. For purposes of this subsection, the City shall not be obligated to comply with this covenant if it obtains an opinion of nationally-recognized bond counsel to the effect that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(e) <u>Disposition of Project</u>. The City covenants that the property constituting the Project will not be sold or otherwise disposed in a transaction resulting in the receipt by the City of cash or other compensation, unless the City obtains an opinion of nationally-recognized bond counsel that such sale or other disposition will not adversely affect the tax-exempt status of the Note. For purposes of this subsection, the portion of the property comprising personal property and disposed of in the ordinary course shall not be treated as a transaction resulting in the receipt of cash or other compensation. For purposes of this subsection, the City shall not be obligated to comply with this covenant if it obtains an opinion of nationally-recognized bond counsel to the effect that such failure to comply will not adversely affect the excludability for federal income tax purposes from gross income of the interest.

(f) <u>Reimbursement</u>. This Ordinance is intended to satisfy the official intent requirements set forth in section 1.150-2 of the Treasury Regulations.

Section 12. SALE OF NOTE. The Note is hereby sold and shall be delivered to _______, (the "Purchaser") pursuant to a Letter of Investment in substantially the form attached hereto as Exhibit B, which the Mayor and Mayor Pro-Tem of the City are hereby authorized to execute and deliver and which the City Secretary of the City is hereby authorized to attest. The City will initially deliver to the Purchaser the Note authorized under this Ordinance. The Note shall initially be registered in the name of Broadway Bank.

Section 13. NO CONTINUING DISCLOSURE UNDERTAKING; ANNUAL AUDIT. The City will not enter into a continuing disclosure undertaking with respect to the Obligations, however to the extent the City's annual audited financial statements are not available on the Municipal Securities Rulemaking Board's Electronic Municipal Market Access website or the website of the Texas Municipal Advisory Council, the City shall send the Purchaser such annual audited financial statements within twelve months after the end of each fiscal year.

Section 14. AMENDMENT OF ORDINANCE. The City hereby reserves the right to amend this Ordinance subject to the following terms and conditions, to-wit:

(a) The City may from time to time, without the consent of any holder, except as otherwise required by paragraph (b) below, amend or supplement this Ordinance to (i) cure any ambiguity, defect or omission in this Ordinance that does not materially adversely affect the interests of the holders, (ii) grant additional rights or security for the benefit of the holders, (iii) add events of default as shall not be inconsistent with the provisions of this Ordinance and that shall not materially adversely affect the interests of the holders, (iv) qualify this Ordinance under the Trust Indenture Act of 1939, as amended, or corresponding provisions of federal laws from time to time in effect, (v)

obtain insurance or ratings on the Bonds, (vi) obtain the approval of the Attorney General of the State Texas, or (vii) make such other provisions in regard to matters or questions arising under this Ordinance as shall not be inconsistent with the provisions of this Ordinance and that shall not in the opinion of the City's Bond Counsel materially adversely affect the interests of the holders.

(b) Except as provided in paragraph (a) above, the holders of Bonds aggregating in principal amount 51% of the aggregate principal amount of then outstanding Bonds that are the subject of a proposed amendment shall have the right from time to time to approve any amendment hereto that may be deemed necessary or desirable by the City; provided, however, that without the consent of 100% of the holders in aggregate principal amount of the then outstanding Bonds, nothing herein contained shall permit or be construed to permit amendment of the terms and conditions of this Ordinance or in any of the Bonds so as to:

(1) Make any change in the maturity of any of the outstanding Bonds;

(2) Reduce the rate of interest borne by any of the outstanding Bonds;

(3) Reduce the amount of the principal of, or redemption premium, if any, payable on any outstanding Bonds;

(4) Modify the terms of payment of principal or of interest or redemption premium on outstanding Bonds or any of them or impose any condition with respect to such payment; or

(5) Change the minimum percentage of the principal amount of any series of Bonds necessary for consent to such amendment.

(c) If at any time the City shall desire to amend this Ordinance under this Section, the City shall send by U.S. mail to each registered owner of the affected Bonds a copy of the proposed amendment and cause notice of the proposed amendment to be published at least once in a financial publication published in The City of New York, New York or in the State of Texas. Such published notice shall briefly set forth the nature of the proposed amendment and shall state that a copy thereof is on file at the office of the City for inspection by all holders of such Bonds.

(d) Whenever at any time within one year from the date of publication of such notice the City shall receive an instrument or instruments executed by the holders of at least 51% in aggregate principal amount of all of the Bonds then outstanding that are required for the amendment, which instrument or instruments shall refer to the proposed amendment and that shall specifically consent to and approve such amendment, the City may adopt the amendment in substantially the same form.

