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

July 10, 2018 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 – Martin Serna Jr, Bastrop Public Library

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

3. INVOCATION – Chaplain Dale Burke, Police Chaplain

4. PRESENTATIONS

4A. Mayor’s Report

4B. Councilmembers’ Report

4C. City Manager’s Report

5. WORK SESSION/BRIEFINGS

5A. Review Rules of Procedure for the City Council of the City of Bastrop, Texas.

6. STAFF AND BOARD REPORTS – N/A
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

The following may be acted upon in one motion. A Councilmember or a citizen may request items be removed from the Consent Agenda for individual consideration.

8A. Consider action to approve City Council minutes from the June 19, 2018 Special Budget Workshop meeting, June 21, 2018 Joint Council and Visit Bastrop meeting and June 26, 2018 Regular Council meeting.

8B. Consider action to approve Resolution No. R-2018-47 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Sections 3B, 3C, 3D, & 3E Preliminary Plat, being 28.675 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8C. Consider action to approve Resolution No. R-2018-48 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 1A Preliminary Plat, being 13.994 acres out of the Mozea Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8D. Consider action to approve Resolution No. R-2018-51 of the City Council of the City of Bastrop, Texas, approving the Pecan Park Commercial, Block 8, Lot 1 Final Plat, being 9.160 acres out of the Nancy Blakey Survey, Abstract 98, located south of the future extension of Agnes Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8E. Consider action to approve Resolution No. R-2018-53 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 1, Phase B Final Plat, being 19.954 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969 and south of the future extension of Sam Houston Drive, within the extra-territorial
jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolutions; and providing an effective date.

8F. Consider action to approve Resolution No. R-2018-52 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 3, Phase A Final Plat being 39.146 acres out of the Jose Manuel Bangs Survey, Abstract 5, located east of FM 969 within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8G. Consider action to approve Resolution No. R-2018-49 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3B Final Plat, being 5.152 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

8H. Consider action to approve Resolution No. R-2018-50 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3C Final Plat, being 4.961 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

9. ITEMS FOR INDIVIDUAL CONSIDERATION

9A. Consider action to approve Resolution No. R-2018-54 of the City Council of the City of Bastrop, Texas approving a list of qualified consulting firms; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

9B. Hold public hearing and consider action to approve Ordinance No. 2018-13 of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled "Building Regulations," Article 3.20, "Signs," to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for property notice and meeting and move to include on the July 26, 2018 City Council agenda for second reading.

10. EXECUTIVE SESSION

10A. City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of updating the city's regulatory program, including public comment and citizen input into the new subdivision ordinance, pending revisions to zoning and sign codes, and uniformity of the permitting process.

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, June 29, 2018 by 12:00 p.m. and remained posted for at least two hours after said meeting was convened.

[Signature]

Lynda K. Humble, City Manager
MEETING DATE: July 10, 2018

AGENDA ITEM: 4A

TITLE: Mayor’s Report

STAFF REPRESENTATIVE: Lynda Humble, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

- expressions of thanks, congratulations, or condolence;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
- a reminder about an upcoming event organized or sponsored by the governing body;
- information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
- announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

ATTACHMENTS:
- Power Point Presentation
Mayor’s Report
July 10, 2018
**Latest Activities**

*June 15 – June 28*

- **Events in 2018:** 192

**Juneteenth Parade**
- Grand Marshall: Barbara Clemons

**Donation to Boys & Girls Club**

**Firestone**

**FEMA Shelter/Senior Center**

**TML Region 10 Meeting**

**State Convention**
- Lost Pines Leathernecks

**BIG GAME DAY**

**Congratulations to Honoree Councilman Bill Peterson**

**FEMA Shelter/Senior Center**

**Boys & Girls Club Firestone**

**BASTROPTX**
- Heart of the Lost Pines / Est. 1832
Planned Events

June 29 – July 10

• June 29
  • BEST Breakfast
  • Patriotic Festival
• June 30 – Patriotic Festival
• July 4 – City offices closed
• July 5 – Farm Street Opry
• July 6 – First Friday Art Walk
• July 7 – Swing Dance
• July 10 - City Council Meeting
Upcoming Events & City Meetings

- July 11 – Ribbon Cutting; Sew My Style
- July 13 – TML Small Cities Problem Solving Clinic
- July 16 – BEDC Monthly Meeting
- July 17 – First Annual Volunteer Fair
- July 18 – Austin Chamber Regional Meeting in Bastrop
- July 19 – FCI Quarterly Community Meeting
- July 20 –
  - Breakfast Bites
  - Corvette Invasion
- July 26 – City Council
MEETING DATE:  July 10, 2018

AGENDA ITEM:  4B

TITLE:  
Councilmembers' Report

STAFF REPRESENTATIVE:  
Lynda Humble, City Manager

POLICY EXPLANATION:

Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

(1) expressions of thanks, congratulations, or condolence;
(2) information regarding holiday schedules;
(3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
(4) a reminder about an upcoming event organized or sponsored by the governing body;
(5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.
MEETING DATE: July 10, 2018

TITLE:
City Manager’s Report

STAFF REPRESENTATIVE:
Lynda Humble, City Manager

POLICY EXPLANATION:
Texas Local Government Code, Section 551.045 – Governing Body of Municipality or County: Reports about Items of Community Interest Regarding Which No Action Will Be Taken:

(a) Notwithstanding Sections 551.041 and 551.042, a quorum of the governing body of a municipality or county may receive from staff of the political subdivision and a member of the governing body may make a report about items of community interest during a meeting of the governing body without having given notice of the subject of the report as required by this subchapter if no action is taken and, except as provided by Section 551.042, possible action is not discussed regarding the information provided in the report.

(b) For purposes of Subsection (a), "items of community interest" includes:

(1) expressions of thanks, congratulations, or condolence;
(2) information regarding holiday schedules;
(3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
(4) a reminder about an upcoming event organized or sponsored by the governing body;
(5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
(6) announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.
MEETING DATE:    July 10, 2018

TITLE:
Review Rules of Procedure for the City Council of the City of Bastrop, Texas.

STAFF REPRESENTATIVE:
Lynda Humble, City Manager

POLICY EXPLANATION:
The Rules of Procedure for the City Council of the City of Bastrop, Texas contains Section 1.4 Annual Review, which states:

“Following the municipal elections each year, Council will review these rules of procedure annually, make changes as appropriate, and adopt their own rules of procedure in accordance with the Charter at the first scheduled meeting in July. In the event no annual review occurs, the standing rules of procedure continue in effect. This does not limit the Council’s right and ability to amend the rules at any other time during the year, in accordance with the Charter.”
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ARTICLE 1. AUTHORITY, APPLICABILITY, AMENDMENT, AND ANNUAL REVIEW

1.1 Authority.
Article III, Section 3.13 of the City Charter of the City of Bastrop, Texas grants the City Council the right to determine its own rules of procedure. The following rules are enumerated under and by authority of said provision.

1.2 Applicability.
The rules of procedure adopted by the City Council are applicable not only to the City Council, but also to all boards, commissions, and committees of the City of Bastrop.

1.3 Amendment.
These rules may be amended or new rules adopted by three (3) of the five (5) voting members of the City Council present.

1.4 Annual Review.
Following the municipal elections each year, Council will review these rules of procedure annually, make changes as appropriate, and adopt their own rules of procedure in accordance with the Charter at the first scheduled meeting in July. In the event no annual review occurs, the standing rules of procedure continue in effect. This does not limit the Council’s right and ability to amend the rules at any other time during the year, in accordance with the Charter.

ARTICLE 2. GENERAL RULES OF PROCEDURE AND POLICIES

2.1 Construction of Authority.
The construction of authority in all matters associated with the meetings and activities of the City Council, including the agenda, shall be: (1) the U.S. Constitution and statues of the United States of America; (2) The Texas Constitution and statues of the State of Texas; (3) the City Charter; (4) the Code of Ordinances of the City of Bastrop, Texas; (5) these rules; and, (6) Rosenberg’s Rules of Order as amended and set forth herein.

2.2 Meetings Shall Be Public.
All meetings of the City Council shall be public, and notices thereof shall be posted as provided under the Texas Government Code, Chapter 551, Open Meetings Act. Except in the case of an emergency meeting, notice of all meetings shall be given 72 hours before the time set for any meeting.

If meetings are held at Bastrop City Hall, they shall be televised live on the City’s television channel via the appropriate cable providers and live-streamed via social media. If unable to televise meetings live due to technical difficulties, the meeting shall be recorded for a later broadcast. The Council meetings shall be rebroadcast as a part of the City’s on-going channel programming.

The Bastrop City Hall is wheelchair accessible and special parking is available on the west side
of the building. If special accommodations are required, please contact the City Secretary a minimum of 24 hours in advance at 512-332-8800.

2.3 **Conduct of Meetings.**
Meetings of the City Council shall be conducted according to the rules adopted by the City Council, as well as the terms and provisions of Rosenberg’s Rules of Order as amended herein and when not inconsistent with these rules.

2.4 **Regular Meetings.**
Regular meetings of the City Council shall be on the second and fourth Tuesday of each month at 6:30 p.m. The Council may, by majority vote at a regular meeting, change the days or times of meetings as circumstances may necessitate. Per the City Charter, the Council shall meet regularly and at least once each month.

2.5 **Special Meetings.**
The City Council may hold as many additional, special meetings as may be necessary for the transaction of the business of the City. Special meetings of the City Council may be called as necessary upon written notice to the City Secretary by the Mayor or by any two (2) members of the City Council unless made at a regular meeting at which a quorum of Council Members is present. The City Manager and all Council Members shall be notified of all special meetings.

2.6 **Emergency Meetings.**
In case of an emergency or urgent public necessity, which shall be expressed in the meeting notice, it shall be sufficient if members receive and notice is posted two (2) hours before the meeting is convened. Notice shall be provided also to the media in accordance with the Texas Government Code, Section 551.047.

2.7 **Workshops (Work Session).**
Workshops are special meetings called for the purpose of conducting a detailed and thorough exploration of matters that may properly come before the City Council. Audience comments or questions will not be considered at a work session unless posted for citizen comment.

2.8 **Executive Sessions.**
Executive sessions are sessions closed to the public. These sessions are only permitted for the purpose of discussing matters enumerated in Chapter 551, Open Meetings Act of the Texas Government Code. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open Meetings Act.

The City Council can retire into an executive session as stated on a posted agenda during a regular or special meeting, if a motion is duly made and seconded and affirmed by a majority of the Council. However, before said session begins, the presiding officer shall announce that the executive session is commencing. The order in which an executive session may appear on the agenda is subject to the discretion of the City Council. A certified record of the meeting will be created by the presiding officer or his or her designee, sealed and permanently kept, subject to opening by court order. No voting or action shall be taken by the City Council during an executive session. No other subject but that posted on the agenda is to be considered. Adjournment of the executive session and any vote needed shall be made during the open
public meeting.

2.9 **Recessed Meetings.**
No meeting shall be recessed for a longer period of time than until the next regular meeting except when required information has not been received, or, in the case of work sessions or special meetings, to a date certain by motion duly passed.

2.10 **Quorum.**
Four (4) members of the Council shall constitute a quorum to do business, and a majority vote of those attending any meeting at which there is a quorum present shall be sufficient to adopt any ordinance or resolution, except otherwise provided in the City’s Charter. (Charter Article III, Section 3.13).

2.11 **Conflict of Interest.**
A Council Member prevented from voting by a conflict of interest shall file a conflict of interest questionnaire with the City Secretary as soon as possible after the posting of an agenda, which contains a conflict, unless an applicable conflict of interest questionnaire has already been filed.

A Council Member prevented from voting by a conflict of interest shall step down from the dais and leave the Council Chambers, shall not vote on the matter, shall not participate in discussions regarding the matter or attempt to influence the Council’s deliberation of the matter in any way, shall not attend Executive sessions regarding the matter, and shall otherwise comply with the State law and City ordinances concerning conflicts of interest including Chapter 171 of the Texas Local Government Code.

2.12 **Presiding Officer.**
The Mayor shall serve as the Chief Presiding Officer for all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tem shall serve as the presiding officer. In the absence of the Mayor and Mayor Pro Tem, the City Manager shall call the meeting to order, if a quorum of the Council is present, and the first order of business shall be for Council to elect by majority vote, a temporary presiding officer from the members then seated and in attendance. The temporary presiding officer shall serve in such capacity until the meeting is adjourned.

The presiding officer shall serve as the chair of all meetings and shall make final rulings on all questions pertaining to these rules. All decisions of the presiding officer are final unless overruled by the City Council through a motion to appeal as described in Article 3.9 – Courtesy, Decorum and Order of these rules.

The Mayor, as Chief Presiding Officer, is entitled to participate in the discussion and debate, but may not vote, except in elections, to break a tie and as otherwise provided in the City’s Charter. Because the presiding officer conducts the meeting, it is common courtesy for the chair to take a less active role than other members of the Council in debates and discussions. This practice in no way precludes the presiding officer from participating in the meeting fully and freely.

The presiding officer of boards and commissions shall be the person selected by the board or commission as the chair, co-chair, or vice chair. If these persons are not in attendance, the
board or commission shall choose a temporary presiding officer from among the members in attendance.

2.13 Minutes of Meetings.
The City Secretary shall keep minutes of all proceedings of the City Council and they shall be open to public inspection in accordance with the laws of the State of Texas.

2.14 Suspension and Amendment of Rules.
Any provisions of these rules not governed by federal, state law or the City Charter may be temporarily suspended by a super majority vote (see Article 3.7 of these rules) of the City Council. Any provisions of these rules may be amended by majority vote if such amendment is appropriately posted on an agenda of a regular meeting of the City Council and receives approval of the majority of City Council at such meeting.

2.15 Rules for the Press and Media.
The use of media equipment, such as lights, cameras and/or microphones should be coordinated with the City Manager prior to the meeting to ensure that the equipment does not disturb or otherwise conflict with or disrupt the meeting or the Council’s activities.

ARTICLE 3. PARLIAMENTARY PROCEDURE

3.1 Purpose.
The purpose of these rules of parliamentary procedure is to establish orderly conduct of the meetings. Simple rules lead to a wider understanding and participation. Complex rules create two classes: (1) those who understand the rules, and (2) those who do not fully understand and those who do not fully participate. The ultimate purpose of these rules of parliamentary procedure is to encourage and facilitate decision-making by the City Council. In a democracy, the majority opinion carries the day.

These rules enable the majority to express their opinion and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

3.2 Model Format for an Agenda Item Discussion.
The following ten (10) steps may be used as a model or guidebook by the Presiding Officer. The meeting is governed by the agenda and the agenda constitutes the only items to be discussed. Each agenda item can be handled by the Presiding Officer (Mayor) in the following basic format:

1. Announce the Item. The Mayor should clearly announce the agenda item number and should clearly state what the subject matter of the agenda item by reading the caption for the item being considered.

2. Receive a Report. The Mayor should invite the appropriate people to report on the item, including any recommendation they might have.

3. Ask Clarifying Questions. The Mayor should ask the Council Members if they have any
technical questions for clarification. At this point, members of the City Council may ask clarifying questions to the people who reported on the item, and they should be given time to respond.

4. **Seek Citizen Input.** The Mayor should invite citizen comments – or if a public hearing, open the public hearing. Upon conclusion, the Mayor should announce that public input is closed, or if a public hearing, close the public hearing.

5. **Motion First.** The Mayor should invite a motion from the City Council before debate is given on the merits of the item. The Mayor should announce the name of the member who makes the motion.

6. **Motion Second.** The Mayor should determine if any member of the City Council wishes to second the motion. The Mayor should announce the name of the member who seconds the motion. If no member of the City Council wishes to second the motion, then the motion fails, and should be so stated by the Mayor.

7. **Repeat Motion.** If the motion is made and seconded, the Mayor should make certain that everyone (including the audience) understands the motion. This is done in three ways:
   a. The Mayor can ask the maker of the motion to repeat it;
   b. The Mayor can repeat the motion; or
   c. The Mayor can ask the City Secretary to repeat the motion.

8. **Discuss the Motion.** The Mayor should now invite the members of the City Council to discuss the motion. If there is no desired discussion, the Mayor may call for a vote. If there has been no discussion or a brief discussion, then there is no need to repeat the motion before taking a vote. If the discussion has been lengthy, it is a good idea to repeat the motion before calling for the vote.

9. **Vote.** The Mayor may ask the City Secretary to call roll. Unless a super-majority is required for passage of the motion, a simple majority vote determines whether the motion passes or fails. Unless a member of the Council seeks recusal from voting on any question where the vote would constitute a conflict of interest, and that recusal is consented to by a majority of the remainder of the Council, all members of the Council shall vote upon every question, ordinance or resolution. Action items require a vote.

10. **Announce the Outcome.** The Mayor announces the results of the vote and should also state what action (if any) the Council has taken. The Mayor should announce the name of any member who voted in the minority on the motion.

### 3.3 The Basic Motions.
The basic motion is the one that puts forward a decision for consideration. A basic motion might be: “I move for approval of the ordinance as submitted,” or “I make a motion that we deny the resolution.”

### 3.4 The Motion to Amend.
If a member wants to change a basic motion, he or she would have to motion to amend the original or previously amended motion. A motion to amend might be: “I move that we amend the motion to include the changes we discussed to the ordinance.” A motion to amend seeks to retain the basic motion on the floor (a motion made and seconded), but to modify it in some way. A motion to amend requires the agreement of the person making the original motion. If the
basic motion has already been seconded, the motion to amend must be acknowledged and accepted by the member who seconded the basic motion.

3.5 Discussion and Debate.
The basic rule of motions is that they are subject to discussion and debate. Accordingly, the basic motion and the motion to amend are all eligible, each in their turn for full discussion by and before the City Council. Discussion and debate can continue as long as the members wish to discuss it, or until the Mayor decides that it is time to move on and call a vote on the motion.

3.6 Other Motions.
There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the Council to move on. The following motions are NOT debatable, and the Mayor must immediately call a vote on the motion, if seconded by another member.

- **Motion to Adjourn.** This motion, if passed, requires the Council to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote.

- **Motion to Recess.** This motion, if passed, requires the Council to immediately take a recess. Normally the Mayor will determine the length of the recess which could last for a few minutes to several hours. It requires a simple majority vote.

- **Motion to Fix the Time to Adjourn.** This motion, if passed, requires the Council to adjourn the meeting at the specific time set in the motion. For example, “I move we adjourn this meeting at Midnight.” It requires a simple majority vote.

- **Motion to Table.** This motion, if passed, requires discussion of the agenda item to be halted immediately, and the agenda to be placed on hold. The motion may contain a specific time to bring the item up again, or it may not specify a time. If no time is specified, the item shall be placed on the agenda at the following Council meeting.

- **Motion to Remove from Table.** This motion, if passed, allows the Council to remove an item previously placed on hold. A vote in favor of removing an item from the table must be made before the Council can take action on an item that was tabled.

3.7 Motions Requiring a Supermajority Vote to Pass.
A super majority vote consists of four votes (three to pass as a simple majority, plus one more).

- **Motion to Limit Debate.** This motion is sometimes referred to as, “moving the question” or, “calling the question.” When a member of the Council makes such a motion, the member is saying, “I have had enough discussion, let’s vote on the issue.” When such a motion is made, the Mayor should ask for a second, stop the discussion and vote on the motion to limit debate. The motion requires a super majority vote to pass. Meaning, the number of council members voting for the motion must equal four or more.

