

Bastrop, TX City Council Meeting Agenda
Bastrop City Hall City Council Chambers
1311 Chestnut Street
Bastrop, TX 78602
(512) 332-8800



March 28, 2017 at 6:30 P.M.

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

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

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE (TO THE AMERICAN FLAG)

TEXAS PLEDGE OF ALLEGIANCE

Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

3. INVOCATION

4. PRESENTATIONS

4A. Presentation on "Why I Love Bastrop" Video Collection by Debbie Denny

4B. Mayor's Report

4C. Councilmembers' Report

4D. City Manager's Report

5. WORK SESSION/BRIEFINGS

5A. Receive presentation by City Manager and provide feedback regarding changes to the Council Agenda and process to provide greater transparency and clarity of policy actions.

- 5B. Receive update on meeting with Representative John Cyrier regarding HB 2322 and provide feedback regarding possible future action.

6. STAFF AND BOARD REPORTS

- 6A. Receive update on the process in relation to Council and the Start-Up Board of the DMO and Introduction of DMO Interim Director Dale Lockett.
- 6B. Receive report from Ethics Commission regarding Councilmember Debra Jones and Councilmember Gary Schiff and receive a statement from Councilmember Jones.
- 6C. Hear presentation of the unaudited Monthly Financial Report for the period ending February 28, 2017.
- 6D. Receive report from Bastrop Economic Development Corporation

7. CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Citizens' Comment portion of the Council meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Staff for research and possible future action.

To address the Council concerning any item on the agenda, please submit a fully completed request card to the City Secretary prior to the consideration of that item.

It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Council to allow a member of the public to slur the performance, honesty and/or integrity of the Council, as a body, or any member or members of the Council individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Council and/or any person in the Council's presence will not be tolerated.

8. CONSENT AGENDA

- 8A. Consider action to approve minutes from the March 14, 2017 meeting.
- 8B. Consider action to confirm appointment by the Mayor of Lynette Philpot to Place 7 on the Bastrop Art in Public Places with the term ending in June 2019.
- 8C. Consider action to accept and approve the FY 2018 Hotel Occupancy Tax Funding Calendar and the FY 2018 Community Support Funding Calendar.
- 8D. Consider action to approve a resolution amending authorized representatives for Texpool/Texpool Prime local investment pool by adding City Manager Lynda Humble as an authorized representative of the City.
- 8E. Consider action to confirm appointment by the Mayor of City Manager Lynda Humble to Place 1 on the Hunters Crossing Local Government Corporation Board.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

- 9A. Consider action to approve the first reading of Resolution No. R-2017-12 of the City Council of the City of Bastrop, TX approving a project to conduct a comprehensive drainage study of the Pine Forest Unit 6 Subdivision using funds provided by the Bastrop Economic Development Corporation in an amount exceeding \$10,000 in accordance to Section 505.158(b) of the Local Government Code and move to include on the April 11, 2017 agenda for a second reading.
- 9B. Consider action to approve the first reading of Ordinance No. 2017-10 amending the budget for the Fiscal Year 2017 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 and move to include on the April 11, 2017 agenda for a second reading.
- 9C. Consideration, discussion and possible action concerning reimbursement of Councilmember Deborah Jones for legal expenses incurred in defending against an ethics complaint filed against her that was dismissed.
- 9D. Consideration, discussion and possible action concerning reimbursement of Council Member Gary Schiff for legal expenses incurred in defending against ethics complaints filed against him that were dismissed.

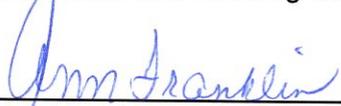
10. EXECUTIVE SESSION

- 10A. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to discuss and deliberate litigation matters with the City Attorney regarding City of Bastrop vs. Vandiver and Hoover claims.
- 10B. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to discuss and deliberate litigation matters with the City Attorney regarding Pine Forest 6, et al vs. City of Bastrop, et al.

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

12. ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting as posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenient and readily accessible to the general public, as well as to the City's website, www.cityofbastrop.org and said Notice was posted on the following date and time: Friday, March 24, 2017 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.



Ann Franklin, City Secretary



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 4A

TITLE:

Presentation on “Why I Love Bastrop” Video Collection by Debbie Denny

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 4B

TITLE:
Mayor's Report

STAFF REPRESENTATIVE:
Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 4C

TITLE:

Councilmembers' Report

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 4D

TITLE:
City Manager's Report

STAFF REPRESENTATIVE:
Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 5A

TITLE:

Receive presentation by City Manager and provide feedback regarding changes to the Council Agenda and process to provide greater transparency and clarity of policy actions.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 5B

TITLE:

Receive update on meeting with Representative John Cyrier regarding HB 2322 and provide feedback regarding possible future action.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 6A

TITLE:

Receive update on the process in relation to Council and the Start-Up Board of the DMO and Introduction of DMO Interim Director Dale Lockett.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

ATTACHMENT

- Resume of Dale Lockett, Interim Director of DMO



Dale E. Lockett

3 Tierra Madre, Placitas, NM 87043 – 505-264-2078 – lockettabq@me.com

CEO/Sales, Marketing and Brand Management Convention and Tourism Industry

Career Profile

I am a dynamic destination marketing professional noted for the development and execution of creative solutions to complicated problems. With 30+ years experience in executive-level destination management, promotion, marketing and sales management, I digest new concepts quickly and organize data into logical patterns and systematic processes. Believing that group thought is a good forum for generating solutions, I employ a senior management leadership team and challenge employees to achieve beyond pre-existing capabilities.

Key Skills and Results

- Adept at leading organizational change -- changing static “traditional” Convention and Visitor Bureaus into aggressive Destination Marketing Organizations (CVB vs. DMO), driving destination brand desirability to leverage all market segment sales – convention and meetings, LGBT, sports, special events, individual and group leisure.
- Proven destination leadership talents -- led successful Destination Master Plan Development for Albuquerque’s 2nd largest industry which resulted in legislative initiative on both the local and state levels.
- Solid fiduciary leadership in multiple destinations -- maximized budgets for optimal marketing and sales operations while achieving outstanding audit results.
- Strong convention and meeting sales capabilities on regional and national levels resulting in increased productivity for multiple destinations.
- Extensive sports bids experience involving NCAA Men’s and Women’s Final Four, USA Track and Field National Championships, USA Roller Sports National Championships and many more.
- Excellent marketing, advertising and communications skills, designed to drive brand awareness and desirability using latest technology tactics, including social media.

Professional Chronology and Career Accomplishments

- **Albuquerque Convention and Visitors Bureau, Albuquerque, NM**
President & CEO – January 2004 to January 2016

Chief destination marketing officer for Albuquerque, New Mexico’s number one visitor destination, representing the region’s number two industry with a direct economic impact of about \$2 billion. The ACVB is a 501c6 corporation and includes a membership of about 800 hospitality related companies. Staff consists of about 40 FTE’s with an annual marketing and operations budget of about \$6-\$7 million. Major accomplishments include:

- Sales team has booked about 4,500 conventions and groups in my 12 years (for future year actualization), totaling more than 2 million room nights resulting in an estimated economic impact of more than \$600 million.
- Sales team sold a record \$83.6 million in convention and event business occurring in FY’14.
- Consolidated the tourism and communications departments to create organization’s first marketing division resulting in a dynamic internal destination marketing and public relations team. This enabled significant social media and technology marketing, along with the creation of niche diverse marketing to drive LGBT and minority demand, leveraging our destination brand strengths in those markets.
- Consistent increases in destination visitation and growth of lodgers tax collections except during the great recession (during which Albuquerque’s hospitality industry was less impacted than nationally).
- ACVB marketing nationally recognized by HSMIA’s Adrian Awards receiving Gold, Platinum and Best of Show (in-house produced video e-marketing promotion), PRSA National Bronze Anvil Award and many more recognitions.
- Successfully attracted major National sports Championships, generating national media exposure for the destination.
- Successfully attracted a NCAA Division I Football Bowl Championship, televised nationally on ESPN.

- Personal recognition includes recipient of the Association of Convention Operations Management (ACOM) Executive Excellence Award, Top CEO Award from Albuquerque Business First, among other recognitions.

- **San Antonio Convention and Visitors Bureau, San Antonio, TX**
Assistant Executive Director – 2000 to 2004
Acting Executive Director – 4/2002 to 8/2003

Responsible for the general oversight of the destination marketing of San Antonio for leisure, incentive, conventions, sports, resort market and film/commercial markets with a budget of \$16.8 million (advertising budget in FY '03 of \$7 million) and staff of about 100. SACVB is a City department and I was part of the city's senior management team, working closely with the management teams of the convention center, Alamodome, Parks and Recreation and other city owned performance venues. Hired as assistant executive director, was responsible for the reorganization of the CVB due to the retirement of a significant number of department heads, resulting in the development of a new sales and marketing team. As Acting Executive Director, played a critical role in the development and implementation of a "post-9/11" marketing plan (working closely with the City Manager Mayor and Council), enabling San Antonio to rank in the top five out of the top 30 hotel markets (defined by occupancy, average daily rates and Revpar). Despite significant challenges to the meeting industry, led a marketing and sales effort that produced the second best SACVB sales performance in its history producing approximately 1 million SACVB convention/meeting room nights consumed in 2002 as well as attracting 14 million visitors annually. Coordinated the City's efforts in obtaining a headquarter hotel working with the development community by providing required research data as well as assisting the City's financial advisors with induced demand forecasts and financial forecasting.

- **Arlington Convention and Visitor Bureau, Arlington, TX**
President & CEO -- 1998 to 2000

As President of the Arlington CVB, was responsible for the marketing and sales organization credited with attracting 6.5 million annual leisure and convention/meeting visitors, reporting directly to a policy-setting Board of Directors. Major accomplishments included successful resolution of several personnel issues (resulting from the delay in hiring for this position); development of an exclusive marketing agreement with Six Flags Over Texas for Arlington hotels; development of a top-rated Internet web site for the ACVB which included on-line hotel bookings, meeting planner RFP's and interactive visitor options and the successful development of the amateur sports market for Arlington which included venue assessment and marketing strategy for this new market.

- **United States Youth Soccer Association, Richardson, TX**
Director of Operations — 1997 to 1998

Before being recruited to the ACVB, I served in the chief operating staff position for the United States Youth Soccer Association (USYSA). USYSA consists of 3 million youth soccer players and 500,000 volunteer coaches, administrators and referees. Reporting directly to the national board of directors, I was responsible for the professional management of the organization that included an annual operating budget of \$4 million and staff of eight at the national office (each state association has their own professional staff). Priorities included development and management of national sponsorships, operation of an annual workshop and convention attracting 3,000 participants, operation of the national championship tournament and production of a magazine and Internet site.

- **St. Louis Film Office, St. Louis, MO**
Executive Director – 1996 to 1997

Individually recruited by the County and City of St. Louis, as well as by the St. Louis CVB to run the St. Louis Film Office, a 501c6 non-profit organization, where I was responsible for reorganizing the corporate operational structure. Initial responsibility was to solve a critical IRS challenge created by previous management as well as regaining fiduciary trust with the Board of Directors, which I successfully resolved within six months. The relative short tenure in this position resulted from a major opportunity for my wife requiring a move to the Dallas/Fort Worth region for her career with SBC/AT&T.

- **Optimist International, St. Louis, MO**
Senior Director of Operations – 1992 to 1996

As the number two staff position at Optimist International, I was responsible for domestic and international operations of this major community service organization. Successfully managed an overall budget of \$6.2 million, evaluated and reorganized internal operations, conducted product viability research, obtained corporate sponsorship of club programs and events and directly managed five separate departments with 38 employees. Employing incentive travel marketing techniques, developed the Optimist International Junior Golf Championships into a major international event attracting 600+ tournament participants from 30 countries along with securing major corporate sponsorship and a "home" for the event at the PGA National Resort.

- **St. Louis Convention and Visitors Commission, St. Louis, MO**
Tourism/Incentive Sales Manager – 1987 to 1992

To increase tourism market share for St. Louis, initiated and developed a sales and marketing plan to position the region for incentive travel and was responsible for successfully winning the Society of Incentive Travel Industry (SITE) annual convention to St. Louis which provided the world's top incentive travel professionals a first-hand experience of St. Louis' capabilities. Was directly responsible for St. Louis' international marketing efforts, focusing mainly on Europe and Canada, maximizing St. Louis' role as TWA's international headquarters and hub.

Positions prior to 1987 provided if requested.

Education and Personal

My Bachelor of Science degree in Journalism is from West Texas State University. I have also earned a CTP Certification from the National Tour Association (NTA). Served as panelist, speaker for numerous hospitality industry meetings. My wife and I are the parents of two grown daughters, one who lives with her family in San Jose, California and one who currently resides with her family in Denmark. My leisure activities include music composition, golf, skiing and sailing.

Affiliations (current and past)

- Destination Marketing Association International (DMAI) – past member of the DMAI Board and past Chair of the Board of Trustees, DMAI Foundation
- Western Association of CVBs (WACVB is now DMA West) – past Board member of WACVB Board
- Current Board member of the New Mexico Hospitality Association
- Past Chair of the Dallas Fort Worth Area Tourism Council
- American Society of Association Executives (ASAE)
- National Tour Association (NTA)
- Society of Incentive Travel Executives (SITE)
- Association of Film Commissioners (AFCI)
- Meeting Professionals International (MPI)
- Professional Convention Management Association (PCMA)
- Convention Industry Council (CIC) – past member of Advisory Committee
- US Travel Association
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STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 6B

TITLE:

Receive report from Ethics Commission regarding Councilmember Debra Jones and Councilmember Gary Schiff and receive a statement from Councilmember Jones.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 6C

TITLE:

Hear presentation of the unaudited Monthly Financial Report for the period ending February 28, 2017.

STAFF REPRESENTATIVE:

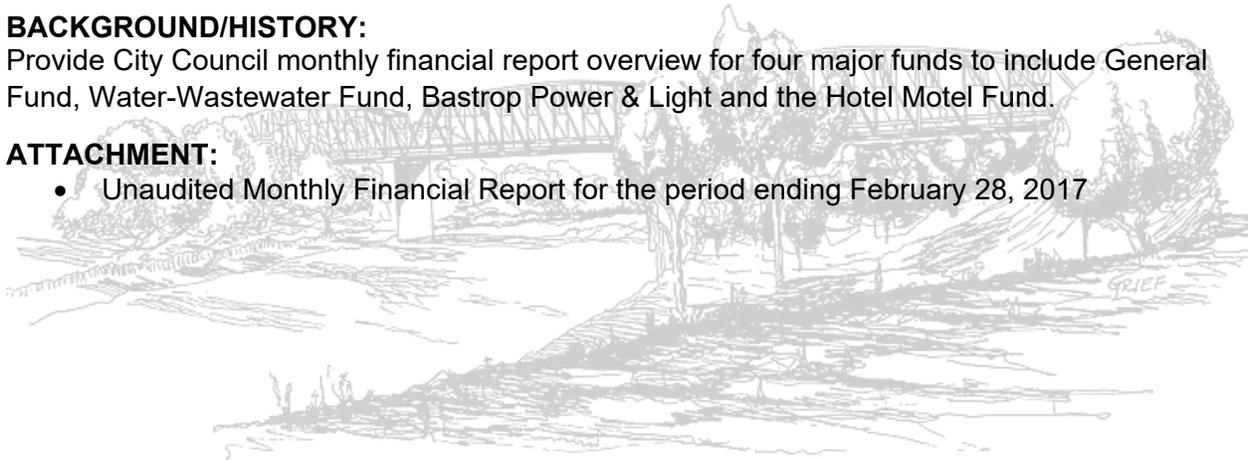
Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

Provide City Council monthly financial report overview for four major funds to include General Fund, Water-Wastewater Fund, Bastrop Power & Light and the Hotel Motel Fund.