(e) Upon the adoption of any amendatory Ordinance pursuant to the provisions of this Section, this Ordinance shall be deemed to be modified and amended in accordance with such amendatory Ordinance, and the respective rights, duties, and obligations of the City and all holders of such affected Bonds shall thereafter be determined, exercised, and enforced, subject in all respects to such amendment.

(f) Any consent given by the holder of a Bond pursuant to the provisions of this Section shall be irrevocable for a period of six months from the date of the publication of the notice provided for in this Section, and shall be conclusive and binding upon all future holders of the same Bond during such period. Such consent may be revoked at any time after six months from the date of the publication of said notice by the holder who gave such consent, or by a successor in title, by filing notice with the City, but such revocation shall not be effective if the holders of 51% in aggregate principal amount of the affected Bonds then outstanding, have, prior to the attempted revocation, consented to and approved the amendment.

Section 15. DEFAULT AND REMEDIES. (a) Events of Default. Each of the following occurrences or events for the purpose of this Ordinance is hereby declared to be an Event of Default:

(i) the failure to make payment of the principal of or interest on any of the Bonds when the same becomes due and payable; or

(ii) default in the performance or observance of any other covenant, agreement or obligation of the City, the failure to perform which materially, adversely affects the rights of the Registered Owners of the Bonds, including, but not limited to, their prospect or ability to be repaid in accordance with this Ordinance, and the continuation thereof for a period of 60 days after notice of such default is given by any Registered Owner to the City.

(b) <u>Remedies for Default</u>.

(i) Upon the happening of any Event of Default, then and in every case, any Registered Owner or an authorized representative thereof, including, but not limited to, a trustee or trustees therefor, may proceed against the City, or any official, officer or employee of the City in their official capacity, for the purpose of protecting and enforcing the rights of the Registered Owners under this Ordinance, by mandamus or other suit, action or special proceeding in equity or at law, in any court of competent jurisdiction, for any relief permitted by law, including the specific performance of any covenant or agreement contained herein, or thereby to enjoin any act or thing that may be unlawful or in violation of any right of the Registered Owners hereunder or any combination of such remedies.

(ii) It is provided that all such proceedings shall be instituted and maintained for the equal benefit of all Registered Owners of Bonds then outstanding.

(c) <u>Remedies Not Exclusive</u>.

(i) No remedy herein conferred or reserved is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or under the Bonds or now or hereafter existing at law or in equity; provided, however, that notwithstanding any other provision of this Ordinance, the right to accelerate the debt evidenced by the Bonds shall not be available as a remedy under this Ordinance.

(ii) The exercise of any remedy herein conferred or reserved shall not be deemed a waiver of any other available remedy.

(iii) By accepting the delivery of a Bond authorized under this Ordinance, such Registered Owner agrees that the certifications required to effectuate any covenants or representations contained in this Ordinance do not and shall never constitute or give rise to a personal or pecuniary liability or charge against the officers, employees or trustees of the City or the City Council.

(iv) None of the members of the City Council, nor any other official or officer, agent, or employee of the City, shall be charged personally by the Registered Owners with any liability, or be held personally liable to the Registered Owners under any term or provision of this Ordinance, or because of any Event of Default or alleged Event of Default under this Ordinance.

<u>Section 16.</u> APPROVAL OF PAYING AGENT/REGISTRAR AGREEMENT. Attached hereto as <u>Exhibit C</u> is a substantially final form of Paying Agent/Registrar Agreement. Each of the Mayor, the City Manager and the Director of Finance are hereby authorized to amend, complete or modify such agreement as necessary and are further authorized to execute such agreement.

Section 17. NO PERSONAL LIABILITY. No covenant or agreement contained in the Note, this Ordinance or any corollary instrument shall be deemed to be the covenant or agreement of any member of the City Council or any officer, agent, employee or representative of the City Council in his individual capacity, and neither the directors, officers, agents, employees or representatives of the City Council nor any person executing the Note shall be personally liable thereon or be subject to any personal liability for damages or otherwise or accountability by reason of the issuance thereof, or any actions taken or duties performed, whether by virtue of any constitution, statute or rule of law, or by the enforcement of any assessment or penalty, or otherwise, all such liability being expressly released and waived as a condition of and in consideration for the issuance of the Note.