- **Motion to Object to the Consideration of an Item.** This motion, if passed, precludes the City Council from even considering the item on the agenda. It does not preclude the item from appearing on a future agenda. The motion requires a super majority vote to pass. (Normally, this motion is unnecessary, because the objectionable item can be defeated)
Motion to Suspend the Rules. This motion is debatable, but requires a super majority vote to pass. This motion allows the Council to suspend its own rules for a particular purpose. For example, the Council may desire to give a particular speaker more time than normally allowed. A “motion to suspend the rules and give the speaker ten additional minutes,” accomplishes this desire.

3.8 Motion to Reconsider.
There is a special motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. As such, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to reconsider is made.

A motion to reconsider requires a simple majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

The first issue involves timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting (if properly noticed and on the posted agenda). A motion to reconsider made at a later time is considered untimely and it may not be considered unless the Council suspends the rules to consider it.

Secondly, the motion to reconsider can only be made by a member of the Council who voted in the majority on the original motion. The motion to reconsider may be seconded by any member of the City Council regardless of how they voted on the original motion. If a member of the Council who voted in the minority on the original motion seeks to make a motion to reconsider, it MUST be ruled out of order by the Mayor. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back again and again, which would defeat the purpose of finality.

If a motion to reconsider passes, then the original matter is back before the Council, and a new original motion is in order. The matter may be discussed as if it were on the floor for the first time.

3.9 Courtesy, Decorum and Order.
These rules of order are meant to promote an atmosphere of courtesy and decorum appropriate for the efficient discussion of business. It is the responsibility of the Mayor (and the members of the City Council) to maintain that atmosphere of courtesy and decorum. The Mayor should always ensure that debate and discussion focus on the item and the policy in question, not on the personalities of the participants of the discussion. Debate on policy is healthy; debate on personalities is not. In order to assist in the creation and maintenance of that atmosphere, the following rules shall govern all meetings:

1. Request to Speak. Before a Council Member, staff member or an audience member may speak, they must first be recognized by the Mayor. Upon recognition the person requesting to speak shall hold the floor and shall make their point clearly and succinctly.
Public comments must be kept relevant to the subject before the Council. The Mayor shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, overly redundant or slanderous remarks may be barred by the Mayor from further comment before the Council during the meeting. Audience members who wish to speak during an agenda must first complete a ‘request to speak card’ and submit it to the City Secretary. The Mayor has the right to cut a speaker off if the discussion becomes too personal, too loud, too crude, irrelevant, impertinent, redundant, or slanderous.

2. **Order.** If a person fails to request to speak before speaking, the Mayor shall rule them ‘out of order’ and remind them that they do not have the floor. While the Council is in session, all Council Members must preserve order and decorum. A person shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the meeting, nor disturb any other person while speaking or refuse to obey the orders of the Mayor. Members of the City Council should not leave their seats during a meeting without first obtaining permission of the Mayor, or making a motion to recess.

3. **Improper References Prohibited.** Every person desiring to speak shall address the entire Council and shall not single out a member of the Council, the audience or a staff member. Speakers shall confine themselves to the question under debate, avoiding all personal attacks and indecorous language.

4. **Interruptions.** A Council Member, once recognized, shall not be interrupted when speaking unless it is to call him or her to order, or other such interruption expressed below. If the Council Member, while speaking, is called to order, he or she shall cease speaking until the question of order is determined, and if the Council Member is found to be in order, he or she shall be permitted to proceed speaking. Allowable interruptions or points of order are as follows:

   a. **Point of Privilege.** The proper interruption would be: “Point of Privilege.” The Mayor would then ask the interrupter to, “state your point.” Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room might be too hot or cold, or a fan motor might interfere with a Council Members ability to hear.

   b. **Point of Order.** The proper interruption would be: “Point of Order.” The Mayor would then ask the interrupter to, “state your point.” Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the Mayor called for a vote on a motion that permits debate without allowing any discussion.

   c. **Motion to Appeal.** If the Mayor makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the Mayor by stating, “motion to appeal.” If the motion is seconded and after debate if it passes by a simple majority vote, the ruling of the Mayor is reversed.

   d. **Call for orders of the day.** This is simply another way of saying, “let’s return to the agenda.” If a council member believes the discussion has strayed from the agenda. The motion does not require a vote. If the Mayor discovers that the discussion has strayed from the agenda, he or she simply returns to the
business of the day.

e. Withdraw a Motion. During the debate and discussion of a motion, the original maker of the motion on the floor, at any time, may interrupt the speaker to withdraw his or her motion. The motion is immediately deemed withdrawn and discussion on the motion shall cease. Council members are free to make the same motion or another motion.

3.10 City Council and Board Member Disruptions.  
As stated in Resolution R-2017-20, when members of the City Council or other Board Members become engaged in heated discussions that could be construed as not following parliamentary procedures; it will be the responsibility of the Presiding Officer (Mayor or Board Chair) to restore order to the meeting. In the event that order cannot be immediately restored, the Presiding Officer should call for a recess. When the recess is called, a sufficient number of the City Council or Board Members should depart the room so that a quorum is no longer present. Information Technology personnel will ensure that the microphones and audio for the television channel are turned off. The Presiding Officer will determine what action to take and will resume the meeting, when appropriate. Law enforcement personnel will not become involved unless a crime (i.e. assault, terroristic threat, etc.) is committed.

3.11 Audience Disruptions.  
As stated in Resolution R-2017-20, if a member of the audience (gallery) becomes disruptive, the Presiding Officer will inform that person that their conduct is not permissible and to cease. If that person receives a second warning, the Chief of Police or his/her designee will position themselves in proximity to that person. On the third warning (when appropriate), the Presiding Officer will inform the person that their actions are disrupting this lawful meeting and they must depart immediately. The Chief of Police or his/her designee will escort the person out of the chambers and off of City property. In the event the person does not leave the chambers, the person will be subjected to arrest under Section 42.05 of the Texas Penal Code (TPC). The person will be subject to arrest under Section 30.05 TPC if the person does not leave the property. In the event the same person comes to a subsequent meeting and disrupts that meeting to the point they are requested to leave again, a criminal trespass warning can be issued.

It should be noted that case law has determined that only using profane language in a public place does not rise to the level of Disorderly Conduct as defined in Section 42.01 TPC. The utterance of this language should rise to the level that a fight is imminent.

3.12 Council May Discipline its Own Members.  
In the event a Council Member violates the Charter, these rules or any other ordinance of the city, or acts in a manner that causes embarrassment or disgrace to the City of Bastrop, the City Council on supermajority vote may discipline the offending member.

Such action may only take place after an executive session is held to discuss the offense. The offending member shall be present at the executive session to answer any questions asked by members of the City Council or make other statements as he or she may desire to make in his
or her defense. If the offending member refuses to attend the executive session, the remaining members of the City Council may proceed in his or her absence.

The outcome of the executive session may be as follows and shall be made publicly in open session in accordance with the Texas Open Meetings Act:

1. **No Action.** The City Council chooses to take no action.

2. **Private Censure.** The City Council may choose to privately censure the offending member, leaving their comments to the offending member left in the confines of the executive session.

3. **Public Censure.** The City Council may choose to publicly censure the offending member through a resolution passed by supermajority vote and entered into the public record.

**ARTICLE 4. AGENDA ORDER**

The Mayor and the City Manager or an appropriate designee shall prepare an agenda and cause the same to be posted a minimum of 72 hours prior to the meeting. Agendas and packet material shall be delivered to the City Council via electronic format uploaded into a cloud storage service, such as Dropbox. City Council shall be notified via email that the agenda and packet have been uploaded and available for review. The goal would be to upload the agenda and packet on Friday prior to a regularly scheduled Council Meeting. In the event of an emergency meeting of the City Council, this provision shall be suspended when not inconsistent with the provisions of federal or state law or the City Charter.

In order to facilitate the agenda process, the Mayor, two Council Members, or the City Manager may place an item on the agenda. Staff assistance, if required, should be requested through the City Manager (City Charter, Article III, Section 3.05 Prohibitions). Agenda items must be provided to the City Manager’s Office at City Hall by 12:00 noon on the 11th calendar day preceding the date of the regular meeting. If the agenda topic does not allow for staff to adequately prepare information for Council’s consideration, the item may be postponed until the next regular meeting.

4.1 **Call to Order.**

The Mayor shall call the meeting to order. The Mayor shall announce that a quorum of the City Council is present and shall state for the record the names of all members of the City Council that are absent.

4.2 **Pledges of Allegiance to the United States & Texas Flags.**

The Council shall recite the Pledge of Allegiance, first to the United States Flag, and then to the state Flag of Texas. The Council welcomes individuals and organizations, young and old, to lead the Pledges.

4.3 **Invocation.**

All regular meetings of the City Council shall include an invocation.
4.4 **Presentations.**
Presentations may be made by the Mayor, City Council or Staff. The Mayor may deliver any proclamation as may be required from time to time. Outside entities and organizations granted permission to make a presentation shall be placed in this section.

4.5 **Work Session/Briefings.**
Items may be included in this section for the purpose of conducting a detailed and thorough exploration of matters that may come before City Council as an item for individual consideration. All questions of a technical nature, which require a detailed explanation for understanding, may be considered in a work session. Council may, through the City Manager, request the attendance of such staff members or outside experts as may be required to answer such questions. No formal action may be taken on items. Council may provide staff direction on the matter being considered. Audience comments or questions will not be considered at a work session unless posted accordingly.

4.6 **Staff and Board Briefings.**
Items that are provided to Council on a routine basis, such as monthly financial statements and quarterly investment reports, should be included in this section. Appointed boards of the City, who have been requested to provide periodic updates, such as the Bastrop Economic Development Corporation and Visit Bastrop, will be included in this section.

4.7 **Citizen Comments.**
Every agenda must include the following language for purposes of open and transparency to inform the public of how to appropriately address the City Council:

> 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 Council’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.
4.8A Approval of the Minutes.
The Council shall consider the minutes of any meeting presented for their review since the last regular meeting. This heading will only be used when there are no other items listed on a consent agenda.

4.8B Consent Agenda Items.
There is hereby established, as a part of every agenda for regular and/or special called meetings of the City Council, a portion of said agenda that shall be labeled “consent agenda.” Said consent agenda may consist of any and all business regularly coming before the City Council including approval of the minutes of previous meetings.

The City Secretary shall read the caption of each item and/or ordinance, once a motion has been made to approve the Consent Agenda and received a second, but before a vote.

All items set out in the consent agenda shall be deemed passed upon passage of an affirmative motion, by a vote of the majority of the members of the City Council, that the consent agenda be adopted. No further action shall be deemed necessary, and all such items appearing on the consent agenda, upon passage of such motion, shall be deemed adopted as if voted upon separately.

Any member of the City Council or a citizen may request that any item be removed from the consent agenda and considered separately. If any item was removed from the consent agenda, it will be considered immediately following approval of the remainder of the consent agenda.

4.9 Items for Individual Consideration.
Items for individual consideration shall be considered by the City Council individually and approved by either a simple majority vote or a super majority vote as the case may be.

Public hearings, which are statutorily required, shall be included in this section. The Mayor shall first request staff comments. The Mayor shall open the public hearing and receive citizen input. While the public hearing is open, Council may ask questions of the speakers, but may not deliberate or argue with the public on the matter at hand. Those speaking at a public hearing are required to follow the rules established herein for Citizen Comments. Upon conclusion of citizen comments, the Mayor shall close the public hearing. Council may deliberate or take action on the matter at hand upon the closing of the public hearing.

4.10 Executive Session Items.
This section is only used when it is necessary for the Council to convene in executive session. Executive sessions are sessions closed to the public. They are only permitted for the purpose of discussing matters enumerated in Chapter 551, Open Meetings Act of the Texas Government Code. Disclosure of topics to be discussed shall be made to the public in accordance with the requirements of the Open Meetings Act.
If the subject of the executive session warrants, the executive session may be held prior to the regular session.

4.11 Action on Executive Session Items.
This section is only used if Council conducts an executive session. Action on executive session items must be taken during public/open session of the Council. Action may include the taking of no action at all.

4.12 Adjournment.
The Mayor shall adjourn the meeting upon passage of the appropriate motion.

ARTICLE 5. RULES GOVERNING CITIZEN COMMENTS

5.1 Purpose.
It is the desire of the City Council to hear from the citizens of Bastrop and to stimulate discussion and offer a forum for a cordial and meaningful public debate on matters that are properly a concern of the City Council. The following rules shall control and govern audience comments.

5.2 Rules for Audience Comments.
Immediately preceding the opening of a public hearing, the Mayor may direct the City Secretary to read the rules governing citizen comments.

5.3 Rules Governing Citizen Comments.
1. Each speaker is limited to a maximum timed limit of three minutes on any item except for a public hearing item.
2. No individual may address the Council without submitting a speaker card. The card must clearly state the subject or issue on which the citizen wishes to speak. If the subject matter does not pertain to city business, the Mayor shall advise the individual and/or make recommendations as to how they may get the issue addressed.
3. Citizens speaking on agenda items shall restrict their comments to the subject matter listed.
4. Citizens speaking on non-agenda items shall only speak during the Citizens Comment portion of the agenda.
5. Council may not act upon or discuss any issue brought forth as a non-agenda item, except to:
   a. Make a statement of specific factual information given in response to the inquiry, or
   b. A recitation of existing policy in response to the inquiry.
Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
6. Proper respect, decorum, and conduct shall prevail at all times. Impertinent, slanderous, or personal attacks are strictly prohibited and violators may be removed from the Council Chambers.
7. No placards, banners or signs may be displayed in the Council Chambers or City Hall.
Exhibits relating to a presentation are acceptable.

8. Arguing, intimidation, or other disruptive behavior is prohibited. Discussion and/or debate are acceptable only on items specifically listed on the agenda.

9. Unauthorized remarks from the audience, stomping of feet, applauding, whistles, yells, or any type of disruptive behavior is prohibited. Applause of appreciation may be acceptable when recognizing a significant event or achievement.

10. Council meetings are the workplace to carry out the business of the City of Bastrop; therefore, any conduct that could constitute harassment in the workplace is prohibited.

11. In all cases, the Mayor shall preside over the Council meeting and ensure that proper conduct and decorum is adhered to.

5.4 Preservation of Order.
As referenced in Article 3.11 above, the Mayor shall preserve order and decorum and, if necessary, shall cause to be silenced or removed from the Council Chambers any non-Council Member speaking out of order or disrupting the order of the meeting.

ARTICLE 6. COUNCIL LIAISONS TO BOARDS AND COMMISSIONS
One Council Member will be appointed as the council liaison to each of the city’s boards and commissions annually as a part of the Board & Commission Member appointment process. Council liaisons will be appointed by Council with consideration given to applicable expertise. Council liaisons may attend, but are not required to attend, the meetings of the boards or commissions to which they have been appointed as liaison. Board and commission members may contact their council liaison concerning items of concern or interest with regard to their appointed board.

ARTICLE 7. TABLE OF MOTIONS AND POINTS OF ORDER

<table>
<thead>
<tr>
<th>MOTION/ORDER</th>
<th>REQUIRES SECOND</th>
<th>DEBATABLE</th>
<th>AMENDABLE</th>
<th>VOTE TYPE</th>
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<tbody>
<tr>
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<tr>
<td>Motion to Amend</td>
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<td>Motion to Limit Debate</td>
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<tr>
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<td>Call for Orders of the Day</td>
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<tr>
<td>Withdraw a Motion</td>
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<td>Motion to Enforce</td>
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</table>

* For the purposes of these rules, Amendments are not debatable and only require the approval of the member who made the original motion. An amendment to an amendment, requires first the approval of the member who made the original amendment and secondly the approval of the member who made the original motion.
MEETING DATE: July 10, 2018

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.

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.

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MEETING DATE: July 10, 2018
AGENDA ITEM: 8A

TITLE:
Consider action to approve City Council minutes from the June 19, 2018 Special Budget Workshop meeting, June 21, 2018 Joint Council and Visit Bastrop meeting and June 26, 2018 Regular Council 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:
Consider action to approve City Council minutes from the June 19, 2018 Special Budget Workshop meeting, June 21, 2018 Joint Council and Visit Bastrop meeting and June 26, 2018 Regular Council meeting.

ATTACHMENTS:
- June 19, 2018, DRAFT Special Budget Workshop Meeting Minutes.
- June 21, 2018, DRAFT Joint Council and Visit Bastrop Meeting Minutes.
- June 26, 2018, DRAFT Regular Council Meeting Minutes.
MINUTES OF SPECIAL BUDGET WORKSHOP MEETING
BASTROP CITY COUNCIL

June 19, 2018

The Bastrop City Council met in a Special Budget Workshop Meeting on Tuesday, June 19, 2018, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Ennis, Rogers and Peterson. Officers present were City Manager Lynda Humble and City Secretary Ann Franklin. Staff Present Director of Public Works, Utilities and Leisure Services, Trey Job; Hospitality & Downtown Department Director, Sarah O’Brien; Interim City Engineer, Jerry Palady; and Chief Financial Officer, Tracy Waldron.

CALL TO ORDER
At 6:30 p.m. Mayor Schroeder called the meeting to order with a quorum being present.

WORK SESSION
2D. Discuss Essential Tourism Assets, Special Events and Using HOT Funds as the source of funding revenue.
   This item was withdrawn from the agenda.

2A. Review and discuss the Old Iron Bridge and Lighting Project.
   Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job and Hospitality & Downtown Department Director, Sarah O’Brien.

Council Member Jones arrived to meeting at 6:45 p.m.

2B. Review and discuss survey results of the Citizen CIP Survey due by April 20, 2018.
   Presentation was made by City Manager, Lynda Humble.

2C. Discuss Main Street Road Project and Parameters.
   Presentation was made by Director of Public Works, Utilities and Leisure Services, Trey Job and Hospitality & Downtown Department Director, Sarah O’Brien.

2E. Discuss possible tax rate dedicated to Street Maintenance (based on estimated increase in property tax valuations.)
   Presentation was made by City Manager, Lynda Humble.

ADJOURNMENT

Adjourned at 9:08 p.m. without objection.

APPROVED: ____________________________  ATTEST: ____________________________

Mayor Connie B. Schroeder  City Secretary Ann Franklin
The Bastrop City Council and Visit Bastrop met in a Joint Workshop Meeting on Thursday, June 21, 2018, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present for the Bastrop City Council were: Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Ennis, Rogers and Peterson. Officers present were: City Manager, Lynda Humble and City Secretary, Ann Franklin. Visit Bastrop Members present Veena Tewan, Becki Womble, Kevin Plunkett, Shawn Anthea-Pletsch, Cindye Ginsel, Tom Scott, Brenda Abbott, Dale Lockett, and Clint Howard; and staff liaison, Hospitality & Downtown Department Director, Sarah O’Brien.

CALL TO ORDER
a. Mayor Schroeder called the meeting of the Bastrop City Council to order with a quorum being present at 6:32 p.m.
b. Visit Bastrop – Chair, Clint Howard called the meeting of the Visit Bastrop board to order with a quorum being present at 6:32 p.m. Board Members Rick Brackett, Jamie Creacy, Marcus O’Conner, David Jacobs, and Naseem Khonsarie were absent.

Council Member Jones arrived to meeting at 6:38 p.m.

WORKSHOP SESSION
2A. Review the City’s Contract with Visit Bastrop dated September 12, 2017 regarding scope of service and deliverables along with purpose of annual workshop (dialog about performance, establish future goals and objectives, and other topics that may be relevant to the components of this contract in early June of each year).
Presentation was made by City Manager, Lynda Humble.

2B. Hold discussion regarding FY 2018 Contract Performance, establish future goals and objectives for FY 2019 and beyond, provide update on current Visit Bastrop activities such as the hiring process for a new Executive Director, the Branding initiative, adoption of a Strategic Plan, and other organizational items.
Presentation was made by Visit Bastrop President and CEO, Dale Lockett.