ATTACHMENT:

- Unaudited Monthly Financial Report for the period ending February 28, 2017



CITY OF BASTROP, TEXAS

MONTHLY FINANCIAL REPORT FOR PERIOD ENDING Feb. 28, 2017



Highlights for this reporting period as of Feb. 28, 2017

General Fund:

- City Economic Development Incentives:

<u>Agreement with</u>	<u>Effective Date</u>	<u>Original Amount</u>	<u>Remaining Balance YTD</u>
Schulman Theaters	March 7, 2012	\$200,000 or 7 Years	\$56,711
Bastrop Retail Partners (Burleson Crossing)	August 30, 2007	\$7,370,694 or 15 Years	\$3,232,706

Legal fees by Attorney/Category

AS OF FEB. 28, 2017

FIRM	CASE	FY14-15	FY15-16	FY16-17
JC BROWN				
	General Legal	\$ 335,518	\$ 279,242	\$ -
	Water permit	\$ 16,698	\$ 39,856	\$ -
	Vandiver	\$ 10,356	\$ 9,275	\$ -
BUNDREN				
	Pine Forest Interlocal	\$ 89,738	\$ 700,800	\$ -
	Vandiver	\$ 3,393	\$ 79,951	\$ -
	Aqua CCN	\$ 13,005	\$ 21,735	\$ -
	Red Light Camera Suit	\$ 5,822	\$ 60,279	\$ -
TERRELL LAW FIRM				
	Water permit	\$ 61,015	\$ 482,815	\$ 31,646
DAVID BRAGGS				
	General legal	\$ -	\$ 8,603	\$ 19,680
	Vandiver	\$ -	\$ -	\$ 5,980
	Water Permit	\$ -	\$ -	\$ 1,440
TAYLOR, OLSON, ADKINS, SRALLA & ELAM, LLP				
	Red Light Camera Suit	\$ -	\$ 1,246	\$ 418
Total Legal		\$ 535,544	\$ 1,683,801	\$ 59,164

Row Labels	Sum of FY14-15	Sum of FY15-16	Sum of FY16-17
Aqua CCN	\$ 13,005	\$ 21,735	\$ -
General Legal	\$ 335,518	\$ 287,845	\$ 19,680
Pine Forest Interlocal	\$ 89,738	\$ 700,800	\$ -
Red Light Camera Suit	\$ 5,822	\$ 61,525	\$ 418
Vandiver	\$ 13,749	\$ 89,226	\$ 5,980
Water permit	\$ 77,713	\$ 522,671	\$ 33,086
Grand Total	\$ 535,544	\$ 1,683,801	\$ 59,164

CITY OF BASTROP
SUMMARY OF REVENUES AND EXPENDITURES
 AS OF FEB. 28, 2017

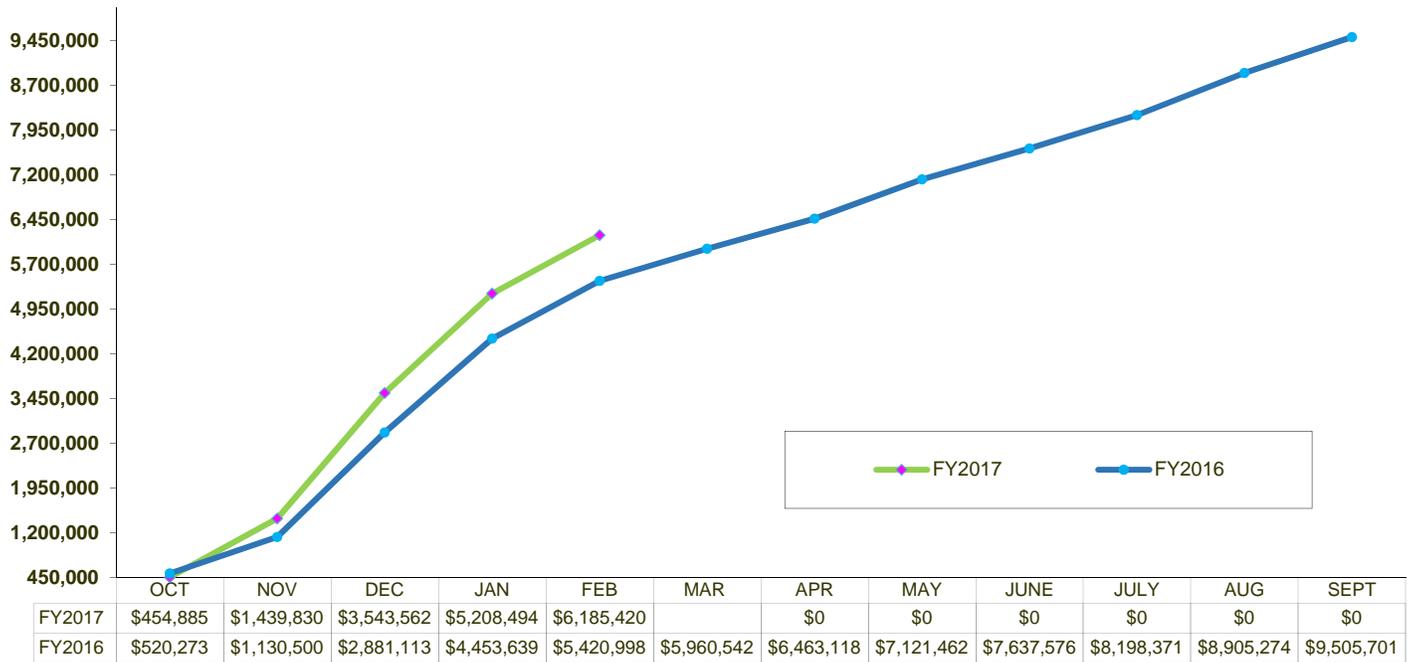
Fiscal year 2017 is 5 month or 41.7% completed

	FY 16-17 Budget*	FY 16-17 YTD Actual	% of Budget
Revenues			
General Fund	\$ 10,297,361	\$ 6,185,420	60%
W/WW Fund	\$ 4,526,200	\$ 1,982,346	44%
Electric Fund	\$ 6,999,250	\$ 2,609,710	30%
Hotel Motel Fund	\$ 2,882,000	\$ 1,016,374	35%
Expenditures			
General Fund	\$ 11,443,257	\$ 3,913,600	34%
W/WW Fund	\$ 5,652,292	\$ 1,640,148	29%
Electric Fund	\$ 7,546,181	\$ 2,503,997	33%
Hotel Motel Fund	\$ 1,774,742	\$ 829,057	47%

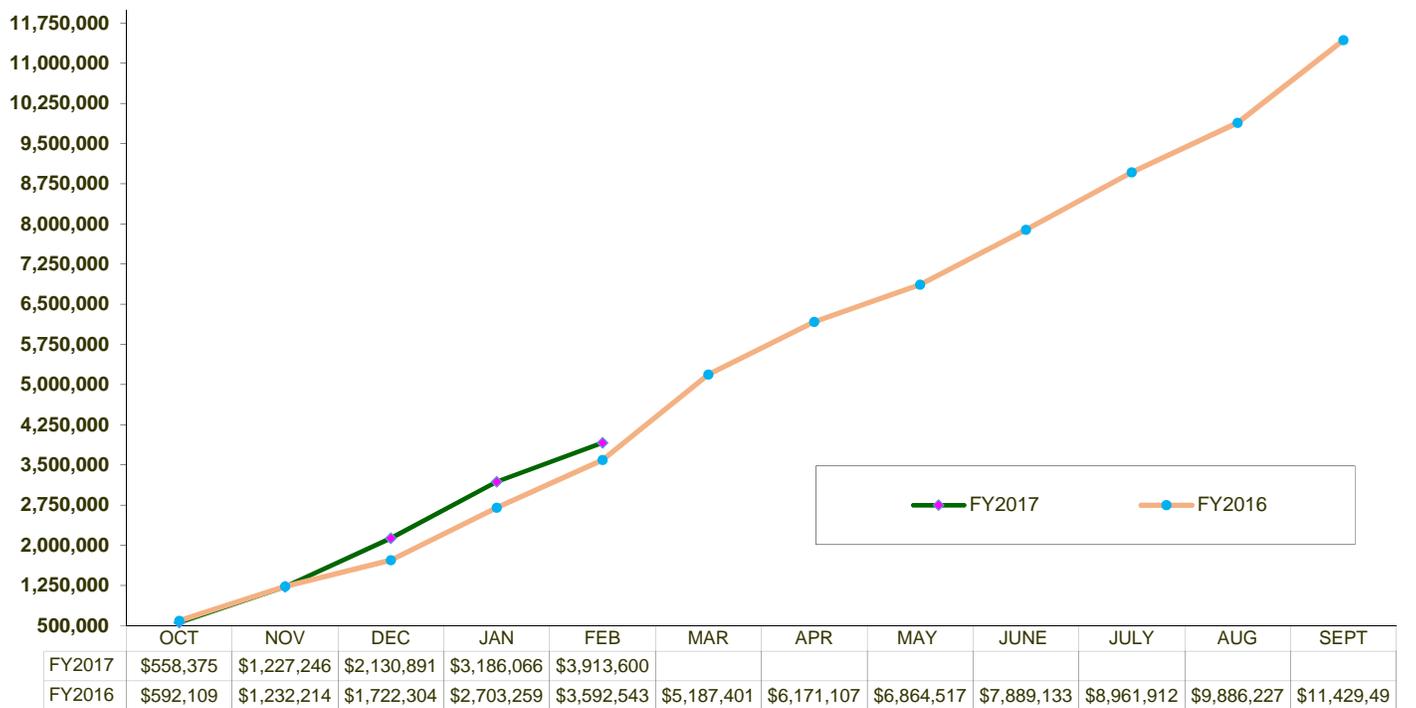
*Budget amounts reflect any budget **amendments** approved by Council during the Fiscal Year

GENERAL FUND REVENUE & EXPENDITURES AS OF FEB. 28, 2017

FY 2016 & 2017 Revenues



FY 2016 & 2017 Expenditures

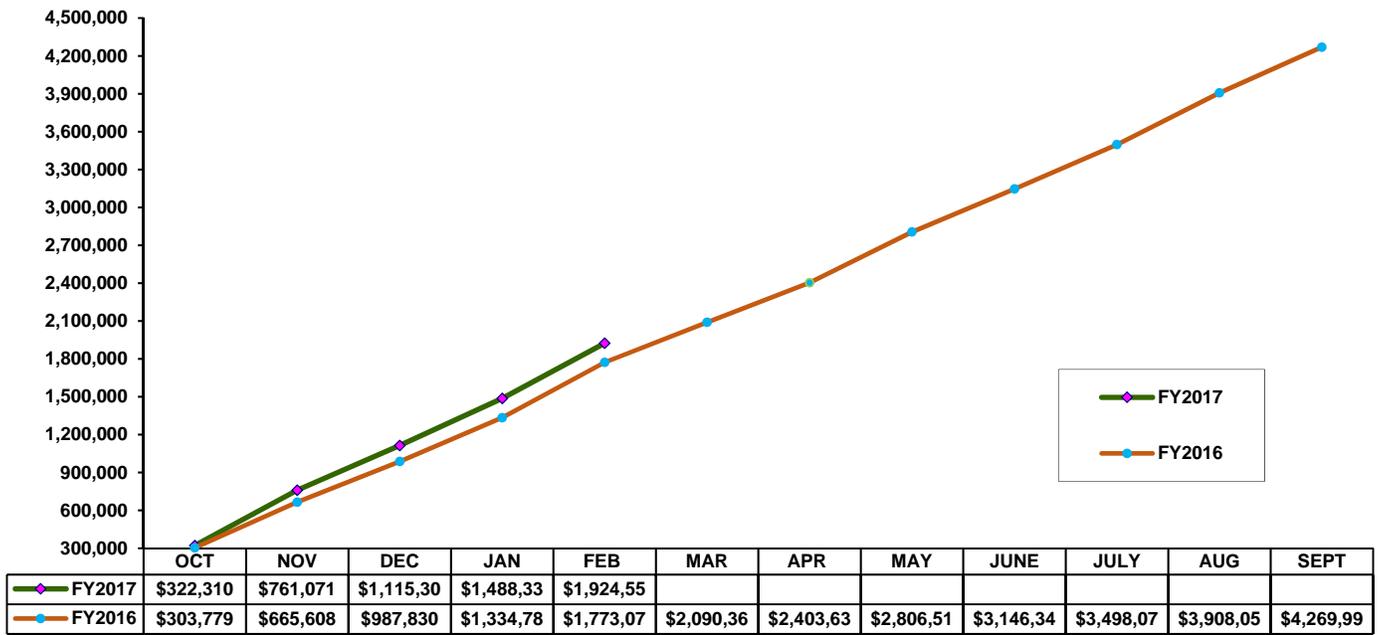


GENERAL FUND REVENUE

AS OF FEB. 28, 2017

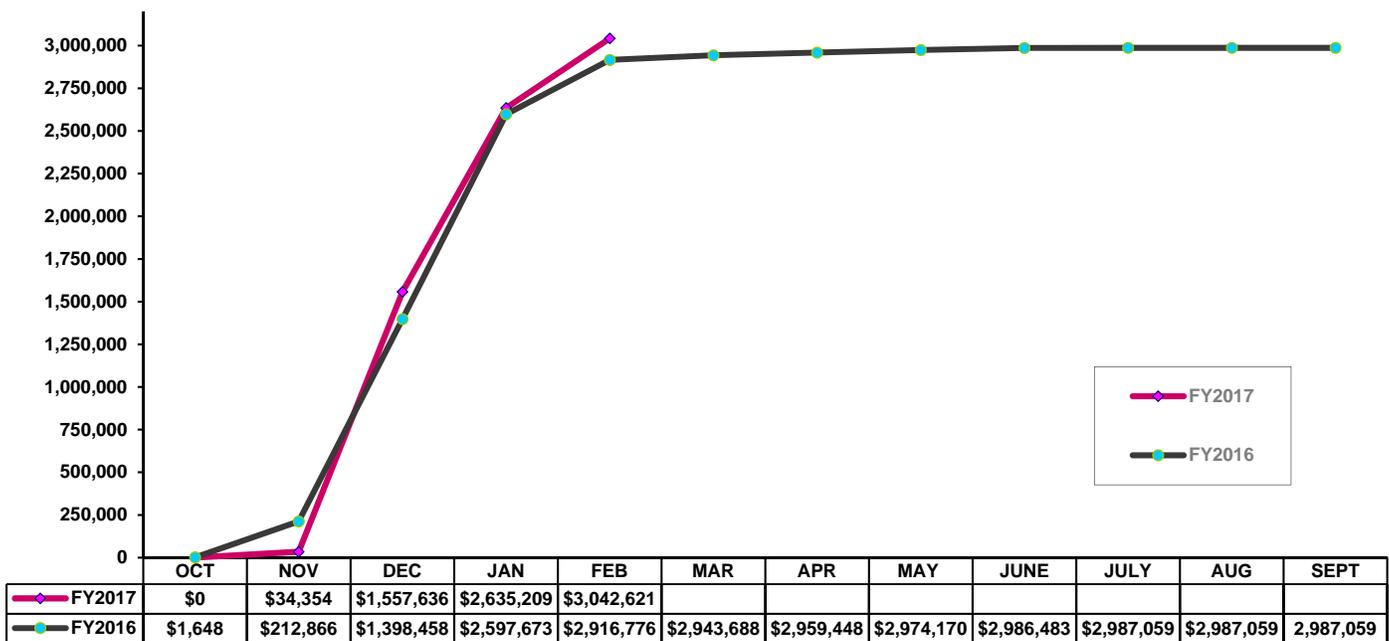
FY2017 Budgeted \$4,456,850

Sales Tax



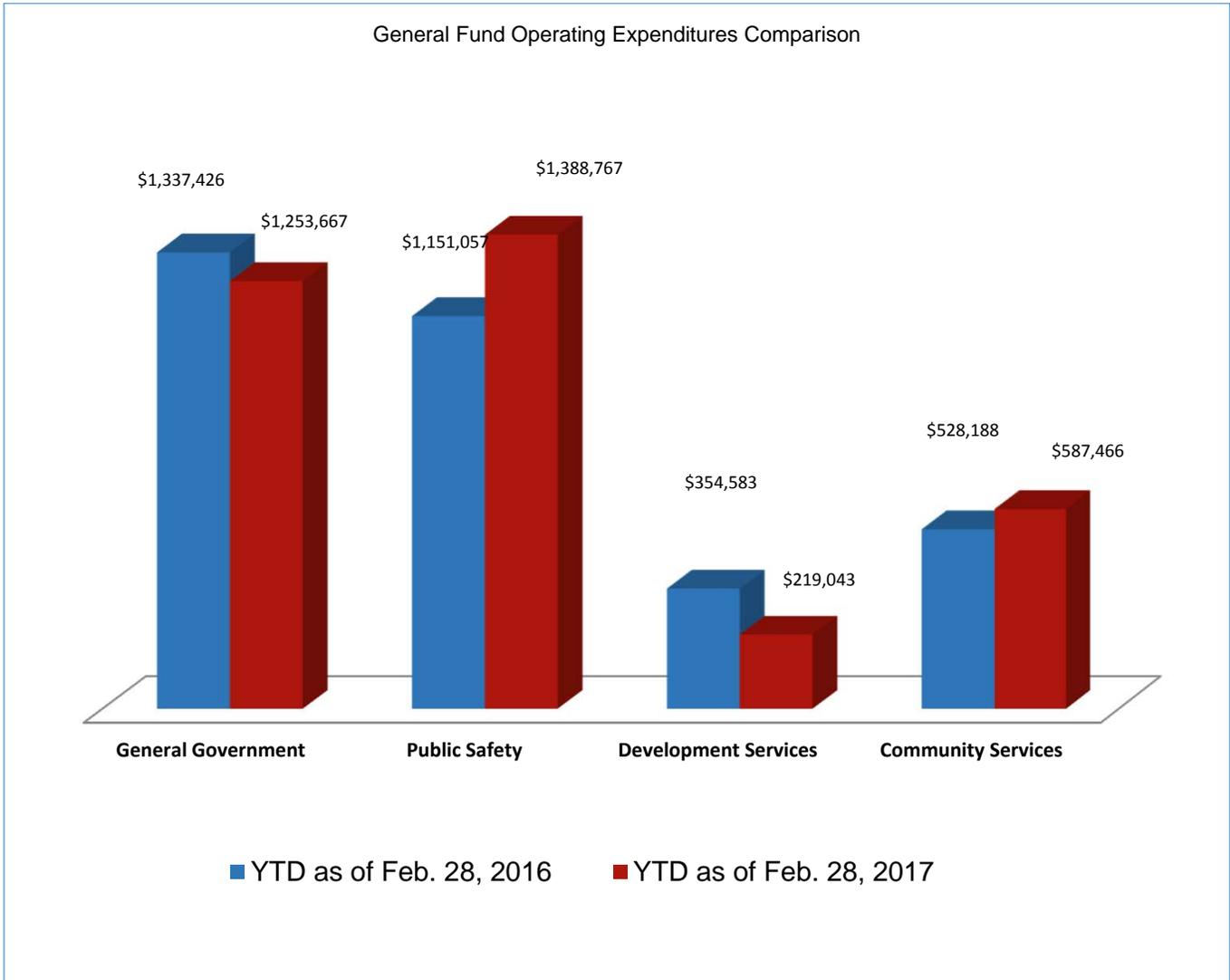
Ad Valorem Taxes

FY2017 Budget \$3,131,361



GENERAL FUND EXPENDITURES

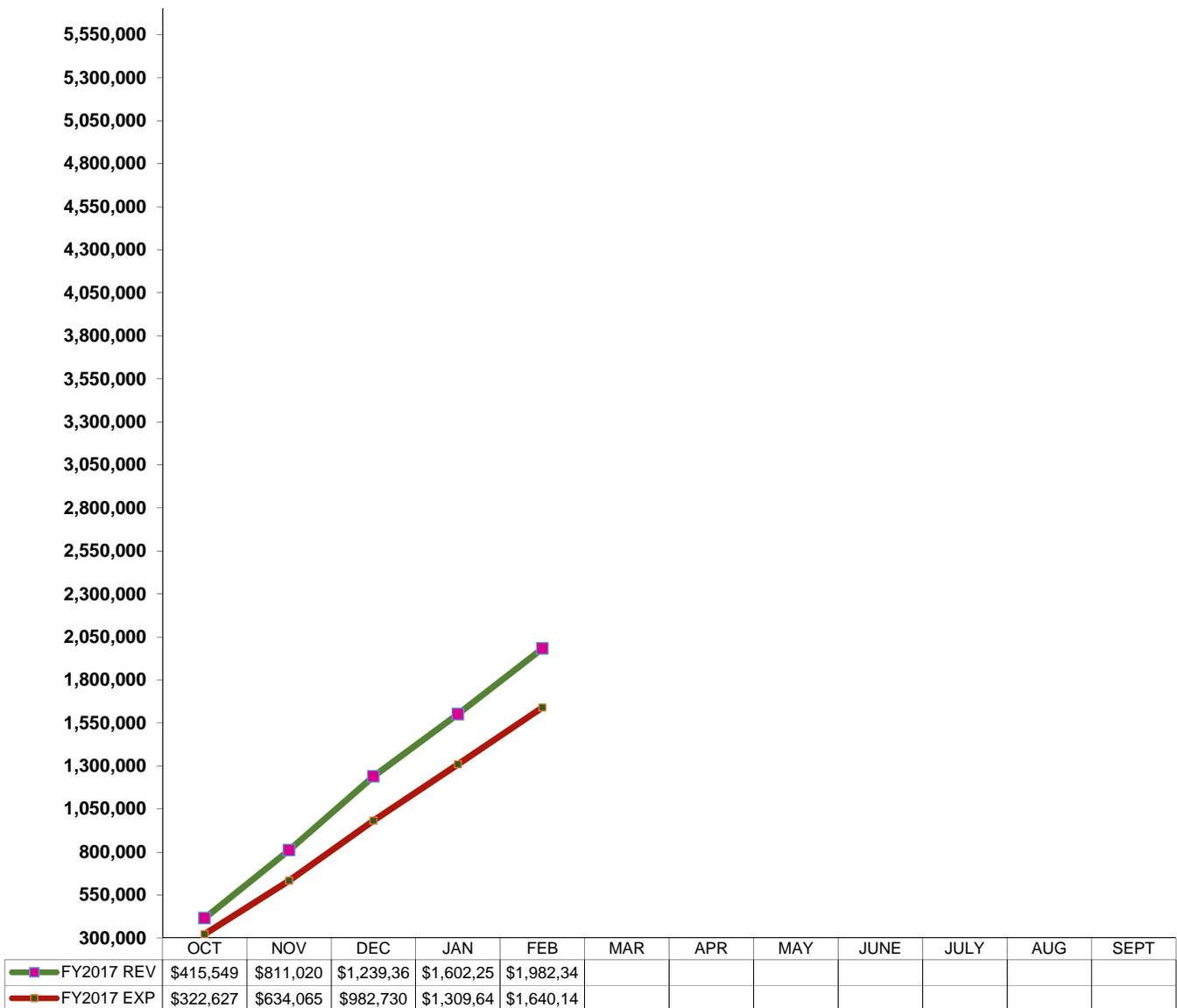
AS OF FEB. 28, 2017



- General Government includes Legislative, Organizational, City Manager, City Secretary, Finance, Human Resources, Information Technology, Public Works, and Building Maintenance
- Public Safety includes Police Department, Fire Department, Health, and Municipal Court
- Development Services includes the Planning Department
- Community Services includes Recreation, Parks, and Library

WATER WASTEWATER FUND REVENUE & EXPENDITURES AS OF FEB. 28, 2017

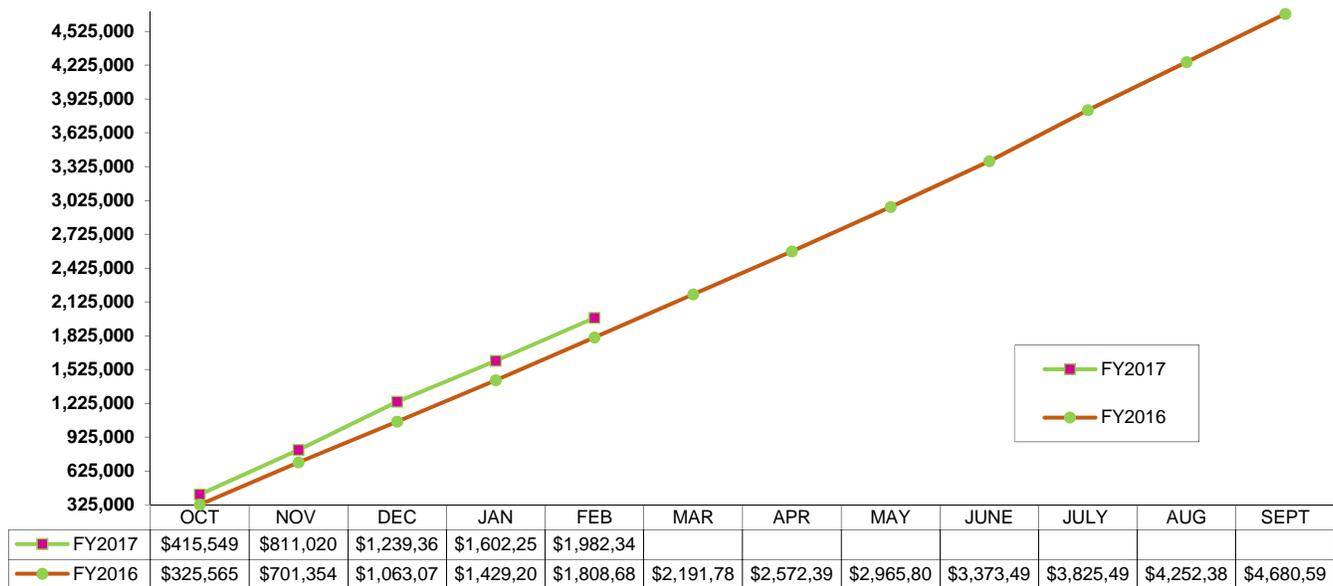
❖ Water/ Wastewater Fund Revenues Year-to-date (YTD) as of Feb. 28, 2017 are \$1,982,346 or 44% of the budgeted amount



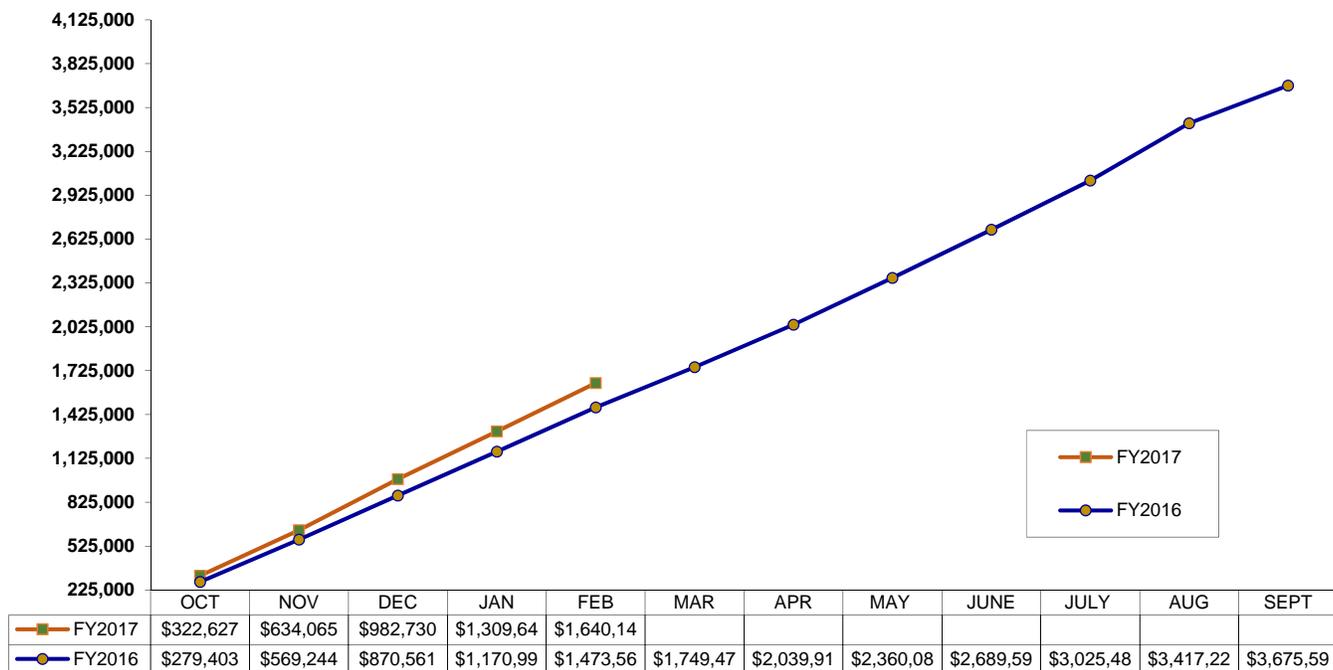
WATER WASTEWATER FUND REVENUE & EXPENDITURES

AS OF FEB. 28, 2017

FY 2016 & 2017 Revenues



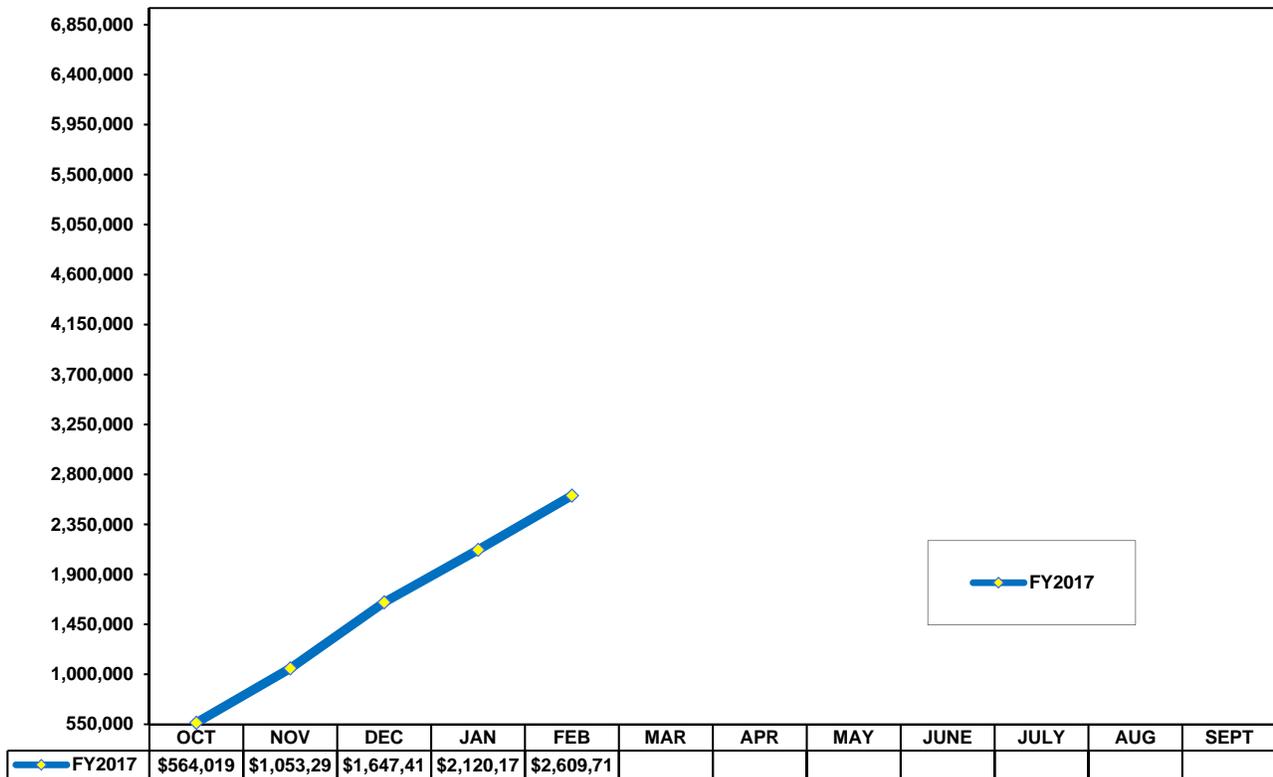
FY 2016 & 2017 Expenditures



BASTROP POWER AND LIGHT / ELECTRIC FUND REVENUE

AS OF FEB. 28, 2017

- ❖ Electric Fund Revenues Year-to-date (YTD) as of Feb. 28, 2017 are \$2,609,710 or 37% of the FY2017 adopted budget.