Section 18. FURTHER ACTIONS. The officers and employees of the City are hereby authorized, empowered and directed from time to time and at any time to do and perform all such acts and things and to execute, acknowledge and deliver in the name and under the corporate seal and on behalf of the City all such instruments, whether or not herein mentioned, as may be necessary or desirable in order to carry out the terms and provisions of this Ordinance, the Note, the initial sale and delivery of the Note, the Paying Agent/Registrar Agreement, any insurance commitment letter or insurance policy and the Official Statement. In addition, prior to the initial delivery of the Note, the City Manager are each hereby authorized and directed to approve any technical changes or corrections to this Ordinance or to any of the instruments authorized and approved by this Ordinance necessary in order to (i) correct any ambiguity or mistake or properly or more completely document the transactions contemplated and approved by this Ordinance and as described in the Official Statement or (ii) obtain the approval of the Note by the Texas Attorney General's office.

In case any officer of the City whose signature shall appear on the Note shall cease to be such officer before the delivery of the Note, such signature shall nevertheless be valid and sufficient for all purposes the same as if such officer had remained in office until such delivery.

Section 19. INTERPRETATIONS. All terms defined herein and all pronouns used in this Ordinance shall be deemed to apply equally to singular and plural and to all genders. The titles and headings of the articles and sections of this Ordinance and the Table of Contents of this Ordinance have been inserted for convenience of reference only and are not to be considered a part hereof and shall not in any way modify or restrict any of the terms or provisions hereof. This Ordinance and all the terms and provisions hereof shall be liberally construed to effectuate the purposes set forth herein and to sustain the validity of the Note and the validity of the lien on and pledge of the Pledged Revenues to secure the payment of the Note.

<u>Section 20.</u> INCONSISTENT PROVISIONS. All ordinances, orders or resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict and the provisions of this Ordinance shall be and remain controlling as to the matters contained herein.

Section 21. INTERESTED PARTIES. Nothing in this Ordinance expressed or implied is intended or shall be construed to confer upon, or to give to, any person or entity, other than the City and the registered owners of the Note, any right, remedy or claim under or by reason of this Ordinance or any covenant, condition or stipulation hereof, and all covenants, stipulations, promises and agreements in this Ordinance contained by and on behalf of the City shall be for the sole and exclusive benefit of the City and the registered owners of the Note.

<u>Section 22.</u> INCORPORATION OF RECITALS. The City hereby finds that the statements set forth in the recitals of this Ordinance are true and correct, and the City hereby incorporates such recitals as a part of this Ordinance.

<u>Section 23.</u> SEVERABILITY. If any provision of this Ordinance or the application thereof to any circumstance shall be held to be invalid, the remainder of this Ordinance and the application thereof to other circumstances shall nevertheless be valid, and this governing body hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 24. REPEALER. All orders, resolutions and ordinances, or parts thereof, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 25. EFFECTIVE DATE. This Ordinance shall become effect immediately from and after its passage on first and final reading in accordance with Section 1201.028, Texas Government Code, as amended.

<u>Section 26.</u> PERFECTION. Chapter 1208, Government Code, applies to the issuance of the Note and the pledge of ad valorem taxes and surplus net revenues granted by the City under Sections 6 and 7 of this Ordinance, and such pledge is therefore valid, effective and perfected. If Texas law is amended at any time while the Note is outstanding and unpaid such that the pledge of

ad valorem taxes and surplus net revenues granted by the City under Sections 6 and 7 of this Ordinance is to be subject to the filing requirements of Chapter 9, Business & Commerce Code, then in order to preserve to the registered owners of the Note the perfection of the security interest in said pledge, the City agrees to take such measures as it determines are reasonable and necessary under Texas law to comply with the applicable provisions of Chapter 9, Business & Commerce Code and enable a filing to perfect the security interest in said pledge to occur.

Section 27. REIMBURSEMENT. The City expects to pay expenditures in connection with the purposes set forth in the Section 1 of this Ordinance prior to the issuance of the Note. The City finds, considers and declares that the reimbursement of the City for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues Note to accomplish the purposes set forth in Section 1 of this Ordinance. All costs to be reimbursed pursuant hereto will be capital expenditures. No Note will be issued by the City in furtherance of this Ordinance after a date which is later than 18 months after the later of (1) the date the expenditures are paid or (2) the date on which the property, with respect to which such expenditures were made, is placed in service. The foregoing notwithstanding, no Note will be issued pursuant to this Ordinance more than three years after the date any expenditure which is to be reimbursed is paid.

Section 28. PAYMENT OF ATTORNEY GENERAL FEE. The City hereby authorizes the disbursement of a fee equal to the lesser of (i) one-tenth of one percent of the principal amount of the Note or (ii) \$9,500, provided that such fee shall not be less than \$750, to the Attorney General of Texas Public Finance Division for payment of the examination fee charged by the State of Texas for the Attorney General's review and approval of public securities and credit agreements, as required by Section 1202.004 of the Texas Government Code. The appropriate member of the City's staff is hereby instructed to take the necessary measures to make this payment. The City is also authorized to reimburse the appropriate City funds for such payment from proceeds of the Note.