Mayor Schroeder recessed the Council Meeting at 8:12 p.m.

Mayor Schroeder called the meeting back to order at 8:21 p.m.

Presentation was made by Visit Bastrop President and CEO, Dale Lockett.

2D. Receive Monthly Presentation from Visit Bastrop
Presentation was made by Visit Bastrop President and CEO, Dale Lockett.

2E. Discuss Essential Tourism Asset Policy & Special Events previously funded by City through HOT Funds.
Presentation was made by Visit Bastrop President and CEO, Dale Lockett and Hospitality & Downtown Department Director, Sarah O’Brien.

ADJOURNMENT

Mayor Schroeder adjourned the Bastrop City Council meeting at 10:13 p.m. without objection.

Chair, Clint Howard adjourned the Visit Bastrop Board meeting at 10:13 p.m. without objection.

APPROVED:        ATTEST:

_____________________________   ______________________________
Mayor Connie B. Schroeder    Deputy City Secretary Tracy Chavez
The Bastrop City Council met in a Regular Meeting on Tuesday, June 26, 2018, at 6:30 p.m. at the Bastrop City Hall Council Chambers, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Mayor Schroeder, Mayor Pro Tem Nelson and Council Members Jones, Ennis, Rogers and Peterson. Officers present were City Manager, Lynda Humble; City Secretary, Ann Franklin; and City Attorney, Alan Bojorquez.

CALL TO ORDER
At 6:30 p.m. Mayor Schroeder called the meeting to order with a quorum being present.

PLEDGE OF ALLEGIANCE
Ciana Salinas, Alycia Wallace, Samantha Wallace, Izybella Harris, and Cameron Tucker, Bastrop YMCA., led the Pledge of Allegiance.

INVOCATION
Pastor Kyle Adams, Christian Fellowship, Youth Pastor, gave the invocation.

PRESENTATIONS
4A. Mayor’s Report
4B. Councilmembers’ Report
4C. City Manager’s Report
4D. Presentation regarding the closure of the Old Iron Bridge on June 29 through July 2, 2018. Presentation was made by Public Works, Utilities and Leisure Services Director, Trey Job.

WORK SESSION/BRIEFINGS - NONE

ITEMS FOR INDIVIDUAL CONSIDERATION

9A. Consider action to approve Resolution No. R-2018-45 of the City Council of the City of Bastrop, Texas donating its ownership interest in 0.6340 acres located at 1303 Jasper Street, Bastrop, Texas from delinquent taxes, penalty, and interest owed to the County of Bastrop; authorizing the City Manager to execute any documents required to convey the property in fee simple title; providing for a repealing clause; and establishing an effective date.
This item was withdrawn.

STAFF AND BOARD REPORTS

6A. Receive monthly report from Visit Bastrop. Presentation was made by Visit Bastrop President and CEO, Dale Lockett.

Presentation was made by Assistant Finance Officer, Margaret Silbernagel.

CITIZEN COMMENTS

SPEAKER(S)

Terry Moore

CONSENT AGENDA

A motion was made by Council Member Peterson to approve Items 8A, 8B, 8C, and 8D listed on the Consent Agenda after being read into the record by City Secretary, Ann Franklin. Seconded by Mayor Pro Tem Nelson, motion was approved on a 5-0 vote.

8A. Consider action to approve City Council minutes from the June 12, 2018 meeting.

8B. Consider action to approve the second reading of Ordinance No. 2018-09 of the City Council of the City of Bastrop, Texas amending the Code of Ordinances Chapter 7, titled “Municipal Court” Article 7.01 “General Provisions” to establish a Municipal Court of Record; to provide for purpose, jurisdiction, and definitions; to provide for the appointment of the Municipal Court judges; to provide for the appointment of a court clerk; repealing all prior ordinances and actions in conflict herewith; providing for an effective date.

8C. Consider action to approve the second reading of Ordinance No. 2018-11 of the City Council of the City of Bastrop, Texas, granting a Conditional Use Permit for a brewery, distillery, or winery use on 0.046 acres of Building Block 3 West of Water Street, located at 809 Main Street, and 0.184 acres of Building Block 3 West of Water Street, located at 705 Pine Street, within the city limits of Bastrop, Texas; as shown in Exhibit A; setting out conditions; including a severability clause; and establishing an effective date.

8D. Consider action to approve Resolution No. R-2018-44 of the City Council of the City of Bastrop, Texas suspending the effective date for ninety (90) days in connection with the rate increase filing made on or about June 1, 2018 by Atmos Energy for its Midtex division; finding that the meeting complies with the Open Meetings Act; making other findings and provisions related to the subject; and declaring an effective date.

ITEMS FOR INDIVIDUAL CONSIDERATION - CONTINUED

9B. Consider action to approve Resolution No. R-2018-37 of the City Council of the City of Bastrop, Texas approving the Bastrop Police Department to accept a grant for twenty (20) rifle-resistant ballistic vests at a total cost of Thirteen Thousand Six Hundred Five and 06/100 Dollars ($13,605.06) from the 2018 State Homeland Security Grant Program with no matching grant funds from the City of Bastrop; authorizing Public Safety Director as the Grantee’s Authorized Official; providing for a severability clause; and establishing an effective date.
Presentation was made by Director of Public Safety/Chief of Police, James Altgelt.

A motion was made by Mayor Pro Tem Nelson to approve Resolution No. R-2018-37, seconded by Council Member Ennis, motion was approved on a 5-0 vote.

9C. Consider action to approve Resolution No. R-2018-46 of the City Council of the City of Bastrop, Texas, relating to the “Bastrop Economic Development Corporation Sales Tax Revenue Bonds, Series 2018”, including the approval of the resolution of the board of directors of the corporation amending certain provisions of resolution authorizing the issuance of such bonds, attached as Exhibit A; resolving other matters, incident and related to the issuance of such bonds; and providing an effective date. Presentation was made by Bastrop Economic Development Corporation Assistant Director, Angela Ryan.

A motion was made by Council Member Ennis to approve Resolution No. R-2018-46, seconded by Council Member Rogers, motion was approved on a 5-0 vote.

EXECUTIVE SESSION

The City Council met at 7:32 p.m. in a closed/executive session pursuant to the Texas Government Code, Chapter 551, et seq, to discuss the following:

10A. The City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to Personnel Policies Manual Chapter 1, Section 2 [Equal Opportunity Policy], and Chapter 7, Section 9 [Grievance Procedures], in light of completion of recent Diversity Training by senior staff.

The Bastrop City Council reconvened at 8:44 p.m. into open (public) session.

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

No action was taken.

ADJOURNMENT

Adjourned at 8:44 p.m. without objection.

APPROVED:       ATTEST:

_____________________________   ______________________________
Mayor Connie B. Schroeder    City Secretary Ann Franklin
MEETING DATE: July 10, 2018  AGENDA ITEM: 8B

TITLE:
Consider action to approve Resolution No. R-2018-47 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Sections 3B, 3C, 3D, & 3E Preliminary Plat, being 28.675 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
Site Address: North of the extension of Childers Drive (Attachment 1)
Total Acreage: 28.675 acres
Legal Description: 28.675 acres out of the Mozea Rousseau Survey, Abstract 56

Property Owner: Ranch Road Development, LLC/Scott Miller
Agent Contact: Carlson, Brigance, & Doering/Christine Methvin

Existing Use: Vacant/Undeveloped
Existing Zoning: Pecan Park Residential Planned Development
Planned Development District: Single-Family Select (PD SFS)
Future Land Use: Neighborhood Residential

BACKGROUND/HISTORY:
The applicant has submitted a new Preliminary Plat for the Pecan Park, Sections 3B, 3C, 3D, & 3E. The plat is creating 114 single-family detached lots, one drainage lot, and five landscape easement lots (Exhibit A). The single-family detached lots allowed under the Single-Family Select district of the Planned Development and have a minimum width of 50 feet and a minimum of 6,000 square feet in size. 4,381 linear feet of streets will be dedicated for Trailside Lane, Watercourse Way, Coldspring Loop, and Deep Eddy Cove, which will be 50-foot wide residential local collector rights-of-way. 1,346 linear feet of Childers Drive, which will be a 60-foot wide collector, will be dedicated with this section.

Traffic Impact and Streets
The Preliminary Plat proposes to extend Childers Drive, a collector street, westward to provide the main access for Section 3B-3E. Secondary access will be provided by a connection to Trailside Drive, which will connect to Section 1A. Sidewalks will be installed along all proposed streets, and will connect to the proposed neighborhood trail system.
Utilities
Water service (domestic and fire) will be provided by the City via water line extensions from existing infrastructure located on Childers Drive. These lines will be designed according to the City’s construction standards, as well as the Texas Commission on Environmental Quality’s (TCEQ) requirements.

Wastewater collection and treatment will also be provided by the City, and will require the installation of lines that will ultimately connect to an existing wastewater lift station.

There is an existing LCRA substation and electrical easement to the north of the proposed subdivision. The applicant received a subdivision variance on November 12, 2014 to eliminate the requirement for 50 foot setback from high voltage transmission lines.

Drainage
The Preliminary Plat proposes to install an underground storm sewer system designed to drain runoff generated from the development into an existing system located adjacent to Section 6B. The existing system was designed to accommodate this increase in peak flows, and ultimately connects to the Colorado River.

The proposed drainage system will be designed with a sufficient capacity to route flows from a 100-year design storm to the Colorado River. Due to the property’s close proximity to the river, storm water detention is not required.

Special flood hazard areas (SFHA) are located along the southern boundary of the proposed development, which appear to affect several proposed building lots. In order to ensure homes and other infrastructure are properly protected from flooding, these areas must be filled and developed in accordance with City of Bastrop and FEMA standards.

PUBLIC COMMENTS:
Notifications to adjacent property owners within 200 feet were mailed on June 11, 2018. (Attachment 3)

POLICY EXPLANATION:
All Preliminary Plats must be reviewed by the Planning & Zoning Commission and are then forwarded to City Council for approval.

Compliance with 2036 Comprehensive Plan:
- Future Land Use Plan - Neighborhood Residential: The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces and public uses such as schools, fire stations, and more.

  This preliminary plat complies with the Future Land Use Plan. The plat includes 114 single-family lots that will provide single-family detached units. There are also six drainage and landscape easement lots to serve this area. This section is part of the Pecan Park development, in which the total development includes multiple phases that include parks, trails, and recreation facilities.

- Objective 2.4.1: Invest in waste water system expansion in areas that promote infill and contiguous development.
This development is within the City’s wastewater service area and is vacant land immediately adjacent to existing development. This subdivision connects to existing wastewater lines and continues the system in an efficient manner.

- Goal 4.1.1 Provide a greater diversity of housing options in Bastrop while protecting the character of the City’s existing neighborhoods.

The Pecan Park Development includes six different residential lot standards. This plat utilizes the Single Family Select district, which allows 6,000 square foot lots with reduced rear and side setbacks to allow various single-family product types and with varied 20 and 25 foot front setbacks to provide visual appeal.

Local Government Code
- Sec. 212.002. Rules.
  After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality’s jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.


  Section 212.004 Plat Required
  (a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared.

  The applicant has proposed dividing up an undeveloped 28.675 acre tract into 114 single-family lots. Public improvements within the subdivision (streets, drainage, and other utilities) will be dedicated to the City upon their completion.

- Sec. 212.010. Standards for Approval
  (a) The municipal authority responsible for approving plats shall approve a plat if:
    (1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

    The preliminary plat conforms to the Future Land Use Plan, which is designated Neighborhood Residential for this area.

    (2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

    The plat conforms to the adopted Transportation Master Plan. The extension of Childers Drive will be dedicated with this plat. The plat also conforms with the
Capital Improvement Plan and will install public extensions of the water and wastewater infrastructure.

(3) a bond required under Section 212.0106, if applicable, is filed with the municipality; and

Required improvements and bonds will be furnished before the approval of the Final Plat.

(4) it conforms to any rules adopted under Section 212.002.

The preliminary plat complies with the requirements of the adopted Subdivision Ordinance.

Code of Ordinances Chapter 10 – Subdivisions

- Section 4.10 – Standard Procedure – Preliminary Plat

4.10.1. The subdivider shall submit a preliminary plat of the entire area being subdivided. Prior to the plat being placed before the Commission for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the detailed information set forth in paragraphs 4.10.1 and 4.10.2 is considered administratively complete.

Planning and Engineering staff have reviewed the Pecan Park Sections 3B, 3C, 3D, & 3E Preliminary Plat for compliance with subdivision and utility standards and have deemed the plat administratively complete.

PLANNING & ZONING RECOMMENDATION:
The Planning & Zoning Commission considered the item at their June 28th, 2018 meeting and recommend approval by unanimous vote.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-47 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Sections 3B, 3C, 3D, & 3E Preliminary Plat, being 28.675 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ATTACHMENTS:
- Resolution
- Exhibit A: Preliminary Plat
- Attachment 1: Location Map
- Attachment 2: Surrounding Property Owner Notification
RESOLUTION NO. R-2018-47

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS,
APPROVING THE PECAN PARK, SECTIONS 3B, 3C, 3D, & 3E PRELIMINARY
PLAT, BEING 28.675 ACRES OUT OF THE MOZE A ROUSSEAU SURVEY,
ABSTRACT 56, LOCATED NORTH OF THE EXTENSION OF CHILDERS
DRIVE, WITHIN THE CITY LIMITS OF BASTROP, TEXAS, AS SHOWN IN
EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTION; AND PROVIDING
AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of
Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Ranch Road Development L.L.C. (“the Applicant”) has submitted a
Preliminary Plat for Pecan Park Sections 3B, 3C, 3D, & 3E, a residential subdivision; and

WHEREAS, the Preliminary Plat is consistent with the Comprehensive Plan designation
of Neighborhood Residential and requirements of the Pecan Park Planned Development
(Ordinance 2017-14); and

WHEREAS, the Preliminary Plat for Pecan Park Sections 3B, 3C, 3D, & 3E was
recommended for approval by the Planning & Zoning Commission on June 28, 2018; and

WHEREAS, the Bastrop Planning and Development Department has reviewed the above-
referred Preliminary Plat and found it is in compliance with the Subdivision Ordinance, and the
Pecan Park Planned Development (Ordinance 2017-14) standards; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision
Ordinance to notify the public.

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

Section 1. The Preliminary Plat known as the Pecan Park Sections 3B, 3C, 3D, & 3E,
being 28.675 acres of the Mozea Rousseau Survey, Abstract 56, located north of the extension
of Childers Drive, within the city limits of Bastrop, Texas is hereby approved, a copy of same being
attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict
or inconsistent with any provision of this Resolution are hereby repealed to the extent of such
conflict, and the provisions of this Resolution shall be and remain controlling as to the matters
resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the
laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

________________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
THE PRELIMINARY PLAT OF
PECAN PARK SECTIONS 3B, 3C, 3D, & 3E
The accuracy and precision of this cartographic data is limited and should be used for information/planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.
Notice of Pending Subdivision Approval
City of Bastrop
Planning & Zoning Commission and City Council

Dear Property Owner:

The Planning & Zoning Commission will hold a meeting Thursday, June 28, 2018 at 6:00 p.m. and the City Council will hold a meeting on Tuesday, July 10, 2018 at 6:30 p.m. in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of the Pecan Park, Section 3B, 3C, 3D, & 3E Preliminary Plat, being 28.675 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas.

Owner/Applicant: Ranch Road Development, LLC/ Scott Miller

Address: North of the extension of Childers Drive, within the city limits of Bastrop, Texas.

Legal Description: 28.675 acres out of the Mozea Rousseau Survey, Abstract 56

Number of Lots: 114 residential, 6 landscape and drainage easement lots

The site location map and preliminary plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018

AGENDA ITEM: 8C

TITLE:
Consider action to approve Resolution No. R-2018-48 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 1A Preliminary Plat, being 13.994 acres out of the Mozea Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
Site Address: East of the future extension of Sterling Drive (Attachment 1)
Total Acreage: 13.994 acres
Legal Description: 13.994 acres out of the Mozea Rousseau Survey, Abstract 56
Property Owner: Ranch Road Development, LLC/Scott Miller
Agent Contact: Carlson, Brigance, & Doering/Christine Methvin
Existing Use: Vacant/Undeveloped
Existing Zoning: Pecan Park Residential Planned Development
Planned Development District: Patio Homes (PD PH)
Future Land Use: Neighborhood Residential

BACKGROUND/HISTORY:
The applicant has submitted a new Preliminary Plat for the Pecan Park, Section 1A. The plat is creating 64 single-family detached lots, and two open space/drainage lots (Exhibit A). The single-family detached lots allowed under the Patio Homes district of the Planned Development and have a minimum width of 40 feet and a minimum of 4,600 square feet in size. 1,465 feet of streets will be dedicated for Driftwood Lane and Hamilton Pool Lane, which will be 50-foot wide residential ROWs. 391 feet of Sterling Drive, which will be a 60-foot wide collector will be dedicated with this section and will continue into the Pecan Park Commercial Subdivision to the north.

Traffic Impact and Streets
The Preliminary Plat proposes to extend Sterling Drive, a collector street, northward to provide the main access for Section 1A and will be the second primary access from Pecan Park back to Agnes Street/SH71. Secondary access will be provided by a connection to the future Trailside Drive, which is within the Preliminary Plat for Section 3B, 3C, 3D and 3E. The final plat for Section 1A cannot be recorded until the Final Plat for Pecan Park Commercial, Lot 8 is completed and...
recorded. Sidewalks will be installed along all proposed streets, and will connect to the proposed neighborhood trail system.

Utilities
Water service (domestic and fire) will be provided by the City via water line extensions from existing infrastructure located on Sterling Drive. These lines will be designed according to the City’s construction standards, as well as the Texas Commission on Environmental Quality’s (TCEQ) requirements.

Wastewater collection and treatment will also be provided by the City, and will require the installation of lines that will ultimately connect to an existing wastewater lift station.

There is an existing LCRA substation and electrical easement to the north of the proposed subdivision. The applicant received a subdivision variance on November 12, 2014 to eliminate the requirement for 50 foot setback from high voltage transmission lines.

Drainage
The Preliminary Plat proposes to install an underground storm sewer system designed to drain runoff generated from the development into an existing system located adjacent to the future Section 2. The existing system was designed to accommodate this increase in peak flows, and ultimately connects to the Colorado River.

The proposed drainage system will be designed with a sufficient capacity to route flows from a 100-year design storm to the Colorado River. Due to the property’s close proximity to the river, storm water detention is not required.

PUBLIC COMMENTS:
Notifications to property owners within 200 feet were mailed on June 12, 2018. (Attachment 2)

POLICY EXPLANATION:
All Preliminary Plats must be reviewed by the Planning & Zoning Commission and are then forwarded to City Council for approval.

Compliance with 2036 Comprehensive Plan:
- Future Land Use Plan - Neighborhood Residential: The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces and public uses such as schools, fire stations, and more.

This preliminary plat complies with the Future Land Use Plan. The plat includes 64 single-family lots that will provide single-family detached units. There are also two open space lot that provide open space and drainage areas for this plat. This section is part of the Pecan Park development, in which the total development includes multiple phases that include parks, trails, and recreation facilities.

- Objective 2.4.1: Invest in waste water system expansion in areas that promote infill and contiguous development.

This development is within the City’s wastewater service area and is vacant land immediately adjacent to existing development. This subdivision connects to existing wastewater lines and continues the system in an efficient manner
• Goal 4.1.1 Provide a greater diversity of housing options in Bastrop while protecting the character of the City's existing neighborhoods.

The Pecan Park Development includes six different residential lot standards. This plat utilizes the Patio Homes district, which allows 4,600 square foot lots with reduced rear and side setbacks to allow various single-family product types and with varied 20 and 25 foot front setbacks to provide visual appeal.