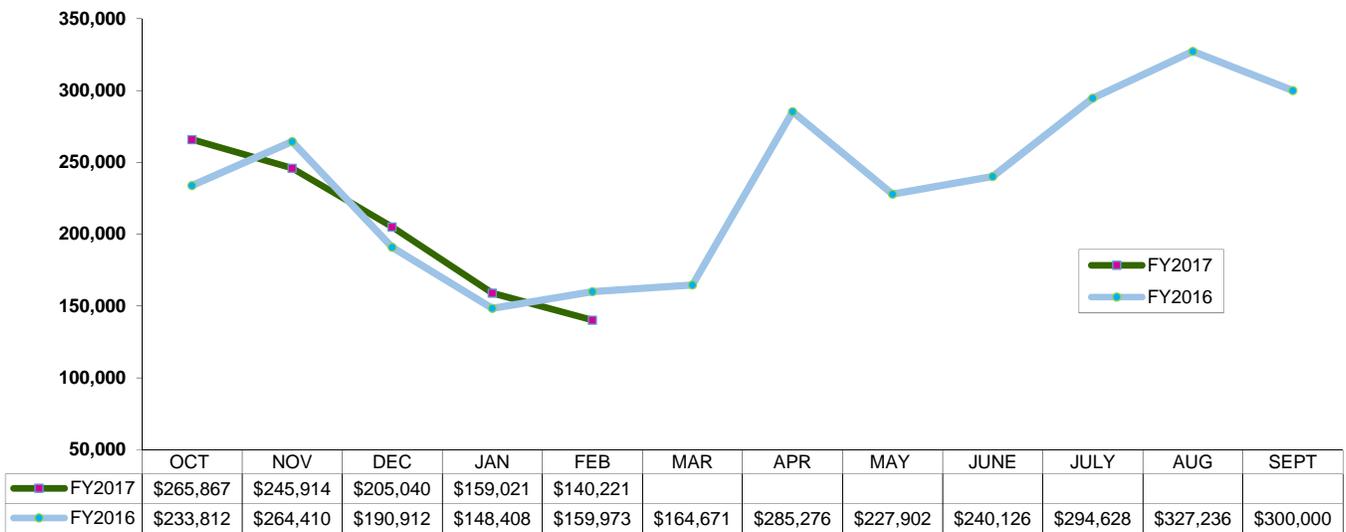
HOTEL MOTEL TAX REVENUE FUND

REVENUE AND EXPENDITURES

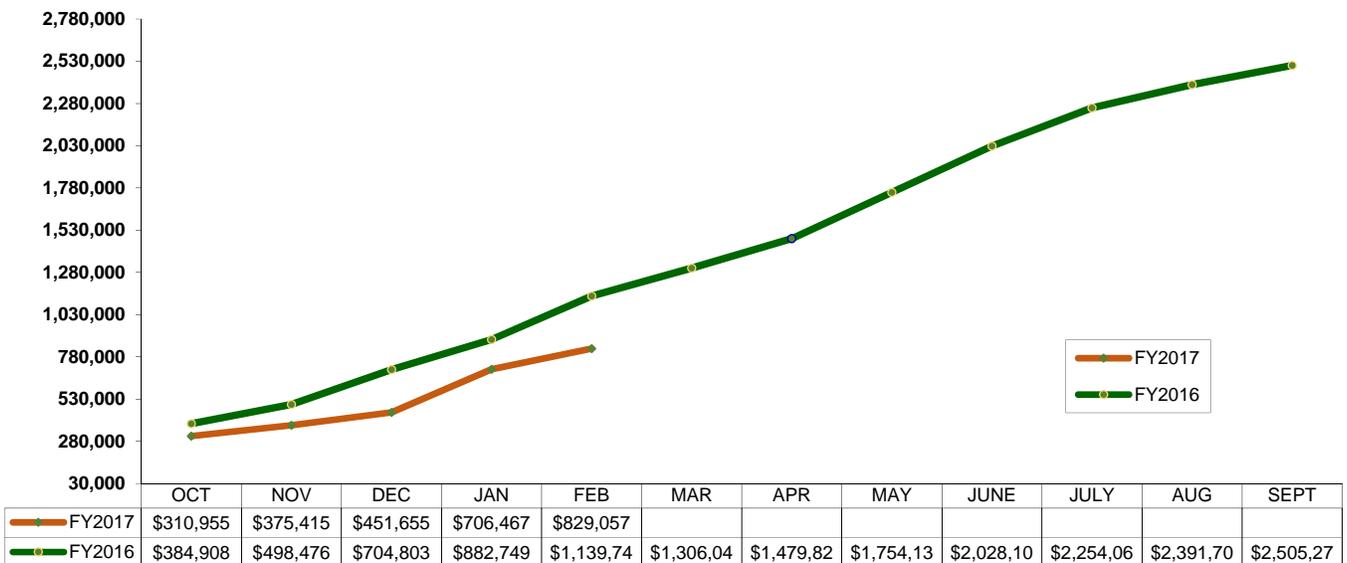
AS OF FEB. 28, 2017

- ❖ Revenues as of Feb. 28, 2017 represent YTD earned revenue of \$1,016,374. Due to a timing issue the revenue earned in October is an estimate.
- ❖ Expenses in October are increased due to the one-time disbursement of funds to Hotel Motel funded organizations.

Revenue (Month to Month comparison)



Expenses (YTD comparison)



FINANCIAL STATEMENT REPORTS ARE ATTACHED:

- General Fund
- Water/ Wastewater Utility Fund
- Hotel Motel Fund

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2017

101-GENERAL FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TAXES & PENALTIES						
00-00-4001 CURRENT TAXES M&O	2,916,774.86	3,131,361.00	407,412.56	3,042,621.33	88,739.67	97.17
00-00-4002 DELINQUENT TAXES M&O	13,675.26	21,000.00	2,433.60	9,523.47	11,476.53	45.35
00-00-4003 PENALTIES & INTEREST M&O	9,637.91	31,500.00	4,848.95	22,102.08	9,397.92	70.17
00-00-4004 FRANCHISE TAX	154,985.77	454,000.00	37,493.20	127,995.97	326,004.03	28.19
00-00-4006 CITY SALES TAX	1,773,070.11	4,456,850.00	436,219.09	1,924,554.84	2,532,295.16	43.18
00-00-4008 OCCUPATION TAX	2,687.67	8,000.00	70.00	935.00	7,065.00	11.69
00-00-4009 MIXED BEVERAGE TAX	12,306.82	48,000.00	0.00	14,873.42	33,126.58	30.99
00-00-4010 380 AGREEMENT PROP REFUND	(46,607.13)	(47,000.00)	(61,803.96)	(61,803.96)	14,803.96	131.50
TOTAL TAXES & PENALTIES	4,836,531.27	8,103,711.00	826,673.44	5,080,802.15	3,022,908.85	62.70
LICENSES & PERMITS						
00-00-4020 BUILDING PERMITS	33,320.71	120,000.00	10,296.56	65,840.99	54,159.01	54.87
00-00-4021 ZONING FEES	2,109.00	3,500.00	305.00	1,452.00	2,048.00	41.49
00-00-4022 PLATTING FEES	43,357.50	40,000.00	900.00	5,090.00	34,910.00	12.73
00-00-4023 SPECIAL EVENT PERMIT FEE	725.00	2,000.00	100.00	1,200.00	800.00	60.00
TOTAL LICENSES & PERMITS	79,512.21	165,500.00	11,601.56	73,582.99	91,917.01	44.46
CHARGES FOR SERVICES						
00-00-4040 ANIMAL SERVICE RECEIPTS	75.00	200.00	5.00	60.00	140.00	30.00
00-00-4043 PARK RENTALS & FEES	255.00	5,000.00	1,604.00	2,054.00	2,946.00	41.08
00-00-4044 PD ACCIDENT REPORTS	700.00	1,800.00	144.00	679.00	1,121.00	37.72
00-00-4046 SPECIAL EVENTS HOT REIMB	4,453.24	25,000.00	0.00	0.00	25,000.00	0.00
00-00-4047 PROJ ESCROW REIMB	3,946.24	0.00	6,413.26	6,413.26	(6,413.26)	0.00
00-00-4049 TRANSFER STATION RECEIPTS	3,679.62	8,000.00	0.00	350.00	7,650.00	4.38
00-00-4051 SANITATION REVENUE	200,086.32	475,000.00	39,254.06	194,691.50	280,308.50	40.99
00-00-4052 SANITATION PENALTIES	3,049.42	7,500.00	682.71	3,076.35	4,423.65	41.02
00-00-4055 FILMING/BROADCASTING FEES	0.00	26,400.00	0.00	0.00	26,400.00	0.00
TOTAL CHARGES FOR SERVICES	216,244.84	548,900.00	48,103.03	207,324.11	341,575.89	37.77
FINES & FORFEITURES						
00-00-4070 MUNICIPAL COURT FINES	119,031.48	245,000.00	33,880.12	134,907.19	110,092.81	55.06
00-00-4076 LIBRARY RECEIPTS	6,670.86	17,000.00	1,351.49	6,686.05	10,313.95	39.33
00-00-4078 JUVENILE CASE MANAGER-M/C	4,138.78	9,000.00	930.25	3,910.05	5,089.95	43.45
00-00-4080 TEEN COURT (MC)	723.19	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL FINES & FORFEITURES	130,564.31	272,000.00	36,161.86	145,503.29	126,496.71	53.49
INTEREST INCOME						
00-00-4400 INTEREST RECEIPTS	6,758.46	30,000.00	4,828.40	16,194.67	13,805.33	53.98
TOTAL INTEREST INCOME	6,758.46	30,000.00	4,828.40	16,194.67	13,805.33	53.98

FINANCIAL STATEMENT

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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT						
00-NON-PROGRAM						
TOTAL						
TOTAL						
LEGISLATIVE						
00-NON-PROGRAM						
PERSONNEL COSTS	2,929.38	7,015.00	565.18	2,922.11	4,092.89	41.66
SUPPLIES & MATERIALS	794.92	4,530.00	17.46	117.87	4,412.13	2.60
OCCUPANCY	3,434.04	8,000.00	646.83	3,615.56	4,384.44	45.19
CONTRACTUAL SERVICES	4,474.36	10,900.00	130.00	130.00	10,770.00	1.19
OTHER CHARGES	(7,638.62)	26.00	(1,088.66)	(3,800.91)	3,826.91	4,618.88-
TOTAL 00-NON-PROGRAM	3,994.08	30,471.00	270.81	2,984.63	27,486.37	9.79
TOTAL LEGISLATIVE	3,994.08	30,471.00	270.81	2,984.63	27,486.37	9.79
ORGANIZATIONAL						
00-NON-PROGRAM						
PERSONNEL COSTS	18,479.92	53,261.28	1,003.58	13,959.56	39,301.72	26.21
SUPPLIES & MATERIALS	6,432.82	17,290.00	506.33	5,842.37	11,447.63	33.79
MAINTENANCE & REPAIRS	3,565.00	14,500.00	309.00	7,146.26	7,353.74	49.28
CONTRACTUAL SERVICES	315,370.95	495,075.00	19,291.08	153,718.68	341,356.32	31.05
OTHER CHARGES	147,613.41	518,548.00	26,739.64	163,054.69	355,493.31	31.44
CONTINGENCY	0.00	11,000.00	0.00	0.00	11,000.00	0.00
CAPITAL OUTLAY	4,717.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS OUT	0.00	37,500.00	37,500.00	37,500.00	0.00	100.00
TOTAL 00-NON-PROGRAM	496,179.10	1,147,174.28	85,349.63	381,221.56	765,952.72	33.23
TOTAL ORGANIZATIONAL	496,179.10	1,147,174.28	85,349.63	381,221.56	765,952.72	33.23
CITY MANAGER						
00-NON-PROGRAM						
PERSONNEL COSTS	117,408.06	227,645.00	8,154.20	39,817.90	187,827.10	17.49
SUPPLIES & MATERIALS	2,842.68	7,550.00	30.22	898.28	6,651.72	11.90
OCCUPANCY	3,528.51	9,400.00	619.48	3,309.88	6,090.12	35.21
CONTRACTUAL SERVICES	87.50	94,659.00	8,883.08	75,191.71	19,467.29	79.43
OTHER CHARGES	(77,319.74)	(123,417.00)	(11,196.41)	(55,561.76)	(67,855.24)	45.02
TOTAL 00-NON-PROGRAM	46,547.01	215,837.00	6,490.57	63,656.01	152,180.99	29.49
TOTAL CITY MANAGER	46,547.01	215,837.00	6,490.57	63,656.01	152,180.99	29.49

FINANCIAL STATEMENT

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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
CITY SECRETARY						
00-NON-PROGRAM						
PERSONNEL COSTS	34,776.61	99,352.00	7,574.40	36,140.48	63,211.52	36.38
SUPPLIES & MATERIALS	501.75	5,975.00	404.65	3,423.01	2,551.99	57.29
OCCUPANCY	1,094.29	2,190.00	167.31	879.49	1,310.51	40.16
CONTRACTUAL SERVICES	0.00	5,600.00	130.00	130.00	5,470.00	2.32
OTHER CHARGES	(13,660.00)	14,148.00	809.09	8,425.56	5,722.44	59.55
TOTAL 00-NON-PROGRAM	22,712.65	127,265.00	9,085.45	48,998.54	78,266.46	38.50
TOTAL CITY SECRETARY	22,712.65	127,265.00	9,085.45	48,998.54	78,266.46	38.50
FINANCE						
00-NON-PROGRAM						
PERSONNEL COSTS	132,701.80	401,106.00	30,285.89	147,861.26	253,244.74	36.86
SUPPLIES & MATERIALS	3,141.30	4,460.00	60.36	1,327.69	3,132.31	29.77
MAINTENANCE & REPAIRS	12,661.79	33,500.00	0.00	23,875.82	9,624.18	71.27
OCCUPANCY	2,848.49	7,550.00	487.42	2,573.56	4,976.44	34.09
CONTRACTUAL SERVICES	25,283.12	55,860.00	1,505.49	21,894.98	33,965.02	39.20
OTHER CHARGES	(91,570.46)	(257,501.00)	(22,397.88)	(108,272.35)	(149,228.65)	42.05
TOTAL 00-NON-PROGRAM	85,066.04	244,975.00	9,941.28	89,260.96	155,714.04	36.44
UTILITY CUSTOMER SERVICE						
PERSONNEL COSTS	101,457.31	218,715.00	16,464.33	82,999.38	135,715.62	37.95
SUPPLIES & MATERIALS	9,105.12	23,640.00	3,910.74	9,993.47	13,646.53	42.27
MAINTENANCE & REPAIRS	4,513.29	23,500.00	0.00	21,696.21	1,803.79	92.32
OCCUPANCY	4,389.63	11,165.00	1,318.68	3,742.90	7,422.10	33.52
CONTRACTUAL SERVICES	178,181.73	431,040.00	70,447.06	174,884.28	256,155.72	40.57
OTHER CHARGES	(134,223.92)	(258,888.00)	(21,879.77)	(109,726.40)	(149,161.60)	42.38
TOTAL UTILITY CUSTOMER SERVICE	163,423.16	449,172.00	70,261.04	183,589.84	265,582.16	40.87
TOTAL FINANCE	248,489.20	694,147.00	80,202.32	272,850.80	421,296.20	39.31
HUMAN RESOURCE						
00-NON-PROGRAM						
PERSONNEL COSTS	40,291.85	135,751.00	10,845.72	52,058.96	83,692.04	38.35
SUPPLIES & MATERIALS	378.03	3,175.00	273.86	672.85	2,502.15	21.19
OCCUPANCY	1,355.14	3,445.00	240.45	1,226.92	2,218.08	35.61
CONTRACTUAL SERVICES	4.00	325.00	16.00	23.00	302.00	7.08
OTHER CHARGES	(3,300.38)	(17,111.00)	(2,921.74)	(5,472.67)	(11,638.33)	31.98
TOTAL 00-NON-PROGRAM	38,728.64	125,585.00	8,454.29	48,509.06	77,075.94	38.63
TOTAL HUMAN RESOURCE	38,728.64	125,585.00	8,454.29	48,509.06	77,075.94	38.63

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AS OF: FEBRUARY 28TH, 2017

101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
INFORMATION TECHNOLOGY						
00-NON-PROGRAM						
PERSONNEL COSTS	66,944.01	153,251.00	11,247.80	56,074.27	97,176.73	36.59
SUPPLIES & MATERIALS	10,066.38	11,500.00	0.00	6,060.39	5,439.61	52.70
MAINTENANCE & REPAIRS	42,547.97	122,800.00	798.94	45,997.13	76,802.87	37.46
OCCUPANCY	5,119.89	11,152.00	804.02	5,364.92	5,787.08	48.11
CONTRACTUAL SERVICES	1,000.00	36,237.00	303.08	1,770.40	34,466.60	4.89
OTHER CHARGES	(46,338.35)	(107,515.00)	(9,334.58)	(46,300.05)	(61,214.95)	43.06
CAPITAL OUTLAY	24,245.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	103,584.90	227,425.00	3,819.26	68,967.06	158,457.94	30.33
TOTAL INFORMATION TECHNOLOGY	103,584.90	227,425.00	3,819.26	68,967.06	158,457.94	30.33
FILMING/BROADCASTING						
00-NON-PROGRAM						
PERSONNEL COSTS	0.00	32,899.00	2,235.84	11,508.27	21,390.73	34.98
SUPPLIES & MATERIALS	0.00	7,400.00	0.00	3,005.94	4,394.06	40.62
MAINTENANCE & REPAIRS	0.00	5,888.00	0.00	5,459.05	428.95	92.71
OCCUPANCY	0.00	3,000.00	42.80	165.13	2,834.87	5.50
CONTRACTUAL SERVICES	0.00	5,000.00	0.00	0.00	5,000.00	0.00
OTHER CHARGES	0.00	3,000.00	0.00	0.00	3,000.00	0.00
TOTAL 00-NON-PROGRAM	0.00	57,187.00	2,278.64	20,138.39	37,048.61	35.21
TOTAL FILMING/BROADCASTING	0.00	57,187.00	2,278.64	20,138.39	37,048.61	35.21
POLICE						
ADMINISTRATION						
PERSONNEL COSTS	183,362.82	514,695.00	38,250.68	194,345.55	320,349.45	37.76
SUPPLIES & MATERIALS	12,296.74	32,670.00	2,303.36	9,461.34	23,208.66	28.96
MAINTENANCE & REPAIRS	13,631.21	40,819.00	1,408.64	11,154.36	29,664.64	27.33
OCCUPANCY	16,615.40	55,980.00	3,325.22	17,118.92	38,861.08	30.58
CONTRACTUAL SERVICES	1,153.93	350,112.00	9,358.72	163,191.07	186,920.93	46.61
OTHER CHARGES	12,446.79	33,858.00	1,080.00	10,079.41	23,778.59	29.77
CAPITAL OUTLAY	0.00	449,189.00	0.00	23,020.88	426,168.12	5.12
TOTAL ADMINISTRATION	239,506.89	1,477,323.00	55,726.62	428,371.53	1,048,951.47	29.00
CODE ENFORCEMENT						
PERSONNEL COSTS	21,507.44	59,385.00	4,425.50	22,026.25	37,358.75	37.09
SUPPLIES & MATERIALS	515.37	5,125.00	181.74	593.94	4,531.06	11.59
MAINTENANCE & REPAIRS	38.99	3,002.00	20.00	457.21	2,544.79	15.23
CONTRACTUAL SERVICES	130.00	10,370.00	1,865.00	2,190.00	8,180.00	21.12
OTHER CHARGES	2.07	24,150.00	110.00	1,563.19	22,586.81	6.47
TOTAL CODE ENFORCEMENT	22,193.87	102,032.00	6,602.24	26,830.59	75,201.41	26.30

FINANCIAL STATEMENT

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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
EMERGENCY MANAGEMENT						
SUPPLIES & MATERIALS	29.49	1,600.00	23.98	83.52	1,516.48	5.22
MAINTENANCE & REPAIRS	1,631.97	3,950.00	0.00	84.48	3,865.52	2.14
OTHER CHARGES	896.89	2,500.00	370.00	570.00	1,930.00	22.80
TOTAL EMERGENCY MANAGEMENT	2,558.35	8,050.00	393.98	738.00	7,312.00	9.17
POLICE-CID						
PERSONNEL COSTS	92,328.14	255,234.00	19,285.04	95,569.23	159,664.77	37.44
SUPPLIES & MATERIALS	778.24	3,910.00	121.11	754.91	3,155.09	19.31
MAINTENANCE & REPAIRS	49.49	3,918.00	102.98	102.98	3,815.02	2.63
CONTRACTUAL SERVICES	0.00	3,704.00	0.00	0.00	3,704.00	0.00
OTHER CHARGES	1,362.70	5,490.00	235.35	1,112.17	4,377.83	20.26
TOTAL POLICE-CID	94,518.57	272,256.00	19,744.48	97,539.29	174,716.71	35.83
POLICE-PATROL						
PERSONNEL COSTS	525,315.79	1,314,435.00	83,485.24	484,461.10	829,973.90	36.86
SUPPLIES & MATERIALS	56,148.06	92,893.00	2,306.05	47,410.78	45,482.22	51.04
MAINTENANCE & REPAIRS	6,231.73	18,460.00	718.54	4,375.67	14,084.33	23.70
CONTRACTUAL SERVICES	1,459.45	12,960.00	0.00	3,363.82	9,596.18	25.96
OTHER CHARGES	1,073.15	12,240.00	457.66	3,482.48	8,757.52	28.45
CAPITAL OUTLAY	168,537.38	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE-PATROL	758,765.56	1,450,988.00	86,967.49	543,093.85	907,894.15	37.43
POLICE-CRIME PREVENTION						
PERSONNEL COSTS	140.09	94,018.00	16,439.74	30,235.80	63,782.20	32.16
SUPPLIES & MATERIALS	445.01	4,225.00	274.98	565.51	3,659.49	13.38
MAINTENANCE & REPAIRS	0.00	1,576.00	35.99	35.99	1,540.01	2.28
CONTRACTUAL SERVICES	0.00	1,974.00	0.00	0.00	1,974.00	0.00
OTHER CHARGES	342.00	2,820.00	30.00	383.89	2,436.11	13.61
TOTAL POLICE-CRIME PREVENTION	927.10	104,613.00	16,780.71	31,221.19	73,391.81	29.84
TOTAL POLICE	1,118,470.34	3,415,262.00	186,215.52	1,127,794.45	2,287,467.55	33.02
FIRE-VOLUNTEER						
00-NON-PROGRAM						
PERSONNEL COSTS	15,433.47	111,180.00	8,004.26	43,495.05	67,684.95	39.12
SUPPLIES & MATERIALS	8,030.91	96,424.00	4,126.27	44,122.47	52,301.53	45.76
MAINTENANCE & REPAIRS	24,460.23	53,500.00	2,844.40	24,203.19	29,296.81	45.24
OCCUPANCY	11,074.75	39,585.00	1,712.06	10,172.27	29,412.73	25.70
CONTRACTUAL SERVICES	21,971.12	138,107.00	4,098.72	41,788.71	96,318.29	30.26
OTHER CHARGES	6,908.83	26,075.00	2,658.75	7,504.14	18,570.86	28.78
CAPITAL OUTLAY	0.00	44,000.00	0.00	0.00	44,000.00	0.00
TOTAL 00-NON-PROGRAM	87,879.31	508,871.00	23,444.46	171,285.83	337,585.17	33.66
TOTAL FIRE-VOLUNTEER	87,879.31	508,871.00	23,444.46	171,285.83	337,585.17	33.66

FINANCIAL STATEMENT

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101-GENERAL FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
MUNICIPAL COURT						
00-NON-PROGRAM						
PERSONNEL COSTS	86,898.06	227,935.00	17,624.35	85,394.30	142,540.70	37.46
SUPPLIES & MATERIALS	3,399.80	21,400.00	826.55	3,076.86	18,323.14	14.38
MAINTENANCE & REPAIRS	7,656.52	10,150.00	0.00	7,897.80	2,252.20	77.81
OCCUPANCY	3,714.87	10,610.00	530.35	3,302.39	7,307.61	31.13
CONTRACTUAL SERVICES	9,031.76	41,100.00	1,859.62	10,216.72	30,883.28	24.86
OTHER CHARGES	2,544.18	5,575.00	437.70	2,820.19	2,754.81	50.59
TOTAL 00-NON-PROGRAM	113,245.19	316,770.00	21,278.57	112,708.26	204,061.74	35.58
TOTAL MUNICIPAL COURT	113,245.19	316,770.00	21,278.57	112,708.26	204,061.74	35.58
PLANNING & DEVELOPMENT						
00-NON-PROGRAM						
PERSONNEL COSTS	189,363.53	533,356.00	27,520.04	170,379.35	362,976.65	31.94
SUPPLIES & MATERIALS	2,745.03	14,100.00	337.37	2,389.19	11,710.81	16.94
MAINTENANCE & REPAIRS	1,744.65	26,450.00	0.00	4,962.48	21,487.52	18.76
OCCUPANCY	4,280.41	11,200.00	759.94	4,106.33	7,093.67	36.66
CONTRACTUAL SERVICES	126,661.14	182,350.00	6,731.55	27,987.68	154,362.32	15.35
OTHER CHARGES	29,787.92	(3,860.00)	(3,349.66)	9,217.91	(13,077.91)	238.81-
CAPITAL OUTLAY	0.00	50,000.00	9,104.72	14,917.55	35,082.45	29.84
TOTAL 00-NON-PROGRAM	354,582.68	813,596.00	41,103.96	233,960.49	579,635.51	28.76
TOTAL PLANNING & DEVELOPMENT	354,582.68	813,596.00	41,103.96	233,960.49	579,635.51	28.76
PUBLIC WORKS						
ADMINISTRATION						
PERSONNEL COSTS	236,200.17	729,309.00	50,155.11	244,458.07	484,850.93	33.52
SUPPLIES & MATERIALS	24,926.07	57,810.00	2,048.22	16,771.74	41,038.26	29.01
MAINTENANCE & REPAIRS	69,994.68	286,004.00	4,422.08	40,671.45	245,332.55	14.22
OCCUPANCY	5,410.09	14,010.00	697.44	3,840.68	10,169.32	27.41
CONTRACTUAL SERVICES	19,645.04	78,387.00	1,586.62	15,363.10	63,023.90	19.60
OTHER CHARGES	3,759.88	14,400.00	154.93	1,169.87	13,230.13	8.12
CAPITAL OUTLAY	16,244.01	576,800.00	0.00	266,724.14	310,075.86	46.24
TOTAL ADMINISTRATION	376,179.94	1,756,720.00	59,064.40	588,999.05	1,167,720.95	33.53
RECREATION						
PERSONNEL COSTS	0.00	19,045.00	0.00	0.00	19,045.00	0.00
SUPPLIES & MATERIALS	0.00	2,350.00	4.42	199.63	2,150.37	8.49
MAINTENANCE & REPAIRS	0.00	250.00	0.00	0.00	250.00	0.00
OCCUPANCY	0.00	250.00	0.00	0.00	250.00	0.00
CONTRACTUAL SERVICES	0.00	44,980.00	0.00	142.50	44,837.50	0.32
OTHER CHARGES	0.00	17,000.00	135.68	6,105.26	10,894.74	35.91
TOTAL RECREATION	0.00	83,875.00	140.10	6,447.39	77,427.61	7.69

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EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
PARKS						
PERSONNEL COSTS	187,123.40	664,718.00	50,101.55	226,926.70	437,791.30	34.14
SUPPLIES & MATERIALS	10,963.47	46,110.00	1,319.31	17,358.70	28,751.30	37.65
MAINTENANCE & REPAIRS	29,013.12	85,430.00	6,679.12	33,130.66	52,299.34	38.78
OCCUPANCY	24,543.87	50,740.00	3,650.09	21,475.63	29,264.37	42.32
CONTRACTUAL SERVICES	7,658.08	16,730.00	39.63	6,733.77	9,996.23	40.25
OTHER CHARGES	3,057.97	9,750.00	2,049.96	4,488.25	5,261.75	46.03
CAPITAL OUTLAY	0.00	69,000.00	0.00	22,682.56	46,317.44	32.87
TOTAL PARKS	262,359.91	942,478.00	63,839.66	332,796.27	609,681.73	35.31
BUILDING MAINTENANCE						
PERSONNEL COSTS	53,007.05	185,155.00	14,069.60	67,740.24	117,414.76	36.59
SUPPLIES & MATERIALS	5,427.30	15,350.00	861.89	8,185.67	7,164.33	53.33
MAINTENANCE & REPAIRS	531.23	3,600.00	237.03	1,578.05	2,021.95	43.83
OCCUPANCY	161.54	1,800.00	52.75	224.67	1,575.33	12.48
CONTRACTUAL SERVICES	653.64	8,350.00	500.00	2,965.79	5,384.21	35.52
OTHER CHARGES	(13,564.12)	(45,607.00)	(3,825.58)	(19,127.90)	(26,479.10)	41.94
TOTAL BUILDING MAINTENANCE	46,216.64	168,648.00	11,895.69	61,566.52	107,081.48	36.51
TOTAL PUBLIC WORKS	684,756.49	2,951,721.00	134,939.85	989,809.23	1,961,911.77	33.53
LIBRARY						
00-NON-PROGRAM						
PERSONNEL COSTS	202,663.29	555,890.00	42,788.71	208,891.17	346,998.83	37.58
SUPPLIES & MATERIALS	27,278.77	61,012.00	6,028.49	24,963.42	36,048.58	40.92
MAINTENANCE & REPAIRS	5,880.40	15,024.00	1,541.26	6,677.82	8,346.18	44.45
OCCUPANCY	14,682.96	42,482.00	1,920.51	13,446.55	29,035.45	31.65
CONTRACTUAL SERVICES	9,756.20	25,740.00	1,280.00	9,719.70	16,020.30	37.76
OTHER CHARGES	5,566.54	11,987.00	3,806.49	7,206.15	4,780.85	60.12
CAPITAL OUTLAY	0.00	99,811.00	67,235.50	99,811.00	0.00	100.00
TOTAL 00-NON-PROGRAM	265,828.16	811,946.00	124,600.96	370,715.81	441,230.19	45.66
TOTAL LIBRARY	265,828.16	811,946.00	124,600.96	370,715.81	441,230.19	45.66
BEDC ADMINISTRATION						
00-NON-PROGRAM						
OCCUPANCY	145.57	0.00	0.00	0.00	0.00	0.00
OTHER CHARGES	10.98	0.00	0.00	0.00	0.00	0.00
TOTAL 00-NON-PROGRAM	156.55	0.00	0.00	0.00	0.00	0.00
TOTAL BEDC ADMINISTRATION	156.55	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENSES ***						
	3,585,154.30	11,443,257.28	727,534.29	3,913,600.12	7,529,657.16	34.20
REVENUES OVER/(UNDER) EXPENDITURES						
	2,008,871.76	(1,145,896.28)	249,392.14	2,271,820.10	(3,417,716.38)	198.26-

*** END OF REPORT ***

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2017

202-WATER/WASTEWATER FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>						
CHARGES FOR SERVICES						
TOTAL						
<hr/>						
FINES & FORFEITURES						
TOTAL						
<hr/>						
WATER REVENUES						
00-00-4101 WATER SALES-RESIDENTIAL	530,609.46	1,362,500.00	109,580.77	576,842.36	785,657.64	42.34
00-00-4102 WATER SALES-COMMERCIAL	505,051.01	1,250,000.00	95,471.49	520,371.86	729,628.14	41.63
00-00-4150 PENALTIES	15,307.35	35,000.00	3,668.82	15,941.96	19,058.04	45.55
00-00-4152 WATER TAPPING FEES	3,200.00	5,000.00	1,500.00	15,900.00	(10,900.00)	318.00
00-00-4154 WATER SERVICE FEES	6,960.00	22,000.00	1,790.00	8,128.00	13,872.00	36.95
00-00-4156 OTHER	400.00	0.00	0.00	0.00	0.00	0.00
00-00-4161 SPECIAL PROJECT REIMB	0.00	0.00	0.00	13,042.78	(13,042.78)	0.00
TOTAL WATER REVENUES	1,061,527.82	2,674,500.00	212,011.08	1,150,226.96	1,524,273.04	43.01
<hr/>						
WASTEWATER REVENUES						
00-00-4201 WASTEWATER SALES-RESIDENTIAL	372,680.52	904,700.00	81,300.15	409,035.76	495,664.24	45.21
00-00-4202 WASTEWATER SALES-COMMERCIAL	308,098.89	745,000.00	59,524.18	306,790.83	438,209.17	41.18
00-00-4210 BY THE WAY CAMPGROUND	0.00	22,000.00	0.00	4,537.26	17,462.74	20.62
00-00-4215 LCRA/WCID	50,883.65	125,000.00	11,686.59	59,993.39	65,006.61	47.99
00-00-4250 PENALTIES	9,654.08	25,000.00	2,682.15	10,995.94	14,004.06	43.98
00-00-4252 SEWER TAPPING FEES	600.00	2,500.00	8,399.45	21,045.14	(18,545.14)	841.81
00-00-4256 OTHER	0.00	500.00	0.00	0.00	500.00	0.00
TOTAL WASTEWATER REVENUES	741,917.14	1,824,700.00	163,592.52	812,398.32	1,012,301.68	44.52
<hr/>						
OTHER REVENUE						
TOTAL						
<hr/>						
INTEREST INCOME						
00-00-4400 INTEREST RECEIPTS	4,801.58	22,000.00	4,486.20	19,020.58	2,979.42	86.46
TOTAL INTEREST INCOME	4,801.58	22,000.00	4,486.20	19,020.58	2,979.42	86.46
<hr/>						
INTERGOVERNMENTAL						
TOTAL						
<hr/>						
MISCELLANEOUS						
00-00-4519 BACKFLOW TESTING COST	0.00	5,000.00	0.00	700.00	4,300.00	14.00
TOTAL MISCELLANEOUS	0.00	5,000.00	0.00	700.00	4,300.00	14.00

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2017

202-WATER/WASTEWATER FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT						
00-NON-PROGRAM						
TOTAL						
TOTAL						
WATER/WASTEWATER DEPT.						
ADMINISTRATION						
PERSONNEL COSTS	314,771.94	132,425.00	10,269.00	49,914.51	82,510.49	37.69
SUPPLIES & MATERIALS	12,097.69	24,910.00	884.99	5,650.52	19,259.48	22.68
MAINTENANCE & REPAIRS	6,451.63	14,430.00	34.98	413.11	14,016.89	2.86
OCCUPANCY	8,284.62	21,000.00	1,428.22	6,832.31	14,167.69	32.53
CONTRACTUAL SERVICES	332,969.52	581,936.00	46,454.14	240,654.86	341,281.14	41.35
OTHER CHARGES	8,706.52	46,810.00	874.91	4,041.69	42,768.31	8.63
CONTINGENCY	0.00	10,000.00	0.00	0.00	10,000.00	0.00
DEBT SERVICE	608,462.30	1,425,366.00	118,780.32	593,901.60	831,464.40	41.67
TOTAL ADMINISTRATION	1,291,744.22	2,256,877.00	178,726.56	901,408.60	1,355,468.40	39.94
W/WW DISTRIBUT/COLLECT						
PERSONNEL COSTS	0.00	410,208.00	28,991.78	149,419.25	260,788.75	36.43
SUPPLIES & MATERIALS	10,690.30	29,710.00	890.62	34,450.52	(4,740.52)	115.96
MAINTENANCE & REPAIRS	32,426.83	82,900.00	2,985.26	28,766.26	54,133.74	34.70
CONTRACTUAL SERVICES	474.55	44,296.00	2,758.45	14,833.98	29,462.02	33.49
OTHER CHARGES	497.50	4,000.00	0.00	1,175.00	2,825.00	29.38
CAPITAL OUTLAY	0.00	1,015,000.00	0.00	0.00	1,015,000.00	0.00
TOTAL W/WW DISTRIBUT/COLLECT	44,089.18	1,586,114.00	35,626.11	228,645.01	1,357,468.99	14.42
WATER PRODUCTION/TREAT						
PERSONNEL COSTS	0.00	257,661.00	17,310.48	80,121.13	177,539.87	31.10
SUPPLIES & MATERIALS	10,610.72	35,000.00	1,928.70	13,866.79	21,133.21	39.62
MAINTENANCE & REPAIRS	140,966.84	356,790.76	1,571.31	52,389.41	304,401.35	14.68
OCCUPANCY	44,671.74	130,000.00	8,682.08	46,153.03	83,846.97	35.50
CONTRACTUAL SERVICES	48,940.32	152,668.70	11,608.66	62,518.15	90,150.55	40.95
OTHER CHARGES	0.00	4,000.00	0.00	580.00	3,420.00	14.50
CAPITAL OUTLAY	0.00	133,004.00	0.00	0.00	133,004.00	0.00
TOTAL WATER PRODUCTION/TREAT	245,189.62	1,069,124.46	41,101.23	255,628.51	813,495.95	23.91
WW TREATMENT PLANT						
PERSONNEL COSTS	0.00	265,969.00	21,490.94	91,503.07	174,465.93	34.40
SUPPLIES & MATERIALS	7,794.34	33,800.00	3,536.20	11,177.20	22,622.80	33.07
MAINTENANCE & REPAIRS	38,042.03	168,965.00	33,899.91	56,945.26	112,019.74	33.70
OCCUPANCY	71,118.69	167,548.00	13,372.68	65,942.11	101,605.89	39.36
CONTRACTUAL SERVICES	26,420.11	60,520.00	2,748.00	27,532.96	32,987.04	45.49
OTHER CHARGES	0.00	4,000.00	0.00	584.50	3,415.50	14.61
CAPITAL OUTLAY	93,400.00	39,375.00	0.00	781.25	38,593.75	1.98
TOTAL WW TREATMENT PLANT	236,775.17	740,177.00	75,047.73	254,466.35	485,710.65	34.38

C I T Y O F B A S T R O P
 FINANCIAL STATEMENT
 AS OF: FEBRUARY 28TH, 2017

202-WATER/WASTEWATER FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TOTAL WATER/WASTEWATER DEPT.	1,817,798.19	5,652,292.46	330,501.63	1,640,148.47	4,012,143.99	29.02
*** TOTAL EXPENSES ***	1,817,798.19 =====	5,652,292.46 =====	330,501.63 =====	1,640,148.47 =====	4,012,143.99 =====	29.02 =====
REVENUES OVER/(UNDER) EXPENDITURES	274,600.18	(1,126,092.46)	49,588.17	342,197.39	(1,468,289.85)	30.39-

*** END OF REPORT ***

FINANCIAL STATEMENT

AS OF: FEBRUARY 28TH, 2017

501-HOTEL/MOTEL TAX FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT						
00-NON-PROGRAM						
TOTAL						
TOTAL						
HOTEL/MOTEL TAX FUND						
00-NON-PROGRAM						
CONTRACTUAL SERVICES	474,454.66	475,823.00	23,063.54	333,738.07	142,084.93	70.14
OTHER CHARGES	4,453.24	430,000.00	27,116.00	133,269.00	296,731.00	30.99
TRANSFERS OUT	660,838.75	868,919.00	72,409.91	362,049.56	506,869.44	41.67
TOTAL 00-NON-PROGRAM	1,139,746.65	1,774,742.00	122,589.45	829,056.63	945,685.37	46.71
TOTAL HOTEL/MOTEL TAX FUND	1,139,746.65	1,774,742.00	122,589.45	829,056.63	945,685.37	46.71
*** TOTAL EXPENSES ***	1,139,746.65	1,774,742.00	122,589.45	829,056.63	945,685.37	46.71
REVENUES OVER/(UNDER) EXPENDITURES	(142,232.04)	1,107,258.00	17,631.46	187,317.03	919,940.97	16.92

*** END OF REPORT ***



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 6D

TITLE:

Receive report from Bastrop Economic Development Corporation

STAFF REPRESENTATIVE:

Shawn Kirkpatrick, Executive Director
Bastrop Economic Development Corporation



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STAFF REPORT

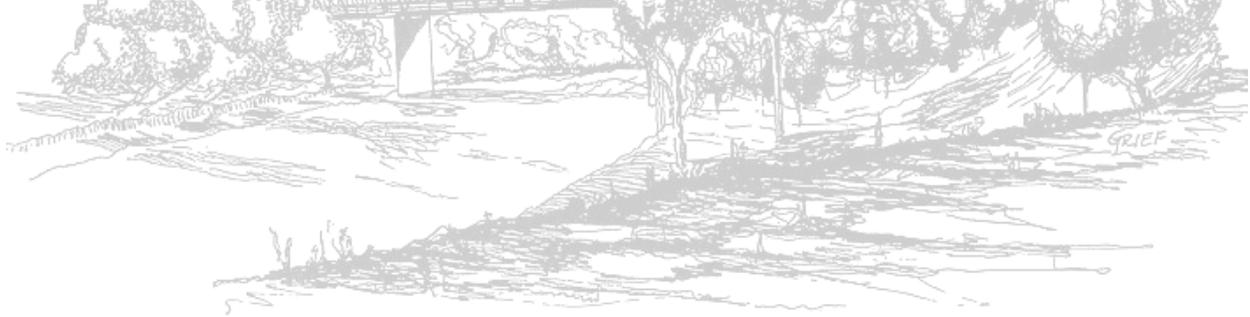
MEETING DATE: March 28, 2017

AGENDA ITEM: 7

TITLE:

CITIZEN COMMENTS

At this time, three (3) minute comments will be taken from the audience on any topic. To address the Council, please submit a fully completed request card to the City Secretary prior to the beginning of the Citizens' Comment portion of the Council meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, City Council cannot discuss issues raised or make any decision at this time. Instead, City Council is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to City Staff for research and possible future action.



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STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 8A

TITLE:

Consider action to approve minutes from the March 14, 2017 meeting.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager
Ann Franklin, City Secretary

BACKGROUND/HISTORY:

N/A

POLICY EXPLANATION:

Section 551.021 of the Government Code provides as follows:

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

FUNDING SOURCE:

N/A

RECOMMENDATION:

Approve, amend, or correct the minutes of the March 14, 2017 Regular City Council Meeting.

ATTACHMENTS:

- March 14, 2017 DRAFT Regular City Council Meeting Minutes

**MINUTES OF REGULAR COUNCIL MEETING
BASTROP CITY COUNCIL
MARCH 14, 2017**

The Bastrop City Council met in a Regular Meeting on Tuesday, March 14, 2017 at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Kesselus and Mayor Pro Tem DeLaRosa, and Council Members Peterson, Schiff, Jones and McAnally. Officers present were Interim City Manager Marvin Townsend, City Secretary Ann Franklin and City Attorney David Bragg.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Interim City Manager Marvin Townsend led the Pledge of Allegiance

INVOCATION

Council Member Jones gave the Invocation.

Judge Paul Pape will perform the Swearing in of the new City Manager, Lynda Humble.

City Manager Lynda Humble was sworn in by Judge Paul Pape.

“Thanks” to the Interim City Manager, Marvin Townsend.

Mayor Kesselus thanked Interim City Manager Marvin Townsend for his service to the City of Bastrop and presented him with a proclamation. Mayor Pro Tem DeLaRosa presented Mr. Townsend with a key to the City on behalf of the Council.

PRESENTATIONS

- A. Report on the completion of the replacement of the Library’s roof – Mickey DuVall
Interim City Manager Marvin Townsend gave the report.
- B. “Thanks” for City of Bastrop’s partnership and support of the area youth. – Carlos Liriano
Carlos Liriano thanked the Council for taking steps to provide recreation to the youth of this community by way of a youth tennis camp which will begin in a few weeks. Mr. Liriano also gave thanks to the Public Works, Parks and Wildlife and Utilities Director Trey Job for the part he played in this endeavor.
- C. Water Quality in Bastrop – Trey Job
Public Works, Parks and Wildlife and Utilities Director Trey Job gave a report on the water quality in Bastrop.

REPORT FROM DMO BOARD

1. Report from DMO Start Up Board – Anne Smarzik, Chair
 - Other items from the February 27th meeting
2. Consideration, discussion and possible action in response to this report - by the Council, City Manager and City Attorney

Main Street Director Sarah O’Brien stated that the Chair Anne Smarzik was not able to attend the meeting and that the DMO board had not met since the last Council meeting of February 28, 2017. The Interim DMO Director Dale Lockett started on Monday, March 13, 2017 and will be housed out of the Main Street Office. The next DMO Start Up Board meeting is scheduled for Monday, March 20, 2017 at 8:30 a.m.

City Attorney, David Bragg reported that he spoke with Ms. Lauren Ferrero an attorney out of San Antonio who recently finished forming a DMO in San Antonio as a 501(c)(6) and is very up to date on the regulations. Mr. Bragg stated that Ms. Ferrero satisfied his concerns regarding the DMO becoming a 501(c)(6), he believes this can be done and done successfully and he no longer have the concerns that he previously had.

PROCLAMATIONS - NONE

ANNOUNCEMENTS, INFORMATION AND REQUESTS BY COUNCIL MEMBERS

- A. Distribution of Items to Council (If Necessary) – Ann Franklin
- B. Requests by Council Members for items on future agendas and requests for information from City Manager.

March 28, 2017 Agenda

- Would like to have a report brought to Council on the progress being made towards the establishment of the YMCA facility in Bastrop.
- City Manager Lynda Humble meet with Planning and Engineering Director Wesley Brandon and give the Council an update on the status of the FEMA grants and assistance for the people who flooded including proposals that would possibly buy out some of the properties or elevate the others in order to keep the citizens updated on the progress.

Request for Information

- Information on what is happening with the drainage on Water Street (near Austin Street).

CITIZENS COMMENTS

Joe Grady Tuck – Mr. Tuck welcomed the new City Manager Lynda Humble and offered advice to Ms. Humble to get rid of existing cases before they become her own. Mr. Tuck suggested to Council to get the City out of mitigation.

Hilary Bravenec – Ms. Bravenec spoke to advocate for pedestrian safety and sidewalks on the north side of town.

CONSENT AGENDA - *All 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 so requests.*

- A.1.** Approval of minutes from regular council meeting of February 28, 2017 and amendment to approved June 28, 2016 minutes.

Mayor Pro Tem DeLaRosa made the motion to approve the minutes from regular council meeting of February 28, 2017 and amendment to approved June 28, 2016 minutes, seconded by Council Member Peterson. The motion was approved on a 5-0 vote.

- A.2** Appointment by Mayor, subject to confirmation by City Council of Dawn Kana to the Impact Fee Board Special Member on the Planning and Zoning Commission/Impact Fee Advisory Committee fulfilling an unexpired term ending June 2018.

Mayor Pro Tem DeLaRosa made the motion to approve Dawn Kana to the Impact Fee Board, seconded by Council Member Peterson. The motion was approved on a 5-0 vote.

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

- C.1** Second reading of an ordinance to amend Bastrop City Code, Chapter 12 – Traffic and Vehicles, Article 12.06 – stopping, standing and parking (Specifically Sections 12.06.004 and 12.06.011) to delete two hour parking in the central business district and revise Section 12.06.01.

Ordinance 2017-05 was approved on Council Member Schiff's motion, Council Member Jones' second. The motion was approved on a 5-0 vote.

- C.2** Second reading of ordinance amending section 3.20 Signs of the City Code to add provisions regarding signs in excess of 35 feet in height and 160 square feet of sign area when certain conditions regarding divided highways, speed limits in excess of 50 miles per hour and overpasses are met. In no case would signs over 70 feet in height or 400 square feet in area be authorized. This proposed ordinance was discussed by the City Council on January 10, 2017 and referred to the planning commission for its recommendation.

This item was postponed for 90 days on Council Member Schiff's motion, Council Member McAnally's second. The motion was approved on a 4-1 vote. Council Member Jones voted nay.

- C.3** Second reading of ordinance amending Section 3.20.022 Signs of the City Code to delete Section 3.20.022 Municipal Sign Review Board variances which will acknowledge that any appeals relating to administration of the sign section of the City Zoning Ordinance are to the Zoning Board of Appeals.

Ordinance 2017-09 was approved on Council Member Jones' motion, Mayor Pro Tem DeLaRosa's second. The motion was approved on a 5-0 vote.

- C.4** Second reading of ordinance amending the ordinance creating the Bastrop Zoning Board Of Adjustment and deleting Section F to eliminate 1-year limitation on time period to utilize a granted variance and delete Section 9.9E first sentence to delete 4-week automatic approval provision.

On January 6, 2017 a memorandum was distributed regarding suggested changes in the ordinances and practices of the Bastrop Zoning Board of Adjustment. Some of the recommended changes involved administrative activities. These changes have been implemented.

To carry out the balance of the recommendations the following ordinance amendments should be considered on first reading:

A) Delete Chapter 14, Section 9.8 the one-year limit on the unused life of a variance by deleting the following:

“F. Any rights authorized by a variance which are not exercised within one (1) year from the date of granting such variance shall lapse and may be reestablished only after application and a new hearing in accordance with this article.”

B) Delete Chapter 14, Section 9.9E first sentence which provides for automatic approval of a variance if not denied within 4 weeks of “placement on the agenda”, by deleting:

“E. The Board shall decide the appeal within four (4) weeks after placement on its agenda after which time the request shall be deemed automatically approved”.

Ordinance 2017-08 was approved on Council Member Jones' motion, Council Member Schiff's second. The motion was approved on a 5-0 vote.

- C.5 Report regarding developer acceptance of the two additional requirements included in the February 28, 2017 motion to approve 3 story apartments, rather than 2-1/2 story at the Hunters Crossing Apartments at Home Depot way approximately 300 feet west of F M 304.
Interim City Manager Marvin Townsend gave the report.
- C.6 Status Report regarding drainage improvements in the Hunters Crossing Subdivision.
Public Works, Parks and Wildlife and Utilities Director Trey Job gave the report.

D. NEW BUSINESS

- D.1 Consideration, discussion and possible action regarding election of a mayor pro tem.
Council Member McAnally made the motion to nominate Council Member Peterson as the Mayor Pro Tem until a new Council is elected in May. The motion died for lack of a second.

Council Member McAnally made the motion to have Council put on record its desire to have the next Charter Review Committee add the following amendment to the City Charter under Section 3.08 "The office of the Mayor Pro Tem of the City may not be held by a Council Member who has resigned to run for another office and such resignation shall cause an immediate vote of the City Council to elect a new Mayor Pro Tem to serve the remainder of the calendar year or words to that affect." The motion died for lack of a second.

- D.2 Discussion of bills which would have a direct impact on the City of Bastrop.
1. Senate Bill 2 by Senator Paul Bettencourt will, if passed, limit property tax revenue to a 4% increase cap per year.
 2. HB2322 by Representative John Cyrier specifically aimed at Bastrop County. It appears to make it more difficult for property owners owning more than 25 acres to obtain Certificate of Convenience and Necessity (CCN) declaration of inability to serve so that the City of Bastrop could commence service.

Interim City Manager gave the presentation.

- D.3 Consideration and possible action approving the change order for the WW plant improvements, and lift station rehabilitation project, the additional work includes additional piping required for Mona Loa, and Gills Branch Lift Stations, and modifications to the headworks at Waste Water Treatment Plant 1. The new fine screen equipment increase back pressure on the existing force main and required additional support structure and piping modifications. The change order will increase the previous contract amount from \$932,396 to \$1,034,457.00, the project will still be under the original budgeted amount.

Council Member Jones made the motion to approve the change order for the WW plant improvements and lift station rehabilitation project, seconded by Mayor Pro Tem DeLaRosa. The motion was approved on a 5-0 vote.

- D.4 Consideration and possible action amending the original contract for engineering services for the design of a 16" water main and elevated storage tank. The changes include an additional 2,700 l.f. of 16" water main that will go west from the elevated storage tank site at Hwy 20. The original contract price of \$380,000 will increase by \$24,000.

Mayor Pro Tem DeLaRosa made the motion to amend the original contract for engineering services, seconded by Council Member Schiff. The motion was approved on a 5-0 vote.

- D.5** Consideration and possible action approving the timeline shown in the update regarding the City of Bastrop Shelter Grant to be constructed at 1209 Linden Street Bastrop Tx. **Public Works, Parks and Wildlife and Utilities Director Trey Job gave the presentation.**

Council Member Peterson made the motion to approve the timeline shown in the update, seconded by Mayor Pro Tem DeLaRosa. The motion was approved on a 5-0 vote.

E. EXECUTIVE SESSION

- E.1** Pursuant to Texas Government Code §551.071 the City Council will meet in Executive Session to consult with its attorney to seek his advice about pending or contemplated litigation, or settlement offers, discuss legal issues related to the Texas Open Meetings Act and Texas Public Information Act, and pursuant to §551.071(2) to consult on matters in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code.

E1. The City Council met at 8:10 p.m. in a closed/executive session pursuant to the Texas Government Code, Chapter 551, *et seq.*, to discuss the following:

- A.** **SECTION 551.071(1)(A)(B) & SECTION 551.071(2)** – Consultation with Attorney concerning: (1) potential, pending, threatened, and/or contemplated litigation, claims, and/or settlement/mediation, including *but not limited to* municipal water supply, McCall Ranch water permit litigation, VanDiver litigation, Hoover claim and Pine Forest Unit 6, and (2) other matters upon which the Attorney(s) have a duty and/or responsibility pursuant to the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas to report to the governmental body, concerning these matters, and/or any other matters posted on the agenda, including procedures and policies dealing with open records.

E2. The Bastrop City Council reconvened at 9:00 p.m. into open (public) session to discuss, consider and/or take any actions necessary related to the executive session(s) items noted herein, or regular agenda items, noted above, and/or related agenda items.

ACTION ITEMS FROM EXECUTIVE SESSION (If any are needed.)

Citizens are allowed to sign up for discussion on items proposed for action.

- E2.A** **SECTION 551.071(1)(A)(B) & SECTION 551.071(2)** – Consultation with Attorney concerning: (1) potential, pending, threatened, and/or contemplated litigation, claims, and/or settlement/mediation, including *but not limited to* municipal water supply, McCall Ranch water permit litigation, VanDiver litigation, Hoover claim and Pine Forest Unit 6, and (2) other matters upon which the Attorney(s) have a duty and/or responsibility pursuant to the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas to report to the governmental body, concerning these matters, and/or any other matters posted on the agenda, including procedures and policies dealing with open records.

No Action.

F. Observation/final comments by Council on matters listed above.

G. ADJOURNMENT

Council Member Schiff made the motion to adjourn the meeting at 9:01 p.m., seconded by Mayor Pro Tem DeLaRosa. The motion was approved on a 5-0 vote.

APPROVED:

ATTEST:

Mayor Ken Kesselus

City Secretary Ann Franklin

Minutes were approved on (Mon/Date/Year) by Council Member motion, Council Member second. The motion was approved on a vote.

DRAFT

#



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 8B

TITLE:

Consider approval to confirm appointment by the Mayor of Lynette Philpot to Place 7 on the Bastrop Art in Public Places (BAIPP) with the term ending in June 2019.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

BACKGROUND/HISTORY:

N/A

POLICY EXPLANATION:

BAIPP was established by the Council to act as an advisory board to the City Council in matters related to the City's art in public places program, with the goal of increasing awareness and appreciation of art as well as increase civic pride through the display of art in the City.

The BAIPP board shall consists of a minimum of five (5), but no more than nine (9) members. Section 3.08, Mayor and Mayor Pro Tem, of the City Charter states "The mayor shall appoint members to all City boards and commissions, subject to confirmation by the Council."

FUNDING SOURCE:

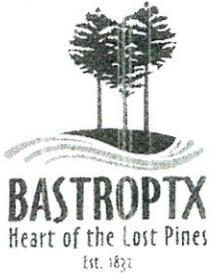
N/A

RECOMMENDATION:

Consider approval to confirm the Mayor's appointment of Lynette Philpot to Place 7 on the Bastrop Art in Public Places with a term ending in June 2019.

ATTACHMENTS:

- Application, resume, and Code of Ethics form of Lynette Philpot



received
3/1/17

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	philpot	First	lynette	Middle	g.
Street Address	250 majestic pine dr.		Mailing Address	same	
Apt/Unit #	City	State	ZIP Code		
	bastrop	tx	78602		
Phone	(512) 629-6069	E-mail Address	lphilpot@bisdx.org		
Date Available	04/05/17	I have lived in Bastrop	15 years.	Place of Employment	bastrop isd
Have you filed an application here before?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	If so, when?		
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 type="checkbox"/>

Handwritten note: ? - (Briar Forest, Pineforest subdivision)

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	Dorothy Skarnulis	Relationship	Master Gardener for grant at BIS
Company	Bastrop Master Gardeners/Keep Bastrop County Beautiful	Phone	(512) 581-8258
Full Name	Shanda Hernandez	Relationship	school garden grant
Company	self	Phone	(512) 573-9179
Full Name	Laura Fox	Relationship	Science Teacher and Department Head at BIS
Company	bastrop isd	Phone	(512) 549-9443

SECTION C: ADDITIONAL INFORMATION

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

none

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

I have taught art for BISD for twelve years, have taught private lessons for seven years, degrees in Commercial Art and Advertising Art, Marketing experience for SETON for twelve years.

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

I have always wanted to contribute to the Bastrop art scene, but was never quite certain how i would do that. This opportunity presented itself and seems legitimate and educational as well as artistic by nature--all of the elements that I find attractive to me at this time in my life/career.

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"/> BISO Area Resident
<input type="checkbox"/> Automated Red Light Advisory Committee	<input type="checkbox"/> Other:	
<input type="checkbox"/> Historic Landmark Commission	*Please indicate which position(s) you are qualified to serve under: <input checked="" 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 checked="" 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 to the City Secretary.
- If selected, I agree to adhere to the City of Bastrop's Ethics Ordinance and to represent the City's business interests at all times.

Signature *Leggett Phillip* Date 03/06/17 *03/06/17*

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:	<i>3/7/17</i>	Application Received by:	<i>Ann Franklin</i>
Position Appointed:		Date Appointed:	
Term Starts:		Term Expires:	

Lynette Philpot

(512)629-6069

Teaching Experience

Bastrop Independent School District, Bastrop, TX, August 2001- present

Bastrop Intermediate School

Art Teacher, 5th/6th grade, 12 years

Social Studies/Lang Arts, 6th grade, 1 year

Cedar Creek Elementary

(Self-Contained) Classroom Teacher, 4th grade, 3 years

Education

University of Texas at Austin, Austin, TX B.S, Advertising, 1985

Midland College, Midland, TX A.A, Commercial Art, 1982

Texas Educator Certificate, Region XIII, Austin, TX, 2002-present

All Level Art Certification, Pre-K-12, 2006

Elementary Self-Contained, Pre-K-12, 2002

Grants/Special Projects and Awards

Keep Bastrop County Beautiful/HEB/Sage Gardener, “Green” Grant, \$2,000 for School Garden, 2016

Innovation in Teaching, (“IT”) Award, 2015 (awarded by peer teachers)

Project Coordinator, UT School of Public Health, Active Play Active Learning Project, 2013

Kodiak Bear Teacher Award, 2013-14, (awarded by administration)

Stage Design and Decorator, Early Act First Knight, 2012-15

Bastrop Education Foundation grant- \$5,000 for slab roller, and supplies for weaving, 2010

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.

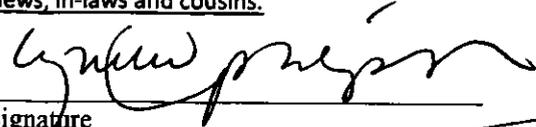
Who: _____ Name of Company: _____

Position held: _____ How long employed: _____

I do publicly display some of the student art that we create -> but i don't think this will be an issue.

*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.


Signature

Lynette G. Phillips
Printed Name



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 8C

TITLE:

Consider action to accept and approve the FY 2018 Hotel Occupancy Tax Funding Calendar and the FY 2018 Community Support Funding Calendar.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

Annually, staff provides Council with a calendar outlining the due dates for both the Hotel Occupancy Tax Funding and Community Support Funding application process as established by Council.

POLICY EXPLANATION:

Organizations that promote tourism to the City of Bastrop may apply for Hotel Occupancy Tax funding. The expenses funded must comply with allowable uses of hotel occupancy tax defined by Chapter 351 of the Texas Tax Code.

Organizations providing charitable services to the citizens of Bastrop, that could be provided by the City of Bastrop, are eligible to apply for Community Support funding.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to accept and approve the FY 2018 Hotel Occupancy Tax Funding Calendar and the FY 2018 Community Support Funding Calendar.

ATTACHMENTS:

- FY 2018 Hotel Occupancy Tax Funding Calendar
- FY 2018 Community Support Funding Calendar

HOT FUNDING CALENDAR

Funding for FISCAL YEAR 2018

- | | |
|--------------------|---|
| March 28, 2017 | Council to accept HOT Funding Calendar for FY2018 |
| May 15, 2017 | Funding applications available at City Hall or online |
| June 30, 2017 | Deadline for submitting funding applications to Finance Office, 5:00 P.M. |
| July 18, 2017 | Submit information to City Secretary for council agenda
(to include Organizations - History Summary, Funding Application, Council Ranking Worksheet) |
| July 25, 2017 | Council Meeting
Organizations to present their requests
Council to receive funding score list from Finance
Council to set funding amount for Tier II funding |
| August 8, 2017 | Council to return funding score list to the Finance Department |
| August 22, 2017 | Finance to hand out the average ranking of score to Council - no agenda item |
| September 12, 2017 | Council to approve funding levels for organizations |

After approval of the FY 2018 Budget, Agreements will be prepared for signatures

COMMUNITY SUPPORT FUNDING CALENDAR

Funding for FISCAL YEAR 2018

- | | |
|--------------------|--|
| March 28, 2017 | Council to accept Community Support Calendar |
| May 15, 2017 | Funding applications available at City Hall or online |
| June 30, 2017 | Deadline for submitting funding applications to Finance Office, 5:00 P.M. |
| July 3, 2017 | Submit information to City Secretary for council agenda
(to include Organizations - History Summary, Funding Application, Council Ranking Worksheet) |
| July 11, 2017 | Council Meeting
Organizations to present their requests
Council to receive funding score list from Finance
Council to approve total funding available |
| August 8, 2017 | Council to return funding score list to the Finance Director |
| August 22, 2017 | Finance to hand out the average ranking of score to Council - no agenda item |
| September 12, 2017 | Council to approve funding levels for organizations. |

After approval of the FY 2018 Budget, Agreements will be sent out for signatures



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 8D

TITLE:

Consider action to approve a resolution amending authorized representatives for Texpool/Texpool Prime local investment pool by adding City Manager Lynda Humble as an authorized representative of the City.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

N/A

POLICY EXPLANATION:

TexPool is a public funds investment pool that the City of Bastrop uses to invest its excess funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

A resolution is required by TexPool to amend authorized representatives for the City, which must be authorized by the City Council. The attached resolution would add City Manager Lynda Humble as an authorized representative.

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve a resolution amending authorized representatives for Texpool/Texpool Prime local investment pool by adding City Manager Lynda Humble as an authorized representative of the City.

ATTACHMENTS:

- TexPool Resolution Amending Authorized Representatives



Resolution Amending Authorized Representatives

Please use this form to amend or designate Authorized Representatives.

This document supersedes all prior Authorized Representative forms.

* Required Fields

1. Resolution

WHEREAS,

City of Bastrop

Participant Name*

7 | 8 | 7 | 7 | 0

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

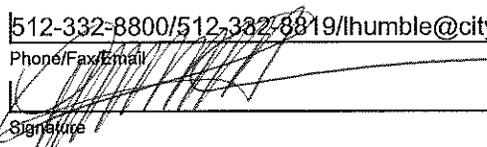
WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

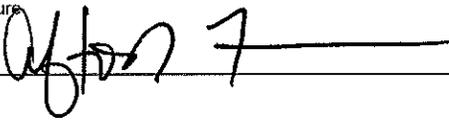
NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1.	Lynda Humble
	Name
	City Manager
	Title
	512-332-8800/512-332-8819/lhumble@cityofbastrop.org
	Phone/Fax/Email
	
	Signature
2.	Tracy Waldron
	Name
	CFO
	Title
	512-332-8823/512-332-8829/twaldron@cityofbastrop.org
	Phone/Fax/Email
	
	Signature

1. Resolution (continued)

3. Afton Figueroa
 Name
Assistant Finance Director
 Title
512-332-8824/512-332-8829/afigueroa@cityofbastrop.org
 Phone/Fax/Email
 Signature 

4. _____
 Name

 Title

 Phone/Fax/Email
 Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Tracy Waldron
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name

Title

Phone/Fax/Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 28 day March, 20 17.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

City of Bastrop
Name of Participant*

SIGNED

Signature*
Ken Kesselus
Printed Name*
Mayor
Title*

ATTEST

Signature*
Ann Franklin
Printed Name*
City Secretary
Title*

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1400
Houston, TX 77002

ORIGINAL SIGNATURE AND DOCUMENT REQUIRED

TEX-REP

2 OF 2



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 8E

TITLE:

Consider action to confirm appointment by the Mayor of City Manager Lynda Humble to Place 1 on the Hunters Crossing Local Government Corporation Board.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 9A

TITLE:

Consider action to approve the first reading of Resolution No. R-2017-12 of the City Council of the City of Bastrop, TX approving a project to conduct a comprehensive drainage study of the Pine Forest Unit 6 Subdivision using funds provided by the Bastrop Economic Development Corporation in an amount exceeding \$10,000 in accordance to Section 505.158(b) of the Local Government Code and move to include on the April 11, 2017 agenda for a second reading.

STAFF REPRESENTATIVE:

Shawn Kirkpatrick, Executive Director
Bastrop Economic Development Corporation

BACKGROUND/HISTORY:

The EDC Board approved a Resolution on February 27, 2017, making certain findings regarding eligible expenditures of the Corporation. Those findings document that the funding for a Comprehensive Drainage Study of the Pine Forest Unit 6 Subdivision is an eligible expense of the Corporation under Texas Local Government Code Sections 505.152, 505.153, and 505.158. As such, the expenditure is above \$10,000 and requires two readings of a Resolution of the Governing Body.

The EDC published the required Public Hearing in the *Bastrop Advertiser* on February 25, 2017. Texas Local Government Code for Type B projects includes a provision for a 60-day window from the date of posting to funding. The earliest possible funding date is April 27, 2017, or the 61st calendar day.

The second reading of the Resolution, should the first be approved, is scheduled for the City Council meeting on April 11, 2017.

The EDC Board will be asked to take additional action at its regularly scheduled meeting on April 17, 2017, to fund the project with 2013 Certificate of Obligation funds. Should the Board not elect to use 2013 CO funds, it will be necessary for the EDC to pass a budget amendment for FY 2016-2017. An EDC budget amendment would require an additional two readings of a separate Resolution by the City Council, delaying the funding date until May 24, 2017.

POLICY EXPLANATION:

Sec. 505.158, PROJECTS RELATED TO BUSINESS DEVELOPMENT IN CERTAIN SMALL MUNICIPALITIES, of the Local Government Code states:

- (a) For a Type B corporation authorized to be created by a municipality with a population of 20,000 or less, "project" also includes the land, buildings, equipment, facilities,

expenditures, targeted infrastructure, and improvements found by the corporation's board of directors to promote new or expanded business development.

(b) A Type B corporation may not undertake a project authorized by this section that requires an expenditure of more than \$10,000 until the governing body of the corporation's authorizing municipality adopts a resolution authorizing the project after giving the resolution at least two separate readings.

FUNDING SOURCE:

Bastrop Economic Development Corporation will fund this project with 2013 Certificate of Obligations Funds, which will require additional action scheduled for consideration at its April 17, 2017 regularly scheduled meeting.

RECOMMENDATION:

Consider action to approve the first reading of Resolution No. R-2017-12 of the City Council of the City of Bastrop, TX approving a project to conduct a comprehensive drainage study of the Pine Forest Unit 6 Subdivision using funds provided by the Bastrop Economic Development Corporation in an amount exceeding \$10,000 in accordance to Section 505.158(b) of the Local Government Code and move to include on the April 11, 2017 agenda for a second reading.

ATTACHMENTS:

- Resolution No. R-2017-12



RESOLUTION NO. R-2017-12

A RESOLUTION OF THE CITY COUNCIL OF CITY OF BASTROP, TEXAS, APPROVING A PROJECT TO CONDUCT A COMPREHENSIVE DRAINAGE STUDY OF PINE FOREST UNIT 6 SUBDIVISION USING FUNDS PROVIDED BY THE BASTROP ECONOMIC DEVELOPMENT CORPORATION IN AN AMOUNT EXCEEDING \$10,000 IN ACCORDANCE TO SECTION 505.158(b) OF THE LOCAL GOVERNMENT CODE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of the Bastrop Economic Development Corporation (“BEDC”) met on February 27, 2017, and at that time took formal action to support and provide funds for various 4B projects; and

WHEREAS, Section 505.158(b) of the Local Government code, a/k/a the Texas Economic Development Act, mandates that prior to the BEDC funding a project that does not directly create primary jobs, involving an expenditure by the BEDC of more than \$10,000, per project, the City Council shall adopt a Resolution authorizing the project, which Resolution shall be read by the City Council, on two separate occasions; and

WHEREAS, the Pine Forest Unit 6 Subdivision (“Subdivision”) in the City of Bastrop (“City”) platted in 1979 contains 6.25 miles of existing creeks and associated floodplains and floodways; and,

WHEREAS, the Subdivision has historically experienced extensive and repeated flooding rendering a vast number of the lots unbuildable as the Subdivision currently exists; and,

WHEREAS, due to the current condition of the Subdivision as it relates to the pervasive flooding, approximately 60% of the lots have defaulted on taxes and have been acquired by the taxing entities; and,

WHEREAS, it is in the best interest of the taxing entities and the Corporation for the defaulted lots to be developable for their highest and best use; and,

WHEREAS, the City’s Comprehensive Plan encourages subdivisions where there is residential, parks and green space, and compatible commercial development in a cohesive pattern; and,

WHEREAS, the Bastrop area is experiencing growth that has outpaced available and affordable housing; and,

WHEREAS, a comprehensive drainage study of the Subdivision is needed before any redevelopment can occur; and,

WHEREAS, the Texas Local Government Code Chapter Section 505.152 authorizes the expenditure of Corporation funds for a project that the board of directors of the Economic Development Corporation determines to be required or suitable for use for parks and park facilities, open space improvements, and related roads, streets, and water and sewer facilities, and other related improvements that enhance any of the items described by this section; and,

WHEREAS, the Texas Local Government Code Chapter Section 505.153 authorizes expenditure of Corporation funds for a project that the board of directors of the Economic Development Corporation determines to be required or suitable for use for the promotion of development and expansion of affordable housing, as described by 42 U.S.C. Section 12745; and,

WHEREAS, the Texas Local Government Code Chapter Section 505.158 authorizes a Corporation created by a municipality of 20,000 or less to fund a project that includes the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the corporation's board of directors to promote new or expanded business development; and,

WHEREAS, it is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public, and public notice of the time, place and purpose at which it was read was given in accordance with Chapter 551, Texas Government Code; and,

WHEREAS, the City has reviewed the February 27, 2017, actions of the Bastrop EDC related to the project noted herein, has considered and evaluated that project, and has found it meritorious of the Council's approval.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1: Findings and Determination

- a. The Council hereby finds and determines that it is in the best interest of the Corporation to make funding available to the City for reimbursement of costs incurred for the completion of a comprehensive drainage study in an amount not to exceed \$75,100.00.
- b. The Council hereby finds and determines that Texas Local Government Code Chapter Section 505.152 authorizes the expenditure of Corporation funds for this study because the City agrees that 15% of the lots owned by the taxing entities shall be dedicated for use as parks and park facilities or open space improvements.
- c. The Council hereby finds and determines that Texas Local Government Code Chapter Section 505.153 authorizes expenditure of Corporation funds for this

project because the City agrees that some of the lots owned by taxing entities shall be reserved for use for the promotion of development and expansion of affordable housing, as described by 42 U.S.C. Section 12745.

- d. The Council hereby finds and determines that drainage improvements, including a comprehensive drainage study, constitute an expenditure for targeted infrastructure that will promote new or expanded business development.

Section 2. Authorization of expenditure

- (1) The City Council of the City of Bastrop, Texas, hereby approves the following project, which had been approved for funding by the Bastrop EDC:
 - a. To fund a project (a Comprehensive Drainage Study of the Pine Forest Unit 6 Subdivision) in an amount not to exceed \$75,100.00.
- (2) The City Manager is hereby authorized to convey a copy of this Resolution of approval, as appropriate.
- (3) That this Resolution shall take effect immediately from and after its passage, and is accordingly so resolved.

READ and ACKNOWLEDGED on First Reading on the 28th of March 2017.

READ and ADOPTED on Second Reading on the 11th day of April 2017.

APPROVED:

Ken Kesselus, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

David Bragg, City Attorney



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 9B

TITLE:

Consider action to approve the first reading of Ordinance No. 2017-10 amending the budget for the Fiscal Year 2017 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 and move to include on the April 11, 2017 agenda for a second reading.

STAFF REPRESENTATIVE:

Tracy Waldron, Chief Financial Officer

BACKGROUND/HISTORY:

POLICY EXPLANATION:

The city charter requires that when the budget is amended that the amendment be by ordinance. The budget amendments do, in some funds, increase the budget appropriations for Fiscal Year 2017. Funds included in these amendments are detailed below:

- General Fund includes:
 1. The original budget had an error on the number of hours budgeted for the HR assistant. This fixes the budgeted amount in that department.
- Debt Service Fund:
 1. Budget to use excess fund balance for a cash contribution to the 2017 GO Refunding.
- Vehicle/Equipment Replacement Fund includes:
 1. BP&L had in their budget a transfer to the Vehicle & Equipment Replacement Fund, increasing available funds to purchase a new bucket truck. This budget transfer just reflects the transfer from BP&L and increases the capital budget by the same.
- Water/Wastewater Fund includes:
 1. Offsetting revenue received for costs associated with extending the water line on Buttonwood.
 2. Using available fund balance to cover the cost of burying the power lines over the wells at Bob Bryant Park which will put the City back into compliance for Texas Parks & Wildlife grants in the future.
 3. Need the amount of the Hazard Mitigation Grant Program match budgeted that will provide a generator for the Gills Branch Lift station

FUNDING SOURCE:

N/A

RECOMMENDATION:

Consider action to approve the first reading of Ordinance No. 2017-10 amending the budget for the Fiscal Year 2017 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 and move to include on the April 11, 2017 agenda for a second reading.

ATTACHMENTS:

- Ordinance No. 2017-10



ORDINANCE NO. 2017-10

AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2017 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 2017; 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, TEXAS:

Section 1: That the proposed budget amendments for the Fiscal Year 2017, 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 2017; and

Section 2: That all ordinances of the City of Bastrop in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City of Bastrop not in conflict with the provisions of this ordinance shall remain in full force and effect; and

Section 3: This ordinance shall take effect immediately after its final passage and publication in accordance with existing statutory requirements.

READ and APPROVED on First Reading on the 28th day of March, 2017.

READ and ADOPTED on Second Reading on the 11th day of April, 2017.

APPROVED:

Ken Kesselus, Mayor

ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

David Bragg, City Attorney

Exhibit "A"
FY 2017
BUDGET AMENDMENTS
GENERAL FUND

Audited Fund Balance as of 9-30-16	3,661,166
FY 2017 Budgeted Revenues	9,947,361
FY 2017 Budgeted Appropriations	(11,093,257)
11/2016 Budget Amendments (net)	0
3/2017 Budget Amendments (net)	(5,950)
Ending Fund Balance	<u>2,509,320</u>

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	ACCOUNT #
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Matching Revenues to Expenditures:

Neutral
Neutral
Neutral

Total Revenues 0

Matching Expenditures to Revenues:

Neutral
Neutral

New Expenditures:

Human Resources	Increase	(5,950)	Operating Salaries	101-06-00-5101
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Total Expenditures (5,950)
Net Change (5,950)



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 9C

TITLE:

Consideration, discussion and possible action concerning reimbursement of Councilmember Deborah Jones for legal expenses incurred in defending against an ethics complaint filed against her that was dismissed.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager
David Bragg, City Attorney

POLICY EXPLANATION:

Section 3.07 of the City's charter says "Council Members may receive reimbursement for necessary expenses incurred in the performance of their duties of office, according to policies to be determined by the Council."

Ethics violations alleged against Councilmember Jones by Councilmember McAnally were dismissed by the Ethics Commission on March 23, 2017. Councilmember Jones incurred legal expenses, which were paid personally, to defend herself against these charges. These charges were considered violations of the City's ethics ordinance given her position on Council.

FUNDING SOURCE:

General Fund, Organization Department, Legal Fees

RECOMMENDATION:

Consideration, discussion and possible action concerning reimbursement of Councilmember Deborah Jones for legal expenses incurred in defending against an ethics complaint filed against her that was dismissed.



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 9D

TITLE:

Consideration, discussion and possible action concerning reimbursement of Councilmember Gary Schiff for legal expenses incurred in defending against ethics complaints filed against him that were dismissed.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager
David Bragg, City Attorney

POLICY EXPLANATION:

Section 3.07 of the City's charter says "Council Members may receive reimbursement for necessary expenses incurred in the performance of their duties of office, according to policies to be determined by the Council."

Ethics violations alleged against Councilmember Schiff by Councilmember McAnally were dismissed by the Ethics Commission on March 23, 2017. Councilmember Jones incurred legal expenses, which were paid personally, to defend himself against these charges. These charges were considered violations of the City's ethics ordinance given her position on Council.

FUNDING SOURCE:

General Fund, Organization Department, Legal Fees

RECOMMENDATION:

Consideration, discussion and possible action concerning reimbursement of Councilmember Gary Schiff for legal expenses incurred in defending against ethics complaints filed against him that were dismissed.



STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 10A

TITLE:

City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to discuss and deliberate litigation matters with the City Attorney regarding City of Bastrop vs. Vandiver and Hoover claims.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 10B

TITLE:

City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to discuss and deliberate litigation matters with the City Attorney regarding Pine Forest 6, et al vs. City of Bastrop, et al.

STAFF REPRESENTATIVE:

Lynda Humble, City Manager





STAFF REPORT

MEETING DATE: March 28, 2017

AGENDA ITEM: 11

TITLE:

Take any necessary or appropriate action on matters posted for consideration in closed/executive session

STAFF REPRESENTATIVE:

Lynda Humble, City Manager