IN ACCORDANCE WITH SECTION 1201.028, Texas Government Code, finally passed, approved and effective on this 10th day of September 2019.

APPROVED:

ATTEST:

Connie B. Schroeder, Mayor

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

EXHIBIT A

DEFINITIONS

As used in this Ordinance, the following terms and expressions shall have the meanings set forth below, unless the text hereof specifically indicates otherwise:

"*Authorized Denominations*" means the denomination of \$5,000 or any integral multiple thereof with respect to the Note and in the denomination of \$5,000 in maturity amount or any integral multiple thereof with respect to the Note.

"*Bond Insurer*" or "*Insurer*" means the provider of a municipal bond insurance policy for the Note or any other entity that insures or guarantees the payment of principal and interest on any Note.

"*Book-Entry-Only System*" means the book-entry system of note registration provided in Section 3, or any successor system of book-entry registration.

"*Business Day*" means any day which is not a Saturday, Sunday or a day on which the Paying Agent/Registrar is authorized by law or executive order to remain closed.

"*Cede & Co.*" means the designated nominee and its successors and assigns of The Depository Trust Company, New York.

"*City*" and "*Issuer*" mean the City of Bastrop, Texas, and where appropriate, the City Council.

"City Council" means the governing body of the City.

"*Closing Date*" means the date of initial delivery of and payment for the Note.

"Defeasance Securities" means (i) Federal Securities, (ii) noncallable obligations of an agency or instrumentality of the United States of America, including obligations that are unconditionally guaranteed or insured by the agency or instrumentality and that, on the date the City Council adopts or approves proceedings authorizing the issuance of refunding notes or otherwise provide for the funding of an escrow to effect the defeasance of the Note is rated as to investment quality by a nationally recognized investment rating firm not less than "AAA" or its equivalent, (iii) noncallable obligations of a state or an agency or a county, municipality, or other political subdivision of a state that have been refunded and that, on the date the City Council adopts or approves proceedings authorizing the issuance of refunding notes or otherwise provide for the funding of an escrow to effect the defeasance of the Note, are rated as to investment quality by a nationally recognized investment rating firm no less than "AAA" or its equivalent and (iv) any other funding of an escrow to effect the defeasance of the Note, are rated as to investment quality by a nationally recognized investment rating firm no less than "AAA" or its equivalent and (iv) any other then authorized securities or obligations under applicable State law that may be used to defease obligations such as the Note.

"*Depository*" means one or more official depository banks of the City.

"*DTC*" means The Depository Trust Company, New York, New York and its successors and assigns.

"*DTC Participant*" means securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations on whose behalf DTC was created to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants.

"*Federal Securities*" as used herein means direct, noncallable obligations of the United States of America, including obligations that are unconditionally guaranteed by the United States of America (including Interest Strips of the Resolution Funding Corporation).

"*Fiscal Year*" means the twelve-month accounting period used by the City in connection with the operation of the System, currently ending on September 30 of each year, which may be any twelve consecutive month period established by the City, but in no event may the Fiscal Year be changed more than one time in any three calendar year period.

"*Holder*," "*Holders*," "*Owners*" or "*Registered Owners*" means any person or entity in whose name a Note is registered in the Security Register.

"*Initial Note*" means the Note authorized, issued, and initially delivered as provided in Section 3 of this Ordinance.

"*Insurance Policy*" means an insurance policy issued by any Insurer guaranteeing the scheduled principal of and interest on the Note when due.

"*Interest and Sinking Fund*" means the special fund maintained by the provisions of Section 5 of this Ordinance.

"Interest Payment Date" means a date on which interest on the Note is due and payable.

"Issuance Date" means the date of delivery of the Note.

"MSRB" means the Municipal Securities Rulemaking Board.

"Note" means the "City of Bastrop, Texas Tax Note, Series 2019."

"*Ordinance*" means this ordinance finally adopted by the City Council on September 10, 2019.

"*Outstanding*", when used with respect to Note, means, as of the date of determination, all Note theretofore delivered under this Ordinance, except:

(1) Note theretofore cancelled and delivered to the City or delivered to the Paying Agent/Registrar for cancellation;

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(2) Note deemed paid pursuant to the provisions of Section 9 of this Ordinance;

(3) Note upon transfer of or in exchange for and in lieu of which other Note has been authenticated and delivered pursuant to this Ordinance

(4) Note under which the obligations of the City have been released, discharged or extinguished in accordance with the terms thereof.