Local Government Code
• Sec. 212.002. Rules.
After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.


Section 212.004 Plat Required
(a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared.

The applicant has proposed dividing up an undeveloped 13.994 acre tract into 64 single-family lots. Public improvements within the subdivision (streets, drainage, and other utilities) will be dedicated to the City upon their completion.

• Sec. 212.010. Standards for Approval
(a) The municipal authority responsible for approving plats shall approve a plat if:
   (1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

   The preliminary plat conforms to the Future Land Use Plan, which is designated Neighborhood Residential for this area.

   (2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

   The plat conforms to the adopted Transportation Master Plan. The extension of Sterling Drive will be dedicated with this plat. The plat also conforms with the Capital Improvement Plan and will install public extensions of the water and wastewater infrastructure.
a bond required under Section 212.0106, if applicable, is filed with the municipality; and

Required improvements and bonds will be furnished before the approval of the Final Plat.

it conforms to any rules adopted under Section 212.002.

The preliminary plat complies with the requirements of the adopted Subdivision Ordinance.

Code of Ordinances Chapter 10 – Subdivisions

• Section 4.10 – Standard Procedure – Preliminary Plat

4.10.1. The subdivider shall submit a preliminary plat of the entire area being subdivided. Prior to the plat being placed before the Commission for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the detailed information set forth in paragraphs 4.10.1 and 4.10.2 is considered administratively complete.

Planning and Engineering staff have reviewed the Pecan Park Section 1A Preliminary Plat for compliance with subdivision and utility standards and have deemed the plat administratively complete.

PLANNING & ZONING RECOMMENDATION:
The Planning & Zoning Commission considered the item at their June 28th, 2018 meeting and recommend approval by unanimous vote.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-48 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 1A Preliminary Plat, being 13.994 acres out of the Mozea Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ATTACHMENTS:
• Ordinance
• Exhibit A: Preliminary Plat
• Attachment 1: Location Map
• Attachment 2: Surrounding Property Owner Notification
RESOLUTION NO. R-2018-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE PECAN PARK, SECTION 1A PRELIMINARY PLAT, BEING 13.994 ACRES OUT OF THE MOZEA ROUSSEAU SURVEY, ABSTRACT 56, LOCATED EAST OF THE FUTURE EXTENSION OF STERLING DRIVE, WITHIN THE CITY LIMITS OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Ranch Road Development L.L.C. (“the Applicant”) has submitted a Preliminary Plat for Pecan Park Section 1A, a residential subdivision; and

WHEREAS, the Preliminary Plat is consistent with the Comprehensive Plan designation of Neighborhood Residential and requirements of the Pecan Park Planned Development (Ord # 2017-14); and

WHEREAS, the Preliminary Plat for Pecan Park Section 1A was recommended for approval by the Planning & Zoning Commission on June 28, 2018; and

WHEREAS, the Bastrop Planning and Development Department has reviewed the above-referenced Preliminary Plat and found it is in compliance with the Subdivision Ordinance, and the Pecan Park Planned Development (Ordinance 2017-14) standards; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1. The Preliminary Plat known as the Pecan Park Section 1A, being 13.994 acres of the Moza Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas is hereby approved, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2. All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

________________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
The accuracy and precision of this cartographic data is limited and should be used for information/planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.
Notice of Pending Subdivision Approval
City of Bastrop
Planning & Zoning Commission and City Council

Dear Property Owner:

The Planning & Zoning Commission will hold a meeting **Thursday, June 28, 2018 at 6:00 p.m.** and the City Council will hold a meeting on **Tuesday, July 10, 2018 at 6:30 p.m.** in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of the Pecan Park, Section 1A Preliminary Plat, being 13.994 acres out of the Mozea Rousseau Survey, Abstract 56, located east of the future extension of Sterling Drive, within the city limits of Bastrop, Texas.

Owner/Applicant: Ranch Road Development, LLC/ Scott Miller

Address: East of the future extension of Sterling Drive, within the city limits of Bastrop, Texas.

Legal Description: 13.994 acres out of the Mozea Rousseau Survey, Abstract 56

Number of Lots: 64 residential, 4 landscape and easement lots

The site location map and preliminary plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

[https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU](https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU)

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018

AGENDA ITEM: 8D

TITLE:
Consider action to approve Resolution No. R-2018-51 of the City Council of the City of Bastrop, Texas, approving the Pecan Park Commercial, Block 8, Lot 1 Final Plat, being 9.160 acres out of the Nancy Blakey Survey, Abstract 98, located south of the future extension of Agnes Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
Site Address: South of the future extension of Agnes Drive (Attachment 1)
Total Acreage: 9.160 acres
Legal Description: 9.160 acres out of the Nancy Blakey Survey, Abstract 98

Property Owner: DM Pecan Park Associates/Duke McDowell
Agent Contact: Carlson, Brigance, & Doering/Christine Methvin

Existing Use: Vacant/Undeveloped
Existing Zoning: Pecan Park Commercial Planned Development
Planned Development District: Commercial
Future Land Use: General Commercial

BACKGROUND/HISTORY:
The applicant has submitted a Final Plat for the Pecan Park Commercial, Block 8 Lot 1. The Preliminary Plat was approved by City Council on April 8, 2014. The plat is creating one commercial lot (Exhibit A) that is 7.258 acres. 447 linear feet of Agnes Street will be dedicated. The width will connect to the east at the 60 foot wide existing ROW for Agnes, then widen to 80 feet at the intersection. 917 linear feet of Sterling will be dedicated as a 60 foot collector that will connect to the residential section in Pecan Park Section 1A.

Traffic Impact and Streets
The Final Plat proposes to extend Sterling Drive, a collector street, to the north to Agnes Street. Agnes Street will eventually connect across the property from the existing section to the west. Sidewalks will be installed along all proposed streets.

Utilities
Water service (domestic and fire) will be provided by the City via water line extensions from existing infrastructure located on Agnes Street and Sterling Drive. These lines will be designed
according to the City’s construction standards, as well as the Texas Commission on Environmental Quality’s (TCEQ) requirements.

Wastewater collection and treatment will also be provided by the City, and will require the installation of lines that will ultimately connect to an existing wastewater lift station.

There is an existing LCRA substation and electrical easement to the south of the proposed subdivision. The applicant received a subdivision variance on November 12, 2014 to eliminate the requirement for 50 foot setback from high voltage transmission lines.

Drainage
The Final Plat proposes to install an underground storm sewer system designed to drain runoff generated from the development into an existing system located adjacent to Section 1A.

PUBLIC COMMENTS:
Notifications to adjacent property owners within 200 feet were mailed on June 25, 2018. (Attachment 3)

POLICY EXPLANATION:
All Final Plats are approved by City Council after Public Construction Plans have been reviewed and approved by the City Engineer.

Compliance with 2036 Comprehensive Plan:
- Future Land Use Plan – General Commercial: The General Commercial character area supports local and regional businesses that rely on heavy traffic volumes and the visibility that is associated with being located near major roadways. General Commercial developments typically involve varying development intensities, from smaller locally owned shops to big box retailers. These areas are predominantly auto-oriented, with large accessory parking areas.
  
  This final plat complies with the Future Land Use Plan. The plat includes one large commercial lot to allow for a higher density commercial development with on-site parking areas.

- Objective 2.4.1: Invest in waste water system expansion in areas that promote infill and contiguous development.
  
  This development is within the City’s wastewater service area and is vacant land immediately adjacent to existing development. This subdivision connects to existing wastewater lines and continues the system in an efficient manner.

Local Government Code
- Sec. 212.002. Rules.
  
  After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.
  
Section 212.004 Plat Required
(a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction
of a municipality who divides the tract in two or more parts to lay out a subdivision of
the tract, including an addition to a municipality, to lay out suburban, building, or other
lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to
be dedicated to public use or for the use of purchasers or owners of lots fronting on or
adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the
subdivision prepared.

The applicant has proposed dividing up an undeveloped 9.160 acre tract into one
commercial lot. Public improvements within the subdivision (streets, drainage, and other
utilities) will be dedicated to the City upon their completion.

• Sec. 212.010. Standards for Approval
  (a) The municipal authority responsible for approving plats shall approve a plat if:
  (1) it conforms to the general plan of the municipality and its current and future streets,
      alleys, parks, playgrounds, and public utility facilities;

      The final plat conforms to the Future Land Use Plan, which is designated General
      Commercial for this area.

  (2) it conforms to the general plan for the extension of the municipality and its roads,
      streets, and public highways within the municipality and in its extraterritorial
      jurisdiction, taking into account access to and extension of sewer and water mains
      and the instrumentalities of public utilities;

      The plat conforms to the adopted Transportation Master Plan. The extension of
      Agnes Street will be dedicated with this plat. The plat also conforms to the Capital
      Improvement Plan and will install public extensions of the water and wastewater
      infrastructure.

  (3) a bond required under Section 212.0106, if applicable, is filed with the municipality;
      and

      Required improvements and bonds will be furnished before the approval of the
      Final Plat.

  (4) it conforms to any rules adopted under Section 212.002.

      The final plat complies with the requirements of the adopted Subdivision
      Ordinance.

Code of Ordinances Chapter 10 – Subdivisions
• Section 4.20 – Standard Procedure – Final Plat

4.20.1 Submission

C. The final plat shall be filed with the Director of Planning and Development at least
fifteen (15) days prior to the meeting at which approval is requested. Prior to the plat
being placed before the Council for consideration, the plat must be accepted as
administratively complete by the Director of Planning and Development. A plat that contains the information set forth in paragraph 4.20.2 is considered complete.

Planning and Engineering staff have reviewed the Pecan Park Commercial, Block 8, Lot 1 Final Plat for compliance with subdivision and utility standards, have deemed the plat administratively complete and that it meets all of the Subdivision Ordinance requirements.

D. The Director of Planning and Development will mail a notice to each property owner named as required by Section 4.10.1A hereof each and every time that a subdivision proposal is pending before the City Planning and Zoning Commission or City Council which notice shall include the date, place and time of each subdivision consideration.

A mailed notice was sent to all property owners within 200 feet on June 25, 2018.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-51 of the City Council of the City of Bastrop, Texas, approving the Pecan Park Commercial, Block 8, Lot 1 Final Plat, being 9.160 acres out of the Nancy Blakey Survey, Abstract 98, located south of the future extension of Agnes Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ATTACHMENTS:
Resolution
Exhibit A: Final Plat
Attachment 1: Location Map
Attachment 2: Surrounding Property Owner Notification
RESOLUTION NO. R-2018-51

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE PECAN PARK COMMERCIAL, BLOCK 8, LOT 1 FINAL PLAT, BEING 9.160 ACRES OUT OF THE NANCY BLAKEY SURVEY, ABSTRACT 98, LOCATED SOUTH OF THE FUTURE EXTENSION OF AGNES DRIVE, WITHIN THE CITY LIMITS OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, DM Pecan Park Associates/Duke McDowell. (“the Applicant”) has submitted a Final Plat for Pecan Park Commercial, Block 8, Lot 1, a commercial subdivision; and

WHEREAS, the Final Plat is consistent with the Comprehensive Plan designation of General Commercial and requirements of the Pecan Park Commercial Planned Development approved on the August 25, 2015; and

WHEREAS, the Preliminary Plat for Pecan Park Commercial, Block 8, Lot 1 was recommended for approval by the Planning & Zoning Commission on March 27, 2014 and City Council on April 8, 2014; and

WHEREAS, the Bastrop Planning and Development Department has reviewed the above-referenced Final Plat and found it is in compliance with the Subdivision Ordinance, and the Pecan Park Commercial Planned Development standards; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1. The Final Plat known as the Pecan Park Commercial, Block 8, Lot 1, being 9.160 acres of the Nancy Blakey Survey, Abstract 98, located south of the future extension of Agnes Street, within the city limits of Bastrop, Texas is hereby approved, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

________________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
The accuracy and precision of this cartographic data is limited and should be used for information planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.
Notice of Pending Subdivision Approval
City of Bastrop
City Council

Dear Property Owner:

The City Council will hold a meeting on Tuesday, July 10, 2018 at 6:30 p.m. in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of the Pecan Park Commercial, Block 8, Final Plat, being 9.160 acres out of the Nancy Blakey Survey, Abstract 98, located south of the extension of Agnes Street, within the city limits of Bastrop, Texas.

Owner/Applicant: DM Pecan Park Associates, LTD./ Duke McDowell

Address: South of the extension of Agnes Street, within the city limits of Bastrop, Texas.

Legal Description: 9.160 acres out of the Nancy Blakey Survey, Abstract 98

Number of Lots: 1 commercial lot

The site location map and final plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018
AGENDA ITEM: 8E

TITLE:
Consider action to approve Resolution No. R-2018-53 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 1, Phase B Final Plat, being 19.954 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969 and south of the future extension of Sam Houston Drive, within the extra-territorial jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolutions; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
Site Address: West of FM 969, south of the future extension of Sam Houston Drive (Attachment 1)
Total Acreage: 19.954 acres
Legal Description: 19.954 acres out of the Jose Manuel Bangs Survey

Property Owner: Rick Neff/Hunt Communities Bastrop, L.L.C.
Agent Contact: Christine Methvin, Carlson, Brigance, and Doering, Inc.

Existing Use: Vacant/Undeveloped
Existing Zoning: None. Extra-Territorial Jurisdiction
Adopted Plan: Second Amendment to the Colony MUD Consent Agreement, Approved August 8, 2017
Consent Agreement Lot Standard: Colony – S (Standard Lot) 6,000 sf
Future Land Use: Neighborhood Residential
Preliminary Plat Approval Date: February 9, 2016

BACKGROUND/HISTORY:
The applicant has submitted a Final Plat for The Colony MUD 1A, Section 1 Phase B. The plat is creating 73 single-family detached lots and one common area lot (Exhibit A). The proposed single-family detached lots have a minimum width of 50 feet and minimum lot area of 6,000 square feet. 3.189 acres of right-of-way (ROW) will be dedicated with the four new residential streets (50-foot ROW) specifically serving this section.

Traffic Impact and Streets
The Final Plat connects to the section of Sam Houston Drive, an arterial street that was extending in the Section 2A Final Plat and connect east to an intersection with FM 969, which will provide
the main access into the development. Local streets connecting to Sam Houston Drive will serve the proposed residential lots and provide access into the adjacent undeveloped property. Sidewalks will also be built within the development, which will ultimately connect to the existing neighborhood trail system.

A traffic impact analysis (TIA) for the overall development of The Colony Subdivision has been previously approved by the City, and the Final Plat is consistent with the recommendations of that analysis. Improvements along FM 969 are proposed to be built under a separate project, and must be in place prior to the completion of this section.

Utilities
Water service (domestic and fire) will be provided by The Colony MUD via water line extensions from existing infrastructure located near FM 969. These lines will be designed according to the City's construction standards, as well as the Texas Commission on Environmental Quality's (TCEQ) requirements.

Wastewater collection and treatment will also be provided by The Colony MUD, and will require the installation of a wastewater lift station.

Drainage
The Final Plat indicates an existing channel and associated floodplain areas along the western boundary of the development. Storm water runoff generated within the property will be routed through an underground storm sewer network to these floodplain areas, which will then flow eastward to the Colorado River.

The proposed drainage system will be designed with a sufficient capacity to route flows from a 100-year design storm to the Colorado River. Due to the property’s proximity to the river, storm water detention is not required.

PUBLIC NOTIFICATION:
Property owner notifications were mailed on June 25, 2018 (Attachment 2).

POLICY EXPLANATION:
Final Plats are approved by City Council.

Compliance with 2036 Comprehensive Plan:
Future Land Use Plan - Neighborhood Residential: The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces and public uses such as schools, fire stations, and more.

This plat complies with the Future Land Use Plan, which shows Neighborhood Residential in this area. The plat includes 73 single-family lots. There are also one 4.101 buffer/common lot that provide open space, drainage and landscaped areas.

Objective 2.1.2: Exercise greater influence on development patterns and character in the Bastrop ETJ.

The City of Bastrop has a Consent Agreement with the Colony Municipal Utility District that allows the city to agree to specific land uses and development standards, even though
the development is not within the city limits. This allows the city to ensure the quality of development and future sustainability.

Goal 4.1.1 Provide a greater diversity of housing options in Bastrop while protecting the character of the City’s existing neighborhoods.

Through the Consent Agreement, the Colony MUD development includes four different single-family lot standards and two multi-family standards. This plat falls into the Colony – S, 6,000 square foot category, which is a bit smaller, but roughly equivalent to the Bastrop Zoning Ordinance Single-Family 7. These lots will allow for smaller lot sizes, providing a single-family detached home without as much yard area to maintain.

Local Government Code
Sec. 212.002. Rules.
After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.


Section 212.004 Plat Required
(a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared.

The applicant has proposed subdividing an undeveloped 19.954 acre tract into 73 single-family lots. Public improvements within the subdivision (streets, drainage, and other utilities) will be dedicated to the Colony Municipal Utility District upon their completion.

Sec. 212.010. Standards for Approval
(a) The municipal authority responsible for approving plats shall approve a plat if:
   (1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

   The final plat conforms to the Future Land Use Plan, which is designated Neighborhood Residential for this area.

   (2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

   A traffic impact analysis (TIA) for the overall development of The Colony Subdivision has been previously approved by the City, and the plat is consistent
with the recommendations of that analysis. Improvements along FM 969 are proposed to be built with the previous section and include items such as turning and deceleration lanes. Provisions for a future traffic signal will also be provided.

(3) a bond required under Section 212.0106, if applicable, is filed with the municipality; and

Before the Final Plat can be approved, the City Engineer must approve the Public Improvement Construction Plan. Required improvements and bonds will be furnished before the recordation of the Final Plat.

(4) it conforms to any rules adopted under Section 212.002.

The final plat complies with the requirements of the adopted Subdivision Ordinance and Consent Agreement.

Code of Ordinances Chapter 10 – Subdivisions
• Section 4.20 – Standard Procedure – Final Plat

4.20.1 Submission

C. The final plat shall be filed with the Director of Planning and Development at least fifteen (15) days prior to the meeting at which approval is requested. Prior to the plat being placed before the Council for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the information set forth in paragraph 4.20.2 is considered complete.

Planning and Engineering staff have reviewed The Colony MUD 1A, Section 1, Phase B Final Plat for compliance with subdivision and utility standards, have deemed the plat administratively complete and that it meets all of the Subdivision Ordinance requirements.

D. The Director of Planning and Development will mail a notice to each property owner named as required by Section 4.10.1A hereof each and every time that a subdivision proposal is pending before the City Planning and Zoning Commission or City Council which notice shall include the date, place and time of each subdivision consideration.

