

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF MINUTES FROM REGULAR COUNCIL MEETINGS OF APRIL 12, 2016 AND SPECIAL CALLED MEETING OF APRIL 19, 2016.**

2. Party Making Request: **City Secretary, Ann Franklin**

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

**This is to receive approval of accuracy from Council for the minutes recorded during the April 12 and 19, 2016 Council Meetings.**

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A

Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_

Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_

Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing:   NAME/TITLE     INITIAL     DATE     CONCURRENCE  

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

8. Staff Recommendation:

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Motion Requested: **Approval of the April 12 and 19, 2016 Council Meetings.**

**MINUTES OF REGULAR COUNCIL MEETING  
BASTROP CITY COUNCIL  
APRIL 12, 2016**

The Bastrop City Council met in a Regular Meeting on Tuesday, April 12, 2016 at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Ken Kesselus, Mayor Pro Tem DeLaRosa, and Council Members, Dock Jackson, Kelly Gilleland, Kay Garcia McAnally, and Gary Schiff.

**CALL TO ORDER**

At 6:30 p.m. Mayor Kesselus called the Meeting to order with a Quorum being present.

**PLEDGE OF ALLEGIANCE**

Richard Smarzik led the Pledge of Allegiance and to the Texas Flag.

**INVOCATION**

Council Member McAnally gave the Invocation.

**PRESENTATIONS**

**A. Presentation of the new City of Bastrop website – Andres Rosales**

Andres Rosales presented the new City of Bastrop website.

**PROCLAMATIONS – NONE**

**CITIZEN COMMENTS**

Anne Beck – Suggested having an assistant city manager; asked that the Council not just build a gym but a recreation building and if the money is not there for a recreation building then put it to a vote before the citizens in the form of a bond; and DMO-as long as the consultant will lead and offer either a City department position and/or an independent board controlled by the Mayor and Council she is in favor.

Herb Goldsmith – Spoke regarding the representation and voting by Council on the BEDC; enquired whether or not the bylaws could be amended regarding the Council vote and representation on the BEDC; stated that he believes the City Charter should be left alone due to one amendment to the Charter locks out any further changes for a minimum of two years.

**ANNOUNCEMENTS**

- A. **Donation of sculpture at City Hall– Trey Job – Withdrawn from the agenda.**
- B. **Items Targeted for Future Meetings.**
  - a. **April 19, 2016**  
**Utility Board Meeting and Possible bond election, bond sales and charter changes special meeting.**
  - b. **Date is to be determined**  
**Workshop meeting to gather information from citizens and Council regarding the content of a request for proposal for a consultant to assist with the process of creating a DMO**

**City Manager's Informational Report for the March 8, 2016 City Council Meeting:**

**I. Meetings and Events Attended:**

- A. Attended the Form Based Code – North Area Task Force Meeting on April 7, 2016.**

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**II. Update on City Projects and Issues:**

- A. Discussion and Review of Water Usage for the period of April 1, 2016 through April 10, 2016.**

- B. Discussion and Review of the Upcoming 2016 BP MS Houston to Austin Bike Ride to be held on April 16 – 17, 2016.**

MS Bikeathon – April 16 and 17, 2016

- C. Update on the Chestnut Fire Station Renovation Project.**

- D. Update on the Antique Lights being installed in Fisherman’s Park.**

The lighting project at Fisherman’s Park as of April 8, 2016 is 85% complete.

- E. Update on the Gills Branch Wastewater Improvements Project.**

- F. Update on the Texas Department of Transportation “Tahitian Village Overpass Project.**

- G. Update on Constructing New Restrooms in Fisher’s Park.**

- H. Update on the DMO and the development of a RFQ.**

Meeting to start the process of putting together a “Request for Qualifications” will be held on April 21, 2016.

- I. Update on the Bus Shelter Project.**

- J. Update on the Comprehensive Plan**

- K. Update on the “HUD Shelter Grant” Building.**

The City Manager has been evaluating a monolithic building along with the sprung building for structure. His determination is that the monolithic building would be the one that the Council should possibly consider. The City Manager provided a picture of a recreation multi-use room building. The building would be available to the public for various types of functions plus classrooms with elements that must meet the FEMA grant requirements. The preliminary cost budget is \$2.2 million.

Council Member Schiff asked the question as to whether the size of the current proposed building could be scaled back in order to bring the budget down to have it meet the amount of the grant and still have a building that is meaningful for the community.

The decision regarding the building must be made at the meeting of April 19, 2016.

- L. Discussion and Review Regarding the City Owned Lot Adjacent to the Convention Center.**

- M. Special City Council Meeting of April 19, 2016.**

Direction was given to the City Manager to do what he can to maintain or stay close to the \$.60 tax rate for the bond package.

- N. Discussion and Review of Repairs to the Opera House.**

The Opera House representatives brought the electrical system for the opera house up to Code. The City Manager stated that he feels the need to move forward to get the roof on the building and he anticipates bringing the estimate before the Council on April 26<sup>th</sup> or May 10, 2016.

Direction was given to the City Manager to make sure that water is not running off of the adjacent building onto the Opera House before repairing the roof.

- O. Sales Tax Collection for the month of April 2016
  - P. Update Regarding the Form Based Code North Area Task Force.
  - Q. Management/Administrative Activities
- 

### III. Other City Activities:

- A. City of Bastrop Convention Center Activities.
  - B. The City of Bastrop Main Street Program.
  - C. Planning Department – Inspection Report.
  - D. Update on the YMCA Program
- 

Direction was given to the City Manager to:

- Define the purposes of the building for the shelter.
- Contact the YMCA representatives to see if they would be interested in a partnership with the City of Bastrop.

Deborah Jones – Suggested putting the shelter on the north side of town.

Belinda Goertz – Suggested that Council keep their focus on health as well not just recreation and to not close the door to partnering with the YMCA.

### D. NEW BUSINESS

- D.6 Consideration, discussion and possible action on the approval of an ordinance authorizing the issuance of the City of Bastrop, Texas General Obligation Refunding Bonds; levying an ad valorem tax in support of the bonds; establishing procedures for selling and delivery of one or more series of the bonds; and authorizing other matters relating to the bonds.**

Council Member Schiff made the motion to approve the ordinance, seconded by Mayor Pro Tem DeLaRosa. The motion was approved on a 5-0 vote.

- A. CONSENT AGENDA - *All of the following items are considered to be self-explanatory by the Council and will be enacted with one motion; there will be no separate discussion of these items unless a Council Member requests.***

- A.1 Consideration, discussion and possible action regarding approval of minutes from Regular Council Meeting of March 22, 2015 and Special Workshop of March 29, 2016.**

- A.2 Consideration, discussion and possible action on the second reading of an ordinance amending the Bastrop City Code, Chapter 1, Article 1.10 Parks, Section 1.10.002 (h) and Chapter 8, Article 8.02, Sec. 8.02.002 (a) concerning administrative approval for the sale, possession and consumption of alcoholic beverages in city parks and certain other areas, allowing for Council to grant such waivers when necessary; providing a severability clause; and establishing an effective date.**

- A.3 Approval of Bastrop Marketing Corporation's request for reimbursement of funds for February 2016 in accordance with the agreement to be spent on advertising and marketing the City of Bastrop area.**

- A.4 Consideration, discussion and possible action on acceptance of an interlocal agreement with Bastrop County for the joint reconstruction work related to Homonu Court, Olla Drive, and Pahala Court in which the County agrees to contribute a maximum of \$60,536 towards the project.**
- A.5 Approval of the statutory denial, for a period of 180 days from the date of Council action on a request for 512 House Group Subdivision being a +/- 0.907 acre tract out of the Stephen F. Austin Survey Abstract No. 3, located east of Phelan Road within the City of Bastrop, Texas One Mile Extra Territorial Jurisdiction (ETJ).**
- A.6 Consideration, discussion and possible action on acceptance of the unaudited Monthly Financial Reports for the period ending February 29, 2016.**

Mayor Pro Tem DeLaRosa made the motion to approve the consent agenda, seconded by Council Member Gilleland. The motion was approved on a vote of 5-0.

**B. PUBLIC HEARINGS, ORDINANCES, & OTHER ITEMS ELIGIBLE FOR CONSIDERATION AND/OR ACTION - NONE**

- B.1 PUBLIC HEARING: Consideration, discussion and possible action on the Replat of Lot #1, Woehl Subdivision Amended Plat being +/-0.429 acres. The replat will create three single family residential lots within the city limits of Bastrop, Texas.**  
The public hearing was closed.

Council Member Schiff made the motion to approve the replat of lot number one, seconded by Council Member McAnally. The motion was approved on a vote of 4-1. Mayor Pro Tem DeLaRosa voted nay.

- B.2 PUBLIC HEARING: Consideration, discussion and possible action on a Variance to the Subdivision Ordinance, Section 5.50.1 B Corner lots shall be not less than 25% greater than interior lots and Section 5.50.1 C Corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet. The proposed Magnolia Gardens is +/-0.467 acres within Farm Lot 8, East of Main Street, also known as 704 Magnolia Street, northwest of the intersection of Magnolia and Water Street with the city limits.**  
The public hearing was closed.

Council Member Jackson made the motion to postpone this item to April 26, 2016, seconded by Mayor Pro Tem DeLaRosa. The motion was approved on a vote of 5-0.  
Direction was given to the staff to:

- Determine if there are any precedence.
- Bring before Council the two options and how they work.
- Have the City absorb the cost of any notices or publications as a result of postponement.

**Mayor Kesselus recessed the Council Meeting at 8:45 p.m.**

**Mayor Kesselus called the meeting back to order at 8:51 p.m.**

**C. OLD BUSINESS - NONE**

**D. NEW BUSINESS CONTINUED**

- D.8 Consideration, discussion and possible action on approving an engineering services proposal from BEFCO Engineering for the Alley "D" improvements.**  
Council Member Schiff made the motion to approve the engineering services proposal of 74 spaces from BEFCO Engineering, seconded by Council Member Gilleland. The motion was approved on a vote of 5-0.
- D.5 Consideration, discussion and possible action on approving a new Mission and Vision Statement for the City of Bastrop that will replace current Mission/Vision Statement and will be incorporated and used in the City's Comprehensive Plan.D.1 Appointment by Mayor, subject to confirmation by City Council of Joel Edward Bauman to Alternate 1 on the Construction Standards Board of Adjustments.**  
Council Member Schiff made the motion to approve the mission and vision statement for the City of Bastrop, seconded by Council Member Gilleland. The motion was approved on a vote of 4-1. Mayor Pro Tem DeLaRosa voted nay.
- D.7 Discussion, consideration and possible action on the Preliminary Plat for XS Ranch River Camp, Section 1 located north of the Colorado River and southwest of CR157 within Area A of the City of Bastrop, Texas Extra Territorial Jurisdiction (ETJ).**  
Mayor Pro Tem DeLaRosa made a motion to approve the preliminary plat for XS Ranch River Camp, seconded by Council Member Jackson. The motion was approved on a vote of 4-0. Council Member Schiff recused himself.
- D.1. Appointment by Mayor, subject to confirmation by City Council of Joel Edward Bauman to Alternate 1 on the Construction Standards Board of Adjustments.**  
Mayor Pro Tem DeLaRosa made the motion to approve the appointment of Joel Edward Bauman to Alternate 1 on the Construction Standards Board of Adjustments, seconded by Council Member Gilleland. The motion was approved on a vote of 5-0.
- D.4 Consideration, discussion and possible action for the first reading of an ordinance of the City of Bastrop, Texas adopting a water conservation plan in accord with Texas Commission On Environmental Quality And Texas Water Development Board regulations; providing severability and an effective date.**  
Council Member Schiff made the motion to approve the first reading of the ordinance, seconded by Mayor Pro Tem DeLaRosa. The motion was approved on a vote of 5-0.
- D.2 Consideration, discussion and possible action approving the City of Bastrop Parks & Recreation Department to enter into an agreement for facility usage for eleven weeks to provide open play at Mina West Gym facility.**  
This item was postponed to April 26, 2016.
- D.3 Discussion, consideration and possible action on the Preliminary Plat for Woodrun Subdivision, Section Two, Phase I, II, III and IV being +/-84.897 acres out of the Stephen F. Austin Survey Abstract No. 3 within Area A of the Bastrop, Texas Extra Territorial Jurisdiction (ETJ).**

This item was postponed to April 26, 2016.

**E. EXECUTIVE SESSION – NOT HELD**

1. **SECTION 551.071(1)(A) & SECTION 551.071(2) – Consultation with Attorneys, by telephone and/or in person concerning: (1) potential, pending, threatened, and/or contemplated litigation or claims, including but not limited to water permits and supply, status of settlement of pending suit(s), threatened litigation, or claims, and/or (2) matter upon which the Attorney has a duty and/or responsibility to report to the governmental body, concerning same, and/or any other matters posted on the agenda.**

This item was withdrawn.

2. **SECTION 551.072 – Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property**

This item was withdrawn.

**ADJOURNMENT**

**Mayor Pro Tem DeLaRosa made the motion to adjourn the meeting at 10:05 p.m., seconded by Council Member Schiff. The motion was approved on a 5-0 vote.**

APPROVED:

ATTEST:

\_\_\_\_\_  
Mayor Ken Kesselus

\_\_\_\_\_  
City Secretary Ann Franklin

**SPECIAL WORKSHOP MEETING**  
**Bastrop City Council**  
**April 19, 2016**

The Bastrop City Council met in a Special Workshop on Tuesday, April 19, 2016 at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Ken Kesselus, Mayor Pro Tem Willie DeLaRosa and Council Members, Kelly Gilleland, Kay Garcia McAnally, Gary Schiff and Dock Jackson.

- A. Mayor Kesselus called the meeting to order at 6:03 p.m.
- B. Discussion, consideration and possible action on the Preliminary Plat for Woodrun Subdivision, Section Two, Phase I, II, III and IV being +/-84.897 acres out of the Stephen F. Austin Survey Abstract No. 3 within Area A of the Bastrop, Texas Extra Territorial Jurisdiction (ETJ). (Continued item D.3 from the April 12, 2016 meeting.)**  
Council Member Gilleland made the motion to approve the preliminary plat for Woodrun Subdivision, section two, Phase I, II, III and IV, seconded by Council Member Schiff. The motion was approved on a vote of 5-0.

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EXECUTIVE SESSION: *The Council reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Ch. 551 Govt. Code, Vernon's TX Code, Annotated, the item below will be discussed in closed session.*

1. SECTION 551.071 – Consultations with Attorney related to legal matters

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**C. EXECUTIVE SESSION**

C.1 The Bastrop City Council met at 6:09 p.m. in a closed/executive session pursuant to the Texas Government Code, Chapter 551, *et seq.*, to discuss the following:

1. **SECTION 551.072** – Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property

C.2 The Bastrop City Council reconvened at 7:29 p.m. into open session to discuss, consider and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

**No Action Was Taken.**

D. **WORKSHOP SESSION** - The Bastrop City Council recessed the special meeting at 7:30 p.m. and convened into Workshop Session to discuss the following.

**D.1 Discussion; review and update on the H.U.D. Shelter Grant.**

Discussion was held and the City Manager stated in order to meet the deadline he must pursue the building of an activity center which is what was committed to in December 2015 and to build it potentially at Bob Bryant Park.

**D.2 Discussion regarding a review of current “Capital Projects and “Future Capital Projects”, sources of funding for “Future Capital Projects, the impact future projects will have on future budgets, tax rates, rates or fees assessed or charged by the City of Bastrop associated with “Future Capital Projects” and the types of Capital Projects that might be considered for a General Bond Election.**

Questions/Answers:

04-26-2016



Q. The three and one half cents under \$.60 was it said that the City could obtain \$4 to \$5 million in a bond? (Mayor Pro Tem DeLaRosa)

A. The answer was yes if the City wanted to stay under the \$.60 and all of the bonds were not issued at one time. (City Manager)

Q. If the voters wanted to go to the \$.62/\$.63 rate what would it mean as far as the millions of dollars in bonds? (Mayor Pro Tem DeLaRosa)

A. The Council could look at potentially \$5 to \$8 million, predicated on not issuing all of the bonds at one time. (City Manager)

The City Manager stated that it was important that as the projects are looked at especially the ones postponed to the future an inflationary factor should be built in, if not when the cost of the project is refigured additional bond money would have to be added to close the gap in cost.

The City Manager stated that the first day to call the Election is August 10, 2016 and in the ordinance there must be defined the bond proposition, how they are going to be stated as part of the ordinance.

Request from Council of the City Manager:

- Map of the projects on one page in order to see the distribution around the City.

Potential Timeline

May – A degree of understanding as to where the priorities lay.

June – Present the public with a list of what the Council is looking at doing. (Public Hearing)

July – Final brush report.

August – Report back to the public the results of public input.

The City Manager will present a list of summarized projects with a map to Council at the April 26, 2016 meeting.

**Mayor Kesselus recessed the Council Meeting at 8:15 p.m.**

**Mayor Kesselus called the Council Meeting back to order at 8:18 p.m.**

**D.3 Discussion regarding potential charter amendments to the City of Bastrop's City Charter.**

This item was withdrawn.

**D.4 Discussion and review regarding the second quarter (January – March 2016) utility report.**

City Manager Mike Talbot provided the Council with the review.

E. The Bastrop City Council adjourned the Workshop Session at 8:27 and reconvened into the special meeting to take any necessary action(s).

**ACTION ON WORKSHOP ITEMS**

**D.1 Discussion; review and update on the H.U.D. Shelter Grant.**

Council Member Gilleland made the motion to reaffirm Council's decision from December 8, 2016, seconded by Council Member Jackson. The motion was approved on a vote of 4-0. Council Member McAnally was off the dais. Direction was given to the City Manager to stay on course with the plan submitted on December 8, 2016.

**ADJOURNMENT**

At ~~8:30 p.m.~~ **8:36 p.m.**, Council Member Schiff made the motion to adjourn, Mayor Pro Tem DeLaRosa<sup>9</sup> seconded the motion which passed on a 5-0 vote.

APPROVED:

ATTEST:

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Mayor Ken Kesselus

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City Secretary Ann Franklin

**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: APR. 20, 2016

MEETING DATE: APR. 26, 2016

1. Agenda Item: **Consideration, discussion and possible action on acceptance of the Quarterly Investment Report for the period ending in March 31, 2016.**

2. Party Making Request: **Tracy Waldron, Chief Financial Officer**

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

Provide City Council Quarterly investment information for all investments the city holds.