"*Rating Agency*" means any nationally recognized securities rating agency which has assigned, at the request of the City, a rating to the Note.

"Record Date" means Record Date as defined in Section 4 the Form of Note.

"*Redemption Date*" means a date fixed for redemption of any Note pursuant to the terms of this Ordinance.

"*Register*" or "*Registration Books*" means the registry system maintained on behalf of the City by the Registrar in which are listed the names and addresses of the Registered Owners and the principal amount of Note registered in the name of each Registered Owner.

"Rule" means SEC Rule 15c2-12, as amended from time to time.

"SEC" means the United States Securities and Exchange Commission.

EXHIBIT B

FORM OF LETTER OF INVESTMENT

EXHIBIT C

PAYING AGENT\REGISTRAR AGREEMENT



STAFF REPORT

MEETING DATE: September 10, 2019

AGENDA ITEM: 9H

TITLE:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-45 of the City Council of the City of Bastrop, Texas adopting the "Bastrop Power & Light Electrical Service Standards for Underground Electric Secondary Service", attached as Exhibit A, the "Bastrop Power & Light Electrical Service Standards for Underground Electric Primary Service", attached as Exhibit B and the "Bastrop Power & Light Electrical Construction Service Standards", attached as Exhibit C in compliance with H.B. 3167; and providing for findings of fact, enactment, enforcement, a repealer, and severability; establishing an effective date; proper notice and meeting; and move to include on the September 24, 2019 agenda for second reading.

STAFF REPRESENTATIVE:

Trey Job, Assistant City Manager of Development Services Curtis Ervin, Director, Bastrop Power & Light

BACKGROUND/HISTORY:

Bastrop Power & Light developed the following Electric Service Standards in 2014 as guidance for residents and builders in the City. They are as follows:

- Bastrop Power & Light Electrical Service Standards for Underground Electric Secondary Service
- Bastrop Power & Light Electrical Service Standards for Underground Primary Service
- Bastrop Power & Light Electrical Construction Service Standards

These standards were never adopted as part of an ordinance. It is especially important to have the standards codified with the passage of HB 3167, which places limits on a city's ability to approve/disprove Plats and Construction plans within 30 days of receipt. We must be able to specifically cite the appropriate ordinance when disproving these items.

Therefore, we are seeking to do so with this Ordnance. This will be a stop gap that will ultimately be incorporated into the B³ codes.

POLICY EXPLANATION:

Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that are for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Hold public hearing and consider action to approve the first reading of Ordinance No. 2019-45 of the City Council of the City of Bastrop, Texas adopting the "Bastrop Power & Light Electrical Service Standards for Underground Electric Secondary Service", attached as Exhibit A, the "Bastrop Power & Light Electrical Service Standards for Underground Electric Primary Service", attached as Exhibit B and the "Bastrop Power & Light Electrical Construction Service Standards", attached as Exhibit C in compliance with H.B. 3167; and providing for findings of fact, enactment, enforcement, a repealer, and severability; establishing an effective date; proper notice and meeting; and move to include on the September 24, 2019 agenda for second reading.

ATTACHMENTS:

• Ordinance No 2019-45



ORDINANCE NO. 2019-45

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS ADOPTING THE "BASTROP POWER & LIGHT ELECTRICAL SERVICE STANDARDS FOR UNDERGROUND ELECTRIC SECONDARY SERVICE,", ATTACHED AS EXHIBIT A, THE "BASTROP POWER & LIGHT ELECTRICAL SERVICE STANDARDS FOR UNDERGROUND ELECTRIC PRIMARY SERVICE,", ATTACHED AS EXHIBIT B AND THE "BASTROP POWER & LIGHT ELECTRICAL CONSTRUCTION SERVICE STANDARDS", ATTACHED AS EXHIBIT C IN COMPLIANCE WITH H.B. 3167; AND PROVIDING FOR FINDINGS OF FACT, AMENDMENT, ENFORCEMENT, A REPEALER, AND SEVERABILITY; ESTABLISHING AN EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

WHEREAS, Bastrop Power & Light developed the "Electrical Standards in 2014 as guidance for builders in the City of Bastrop; and

WHEREAS, these standards must be adopted as an ordinance to meet the requirements of HB 3167, so the City can cite the proper ordinance when review Plats and Construction Plans; and

WHEREAS, Texas Local Government Code Section 51.001 provides the City general authority to adopt an Ordinance or police regulations that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the City Council finds that adopting these standards is reasonable and necessary for the good government, peace, and order of the City.