A mailed notice was sent to all property owners within 200 feet on June 25, 2018.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-53 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 1, Phase B Final Plat, being 19.954 acres out of the Jose Manuel Bangs Survey, Abstract 5, located west of FM 969 and south of the future extension of Sam Houston Drive, within the extra-territorial jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolutions; and providing an effective date.
ATTACHMENTS:
- Resolution
- Exhibit A: Final Plat
- Attachment 1: Location Map
- Attachment 2: Property Owner Notice
RESOLUTION NO. R-2018-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE COLONY MUD 1A, SECTION 1, PHASE B FINAL PLAT, BEING 19.954 ACRES OUT OF THE JOSE MANUEL BANGS SURVEY, ABSTRACT 5, LOCATED WEST OF FM 969 AND SOUTH OF THE FUTURE EXTENSION OF SAM HOUSTON DRIVE, WITHIN THE EXTRA- TERRITORIAL JURISDICTION OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Hunt Communities ("the Applicant") has submitted a Final Plat for The Colony MUD 1A, Section 1, Phase B, a residential subdivision; and

WHEREAS, the Final Plat is consistent with the Comprehensive Plan designation of Neighborhood Residential and requirements of The Colony Consent Agreement approved August 8, 2017; and

WHEREAS, the Preliminary Plat for Colony MUD 1A, Section 1 was recommended for approval by the Planning & Zoning Commission on January 28, 2016 and approved by City Council on February 9, 2016; and

WHEREAS, the Bastrop Planning and Engineering Department has reviewed the above-referenced final plat and found it is in compliance with the Subdivision Ordinance, and the Consent Agreement approved August 8, 2017; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1. The Final Plat known as The Colony MUD 1A, Section 1, Phase B, being 19.954 acres of the Jose Manuel Bangs Survey, located west of FM 969 and south of the future extension of Sam Houston Drive, within the extra-territorial jurisdiction of Bastrop, Texas is hereby approved, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

____________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
The accuracy and precision of this cartographic data is limited and should be used for information/planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an “official” verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.
Notice of Pending Subdivision Approval
City of Bastrop
City Council

Dear Property Owner:

The City Council will hold a meeting on Tuesday, July 10, 2018 at 6:30 p.m. in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of The Colony MUD 1A, Section 1, Phase B Final Plat being 19.954 acres out of the Jose Manuel Bangs Survey, A-5, located east of FM 969 within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas.

Owner/Applicant:  Hunt Communities Bastrop, LLC/Rick Neff

Address:  East of FM 969

Legal Description:  19.954 acres out of the Jose Manuel Bangs Survey, A-5

Number of Lots:  73 residential, 1 park, greenway & landscape buffer lots

The site location map and final plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018

AGENDA ITEM: 8F

TITLE:
Consider action to approve Resolution No. R-2018-52 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 3, Phase A Final Plat being 39.146 acres out of the Jose Manuel Bangs Survey, Abstract 5, located east of FM 969 within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
Site Address: East of FM 969 and west of the Colorado River (Attachment 1)
Total Acreage: 39.146 acres
Legal Description: 39.146 acres of the Jose Manuel Bangs Survey, Abstract 5
Property Owner: Rick Neff/Hunt Communities Bastrop, L.L.C.
Agent Contact: Christine Methvin, Carlson, Brigance, and Doering, Inc.
Existing Use: Vacant/Undeveloped
Existing Zoning: None. Extra-Territorial Jurisdiction, The Colony MUD Second Amendment to the Colony MUD Consent Agreement, Approved August 8, 2017
Future Land Use: Neighborhood Residential

BACKGROUND/HISTORY:
The applicant has submitted a Final Plat for The Colony MUD 1A, Section 3, Phase A. The plat is creating 116 single-family detached lots, and 5 associated landscape/drainage/open space lots (Exhibit A). The proposed single-family lots follow the lot standards adopted in the Consent Agreement.

<table>
<thead>
<tr>
<th>Lot Standard</th>
<th>Minimum Dimensions (feet)</th>
<th>Lot Size (square feet)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colony - S</td>
<td>50 ft. by 110 ft.</td>
<td>6,000</td>
</tr>
</tbody>
</table>

Traffic Impact and Streets
The Preliminary Plat proposes to extend Sam Houston Drive, an arterial street, westward from its intersection with FM 969, which will provide the main access into the development. Local streets connecting to Sam Houston Drive will serve the proposed residential lots and provide access into
the adjacent undeveloped property to the south and to the adjacent developed property to the north. Sidewalks will also be built within the development, which will ultimately connect to the existing neighborhood trail system.

A traffic impact analysis (TIA) for the overall development of The Colony Subdivision has been previously approved by the City, and the Final Plat is consistent with the recommendations of that analysis. Improvements along FM 969 are proposed to be built with the previous section and include items such as turning and deceleration lanes. Provisions for a future traffic signal will also be provided.

Utilities
Water service (domestic and fire) will be provided by The Colony MUD via water line extensions from existing infrastructure located near FM 969. These lines will be designed according to the City’s construction standards, as well as the Texas Commission on Environmental Quality’s (TCEQ) requirements.

Wastewater collection and treatment will also be provided by The Colony MUD and will require the installation of a wastewater lift station.

Drainage
Stormwater runoff generated within the property will be routed through an underground storm sewer network, which will then flow eastward to the Colorado River.

The proposed drainage system will be designed with a sufficient capacity to route flows from a 100-year design storm to the Colorado River. Due to the property’s proximity to the river, stormwater detention is not required.

PUBLIC NOTIFICATION:
Notifications were mailed to eight adjacent property owners on June 25, 2018 (Attachment 2). At the time of this report, no comments have been received.

POLICY EXPLANATION:
Final Plats are approved by City Council.

Compliance with 2036 Comprehensive Plan:
Future Land Use Plan - Neighborhood Residential: The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces and public uses such as schools, fire stations, and more.

This plat complies with the Future Land Use Plan, which shows Neighborhood Residential in this area. The plat includes 116 single-family lots. There are also five common lots that provide open space, drainage and landscaped areas.

Objective 2.1.2: Exercise greater influence on development patterns and character in the Bastrop ETJ.

The City of Bastrop has a Consent Agreement with the Colony Municipal Utility District that allows the city to agree to specific land uses and development standards, even though the development is not within the city limits. This allows the city to ensure the quality of development and future sustainability.
Goal 4.1.1 Provide a greater diversity of housing options in Bastrop while protecting the character of the City’s existing neighborhoods.

Through the Consent Agreement, the Colony MUD development includes four different single-family lot standards and two multi-family standards. This plat falls into the Colony – S, 6,000 square foot category, which is a bit smaller, but roughly equivalent to the Bastrop Zoning Ordinance Single-Family 7. These lots will allow for smaller lot sizes, providing a single-family detached home without as much yard area to maintain.

Local Government Code
Sec. 212.002. Rules.
After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.


Section 212.004 Plat Required
(a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared.

The applicant has proposed subdividing an undeveloped 39.146 acre tract into 116 single-family lots. Public improvements within the subdivision (streets, drainage, and other utilities) will be dedicated to the Colony Municipal Utility District upon their completion.

Sec. 212.010. Standards for Approval
(a) The municipal authority responsible for approving plats shall approve a plat if:
   (1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

   The final plat conforms to the Future Land Use Plan, which is designated Neighborhood Residential for this area.

   (2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

   A traffic impact analysis (TIA) for the overall development of The Colony Subdivision has been previously approved by the City, and the plat is consistent with the recommendations of that analysis. Improvements along FM 969 are proposed to be built with the previous section and include items such as turning and deceleration lanes. Provisions for a future traffic signal will also be provided.
(3) a bond required under Section 212.0106, if applicable, is filed with the municipality; and

Before the Final Plat can be approved, the City Engineer must approve the Public Improvement Construction Plan. Required improvements and bonds will be furnished before the recordation of the Final Plat.

(4) it conforms to any rules adopted under Section 212.002.

The final plat complies with the requirements of the adopted Subdivision Ordinance and Consent Agreement.

Code of Ordinances Chapter 10 – Subdivisions
• Section 4.20 – Standard Procedure – Final Plat

4.20.1 Submission

C. The final plat shall be filed with the Director of Planning and Development at least fifteen (15) days prior to the meeting at which approval is requested. Prior to the plat being placed before the Council for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the information set forth in paragraph 4.20.2 is considered complete.

Planning and Engineering staff have reviewed The Colony MUD 1A, Section 3, Phase A Final Plat for compliance with subdivision and utility standards, have deemed the plat administratively complete and that it meets all of the Subdivision Ordinance requirements.

D. The Director of Planning and Development will mail a notice to each property owner named as required by Section 4.10.1A hereof each and every time that a subdivision proposal is pending before the City Planning and Zoning Commission or City Council which notice shall include the date, place and time of each subdivision consideration.

A mailed notice was sent to all property owners within 200 feet on June 25, 2018.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-52 of the City Council of the City of Bastrop, Texas, approving The Colony MUD 1A, Section 3, Phase A Final Plat being 39.146 acres out of the Jose Manuel Bangs Survey, Abstract 5, located east of FM 969 within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ATTACHMENTS:
• Ordinance
• Exhibit A: Final Plat
• Attachment 1: Location Map
• Attachment 2: Surrounding Property Owner Notification
RESOLUTION NO. R-2017-52

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE COLONY MUD 1A, SECTION 3, PHASE A FINAL PLAT BEING 39.146 ACRES OUT OF THE JOSE MANUEL BANGS SURVEY, ABSTRACT 5, LOCATED EAST OF FM 969 WITHIN THE STATUTORY EXTRA-TERRITORIAL JURISDICTION OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Hunt Communities ("the Applicant") has submitted a Final Plat for The Colony MUD 1A, Section 3, Phase A, a residential subdivision; and

WHEREAS, the Final Plat is consistent with the Comprehensive Plan designation of Neighborhood Residential and requirements of The Colony Consent Agreement approved August 8, 2017; and

WHEREAS, the Preliminary Plat for Colony MUD 1A, Section 3A and 3B was recommended for approval by the Planning & Zoning Commission on May 31, 2018 and approved by City Council on June 12, 2018; and

WHEREAS, the Bastrop Planning and Engineering Department has reviewed the above-referenced final plat and found it is in compliance with the Subdivision Ordinance, and the Consent Agreement approved August 8, 2017; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1. The Final Plat known as The Colony MUD 1A, Section 3, Phase A, being 39.146 acres of the Jose Manuel Bangs Survey, located east of FM 969 and west of the Colorado River, within the extra-territorial jurisdiction of Bastrop, Texas is hereby approved, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

________________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
The accuracy and precision of this cartographic data is limited and should be used for information planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.

Attachment 1
Location Map
Final Plat
The Colony MUD
1A Section 3A

Date: 6/25/2018
Notice of Pending Subdivision Approval
City of Bastrop
City Council

Dear Property Owner:

The City Council will hold a meeting on Tuesday, July 10, 2018 at 6:30 p.m. in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of The Colony MUD 1A, Section 3, Phase A Final Plat being 39.146 acres out of the Jose Manuel Bangs Survey, A-5, located east of FM 969 within the Statutory Extra-Territorial Jurisdiction of Bastrop, Texas.

Owner/Applicant: Hunt Communities Bastrop, LLC/Rick Neff

Address: East of FM 969

Legal Description: 39.146 acres out of the Jose Manuel Bangs Survey, A-5

Number of Lots: 116 residential, 3 landscape lots, 1 open space, park, PUE & drainage lots and 1 private park lot

The site location map and final plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018

AGENDA ITEM: 8G

TITLE:
Consider action to approve Resolution No. R-2018-49 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3B Final Plat, being 5.152 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
- **Site Address:** North of the extension of Childers Drive (Attachment 1)
- **Total Acreage:** 5.152 acres
- **Legal Description:** 5.152 acres out of the Mozea Rousseau Survey, Abstract 56
- **Property Owner:** Ranch Road Development, LLC/Scott Miller
- **Agent Contact:** Carlson, Brigance, & Doering/Christine Methvin
- **Existing Use:** Vacant/Undeveloped
- **Existing Zoning:** Pecan Park Residential Planned Development
- **Planned Development District:** Single-Family Select (PD SFS)
- **Future Land Use:** Neighborhood Residential

BACKGROUND/HISTORY:
The applicant has submitted a Final Plat for the Pecan Park, Section 3B. The Preliminary Plat that includes this section is on the same City Council agenda for approval. The plat is creating 16 single-family detached lots, one drainage lot, and one landscape easement lot (Exhibit A). The single-family detached lots allowed under the Single-Family Select district of the Planned Development and have a minimum width of 50 feet and a minimum of 6,000 square feet in size. 541 linear feet of streets will be dedicated for Deep Eddy Cove, which will be 50-foot wide residential local collector right-of-way. 146 linear feet of Childers Drive, which will be a 60-foot wide collector, will be dedicated with this section.

Traffic Impact and Streets
The Preliminary Plat proposes to extend Childers Drive, a collector street, westward to provide the main access for Section 3B. Secondary access will be provided by a connection to Trailside Drive, which will connect to Section 1A. Sidewalks will be installed along all proposed streets, and will connect to the proposed neighborhood trail system.
Utilities
Water service (domestic and fire) will be provided by the City via water line extensions from existing infrastructure located on Childers Drive. These lines will be designed according to the City’s construction standards, as well as the Texas Commission on Environmental Quality’s (TCEQ) requirements.

Wastewater collection and treatment will also be provided by the City, and will require the installation of lines that will ultimately connect to an existing wastewater lift station.

There is an existing LCRA substation and electrical easement to the north of the proposed subdivision. The applicant received a subdivision variance on November 12, 2014 to eliminate the requirement for 50 foot setback from high voltage transmission lines.

Drainage
The Preliminary Plat proposes to install an underground storm sewer system designed to drain runoff generated from the development into an existing system located adjacent to Section 6B. The existing system was designed to accommodate this increase in peak flows, and ultimately connects to the Colorado River.

The proposed drainage system will be designed with a sufficient capacity to route flows from a 100-year design storm to the Colorado River. Due to the property’s close proximity to the river, stormwater detention is not required.

Special flood hazard areas (SFHA) are located along the southern boundary of the proposed development, which appear to affect several proposed building lots. In order to ensure homes and other infrastructure are properly protected from flooding, these areas must be filled and developed in accordance with City of Bastrop and FEMA standards.

PUBLIC COMMENTS:
Notifications to adjacent property owners within 200 feet were mailed on June 25, 2018. (Attachment 3)

POLICY EXPLANATION:
Final Plats are approved by City Council.

Compliance with 2036 Comprehensive Plan:
- Future Land Use Plan - Neighborhood Residential: The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces and public uses such as schools, fire stations, and more.

  This final plat complies with the Future Land Use Plan. The plat includes 16 single-family lots that will provide single-family detached units. This section is part of the Pecan Park development, in which the total development includes multiple phases that include parks, trails, and recreation facilities.

- Objective 2.4.1: Invest in waste water system expansion in areas that promote infill and contiguous development.

  This development is within the City’s wastewater service area and is vacant land immediately adjacent to existing development. This subdivision connects to existing wastewater lines and continues the system in an efficient manner
Goal 4.1.1 Provide a greater diversity of housing options in Bastrop while protecting the character of the City’s existing neighborhoods.

The Pecan Park Development includes six different residential lot standards. This plat utilizes the Single Family Select district, which allows 6,000 square foot lots with reduced rear and side setbacks to allow various single-family product types and with varied 20 and 25 foot front setbacks to provide visual appeal.

Local Government Code

Sec. 212.002. Rules.

After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.


Section 212.004 Plat Required

(a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared.

The applicant has proposed dividing up an undeveloped 5.152 acre tract into 16 single-family lots. Public improvements within the subdivision (streets, drainage, and other utilities) will be dedicated to the City upon their completion.

Sec. 212.010. Standards for Approval

(a) The municipal authority responsible for approving plats shall approve a plat if:

(1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

The final plat conforms to the Future Land Use Plan, which is designated Neighborhood Residential for this area.

(2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

The plat conforms to the adopted Transportation Master Plan. The extension of Childers Drive will be dedicated with this plat. The plat also conforms to the Capital Improvement Plan and will install public extensions of the water and wastewater infrastructure.
(3) a bond required under Section 212.0106, if applicable, is filed with the municipality; and

Required improvements and bonds will be furnished before the approval of the Final Plat.

(4) it conforms to any rules adopted under Section 212.002.

The final plat complies with the requirements of the adopted Subdivision Ordinance.

Code of Ordinances Chapter 10 – Subdivisions
● Section 4.20 – Standard Procedure – Final Plat

4.20.1 Submission

C. The final plat shall be filed with the Director of Planning and Development at least fifteen (15) days prior to the meeting at which approval is requested. Prior to the plat being placed before the Council for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the information set forth in paragraph 4.20.2 is considered complete.

Planning and Engineering staff have reviewed the Pecan Park Section 3B Final Plat for compliance with subdivision and utility standards, have deemed the plat administratively complete and that it meets all of the Subdivision Ordinance requirements.

D. The Director of Planning and Development will mail a notice to each property owner named as required by Section 4.10.1A hereof each and every time that a subdivision proposal is pending before the City Planning and Zoning Commission or City Council which notice shall include the date, place and time of each subdivision, consideration.

A mailed notice was sent to all property owners within 200 feet on June 25, 2018.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-49 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3B Final Plat, being 5.152 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ATTACHMENTS:
● Resolution
● Exhibit A: Preliminary Plat
● Attachment 1: Location Map
● Attachment 2: Surrounding Property Owner Notification
RESOLUTION NO. R-2018-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE PECAN PARK, SECTION 3B FINAL PLAT, BEING 5.152 ACRES OUT OF THE MOZEA ROUSSEAU SURVEY, ABSTRACT 56, LOCATED NORTH OF THE EXTENSION OF CHILDERS DRIVE, WITHIN THE CITY LIMITS OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Ranch Road Development L.L.C. (“the Applicant”) has submitted a Final Plat for Pecan Park Section 3B, a residential subdivision; and

WHEREAS, the Final Plat is consistent with the Comprehensive Plan designation of Neighborhood Residential and requirements of the Pecan Park Planned Development (Ord # 2017-14); and

WHEREAS, the Preliminary Plat for Pecan Park Section 3B, 3C, 3D, & 3E was recommended for approval by the Planning & Zoning Commission on June 28, 2018 and City Council on July 10, 2018; and

WHEREAS, the Bastrop Planning and Development Department has reviewed the above-referenced Final Plat and found it is in compliance with the Subdivision Ordinance, and the Pecan Park Planned Development (Ordinance 2017-14) standards; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1. The Final Plat known as the Pecan Park Section 3B, being 5.152 acres of the Mozea Rousseau Survey, Abstract 56, located north of the future extension of Childers Drive, within the city limits of Bastrop, Texas is hereby approved, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

____________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
The accuracy and precision of this cartographic data is limited and should be used for information/planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.
Notice of Pending Subdivision Approval
City of Bastrop
City Council

Dear Property Owner:

The City Council will hold a meeting on Tuesday, July 10, 2018 at 6:30 p.m. in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of the Pecan Park, Section 3B Final Plat, being 5.152 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas.

Owner/Applicant: Ranch Road Development, LLC/ Scott Miller

Address: North of the extension of Childers Drive, within the city limits of Bastrop, Texas.

Legal Description: 5.152 acres out of the Mozea Rousseau Survey, Abstract 56

Number of Lots: 16 residential, 2 landscape and drainage easement lots

The site location map and final plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018

AGENDA ITEM: 8H

TITLE:
Consider action to approve Resolution No. R-2018-50 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3C Final Plat, being 4.961 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

ITEM DETAILS:
- Site Address: North of the extension of Childers Drive (Attachment 1)
- Total Acreage: 4.961 acres
- Legal Description: 4.961 acres out of the Mozea Rousseau Survey, Abstract 56
- Property Owner: Ranch Road Development, LLC/Scott Miller
- Agent Contact: Carlson, Brigance, & Doering/Christine Methvin
- Existing Use: Vacant/Undeveloped
- Existing Zoning: Pecan Park Residential Planned Development
- Planned Development District: Single-Family Select (PD SFS)
- Future Land Use: Neighborhood Residential

BACKGROUND/HISTORY:
The applicant has submitted a Final Plat for the Pecan Park, Section 3C. The Preliminary Plat that includes this section is on the same City Council agenda for approval. The plat is creating 21 single-family detached lots, and two landscape easement lots (Exhibit A). The single-family detached lots allowed under the Single-Family Select district of the Planned Development and have a minimum width of 50 feet and a minimum of 6,000 square feet in size. 812 linear feet of streets will be dedicated for Trailside and Watercourse Way, which will be 50-foot wide residential local collector rights-of-way. 424 linear feet of Childers Drive, which will be a 60-foot wide collector, will be dedicated with this section.