4. Policy Implication: \_\_\_\_\_

5. Budgeted:  Yes  No  N/A

Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_

Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_

Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

8. Staff Recommendation: **Acceptance of Quarterly Investment Report**

9. Advisory Board:  Approved  Disapproved  None

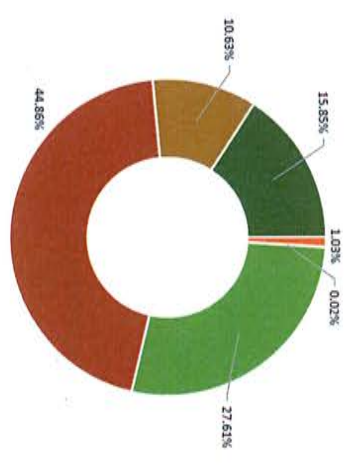
10. Manager's Recommendation:  Approved  Disapproved  None

11. Motion Requested: Motion to Approve the 1Q2016 Investment Report

\_\_\_\_\_

City of Bastrop  
 Quarterly Investment Report  
 period ending March 31, 2016

Investments Description	Beginning Book Value	Ending Book Value	Portfolio % of	QTTD		YTTD		Weighted Average Maturity
				Interest Earned	Interest Earned	Interest Earned	Interest Earned	
Cash in Bank - FNB	\$ 88,253	\$ 396,070	1.03%	\$ 3,690	\$ 4,428	\$ 28	\$ 28	0.01
Dreyfus Money Market	\$ 100,015	\$ 4,999	0.02%	\$ 28	\$ 28	\$ 28	\$ 28	0.00
TexPool	\$ 13,940,536	\$ 8,707,609	27.61%	\$ 6,951	\$ 14,149	\$ 6,951	\$ 14,149	0.38
TX Class	\$ 11,093,394	\$ 14,150,012	44.86%	\$ 16,353	\$ 17,970	\$ 16,353	\$ 17,970	0.45
Certificates of Deposits - FNB	\$ 3,506,679	\$ 3,353,484	10.63%	\$ 4,241	\$ 8,048	\$ 4,241	\$ 8,048	26.37
Certificates of Deposits - JP Morgan Chase	\$ 4,900,000	\$ 5,000,000	15.85%	\$ 4,936	\$ 4,971	\$ 4,936	\$ 4,971	49.53
<b>Total Investments</b>	<b>\$3,698,877</b>	<b>\$1,542,174</b>		<b>\$36,219</b>	<b>\$49,594</b>	<b>\$28</b>	<b>\$28</b>	<b>76.63</b>
						<b>\$15,434</b>	<b>YTD 3/31/15</b>	<b>76.63</b>



- Cash in Bank - FNB
- Dreyfus Money Market
- TexPool
- TX Class
- Certificates of Deposits - FNB
- Certificates of Deposits - JP Morgan Chase

Prepared by: Tracey Waldron  
 Tracey Waldron, Chief Financial Officer

City of Bastrop  
 Quarterly Investment Report  
 period ending March 31, 2016

FUND	BANK/ BROKER	CD NUMBER	BALANCE	MATURITY DATE	APY
Pooled Cash					
FNB	FNB	74778	\$ 1,500,000	11/05/2016	0.70%
FNB	FNB	66399	\$ 1,500,000	04/29/2016	0.80%
FNC	FNC	0557317C2	\$ 245,000	05/25/2016	0.45%
FNC	FNC	80280JKC4	\$ 245,000	05/25/2016	0.60%
FNC	FNC	20451PNW2	\$ 245,000	05/31/2016	0.45%
FNC	FNC	32026UAW6	\$ 245,000	08/19/2016	0.60%
FNC	FNC	60688MRR7	\$ 245,000	08/25/2016	0.55%
FNC	FNC	98410YBA0	\$ 245,000	09/06/2016	0.55%
FNC	FNC	3814813B5	\$ 245,000	11/25/2016	0.65%
FNC	FNC	78658QSF1	\$ 245,000	11/29/2016	0.70%
FNC	FNC	909552BS9	\$ 245,000	12/13/2016	0.70%
FNC	FNC	70153RHL5	\$ 245,000	08/13/2017	0.70%
FNC	FNC	58733ACE7	\$ 245,000	03/23/2017	0.85%
FNC	FNC	34387ABV0	\$ 245,000	06/19/2017	1.00%
FNC	FNC	9497482Y2	\$ 245,000	06/19/2017	1.00%
FNC	FNC	108622ERS	\$ 245,000	09/15/2017	1.00%
FNC	FNC	203611BQ6	\$ 245,000	09/22/2017	1.00%
FNC	FNC	02587DK31	\$ 245,000	12/18/2017	1.30%
FNC	FNC	20083ANZ5	\$ 245,000	01/19/2018	1.30%
FNC	FNC	12738RCW2	\$ 100,000	02/12/2018	1.25%
FNC	FNC	20786ABK0	\$ 245,000	02/28/2018	1.00%
FNC	FNC	88241TAL4	\$ 245,000	03/12/2018	1.00%
FNC	FNC	32112UCC3	\$ 245,000	03/15/2018	1.00%
			\$ 8,000,000		
Cemetery					
FNB	FNB	68636	\$ 250,000	04/26/2016	0.70%
FNB	FNB	68931	\$ 3,565	09/30/2016	0.70%
FNB	FNB	68904	\$ 96,919	09/13/2016	0.70%
FNB	FNB	69062	\$ 3,000	11/22/2016	0.70%
			\$ 353,484		

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

- 1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION on SECOND READING OF AN ORDINANCE OF THE CITY OF BASTROP, TEXAS ADOPTING A WATER CONSERVATION PLAN IN ACCORD WITH TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND TEXAS WATER DEVELOPMENT BOARD REGULATIONS; PROVIDING SEVERABILITY AND AN EFFECTIVE DATE.**
- 2. Party Making Request: Trey Job Director of Public works, Parks, & Utilities
- 3. Nature of Request: (Brief Overview) Attachments: Yes X No \_\_\_\_\_

The purpose of a Water Conservation Plan is to ensure water use efficiency within our operation. The Water Conservation Plan is a strategy or combination of strategies for reducing the consumption of water, reducing the loss or waste of water, improving or maintaining the efficiency in the use of water, or increasing recycling and reuse of water. It contains best management practice measures to try to meet the targets and goals identified within the plan. The effectiveness of your water conservation plan is in the implementation of your water conservation program. Reviewing your program annually will help to evaluate program successes and needs. The water conservation plan, including targets and goals, must be revised every 5 years in accordance with TCEQ & TWDB regulations.

- 4. Policy Implication: \_\_\_\_\_
- 5. Budgeted:      Yes      No N/A  
 Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
 Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
 Amount Remaining: \_\_\_\_\_
- 6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) \_\_\_\_\_

b) \_\_\_\_\_

8. Staff Recommendation:  
**Staff recommends adopting the attached ordinance, and water conservation plan to maintain compliance with State regulations.**

- 9. Advisory Board:      Approved      Disapproved      None
- 10. Manager's Recommendation:      Approved      Disapproved      None
- 11. Motion Requested: I make a motion to adopt the water conservation ordinance as read.



**ORDINANCE NO. 2016-08**

**AN ORDINANCE OF THE CITY OF BASTROP, TEXAS ADOPTING A WATER CONSERVATION PLAN IN ACCORD WITH TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AND TEXAS WATER DEVELOPMENT BOARD REGULATIONS; PROVIDING SEVERABILITY AND AN EFFECTIVE DATE.**

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**WHEREAS**, the City of Bastrop, Texas recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

**WHEREAS**, the City recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes; and

**WHEREAS**, Section 288.2 of the Texas Administrative Code sets forth Texas Commission on Environmental Quality guidelines and requirements governing the development of water conservation plans for public water suppliers; and

**WHEREAS**, in accord with Section 288.2 of the Texas Administrative Code the City has devised a strategy or combination of strategies for reducing the volume of water withdrawn from its water supply source, for maintaining and improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water; and

**WHEREAS**, as authorized under law, and in the best interests of the citizens of Bastrop, Texas, the City Council adopts the attached Water Conservation Plan, dated April 26, 2016.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY OF BASTROP TEXAS:**

**PART 1:**

That the City of Bastrop Texas Water Conservation Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of the City. In addition to filing with the Texas Water Development Board, a copy of this Water Conservation Plan shall be maintained in the City's files and placed on the City website in order that the public may have ready access to the Plan.



**PART 2:**

That all ordinances that are in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

**PART 3:**

Should any paragraph, sentence, subdivision, 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 so declared to be invalid, illegal or unconstitutional.

**PART 4:**

This Ordinance shall take effect upon the date of final passage noted below, or when all applicable hearing and publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

**READ and ACKNOWLEDGED** on the first reading on the 12<sup>th</sup> day of April, 2016.

**PASSED AND APPROVED** on the second reading on the 26<sup>th</sup> day of April, 2016.

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Mayor Ken Kesselus

\_\_\_\_\_  
Ann Franklin, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Jo-Christy Brown, City Attorney

Exhibit A  
[2016 Water Conservation Plan]

# CITY OF BASTROP WATER CONSERVATION PLAN

Prepared For:



City of Bastrop  
1311 Chestnut Street  
Bastrop, Texas 78602

Adopted \_\_\_\_\_ 2016  
City Ordinance No. \_\_\_\_\_

Prepared By:



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# **CITY OF BASTROP WATER CONSERVATION PLAN**

## **INTRODUCTION AND OBJECTIVES**

Water supply has always been a key issue in the development of Texas. In recent years, the increasing population and economic development in the Texas Water Development Board Lower Colorado Regional Water Planning Group (Region K) have led to growing demands for water. Additional supplies to meet higher demands are becoming increasingly expensive and difficult to develop. Therefore, it is imperative that we make efficient use of existing supplies and make them last as long as possible. This will delay the need for new supplies, minimize the environmental impacts associated with developing new supplies, and delay the high cost of additional water supply development.

The Texas Commission on Environmental Quality (TCEQ) as well as the Texas Water Development Board through 30 Texas Administrative Code, Part 1, Chapter 288.2 and the Texas Water Code Section 16.403, requires all public water purveyors that provide water service to 3,300 or more retail water connections to develop and implement a Water Conservation Plan. Furthermore, the implemented plan shall be reviewed and updated every five years. The following plan serves to update the previous plan which was implemented by Ordinance No. 2010-8 on May 11, 2010. This plan addresses the following requirements as listed in the Texas Administrative Code for water conservation plans for public drinking water suppliers:

- Utility Profile;
- Records management system to record water pumped, water deliveries, water sales and non-revenue water which allow for the desegregation of water sales and uses in the following user classes: (i) residential; (ii) multi-family; (iii) commercial; (iv) industrial; (v) institutional and (vi) wholesale;
- Five-year and ten-year specific and quantified targets and goals for water use and loss;
- A schedule for implementing plan to meet the goals and targets;
- Method for tracking the effectiveness and efficiency of the plan;
- Accurate source water metering;
- Universal metering of both customer and public uses of water, meter testing and repair, and periodic meter replacement;
- Measures to determine and control water loss;
- A program for leak detection, repair and water loss accounting for the water transmission, delivery and distribution system;
- Program for continuing public education and information regarding water conservation;
- Non-promotional water rate structure;
- Means of implementation and enforcement;
- Requirements for wholesale water contracts to contain water conservation plans;
- Coordination with the Regional Water Planning Group;
- Formal adoption of plan by city council;
- Requirements for annual reporting.

## **A. UTILITY PROFILE**

The following is a brief summary of the City of Bastrop's Utility Profile. A detailed summary may be found in Appendix A.

### Water System

The City of Bastrop's Water and Wastewater Department manages a water distribution service area covering over 11 square miles in area and serves a population of approximately 8,230 people via roughly 3,800 connections. Water usage is divided between single family residential (64%), multi-family residential (19%) and commercial (17%). The City provides drinking water from a total of seven (7) groundwater wells capable of producing up to 3.06 million gallons per day (MGD). Customers are served through a network of approximately 70 miles of transmission and distribution lines ranging in size from 2-inch in diameter through 16-inch.

The 5-year historic average water use for the City is 493 million gallons with an average gallons per capita per day (GPCD) of 178. The GPCD has varied and decreased yearly from a high of 212 GPCD in 2011 to a low of 156 GPCD in 2015. Based on a Technical Memorandum prepared by CH2M Hill, "City of Bastrop, Water Demand Projections – Final," dated May 13, 2014, the 10 year (Year 2025) population is anticipated to be 12,743 with a water demand of approximately 833 million gallons.

### Wastewater Collection and Treatment System

Raw wastewater in Bastrop travels through a network of over 54 miles of wastewater collection lines and numerous lift stations to two wastewater treatment plants permitted through TCEQ under permit number WQ0011076001. The two plants are located on one site on the south end of Water Street. The City is also under contractual obligation to treat up to 200,000 gallons per day (GPD) of wastewater flows from Bastrop County Water Control and Improvement District #2 (BCWCID #2). The average daily flow in 2015 from BCWCID #2 was approximately 85,000 GPD. In total for 2015, the wastewater treatment plants treated an average daily flow of approximately 0.85 MGD at design capacity of 1.4 MGD.

In January of 2015, the City of Bastrop received authorization allowing the reuse of Type I and Type II wastewater effluent from their two wastewater treatment plants. By way of this authorization, the City provided just over 300,000 gallons of reuse water for local construction projects instead of utilizing treated drinking water.

## **B. RECORDS MANAGEMENT SYSTEM**

In 2015, the City of Bastrop completed a city wide upgrade to an Advanced Metering Infrastructure (AMI) system. This has allowed the city to begin tracking information in real time and has increased the accuracy of reporting data. The pumpage and meter reading records are compiled daily, monthly and annually on spreadsheets which are reviewed daily by city representatives, and are used to compile annual reports required by state agencies.

The water records include:

- Raw water pumpage;
- Backwash recycle waters;
- Treated water pumped to the distribution system;
- Water pumped into each zone;
- Water sold by user classifications:
  - Single family residential;
  - Commercial;

- Industrial;
- Multi-family residential;
- Institutional;
- Wholesale water;
- Total water sold;
- Water metered but not billed;
- Miscellaneous accounted for water.

Miscellaneous accounted for water includes such categories as tank overflows, pump testing, water leak repairs summary reports, fire hydrant flushing, flush valve usage, fire department usage, etc. The non-revenue water and water loss is compiled and reviewed on a monthly and annual basis.

### C. WATER CONSERVATION PLAN FIVE AND TEN YEAR GOALS

The objective of the city’s Water Conservation Plan is to:

1. Establish water conservation strategies to achieve efficient use of water and reduce the gallons per capita per day (GPCD) consumption of water to meet specified goals; and,
2. Establish a program to reduce unaccounted for water in the system and improve the quality of data in water loss estimates expressed in percentage and GPCD to meet specific and quantified goals.

The City of Bastrop is situated in a high-growth corridor and anticipates experiencing continued economic growth. The total gallon per capita per day (GPCD) water use for the past five (5) years averaged 178 gpcd, which is good considering the Texas Water Development Board projects a 181 gpcd in the year 2020. Additionally, the gallons per capita per day has decreased every year the last five years from a high of 212 gpcd in 2011 to a low of 156 gpcd in year 2015.

<b>5 and 10 Year Goals for Water Savings</b>				
City of Bastrop				
2015 Water Conservation Plan				
	Historic 5-yr Average	Baseline	5-yr Goal Year 2020	10-yr Goal Year 2025
Total GPCD	178	178	169	161
Residential GPCD	95	95	94	93
Water Loss (GPCD)	21	21	18	16
Water Loss (Percentage)	12%	12%	11%	10%

In any system, water loss may occur due to leaks, line breaks, meter inaccuracies, theft, and other issues. Over the last five years the City’s water loss has varied between 6 and 16 percent. The installation of the Advanced Metering Infrastructure in 2015 will provide city staff with more accurate and timely data which should assist in reducing unaccounted for water.

The goals outlined above are designed to be achieved within 5 to 10 years of the date of adoption of this plan. A copy of TWDB Form No. 1964 has been included in Appendix B. The City will periodically evaluate the plan in accordance with state and federal regulations to determine the extent, if any, that the plan needs modification.

#### **D. METHOD OF MONITORING THE EFFECTIVENESS OF THE PLAN**

The effectiveness and efficiency of the water conservation program will be monitored on an ongoing basis by the City of Bastrop staff via data collection from their Advanced Metering Infrastructure. The City of Bastrop will continue to track total gpcd and residential gpcd water usage, on an annual basis as well as water loss in gpcd and percentage on a monthly basis to determine whether reduction targets are being achieved.

#### **E. ACCURATE SOURCE WATER METERING**

Ground water from the city's seven (7) water wells are individually metered at the wellhead. These readings are taken daily by the City of Bastrop staff at the City's water treatment plant. The master meter calibrations are performed at least annually and more frequently if needed, by an outside firm specializing in this type of work with copies of the calibration log sheets maintained by the utility department. The source water meters will be maintained within a plus/minus 2.0% of 100% accuracy.

At least annually, surveillance of the groundwater transmission line routes from each wellhead to the water treatment plant are made to check for leaks that may be present. Repairs are performed in a timely manner.

#### **F. UNIVERSAL METERING**

The ability to meter all water distribution and consumption uses allows the city to closely monitor actual water use, water losses, and prevent unauthorized use. Beginning in late 2015 all service connections in the City are metered via an Advanced Metering Infrastructure (AMI). All residential, commercial, swimming pools, parks, and municipal structures operated by the City are also metered via AMI.

The City will continue to provide a preventive maintenance program for its water meters, wherein regular scheduled testing, repairs, and replacement are performed as follows:

- A representative number of 2-inch and smaller residential meters are tested annually to insure continued accuracy;
- Meter meters 3-inch in diameter and larger are tested once per year;
- Residential water meters shall be tested in accordance with AWWA recommendations found in Standard C700 and AWWA M6, *Water Meters – Selection, Installation, Testing, and Maintenance Manual*.

#### **G. TRACKING AND CONTROLLING WATER LOSS**

##### **Water Loss Control Measures**

The goal of the City's water loss control program is to not exceed 15 percent and to ultimately reduce unaccounted-for water to a level of 10% or below. Unaccounted-for water includes unbilled authorized usage and unbilled unauthorized usage. Unbilled authorized usage includes water used for fighting fires, flushing lines, etc. Unbilled unauthorized usage includes water lost to leaks, theft, etc. In some cases, the age of some of the distribution lines may be contributing to both the unbilled authorized and unauthorized usages. Due to their age, these lines are typically scheduled for more frequent flushing; and because of their age, these lines generally have a higher probability of leaking. However, in order to meet the goals set forth, the City has several programs in place, including routine water audits, a program of leak detection and repair, and meter testing and accuracy.

The Water and Wastewater Department generates a monthly water loss report that compares metered production with metered consumption, as well as accounted-for and unaccounted-for losses. This report provides an effective tracking system of water loss. The City will also complete a detailed water system audit following Texas Water Development Board (TWDB) guidelines at least once each year. TWDB rules only require this audit to be



submitted once every five years. The water system audit determines the volume of actual water loss, the identification of water loss sources, the status and condition of primary water meters, an analysis of water line breaks, an evaluation of underground leakage potential, and provides recommendations for meter replacement.

#### **Leak Detection and Repair**

The City administers leak detection and repair programs for its water distribution system. Approximately 175 acoustic magnetic leak detection units are scattered throughout the City's distribution system and monitors the system nightly. The Utility Department then runs a report to evaluate the collected data and identify potential locations for leaks and dispatches repair crews as needed. Additionally, the City has a program that features a work order prioritization system for leaks needing repair and an inventory of equipment and materials needed to promptly repair all detected or reported leaks. The City also has a rehabilitation program to upgrade its aging water distribution system and address high volume leak areas. This program is based on findings in monthly water loss reports and the leak detection programs described above.

### **H. WATER CONSERVATION STRATEGIES**

There are a number of benefits that water conservation can have on the City and its customers: extending the life of existing water supplies and infrastructure; delaying costs for water right purchases and infrastructure improvements such as pipelines, pump stations, water storage and plant expansions; and lowering operating costs by reducing chemical and electricity demands. The City currently has several water conservation strategies in effect and include:

- 1. Public Education Program** - The city public education program makes thousands of contacts, both direct and indirect, every year through presentations, community fairs, plant tours, utility bill inserts, newspaper and radio ads, and the City's website. The City promotes water conservation issues by informing the public in the following ways:
  - Making water conservation information available to new customers;
  - Making residential water audits available (hourly intervals available with AMI) to all customers upon request;
  - Providing water conservation information to all customers upon request, through the City's website and social media outlets;
  - Coordinating educational presentations, lectures, and demonstrations for schools, civic groups, and the general public;
  - Providing exhibits at public events held throughout the year;
  - Publishing water conservation information on a regular basis in the City's utility bill insert or other written form;
  - Participating in community environmental education activities with local organizations to promote water conservation education;
  - Supporting annual events and demonstrations relating to water conservation and environmental issues that affect water supply and quality.
  
- 2. Plumbing Code and Retrofit Program** - The City has adopted the International Plumbing code, which requires the use of water saving, Ultra-Low Flow (ULF) fixtures to be installed in new construction and in the replacement of plumbing in existing structures. The City educates the residents, plumbers, and contractors on the benefits of retrofitting existing facilities with water saving devices through its public education program.

3. **Landscape Water Management** – The City provides information about the methods and benefits of water conserving landscaping practices and devices through public education to homeowners, business owners, landscape architects and designers, and irrigation professionals. The following methods are encouraged:
  - The use of Xeriscape™ and “Water Wise” landscaping techniques, including drought tolerant plants and grasses for landscaping new homes and commercial areas
  - The use of drip irrigation systems when possible or other water conserving irrigation systems that utilize efficient sprinklers and considerations given to prevailing winds.
  - Making sure that ornamental fountains and similar water features are designed to recycle water and use minimal amounts of water
  - Working with area landscape supply businesses and nurseries to encourage them to sell locally adapted, drought tolerant plants and grasses along with efficient irrigation systems, and to promote use of the materials through demonstrations and advertisements
  
4. **Non-promotional Water Rate Structure** – The City of Bastrop has a conservation oriented rate structure. The existing rates have a six tier increasing block structure where customers are billed a higher rate as water usage increases.
  
5. **Reuse Water** – In January of 2015, the City of Bastrop received authorization allowing the reuse of Type I and Type II wastewater effluent from their two wastewater treatment plants. By way of this authorization, the City provided just over 300,000 gallons of reuse water in 2015 for local construction projects instead of utilizing treated drinking water. Reuse water is also utilized in wastewater plant operations and basin wash downs.
  
6. **Advanced Metering Infrastructure (AMI)** – AMI allows for much more accurate accounting data which reduces non-revenue water issues. The following are some of the advantages of the AMI system:
  - Instant meter reading allows for concurrent pumped verse retail water record data which reduces accounting inaccuracies;
  - Allows for identification of potential water leaks on the customer side of each meter;
  - City provides post card mailers to customers with potential leaks;
  - Increased availability of data allows for additional customer support options.
  
7. **Water Pressure Reduction** – As required by location in system, each service connection incorporates pressure reducing valves where system pressures exceed 85 psi.
  
8. **Permanent Water Restrictions** – The city has implemented through its Drought Contingency Plan permanent water conservation regulations that apply year-round regardless of drought stages. Reference the Drought Contingency Plan for detail information.

## **I. NON-PROMOTIONAL WATER RATE STRUCTURE**

The City utilizes an inclining water rate structure to encourage customers to reduce both peak and overall water usage, while fairly allocating cost of service to each customer class. Under an inclining rate structure, the rate per thousand increases as the amount of water used increases. The current rate structure charges a minimum monthly service charge based on meter size plus a fee based on consumption. The following is the current water rate structure as of November 2015 per Ordinance No. 2015-17:

Residential & Commercial		
	Within City Limits	Outside City Limits
Meter Size	Minimum Charge	Minimum Charge
3/4" (or smaller)	\$27.72	\$41.59
1"	\$47.13	\$70.69
1-1/2"	\$79.47	\$119.22
2"	\$118.28	\$177.43
3"	\$221.78	\$332.68
4"	\$255.07	\$507.34
6"	\$661.68	\$992.48
Plus the following consumption charger per 1,000 gallons:		
0 – 3,000 gallons	\$2.85	\$4.13
3,001 – 5,000 gallons	\$3.04	\$4.42
5,001 – 10,000 gallons	\$3.22	\$4.70
10,001 – 20,000 gallons	\$3.42	\$4.98
20,001 – 50,000 gallons	\$3.69	\$5.39
Over 50,000 gallons	\$3.87	\$5.66

This rate structure will be reviewed on a regular basis to ensure that the rates adequately recover cost of service and meet the goals of the plan.

**J. MEANS OF IMPLEMENTATION AND ENFORCEMENT**

The Water Conservation Plan was adopted by the Bastrop City Council and a copy of the ordinance has been included in Appendix D. The City Manager, or designee will be responsible for implementing the plan and educating all city staff personnel. Implementation of the plan by city staff shall begin immediately in 2016 upon adoption.

**K. WHOLESALE WATER CONTRACTS**

The City will, as part of contracts for sale of water to any other entity re-selling water, require that entity to adopt applicable provisions of the City’s water conservation plan or have a plan in effect previously adopted and meeting the basic requirements of 30 TAC §288. These provisions will be through contractual agreement prior to the sale of any water to the water re-seller. It should be noted that at this time the city does not have any wholesale water contracts.

**L. COORDINATION WITH REGIONAL PLANNING GROUP**

The water service area for the City of Bastrop is located within the Region K planning area and the city will be providing a copy of this plan to Region K Group. A copy of the submission letter can be found in Appendix E.

**M. REPORTING REQUIREMENTS**

30 TAC § 288 requires that each entity that is required to submit a water conservation plan to the Texas Water Development Board or the Texas Commission on Environmental Quality shall submit a Water Conservation Plan

Annual Report to the TWDB on the entity's progress in implementing each of the minimum requirements in their water conservation plan. This report will be submitted in accordance with the requirements.

**N. PLAN UPDATE**

At a minimum, the Water Conservation Plan shall be reviewed and updated every five years to coincide with the regional water planning group revision.

**APPENDIX A**

**CITY OF BASTROP  
UTILITY PROFILE  
TWDB Form No. 1965-R**

## UTILITY PROFILE FOR RETAIL WATER SUPPLIER

Fill out this form as completely as possible.  
If a field does not apply to your entity, leave it blank.

### CONTACT INFORMATION

Name of Utility: City Of Bastrop

Public Water Supply Identification Number (PWS ID): 0110001

Certificate of Convenience and Necessity (CCN) Number: 11198

Surface Water Right ID Number: \_\_\_\_\_

Wastewater ID Number: WQ0011076001-002

Completed By: Curtis Hancock Title: Systems Superintendent

Address: P.O. Box 427 City: Bastrop Zip Code: 78602

Email: chancock@cityofbastrop.org Telephone Number: 512-332-8960

Date: 3/2016

Regional Water Planning Group: K [Map](#)

Groundwater Conservation District: 50 [Map](#)

Check all that apply:

- Received financial assistance of \$500,000 or more from TWDB
- Have 3,300 or more retail connections
- Have a surface water right with TCEQ

## Section I: Utility Data

### A. Population and Service Area Data

1. Current service area size in square miles: 11  
 (Attach or email a copy of the service area map.)
2. Provide historical service area population for the previous five years, starting with the most current year.

Year	Historical Population Served By Retail Water Service	Historical Population Served By Wholesale Water Service	Historical Population Served By Wastewater Service
2015	8,323		9,081
2014	7,856		8,416
2013	7,378		7,902
2012	7,321		7,791
2011	7,237		7,771

3. Provide the projected service area population for the following decades.

Year	Projected Population Served By Retail Water Service	Projected Population Served By Wholesale Water Service	Projected Population Served By Wastewater Service
2020	10,540		11,629
2030	15,336		16,918
2040	22,195		24,494
2050	32,121		35,463
2060	46,485		51,344

4. Describe the source(s)/method(s) for estimating current and projected populations.

Water Years 2011-14 taken from Annual Estimates of Residential Population: April 1, 2010 to July 1, 2014; U.S. Census Bureau, Population Division, Release Date: May 2015 for Cities and Towns.

Water Years 2015-2060 taken from CH2M Hill Technical Memorandum, "City of Bastrop, Water Demand Projections - Final", dated May 13, 2014.

The City of Bastrop receives sewer flows from Bastrop County Water Control & Improvement District No. 2 (BCWCID #2). BCWCID #2's population was estimated by dividing their average daily flow (metered lift station) for the year by 100 gallons/capita. Sewer Years 2011 - 2015 were calculated by adding the BCWCID #2's population to the respective water service population. Sewer years 2020-2060 were calculated by applying the growth rate established in CH2M Hill's Technical Memo to the 2015 population of 9,081.

**B. System Input**

Provide system input data for the previous five years.

Total System Input = Self-supplied + Imported – Exported

Year	Self-supplied Water in Gallons	Purchased/Imported Water in Gallons	Exported Water in Gallons	Total System Input	Total GPCD
2015	472,445,000	0		472,445,000	156
2014	478,959,000	0		478,959,000	167
2013	469,470,000	0		469,470,000	174
2012	485,138,000	0		485,138,000	182
2011	561,260,000	0		561,260,000	212
<b>Historic 5-year Average</b>	493,454,400	0	0	493,454,400	178

**C. Water Supply System (Attach description of water system)**

1. Designed daily capacity of system \_\_\_\_\_ 3,057,600 gallons per day.

2. Storage Capacity:  
 Elevated \_\_\_\_\_ gallons  
 Ground \_\_\_\_\_ gallons

3. List all current water supply sources in gallons.

Water Supply Source	Source Type*	Total Gallons
Well C	Ground	360,000
Well D	Ground	268,800
Well E	Ground	288,000
Well F	Ground	816,000
Well G	Ground	480,000
Wells H and I	Ground	844,800

\*Select one of the following source types: *Surface water, Groundwater, or Contract*

4. If surface water is a source type, do you recycle backwash to the head of the plant?  
 Yes \_\_\_\_\_ estimated gallons per day  
 No



**D. Projected Demands**

1. Estimate the water supply requirements for the next ten years using population trends, historical water use, economic growth, etc.

Year	Population	Water Demands (gallons)
2016	8,703	622,612,620
2017	9,173	649,540,130
2018	9,643	675,781,440
2019	10,114	701,405,900
2020	10,540	723,254,800
2021	10,966	744,481,740
2022	11,392	773,402,880
2023	11,818	789,383,310
2024	12,244	808,899,860
2025	12,743	832,563,905

2. Describe sources of data and how projected water demands were determined. Attach additional sheets if necessary.

Projected water demands are based on CH2M Hill Technical Memorandum, "City of Bastrop, Water Demand Projections - Final", dated May 13, 2014. Per the memo, projected water demand per capita use was assumed as 200 gallons per day in 2014 and further assumed conservation practices would reduce the gallons per capita per day by one (1) percent each year thereafter until reaching a goal of 140 gpcd, a voluntary target developed by the TWDB's Water Conservation Task Force in 2004.

**E. High Volume Customers**

1. List the annual water use, in gallons, for the five highest volume **RETAIL** customers. Select one of the following water use categories to describe the customer; choose Residential, Industrial, Commercial, Institutional, or Agricultural.

Retail Customer	Water Use Category*	Annual Water Use	Treated or Raw
Bastrop Co Law Center	Commercial	103,298,000	Treated
Buc-ees	Commercial	63,074,000	Treated
N.N.A. Bastrop	Commercial	50,866,000	Treated
The Arbors	Residential	50,777,000	Treated
Autumn Hills	Commercial	43,248,000	Treated

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

2. If applicable, list the annual water use for the five highest volume **WHOLESALE** customers. Select one of the following water use categories to describe the customer; choose Municipal, Industrial, Commercial, Institutional, or Agricultural.

Wholesale Customer	Water Use Category*	Annual Water Use	Treated or Raw
N/A	Choose One		Choose One
	Choose One		Choose One
	Choose One		Choose One
	Choose One		Choose One
	Choose One		Choose One

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use.](#)

**F. Utility Data Comment Section**

Provide additional comments about utility data below.

## Section II: System Data

### A. Retail Connections

1. List the active retail connections by major water use category.

Water Use Category*	Active Retail Connections			
	Metered	Unmetered	Total Connections	Percent of Total Connections
Residential – Single Family	2,428		2,428	64%
Residential – Multi-family (units)	718		718	19%
Industrial			0	0%
Commercial	650		650	17%
Institutional			0	0%
Agricultural			0	0%
<b>TOTAL</b>	3,796	0	3,796	

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use](#).

2. List the net number of new retail connections by water use category for the previous five years.

Water Use Category*	Net Number of New Retail Connections				
	2015	2014	2013	2012	2011
Residential – Single Family	47	73	35	30	41
Residential – Multi-family (units)	0	0	0	0	0
Industrial					
Commercial	-36	50	16	4	14
Institutional					
Agricultural					
<b>TOTAL</b>	11	123	51	34	55

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use](#).

**B. Accounting Data**

For the previous five years, enter the number of gallons of RETAIL water provided in each major water use category.

Water Use Category*	Total Gallons of Retail Water				
	2015	2014	2013	2012	2011
Residential - Single Family	209,761,800	145,211,834	200,823,100	194,866,300	250,257,400
Residential – Multi-family	43,790,500	43,788,666	33,996,261	39,037,343	44,134,535
Industrial					
Commercial	184,368,600	209,547,600	170,433,539	174,376,557	186,327,565
Institutional					
Agricultural					
<b>TOTAL</b>	<b>437,920,900</b>	<b>398,548,100</b>	<b>405,252,900</b>	<b>408,280,200</b>	<b>480,719,500</b>

\*For definitions on recommended customer categories for classifying customer water use, refer to the online [Guidance and Methodology for Reporting on Water Conservation and Water Use](#).

**C. Residential Water Use**

For the previous five years, enter the residential GPCD for single family and multi-family units.

Water Use Category*	Residential GPCD				
	2015	2014	2013	2012	2011
Residential - Single Family	90	66	98	96	124
Residential – Multi-family	64	66	53	61	68

**D. Annual and Seasonal Water Use**

1. For the previous five years, enter the gallons of treated water provided to RETAIL customers.

Month	Total Gallons of Treated Retail Water				
	2015	2014	2013	2012	2011
January	30,727,000	33,470,000	30,634,000	31,881,000	31,682,000
February	27,785,000	29,361,000	29,016,000	28,368,000	31,384,000
March	30,402,000	32,613,000	37,646,000	33,542,000	39,262,000
April	32,247,000	36,264,000	35,254,000	38,160,000	49,606,000
May	32,250,000	41,211,000	39,002,000	41,594,000	49,818,000
June	35,497,000	40,811,000	47,014,000	44,806,000	51,113,000
July	47,627,000	43,029,000	48,867,000	44,374,000	55,519,000
August	62,415,000	53,140,000	50,972,000	51,844,000	56,282,000
September	50,748,000	39,930,000	43,641,000	45,267,000	55,425,000
October	47,771,000	39,029,000	36,553,000	38,955,000	47,250,000
November	33,622,000	31,215,000	32,083,000	37,987,000	37,755,000
December	32,544,000	30,696,000	30,868,000	35,241,000	31,863,000
<b>TOTAL</b>	<b>463,635,000</b>	<b>450,769,000</b>	<b>461,550,000</b>	<b>472,019,000</b>	<b>536,959,000</b>

2. For the previous five years, enter the gallons of raw water provided to RETAIL customers.

Month	Total Gallons of Raw Retail Water				
	2015	2014	2013	2012	2011
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
<b>TOTAL</b>	0	0	0	0	0

3. Summary of seasonal and annual water use.

Water Use	Seasonal and Annual Water Use					Average in Gallons
	2015	2014	2013	2012	2011	
Summer Retail (Treated + Raw)	145,539,000	136,980,000	146,853,000	141,024,000	162,914,000	146,662,000 5yr Average
TOTAL Retail (Treated + Raw)	463,635,000	450,769,000	461,550,000	472,019,000	536,959,000	476,986,400 5yr Average

**E. Water Loss**

Provide Water Loss data for the previous five years.

Water Loss GPCD = [Total Water Loss in Gallons ÷ Permanent Population Served] ÷ 365

Water Loss Percentage = [Total Water Loss ÷ Total System Input] x 100

Year	Total Water Loss in Gallons	Water Loss in GPCD	Water Loss as a Percentage
2015	27,986,119	9	6%
2014	75,702,620	26	16%
2013	60,889,390	23	13%
2012	63,738,800	24	13%
2011	56,239,500	21	10%
<b>5-year average</b>	56,911,286	21	12%

**F. Peak Water Use**

Provide the Average Daily Water Use and Peak Day Water Use for the previous five years.

Year	Average Daily Use (gal)	Peak Day Use (gal)	Ratio (peak/avg)
2015	1,271,000	2,323,000	1.83
2014	1,234,000	2,082,000	1.69
2013	1,263,000	2,041,000	1.62
2012	1,289,000	2,119,000	1.64
2011	1,470,000	2,274,000	1.55

**G. Summary of Historic Water Use**

Water Use Category	Historic 5-year Average	Percent of Connections	Percent of Water Use
Residential SF	200,184,087	64%	0%
Residential MF	40,949,461	19%	0%
Industrial	0	0%	0%
Commercial	185,010,772	17%	0%
Institutional	0	0%	0%
Agricultural	0	0%	0%

**H. System Data Comment Section**

Provide additional comments about system data below.

## Section III: Wastewater System Data

If you do not provide wastewater system services then you have completed the Utility Profile. Save and Print this form to submit with your Plan. Continue with the [Water Conservation Plan Checklist](#) to complete your Water Conservation Plan.

**A. Wastewater System Data** (Attach a description of your wastewater system.)

1. Design capacity of wastewater treatment plant(s): 1,400,000  
gallons per day.
2. List the active wastewater connections by major water use category.

Water Use Category*	Active Wastewater Connections			
	Metered	Unmetered	Total Connections	Percent of Total Connections
Municipal	2,185		2,185	80%
Industrial			0	0%
Commercial	559		559	20%
Institutional			0	0%
Agricultural			0	0%
<b>TOTAL</b>	2,744	0	2,744	

2. What percent of water is serviced by the wastewater system? 95%
3. For the previous five years, enter the number of gallons of wastewater that was treated by the utility.

Month	Total Gallons of Treated Wastewater				
	2015	2014	2013	2012	2011
January	26,056,000	22,612,000	23,550,000	24,226,000	24,372,000
February	21,857,000	21,223,000	20,833,000	24,015,000	22,920,000
March	26,743,000	24,298,000	24,537,000	28,021,000	25,674,000
April	27,420,000	23,662,000	23,391,000	25,341,000	26,406,000
May	34,613,000	27,146,000	23,736,000	27,532,000	27,168,000
June	29,418,000	26,962,000	23,792,000	26,899,000	26,682,000
July	29,701,000	25,623,000	24,495,000	27,968,000	26,793,000
August	28,918,000	26,275,000	23,723,000	28,419,000	26,369,000
September	26,346,000	26,446,000	23,169,000	26,091,000	24,666,000
October	29,864,000	26,243,000	23,757,000	25,249,000	25,317,000
November	28,349,000	24,195,000	23,136,000	22,772,000	24,135,000
December	26,958,000	24,227,000	22,239,000	23,058,000	24,878,000
<b>TOTAL</b>	336,243,000	298,912,000	280,358,000	309,591,000	305,380,000

4. Can treated wastewater be substituted for potable water?

Yes  No

**B. Reuse Data**

1. Provide data on the types of recycling and reuse activities implemented during the current reporting period.

Type of Reuse	Total Annual Volume (in gallons)
On-site irrigation	
Plant wash down	26,280,000
Chlorination/de-chlorination	
Industrial	
Landscape irrigation (parks, golf courses)	
Agricultural	
Discharge to surface water	
Evaporation pond	
Other Construction Projects	303,400
<b>TOTAL</b>	<b>26,583,400</b>

**C. Wastewater System Data Comment**

Provide additional comments about wastewater system data below.

You have completed the Utility Profile. Save and Print this form to submit with your Plan. Continue with the [Water Conservation Plan Checklist](#) to complete your Water Conservation Plan.



**TEXAS WATER DEVELOPMENT BOARD  
UTILITY PROFILE  
ATTACHMENT 1**

Water Supply, Treatment & Distribution System

The water system is designated a ground water system under the influence (GUI) of surface. The existing water system is divided into two pressure planes. Zone 1 serves the lower elevations that include the Old Town area on the east side of the river and the area west of the river. It has a design hydraulic gradient of 535 feet, mean sea level (MSL). Zone 2 serves the higher elevations east of the river with a hydraulic gradient of 654 feet MSL and the majority of the west side using a PRV located at Willow Plant.

Wells

Presently, the City has seven (7) water wells --- C, D, E, F, G, H and I. Wells C, D, E, F and G are located in Fisherman's Park area. These wells withdraw water from the alluvial layer and are treated for distribution at the Willow Water Plant which includes a cartridge filter system for Log 2 and 3 removal. Wells H and I are treated for distribution at the Bob Bryant Plant which includes a methane stripper.

<i>Well</i>	<i>Permitted 24 hr/day (gpm)</i>	<i>Equivalent Permitted 16 hr/day (gpm)</i>	<i>Actuals 16 hr/day (gpm)</i>
A	Abandoned	Abandoned	
B	Abandoned	Abandoned	
C	550	825	375
D	750	1,125	280
E	750	1,125	300
F	1,030	1,545	850
G	1,000	1,500	500
H	400	600	415
I	1,000	1,500	465
<b>Totals</b>	<b>5,480</b>	<b>8,220</b>	<b>3,185</b>

Equipment Breakdown

The equipment at the existing facilities is shown below:

*Willow Water Plant*

- Service Pump Capacity:
  - 3-750 Gallons Per Minute (GPM)
  - 3-800 GPM
- Ground Storage Tank (GST) Capacity:
  - GST #1 – 500,000 Gallons
  - GST #2 – 500,000 Gallons

*Loop 150 Tank Yard*

- Transfer Pump Capacity:
  - 2 – 400 GPM
- Ground Storage Tank (GST) Capacity:
  - GST #3 – 225,000 Gallons
- Elevated Storage Tank (EST) Capacity:
  - EST #1 – 250,000 Gallons
  - Standpipe (SP) – 1,000,000 Gallons

*Bob Bryant Plant*

- Service Pump Capacity:
  - 2 – 1,400 GPM
- Transfer Pump Capacity:
  - 2 – 400 GPM
- Ground Storage Tank (GST) Capacity:
  - Bob Bryant Tank (BBT) – 285,000 Gallons

**TEXAS WATER DEVELOPMENT BOARD  
UTILITY PROFILE  
ATTACHMENT 1**

Hydraulic Design Elevation Zones

Below is a breakdown of equipment per zone and a summary of operational characteristics.

	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>
Design Hydraulic Gradient (MSL)	535	654	
<b>Willow Water Plant</b>			
Service Pumps (gpm)	750	800	
	750	800	
	750	800	
Ground Storage Tank No. 1 (gal)	500,000		
Ground Storage Tank No. 2 (gal)		500,000	
<b>Loop 150 Tank Yard</b>			
Transfer Pumps (gpm)		400	
		400	
Ground Storage Tank No. 3 (gal)	225,000		
Elevated Storage No. 1 (gal)		250,000	
Standpipe (gal)	1,000,000		
<b>Bob Bryant Plant</b>			
Transfer Pumps (gpm)			400
			400
Service Pumps (gpm)			1,400
			1,400
Bob Bryant Ground Storage (gal)			285,000

**Zone 1**

Zone 1 service pumps at Willow Water Plan supply from GST #1 and pump water to GST #3 at the Loop 150 Tank Yard. By virtue of its elevation at the Loop 150 Tank Yard, GST #3 serves as elevated storage for Zone 1. The standpipe (SP) at the Tank Yard is interconnected to GST #3 via an automatic solenoid valve. And thus by gravity, supplements Zone 1 elevated storage with its 1,000,000 gallon capacity. Zone 1, therefore, has 1,725,000 gallons of total storage capacity which includes GST #1 (500,000 gallons), GST #3 (225,000 gallons), and 1,000,000 gallons of the SP. The total elevated storage for Zone 1 is 1,225,000 which includes SP (1,000,000 gal) and GST #3 (225,000 gal). The hydraulic elevation of Zone 1 is 535 feet.

**Zone 2**

Zone 2 service pumps at Willow Water Plan supply from GST #2 and pump water to GST #1 and the SP. Also the two transfer pumps at the Loop 150 Tank Yard are capable of lifting water from GST #3 to the SP or EST #1. The total storage capacity of Zone 2 is 1,750,000 gallons consists of GST #2 (500,000 gal), EST #1 (250,000 gal) and the SP (1,000,000 gal). The elevated storage for Zone 2 at Loop 150 is supplied exclusively by EST #1 (250,000 gallons).

**Zone 3**

Zone 3 service pumps at Bob Bryant Plant supply from the Bob Bryant GST. Well "I" raw water passes through a methane stripper before transfer pumps lift the water into the ground storage tank. The total storage capacity of Zone 3 is 285,000 (Bob Bryant GST).

**Texas Water Development Board**  
**Utility Profile**  
**Attachment 2**

**Existing Wastewater System Information**

The City of Bastrop Wastewater System consists of 4"-18" gravity collection lines, 3"-10" force mains, and multiple lift stations to transport wastewater from individual connections to the wastewater treatment facility located on the east side of the Colorado River on the south end of Water Street. City of Bastrop currently operates Wastewater Treatment Plant ("WWTP") #1 and #2 under permit number WQ0011076001. The permitted treatment capacity for WWTP #1 and #2 is a total of 1.4 Million Gallons per Day ("MGD"). In addition, the City is also under contractual obligation to treat up to 200,000 Gallons per Day ("GPD") of wastewater flows from Bastrop County Water Control and Improvement District #2 ("BCWCID #2"). This contract expires on April 30, 2030.

The steel plant is an activated sludge-extended aeration process capable of treating 1.06 MGD. The plant consists of a bar screen, aeration basin, and clarifier. The concrete plant is a plug-flow process capable of treating 0.34 MGD. This plant consists of a bar screen, aeration basin, and clarifier. Flow from both plants' clarifiers use the same chlorine contact basin where it is aerated, goes over a baffle, down cascading steps and then dechlorinated prior to discharging through a 12" pipe to Segment 1402 of the Colorado River Basin. Both plants also utilize a digester for sludge processing and either drying beds or a dewatering box prior to sludge haul off. The effluent from the plants is required to produce the following parameters: CBOD 10 mg/L, TSS 15 mg/L, NH<sub>3</sub> 2 mg/L, DO > 5 mg/L, E-coli 126 CFU or MPN/100 mL, and pH between 6.5 & 9. Effluent must contain a chlorine residual of at least 1.0 mg/L after a detention time of at least 20 minutes to meet disinfection requirements.

**APPENDIX B**

**Five and Ten-Year Goals Table  
TWDB Form No. 1964**

## WATER CONSERVATION PLAN 5- AND 10-YR GOALS FOR WATER SAVINGS

Facility Name: City of Bastrop

Water Conservation Plan Year: 2015

	Historic 5yr Average	Baseline	5-yr Goal for year <u>2020</u>	10-yr Goal for year <u>2025</u>
Total GPCD <sup>1</sup>	178	178	169	161
Residential GPCD <sup>2</sup>	95	95	94	93
Water Loss (GPCD) <sup>3</sup>	21	21	18	16
Water Loss (Percentage) <sup>4</sup>	12 %	12 %	11 %	10 %

1. Total GPCD = (Total Gallons in System ÷ Permanent Population) ÷ 365

2. Residential GPCD = (Gallons Used for Residential Use ÷ Residential Population) ÷ 365

3. Water Loss GPCD = (Total Water Loss ÷ Permanent Population) ÷ 365

4. Water Loss Percentage = (Total Water Loss ÷ Total Gallons in System) x 100; or (Water Loss GPCD ÷ Total GPCD) x 100

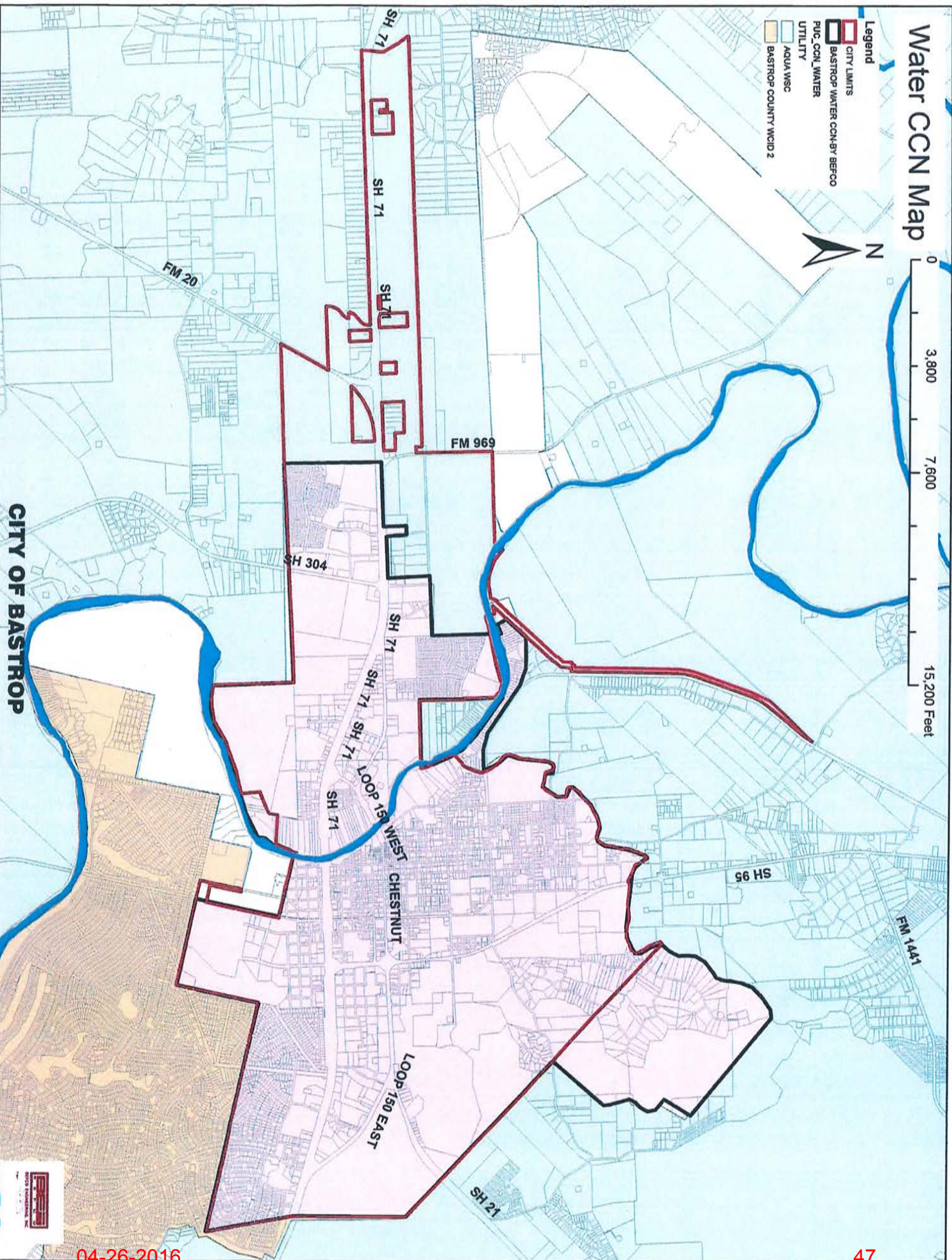
**APPENDIX C**

**City of Bastrop  
Water CCN Map**

# Water CCN Map



- Legend**
- CITY LIMITS
  - BASTROP WATER CCN BY BEFCO
  - PUC\_CCN\_WATER
  - UTILITY
  - AQUA WSC
  - BASTROP COUNTY WCID 2



**APPENDIX D**  
**City Ordinance**



**ORDINANCE NO. 2010- 8**

**AN ORDINANCE OF THE CITY OF BASTROP, TEXAS ADOPTING A WATER CONSERVATION PLAN IN ACCORD WITH TEXAS COMMISSION ON ENVIRONMENTAL QUALITY REGULATIONS; PROVIDING SEVERABILITY AND AN EFFECTIVE DATE.**

---

WHEREAS, the City of Bastrop, Texas recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, the City recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes; and

WHEREAS, Section 288.2 of the Texas Administrative Code sets forth Texas Commission on Environmental Quality guidelines and requirements governing the development of water conservation plans for public water suppliers; and

WHEREAS, in accord with Section 288.2 of the Texas Administrative Code the City has devised a strategy or combination of strategies for reducing the volume of water withdrawn from its water supply source, for maintaining and improving the efficiency in the use of water, for increasing the recycling and reuse of water, and for preventing the pollution of water; and

WHEREAS, as authorized under law, and in the best interests of the citizens of Bastrop, Texas, the City Council adopts the attached Water Conservation Plan, dated March 2010.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY OF BASTROP TEXAS:**

**PART 1.**

That the City of Bastrop Texas Water Conservation Plan attached hereto as Exhibit "A" and made part hereof for all purposes be, and the same is hereby, adopted as the official policy of the City. In addition to filing with the Texas Commission on Environmental Quality, a copy of this Water Conservation Plan shall be maintained in the City's files and placed on the City website in order that the public may have ready access to the Plan.

PART 2.

That all ordinances that are in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

PART 3.

Should any paragraph, sentence, subdivision, 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 so declared to be invalid, illegal or unconstitutional.


PART 4.

This Ordinance shall take effect upon the date of final passage noted below, or when all applicable hearing and publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

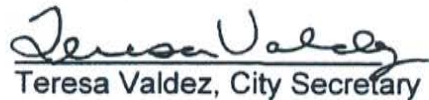
READ and ACKNOWLEDGED on the first reading on the 27<sup>th</sup> day of April 2010.

PASSED AND APPROVED on the second reading on the 11<sup>th</sup> day of May 2010.

APPROVED:

  
Mayor Terry Orr

ATTEST:

  
Teresa Valdez, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown  
City Attorney

**APPENDIX E**

**Regional Water Planning Group  
Notification**

March 21, 2016

**Mr. John Burke, Chairman  
Lower Colorado Regional Water Planning Group  
Attn: Region K; Mailstop L211  
P.O. Box 220  
Austin, Texas 78767-0220**

Re: City of Bastrop  
Water Conservation Plan

Dear Mr. Burke:

On April XX, 2016, the Bastrop City Council adopted a City Ordinance establishing a water conservation plan for the City of Bastrop. Attached for the records of the Texas Water Development Board Lower Colorado Regional Water Planning Group (Region K) is a copy of the approved plan. Should you have any questions regarding the plan, please do not hesitate to contact me at 512-332-8800.

Sincerely,

Michael Talbot, City Manager  
City of Bastrop

Attached – Water Conservation Plan

MT:cae

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20 2016

MEETING DATE: April 26, 2016

1. Agenda Item: Continuation from the April 12, 2016 meeting. PUBLIC HEARING: Consideration, discussion and possible action on a Variance to the Subdivision Ordinance, Section 5.50.1 B Corner lots shall be not less than 25% greater than interior lots and Section 5.50.1 C Corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet. The proposed Magnolia Gardens is +/-0.467 acres within Farm Lot 8, East of Main Street, also known as 704 Magnolia Street, being the northwest of the intersection of Magnolia and Water Street with the city limits.

2. Party Making Request: Melissa McCollum, Director of Planning and Development

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

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A  
Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE  
a) \_\_\_\_\_  
b) \_\_\_\_\_

8. Staff Recommendation: Staff recommends approval of the requested variance to Subdivision Ordinance Section 5.50.1 B which requires corner lots shall be not less than 25% greater than interior lots and Section 5.50.1 C requires corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet.

This item is to consider the variance only. Once the variance is either approved or denied, Council will consider the Final Plat for approval at a future meeting.

9. Advisory Board Recommendation: \_\_\_\_\_ Recommended Approval \_\_\_\_\_ Denial \_\_\_\_\_ None

10. Manager's Recommendation: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Motion Requested: Recommend approval of the variances to the Subdivision Ordinance for lot width and square footage requirements.

# City of Bastrop



## Agenda Information Sheet:

**City Council Meeting Date:**

**April 26, 2016**

---

### **Project Description:**

Continuation from the April 12, 2016 meeting. Public hearing, discussion, consideration and possible action on a Variance to the Subdivision Ordinance, Section 5.50.1 B Corner lots shall be not less than 25% greater than interior lots and Section 5.50.1 C Corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet. The proposed Magnolia Gardens is +/-0.467 acres within Farm Lot 8, East of Main Street, also known as 704 Magnolia Street, being the northwest of the intersection of Magnolia and Water Street within the city limits.

---

### **Item Summary:**

**Owner:** Raymond Chow, Airport 4309, LLC  
**Applicant:** John Gibson, James Garon & Associates, Inc.  
**Location:** 704 Magnolia Street, located in the City Limits  
**Utilities:** City water, sewer, and electric

### **Background:**

This item is continued from the April 12, 2016 City Council meeting.

The property is commonly known as 704 Magnolia Street, within the City of Bastrop and is zoned SF-7, Single Family Residential. The owner/developer is proposing to create three single family residential lots. The current existing single family home will be removed/demolished.

On March 9, 2016, Board of Adjustment (BOA) approved a variance to the lot size (square footage) and lot depth for two (2) of the proposed lots (Lots 1 and 2). Minimum lot size required is 7000 sq. ft. and two of the proposed lots are approximately 6,500 sq. ft., also lot depth requirements are 110' feet and the same two proposed lots are approximately 106' (feet).

Utilities are available to the site and any extensions that might be required as part of the building permit application will be at the owner/applicants expense. The owner/applicant will be required to follow all other building code requirements.

### **Issues/Variations:**

Although the applicant received a variance from the BOA for the Zoning Ordinance requirements to lot size and depth of lots, this property also needs a variance to the Subdivision Ordinance, since they are dividing the one parcel into three separate properties. City Council is the approval authority for variances to the Subdivision Ordinance.

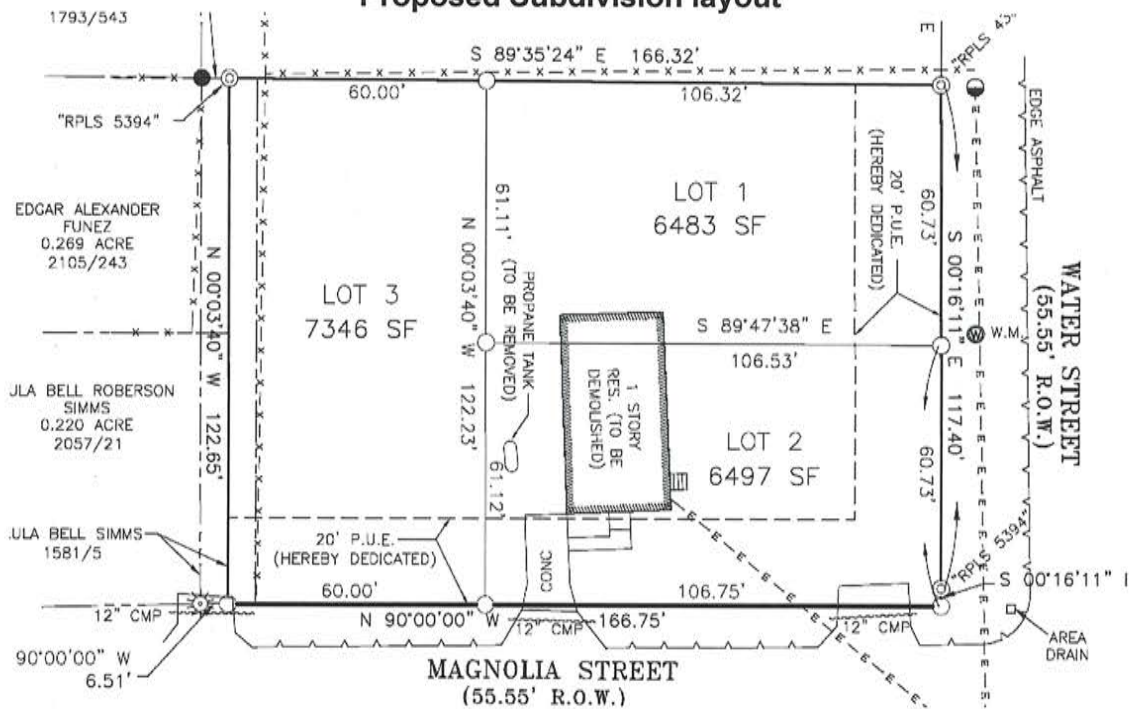
The Subdivision Ordinance governs the subdivision of property. The applicant is requesting variances to the Subdivision Ordinance, Section 5.50.1 B Corner lots shall be not less than 25% greater than interior lots and Section 5.50.1 C Corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet.

**Existing +/- 0.467 acres, lot location**



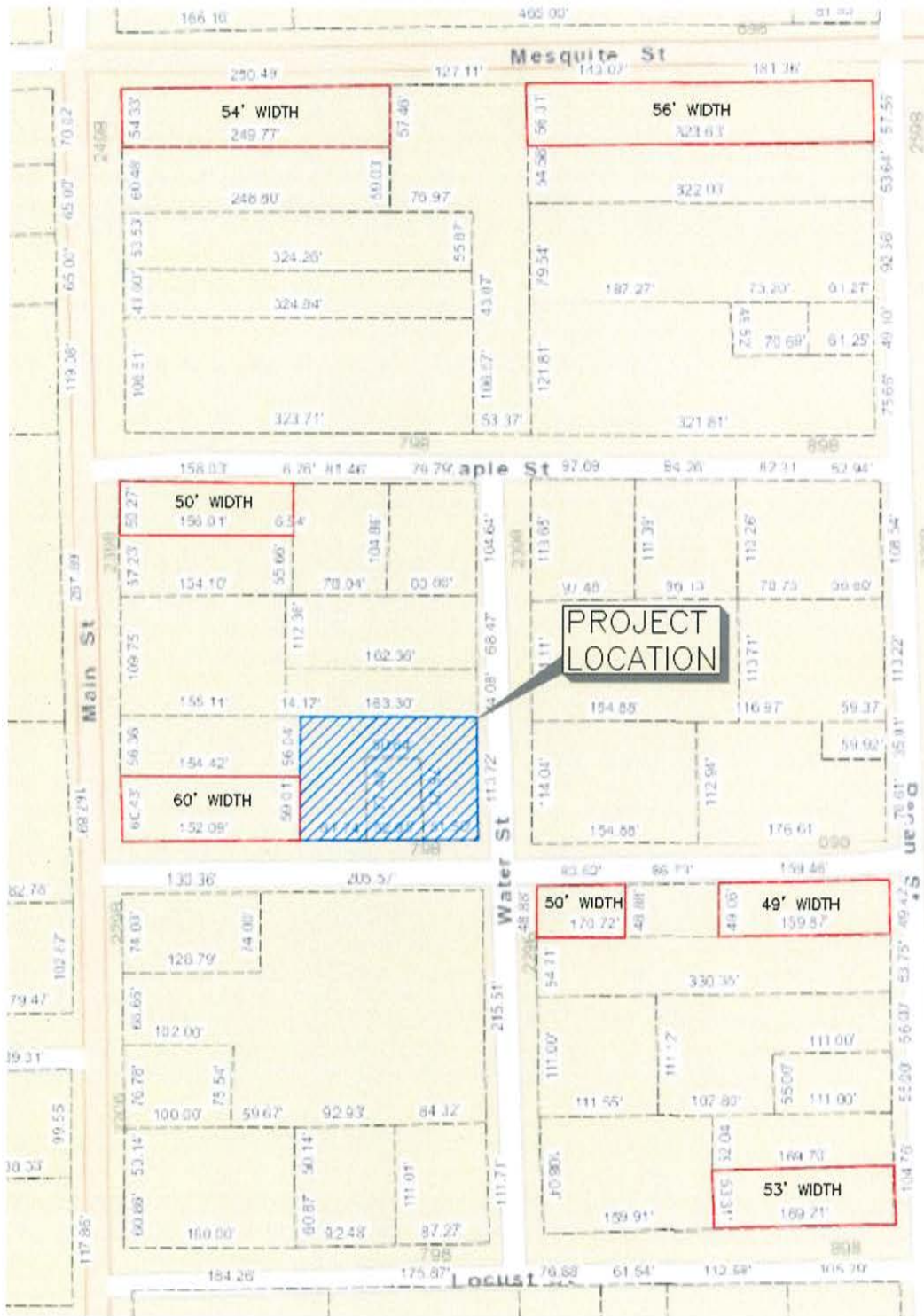
The Subdivision Ordinance requires the corner lot on Water and Magnolia Street (Lot 2) to be 75 feet wide where is currently proposed to be approximately 60 feet wide and a minimum square footage of 8,750 (25% larger) where currently it is proposed at approximately 6,500 sq. ft. (variance received from BOA on sq. ft. requirements).

**Proposed Subdivision layout**



Staff is supportive of the Subdivision Variance. Many of the existing corner lots in the immediate area is less than the Subdivision Ordinance requirement of 75 feet, and some don't meet the Zoning Ordinance requirement of 60 feet in width.

**Existing approximate corner lot widths less than 75' and 60' feet near Magnolia/Water Street property**





Also, these same corner lots within the immediate area are not 25% greater square footage than the adjacent interior lots.

If approved City Council will consider the final plat at a future City Council meeting.

**Comments:**

Twenty-one adjacent property owner notifications were mailed March 18, 2016. As of this date one (1) comment has been received, in support of the variance request.

**Staff Recommendation:**

Staff recommends approval of the requested variances to Subdivision Ordinance Section 5.50.1 B Corner lots shall be not less than 25% greater than interior lots and Section 5.50.1 C Corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet.

**City Contact:**

Melissa M. McCollum, AICP, LEED AP, Director Planning and Development Department  
Wesley Brandon, PE, City Engineer

**Attachments:**

Letter from surveyor, survey, location map, and property owner response



# 704 Magnolia Property Location Map



**JAMES E. GARON  
& ASSOCIATES, INC.**  
PROFESSIONAL LAND SURVEYORS

185 McAllister Rd.  
P.O. Box 1917  
Bastrop, Texas 78602  
512-303-4185  
Fax 512-321-2107  
jgibson@austin.rr.com

January 19, 2016

The Honorable Kenneth W. Kesselus, Mayor of Bastrop  
and Members of the Bastrop City Council  
Bastrop City Hall  
1311 Chestnut Street  
Bastrop, Texas 78602

RE: Magnolia Gardens; Variance request

Dear Mayor Kesselus and Members of the City Council:

On behalf of our client, Airport 4309, LLC, we are requesting variances to the Subdivision Ordinance for the proposed final plat. The subject lot lies immediately northwest of the intersection of Magnolia Street and Water Street and is proposed to be subdivided as shown in the attached site plan. Variances are requested from Subdivision Ordinance Sections 5.50.1.B and 5.50.1.C.

Subdivision Ordinance Section 5.50.1.B requires corner lots to have an area not less than 25% greater than interior lots. Subdivision Ordinance Section 5.50.1.C requires corner lots to have a minimum width not less than 20% greater than the minimum required by zoning or 75 feet, whichever is greater. The minimum width of 75 feet would control in this case.

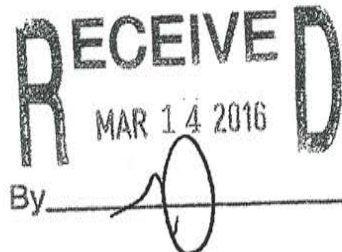
The proposed lots will provide the owner the opportunity to create three new single family residences to be constructed on this important city intersection. The corner lot on the southeast corner of the same intersection has a smaller area and lot width than what is being proposed for the subject property. Redevelopment of this site will make a positive impact on the district with the addition of new residences.

If you need any additional information please do not hesitate to contact me.

Sincerely,



John B. Gibson



**NOTICE OF PUBLIC HEARING AND REGULAR MEETING  
CITY COUNCIL**

Dear Property Owner:

The City of Bastrop City Council will conduct a public hearing on Tuesday, April 12, 2016 at 6:30 p.m. in the City Council Chambers, 1311 Chestnut Street, Bastrop, Texas on the following request for variances to the City of Bastrop Subdivision Ordinance, Chapter 10 for the Final Plat of Magnolia Gardens Subdivision, creating three residential lots on Water and Magnolia Street within the city limits of Bastrop, Texas:

- Section 5.50.1.B – Corner lots shall be not less than 25% greater than interior lots; and
- Section 5.50.1.C - Corner lots shall have a minimum width not less than 20% greater than the minimum required by zoning classification but in no case shall corner lots have a width of less than 75 feet.

The Applicant is: Raymond Chow, Airport 4309, LLC

Legal Description: Approximately 0.467 acres being a portion of Farm Lot 8, East of Main

**If City Council approves the variance request – the Final Plat of Magnolia Gardens Subdivision will be placed on the City Council Agenda for action Tuesday, April 26, 2016 at 6:30 p.m. in the City Council Chambers, 1311 Chestnut Street, Bastrop, Texas.**

**An 11 x 17 copy of the plat and letter from the surveyor is included with this notice**

As a property owner within 200' of the above referenced property, you are being notified of the public hearing April 12<sup>th</sup> and the regular meeting April 26<sup>th</sup> and invited to attend to express your opinion at the meeting or in writing by completing the form below. Written comments, either in support or opposition to this request, must be submitted to the Planning and Development Department prior to the meeting at 1311 Chestnut Street, P.O. Box 427, Bastrop, Texas 78602 or call the Planning Department at (512) 332-8840.

-----  
X  
X  
PROPERTY OWNER'S RESPONSE  
X  
X

As a property owner within 200' (please check  one)

- I am in favor of the request.
- I am opposed to the request.
- I have no objection to the request

Property Owner Name: Terri Matthews  
Property Address: 2009 Water St.  
Mailing Address: PO Box 1202

Property Owner's Signature: Terri Matthews  
Comments: (Optional)

Please reply to: Planning and Development Department  
City of Bastrop  
P.O. Box 427  
Bastrop, Texas 78602

**RECEIVED**  
MAR 22 2016  
By MM

Re: Variance to Subdivision Ordinance and possible Final Plat – Magnolia Gardens Subdivision – notices mailed 3/18/2016

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: March 16, 2016

MEETING DATE: March 22, 2016

1. Agenda Item: **APPOINTMENT BY MAYOR, SUBJECT TO CONFIRMATION BY CITY COUNCIL OF WILLIAM (BILL) ENNIS TO PLACE 7 ON THE BASTROP ARTS IN PUBLIC PLACES.**

2. Party Making Request: **Mayor Kesselus**

3. Nature of Request: (Brief Overview) Attachments: Yes  No   
**This is to receive approval of a member to the Bastrop Arts in Public Places board.**

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A  
Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing:	<u>NAME/TITLE</u>	<u>INITIAL</u>	<u>DATE</u>	<u>CONCURRENCE</u>
a)	_____	_____	_____	_____
b)	_____	_____	_____	_____
c)	_____	_____	_____	_____

8. Staff Recommendation:

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Motion Requested: **Approval of William (Bill) Ennis to Place 7 on the Bastrop Arts in Public Places board.**

**Ann Franklin**

---

**Subject:** FW: BAIPP open

**Deborah Johnson** <[djohnsonart2006@yahoo.com](mailto:djohnsonart2006@yahoo.com)>

Date: Monday, April 11, 2016

Subject: Re: BAIPP open

To: Ken Kesselus <[bastropmayorken@gmail.com](mailto:bastropmayorken@gmail.com)>

BAIPP board had a short list of people that we approached to apply for this open position, all with various experiences and knowledge that would be useful as a member of the board. Bill responded favorably to our request and the board will benefit from his membership.



# CITY OF BASTROP

City Secretary's Office  
 1311 Chestnut Street  
 Bastrop, Texas 78602  
 (512) 332-8800  
<http://www.cityofbastrop.org>

## Application for City Board/Commission/Committee Please Print or Type Clearly.

New Appointment:

Request for Re-Appointment:

### SECTION A: APPLICANT INFORMATION

Last Name	Ennis	First	William	Middle	Lance
Street Address	1408 Pecan Street		Mailing Address	Same	
Apt/Unit #	City	Bastrop	State	TX	ZIP Code
Phone	(512) 925-2295		E-mail Address	bill.ennis@outlook.com	
Date Available	04/06/2016	I have lived in Bastrop	25 years.	Place of Employment	Retired
Have you filed an application here before?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	2014	
Have you ever been convicted of a crime?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	If so, when?		
Do you reside within the City Limits of Bastrop?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Currently Employed	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>

*Note: Various boards, commissions and committees of the City either allow for or require appointments of persons who reside in the County, the City's Extra Territorial Jurisdiction, and/or the Bastrop Independent School District. For more information on this please refer to the Articles of Incorporation or By Laws of the entities of interest. The City Secretary is able to assist in obtaining copies of the By-Laws, upon request.*

### SECTION B: REFERENCES

Please list three professional references.

Full Name	The Rev. Lisa Solley Hines	Relationship	Priest
Company	Calvary Episcopal Church	Phone	(512) 303--7515
Full Name	Dr. Robert Dougherty	Relationship	Friend/Doctor
Company	Private Medical Practice	Phone	(512) 581-1341
Full Name	Terry Sanders	Relationship	Friend
Company	Retired	Phone	(512) 303--3389

### SECTION C: ADDITIONAL INFORMATION

Do you currently serve on any other boards, commissions, or committees? Please list any below:

Planning and Zoning Commission; Design Committee of the Main Street Advisory Board

What qualifies you to serve on the board(s) you are applying for?

An good knowledge of art.

Why do you want to serve on the board(s) you are applying for?

I believe the concept of embellishing our little town with works of art is important, not only to make our community more attractive, but will dovetail well with our efforts to continue making Bastrop a desirable destination for visitors.

**SECTION D: BOARDS/COMMISSIONS/COMMITTEES**

Please indicate the Boards, Commissions or Committees you are interested in serving. List in order of preference.

<input type="checkbox"/> Bastrop Parks Board	<input type="checkbox"/> Bastrop Economic Development Corporation	<input type="checkbox"/> Bastrop Housing Authority
<input type="checkbox"/> Planning and Zoning Commission	<input type="checkbox"/> Board of Adjustment	<input type="checkbox"/> Construction Standards Board of Adjustments
<input type="checkbox"/> Main Street Advisory Board	<input type="checkbox"/> Fairview Cemetery Advisory Board	<input checked="" type="checkbox"/> Art in Public Places Board
<input type="checkbox"/> Hunters Crossing Local Government Corporation Board	<input type="checkbox"/> Bastrop Library Board ( <input type="checkbox"/> City Resident / <input type="checkbox"/> BISD Area Resident)	
<input type="checkbox"/> Automated Red Light Advisory Committee	<input type="checkbox"/> Other:	
<input type="checkbox"/> Historic Landmark Commission	<p>*Please indicate which position(s) you are qualified to serve under.</p> <input type="checkbox"/> Architect, Planner, Designer <input type="checkbox"/> Licensed Real Estate Professional <input type="checkbox"/> Own Commercial Historic Structure/Property <input type="checkbox"/> Own Residential Historic Structure/Property <input type="checkbox"/> General Resident of City of Bastrop <input type="checkbox"/> Planning and Zoning Member <input type="checkbox"/> Bastrop County Historic Society Member	

**DISCLAIMER AND SIGNATURE**

- It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from the board/commission/committee.
- I give the City of Bastrop the right to investigate all references and to secure additional information about me, if related. I hereby release from liability the City of Bastrop and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.
- This application is kept on active file at the City Secretary's Office for 1 year. At the conclusion of this time, if I have not heard from the City Secretary and still wish to be considered for a board/commission/committee, it will be necessary to fill out a new application.
- I understand that just as I am free to resign at any time, the City of Bastrop reserves the right to terminate my status as member at any time, with or without cause and without prior notice. I understand that no representative of the City of Bastrop has the authority to make any assurances to the contrary.
- I understand it is the City of Bastrop's policy not to refuse to hire a qualified individual with a disability because of this person's need for an accommodation that would be required by the ADA.
- I agree to participate and complete any required training the city deems necessary, such as Open Meetings Act training, as a condition of my board service, and I agree to submit a copy of completion documentation on file with the City Secretary.
- If selected, I agree to adhere to the City of Bastrop's Ethics Ordinance and to represent the City's business ethically at all times.

Signature William Ennis Date 04/06/2016

**WRITTEN NOTICE**

A hardcopy of this application with the original signature must be printed and mailed to be officially accepted for a board/commission/committee. Please return by mail or in person to:

City of Bastrop, TX  
 City Secretary's Office  
 1311 Chestnut Street  
 Bastrop, Texas 78602

**OFFICE USE ONLY**

Date Application Received:	RECEIVED APR 08 2016	Application Received by:	<u>Kay Beretta</u>
Position Appointed:		Date Appointed:	
Term Starts:		Term Expires:	



POTENTIAL CONFLICT OF INTEREST DISCLOSURE  
BASTROP'S CODE OF ETHICS

**BASTROP ART IN PUBLIC PLACES**

BAIPP members are tasked with assisting the City in the selection, display and maintenance of art in public places, including the acquisition of artwork by purchase, loan, and donation of works of art for public display. (Art includes all types and art media, including art design, photography, video, etc.)

Answer the following questions by checking the boxes and providing additional detailed information as needed.

Yes No

I am, or one of my relatives\* is, an artist who is involved in the production of artwork for sale, exhibition donation and/or display. (Whether public or private.)

Who: \_\_\_\_\_ Relationship: \_\_\_\_\_

I have, or one of my relatives\* has, offered to sell, loaned, exhibited, or displayed artwork made by me/them in the City of Bastrop, in a public place. (Not a private display or sale.)

Who: \_\_\_\_\_ Relationship: \_\_\_\_\_

When: \_\_\_\_\_ What Artwork: \_\_\_\_\_

I work for or own, or a relative\* works for or owns, a company that designs, produces, and/or sells works of art for public display.

Who: \_\_\_\_\_ Name of Company: \_\_\_\_\_

Position held: \_\_\_\_\_ How long employed: \_\_\_\_\_

\*In some cases, your relatives, whether by blood or marriage, may tie you so closely to contracts, businesses and other organizations that you have a 'conflict of interest' and need to refrain from working on a particular matter or case while serving on a City board or commission. The relatives that generally fall within the City's Ethics Code (and that you need to list on this form above) include your spouse, parents, children, grandparents, grandchildren, uncles/aunts, nieces/nephews, in-laws and cousins.

I have read and understand the statement above.

William Ennis  
Signature

WILLIAM ENNIS  
Printed Name

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: 4-13-16

MEETING DATE: 4-26-16

1. CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE ADOPTION OF A RESOLUTION ESTABLISHING THE CITY OF BASTROP AGREES TO PROVIDE FULL-TIME EMPLOYMENT TO THE FIREFIGHTERS THAT ARE GRANT FUNDED BY THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM AT THE CONCLUSION OF THE GRANT PERIOD.

2. Party Making Request: Steve Adcock

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

4. Policy Implication: Will change policy from all volunteer fire dept. to combination dept.

5. Budgeted:  Yes  No  N/A

Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

8. Staff Recommendation: \_\_\_\_\_

9. Advisory Board:  Approved  Disapproved  None

10. Manager's Recommendation:  Approved  Disapproved  None

11. Action Taken:

**CITY OF BASTROP  
RESOLUTION NO. R- 2016- 13**

**A RESOLUTION ESTABLISHING THE CITY OF BASTROP AGREES TO PROVIDE  
FULL-TIME EMPLOYMENT TO THE FIREFIGHTERS THAT ARE GRANT FUNDED  
BY THE ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM AT THE  
CONCLUSION OF THE GRANT PERIOD.**

---

**WHEREAS**, The City of Bastrop City Council finds it in the best interest of the citizens of Bastrop, that the Bastrop Fire Department utilize a grant from the Assistance to Firefighters Grant Program for three full-time firefighters

**WHEREAS**, The City of Bastrop City Council agrees to provide full-time employment to the firefighters at the conclusion of this grant period of two years.

**WHEREAS**, The City of Bastrop City Council agrees that in the event of loss or misuse of the Assistance to Firefighters Grant Program, the City of Bastrop City Council assures that the funds will be returned to the Assistance to Firefighters Grant Program in full.

**WHEREAS**, The City of Bastrop City Council designates Director of Public Safety Steve Adcock as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that The City of Bastrop City Council approves submission of the grant application for the Bastrop Fire Department's Assistance to Firefighters Grant Program.

**PASSED, AND ADOPTED** by the City Council of the City of Bastrop on the 26th day of April, 2016.

**APPROVED**

**ATTEST:**

\_\_\_\_\_  
Ken Kesselus, Mayor

\_\_\_\_\_  
Ann Franklin, City Secretary

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

1. Agenda Item: CONSIDERATION, DISCUSSION AND POSSIBLE ACTION APPROVING THE FIRST READING OF AN ORDINANCE AMENDING SECTION 1.15.035; "ETHICS ORDINANCE" IN THE CODE OF ORDINANCES OF THE CITY OF BASTROP; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

2. Party Making Request: Michael H. Talbot

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

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A  
Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing:	<u>NAME/TITLE</u>	<u>INITIAL</u>	<u>DATE</u>	<u>CONCURRENCE</u>
a)	_____	_____	_____	_____
b)	_____	_____	_____	_____
c)	_____	_____	_____	_____

8. Staff Recommendation:

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: X Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Proposed Motion: \_\_\_\_\_  
\_\_\_\_\_

ORDINANCE NO. 2016-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING SECTION 1.15.035; "ETHICS ORDINANCE" IN THE CODE OF ORDINANCES OF THE CITY OF BASTROP; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on or about January 10, 2012, the City Council of the City of Bastrop, Texas adopted a Code of Ethics, for officials and employees of the City of Bastrop, and

WHEREAS, on or about March 2012, in compliance with Section 1.15.501, entitled "Creation of Ethics Commission," the City Council appointed the Honorable Chris Duggan, the Reverend Lisa Hines, and Corporal Wuthipong Tantaksinanukij, to serve as the three members of the Ethics Commission, and

WHEREAS, on or about July 29, 2013, the Ethics Commissioners met to evaluate and consider a potential amendment to the Ethics Code, related to Section 1.15.035, et seq. and has, after careful study and review, recommended to the Council the clarifying changes to the Ethics Code noted herein below. and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP THAT:

Part 1: That Section 1.15.035, entitled "Representation of private interests" is hereby amended to read as follows:

Sec. 1.15.035 "Representation before a member's own commission, board, task force, or before the City Council.

(a) Representation by a currently serving member of a board, body, commission or task force. A city official or employee who is currently a member of a board, body, commission, or task force shall not appear before or represent any person, group, or entity to communicate views either contrary to or supporting a decision reached or a recommendation made by the member's own board, commission or task force;

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(1) Before the member's own board, body, commission or task force; or

Deleted: that

(2) Before city staff having responsibility for making recommendations to, or taking any action on behalf of, the member's own, board, body, commission, or task force; or

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(3) Before the City Council, or other board, body, commission, or task force which has appellate jurisdiction and/or final decision making authority over decisions and recommendations made by the member's own board, body, commission, or task force.

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Deleted: of which the city official or employee is a member.

(4) Exception: The appellate body may, if it desires, seek clarification of an advisory body's recommendation by asking the Chair of the advisory body to attend a meeting held by the appellant body, to present information concerning the advisory body's evaluation, decision making process, recommendation and/or vote. If the Chair of the advisory body voted in the minority on the item in question, then the Chair should appoint another member of the advisory body (who was not in the minority) to present the advisory body's evaluation, decision making process, recommendation and/or vote to the appellant body.

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(b) Representation before the City Council, boards, bodies, commissions or task forces.

(1) General rule. A city official or employee shall not represent any person, group, or entity, other than himself or herself, or his or her spouse or minor children, concerning matters upon which the member has direct standing, before the city council, its boards, bodies, commissions, or task forces. To represent him/herself, his/her spouse or minor children before the City Council, boards, bodies, commissions and task forces, the city official or employee must demonstrate personal, direct standing on the issue at hand. For purposes of this rule, 'standing' shall mean that the individual is able to prove personal injury/interest that is directly affected by the relevant action of the City Council, boards, bodies, commissions or task forces.

(2) Client representation exception for board members. The general rule stated in subsection (b)(1) does not apply, however, to a city official or employee who is representing others, as clients, before the City Council, boards, bodies, commissions or task forces, when such a person is classified as a 'city official' only because he or she is an appointed member of a board, body, commission, or task force. Accordingly, currently serving city officials and employees may represent clients before the City Council, boards, bodies, commissions or task forces, on matters that are not related to their own service on such boards.

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(3) Prestige of office and improper influence. In connection with the representation of private interests before the city board, body, commission or task force, a city official or employee shall not:

(A) Assert the prestige of the city official's or employee's city position for the purpose of advancing private interests; or

(B) State or imply that he or she is able to influence any city action on any basis, other than on the merits of the matter.

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(c) Representation in litigation adverse to the city.

(1) City officials and employees, other than board, body, or commission members. A city official or employee, excluding a person who is classified as a city official only because he or she is an appointed member of a city board, body, commission or task force, shall not represent any person, group, or entity, other than himself or herself, or his or her spouse or minor children, in any litigation to which the city is a party, with the exception of defense of suits involving misdemeanors, if the interests of that person, group, or entity are adverse to the interests of the city.

**Part 2:** All other provisions of the Bastrop Code of Ethics shall remain in full force and effect.

**Part 3:** This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Bastrop, and this ordinance shall not operate to repeal or affect any of such other ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this ordinance, in which event such conflicting provisions, if any in such other ordinance or ordinances are superseded.

**Part 4:** If any provision of this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

**Part 5:** The Mayor is hereby authorized to sign this ordinance and the City Secretary to attest. This ordinance shall become effective immediately.

PASSED AND APPROVED ON FIRST READING ON THIS 26th DAY OF April, 2016.

PASSED AND ADOPTED ON SECOND READING ON THE \_\_\_\_ DAY OF \_\_\_\_\_,  
2016.

APPROVED:

ATTEST:

\_\_\_\_\_  
Mayor Ken Kesselus

\_\_\_\_\_  
Ann Franklin, City Secretary

APPROVED AS TO FORM:

Jo-Christy Brown

City Attorney

Formatted: Justified



11.21.13 TC, w-EL Yes both on for 26<sup>th</sup>  
MT - Yes -

Jo-Christy Brown

From: Jo Christy Brown  
Sent: Thursday, November 21, 2013 11:44 AM  
To: elc@cityofbastrop.org; Mike Talbot  
Cc:  
Subject: Draft Amendment #1 Representation before a members board and/or the Council 9.24.13.docx and Draft Amendment #2 regarding changing quorum 11.21.13.docx  
Attachments: Draft Amendment #2 regarding changin quorum 11.21.13.docx  
Follow Up Flag: Follow up  
Flag Status: Flagged

file -

Elizabeth -- Redo of earlier message... Here is the other Ordinance that I discussed with you on the phone that (urgently) needs to go on the upcoming Agenda along with the one I sent just now.

(In addition to Draft Amendment #2, there is Draft Amendment #1 .. which it seems didn't get done after Teresa left.)

So, there are two that need to go on the agenda for the 26<sup>th</sup> .... from the Ethic's Commission. Both are attached.

Please put the attached two ordinances on the Council's agenda for Tuesday under "New Business". You may list me as the 'requestor/presenter'

(One is a bit overdue and the other is needed now as well...but I'll go over any questions the Council has on these.)

I know it is late... but, please get try to get these on this agenda.....

If that is not possible (and it may not be.....), then, please post both these for the next meeting...again, under "new business". (If the agenda is too full, talk to Mike and get them on ASAP.)

I'll call you to discuss...this is urgent and both need to get to Council

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

1. Agenda Item: CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL CHARTER AMENDMENTS TO THE CITY OF BASTROP'S CITY CHARTER.

2. Party Making Request: Michael H. Talbot

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

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A  
Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing:	<u>NAME/TITLE</u>	<u>INITIAL</u>	<u>DATE</u>	<u>CONCURRENCE</u>
a)	_____	_____	_____	_____
b)	_____	_____	_____	_____
c)	_____	_____	_____	_____

8. Staff Recommendation:

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: \_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Proposed Motion: \_\_\_\_\_  
\_\_\_\_\_

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: APR 20, 2016

MEETING DATE: APR 26, 2016

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON THE FIRST READING OF A PROPOSED ORDINANCE BY THE CITY COUNCIL OF THE CITY OF BASTROP TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR 2016 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; APPROPRIATING THE VARIOUS AMOUNTS HEREIN; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

2. Party Making Request: Tracy Waldron, Chief Financial Officer

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

4. Policy Implication:

These budget amendments increase the budget appropriations for Fiscal Year 2016. See attached memo.

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A

Bid Amount: \_\_\_\_\_

Budgeted Amount: \_\_\_\_\_

Under Budget: \_\_\_\_\_

Over Budget: \_\_\_\_\_

Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

8. Staff Recommendation: Staff recommends approval of the Budget Amendments

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Motion Requested: Approval of the ordinance amending the FY2016 budget  
\_\_\_\_\_

ORDINANCE NO. 2016-11

AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2016 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; APPROPRIATING THE VARIOUS AMOUNTS HEREIN; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Bastrop has submitted to the Mayor and Council proposed amendment(s) to the budget of the revenues and/or expenditures/expenses of conducting the affairs of said city and providing a complete financial plan for Fiscal Year 2016; and,

WHEREAS, the Mayor and Council have now provided for and conducted a public hearing on the budget as provided by law. Now, Therefore:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BASTROP, BASTROP COUNTY, TEXAS:

That the proposed budget amendments for the Fiscal Year 2016, as submitted to the City Council by the City Manager and which budget amendments are attached hereto as Exhibit "A" is hereby adopted and approved as the amended budget of said city for Fiscal Year 2016; and

Ordinance and prior actions in conflict herewith are hereby repealed; and

This Ordinance shall be and remain in full force and effect from and after its final passage and publication in accordance with existing statutory requirements.

READ and APPROVED on First Reading on the 26 day of April, 2016.

READ and ADOPTED on Second Reading on the 10 day of May, 2016.

APPROVED:

ATTEST:

\_\_\_\_\_  
Ken Kesselus, Mayor

\_\_\_\_\_  
Ann Franklin, City Secretary

**Exhibit "A"**

**City of Bastrop  
Memorandum**

**TO: Mayor & City Council Members**  
**FROM: Tracy Waldron, Chief Financial Officer**  
**SUBJECT: Ordinance Amending FY 2016 Budget**  
**DATE: April 26, 2016**

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**Recommendation:**

To approve Ordinance Amending the Budget for unanticipated revenue and expenses incurred not included in the original budget approved by City Council.

**Background:**

The city charter requires that when the budget is amended that the amendment be by ordinance. The budget amendments do not increase the budget appropriations for Fiscal Year 2016. Funds included in these amendments are detailed below:

- **General Fund** includes:
  - Build-out of the remaining portion of the Police Department Facility with excess Fund Balance from FY2015 (see attached)
  - Purchase of EnerGov, a module of Tyler Technology that would improve efficiency in processing of Inspections, permits, construction reviews, code enforcement, and work orders. This will serve many departments.
  - Increase the budgeted amount for the Comprehensive plan-more of the expense for this plan fell within FY2016 and not enough was budgeted. The amount transferred from BP&L in FY2015 would have gone into Fund Balance at the end of the year
- **Debt Service Fund** includes: (this fund has excess fund balance which is over the Arbitrage recommendation of 1/12 of the total debt payments from the prior year)
  - Use excess Fund Balance to pay off the loan with First National Bank for Fire Truck purchased in 2014
  - Arbitrage consulting fee charged to Debt Service fund was not originally budgeted in FY2015
  - Reserve a budget amount to be used during the upcoming refunding transaction and/or pay off of callable bonds. Working with Dan Wegmiller to determine the best options for this reserve.

- Water/Wastewater Fund includes:
  - Transfer approximately 10% of excess fund balance available into the Vehicle & Equipment replacement fund
  - Budget for a portion of the Elevated Storage Tank HWY 20 to be paid for out of the excess fund balance available in this fund
  
- Impact Fund (#303) includes:
  - Budget available fund balance to be used on current water project allowable expenditures under the impact funds
  - Budget transfer of wastewater balance to offset bond payments in the Water/Wastewater fund
  
- Accelerated Fund (#304) includes:
  - Budget available fund balance to be used on current water projects that are allowable expenditures under the impact funds
  
- Impact Fund (#305) includes:
  - Budget available fund balance to be used on current W/WW projects that are allowable expenditures under the impact funds
  
- Bastrop Power & Light Fund includes:
  - Budget for projects out of the 5 year system study (provided by LCRA) out of the excess fund balance in this fund
  
- Hotel/Motel Fund includes:
  - Amend this funds budget to include the funds appropriated from FY2015 Council meeting (5/12/15) out of excess Tier III funds to the Bastrop Opera House for a roof replacement. This project was not completed in FY2015 and is being re-appropriated in FY2016
  
- 2010 CO includes:
  - Amend this funds budget to use the remaining fund balance on BP&L 5 year Capital Improvement plan

FY 2016  
BUDGET AMENDMENTS  
GENERAL FUND

Audited Fund Balance as of 9-30-15	5,418,094	
FY 2016 Budgeted Revenues	10,252,797	
FY 2016 Budgeted Appropriations	(11,966,627)	
2/2016 Budget Amendment (net)	(3,720)	
3/2016 Budget Amendment (net)	(625,000)	
4/2016 Budget Amendment (net)	(693,000)	
Ending Fund Balance	<u>2,382,544</u>	(25% reserve \$2,280,746)

	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
--	--------	--------	-------------	----------------

Matching Revenues to Expenditures:

Total Revenues 0

Matching Expenditures to Revenues:

Total Expenditures \_\_\_\_\_

Net Change

New Expenditures

Police/Municipal Court	Increase	(505,000)	Building Improvement-Remodeling	101-09-10-6050
Planning	Increase	(73,000)	Software and implementation	101-15-00-6000
Planning	Increase	(115,000)	Comprehensive Plan (carryover from FY2015)	101-15-00-5505
	Total Expenditures	<u>(693,000)</u>		
	Net Change	(693,000)		

FY 2016  
BUDGET AMENDMENTS  
DEBT SERVICE FUND

Audited Fund Balance as of 9-30-15	804,205
FY 2015 Budgeted Revenues	2,185,499
FY 2015 Budgeted Appropriations	(2,188,765)
3/2016 Budget Amendment	0
4/2016 Budget Amendment	<u>(619,390)</u>
Ending Fund Balance	<u>181,549</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Expenditures:				
	Increase	(284,390)	Fire Truck loan	120-00-00-7000
	Increase	(10,000)	Professional Services	120-00-00-5505
	Increase	<u>(325,000)</u>	Fiscal Agency Fees	120-00-00-7999
	Total Expenditures	<u>(619,390)</u>		
	Net Change	<u>(619,390)</u>		



FY 2016  
BUDGET AMENDMENTS  
WATER/WASTEWATER FUND

Operating Fund Balance as of 9/30/15	4,289,809	
FY 2015 Budgeted Revenues	4,258,480	
FY 2015 Budgeted Appropriations	(4,315,474)	
3/2016 Budget Amendment (net)	(69,812)	
4/2016 Budget Amendment (net)	(2,575,000)	
	<u>(2,644,812)</u>	
Ending Fund Balance	<u>1,588,003</u>	(35% Required Reserve 1,510,415)

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
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Matching Revenues to Expenditures:

\_\_\_\_\_

\_\_\_\_\_

Matching Expenditures to Revenues:

New Expenditures

Increase	(275,000)	Transfer out - Vehicle replacement fund	202-35-10-8130
Increase	(2,300,000)	Elevated Storage Tank HWY 20	202-35-41-6320
Total Expenditures	<u>(2,575,000)</u>		
Net Change	(2,575,000)		

FY 2016  
BUDGET AMENDMENTS  
BP&L

Operating Fund Balance as of 9/30/15	4,547,332	
FY 2015 Budgeted Revenues	7,528,000	
FY 2015 Budgeted Appropriations	(7,851,474)	
03/2016 Budget Amendment	0	
	<u>(585,000)</u>	
	<u>(585,000)</u>	
Ending Fund Balance	<u>3,638,858</u>	(35% required reserves 2,748,016)

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
------------	--------	--------	-------------	----------------

Matching Revenues to Expenditures:

=====  
=====

Matching Expenditures to Revenues:

New Expenditures

Increase	(250,000)	Trans Out - Vehicle & Equipment Rplc Fund	404-60-00-8130
Increase	<u>(335,000)</u>	Capital Plan Improvements (2014-2019)	404-60-00-6501
Total Expenditures	<u>(585,000)</u>		
Net Change	(585,000)		

FY 2016  
BUDGET AMENDMENTS  
IMPACT FUND #303

Audited Fund Balance as of 9-30-15	373,652
FY 2016 Budgeted Revenues	90,500
FY 2016 Budgeted Appropriations	(50,000)
04/2016 Budget Amendment	<u>(414,152)</u>
Ending Fund Balance	<u><u>(0)</u></u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Revenues:				
	decrease	(45,000)	Water CIF	303-00-00-4199
	decrease	(45,000)	Wastewater CIF	303-00-00-4299
	decrease	(322)	Interest	303-00-00-4400
New Expenditures:				
	Increase	(102,146)	Water Membrane Filtration	303-00-00-6230
	Increase	<u>(221,684)</u>	Transfer Out-Water/Wastewater Fund	303-51-51-8002
Net Change		(414,152)		

**FY 2016  
 BUDGET AMENDMENTS  
 ACCELERATED FUND #304**

Audited Fund Balance as of 9-30-15	589,223
FY 2016 Budgeted Revenues	0
FY 2016 Budgeted Appropriations	(169,215)
04/2016 Budget Amendment	<u>(420,008)</u>
Ending Fund Balance	<u><u>0</u></u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Revenues:				
	Increase	2,000	Interest	304-00-00-4400
New Expenditures:				
	Increase	<u>(422,008)</u>	Elevated Storage Tank Hwy 20	304-00-00-6320
	Net Change	(420,008)		

FY 2016  
BUDGET AMENDMENTS  
IMPACT FUND #305

Audited Fund Balance as of 9-30-15	464,944
FY 2016 Budgeted Revenues	90,750
FY 2016 Budgeted Appropriations	(90,000)
04/2016 Budget Amendment	<u>(465,694)</u>
Ending Fund Balance	<u>0</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Revenues:				
	Increase	25,000	Water CIF	305-00-00-4199
	Increase	27,000	Wastewater CIF	305-00-00-4299
New Expenditures:				
	Increase	(291,317)	Elevated Storage Tank Hwy 20	305-50-50-6320
		<u>(226,377)</u>	Lift Station Rehab	305-51-51-6725
	Net Change	(465,694)		

**FY 2016**  
**BUDGET AMENDMENTS**  
**VEHICLE & EQUIPMENT REPLACEMENT FUND**

Audited Fund Balance as of 9-30-15	0
FY 2016 Budgeted Revenues	0
FY 2016 Budgeted Appropriations	0
03/2016 Budget Amendment	625,000
04/2016 Budget Amendment	<u>525,000</u>
Ending Fund Balance	<u>1,150,000</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Revenues:				
	Increase	275,000	Transfer In- W/WW fund	
	Increase	250,000	Transfer in-BP&L	
New Expenditures:				
		<u>525,000</u>		
	Net Change	525,000		

FY 2016  
BUDGET AMENDMENTS  
HOTEL/MOTEL TAX FUND

Audited Fund Balance as of 9-30-15	2,015,833
FY 2016 Budgeted Revenues	2,801,500
FY 2016 Budgeted Appropriations	(2,517,706)
02/2016 Budget Amendments (net)	(93,000)
04/2016 Budget Amendments (net)	(68,000)
Ending Fund Balance	<u>2,138,627</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT NUMBER
New Expenditures:				
	Increase	<u>(68,000)</u>	Bastrop Opera House	501-80-00-5566
	Total Expense	<u>(68,000)</u>		
	Net Change	(68,000)		

CERTIFICATE OF OBLIGATIONS – FY-15  
CRITICAL NEEDS – Option VI

I. STREET RECONSTRUCTION:

1. The reconstruction of MLK Street from Chestnut Street to College Street. [This project calls for MLK Street to be reconstructed as concrete street with sidewalks]
  - A portion of the wastewater main will need to be replaced as part of this project. The replacement of the waste water main was funded as part of the FY-14 C.O issue.

Projected Estimated Cost: \$2,000,000.00

2. The reconstruction of Water Street from Pine Street to College Street. [The reconstruction of this street will be an asphalt paved street.] A portion of the water main will needed to be replaced prior to reconstructing Water Street. The water main is part FY-15 Water & Wastewater Rehabilitation Program.

Projected Estimated Cost: \$250,000.00

3. Police Out Department Facility: This alternative project calls for the build-out of the remaining portion of the Police Department Facility to include a 911 "Call Center".
  1. Build out the remaining unfinished [3,900 sq. ft.] portion of the Police Department facility.
  2. Equipment, components and related items to have A fully functioning "911-Dispatching Center".
  3. Expansion of Parking Lot.
  4. Secure Parking & Covered Parking for PD Vehicles.
  5. Contingency.

\$230,000.00

\$185,000.00

\$30,000.00

\$100,000.00

\$50,000.00

Sub-Total \$595,000.00

Less Contribution from Red-Light Fund < \$90,000.00 >

Total Project Cost \$505,000.00

4. Completion of Phase III of the Farm Street Reconstruction Project. Phase III calls for replacing the water and wastewater infrastructure. Complete removal of the existing street, putting down new base material, concrete street, sidewalks and drainage improvements.

Projected Estimated Cost: \$750,000.00

**\$3,505,000.00**

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5. Repair & Maintenance of City Streets\* [In-House-Program] \$600,000.00

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\*Funding for item Number 5 is from the General Fund Balance & Attached "Exhibit A" is the proposed Streets scheduled for Improvements.





## Proposal - EnerGov Hosted

Local Government Division

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*Presented to:*

**Melissa McCollum, AICP, LEED-AP**

Director of Planning & Development

City of Bastrop

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8840

[mmccollum@cityofbastrop.org](mailto:mmccollum@cityofbastrop.org)

*Proposal date:*

April 20, 2016

*Submitted by:*

Robin Reeves

(800) 646-2633

[robin.reeves@tylertech.com](mailto:robin.reeves@tylertech.com)

Tyler Technologies

Local Government Division

5519 53rd Street

Lubbock, Texas 79414

## Subscription Summary

Melissa McCollum, AICP, LEED-AP  
 City of Bastrop  
 April 20, 2016



### Investment Summary

Proposal Valid for 120 days

Professional Services & Hardware	Cost
Implementation Services (Existing Customers)	48,750
Professional Services	5,000
<b>Services</b>	<b>53,750</b>

Estimated Travel Expenses 12,602

*\*\* Note: Travel expenses are billed as incurred based on Federal IRS per diem standards.*

Subscription - Hosted		Annual Fees
Length of Agreement	3 Years - 36 Months	
Annual Subscription Fee		12,362
Annual User Fee	10	5,750
<b>Summary</b>		<b>18,112</b>

*\*\*Note: Additional users may be added at any time at the per user rate of \$575 per year.*



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and Licensing in a  
New Dimension



04-26-2016



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# Mapping. Mobility. Accuracy.

## GIS-Centric Mapping

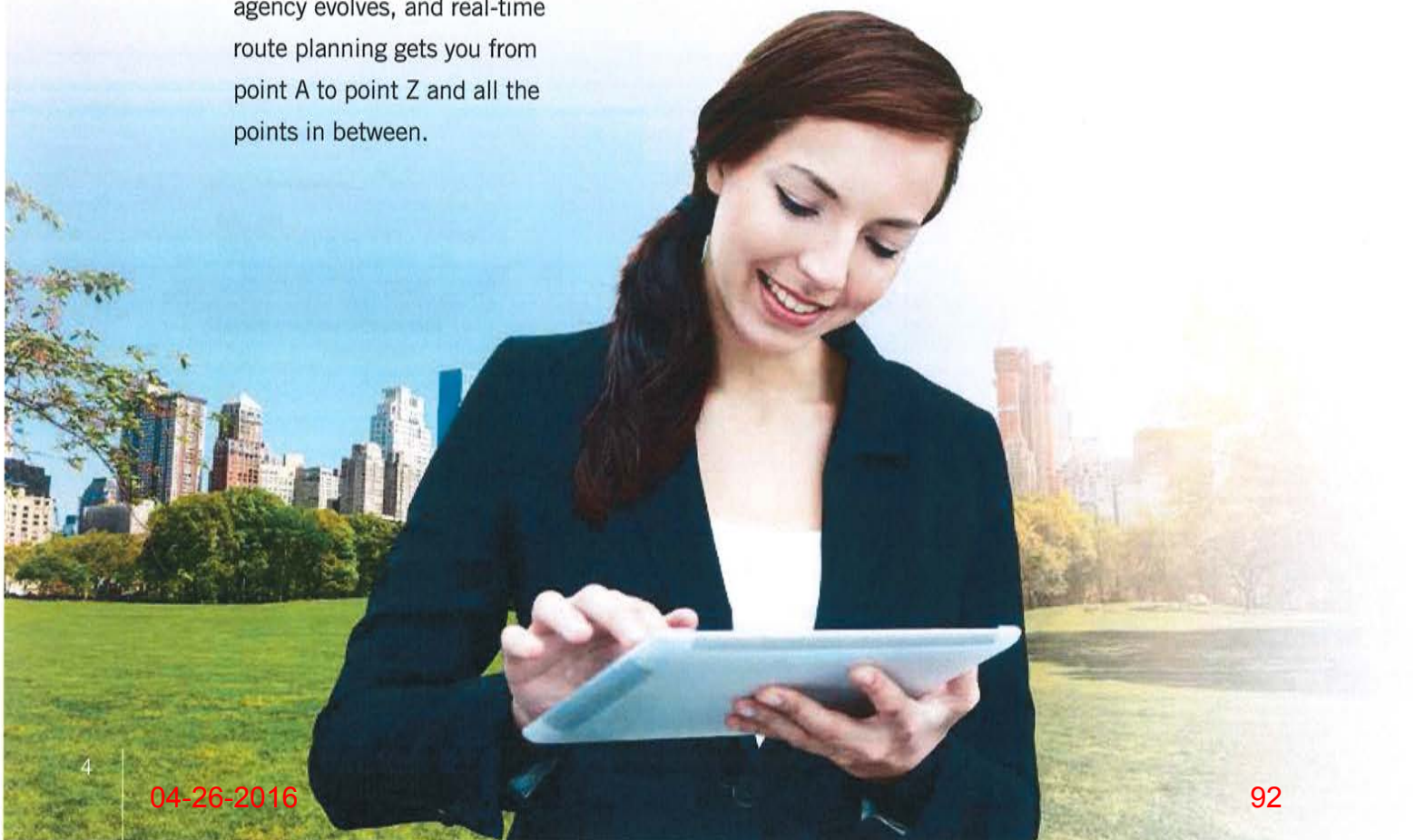
EnerGov's infused GIS technology is moving organizations forward by utilizing their spatial data to automate and streamline daily operations. When coupled with spatial analytics, the synergy creates a unique visual experience in data interpretation and business process management. Emerging relationships, patterns and trends allow you to plan and forecast as your agency evolves, and real-time route planning gets you from point A to point Z and all the points in between.

## Mobility

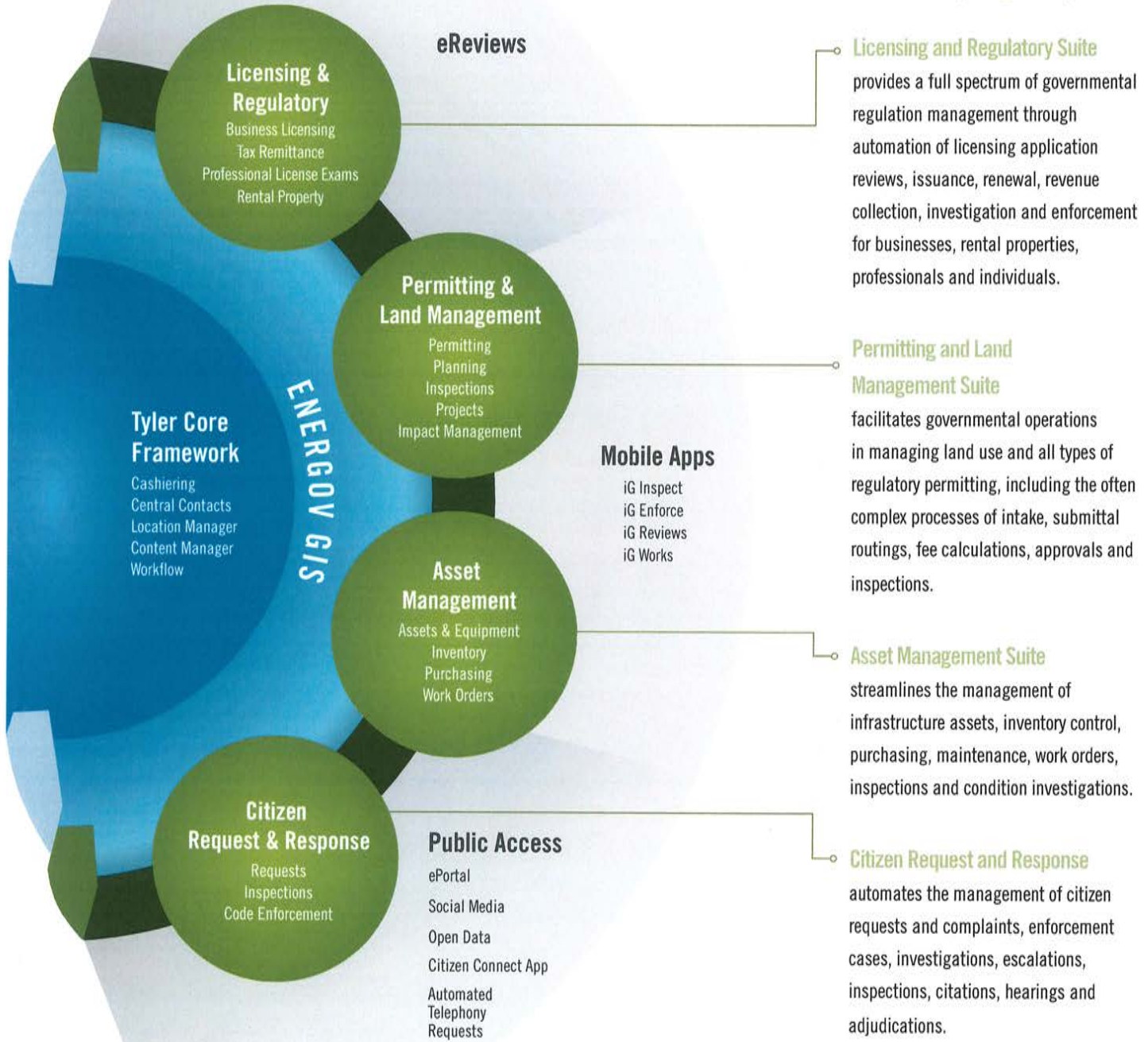
EnerGov's groundbreaking Mobile App Suite affords you the flexibility and precision needed while on the go. On-site inspections, work orders, environmental and safety issue assessment, full code compliance case management and the plan review process will never be easier than when you deploy iG Inspect™, iG Enforce™, iG Works™ or iG Reviews™.

## Accuracy

When budgets are tight and human resources are at a premium, EnerGov helps to unify the multiple layers of information required to sustain permitting, licensing, regulatory processes and communication among constituents. Having one central database allows for efficiency in data entry, inter-agency involvement and precision in reporting.



## Technology Solutions for Every Agency



## DEBT SERVICE FUND BALANCE ANALYSIS

	As of 4/19/16	
	FY2016	
<b>Beginning Fund Balance</b>	\$	804,206
<b>Revenue</b>		
Property Taxes-Current YR *	\$	1,654,269
Delinquent taxes/Penalty & Interest	\$	22,723
Trans In- Convention Center	\$	495,495
Capital Contributions (BEDC)	\$	291,339
Interest	\$	4,000
<b>Total Revenue</b>	<b>\$</b>	<b>2,467,826</b>
<b>Expenditures</b>		
Professional Services	\$	8,050
380 Agreement Reimb	\$	17,235
Fire Truck Loan (FNB)	\$	103,600
Bond Payments	\$	2,356,504
Fiscal Fees	\$	2,500
<b>Total Expense</b>	<b>\$</b>	<b>2,487,889</b>
<b>Projected Ending Fund Balance</b>	<b>\$</b>	<b>784,143</b>
Additional Debt payments	\$	-
<b>Ending Fund Balance</b>	<b>\$</b>	<b>784,143</b>
Percentage of working capital		31.5%
Prior Yr Bond payments	\$	2,277,492
1/12th	\$	189,791
<i>Bonifide = 1/12 of prior year bond payments</i>		
<b>Fund Balance available to use toward paying down debt</b>	<b>\$</b>	<b>594,352</b>

04/19/2016

**WATER/ WASTEWATER FUND-OPERATING  
COMBINED STATEMENT OF REVENUES AND EXPENSES**

	<b>PROPOSED 2015-2016</b>
<b>BEGINNING BALANCE</b>	<b>\$ 4,289,809</b>
<b>REVENUES:</b>	
Water Service	2,463,400
Sewer Service	1,591,400
Penalties	56,680
Water Tap Fees	5,000
Sewer Tap Fees	2,000
Water Service Fees	22,000
Septic Tank Dump Fees	-
Transfer In	-
Other	118,000
<b>TOTAL REVENUES</b>	<b>4,258,480</b>
<b>EXPENDITURES:</b>	
Administration	1,749,781
Distribution/ Collection/ Liftstation	101,540
Production/ Treatment	408,250
Wastewater Treatment Plant	595,592
Debt Service	1,460,311
<b>TOTAL EXPENDITURES</b>	<b>4,315,474</b>
<b>NET INCOME (LOSS)</b>	<b>(56,994)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 4,232,815</b>
% of Working Capital	98%
Required Reserve 35%	1,510,415.90
Amount available above the Req Reserve	2,722,399.10

**BASTROP POWER & LIGHT FUND #404**

**FY2016**

Beginning Year Fund Balance 10-01-2015	\$	4,547,332	
<b>FY 2016</b>			
Proposed Revenues	\$	<u>7,528,000</u>	
Total FY 2016 Resources	\$	12,075,332	
Proposed Expenditures	\$	<u>(7,851,474)</u>	
Projected Ending Fund Balance 9-30-2016*	\$	4,223,858	53.80%
	\$	<u>2,748,016</u>	35.00%
Available Excess	\$	1,475,842	

\* Fund Balance excludes reserve funds for Customer Deposits (\$159,525) and Heavy Equipment/ Vehicles (\$210,000).



**Bastrop Power & light**  
2014 - 2019 Capital Improvement Plan

Project	Recommended Completion Year	Project Description	In-House/Contractor	Total Cost	
Reconfigure Circuit	Completed 2015	Reconfigure the feeders by the following changes: Open switch at Hwy 21 & American Legion Dr, and close the switch on feeder BA-30 on Hwy 71. Open switch at Gutierrez St & Water St & close switch on feeder BA-60 near Perkins St.	Contractor (LCRA)	\$0	
Reconductor Circuit	2015	Replace the neutral on feeder BA-30 located along Main St, from substation down to Cypress St. Replace the air break switch at Main St & Linden St. Replace remaining wooden poles with new steel poles	Contractor	\$60,000	
Rebuild Circuit	2015	Make improvements to system in vicinity of Emile Elementary: A) rebuild the line down MLK Jr Dr from Pine to Toliver St w/3-phase 1/0 ACSR & steel poles; B) install 3-phase tie switch to BA_30 at Toliver St; C) add approx. 300' of new 3-phase 1/0 ACSR to connect the tap along Emile St to the line on MLK Jr Dr; D) remove the tap line on S side of Emile; E) rebuild approx 1000' of #6 HdCu along Emile to 3-phase 1/0 ACSR	Contractor	\$120,000	<b>\$180,000</b>
Rebuild Circuit	2016	Rebuilding approx 1900' of line along Hill St: A) rebuild the line along Hill St from Cedar to Spring St w/3-phase 1/0 ACSR & steel poles; B) Open the fuse cutouts at the Cedar /Hill St intersection	Contractor	\$55,000	
Rebuild Circuit	2016	Rebuild the northern portion of the tap line originating off BA-60, near the intersection of Loop 150 & Perkins St, and ending near Hospital Dr (approx 2,200'), utilizing 1/0 ACSR & steel poles	Contractor	\$118,000	<b>\$173,000</b>
Relocate Capacitor Bank	Completed 2015	Move the 3-phase KVAR capacitor bank, located near intersection of Hwy 21 & Loop 150, to the N side of the intersection of Hwy 21 & Pitt St	BP&L	0	
Phase Balancing	2017	Rebuild the 3-phase feed to the sewer treatment plant off Jasper St (approx 1/5') with a new underground line, utilizing 1/0 AL cable & replacing the (3) 500 KVA pole-mount transformer with a 1500 KVA pad-mount transformer.	BP&L	0	
Rebuild Circuit	2017	Rebuild approx 3,300' of the overhead tap to the west of the intersection of Walnut & Pecan, feeding a portion of the downtown area, converting to 3phase 1/0 ACSR & steel poles	Contractor	\$182,000	<b>\$182,000</b>
Add ABS	2018	Install a 3-phase switch on Feeder BA_50 near the intersection of Farm & Haysel St	Contractor	\$7,500	
Rebuild Circuit	2018	Rebuild the southern portion of the tap line origination off BA-60, near the intersection of Loop 150 & Perkins St, along Eskew & across to Perkins (approx 1,700'), utilizing 1/0 ACSR & steel poles	Contractor	\$126,000	<b>\$133,500</b>

explained that he just feels it is a good idea to spend money on those types of projects so that if the money is not available the next year it will not ruin someone. Discussion continues. Mayor Kesselus suggested the CM Talbot manage the Opera House project, let our engineer, engineer it, get the contractor and the same goes for the billboards – more bang for their buck so to speak.. Mr. Schiff feels the Opera House is a very critical needs project and you could not put on half a roof. As with the DBA you can do half the billboards and still get good effect. I would tend to look more toward the Opera House this year with the funds. Ms. McAnally stated that since there are three people here who are on BEDC she wanted to ask if BEDC did things like help fix roofs. Shawn Kirkpatrick, Executive Director for BEDC, explained that there are grants available. There are façade grants in the amount of \$5,000 which means a business would spend \$10,000 and BEDC would reimburse them \$5,000 and mega grants, which is also a reimbursement grant of 25% on a \$100,000 project which means the business spends \$100,000 and BEDC would reimburse them \$25,000. It would really be decided upon by the Board and what they would need will be a formal request, however he stated they had exceeded their budgeted line item for this and would be making a budget transfer to cover the overage. However, we have had some unexpected legal expenses and professional services expenses and once we cover those line items we will be out of contingency funds to cover the overages. It will totally be up to the Board to decide if they would fund the request once presented. Mr. Schiff also pointed out that anyone who requested, say the mega grant, they would have to have \$100,000 of their own money to contribute. The Mayor asked Mr. Schiff if it would be possible to instruct CM Talbot to use his Staff to come up with what is needed and what it would cost to do the roof repairs and then come back to see if we can work something out with the two entities. Ms. McAnally does not feel Council should be deciding how much money to spend until we know what needs to be done. Discussion continued. Ms. McAnally suggested that Mr. Eitz get with his board and be sure they are on board and get back with us so we can move forward. Ms. Gilleland asked about the two other entities listed on the Agenda. Mayor Kesselus stated that no one from those organizations are here tonight. Mayor Kesselus asked CM Talbot if there was a consensus on his part as far as understanding or did he feel Council needed a motion. CM Talbot stated he felt he understood just fine. CM Talbot stated he feels the Council wants him to do an analysis of the Opera House to address what needs classified as Phase I, the minimal improvements to stabilize the roof and get it in structurally sound and Phase II would be what elements could be added to enhance the appearance of the Opera House. Phase III, how we might be able to partner with BEDC to make those improvements needed right now. Ms. McAnally stated that would be her exact motion. Mr. Jackson states that Council does not need a motion at this moment. There was discussion to deal with the Opera House project first with hopes that there would be extra left over to assist with the billboard project. Mr. Schiff suggested that DBA also approach BEDC as they do have a marketing budget. Ms. Gilleland pointed out that we are about to start our next tier funding cycle and since this has been dragging on for over a year, can we make a decision now and suggested that we have this money and we know the requests of the entities here, so what if we split the \$136,000 in half between the two entities which is \$68,000 each and disperse the DBA funds now and the Opera House funds later after we know what is all needed. Mayor Kesselus asked Ms. Gilleland to make a motion.

Ms. Gilleland made the motion to take the exact dollar amount available in the Tier 3 and fund the DBA billboard project with \$68,000 and set aside \$68,000 toward the Opera House project. Ms. McAnally seconded the motion. Motion passed unanimously.

D.4 Consideration, discussion and possible action on approval of a Resolution to suspend the effective date proposed by Centerpoint Energy Resources Corp., South Texas Division, to increase rates under the gas reliability infrastructure program for 45 days, and authorize the

**STANDARDIZED AGENDA RECOMMENDATION FORM**

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL "CAPITAL IMPROVEMENTS PROJECTS" CURRENTLY UNDER REVIEW THE CITY COUNCIL.**

2. Party Making Request: Michael H. Talbot

3. Nature of Request: (Brief Overview) Attachments: Yes X No \_\_\_\_\_  
At the request of the City Council attached is a "Summary Sheet" of the "Capital Projects" that the City Council has reviewed at the March 29 & April 19, 2016 City Council Workshops. I am working on placing all of these projects on a "City Map". It may be Tuesday night before the map the is completed.

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A  
Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: **NAME/TITLE** **INITIAL** **DATE** **CONCURRENCE**  
a) \_\_\_\_\_  
b) \_\_\_\_\_  
c) \_\_\_\_\_

8. Staff Recommendation:

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: X Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Proposed Motion: \_\_\_\_\_  
\_\_\_\_\_

**SUMMARY OF PROPOSED CAPITAL PROJECTS**

26-Apr-16

GENERAL OBLIGATION BONDS

REVENUE FUNDS

<b>NEW STREET PROJECTS</b>		<b>ASSOCIATED WITH THE THOSE STREETS TO BE RECONSTRUCTED</b>	
BLAKEY LANE EXTENSION		REPLACEMENT OF WATER MAIN ON FARM FROM PECAN TO WILSON	
AGNES STREET EXTENSION		REPLACEMENT OF WATER MAIN ON JEFFERSON FROM CHESTNUT TO EMILE	
HASLER STREET EXTENSION		CONTINGENCY/ENGINEERING	
<b>PRELIMINARY COST ESTIMATES</b>	<b>\$5,403,700</b>	<b>PRELIMINARY COST ESTIMATES</b>	<b>\$525,000.00</b>
<b>STREETS PROPOSED FOR RECONSTRUCTION</b>		<b>WASTEWATER SYSTEM IMPROVEMENTS</b> <i>(ASSOCIATED WITH THE THOSE STREETS TO BE RECONSTRUCTED)</i>	
MLK FROM CHESTNUT TO COLLEGE		REPLACEMENT OF WASTEWATER MAIN ON FARM FROM PECAN TO WILSON	
WATER STREET FROM PINE TO COLLEGE		REPLACEMENT OF WASTEWATER MAIN ON JEFFERSON FROM CHESTNUT TO WALNUT	
LAUREL FROM WILSON TO PECAN		CONTINGENCY/ENGINEERING	
CARTER STREET FROM RR TRACKS TO MAGNOLIA		<b>PRELIMINARY COST ESTIMATES</b>	<b>\$475,000.00</b>
CARTER STREET EXTENSION FROM MAGNOLIA TO MESQUITE STREET		<b>WATER SYSTEM IMPROVEMENTS</b>	
CHILDERS STREET IMPROVEMENTS		CONSTRUCTION OF ELEVATED WATER STORAGE TANK ON STATE HWY 20	
JEFFERSON STREET RECONSTRUCTION		CONSTRUCTION OF 16 INCH WATER LINE MAIN FROM INTERSECTION OF SH 71/SH 95 CROSSING COLORADO RIVER	
COMPLETION OF PHASE II OF FARM STREET		CONTINUATION OF WATER SYSTEM REHABILITATION PROGRAM PER FY \$500,000	
<b>PRELIMINARY COST ESTIMATES</b>	<b>\$4,172,300</b>	<b>PRELIMINARY COST ESTIMATES</b>	<b>\$4,700,000</b>
<b>PROPOSED NEW FACILITIES</b>		<b>WASTEWATER SYSTEM IMPROVEMENTS</b>	
POLICE DEPARTEMENT - BUILD OUT		CONSTRUCTION OF 1.5 MGD WASTEWATER PLANT @ HWY 304 AND WATER TRUNK LINE #4	
WEST SIDE FIRE STATION		CONSTRUCTION OF WASTEWATER TRUNK MAINS #1, #2, AND #3.	
RENOVATE OLD IRON BRIDGE		CONTINUATION OF WASTEWATER SYSTEM REHABILITATION PROGRAM PER FY \$500,000	
<b>PRELIMINARY COST IESTIMATES</b>	<b>\$3,405,000</b>	<b>PRELIMINARY COST ESTIMATES</b>	<b>\$16,340,000</b>
<b>SUB-TOTAL GENERAL BONDS</b>	<b>\$12,981,000</b>	<b>SUB-TOTAL REVENUE FUNDS</b>	<b>\$22,040,000.00</b>
		<b>TOTAL ALL PROJECTS TOTAL COST ESTIMATES</b>	<b>\$35,021,000.00</b>

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

1. Agenda Item: CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON AUTHORIZING THE CITY MANAGER TO CONSTRUCT AN EIGHT-INCH [8"] WATER MAIN, COMMENCING FROM OLD AUSTIN HIGHWAY DOWN HASLER SHORE ROAD TO BOB BYRANT PARK AND CONNECTING INTO THE GROUND STORAGE TANKS LOCATED IN BOB BYRANT PARK.

2. Party Making Request: Michael H. Talbot

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

At this year's City Council Planning Retreat, I gave the Council an overview of the City's aggressive program regarding annual maintenance of the City's current groundwater water wells used to provide the City's water supply. I appraised the Council of the fact that this aggressive well maintenance program had improved the efficiency and production of the City's groundwater wells. After reviewing all of the data for the past couple years, Mr. Gene Kruppa P.E., the Director of Public Works, City Water Department Staff and myself have all reached the consensus that "Well I" can now pump at least an "additional 200 gpm" above what is currently being produced from at this time from Well I. You may recall that Well I is the only City well that is a deep water well and the source of groundwater for Well I is the "Simsboro Aquifer." As the Council is aware, Well I has TDS levels are higher than what is allowed by the Texas Commission on Environmental Quality [TECQ] for "potable drinking water." However, by blending the water from Well H with the water from Well I, the TDS level of the combined groundwater achieves TCEQ levels for potability and safe drinking. In order to take advantage of increasing the pumping capacity of Well I, additional water is required to be used for blending with this additional Well I water. The solution we have come up with is that we are proposing to construct an eight-inch (8") water main from the intersection of Old Austin Highway, northward to Bob Bryant and once inside Bob Bryant Park, to construct and route the water main to the ground storage tanks. By installing this new 8" water line, the City will be able to increase the production capacity of Well I by approximately fifty-percent [50%], which is significant enough to justify this work and expense. The increased water capacity achieved will serve approximately and additional 288 customers, on an ongoing future basis for the City. The cost of materials for these proposed in improvements is \$120,000.00. City crews will perform the labor and install the 8" water main.

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A

Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_

Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_

Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

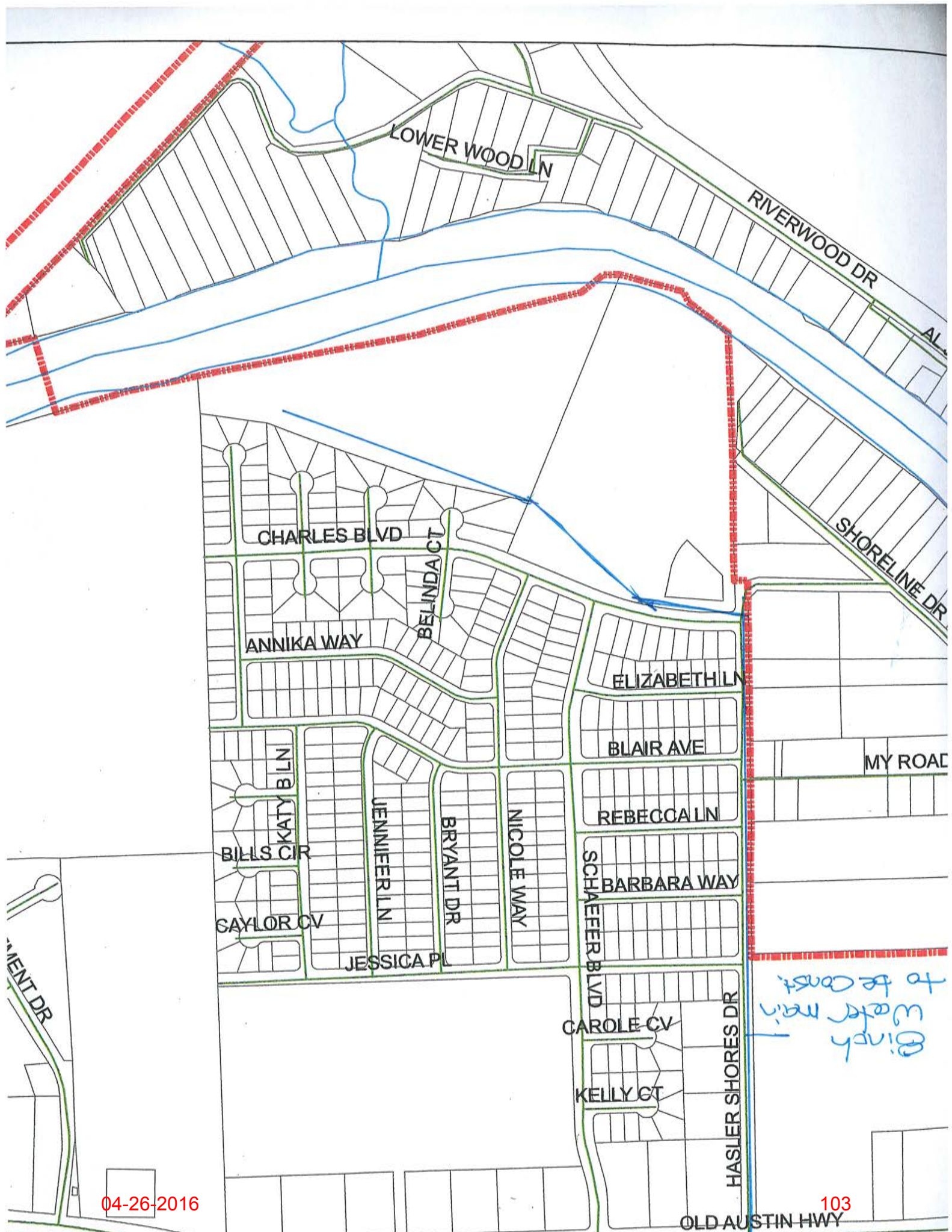
- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_

8. Staff Recommendation: We are all recommending approval of this request to the Council.

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation:  X  Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Proposed Motion: A Motion to approve "Authorizing the City Manager to take the actions required to install an 8" water main, from Old Austin Highway to the Bob Bryant Park "Groundwater Storage Tanks," for the purpose of increasing the blended production capacity of City Well I, and maintain TCEQ potability standards."



LOWER WOOD LN

RIVERWOOD DR

CHARLES BLVD

BELINDA CT

ANNIKA WAY

ELIZABETH LN

SHORELINE DR

BLAIR AVE

MY ROAD

BILLS CIR

KATY B LN

JENNIFER LN

BRYANT DR

NICOLE WAY

REBECCA LN

SAYLOR CV

JESSICA PL

SCHAEFER BLVD  
BARBARA WAY

*Pinch  
water main  
to be const.*

CAROLE CV

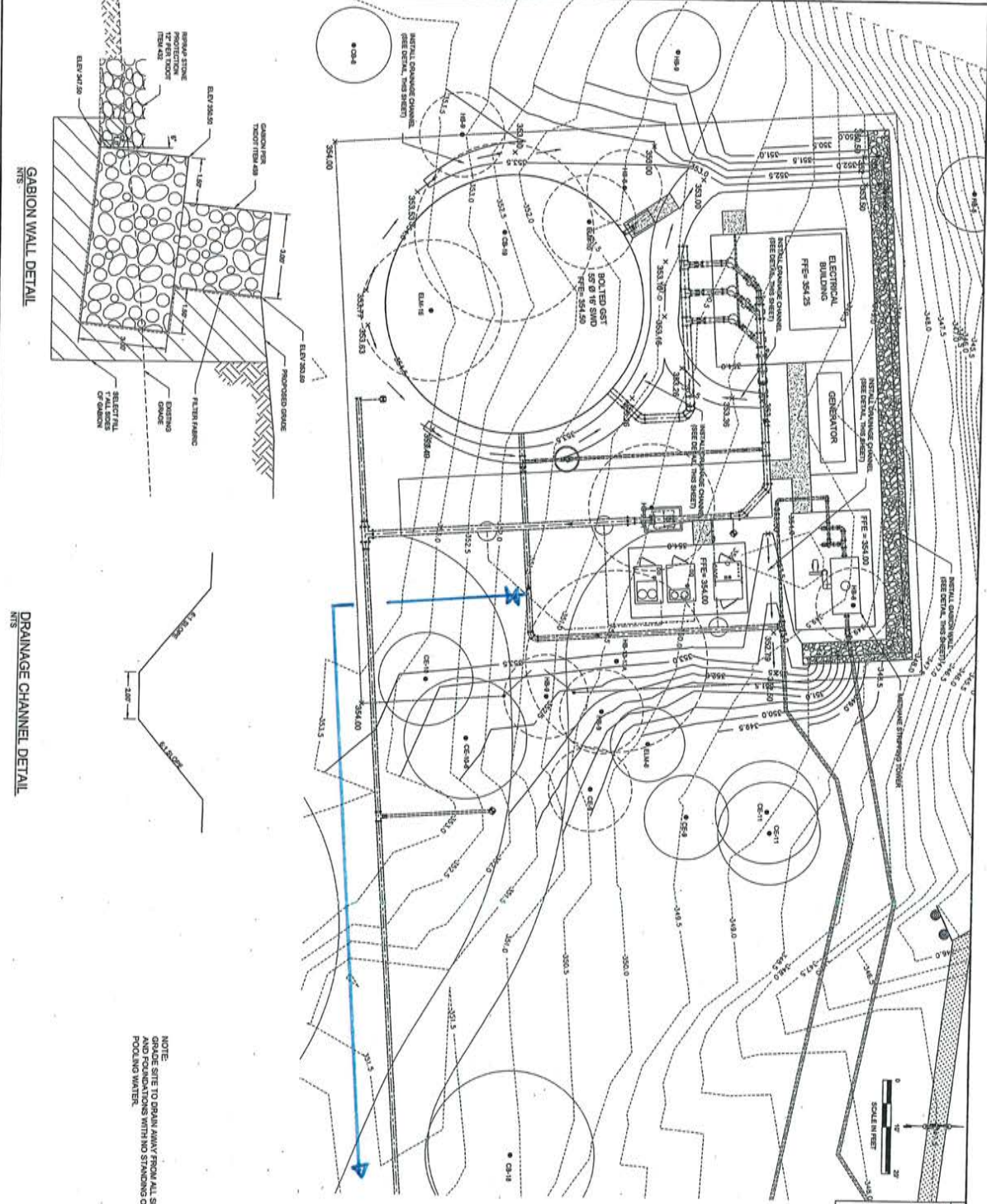
HASLER SHORES DR

KELLY GT

04-26-2016

103

OLD AUSTIN HWY



NOTE:  
GRADE SITE TO DRAIN AWAY FROM ALL SLABS  
AND FOUNDATIONS TO PREVENT  
POOLING WATER.

**LEGEND**

—	SOLE OF PAVEMENT
---	EXISTING CONTROL
---	PROPOSED CONTROL
○	WIRE FENCE
○	WIRE FENCE OF TREES TO BE REMOVED
○	WIRE FENCE OF TREES TO BE REMOVED QUARIES

**K FRIESE & ASSOCIATES, INC.**  
1120 S. CAPITAL OF TEXAS HIGHWAY, THE SETTING II, SUITE 100, AUSTIN, TEXAS 78746

**CITY OF BASTROP**  
B. BRYANT PARK WATER FACILITIES PHASE II  
TANK AND PUMP STATION GRADING PLAN

**CITY OF BASTROP, TEXAS**

SCALE: 1" = 10'

DATE: AUGUST 15, 2011

SHEET NUMBER: 12 OF 46

REV. NO.	BY	DATE	REVISION DESCRIPTION



STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: April 20, 2016

MEETING DATE: April 26, 2016

1. Agenda Item: CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING THE FUTURE USE AND/OR THE DISPOSITION OF THE CITY OWNED LOT AT 921 MAIN STREET.

2. Party Making Request: Mayor Kesselus

3. Nature of Request: (Brief Overview) Attachments: Yes X No \_\_\_\_\_  
Mayor Kesselus would like to have a discussion with City Council regarding the future use of and/ disposition of the City owned lot at 921 Main Street.

4. Policy Implication: \_\_\_\_\_

5. Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No N/A  
Bid Amount: \_\_\_\_\_ Budgeted Amount: \_\_\_\_\_  
Under Budget: \_\_\_\_\_ Over Budget: \_\_\_\_\_  
Amount Remaining: \_\_\_\_\_

6. Alternate Option/Costs: \_\_\_\_\_

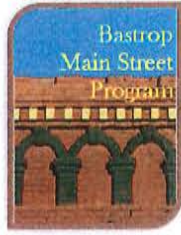
7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE  
a) \_\_\_\_\_  
b) \_\_\_\_\_  
c) \_\_\_\_\_

8. Staff Recommendation:

9. Advisory Board: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

10. Manager's Recommendation: \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ None

11. Proposed Motion: \_\_\_\_\_  
\_\_\_\_\_



Mike Talbot  
City Manager  
City of Bastrop  
1311 Chestnut Street,  
Bastrop, TX 78602

Dear Mike,

At its April 4 meeting, the Main Street Advisory Board approved a Design Committee proposal seeking City designation of 921 Main Street as a multi-purpose public space.

While both the Design Committee and the Main Street Advisory Board have long been in favor of such a designation, recent developments combine to create a great opportunity to take that step. The Water Street Parking Lot enhancements, evolving plans for the much anticipated Main Street Improvement Project in and the immediate need to address the stability of the "921" back wall and site drainage issues substantially increase the role that an improved "921" can play to advance a cohesive vision of the downtown business district.

*Ad hoc* use of the 921 by the Main Street Promotions Committee for Lost Pines Christmas activities and for other events and by the Downtown Business for central elements of its downtown festivals offer proof of concept to the concept of an event/performance venue at the heart of Main Street. The site's central location, as the proposal indicates, would offer a very appealing gateway from downtown parking areas to Main Street.

The Design Committee and the Main Street Advisory Board strongly urge the City to approve this proposal and to involve the Design Committee in the development of a site that is harmonizes the 19<sup>th</sup> Century appearance of Main Street with optimal 21<sup>st</sup> Century use.

Sincerely,

A handwritten signature in black ink, appearing to read "Dick Smith".

Dick Smith

Chair, MSAB

## Bastrop Main Street Design Committee Proposal:

# A Central Plaza at 921 Main Street

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The Design Committee of the Bastrop Main Street Program remains committed to the concept of establishing a Central Plaza in the City-owned vacant lot at 921 Main Street, a concept first expressed in 2010 and deferred while City focused on increased availability of Water Street parking and on the Main Street Improvement Project.

In light of the need to perform structural repairs on the perimeter walls and address site drainage issues, the time is right for the City to consider constructive public use of this property. The Design Committee proposes anew dedication of this site as a Central Plaza that would...

- Establish an anchor and point of orientation/reference for the Central Business District.
- Provide a logical, central and attractive access way from the Water Street parking to the heart of Main Street shopping and dining.
- Create a pleasant “green space” respite that would tend to encourage shoppers and others to spend additional time in the Main Street area.
- Serve as an excellent, centrally located, gathering spot for both daily use and for tours and other groups.
- Provide an attractive, audience friendly venue for performance and that might accommodate as many as 200 people.
- Allow event vendors a space with appropriate electrical service, a safer alternative to running extension cords from Main Street buildings as at present.

The Design Committee requests Main Street Advisory Board approval of this project proposal, with the Main Street Design Committee taking Lead in the recommended design and use of space, in tandem with the City for submittal to the City Manager and City Council for consideration.