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

SECTION 1. FINDINGS OF FACT The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2. ADOPTION That the City of Bastrop adopts the "Bastrop Power & Light Electrical Service Standards for Underground Electric Secondary Service," as described and attached hereto as Exhibit "A"; the "Bastrop Power & Light Electrical Service Standards for Underground Electric Primary Service," as described and attached hereto as Exhibit "B"; and the "Bastrop Power & Light Electrical Construction Service Standards," as described and attached hereto as Exhibit "C."

SECTION 3. REPEALER In the case of any conflict between other provisions of this Ordinance and any existing Ordinance of the City, the provisions of this Ordinance will control.

SECTION 4. SEVERABILITY If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, that invalidity or the unenforceability will not affect any other provisions or applications of this Ordinance that can be given effect without the invalid provision.

SECTION 5. ENFORCEMENT The City shall have the power to administer and enforce the provisions of this ordinance as may be required by governing law. Any person violating any provision of this ordinance is subject to suit for injunctive relief as well as prosecution for criminal violations, and such violation is hereby declared to be a nuisance.

Nothing in this ordinance shall be construed as a waiver of the City's right to bring a civil action to enforce the provisions of this ordinance and to seek remedies as allowed by law and/or equity.

<u>SECTION 6.</u> EFFECTIVE DATE This Ordinance shall be effective immediately upon passage and publication.

SECTION 7. OPEN MEETINGS It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

READ & ACKNOWLEDGED on First Reading on the 10th day of September 2019.

READ & APPROVED on the Second Reading on the 24th day of September 2019.

APPROVED:

by

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney

EXHIBIT A

EXHIBIT B

EXHIBIT C

BASTROP POWER & LIGHT ELECTRICAL CONSTRUCTION SERVICE STANDARDS

STREET LIGHTING

Installation of electrical infrastructure in the City, including light fixtures and poles, shall be performed exclusively by BP&L, as designed or planned by the Director or an electrical engineer retained by the City. The Director shall: 1) oversee all installation(s) of electrical infrastructure; 2) be solely responsible for determining/approving the applicable technical standards, and 3) have sole authority to resolve all electrical issues related to an installation. Only BP&L, or their electrical contractor, shall be allowed to install Line Extensions in BP&L's distribution system.

City lights are activated automatically by use of a photocell and should be on when dark. If you notice a light out when it is dark or a light on during the day, please contact City of Bastrop Utility Customer Service at (512) 332-8830, M-F between 8am to 4pm to have the light repaired. Please include the pole number and address location.

a) **Existing Development:**

In the discretion of the Director, BP&L will provide lighting along the right-of-ways of dedicated streets consistent with the certified service are of PB&L. BP&L shall have the sole authority to determine the location of street light fixtures. However, street lights will generally be located at: 1) street intersections; 2) dead-end streets; and 3) dangerous curves. BP&L may elect, at any time, to adjust pole spacing, pole height, lamp wattage, or arm length depending on service conditions, street width, and other design factors.

b) <u>New Development:</u>

BP&L will install street lighting as requested by the developer, and agreed to by the Director, in accordance with all BP&L lighting standards. The developer shall pay 100% of the estimated cost of the installation of street lighting system and facilities in advance of the installation by BP&L. Street lighting system and facilities includes poles, fixtures, controls, wiring, and other electric equipment and devices required for the installation and operation of the lighting system. Poles and fixtures to be installed by BP&L will be the standard poles and fixtures available at the time. The estimated cost to be paid by the developer for the lighting facilities and electric system is the total cost attributable to the installation, including but not limited to labor, materials, engineering costs, right-of-way acquisition, and clearing.

c) <u>Additional Lighting – Night Watchman (Private Lighting):</u>

If determined by the Director, in his sole discretion, to be reasonable and practical based on factors such as system capacity and maintenance, Night Watchman lighting may be requested by a Customer and installed on existing BP&L power poles. Please contact Utility Customer Service at (512) 332-8830 on M-F between 8am to 4pm to request a site inspection to determine if Night Watchman Lighting is possible. Customers requesting Night Watchman Lighting shall complete/obtain the following:

a) The written approval of the Director for the Night Watchman lighting, including the type and location of the fixture to be installed; and

- b) Completion of a Night Watchman light application and execution of a Night Watchman light contract in which the customer agrees to pay all installation and usage fees (application and contract may be obtained from the Utility Department.);
- c) Pre-Payment of all associated costs and fees, in accord with the City of Bastrop Fee Schedule provided in the Code of Ordinances;

If an application for Night Watchman lighting is approved, the installation shall be performed solely by BP&L and all costs associated with the installation shall be borne by the requester, including installation fees and monthly usage fees. Line Extension cost will be quoted based on the site inspection.