Traffic Impact and Streets
The Preliminary Plat proposes to extend Childers Drive, a collector street, westward to provide the main access for Section 3C. Secondary access will be provided by a connection to Trailside Drive, which will connect to Section 1A. Sidewalks will be installed along all proposed streets, and will connect to the proposed neighborhood trail system.
Utilities
Water service (domestic and fire) will be provided by the City via water line extensions from existing infrastructure located on Childers Drive. These lines will be designed according to the City’s construction standards, as well as the Texas Commission on Environmental Quality’s (TCEQ) requirements.

Wastewater collection and treatment will also be provided by the City, and will require the installation of lines that will ultimately connect to an existing wastewater lift station.

There is an existing LCRA substation and electrical easement to the north of the proposed subdivision. The applicant received a subdivision variance on November 12, 2014 to eliminate the requirement for 50 foot setback from high voltage transmission lines.

Drainage
The Preliminary Plat proposes to install an underground storm sewer system designed to drain runoff generated from the development into an existing system located adjacent to Section 6B. The existing system was designed to accommodate this increase in peak flows, and ultimately connects to the Colorado River.

The proposed drainage system will be designed with a sufficient capacity to route flows from a 100-year design storm to the Colorado River. Due to the property’s close proximity to the river, stormwater detention is not required.

Special flood hazard areas (SFHA) are located along the southern boundary of the proposed development, which appear to affect several proposed building lots. In order to ensure homes and other infrastructure are properly protected from flooding, these areas must be filled and developed in accordance with City of Bastrop and FEMA standards.

PUBLIC COMMENTS:
Notifications to adjacent property owners within 200 feet were mailed on June 25, 2018. (Attachment 3)

POLICY EXPLANATION:
Final Plats are approved by City Council.

Compliance with 2036 Comprehensive Plan:
- Future Land Use Plan - Neighborhood Residential: The Neighborhood Residential character area is for single-family residential subdivision development, associated amenities such as parks, trails, open spaces and public uses such as schools, fire stations, and more.

  This final plat complies with the Future Land Use Plan. The plat includes 21 single-family lots that will provide single-family detached units. This section is part of the Pecan Park development, in which the total development includes multiple phases that include parks, trails, and recreation facilities.

- Objective 2.4.1: Invest in waste water system expansion in areas that promote infill and contiguous development.

  This development is within the City’s wastewater service area and is vacant land immediately adjacent to existing development. This subdivision connects to existing wastewater lines and continues the system in an efficient manner.
• Goal 4.1.1 Provide a greater diversity of housing options in Bastrop while protecting the character of the City’s existing neighborhoods.

The Pecan Park Development includes six different residential lot standards. This plat utilizes the Single Family Select district, which allows 6,000 square foot lots with reduced rear and side setbacks to allow various single-family product types and with varied 20 and 25 foot front setbacks to provide visual appeal.

Local Government Code
• Sec. 212.002. Rules. After a public hearing on the matter, the governing body of a municipality may adopt rules governing plats and subdivisions of land within the municipality's jurisdiction to promote the health, safety, morals, or general welfare of the municipality and the safe, orderly, and healthful development of the municipality.


Section 212.004 Plat Required
(a) The owner of a tract of land located within the limits or in the extraterritorial jurisdiction of a municipality who divides the tract in two or more parts to lay out a subdivision of the tract, including an addition to a municipality, to lay out suburban, building, or other lots, or to lay out streets, alleys, squares, parks, or other parts of the tract intended to be dedicated to public use or for the use of purchasers or owners of lots fronting on or adjacent to the streets, alleys, squares, parks, or other parts must have a plat of the subdivision prepared.

The applicant has proposed dividing up an undeveloped 5.152 acre tract into 16 single-family lots. Public improvements within the subdivision (streets, drainage, and other utilities) will be dedicated to the City upon their completion.

• Sec. 212.010. Standards for Approval
(a) The municipal authority responsible for approving plats shall approve a plat if:
(1) it conforms to the general plan of the municipality and its current and future streets, alleys, parks, playgrounds, and public utility facilities;

The final plat conforms to the Future Land Use Plan, which is designated Neighborhood Residential for this area.

(2) it conforms to the general plan for the extension of the municipality and its roads, streets, and public highways within the municipality and in its extraterritorial jurisdiction, taking into account access to and extension of sewer and water mains and the instrumentalities of public utilities;

The plat conforms to the adopted Transportation Master Plan. The extension of Childers Drive will be dedicated with this plat. The plat also conforms to the Capital Improvement Plan and will install public extensions of the water and wastewater infrastructure.
(3) a bond required under Section 212.0106, if applicable, is filed with the municipality; and

Required improvements and bonds will be furnished before the approval of the Final Plat.

(4) it conforms to any rules adopted under Section 212.002.

The final plat complies with the requirements of the adopted Subdivision Ordinance.

Code of Ordinances Chapter 10 – Subdivisions
- Section 4.20 – Standard Procedure – Final Plat

4.20.1 Submission

C. The final plat shall be filed with the Director of Planning and Development at least fifteen (15) days prior to the meeting at which approval is requested. Prior to the plat being placed before the Council for consideration, the plat must be accepted as administratively complete by the Director of Planning and Development. A plat that contains the information set forth in paragraph 4.20.2 is considered complete.

Planning and Engineering staff have reviewed the Pecan Park Section 3C Final Plat for compliance with subdivision and utility standards, have deemed the plat administratively complete and that it meets all of the Subdivision Ordinance requirements.

D. The Director of Planning and Development will mail a notice to each property owner named as required by Section 4.10.1A hereof each and every time that a subdivision proposal is pending before the City Planning and Zoning Commission or City Council which notice shall include the date, place and time of each subdivision, consideration.

A mailed notice was sent to all property owners within 200 feet on June 25, 2018.

RECOMMENDATION:
Consider action to approve Resolution No. R-2018-50 of the City Council of the City of Bastrop, Texas, approving the Pecan Park, Section 3C Final Plat, being 4.961 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas, as shown in Exhibit A; repealing all conflicting resolution; and providing an effective date.

ATTACHMENTS:
- Resolution
- Exhibit A: Final Plat
- Attachment 1: Location Map
- Attachment 2: Surrounding Property Owner Notification
RESOLUTION NO. R-2018-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE PECAN PARK, SECTION 3C FINAL PLAT, BEING 4.961 ACRES OUT OF THE MOZEA ROUSSEAU SURVEY, ABSTRACT 56, LOCATED NORTH OF THE EXTENSION OF CHILDER'S DRIVE, WITHIN THE CITY LIMITS OF BASTROP, TEXAS, AS SHOWN IN EXHIBIT A; REPEALING ALL CONFLICTING RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Local Government Code Section 212 and the City of Bastrop Subdivision Ordinance, the City Council is required to take action regarding certain plats; and

WHEREAS, Ranch Road Development L.L.C. (“the Applicant”) has submitted a Final Plat for Pecan Park Section 3C, a residential subdivision; and

WHEREAS, the Final Plat is consistent with the Comprehensive Plan designation of Neighborhood Residential and requirements of the Pecan Park Planned Development (Ord # 2017-14); and

WHEREAS, the Preliminary Plat for Pecan Park Section 3B, 3C, 3D, & 3E was recommended for approval by the Planning & Zoning Commission on June 28, 2018 and City Council on July 10, 2018; and

WHEREAS, the Bastrop Planning and Development Department has reviewed the above-referenced Final Plat and found it is in compliance with the Subdivision Ordinance, and the Pecan Park Planned Development (Ordinance 2017-14) standards; and

WHEREAS, notice of the subdivision was sent in accordance with the Subdivision Ordinance to notify the public.

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

Section 1. The Final Plat known as the Pecan Park Section 3C, being 4.961 acres of the Mozea Rousseau Survey, Abstract 56, located north of the future extension of Childers Drive, within the city limits of Bastrop, Texas is hereby approved, a copy of same being attached hereto as Exhibit “A” and incorporated herein for all purposes.

Section 2: All orders, ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 3: This ordinance shall take effect upon passage and in accordance with the laws of the State of Texas.
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

____________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________
Alan Bojorquez, City Attorney
The accuracy and precision of this cartographic data is limited and should be used for information/planning purposes only. This data does not replace surveys conducted by registered Texas land surveyors nor does it constitute an "official" verification of zoning, land use classification, or other classification set forth in local, state, or federal regulatory processes. The City of Bastrop, nor any of its employees, do not make any warranty of merchantability and fitness for particular purpose, or assumes any legal liability or responsibility for the accuracy, completeness or usefulness of any such information, nor does it represent that its use would not infringe upon privately owned rights.

Attachment 1
Location Map
Final Plat
Pecan Park 3C

Date: 6/25/2018
Notice of Pending Subdivision Approval
City of Bastrop
City Council

Dear Property Owner:

The City Council will hold a meeting on Tuesday, July 10, 2018 at 6:30 p.m. in the City Hall Council Chambers located at 1311 Chestnut Street, Bastrop, Texas to consider approval of the Pecan Park, Section 3C Final Plat, being 4.961 acres out of the Mozea Rousseau Survey, Abstract 56, located north of the extension of Childers Drive, within the city limits of Bastrop, Texas.

Owner/Applicant: Ranch Road Development, LLC/ Scott Miller

Address: North of the extension of Childers Drive, within the city limits of Bastrop, Texas.

Legal Description: 4.961 acres out of the Mozea Rousseau Survey, Abstract 56

Number of Lots: 21 residential, 2 landscape easement lots

The site location map and final plat are attached for reference.

As a property owner within 200 feet of the above referenced property, you are being notified of the upcoming meetings per the Bastrop Code of Ordinances Subdivision Regulations.

Property owners wishing to subdivide land must follow the rules within the City Subdivision Regulations, which can be read online at:

https://library.municode.com/tx/bastrop/codes/code_of_ordinances?nodeId=CH10SU

For more information on this project, you can contact the Planning & Development offices at (512) 332-8840, plan@cityofbastrop.org, or visit the office at 1311 Chestnut Street, Bastrop, Texas.
MEETING DATE: July 10, 2018

AGENDA ITEM: 9A

TITLE:
Consider action to approve Resolution No. R-2018-54 of the City Council of the City of Bastrop, Texas approving a list of qualified consulting firms; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

STAFF REPRESENTATIVE:
Trey Job, Managing Director of Public Works & Leisure Services

BACKGROUND/HISTORY:
Title 10, Subtitle F, Chapter 2254, Subchapter A of the Government Code of Texas requires governmental entities to select a provider or a group or association of providers of professional services such as accounting, architecture, landscape architecture, land surveying, and professional engineering based on demonstrated competence and qualifications prior to negotiating on price.

The City of Bastrop, Texas has upcoming projects for which various consulting services are needed that require more staff time or expertise than are currently available to handle the workload. In order to meet State Law and have the ability to act quickly, when needed, a Request for Qualifications (RFQ) was created to establish a list of qualified consulting firms having the skills to assist with civil engineering, geotechnical engineering, hydraulic and hydrologic engineering, surveying, traffic engineering and analysis, construction inspection and management, landscape architecture, land planning, and architecture. This list of qualified consulting firms shall be approved by City Council for a period of five (5) years with two (2) possible one-year annual renewals on an individual firm basis.

Qualification statements were due from firms on February 1, 2018. The RFQ specified the evaluation criteria to be used for establishing the list of qualified consulting firms, which was (1) Qualification of Firm – 25%, (2) Firm Experience on Similar Projects – 20%, (3) Professional References that Demonstrate Long-Term Relationship with Clients – 20%, (4) Available Resources to Complete Project, and (5) Project Approach – 15%. The City of Bastrop received forty-nine (49) responses to the RFQ. Realizing the daunting task of reading each response and evaluating it according to the specified criteria, Staff postponed bringing forward a list of qualified consulting firms until every response could be thoroughly vetted.

The review team included Lynda Humble, City Manager; Jerry Palady, Interim Director of Engineering & Development; Curtis Hancock, Assistant Director of Public Works; Tracy Waldron, Chief Financial Officer; and Trey Job, Managing Director of Public Works & Leisure Services.
After careful review and deliberations of all submittals along with conducting multiple interviews, Staff recommends the following list of qualified firms for Council approval:

**Civil Engineering:**
- Water/Wastewater: Walker Partners, Halff, Freese & Nichols, Kimley Horn, KSA
- Streets/Drainage: Walker Partners, Halff, Freese & Nichols, Strand Associates
- Sidewalks/Trails: Kimley Horn, Strand Associates, MWM Design Group, RPS Group, Binkley & Barfield

**Geotech:**
- Terracon Consultants, Intertek-PSI

**Hydraulic & Hydrology:**
- Halff, Freese & Nichols, Kimley Horn, Strand Associates

**Land Survey:**
- Walker Partners, Halff, Strand Associates, M&S Engineering, Steger Bizzell

**Traffic:**
- Freese & Nichols, Kimley Horn, Strand Associates, Burgess & Niple

**Construction Management:**
- Freese & Nichols, Strand Associates, Intertek-PSI

**Land Planning:**
- Halff, Freese & Nichols, Kimley Horn, MWM Design Group

**Architecture:**
- Freese & Nichols, MWM Design, Negrete & Kolar Architecture

*Please note that there are several firms that were unable to meet Staff’s schedule for interviews. Once those firms have been interviewed, Staff will bring forward additional consulting firms to be included on this list of qualified vendors.*

**POLICY EXPLANATION:**
Under the Government Code, Title 10. General Government, Subtitle f. State and Local Contracts and Fund Management, Chapter 2254. Professional and Consulting Services Subchapter A. Professional Services, allows the City to select professional service providers based on the demonstrated competence and qualifications to perform the requested services; and for a fair and reasonable price.

**RECOMMENDATION:**
Consider action to approve Resolution No. R-2018-54 of the City Council of the City of Bastrop, Texas approving a list of qualified consulting firms; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

**ATTACHMENTS:**
- Resolution
- Request for Qualifications for Professional Architecture, Engineering, Planning, and Surveying Services
RESOLUTION NO. R-2018-54

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS
APPROVING A LIST OF QUALIFIED ENGINEERS; AUTHORIZING THE CITY
MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR
A REPEALING CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, The Government Code, Title 10, General Government, Subtitle F, State and
Local Contracts and Fund Management, Chapter 2254, Professional and Consulting Services
Subchapter A, Professional Services, requires governmental entities to select a provider or a
group or association of providers of professional services such as accounting, architecture,
landscape architecture, land surveying, and professional engineering based on demonstrated
competence and qualifications prior to negotiating on price; and

WHEREAS, the City of Bastrop, Texas developed a Request for Qualifications (RFQ) for
qualified consulting firms having the skills to assist with civil engineering, geotechnical
engineering, hydraulic and hydrologic engineering, surveying, traffic engineering and analysis,
construction inspection and management, landscape architecture, land planning, and architecture
for a period of five (5) years with two (2) possible one year annual renewals on an individual firm
basis; and

WHEREAS, the City of Bastrop, Texas is seeking to establish a relationship with multiple
firms, who will serve as a member of the “Bastrop Team” as the City plans for and addresses the
anticipated significant growth and its impact on existing and future infrastructure.

WHEREAS, the City of Bastrop, Texas operates with a lean staffing structure and seeks
to establish a five-year relationship with firms who are interested in making a difference in the
development of a community rather than simply participating in individual projects.

WHEREAS, the City Council has appointed the City Manager as the Chief Administrative
Officer of the City; and

WHEREAS, The City Manager is responsible for the proper administration of all affairs of
the City; and

WHEREAS, The City of Bastrop has thoroughly vetted each firm’s response to the
Request for Qualifications, and has established a list of qualified consulting firms for approval by
City Council.

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

Section 1: That the City of Bastrop City Council will use the list of qualified consulting
firms as a means to ensure Government Code of Texas Title 10, Subtitle F, Chapter 2254,
Subchapter A has been met, which is as follows:

Civil Engineering:
• Water/Wastewater: Walker Partners, Halff, Freese & Nichols, Kimley Horn, KSA
• Streets/Drainage: Walker Partners, Halff, Freese & Nichols, Strand Associates
• Sidewalks/Trails: Kimley Horn, Strand Associates, MWM Design Group,
RPS Group, Binkley & Barfield

Geotech: Terracon Consultants, Intertek-PSI

Hydraulic & Hydrology: Halff, Freese & Nichols, Kimley Horn, Strand Associates


Traffic: Freese & Nichols, Kimley Horn, Strand Associates, Burgess & Niple

Construction Management: Freese & Nichols, Strand Associates, Intertek-PSI

Land Planning: Halff, Freese & Nichols, Kimley Horn, MWM Design Group

Architecture: Freese & Nichols, MWM Design, Negrete & Kolar Architecture

Section 2: That the City Manager is hereby authorized execute all necessary documents to engage the services of the list of qualified consulting firms.

Section 3: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop this 10th day of July, 2018.

APPROVED:

____________________________________
Connie B. Schroeder, Mayor

ATTEST:

____________________________________
Ann Franklin, City Secretary

APPROVED AS TO FORM:

____________________________________
Alan Bojorquez, City Attorney
REQUEST FOR QUALIFICATIONS
FOR
Professional Architectural, Engineering,
Planning, and Surveying Services
The City of Bastrop, Texas ("City") is requesting Statements of Qualifications from firms and individuals desiring to perform professional architectural, engineering, planning, and surveying services for the City. Any firm desiring to provide any form of service that is subject to procurement under Title 10, Subtitle F, Chapter 2254, Subchapter A of the Government Code of Texas are invited to submit. A List of Qualified Architectural, Surveying, Planning, and Engineering Services shall be approved by the City Council for a period of five (5) years with two (2) possible one-year annual renewals on an individual firm basis.

One (1) original and five (5) copies of the qualification statements shall be addressed to Wesley Brandon, P.E., City Engineer, City of Bastrop, TX, 1311 Chestnut Street, Bastrop, TX 78602. SEALED QUALIFICATIONS SHALL BE CLEARLY LABELED “RFQ – ENGINEERING ETC.” AND SHALL BE RECEIVED NO LATER THAN 3:00 PM ON FEBRUARY 1, 2018.

A RFQ Conference will be held on Thursday, January 18, 2018 at 10:00 a.m. in the City Council Conference Room, Bastrop City Hall, 1311 Chestnut Street, Bastrop, TX to answer any questions or get additional information on City’s future plans. Proposals will not be accepted by email or facsimile.

Instructions for preparation of the RFQ may be downloaded from the City website at www.cityofbastrop.org. Questions or comments may be addressed to Wesley Brandon, P.E. at the address above or by phone at 512-332-8846 or by email at wbrandon@cityofbastrop.org.

The City of Bastrop, Texas encourages Disadvantaged Business Enterprises to participate. Bastrop is an equal opportunity employment provider and does not discriminate on the basis of race, color, national, origin, gender, religion, age, or disability in employment or the provisions of services. Bastrop reserves the right to accept or reject any or all submittals, to waive technicalities, and to take whatever action is in the best interest of the City of Bastrop and its citizens.
SCHEDULE FOR PROPOSAL SUBMISSION

The City will make every effort to adhere to the following schedule:

- City of Bastrop Website Posting
  - Thursday, January 4, 2018
- Notice of RFQ in Official Newspaper
  - Thursday, January 4, 2018
- RFQ Conference to Answer Questions
  - Tuesday, January 18, 2018
- RFQ Conference to Answer Questions
  - Tuesday, January 18, 2018
- Statement of Qualifications Due
  - Thursday, February 1, 2018
- Selection Committee Rates Qualifications
  - Thursday, February 8, 2018
- Selection Committee Conducts Interviews
  - Tuesday, February 13, 2018
  - Wednesday, February 14, 2018
- Council approves List of Qualified Firms
  - Tuesday, February 27, 2018

PURPOSE

The City of Bastrop, Texas has upcoming projects for which various consulting services are needed that require more staff time or expertise than are currently available to handle the workload. The City desires to pre-qualify firms who are known for their expertise, customer service, quality of work, and cost effectiveness. Through this RFQ process, the City seeks to engage the services of consulting firms having the skills to assist with: civil engineering, geotechnical engineering, hydraulic and hydrologic engineering, surveying, traffic engineering and analysis, construction inspection and management, landscape architecture, land planning, and architecture.

Known as the “Heart of the Lost Pines,” Bastrop, Texas, is a unique community that couples historic small-town charm with big-city amenities and an exceptional quality of life. The City covers approximately 9.4 square miles and is the county seat of Bastrop County. Bastrop is strategically and centrally located on State Highway 71, with convenient access to Austin-Bergstrom International Airport, and within an easy distance of three major metropolitan areas. With Austin just 30 miles to the west, Houston two hours southeast, and San Antonio one-and-a-half hours to the southwest, Bastrop is in an advantageous position for cultural and economic development.

With a current population of approximately 8,600, Bastrop proudly preserves its historic past while embracing the challenges of modern-day growth and economic needs. It has been named an official Texas Main Street City by the Texas Historical Commission, a designation that helps the City preserve its past, as well as promote responsible growth. The 2010 census showed the City of Bastrop’s population increased 30.93% from the previous census in 2000. It is estimated the City has grown an additional 20.14% since 2010. The projected population for 2021 is 9,345. It is important to note that many individuals who are part of the Bastrop community do not live within the City limits, but do use City services such as the Bastrop Public Library. The City has about 18 square miles under annexation agreements and an additional 154.7 square miles of extraterritorial
jurisdiction. Austin was named the Number 1 place to live in U.S. News and World Report, which will have a direct impact on the growth that Bastrop will experience throughout the next decade.

As part of a greater metro area of more than 2 million people, Bastrop has experienced tremendous economic growth and is poised for future growth and development. AEI Technologies has relocated its medical equipment manufacturing facility from Pittsburgh, Pennsylvania. Seton Medical recently announced plans to build a 40,000 square-foot hospital with future expansion opportunities. The Coghlan Group, a Bastrop-based company specializing in the handling of clinical trial material, recently moved into a new 60,000 square-foot building. Wholesale electrical parts distributor, Elliott Electric Supply, recently opened its new facility in the Bastrop Business and Industrial Park. Major area employers include Bastrop Independent School District, Hyatt Regency Lost Pines Resort, Bastrop County, MD Anderson Cancer Center, Walmart, Bastrop Federal Correction Institute, and H.E.B. Food Stores.

There are several major development projects currently underway. Construction has begun on Pecan Park, a 312-acre mixed-use development. The master-planned community consists of 530-plus home sites on 230 acres along the Colorado River, plus the 70-acre commercially zoned Pecan Park Center. The Bastrop Fine Arts Guild recently opened the Lost Pines Art Center and Sculpture Garden at the sight of the historic Powell Cotton Seed Mill on Chestnut Street. The 9,000 square-foot building includes a state-of-the-art gallery, classroom spaces, artist studios, gift shop and a wine/coffee shop.

The City of Bastrop is now pro-actively addressing its growth and maintenance of existing infrastructure through the development of several master plans and a Capital Improvement Plan. This process includes the evaluation of infrastructure, establishment of project prioritization, and developing a five (5) year Capital Improvement Plan, including Engineering Opinions of Probable Costs for purposes of holding a future bond election.

The statement of qualifications and experience will be one part of the selection process utilized by the City of Bastrop, together with the interview if the City chooses to conduct, to determine which firms will be selected for inclusion on a List of Qualified Architectural, Surveying, Planning, and Engineering Services to be approved by the City of Bastrop City Council. As services are required, the City will evaluate the qualifications statements and enter into negotiations with the highest qualified firm from the Approved List of Qualified Architectural, Surveying, Planning, and Engineering Services. The City may issue a project specific request for proposal for any project. Firms included on the approved list may also be invited to interview for a specific project.

The City of Bastrop, Texas is seeking to establish a relationship with multiple firms, who will serve as a member of the “Bastrop Team” as the City plans for and addresses the anticipated significant growth and its impact on existing and future infrastructure. The
City of Bastrop operates with a lean staffing structure and seeks to establish a five-year relationship with firms who are interested in making a difference in the development of a community rather than simply participating in individual projects.

PROJECT DESCRIPTION

The intent of this RFQ is to attract a diverse group of firms that are best suited for performing work in the professional service categories listed above. It is not necessary for a proposer to be able to perform all of the requested services. Each firm will be selected based on their demonstrated expertise in each individual service. The number of firms selected will be dependent on the quality and number of submissions received during this RFQ process.

The statement of qualifications should demonstrate competency in one or more of the types of service categories listed below. This list summarizes the types of projects anticipated through Bastrop’s improvement plans. This list is not meant to be inclusive and will change as needs arise.

Category 1: Civil and Environmental Engineering

The selected Consultant(s) shall provide civil and environmental engineering services required to develop plans and other documents for permitting, bidding, and construction purposes. Plans may include demolition, grading and drainage, utility, and construction details. Other tasks may include third party review of current designs (public and private), on-site consultation, and AutoCAD assistance. Other related services may include utility infrastructure condition assessments, life-cycle/efficiency analyses, and environmental permitting. This category also includes consultants with experience working in critical habitats and other environmentally-sensitive areas.

Example Projects:

- New ground and elevated water storage facilities at SH 20 and associated infrastructure along SH 71
- New water treatment plant (capacity TBD) and 3.5-mile transmission main from XS Ranch
- New wastewater treatment plant (1-2 MGD capacity) on SH 304, as well as approximately 9,500 LF of trunk mains.
- Water and Wastewater infrastructure rehabilitation and replacement, including the use of trenchless technologies.
- Infrastructure resiliency programs necessary to improve operational efficiency, communication, and function (SCADA, backup generators, etc.)
- Life-cycle and feasibility study of the City’s existing wastewater treatment plants to determine the recommended approach to providing reliable, cost-effective treatment services.
• Development of digital (GIS) utility system models.
• Roadway improvements recommended by the City’s Master Transportation Plan and recent Pavement Condition Index (PCI) Study. The PCI Study evaluated the existing conditions of eighty lane miles of pavement. The results are being developed into a multi-year maintenance and rehabilitation plan.
• Future Street Projects will include intersection improvements, sidewalks and other pedestrian improvements designed in compliance with the latest ADA standards and innovations in walkability.

Category 2: Geotechnical Engineering

The selected Consultant(s) will provide geotechnical assessments including subsurface and laboratory studies. Geotechnical services may include, but are not limited to, compaction testing, concrete strength and materials testing, and bank stabilization recommendations. Services may also include retaining wall, pavement, and foundation design recommendations, as well as site inspections and monitoring.

Category 3: Hydraulic and Hydrologic (H & H) Engineering

The selected Consultant(s) will provide services related to stormwater runoff, post-construction controls, erosion control, drainage system modeling, detention pond sizing and design, as well as pipe and culvert design. The consultant must have demonstrated experience in Low Impact Development (LID) techniques, green infrastructure, and urban watershed management in wide-ranging soil and topographic conditions.

Example Projects:
• Gills Branch and Piney Creek Drainage Study: The City is nearing completion of a study of the Gills Branch and Piney Creek watersheds, which encompass approximately forty square miles of area east of the Colorado River. The study will include an analysis of existing conditions, as well as recommendations for improving the regional drainage system’s capacity and function. These recommendations will require further detailed design and analysis, and may include culvert improvements, and regional stormwater management facilities.
• North Bastrop Drainage Study: The City is conducting a study to identify projects that will improve localized drainage conditions. This study will incorporate field investigations, plan review, and H & H analysis to determine where restrictions exist, and the projects that could minimize future problems within the watershed.

Category 4: Land Surveying

The selected Consultant(s) will provide professional land surveying services related to construction surveying and layout, right-of-way verification, easement documents, rights-of-way documents, subdivision plats, and topographical surveys.
Category 5: Traffic Engineering and Analysis

The selected Consultant(s) will provide traffic engineering and analysis services in support of project designs. Services may include signage and striping plans, traffic counts, congestion improvement studies, and traffic control plans. The Consultant may also provide traffic impact analyses (TIAs), review studies provided by other consultants, and recommend changes to the City’s ordinances regarding traffic impact mitigation.

Category 6: Construction Inspection and Management

The selected Consultant(s) will provide construction management and inspection services to ensure projects are implemented and constructed in accordance with the project plans and specifications. The Consultant will work alongside City staff to manage and document construction activities, and will be responsible for all services necessary for the inspection, management, coordination, and administration of a project.

Category 7: Land Planning and Landscape Architecture

The selected Consultant(s) will provide services related to conceptual land use planning and site analysis.

The selected Consultant(s) may also provide design and management assistance for various capital improvement projects that require extensive public engagement and communication. The Consultant will develop conceptual and schematic designs that illustrate the project’s intent, and provide engagement materials during public forums and open houses.

Services may also include the development of landscaping plans and specifications for various beautification and public parkland/open space development projects.

Category 8: Architecture

The City is going to develop a five (5) year Capital Improvement Program, which will seek input from citizens, Council and staff, that may include new city facilities. Feasibility studies may be needed to determine project scope, estimated project costs for inclusion in a future bond election, and other potential needs.

SUBMITTAL REQUIREMENTS
Each Statement of Qualifications shall include the following items (in order):

- A cover letter of no more than two pages
- Completed Interest Spreadsheet
- Table of Contents
- Company History and Overview
- Relevant Project Experience including project specific references
• References from municipalities
• Primary and Secondary Points of Contact including office location
• Synopsis of key personnel and project managers (discipline specific)
• Professional references that demonstrate a long-term relationship with clients
• Firm’s overall approach to planning, organizing, and project management including communication procedures, quality control, and other similar factors.
• Any additional information that demonstrates the firm’s available resources, specialized experience, or other information
• Information and qualifications of subcontractors that firm regularly utilizes to perform its services
• Evidence of financial stability and insurance coverage
• Information regarding involvement in litigation in last 5 years
• Conflict of Interest Disclosure as described in Section 176 of the Texas Government Code. – See attached.
• Form 1295 – Certificate of Interested Parties – See attached.
• Form TCG 2270 – Does Not Boycott Israel – See attached.
• Evidence of registration to practice in the state of Texas.
• Signature page of person with authority to commit firm to contracts (See format example below.)

SIGNATURE PAGE
As a part of the submittal for the RFQ, a signature page is requested. Please use the format below as your guide for this page.

<table>
<thead>
<tr>
<th>Company Name</th>
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<td>Mailing Address</td>
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SELECTION PROCESS
Selection of firms will follow the qualifications-interview process.

From a review of the statement of qualifications and experience received, the City of
Bastrop intends to invite several firms to be interviewed prior to making any final selection of firms for future projects. If the City of Bastrop desires to interview your firm, you will receive notification of the date and time of the interview by email.

The City will use an Evaluation Panel to evaluate the submittals. The statement of qualifications and experience will be one part of the selection process utilized by the City of Bastrop, together with the interview if the City chooses to conduct, to determine which firms will be selected for inclusion on a List of Qualified Architectural, Surveying, Planning, and Engineering Services to be approved by the City of Bastrop City Council.

**EVALUATION CRITERIA**
The criteria used to evaluate the RFQ responses will include, but not be limited to, the following (items listed below are not listed in order of importance):

**Qualifications of Firm (25%)**
Qualifications of firm, specifically as they relate to similar projects that the Respondent is choosing to be considered for, i.e. water projects, sanitary sewer projects, street projects, drainage projects, traffic engineering, and surveying services.

**Firm Experience on Similar Projects (20%)**
Related project experience of the firm(s) and the individuals who would be assigned to this Project. Pertinent professional experience of the project manager(s) and supporting staff that will be assigned to the proposed projects shall be included. The experience of any sub-consultants should be listed along with their experience.

**Professional References that demonstrate long-term relationship with clients (20%)**
As previously stated, the City of Bastrop is seeking to establish a relationship with multiple firms, who will serve as a member of the “Bastrop Team” as the City plans for and addresses the anticipated significant growth and its impact on existing and future infrastructure. The City of Bastrop operates with a lean staffing structure and seeks to establish a five-year relationship with firms who are interested in making a difference in the development of a community rather than participating in individual projects. Professional references should be provided that demonstrate firm’s on-going relationship with its clients that have made an impact on its past and/or future development.

**Available Resources to Complete Project (20%)**
This criterion would show that the firm’s project load is sufficient to be able to handle additional projects. This criterion should also show that the firm has sufficient resources to design the projects, if required. Preference will be given to firms whose resources are located within the Austin-Round Rock MSA.

**Project Approach (15%)**
This criterion relates to the logical sequence and organization to complete the design of projects as well as any innovative methods or concepts proposed as part of the design.
and construction of projects. Particular attention will be focused on methods utilized by
the firms to provide excellent quality control and quality assurance as well as methods
utilized to minimize unforeseen conflicts during the construction process. Ability to
complete this Statement of Qualifications as requested will be reflected in this criterion.

EVALUATION
After evaluating all submittals, a List of Qualified Architectural, Surveying, Planning, and
Engineering Services will be submitted for approval by the City of Bastrop City Council.
As services are required, the City will evaluate the qualifications statements and enter
into negotiations with the highest qualified firm from the List of Qualified Architectural,
Surveying, Planning, and Engineering Services. The City may issue a project specific
request for proposal for any project. Firms included on the approved list may also be
invited to interview for a specific project.

A scope, duration, and terms and conditions will first be established. Upon agreement on
the scope of services, the City will request a fee proposal. If an agreement is reached,
the City will enter into a written contract with the selected firm. In the event an
agreement cannot be reached, the City will terminate negotiations and enter into
negotiations with the next most qualified firm. This procedure will continue until an
acceptable agreement is reached with a qualified firm. A written contract is subject to
the approval of the City Manager and City Council.

GENERAL INFORMATION
There is no expressed or implied obligation for the City to reimburse responding firms for
any expenses incurred in preparing responses to this request.

By submission of a statement of qualifications, each firm certifies that neither it nor its
principals are presently debarred, suspended, proposed for debarment, declared
ineligible, or excluded from participation in this procurement process by any local, state,
or federal agency or other governing body.

The City of Bastrop is subject to the Texas Public Information Act, Chapter 552 of the Texas
Government Code. Information that the respondent believes is confidential as
proprietary information should be clearly marked as such with a detailed justification for
a claim for confidentiality.

The City of Bastrop encourages the use of certified minority and women business
enterprises (MWBE). Respondents agree to use good faith efforts in its selection of sub-
consultants, as applicable, for projects that are awarded from this request for
qualifications.

Lobbying or engaging in any conduct to influence City staff, City Manager, or City
Council Members will not be permitted or tolerated during this process and may result in
disqualification of the firm from this solicitation and for a period of two years following.
The City reserves the right to request additional information or clarification and to permit the correction of errors and omissions contained therein.
LOCAL GOVERNMENT OFFICER
CONFLICTS DISCLOSURE STATEMENT

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

1 Name of Local Government Officer

2 Office Held

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds $100 during the 12-month period described by Section 176.003(a)(2)(B).

    Date Gift Accepted ____________ Description of Gift ______________________________________________________________

    Date Gift Accepted ____________ Description of Gift ______________________________________________________________

    Date Gift Accepted ____________ Description of Gift ______________________________________________________________

    (attach additional forms as necessary)

6 AFFIDAVIT

I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.

__________________________________________________________
Signature of Local Government Officer

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said ________________________________________________________________ , this the ________________ day of ________________, 20 ______ , to certify which, witness my hand and seal of office.

__________________________________________________________
Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

Revised 11/30/2015
LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

1. Name of Local Government Officer. Enter the name of the local government officer filing this statement.

2. Office Held. Enter the name of the office held by the local government officer filing this statement.

3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code. Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.

4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3. Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.

5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds $100. List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed $100 in value.

6. Affidavit. Signature of local government officer.

Local Government Code § 176.001(2-a): “Family relationship” means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

   (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

   (2) the vendor:

      (A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that:

         (i) a contract between the local governmental entity and vendor has been executed; or
         (ii) the local governmental entity is considering entering into a contract with the vendor.
CERTIFICATE OF INTERESTED PARTIES

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party | City, State, Country (place of business) | Nature of Interest (check applicable)
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<td>Controlling</td>
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<td></td>
<td></td>
<td>Intermediary</td>
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</tbody>
</table>

5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION
My name is _____________________________, and my date of birth is ____________________________.

My address _____________________________, _____________________________, _____________________________, _____________________________, _____________________________.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in ____________________________ County, State of ____________________________, on the _______ day of ____________________________, 20______.
(month) (year)

________________________________________
Signature of authorized agent of contracting business entity (Declarant)

ADD ADDITIONAL PAGES AS NECESSARY
Implementation of House Bill 1295

Certificate of Interested Parties (Form 1295):

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency.

The law applies (with a few exceptions) only to a contract between a business entity and a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least $1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

Changed or Amended Contracts:

Form 1295 is only required for a change made to an existing contract in certain circumstances: (1) if a Form 1295 was not filed for the existing contract, then a filing is only required if the changed contract either requires an action or vote by the governing body or the value of the changed contract is at least $1 million; or (2) if a Form 1295 was filed for the existing contract, then another filing is only required for the changed contract if there is a change to the information disclosed in the Form 1295, the changed contract requires an action or vote by the governing body, or the value of the changed contract increases by at least $1 million.

As required by law, the Commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The Commission also adopted rules (Chapter 46) to implement the law. The Commission does not have any additional authority to enforce or interpret section 2252.908 of the Government Code.

Filing Process:

A business entity must use the Form 1295 filing application the Commission created to enter the required information on Form 1295 and print a copy of the completed form. Once entered into the filing application, the completed form will include a unique certification number, called a “certification of filing.”

An authorized agent of the business entity must sign the printed copy of the form affirming under the penalty of perjury that the completed form is true and correct.

The completed, printed, and signed Form 1295 bearing the unique certification of filing number must be filed with the governmental body or state agency with which the business entity is entering into the contract.

Acknowledgement by State Agency or Governmental Entity:

The governmental entity or state agency must acknowledge receipt of the filed Form 1295 with the certification of filing, using the Commission’s filing application, not later than the 30th day after the date the governing body or state agency receives the Form 1295. The Commission will post the completed Form 1295 to its website within seven business days after the governmental entity or state agency acknowledges receipt of the form.

Additional Information:
Section 2252.908, Government Code.

Certificate of Interested Parties (Form 1295)**
**This is a sample form for illustration purposes only. DO NOT FILL OUT THIS SAMPLE FORM. Form 1295 MUST BE FILED ELECTRONICALLY! Paper copies and PDF copies of this sample form are not accepted!

Chapter 46, Ethics Commission Rules (includes new rule 46.4, regarding changes to contracts, which went into effect on January 1, 2017)

Frequently Asked Questions

*Last Revision: December 21, 2017*
Form TCG 2270
VERIFICATION REQUIRED BY TEXAS GOVERNMENT CODE CHAPTER 2270

Contract identifier: ______________________________
Department: ______________________________

By signing below, Company hereby verifies the following:
1. Company does not boycott Israel; and
2. Company will not boycott Israel during the term of the contract.

SIGNED BY: __________________________________________
Print Name of Person: __________________________________
Signing, Title, and Company ______________________________
Date signed: __________________________________________

STATE OF TEXAS §
COUNTY OF ________ §

BEFORE ME, the undersigned Notary Public on this day personally appeared (Name), on behalf of (Company) who being duly sworn, stated under oath that he/she has read the foregoing verification required by Texas Government Code Section 2270.002 and said statements contained therein are true and correct.

SWORN AND SUBSCRIBED TO before me, this ______ day of ____________, 20__.  

NOTARY OF PUBLIC,  
FOR THE STATE OF TEXAS

My Commission Expires: __________________________

Effective: September 1, 2017  
A governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:
(1) does not boycott Israel; and
(2) will not boycott Israel during the term of the contract.

The following definitions apply:
(1) “Boycott Israel” means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.
(2) “Company” means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company, or affiliate of those entities or business associations that exists to make a profit.
(3) “Governmental entity” means a state agency or political subdivision of this state.

State law requires verification from a Company for contracts involving goods or services (regardless of the amount) before the City can enter into the contract.
Name of Firm:

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<tr>
<th>Service Category</th>
<th>(X) = Interested</th>
<th>Relevant Project 1</th>
<th>Relevant Project 2</th>
<th>Relevant Project 3</th>
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<tbody>
<tr>
<td>Category 1: Civil and Environmental Engineering</td>
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<td>Category 2: Geotechnical Engineering</td>
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<td>Category 5: Traffic Engineering and Analysis</td>
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<td>Category 7: Land Planning and Landscape Architecture</td>
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<td>Category 8: Architecture</td>
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**THIS PAGE MUST BE SUBMITTED WITH YOUR PROPOSAL**
TITLE:
Hold public hearing and consider action to approve Ordinance No. 2018-13 of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled “Building Regulations,” Article 3.20, “Signs,” to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for proper notice and meeting and move to include on the July 26, 2018 City Council agenda for second reading.

STAFF REPRESENTATIVE:
Jennifer C. Bills, AICP, LEED AP, Assistant Planning Director

BACKGROUND/HISTORY:
The Bastrop Code of Ordinances, Section 3.20 – Signs contains the regulations regarding the types, size, and locations of signage within the city limits and along specific highways within the Statutory Extraterritorial Jurisdiction. This section was re-written in 2006 and amended in 2011 to allow electronic messaging on certain signage.

Recent requests have been made to allow legal, non-conforming signage to be able to upgrade existing sign faces to incorporate a limited amount of electronic messaging area. Additionally, past sign code interpretation has resulted in pylon/pole sign types to incorporate electronic signage. Due to these factors, City Council requested that staff propose amendments to the code that would address these issues.

A legal, non-conforming sign is a sign which was legally installed prior to the adoption of the current code. These include signs installed prior to the 2006 updates, or signs that were installed prior to annexation of the property into the city limits. Non-conforming signs can change the sign face, but cannot make any changes that would increase the degree of non-conformity.

Currently, Section 3.20.015 (5) *Electronic message* (L.E.D.) is allowed in two sign types at a specific percentage of the total sign area:

(A) Such signs shall be allowed in the following circumstances:
   (i) When incorporated into a permitted monument sign; or
   (ii) When used to display fuel prices on a permitted fuel pricing sign.

(B) Such signs shall not exceed 25% of the area of the sign.

This section also includes limits on the motion of the picture and how often the sign can change message:
(C) Any change of pictures or information on the sign shall not produce the illusion of scrolling, moving objects, expanding or contracting shapes, rotation or any similar effect of animation.

(D) Any change of pictures or information on the sign shall not change more often than once every eight (8) seconds except for message display of time or temperature. Each change of pictures or information must constitute a complete phrase or thought and not be the completion of a previous phrase or thought. Each change of pictures or information must be completed in two (2) seconds or less and may not include visually distracting techniques such as flashing, racing, strobing, twinkling, animation, etc.

Staff is proposing amendments that would allow up to 25% of the sign face of new pylon/pole signs include electronic signage. The maximum permitted sign face for a pylon sign in the current code is 160 square feet, so the electronic messaging can comprise a maximum of 40 square feet of the total sign face.

For legal, non-conforming signs that are already over 160 square feet, the owner would be allowed to convert up to 40 square feet of the existing sign face to electronic.

For legal, non-conforming signs that are under 160 square feet, the owner would be able to convert up to 30% of the existing sign face to electronic, up to a maximum of 40 square feet.

The proposed amendment would allow the electronic portion of the sign to be incorporated into one sign face, or be a separate sign face on the same pole, as long as the total of all sign faces is limited to 160 square feet (or the previous total non-conforming sign area for signs over 160 square feet). Additionally the electronic messaging portion of a separate sign must be located below the static sign face area.

The proposed amendment would be added to Section 3.20.015 (5) (amended language in red):

Chapter 3 – BUILDING REGULATIONS

ARTICLE 3.20 – SIGNS

Sec. 3.20.015 - Standards for permanent signs

* * *

(5) Electronic message (L.E.D.).

(A) Such signs shall be allowed in the following circumstances:
   (i) When incorporated into a permitted monument sign; or
   (ii) When used to display fuel prices on a permitted fuel pricing sign; or
   (iii) When placed on a new or existing permitted on-premises pole or pylon sign; or
   (iv) When placed on a legal, nonconforming on-premises pole or pylon sign.

(B) Signs permitted under Sections (5)(A)(i) or 5(A)(ii) shall not exceed 25% of the area of the sign.

(C) Signs permitted under Sections (5)(A)(iii) or 5(A)(iv):
   (i) if placed on a new or existing pole or pylon sign, the digital sign face shall only be a part of the total sign face and shall not exceed 25% of the total sign face or may be a separate digital sign face whose size shall not exceed 25% of the total sign face area when both digital and non-digital sign face areas are combined;
(ii) legal, non-conforming pole or pylon signs 160 square feet or greater, may convert up to forty (40) square feet of the current sign face to a digital sign face, or may install a separate digital sign face whose size shall not exceed forty (40) square feet and whose addition does not increase the total sign face area when sign face areas of both the digital and non-digital sign are combined;

(iii) legal, non-conforming pole or pylon signs of less than 160 square feet may convert up to 30% of the current sign face or 40 square feet, whichever is less, to a digital sign or may add a digital sign that is up to 30% of the combined sign face areas, or 40 square feet, whichever is less, such that the entire sign face area, when digital and non-digital sign face areas are combined, does not exceed 160 square feet;

(D) Any change of pictures or information on the sign shall not produce the illusion of scrolling, moving objects, expanding or contracting shapes, rotation, or any similar effect of animation.

(E) Any change of pictures or information on the sign shall not change more often than once every eight (8) seconds except for message display of time or temperature. Each change of pictures or information must constitute a complete phrase or thought and not be the completion of a previous phrase or thought. Each change of pictures or information must be completed in two (2) seconds or less and may not include visually distracting techniques such as flashing, racing, strobing, twinkling, animation, etc.

(F) Only one sign face per pylon or pole sign may contain a digital sign face and any separate digital sign shall be located below the non-digital sign.

The section defining Non-conforming signs would also need to be amended to reflect the ability to change of portion of the existing sign to include electronic messaging.

Sec. 3.20.019 - Nonconforming signs.

(a) A nonconforming sign is a sign which was installed legally prior to the adoption of this article or amendments of this article, but does not comply with the current sign regulations. A nonconforming sign shall be allowed to be continued and maintained at its existing location subject to the following conditions: The face of the sign may be changed, but no change or alteration shall be made that would increase the degree of nonconformity. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign.

(b) An on-premises sign, conforming or otherwise, may be removed no sooner than the first anniversary of the date the business, person, or activity that the sign or sign structure identifies or advertises ceases to operate on the premises on which the sign or sign structure is located. If the premises containing the nonconforming sign or sign structure are leased, the sign must be removed no later than the second anniversary after the date the most recent tenant ceases to operate on the premises. The director's decision may be appealed to the planning and zoning commission.

(c) A nonconforming sign may not be reconstructed, repaired, or replaced for any purpose other than maintenance operations or for changing the letters, symbols, or other matter on the sign. Reconstruction, repair, or replacement of a nonconforming sign shall be completed no later than ninety (90) days following the date of the damage. For purposes of this subsection, a sign, or a substantial part of a sign, is considered destroyed if it is blown down, dismantled or the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same
A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign or be considered reconstruction, repair, or replacement of the sign as defined in this section.

(d) If the city requires the relocation, reconstruction or removal of a sign, conforming or otherwise, within its corporate limits or its extraterritorial jurisdiction, the mayor shall appoint a municipal board of sign control pursuant to chapter 216 of the Local Government Code to determine the amount of compensation, if any, the owner of the sign is entitled to relocate, reconstruct or remove the sign. Prior to such determination, the owner of the sign shall be given the opportunity for a hearing before the municipal board about the issues involved.

PUBLIC NOTIFICATION:
Notice of the public hearing was posted in the Bastrop Advertiser on June 9, 2018, more than 15 days prior to the public hearing.

POLICY EXPLANATION:
Chapter 216 of the Texas Local Government Code
The City has the authority to regulate signs within the City Limits and the extraterritorial jurisdiction (ETJ).

10.2 - AUTHORITY TO AMEND ORDINANCE:
The City Council may from time to time, after receiving a final report thereon by the Planning and Zoning Commission and after public hearings required by law, amend, supplement, or change the regulations herein provided or the boundaries of the zoning districts specified on the Zoning Map. Any Ordinance regulations or Zoning District boundary amendment may be ordered for consideration by the City Council, be initiated by the Planning and Zoning Commission, or be requested by the owner of real property, or the authorized representative of an owner of real property.

The Planning & Zoning Commission will hold public hearing and make a recommendation on the amendment to City Council. The City Council will hold a public hearing and two ordinance readings if this amendment is approved and adopted.

PLANNING & ZONING COMMISSION RECOMMENDATION:
Recommend to delay action on this item until digital billboards or comprehensive sign code amendments are considered.

RECOMMENDATION:
Hold public hearing and consider action to approve Ordinance No. 2018-13 of the City Council of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled “Building Regulations,” Article 3.20, “Signs,” to establish regulations for electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for proper notice and meeting and move to include on the July 26, 2018 City Council agenda for second reading.

ATTACHMENTS:
- Ordinance
- PowerPoint Presentation
ORDINANCE NO. 2018-13

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING THE BASTROP CODE OF ORDINANCES BY AMENDING CHAPTER 3, TITLED “BUILDING REGULATIONS,” ARTICLE 3.20, “SIGNS,” TO ESTABLISH REGULATIONS FOR ELECTRONIC MESSAGE (L.E.D.) SIGNS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR PROPER NOTICE AND MEETING.

WHEREAS, the Bastrop City Council pursuant to its zoning authority under Chapter 211 of the Texas Local Government Code and pursuant to other Texas statutory authority and charter authority, has adopted ordinances and regulations that pertain to the development and zoning of land within the City and its extra territorial jurisdiction; and

WHEREAS, the City Council desires to update its sign regulations to meet the changing conditions in the City; and

WHEREAS, digital signs are often requested to be placed in lieu of or in addition to conforming and nonconforming signs; and

WHEREAS, controlled placement of digital signs could have a positive impact on the businesses and economic development of the City; and

WHEREAS, the uncontrolled placement of digital signs could have a negative impact on the health, safety, and aesthetics of the City; and

WHEREAS, placement of approved digital signs that provide a different manner and place of communication would assist in alleviating the uncontrolled placement of digital and other signs within the City; and

WHEREAS, regulation of signs in the City will substantially promote the City’s interest in preserving the aesthetic beauty of the City while also promoting economic development; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001 and the City Charter of the City of Bastrop, the City has general authority to adopt an ordinance or police regulation that is for the good government, peace, or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, pursuant to Chapter 216 of the Texas Local Government Code, the City has the authority to regulate signs within the City Limits and the extraterritorial jurisdiction (ETJ); and

WHEREAS, the Planning and Zoning Commission had a meeting and a public hearing on June 28, 2018 and recommended approval; and

WHEREAS, the City, having received the recommendation of the Planning and Zoning Commission, now desires to amend the Signs Ordinance of the City of Bastrop.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Bastrop, TX:
SECTION 1. FINDINGS OF FACT The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

SECTION 2. AMENDMENT Chapter 3, Article 3.20 of the City of Bastrop Code of Ordinances is hereby amended to be read in accordance with Attachment “A”, which is attached hereto and incorporated into this Ordinance for all intents and purposes.

SECTION 3. REPEALER To the extent reasonably possible, ordinances are to be read together in harmony. However, all ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

SECTION 4. SEVERABILITY Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

SECTION 5. CODIFICATION The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City’s Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

SECTION 6. EFFECTIVE DATE This ordinance shall take effect upon the date of final passage noted below, or when all applicable publication requirements, if any, are satisfied in accordance with the City’s Charter, Code of Ordinances, and the laws of the State of Texas.

SECTION 7. PROPER NOTICE & MEETING It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

READ & ACKNOWLEDGED on First Reading on this, the 10th day of July 2018.

READ & APPROVED on the Second Reading on this, the 24th day of July 2018.
ATTEST:

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Alan Bojorquez, City Attorney
Bastrop Code of Ordinances

Chapter 3: Building Regulations

Article 3.20: General Provisions

Chapter 3 – BUILDING REGULATIONS

ARTICLE 3.20 – SIGNS

Sec. 3.20.015 - Standards for permanent signs

* * *

(5) Electronic message (L.E.D.).

(A) Such signs shall be allowed in the following circumstances:

(i) When incorporated into a permitted monument sign; or

(ii) When used to display fuel prices on a permitted fuel pricing sign; or

(iii) When placed on a new or existing permitted on-premises pole or pylon sign; or

(iv) When placed on a legal, nonconforming on-premises pole or pylon sign.

(B) Signs permitted under Sections (5)(A)(i) or 5(A)(ii) shall not exceed 25% of the area of the sign.

(C) Signs permitted under Sections (5)(A)(iii) or 5(A)(iv):

(i) If placed on a new or existing pole or pylon sign, the digital sign face shall only be a part of the total sign face and shall not exceed 25% of the total sign face or may be a separate digital sign face whose size shall not exceed 25% of the total sign face area when both digital and non-digital sign face areas are combined; 

(ii) legal, non-conforming pole or pylon signs 160 square feet or greater, may convert up to forty (40) square feet of the current sign face to a digital sign face, or may install a separate digital sign face whose size shall not exceed forty (40) square feet and whose addition does not increase the total sign face area when sign face areas of both the digital and non-digital sign are combined;

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(D) Any change of pictures or information on the sign shall not produce the illusion of scrolling, moving objects, expanding or contracting shapes, rotation, or any similar effect of animation.

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* * *

Sec. 3.20.019 - Nonconforming signs.

(a) A nonconforming sign is a sign which was installed legally prior to the adoption of this article or amendments of this article, but does not comply with the current sign regulations. A nonconforming sign shall be allowed to be continued and maintained at its existing location subject to the following conditions: The face of the sign may be changed, but no change or alteration shall be made that would increase the degree of nonconformity. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign.

(b) An on-premises sign, conforming or otherwise, may be removed no sooner than the first anniversary of the date the business, person, or activity that the sign or sign structure identifies or advertises ceases to operate on the premises on which the sign or sign structure is located. If the premises containing the nonconforming sign or sign structure are leased, the sign must be removed no later than the second anniversary after the date the most recent tenant ceases to operate on the premises. The director's decision may be appealed to the planning and zoning commission.

(c) A nonconforming sign may not be reconstructed, repaired, or replaced for any purpose other than maintenance operations or for changing the letters, symbols, or other matter on the sign. Reconstruction, repair, or replacement of a nonconforming sign shall be completed no later than ninety (90) days following the date of the damage. For purposes of this subsection, a sign, or a substantial part of a sign, is considered destroyed if it is blown down, dismantled or the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same location. A change to the sign face or the addition of a digital sign as allowed by Section 3.20.015 shall not affect the legal, nonconforming status of the sign or be considered reconstruction, repair, or replacement of the sign as defined in this section.

(d) If the city requires the relocation, reconstruction or removal of a sign, conforming or otherwise, within its corporate limits or its extraterritorial jurisdiction, the mayor shall appoint a municipal board of sign control pursuant to chapter 216 of the Local Government Code to determine the amount of compensation, if any, the owner of the sign is entitled to relocate, reconstruct or remove the sign. Prior to such determination, the owner of the sign shall be given the opportunity for a hearing before the municipal board about the issues involved.
Public hearing and consider action to approve Ordinance No. 2018-13 of the City of Bastrop, Texas, amending the Bastrop Code of Ordinances by amending Chapter 3, Titled “Building Regulations,” Article 3.20, “Signs,” to establish regulations for Electronic message (L.E.D.) Signs; providing for an effective date; providing for severability; providing for property notice and meeting and move to include on the July 26, 2018 City Council agenda for second reading.
Action

• Staff has been asked to recommend amendments to the sign regulations to allow additions of electronic messaging (L.E.D).

• Specifically regarding pylon signs, new and existing, non-conforming.
Pylon Sign

- Only on Hwy 71 for buildings greater than 12,000 s.f.
- Can by 35 feet in height and up to 160 square feet of sign face, 80 sf of sign structure.
- Pylon (or pole) signs, the top is wider than the bottom.
Monument Sign

- Can be on any street, height and size depends on size of the building and speed of the street.
- Maximum height of 16 feet, 96 s.f. sign face.
- Base has to be continuous and wider than the sign face.
Electronic Message (L.E.D.)

- Sign Ordinance was amended in 2011 to allow electronic message.
  - On monument sign
  - For fuel pricing signs
  - Can occupy up to 25% of the total sign face allowance.
  - Message/image cannot be moving.
  - Must contain a complete message
  - Cannot change more than once every 8 seconds

- Sign illumination standards limit the brightness and include auto-dimming and auto-shut off features.

- This has not always been consistently enforced in the past, and electronic messaging is on existing pylon signs.
Legal, Non-conforming sign

- A sign that was permitted under a prior code, or was not under city regulation at the time of installation.

- Can continue to exist in the current configuration with no changes
  - Repairs and maintenance is allowed, unless the cost is greater than 60% of the cost of a new sign of the same type at the same location.
  - Total destruction (Act of God) would require the new sign to come into compliance with the current regulations.
Recommended Amendments

• Allow electronic messaging on new or existing permitted pylon signs and legal, non-conforming pylon signs.

• New or existing: up to 25% of the total sign face areas can be electronic

• Legal, non-conforming greater than 160 s.f.
  • Up to 40 s.f. of the existing area can be converted to electronic, or primary sign area removed to add separate face on the same pole.

• Legal, non-conforming 160 s.f. or less
  • 30% of the existing sign face area, up to 40 s.f. can be converted or added.
Example of a new pylon sign
Example of non-conforming 160 s.f. or less

(iii) $\leq 160$ sf

[Diagram of dimensions and measurements]
Example of non-conforming over 160 s.f.
Next Steps

• Planning & Zoning Commission recommendation will be forwarded to City Council for public hearing and first reading.
Planning & Zoning Commission

• Recommend to delay action on this item until digital billboards or comprehensive sign code amendments are considered
Questions?
MEETING DATE:  July 10, 2018

AGENDA ITEM:  10A

TITLE:
The City Council shall convene into closed executive session pursuant to Section 551.071 of the Texas Government Code to confer with City Attorney regarding legal advice related to the status of updating the city’s regulatory program, including public comment and citizen input into the new subdivision ordinance, pending revisions to zoning and sign codes, and uniformity of the permitting process.

STAFF REPRESENTATIVE:
Lynda K. Humble, City Manager
MEETING DATE: July 10, 2018

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