At the time of transfer or sale of the property that had been contracted by the Night Watchman lighting, BP&L's service shall be discontinued until the new property owner/user enters into a separate Night Watchman contract with the City agreeing to pay the then applicable monthly usage fee(s). Please contact Utility Customer Service at (512) 332-8830 on M_F between 8am to 4pm to request a change of service. Night Watchman lighting service will be disconnected in the event a utility account becomes delinquent. When an account returns to 'good standing', reconnection of the Night Watchman lighting will occur. Please refer to the City of Bastrop Utility Policy for all applicable fees.

d) **Previously Installed Lighting:**

Light fixtures located on poles that are owned by BP&L, but do not meet all of the requirements of Sections a, b, & c above, will not be repaired and/or replaced by BP&L and may not be repaired by the customer. Furthermore, during BP&L's routine system maintenance, any light fixture located by BP&L that fails to comply with the terms of these standards, or is a safety concern, shall be immediately disconnected. When safety allows, every attempt will be made to contact the customer prior to disconnection.

This Department Standard was controlling beginning January 1998 and is now fully effective as of $April 2l_{12}014$.

APPROVED:

Curtis Ervin, Director of BP&L

Michael H. Talbot, City Manager

BASTROP POWER & LIGHT ELECTRICAL SERVICE STANDARDS

UNDERGROUND ELECTRIC PRIMARY SERVICE

- 1. Electric service from underground distribution facilities is available to Customers who meet the requirements of these Electric Service Standards. In areas served by BP&L's underground distribution system, phase and voltage of electric service may be limited to what is available from existing BP&L's facilities.
- 2. Prior to construction, BP&L must approve in writing the electrical plans showing the route, the location and the size of the underground electric primary service.
- 3. BP&L will calculate a line extension fee, payment of which is required before materials will be ordered and construction can begin.
- 4. A Blanket Temporary Access and Construction Easement is required prior to construction. Upon completion of construction and installation of the Electric Facilities on the Property the owner shall have the Permanent Utility Easement Area (20 foot easement, to include a 10 foot buffer around all non-opening sides and a 20 foot buffer around opening sides of equipment) surveyed by metes and bounds, at the property owner's sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated at such time as BP&L accepts and records the Permanent Public Utility Easement.
- 5. Customers must complete the following prior to the installation of underground distribution facilities:
 - a. Clear the area of all obstructions
 - b. Sub-grade to be established prior to BP&L installation at the site
 - c. Establish final grade along conductor route
 - d. Clearly mark, or if required by BP&L, expose to view all underground installation service lines, including gas, water, wastewater, and communication.
 - e. Following installation, the grade may not be changed along the conductor route without the consent of BP&L
- 6. Only BP&L, or their electrical contractor, will be allowed to install underground electric primary service within the BP&L service area.
- 7. Customer is responsible for installing the secondary service from the transformer to the meter point of service. Please refer to the *Underground Electric Secondary Service Standard*.

8. Any waiver or change to this policy must be approved by the Director of BP&L, in writing, in advance of performing the change or waiver.

This Department Standard was controlling beginning January 1998 and is now fully effective as of $\frac{1}{24}$.

APPROVED:

Curtis Ervin, Director of BP&L

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Michael H. Talbot, City Manager

BASTROP POWER & LIGHT ELECTRICAL SERVICE STANDARDS

UNDERGROUND ELECTRIC SECONDARY SERVICE

- 1. Any new electric secondary services from BP&L's power transformer to the Customer's meter location shall be installed in an underground electric conduit system.
- 2. When anyone requests an upgrade of service or relocation to an existing overhead electric secondary service it shall be placed in an underground electric conduit system. This applies to all new and existing single-phase and three-phase electric secondary services in the BP&L service area. The person requesting such changes is responsible for all costs related to the installation of any underground electric secondary service.
- 3. Electric service from underground distribution facilities is available to Customers who meet the requirements of these Electric Service Standards. In areas served by BP&L's underground distribution system, phase and voltage of electric service may be limited to what is available from existing BP&L's facilities.
- 4. Prior to construction, BP&L must approve; 1) any third party installer to work in our service area; 2) the proposed route; and 3) the location of the underground electric secondary service. When possible, meters should be located on the building. If the meter cannot be mounted on the building, BP&L may approve placement of the meter on a rack outside of the public right-of-way or easement. Under no circumstances, however, can a meter be mounted on a BP&L pole. Anyone requiring more than 200amps must contact BP&L for a quote on a CT meter. Customer is responsible for CT meter expense; payment is required before materials will be ordered.
- 5. Prior to beginning construction, the person(s) requesting or requiring a secondary service route may be required to provide to BP&L, at their sole cost and expense, payment for line extension fees.
- 6. Only licensed, pre-approved electrical contractors registered with the City will be allowed to install underground electric secondary service.
- 7. Technical Installation Requirements:
 - a. The electric secondary service shall be placed in Schedule 40 PVC, electric grade conduit a minimum of 18" below final grade.
 - b. Electrical warning tape shall be placed in the trench 12" above the conduit.
 - c. The electrical conduit shall be installed with a minimum of 12" horizontal and vertical clearance to all other underground utilities or structures.
 - d. The electric service wire shall be insulated copper conductor approved for installation in conduit.

- e. The size of conduit for service shall be determined by the preapproved licensed electrical contractor in accordance with the National Electric Code.
- f. Galvanized steel rigid conduit risers shall be attached to BP&L poles. Height to be determined by BP&L.
- g. The preapproved electrical contractor shall terminate all conductors in the meter socket.
- h. BP&L shall terminate all conductors at the transformer.
- i. The new electric secondary service will not be energized until the City's electrical inspector has inspected and approved, in writing, the entire installation.
- j. Once the installation has been approved and energized, BP&L shall have sole ownership of the secondary service and shall be solely responsible for maintenance of same.
- 8. The City of Bastrop Chief Building Official agrees and supports this as the overriding electrical service standard for "Underground Electric Secondary Service".
- 9. Any waiver or change to this policy must be approved by the Director of BP&L, in writing, in advance of performing the change or waiver.

This Department Standard was controlling beginning January 1998 and is now fully effective as of April 21, 2014.

APPROVED:

Curtis Ervin, Director of BP&L

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Ted Bowers, Chief Building Official

Michael H. Talbot, City Manager



STAFF REPORT

MEETING DATE: September 10, 2019

AGENDA ITEM: 91

TITLE:

Consider action to approve Resolution R-2019-87 of the City Council of the City of Bastrop, Texas approving a License to Encroach at 702 and 704 Main Street; and providing for an effective date.

STAFF REPRESENTATIVE:

Matt Jones, Director of Planning and Development Trey Job, Assistant City Manager of Development Services

BACKGROUND/HISTORY:

This property was one of the first projects built within the form based code area. Form based code, much like the new code, will allow encroachments into the right-of-way (ROW), if it truly serves a public purpose. This property has sat vacant for some time while the necessary retaining walls were being rebuilt after failing twice. Now that all the repairs have been inspected and approved, the property owner is ready for a Certificate of Occupancy.

The final step to receive a Certificate of Occupancy is a license to encroach. The property owner of 702 and 704 Main Street has applied for a License to Encroach into the ROW along their property frontage located on the west side of Main Street.

The following improvements are located within the City's ROW:

- Parking spaces
- A 5' and 6' sidewalk
- Lamp posts
- A 12" culvert pipe
- A drainage grate
- An irrigation system

POLICY EXPLANATION:

Historically, a License to Encroach has been reviewed and approved by Council.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve Resolution R-2019-87 of the City Council of the City of Bastrop, Texas approving a License to Encroach at 702 and 704 Main Street; and providing for an effective date.

ATTACHMENTS:

Resolution

- •
- •
- Encroachment Agreement Application 702 Main Street Application 704 Main Street •



RESOLUTION NO. R-2019-87

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS APPROVING A LICENSE TO ENCROACH AT 702 AND 704 MAIN STREET; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop City Council understands the benefit of having viable, ongoing commercial enterprises operated in its downtown; and

WHEREAS, the City of Bastrop City Council understands particularly on Main Street, that sales tax revenue provides a direct, financial benefit to City; and

WHEREAS, the City of Bastrop understands such commercial activities attract visitors and shoppers to the downtown area, thereby increasing commerce overall; and

WHEREAS, the City of Bastrop City Council has unequivocally committed to fiscal sustainability, responsibly managing growth, and taking definitive action towards lasting solutions.

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

Section 1. That the City Council has found this agreement to be mutually beneficial to the City of Bastrop, Texas.

<u>Section 2</u>. The City Manager is hereby authorized to execute a contract between the City of Bastrop and Baham Interest Limited Partnership, Texas (attached as Exhibit A) as well as all other necessary documents.

Section 3. All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

<u>Section 4</u>. This resolution shall take effect immediately from and after its passage, and it is duly resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this 10th day of September 2019.

APPROVED:

Connie B. Schroeder, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney