



# FY2021 THIRD QUARTER REPORT

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# FINANCIAL REPORT

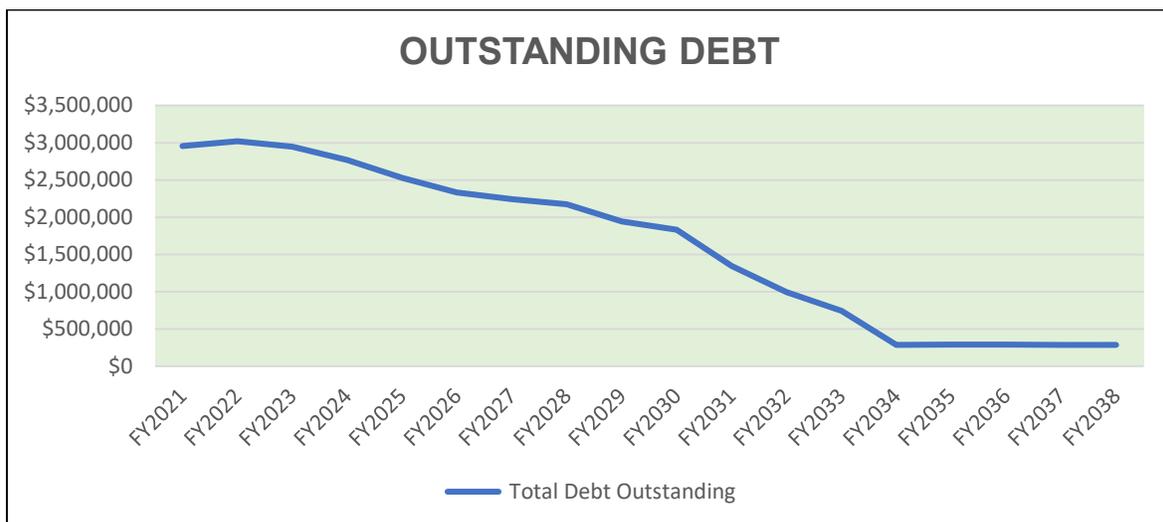


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GENERAL FUND	APPROVED	JUNE 30 YTD	BUDGET	% OF BUDGET
	BUDGET	ACTUAL	BALANCE	USED
	2020-2021	2020-2021	2020-2021	2020-2021
<b>BEGINNING FUND BALANCE</b>	<b>\$ 4,619,460</b>			
<b>REVENUES:</b>				
Ad Valorem Taxes	4,039,083	4,089,629	(50,546)	101%
Sales Taxes	5,554,104	4,606,127	947,977	83%
Franchise & Other Taxes	486,000	324,022	161,978	67%
Licenses & Permits	1,193,000	2,198,743	(1,005,743)	184%
Service Fees	679,550	504,435	175,115	74%
Fines & Forfeitures	335,200	210,968	124,232	63%
Interest	30,000	35,168	(5,168)	117%
Intergovernmental	283,551	102,263	181,288	36%
Other	40,000	47,779	(7,779)	119%
<b>TOTAL REVENUE</b>	<b>12,640,488</b>	<b>12,119,134</b>	<b>521,354</b>	<b>96%</b>
<b>OTHER RESOURCES</b>				
Transfer from Library Board	3,000	-	3,000	0%
Transfers from Electric (ILOT) & Special	587,750	425,813	161,937	72%
<b>TOTAL OTHER RESOURCES</b>	<b>590,750</b>	<b>425,813</b>	<b>164,937</b>	<b>72%</b>
<b>TOTAL REVENUE &amp; OTHER RESOURCES</b>	<b>13,231,238</b>	<b>12,544,947</b>	<b>686,291</b>	<b>95%</b>
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$ 17,850,698</b>			
<b>EXPENDITURES:</b>				
General Government:				
Legislative	39,983	15,299	24,684	38%
Organizational	2,294,924	1,786,192	508,732	78%
City Manager	488,293	323,251	165,042	66%
City Secretary	302,106	218,071	84,035	72%
Finance	1,418,764	1,018,481	400,283	72%
Human Resource	245,283	152,975	92,308	62%
Information Technology	492,099	337,114	154,985	69%
Public Works (Admin & Streets/Drainage)	1,569,826	1,036,519	533,307	66%
Building Maintenance	319,946	201,544	118,402	63%
Administrative Support Reimb.	(1,210,840)	(908,130)	(302,710)	75%
Public Safety:				
Police	3,406,556	2,394,468	1,012,088	70%
Fire	1,016,876	687,467	329,409	68%
Court	345,701	215,747	129,954	62%
Development Services:				
Planning & Zoning	464,972	292,958	172,014	63%
Engineering & Development	162,811	67,154	95,657	41%
Building Inspection	559,344	329,048	230,296	59%
Community Services:				
Special Events & Reservations	192,550	108,025	84,525	56%
Multi-Media	202,253	132,365	69,888	65%
Parks	738,839	458,006	280,833	62%
Library	698,392	450,503	247,889	65%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>13,748,678</b>	<b>9,317,057</b>	<b>4,431,621</b>	<b>68%</b>
Transfer to Innovation Fund	-	-	-	-
<b>TOTAL TRANSFER OUT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES &amp; TRANS OUT</b>	<b>13,748,678</b>	<b>9,317,057</b>	<b>4,431,621</b>	<b>1</b>
<i>Excess of Revenue over (under) Exp</i>	<i>(517,440)</i>	<i>3,227,890</i>		
<b>ENDING FUND BALANCE</b>	<b>\$ 4,102,020</b>			
Reserve Requirement 25%		30%		

DEBT SERVICE FUND	APPROVED BUDGET	JUN 30 YTD ACTUAL	BUDGET BALANCE	% OF BUDGET USED
	2020-2021	2020-2021	2020-2021	2020-2021
<b>BEGINNING FUND BALANCE</b>	<b>\$ 298,232</b>			
<b>REVENUES:</b>				
Ad Valorem Taxes	2,051,124	2,068,956	(17,832)	101%
Interest	20,000	8,738	11,262	44%
Intergovernmental	249,802	-	249,802	0%
Other	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>2,320,926</b>	<b>2,077,694</b>	<b>243,232</b>	<b>90%</b>
<b>OTHER RESOURCES</b>				
Bond Proceeds	-	6,355,000	(6,355,000)	0%
Other Financing Sources	-	74,677	(74,677)	0%
Transfers from Hotel Occupancy Fund	542,255	542,255	-	100%
Transfers from Bond Funds	-	7,236	(7,236)	1%
<b>TOTAL OTHER RESOURCES</b>	<b>542,255</b>	<b>6,979,168</b>	<b>(6,436,913)</b>	<b>101%</b>
<b>TOTAL REVENUE &amp; OTHER RESOURCES</b>	<b>2,863,181</b>	<b>9,056,862</b>	<b>(6,193,681)</b>	<b>316%</b>
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$ 3,161,413</b>			
<b>EXPENDITURES:</b>				
Principal Payments	2,141,915	264,837	1,877,078	12%
Interest Payments	829,372	484,129	345,243	58%
Other	25,870	58,988	(33,118)	228%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>2,997,157</b>	<b>807,954</b>	<b>2,189,203</b>	<b>27%</b>
<b>OTHER USES</b>				
Other Uses-Bond Refunding	-	6,139,036	(6,139,036)	0%
<b>TOTAL OTHER USES</b>	<b>-</b>	<b>6,139,036</b>	<b>(6,139,036)</b>	<b>0%</b>
<b>TOTAL EXPENSE &amp; OTHER USES</b>	<b>2,997,157</b>	<b>6,946,990</b>	<b>(3,949,833)</b>	<b>232%</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 164,256</b>			



BASTROP POWER & LIGHT	APPROVED	JUNE 30 YTD	BUDGET	% OF
	BUDGET	ACTUAL	BALANCE	BUDGET
	2020-2021	2020-2021	2020-2021	USED
				2020-2021
<b>BEGINNING FUND BALANCE</b>	<b>\$ 3,915,646</b>			
<b>REVENUES</b>				
Electric Sales	\$ 6,980,050	\$ 4,739,377	\$ 2,240,673	68%
Service Fees	\$ 30,000	\$ 25,828	\$ 4,172	86%
Extension Fees	\$ 100,000	\$ 86,491	\$ 13,509	86%
Pole Attachment	\$ 8,000	\$ 15,810	\$ (7,810)	198%
Interest	\$ 30,000	\$ 52,091	\$ (22,091)	174%
Other	\$ 6,000	\$ 20,993	\$ (14,993)	350%
Total Revenues	\$ 7,154,050	\$ 4,940,590	\$ 2,213,460	69%
<b>TOTAL REVENUE &amp; OTHER RESOURCES</b>	<b>\$ 11,069,696</b>	<b>\$ 4,940,590</b>	<b>\$ 2,213,460</b>	
<b>EXPENDITURES:</b>				
Operating Expense	\$ 6,029,676	\$ 4,154,867	\$ 1,874,809	69%
Line Extensions	\$ 75,000	\$ 33,073	\$ 41,927	44%
System Study Improvements	\$ 150,000	\$ -	\$ 150,000	0%
Special Project	\$ 75,000	\$ 17,450	\$ 57,550	23%
Community Support	\$ 139,786	\$ 121,243	\$ 18,543	87%
Community Event Support	\$ 137,000	\$ 136,525	\$ 475	100%
Winter Storm 2021	\$ 928,395	\$ 928,395	\$ -	0%
Debt Service	\$ 168,238	\$ 30,261	\$ 137,977	18%
Transfer out - GF (lieu of taxes)	\$ 557,750	\$ 418,313	\$ 139,437	75%
Transfer out - Special Projects	\$ 30,000	\$ 7,500	\$ 22,500	25%
Transfer out - VERF	\$ 65,000	\$ 65,000	\$ -	100%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 8,355,845</b>	<b>\$ 5,912,627</b>	<b>\$ 2,443,218</b>	<b>71%</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (1,201,795)</b>	<b>\$ (972,037)</b>		
<b>ENDING FUND BALANCE</b>	<b>\$ 2,713,851</b>			
Reserve Requirement 35%		32%		

WATER/WASTEWATER FUND	APPROVED BUDGET 2020-2021	MAR. 31 YTD ACTUAL 2020-2021	BUDGET BALANCE 2020-2021	% OF BUDGET USED 2020-2021
<b>Beginning Fund Balance</b>	<b>\$ 1,801,782</b>			
<b>REVENUES:</b>				
<b>WATER</b>				
Water Service	\$ 3,208,600	\$ 2,392,546	\$ 816,054	75%
Water Service Fees	\$ 20,200	\$ 19,553	\$ 647	97%
Penalties	\$ 40,600	\$ 29,093	\$ 11,507	72%
Water Tap Fees	\$ 45,000	\$ 101,209	\$ (56,209)	225%
Interest	\$ 12,000	\$ 11,576	\$ 424	96%
Other	\$ 6,500	\$ 2,173	\$ 4,327	33%
<b>WATER TOTAL</b>	<b>\$ 3,332,900</b>	<b>\$ 2,556,150</b>	<b>\$ 776,750</b>	<b>77%</b>
<b>WASTEWATER</b>				
Sewer Service	\$ 3,061,500	\$ 2,362,400	\$ 699,100	77%
Sewer Tap Fees*	\$ 10,000	\$ 7,073	\$ 2,927	71%
Penalties	\$ 25,000	\$ 26,356	\$ (1,356)	105%
Wholesale Sewer Contracts	\$ 135,000	\$ 101,701	\$ 33,299	75%
Interest	\$ 8,000	\$ 7,718	\$ 282	96%
Other	\$ 14,765	\$ -	\$ 14,765	0%
<b>WASTEWATER TOTAL</b>	<b>\$ 3,254,265</b>	<b>\$ 2,505,248</b>	<b>\$ 749,017</b>	<b>77%</b>
<b>TOTAL REVENUES</b>	<b>\$ 6,587,165</b>	<b>\$ 5,061,398</b>	<b>\$ 1,525,767</b>	<b>77%</b>
<b>TOTAL RESOURCES</b>	<b>\$ 8,388,947</b>			
<b>EXPENDITURES:</b>				
Administration	\$ 1,333,761	\$ 1,066,408	\$ 267,353	80%
Distribution/ Collection/ Liftstation	\$ 753,227	\$ 664,328	\$ 88,899	88%
Production/ Treatment	\$ 996,382	\$ 637,458	\$ 358,924	64%
Wastewater Treatment Plant	\$ 959,591	\$ 550,118	\$ 409,473	57%
Debt Service Transfer	\$ 2,060,176	\$ 1,545,132	\$ 515,044	75%
Capital Replacement Reserve	\$ 125,000	\$ 93,750	\$ 31,250	75%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 6,228,137</b>	<b>\$ 4,557,194</b>	<b>\$ 1,670,943</b>	<b>73%</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 359,028</b>	<b>\$ 504,204</b>		
<b>ENDING FUND BAL AFTER TRANSFERS</b>	<b>\$ 2,160,810</b>			
<i>Reserve Requirement 35%</i>		<i>35%</i>		

HOTEL OCCUPANCY FUND	APPROVED BUDGET 2020-2021	JUNE 30 YTD ACTUAL 2020-2021	BUDGET BALANCE 2020-2021	% OF BUDGET USED 2020-2021
<b>Beginning Fund Balance</b>	\$ 2,896,369			
<b>REVENUES:</b>				
Hotel Occupancy Tax	\$ 2,264,400	\$ 1,121,962	\$ 1,142,438	50%
Service Fees	\$ 181,500	\$ 110,365	\$ 71,135	61%
Interest	\$ 25,000	\$ 14,725	\$ 10,275	59%
Intergovernmental	\$ 62,312	\$ 49,916	\$ 12,396	80%
Other	\$ -	\$ 500	\$ (500)	0%
<b>TOTAL REVENUES</b>	\$ 2,533,212	\$ 1,297,468	\$ 1,235,744	51%
<b>TOTAL RESOURCES</b>	\$ 5,429,581			
<b>EXPENDITURES:</b>				
Organizational	\$ 1,102,696	\$ 924,978	\$ 177,718	84%
Convention Center	\$ 617,819	\$ 292,089	\$ 325,730	47%
Main Street Program	\$ 272,610	\$ 163,764	\$ 108,846	60%
BAIPP	\$ 124,732	\$ 670	\$ 124,062	1%
Rodeo Arena	\$ 2,900	\$ 2,529	\$ 371	87%
Debt	\$ 542,255	\$ 542,255	\$ -	100%
<b>TOTAL OPERATING EXPENDITURES</b>	\$ 2,663,012	\$ 1,926,285	\$ 736,727	72%
<b>NET INCOME (LOSS)</b>	\$ (129,800)	\$ (628,817)		
<b>BAIPP - RESTRICTED FUND BALANCE</b>	\$ 80,000			
<b>ENDING FUND BALANCE</b>	\$ 2,686,569			

Reserve Requirement 100% operating expenses

101%

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# INVESTMENT REPORT



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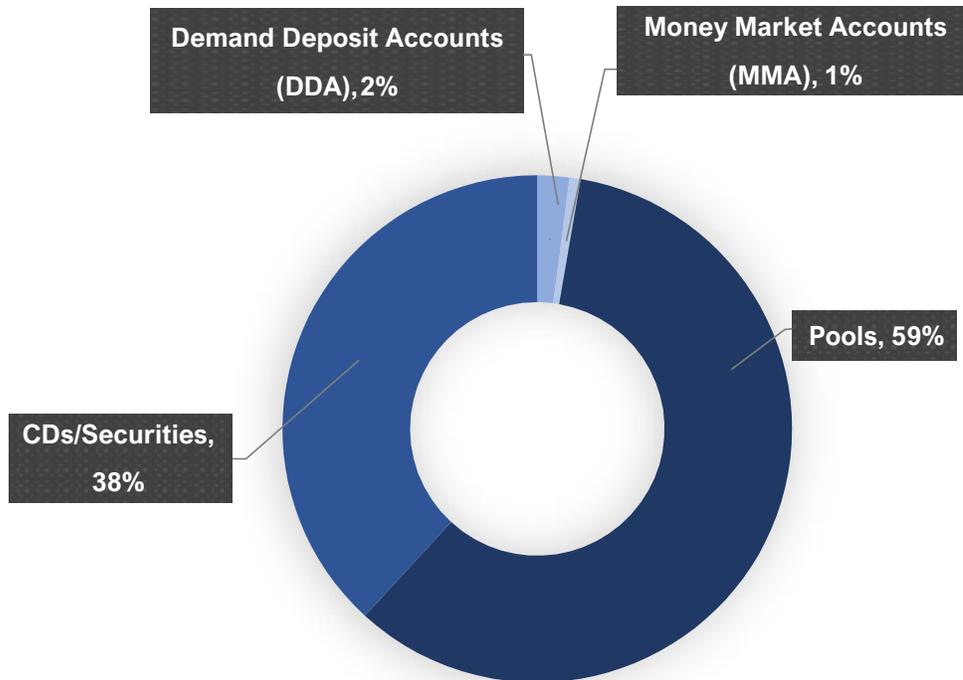
**Report Portfolio Summary**

period ending June 30, 2021

INVESTMENT DESCRIPTION	MARCH 31, 2021		JUNE 30, 2021		QTD INTEREST EARNED	YTD INTEREST EARNED	WEIGHTED AVERAGE MATURITY
	BOOK VALUE	MARKET VALUE	BOOK VALUE	MARKET VALUE			
Demand Deposit Accounts (DDA)	\$1,347,851	\$1,347,851	\$900,539	\$900,539	\$997	\$3,069	0.02
Money Market Accounts (MMA)	\$649,521	\$649,521	\$322,728	\$322,728	\$67	\$283	0.01
Pools	\$28,377,551	\$29,734,822	\$26,321,845	\$26,321,845	\$3,535	\$15,428	0.59
CDs/Securities	\$16,649,480	\$16,685,949	\$17,013,468	\$17,019,075	\$43,934	\$125,796	121.69
<b>Total Investments</b>	<b>\$47,024,404</b>	<b>\$48,418,143</b>	<b>\$44,558,580</b>	<b>\$44,564,187</b>	<b>\$48,532</b>	<b>\$ 144,576</b>	<b>122.31</b>

**Rate of Return 0.11%**

(This rate of return was 0.44% same time last year)



The investment portfolio of the City of Bastrop is in compliance with the Public Investment Act and the Investment Policy and Strategies.

Prepared by:

*Tracy Waldron*

Tracy Waldron, Chief Financial Officer

## Detail of Investment Holdings

period ending June 30, 2021

TYPE	BANK/ BROKER	CUSIP #/ ACCOUNT #	YIELD	MATURITY DATE	MARCH 31, 2021 BOOK VALUE	PURCHASE / ADJUSTMENTS	SALES / ADJUST / CALL/ MATURITY	JUNE 30, 2021 BOOK VALUE	JUNE 30, 2021 MARKET VALUE
DDA	FNB-Pooled Cash				\$1,347,851			\$900,539	\$900,539
MMA	FNB-Escrow Acct				\$250,336			\$250,399	\$250,399
MMA	FNC-Dreyfus				\$395,884			\$12,330	\$12,330
MMA	MBS-MM Acct				\$3,301			\$59,999	\$59,999
Pools	Texpool				\$680,644			\$2,010,688	\$2,010,688
Pools	Texas Class				\$8,598,371			\$9,487,097	\$9,487,097
Pools	Texas Term				\$19,098,536			\$14,824,060	\$14,824,060
Security	FNMA	3135GOU27	1.63%	4/13/2021	\$507,586		\$500,000	-	-
Security	FAMC	31422BSC5	1.52%	1/10/2022	\$399,867			\$399,867	\$403,060
Bonds	MBS	283497T47	0.36%	2/15/2023	\$167,423			\$167,423	\$161,243
Bonds	MBS	222263G82	1.59%	11/15/2021	\$184,416			\$184,416	\$177,389
Bonds	MBS	8330853W1	1.54%	12/1/2021	\$134,196			\$134,196	\$127,529
CD	FNC	630438PE3	0.93%	1/1/2022	\$104,972			\$104,972	\$101,453
CD	Frontier	501272	0.95%	5/25/2022	\$256,846			\$257,625	\$257,625
CD	FNC	7954502G9	2.45%	4/19/2021	\$247,000		\$247,000	-	-
CD	FNC	33847E2G1	2.45%	5/24/2021	\$246,000		\$246,000	-	-
CD	FNC	06251AW89	2.10%	7/19/2021	\$247,000			\$247,000	\$247,267
CD	FNC	98138MAD2	2.20%	7/23/2021	\$249,000			\$249,000	\$249,341
CD	FNC	227563AV5	1.85%	9/27/2021	\$247,000			\$247,000	\$248,099
CD	FNC	149159PC3	1.80%	9/27/2021	\$247,000			\$247,000	\$248,070
CD	FNC	45673KAX4	1.90%	4/10/2021	\$249,000		\$249,000	-	-
CD	FNC	05580ATA2	1.70%	11/22/2021	\$247,000			\$247,000	\$248,640
CD	FNC	50625LAN3	1.70%	11/22/2021	\$249,000			\$249,000	\$250,621
CD	FNC	856285RR4	1.85%	11/29/2021	\$247,000			\$247,000	\$248,877
CD	MBS	49228XAJ9	1.80%	12/10/2021	\$245,000			\$245,000	\$246,906
CD	MBS	310336DB5	1.60%	8/13/2021	\$245,000			\$245,000	\$245,453
CD	FNC	949495AE5	1.70%	12/13/2021	\$249,000			\$249,000	\$250,860
CD	MBS	33646CLT9	1.70%	10/29/2021	\$110,000			\$110,000	\$110,611
CD	FNC	6169OUST8	1.75%	1/31/2022	\$247,000			\$247,000	\$249,458
CD	MBS	949763R24	1.80%	1/18/2022	\$245,000			\$245,000	\$247,357
CD	MBS	72345SJW2	1.70%	4/21/2021	\$245,000		\$245,000	-	-
CD	MBS	14042RCH2	1.70%	9/28/2021	\$25,136			\$25,136	\$25,087
CD	FNC	88241TGX2	1.00%	3/25/2022	\$249,000			\$249,000	\$250,718
CD	FNC	084601WX7	1.20%	3/31/2022	\$248,000			\$248,000	\$250,150
CD	FNC	20786ACY9	1.10%	3/30/2022	\$121,000			\$121,000	\$121,944
CD	FNC	511640BB9	1.10%	3/30/2022	\$248,000			\$248,000	\$249,954
CD	FNC	654062JU3	1.15%	3/30/2022	\$249,000			\$249,000	\$251,037
CD	FNC	538036LB8	1.10%	3/31/2022	\$249,000			\$249,000	\$250,955
CD	MBS	140420Y95	1.55%	3/8/2022	\$25,651			\$25,651	\$25,390
CD	MBS	1404207C8	1.54%	12/20/2021	\$50,955			\$50,955	\$50,553
CD	MBS	15201QCu9	1.25%	9/30/2021	\$245,067			\$245,067	\$245,752
CD	MBS	14042RPU9	1.25%	4/22/2022	\$200,000			\$200,000	\$201,934
CD	TX TERM	Cibc, MI	0.40%	7/14/2021	\$248,000			\$248,000	\$248,992
CD	TX TERM	First Bk of Ohio, OH	0.40%	7/15/2021	\$248,000			\$248,000	\$248,992
CD	TX TERM	First Capital Bk, TN	0.60%	7/14/2022	\$247,000			\$247,000	\$249,964
CD	TX TERM	Third Coast Bk SSB, TX	0.75%	7/14/2022	\$246,000			\$246,000	\$249,690
CD	TX TERM	Pacific Western Bk, CA	0.60%	7/14/2022	\$247,000			\$247,000	\$249,964
CD	FNC	649447TY5	0.35%	7/5/2022	\$249,000			\$249,000	\$249,642
CD	FNC	052392AL1	0.30%	7/11/2022	\$249,000			\$249,000	\$249,518
CD	FNC	88224PLX5	0.25%	7/25/2022	\$249,000			\$249,000	\$249,391
CD	FNC	58958PHH0	0.25%	7/29/2022	\$249,000			\$249,000	\$249,042
CD	FNC	39573LAM0	0.30%	7/29/2022	\$249,000			\$249,000	\$249,525
CD	FNC	07371CCP2	0.20%	8/4/2021	\$249,000			\$249,000	\$249,037
CD	FNC	71721BG5	0.25%	9/9/2022	\$249,000			\$249,000	\$249,057
CD	FNC	340569HB1	0.30%	9/28/2023	\$249,000			\$249,000	\$249,050

CD FNC 90352RBE4 0.30% 9/29/2023 \$249,000 \$249,000 \$249,157

## Detail of Investment Holdings Continued

period ending June 30, 2021

TYPE	BANK/ BROKER	CUSIP #/ ACCOUNT #	YIELD	MATURITY DATE	MARCH 31,	PURCHASE / ADJUSTMENTS	SALES /	JUNE 30, 2021	JUNE 30,
					2021 BOOK VALUE		ADJUST / CALL/ MATURITY		BOOK VALUE
CD	FNC	69506YRZ4	0.30%	10/2/2023	\$249,000			\$249,000	\$249,296
CD	FNC	559582AM3	0.30%	10/30/2023	\$249,000			\$249,000	\$249,052
CD	FNC	31962PAB1	0.30%	11/13/2023	\$249,000			\$249,000	\$249,239
CD	MBS	880064G79	0.50%	8/1/2023	\$15,472			\$15,472	\$15,264
CD	MBS	05580AYD0	0.30%	12/18/2023	\$245,000			\$245,000	\$245,211
CD	MBS	13005FBY9	0.40%	10/1/2023	\$208,837			\$208,837	\$204,913
CD	FNC	549104VT1	0.20%	1/22/2024	\$249,000			\$249,000	\$248,532
CD	FNC	70153RKN7	0.15%	1/30/2023	\$249,000			\$249,000	\$248,918
CD	FNC	178581AB0	0.15%	1/29/2024	\$249,000			\$249,000	\$248,634
CD	MBS	90352RBN4	0.25%	1/26/2024	\$245,000			\$245,000	\$244,846
CD	MBS	17312QL98	0.33%	5/23/2023	\$80,403			\$80,403	\$79,260
CD	MBS	17312QP52	0.29%	7/13/2023	\$118,238			\$118,238	\$116,861
CD	MBS	254673RV0	0.32%	7/25/2023	\$115,990			\$115,990	\$114,839
CD	MBS	38148PT98	0.32%	8/8/2023	\$126,693			\$126,693	\$123,597
CD	MBS	58733AEW5	0.24%	4/24/2023	\$83,891			\$83,891	\$83,009
CD	FNC	45581ECF6	0.25%	2/12/2024	\$249,000			\$249,000	\$248,816
CD	FNC	82669LJS3	0.25%	2/20/2024	\$249,000			\$249,000	\$248,801
CD	FNC	066519QF9	0.15%	2/21/2023	\$249,000			\$249,000	\$248,883
CD	FNC	88283MBP8	0.25%	2/22/2024	\$249,000			\$249,000	\$248,798
CD	FNC	57116AUR7	0.20%	10/25/2023	\$249,000			\$249,000	\$248,699
CD	MBS	798544BQ4	0.35%	3/1/2023	\$150,836			\$150,836	\$150,261
CD	MBS	88241TKB5	0.30%	2/5/2024	\$245,006			\$245,006	\$245,061
CD	FNC	565819AB5	0.25%	3/5/2024	\$249,000			\$249,000	\$248,778
CD	FNC	87164DSF8	0.30%	3/11/2024	\$249,000			\$249,000	\$249,102
CD	FNC	46147UUQ1	0.40%	3/25/2024	\$249,000			\$249,000	\$249,060
CD	FNC	56065GAL2	0.20%	3/29/2023	\$249,000			\$249,000	\$249,037
CD	MBS	31926GBF6	0.30%	3/28/2024	\$75,000			\$75,000	\$75,023
CD	FNC	88413QCY2	0.35%	4/5/2024	-	\$249,000		\$249,000	\$249,406
CD	FNC	8727OLDV2	0.40%	4/9/2024	-	\$249,000		\$249,000	\$249,667
CD	FNC	13022LAA8	0.25%	10/20/2023	-	\$249,000		\$249,000	\$248,993
CD	FNC	52168UHS4	0.30%	4/30/2024	-	\$149,000		\$149,000	\$149,013
CD	MBS	581743AG6	0.25%	8/15/2022	-	\$310,627		\$310,627	\$306,555
CD	FNC	947547MY8	0.35%	5/28/2024	-	\$249,000		\$249,000	\$249,125
CD	MBS	797010MW2	0.35%	10/1/2023	-	\$402,168		\$402,168	\$400,172
<b>TOTAL</b>					<b>\$47,024,404</b>	<b>\$1,857,795</b>	<b>\$1,487,000</b>	<b>\$44,558,580</b>	<b>\$44,564,187</b>

	BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE	AVERAGE DAILY BALANCE
<b>WATER/WASTEWATER FUND</b>					
202-00-00-1010 XS RANCH WELL MI	250,336.10	62.41	0.00	250,398.51	250,357.13
202-00-00-1100 TEXAS TERM	0.00	0.00	0.00	0.00	0.00
<b>FUND 202 TOTAL</b>	<b>250,336.10</b>	<b>62.41</b>	<b>0.00</b>	<b>250,398.51</b>	<b>250,357.13</b>
<b>2019 REVENUE BOND</b>					
261-00-00-1000 CLAIM ON CASH 20	0.00	845,476.41	845,476.41CR	0.00	2,770.88CR
261-00-00-1100 TEX TERM	195,105.22	761,444.53	845,476.41CR	111,073.34	192,342.24
<b>FUND 261 TOTAL</b>	<b>195,105.22</b>	<b>1,606,920.94</b>	<b>1,690,952.82CR</b>	<b>111,073.34</b>	<b>189,571.36</b>
<b>REV BOND, SERIES 2020</b>					
262-00-00-1000 CLAIM ON CASH RE	687.00	1,531,988.18	1,839,690.48CR	307,015.30CR	423,465.71CR
262-00-00-1100 TEX TERM	16,931,142.65	1,597.76	3,882,025.59CR	13,050,714.82	15,609,487.07
262-00-00-1141 CERTIFICATE OF D	1,236,000.00	0.00	0.00	1,236,000.00	1,236,000.00
<b>FUND 262 TOTAL</b>	<b>18,167,829.65</b>	<b>1,533,585.94</b>	<b>5,721,716.07CR</b>	<b>13,979,699.52</b>	<b>16,422,021.36</b>
<b>FAIRVIEW CEMETERY-PERMAN</b>					
526-00-00-1142 CERT OF DEPOSIT-	256,845.99	779.02	0.00	257,625.01	257,162.73
526-00-00-1148 CD - FNB	0.00	0.00	0.00	0.00	0.00
526-00-00-1149 CERT OF DEPOSIT-	0.00	0.00	0.00	0.00	0.00
<b>FUND 526 TOTAL</b>	<b>256,845.99</b>	<b>779.02</b>	<b>0.00</b>	<b>257,625.01</b>	<b>257,162.73</b>
<b>2013 COMB REV/TAX BOND</b>					
724-00-00-1100 TEXAS TERM	368,017.66	440.51	70,449.82CR	298,008.35	321,189.96
<b>FUND 724 TOTAL</b>	<b>368,017.66</b>	<b>440.51</b>	<b>70,449.82CR</b>	<b>298,008.35</b>	<b>321,189.96</b>
<b>CO 2018 SERIES</b>					
726-00-00-1100 TEXAS TERM CO 20	740,314.66	69,136.89	154,019.25CR	655,432.30	689,232.71
<b>FUND 726 TOTAL</b>	<b>740,314.66</b>	<b>69,136.89</b>	<b>154,019.25CR</b>	<b>655,432.30</b>	<b>689,232.71</b>
<b>2019 LIMITED TAX NOTE</b>					
727-00-00-1000 CLAIM ON CASH	0.00	1,134.55	1,134.55CR	0.00	37.40
727-00-00-1100 TEXAS TERM	1,134.55	0.00	1,134.55CR	0.00	411.43
<b>FUND 727 TOTAL</b>	<b>1,134.55</b>	<b>1,134.55</b>	<b>2,269.10CR</b>	<b>0.00</b>	<b>448.83</b>

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A C C O U N T R E C A P ( c o n t . )

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DATES: 4/01/2021- 6/30/2021

	BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE	AVERAGE DAILY BALANCE
CO SERIES 2020					
728-00-00-1000 CLAIM ON CASH	0.00	0.00	0.00	0.00	0.00
728-00-00-1100 TEXAS TERM	0.00	0.00	0.00	0.00	0.00
<b>FUND 728 TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2020 LIMITED TAX NOTE					
729-00-00-1000 CLAIM ON CASH	35.20CR	153,422.60	153,387.40CR	0.00	31,740.56CR
729-00-00-1100 TEXAS TERM	862,169.05	85.11	153,422.60CR	708,831.56	842,149.39
<b>FUND 729 TOTAL</b>	<b>862,133.85</b>	<b>153,507.71</b>	<b>306,810.00CR</b>	<b>708,831.56</b>	<b>810,408.83</b>
POOLED CASH FUND					
991-00-00-1000 POOLED CASH ACCO	1,347,851.40	12,464,500.04	12,604,797.65CR	1,207,553.79	1,155,998.87
991-00-00-1100 TEX POOL	680,643.76	1,500,044.68	170,000.00CR	2,010,688.44	1,282,962.11
991-00-00-1105 TEXAS CLASS	8,598,371.26	1,138,726.11	250,000.00CR	9,487,097.37	9,101,724.22
991-00-00-1135 DREYFUS MM ACCT	395,883.85	761,446.17	1,145,000.00CR	12,330.02	31,465.87CR
991-00-00-1136 MULTI-BANK SECUR	3,301.32	769,492.19	712,794.58CR	59,998.93	80,957.08
991-00-00-1140 CERTIFICATE OF D	0.00	0.00	0.00	0.00	0.00
991-00-00-1141 CERTIFICATE OF D	10,415,975.08	1,145,000.00	742,000.00CR	10,818,975.08	10,850,964.09
991-00-00-1146 CERTIFICATES OF	3,347,173.93	712,794.58	245,000.00CR	3,814,968.51	3,620,476.19
991-00-00-1147 U.S. AGENCY	1,393,488.51	0.00	507,586.11CR	885,902.40	1,048,271.11
<b>FUND 991 TOTAL</b>	<b>26,182,689.11</b>	<b>18,492,003.77</b>	<b>16,377,178.34CR</b>	<b>28,297,514.54</b>	<b>27,109,887.80</b>
<b>REPORT TOTALS</b>	<b>47,024,406.79</b>	<b>21,857,571.74</b>	<b>24,323,395.40CR</b>	<b>44,558,583.13</b>	<b>46,050,280.71</b>

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# CAPITAL IMPROVEMENT PROJECTS



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## Fisherman’s Park Wheeled Skate Park

**Scope:** Phase 1 of the Wheeled Sports Complex is the construction of approximately 5,000 square feet of poured in place concrete within Fisherman’s Park.

### Schedule:

Engineering	Bid/Award	Start	Complete
February 7, 2020	February 23, 2020	March, 2021	Summer, 2021
Artisan Concrete Service, Inc.			

**Update:** Artisan Concrete Services, Inc. has been selected to provide design build services for the Fisherman’s Park Wheeled Sports Plaza Phase 1 based on the competitive sealed bid proposal submitted on February 7, 2020. Pre-construction meeting happened on March 31, 2021. Project is going well.

- The City executed contract in March 2021.
- Inclement weather between the end of May and beginning of June delayed concrete work.
- Concrete has been placed on all ramps and bank features. Artisan is now working on remaining slabs, floors, and walkways.
- Construction completed during the fourth quarter.

### Budget:

Estimate	FY 21 Budget Appropriation	FY21 Spent or Encumbered YTD	FY 21 Projected
N/A	\$400,375	\$400,375	\$400,375

The funding sources for this project were the Innovation Fund and Existing Parkland Funds which are dedicated and can only be used for park improvements.

## Wastewater Treatment Plant #3

**Scope:** The City of Bastrop is constructing a new Wastewater Treatment Plant to replace the City's two existing plants. The proposed project will consist of the following components: construction of the new 2.0 MGD Wastewater Treatment Plant # 3, followed by decommissioning of the existing wastewater treatment plants (#1 and #2). The first phase will be permitted to treat two million gallons a day and the City will have the option of up to three more phases with a total build out of eight million gallons a day.

### Schedule:

Engineering	Bid/Award	Start	Complete
August 28, 2018	January 2021	March 2021	October 2022
KSA Engineering	BAR Construction, Inc.		

**Update:** Construction is going well, and contractor is working on oxidation ditch, influent lift station and administration building.

- Contractor started construction on March 2021.
- Land acquisition costs for this project to date are \$824,204.

### Budget:

Estimate	FY 21 Budget Appropriation	FY21 Spent or Encumbered YTD	FY 21 Projected
\$29,500,000			
Engineering Cost	\$1,287,501	\$1,287,501	\$1,287,501
Construction Cost	\$11,061,735	\$11,061,735	\$11,061,735
Total Amount to Date	\$12,349,236	\$12,349,236	\$12,349,236

The funding source for this project is the 2020 revenue bond.

## Westside Collections System

**Scope:** The Wastewater Collection System, Phase 1 & 2. Construction of a new gravity interceptor sewer, or lift station and force main, to transfer wastewater to the new plant.

### Schedule:

Engineering	Bid/Award	Start	Complete
August 28, 2018	January 2021	March 2021	January 2022
KSA Engineering	Smith Contracting Co. of Austin, Texas		

**Update:** Due to inclement weather contractor has been working on dewatering for approximately 3 weeks.

- Contractor continue laying pipe and installing manholes.
- Future bonds will be issued for this project and appropriated in every fiscal year as needed. This will help with managing rates and cash flow over multiple years.
- Land acquisition costs for this project to date are \$1,932,027.

### Budget:

Estimate	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
Phase 1 & 2	\$7,000,000	None to Date	
Phase 1			
Engineering Cost	\$875,901	\$875,901	\$875,901
Construction Cost	\$2,185,870	\$2,185,870	\$2,185,870
Total Amount to Date	\$3,061,771	\$3,061,771	\$3,061,771
Phase 2	TBD	None to Date	TBD

The funding source for this project is the 2019 Revenue Bond and the 2020 Revenue Bond.

## Transfer Lift Station and Force Main

**Scope:** The City of Bastrop is constructing a new Wastewater Treatment Plant to replace the City’s two existing plants. A Transfer Lift Station and Force Main is currently under design to transfer the influent from the two existing wastewater plants to this new currently in construction wastewater treatment plant. The proposed Transfer Lift Station will be just south of existing wastewater plants.

### Schedule:

Engineering	Bid/Award	Start	Complete
August 28, 2018			
KSA Engineering			

**Update:** KSA has completed (approximately) a 60% force main design based on a previously established force main route. As per City’s request, due to land acquisition difficulties, environmental concerns, location of a cemetery and increasing land prices, KSA evaluated an alternate route on the western side of the river, which has been documented in a Technical Memo. The force main western alternate route will need to be designed. KSA has provided the City with an updated proposal, which the City is reviewing. The updated proposal for the design has an estimated cost of approximately \$344,735.00.

- The savings for the change in route should be substantial and is expected to save approximately \$2 million dollars.
- Land acquisition for the new route will likely not be required and if it is it will be minimal.

### Budget:

Estimate	FY 21 Budget Appropriation	FY21 Spent or Encumbered YTD	FY 21 Projected
\$6,201,390			
Engineering Cost	\$779,660	\$779,660	\$779,660

The funding source for this project is the 2020 revenue bond.

## River Loop Project

**Scope:** Complete a 1.8-mile River Loop while providing safe pedestrian connectivity along State Highway 71 and across the Colorado River. Approximately 3,100 Linear Feet of pedestrian shared-use paths (6'-10' width) that connect to the proposed pedestrian improvements along the State Highway 71 westbound frontage road bridge.

### Schedule:

Engineering	Bid/Award	Start	Complete
Bowman	May 2021	June 2021	12-18 months

**Update:** Bid opening was held on June 17. City Council Construction Contract award scheduled for July 13.

- Construction expected to start by August.

### Budget:

Estimate	Budget Appropriation	Spent or Encumbered YTD	Projected
\$720,000	\$755,200	None to date	TBD

The funding for this project is through multiple funding sources. One is through the Governor’s Community Achievement Award Grant, and the second is a Capital Area Metropolitan Planning Organization (CAMPO) alternative transportation grant. The remaining match will be covered by Type B sales tax dollars.

## City of Bastrop FM 20 Elevated Storage Tank/Ground Storage Tank

**Scope:** City of Bastrop FM 20 Water Plant Composite Elevated Storage Tank (EST) includes a 250,000-Gallon Elevated Storage Tank (EST) with interior & exterior coating systems and a Ground Storage Tank (GST). These improvements will stabilize system pressure, increase fire flow west of the river, and will add additional storage needed to help manage flows system-wide.

### Schedule:

Engineering-EST	Bid/Award	Start	Complete
December 04, 2018	February 12, 2019	May 15, 2019	March 2021
BEFCO	Landmark Structures of Ft. Worth, Texas		

Engineering-GST	Bid/Award	Start	Complete
December 04, 2018	February 12, 2019	May 15, 2019	July 2021
BEFCO	TTE, LLC		

**Update:** The project is near completion.

- Project was supposed to be substantially completed in March, 2021; however, outstanding items, such as issues with pumps, and SCADA system did not allow the plant to be in operation. An alternative to correct the pump issues was put in place mid-July, 2021, and SCADA issues were resolved in July, 2021. These items are part of TTE's contract and are being resolved by them, their subcontractors, and BEFCO.
- Due to delays on completion of the work (mostly related to the EST) and part of Landmark's contract, City charged liquidated damages in the amount approximately of \$22,000. Landmark's legal representative has notified the City that Landmark is disputing the liquidated damages, alleging the delays were caused by another private utility issue. City is reviewing the allegation.

**Budget:**

Estimate-EST	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
N/A	\$0	\$112,568	\$132,118

Estimate-GST	FY 21 Budget Appropriation	FY 21 Spent or Encumbered YTD	FY 21 Projected
N/A	\$318,900	\$320,610	\$320,610

The funding source for this portion of the Elevated Storage Tank project came from impact fees and Water Capital Fund. The funding source for this portion of the Ground Storage Tank project was the Water Capital Fund.

## Simsboro Aquifer Water Supply Facilities

**Scope:** The City of Bastrop is designing a new water treatment plant and a wellfield to replace its water supply from shallow alluvial wells, primarily fed by the Colorado River, to deep wells that draw from the Simsboro aquifer. Conversion of the City’s water supply source to deep groundwater wells will provide the City with reliable, resilient drinking water supply.

### Schedule:

Engineering	Bid/Award	Start	Complete
2018			October 2022
Freeze and Nichols, Inc.			
Archer Western (CMAR)			

**Update:** Project is currently in design.

- Freeze and Nichols prepared a Preliminary Design Report to the City of Bastrop in July, 2020. Recommendations from this report included developing 3 groundwater wells, a 6 MGD WTP, with provisions to expand to 10 MGD, and a 0.5 MG ground storage tank, and other assets required for the operation of the new WTP.
- Land acquisition for this project will provide a location for a 24” transmission main and a future force main.
- This project is utilizing the Construction at Risk (CMAR) project delivery. A Request for Qualification was published and Archer Western was the selected firm to be the CMAR for this project. The professional services contract for the design phase between City and CMAR was executed in March, 2021. The professional services for the construction phase between City and CMAR is currently in review process.
- The 90% Design Submittal for the wells is currently under review by City.
- Submitted Lost Pines Groundwater Conservation District Well permit application.
- Temporary Access and Construction Easement granted to the City and recorded.
- Construction of the wells are anticipated to happen by the end of the year.
- We don’t have an estimated construction scheduled for the water treatment plant.

**Budget:**

Estimate	FY 21 Budget Appropriation	FY21 Spent or Encumbered YTD	FY 21 Projected
\$38,000,000			
Engineering Cost	\$3,130,000	\$2,956,619	\$2,956,619

The funding source for this project is 2019 and the 2020 revenue bonds.

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# 9 FOCUS AREAS

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## COMMUNICATION

**Support and enhance open two-way communication between the City and its residents and businesses.**

### **Branding Team**

The CSET Branding team continued to meet bi-weekly during Quarter 3. The Branding Guidelines document is almost finished. It will include instructions to provide uniformity throughout the City regarding the logo (vertical vs. horizontal version, etc.), collateral items (business cards, letterhead, press releases, etc.), writing style (when to capitalize “city,” formal vs. informal writing, etc.), and more. The instructions and template for uniform email signatures has been submitted to be sent out through the IT Department.

### **CSET: Messaging**

The Website, Messaging, and Social Media focus area team has produced a New Residents Guide that is a one-page, front and back print document that was distributed at a neighborhood event in the Pecan Park subdivision and is currently being handed out by the Utility Customer Service staff to new utility customers. The front of the document contains important phone numbers, social media accounts, MyGov information, information about Police, the new golf cart ordinance, details about what type of outdoor structures require permitting, and trash/recycling information. The back of the New Resident’s Guide contains space for more frequently updated promotional information, refreshed quarterly, with information about things like the library Summer Reading Program, Summer in the City, the City Recreation program, and other future events.

The Messaging team has also commenced planning work on the Residents Guide – a multipage print book that will cover the scope of city services, departments, programs, and other citizen resources. The team is planning to go to print in April of 2022 and will be meeting monthly while gathering photography, writing descriptions, and designing and laying out the book. The project aims to be a comprehensive guide for Bastrop citizens to gain understanding and connect with city services.

## Communication Data

Communication Data				
WEBSITE	Q1	Q2	Q3	Q4
Total Visits	95,035	123,997	117, 207	
Most Visited Page(s)	Library Home – 6.35% HR Jobs – 6.33% Making Bastrop Bright – 4.75%	Utilities – 6.57% Library – 5.52% HR.jobs – 4.73% Boil Water – 3.78%	Library – 7.55% HR.jobs – 5.25% Utilities – 4.75%	
SOCIAL MEDIA				
Posts	106	138	146	
Emergency Alerts	10	9	37	
Top Post Engagement Numbers	Making Bastrop Bright – 7.3k	Boil Water Notice – 2.8k	Employee Injury Press Release. - 6.5k	
OTHER MESSAGING				
Press Releases	2	3	2	
Video Messages	3	26	6	
Live Stream Analytics	22,436 minutes viewed	32,087 minutes viewed	100,832 minutes viewed	
Event Marketing - Posts	12	2	24	
Event Marketing - Reach	48.7k	1.1k	78.2k	
Initiative Marketing - Posts	3	7 (Recreation)	26 (Recreation)	
Initiative Marketing- Reach	16.4k	14.3k	50k	

## Everbridge

Everbridge is a critical events management (CEM) software platform that is in use locally and as part of the entire Capital Area Council of Governments (CAPCOG) area. The City of Bastrop has access to full use of the platform through an agreement in partnership with Bastrop County. Since the initial use of the Everbridge platform in Quarter 2 of Fiscal Year 2021 during the Winter Storms, we have used the system on a small handful of isolated incidents including a gas leak event in Pecan Park that was sent out to subdivision residents and during two small power outages.

## Podcast

Overheard at City Hall – The official City of Bastrop Podcast, made its debut in Quarter 3. The first episode featured a conversation with Jennifer Bills and Viviana Andres of the Planning Department. Five total episodes were released in Quarter 3, including conversations with Chief Nagy, Assistant City Manager for Community Engagement and Summer in the City event chair Sarah Houser, Bastrop Public Library Director Bonnie Pierson, and Visit Bastrop President/CEO Susan and Bastrop Chamber of Commerce President/CEO Becki Womble. The podcast is released over Facebook, Youtube, the City's government access television station and streaming station at [www.btxn.tv](http://www.btxn.tv), Spotify, Apple Podcasts, and several other podcast libraries. All episodes are archived on a page on the City's website at [www.cityofbastrop.org/page/city.podcast](http://www.cityofbastrop.org/page/city.podcast). There are several more episodes released and/or in production for Quarter 4. The podcast has achieved a reach of 12,400 on Facebook during Quarter 3, with the audio version being accessed 76% of the time from mobile devices and according to our analytics, we even have a handful of international listeners.

## Presentation to Civic Groups

The City of Bastrop's Library Director presented to the Bastrop County Rotary Club on May 11, 2021, about the library's importance, services, and five-year strategic plan focus areas. The Police Department were engaged in five civic-oriented meetings during the quarter which include: Bastrop County Boot Camp Advisory Board on April 20<sup>th</sup>, Coffee with the Chiefs on April 20<sup>th</sup>, and Storytime with a Cop on June 11<sup>th</sup>. There were over 20 children that attended Storytime with a Cop. The Department exercised with the kids before story time to release energy.

## Meetings with Realtors / Owners / Contractors

On June 30<sup>th</sup>, the city hosted a forum for contractors to share feedback on the permitting process. City staff took note of concerns, provided guidance on navigating MyGov, and answered questions. The next meeting is scheduled for August 11<sup>th</sup> to address concerns and questions presented during the June meeting. The development coordinator met with four business owners and realtors individually during Quarter three. The city plans to expand forums to create meetings geared towards engineers as well as realtors.

## **Community Impact Manager Communication**

The Community Impact Manager facilitated 15 weekly communications with the Main Street District, community support groups, and community stakeholders during quarter three. Topics included introduction of the Community Impact Manager, street closures, Summer in the City updates, Summer in the City and Juneteenth Collaboration, Farm Street Opry, Main Event, Art After Dark, KVUE Daybreak updates, new Podcasts, and the community support application deadline.

## **Community Support Groups**

The community support groups met virtually on May 19<sup>th</sup> to discuss successes and challenges during the quarter. The groups discussed upcoming events and strategies to promote those events, specifically by leveraging the community support Facebook group that was created to promote open communication and share information about services and events.

## **Future: Community Education**

Now that updates to the sign code have been passed, the City is developing and implementing community education plans with meetings and a specified grace period. These educational meetings will open doors for two-way communication between the City and the community, increasing public engagement.

## COMMUNITY SAFETY

**Keep citizens, businesses, and visitors safe.**

### **CDBG MIT Grants**

The City submitted grant applications for Agnes Rd Extension, Gills Branch Flood Mitigation, Fire Station, and River Bank Stabilization projects. The Agnes Rd Extension was the only project to receive funding in the amount of \$4,240,329.20. The Grant Administrator contract was executed in June 2020, and the Engineering Department is reviewing the professional services contract with Kimley-Horn. The Engineering Department is currently waiting for the Grant Manager with General Land Office (GLO) to submit the GLO contract with the City for review. The City is further coordinating with the Grant Administrator on submitting a request for scoring review on all grant applications.

### **Emergency Messaging**

The Communications staff publishes emergency messages related to severe weather, major traffic incidents, and city service interruptions such as power and water outages. Many of these messages are published to social media within a few minutes of receiving details of the incident. These messages are then monitored for questions and updated as details emerge, or emergency operations conclude.

In the third quarter of Fiscal Year 2021, 45 emergency messages were posted to the City of Bastrop Facebook page then shared to other channels, alerting citizens to traffic disruptions, road closures, weather alerts, and other timely updates.

### **Police Staffing and Training**

The City of Bastrop Police Department hosted eight trainings during the third quarter. The trainings included: teaching diversity, search warrants, managing administrative operations, Glock armorer course, de-escalation training, new supervisor's course, finding the leader in you, internal affairs, admin investigation, and citizen complaints. Chief Nagy attended the Texas Police Chiefs Leadership Training. Sergeant Sanford and Officer Alvarado attended advance crash investigation. Officer Barnes attended a Mental Health Officer Training. Sergeant Sanford attended an Organization Leadership Course.

## **Inclusive & Diverse: Community & Policing**

The Bastrop Police Department strives to be a culturally diverse and gender diverse police department. In the third quarter, the department created its first recruiting campaign for certified peace officers and cadets. In part, the department created postcards that reflect the agencies' diversity and policing style. These postcards were distributed to local churches and civic groups by the department's Chaplin Program, Community Outreach Committee, and select informal community leaders. Secondly, Patrol Sergeant Wes Hamrick attended a train the trainer course at the Institute for Law Enforcement Administration (ILEA) titled "Teaching Diversity." Lastly, the patrol division, the most diverse division of the agency, has been an integral part of recruiting.

## **Fire Staffing and Training**

During the third Quarter of FY 2021, the City of Bastrop Fire Department responded to 394 service calls, including 172 vehicle collisions and 22 fires (vehicle, wildland, and structures). The department conducted over 300 hours of training on various fire, rescue, and EMS topics, including determining if a structure is stable and if there are enough tenable/viable areas to affect a rescue, vent-enter-isolate-search techniques, and victim rescue techniques using carries, drags, and webbing.

During the third Quarter, the Fire Department had a serious line of duty injury-Assistant Chief DeArmitt was struck by a drunk driver while operating at the scene of a vehicle collision on Highway 71. Chief DeArmitt has made a full recovery and was released back to full duty effective June 18<sup>th</sup>, 2021.

## **Emergency Management**

The City of Bastrop Office of Emergency Management applied for the Emergency Management Performance Grant (EMPG) which provides federal grants to local governments, providing a system of emergency preparedness to protect life and property. The City of Bastrop Office of Emergency Management and Bastrop County Office of Emergency Management are working together to host a Joint Incident Command training. These classes will help enhance our capabilities to mitigate potential hazards, respond to, and recover from disasters. The Emergency Management plans, annexes, and response levels are being updated and reviewed for compliance and any necessary changes.

## COVID Plan Changes

The City of Bastrop implemented a Phased Reopening Plan in March of 2021. The plan was amended and approved by City Council on March 9, 2021. The Council moved to the Phased-Out section of the plan to stay consistent with the Governor's Executive Orders. The City of Bastrop and local community leaders remain dedicated to safeguarding the public and limiting the impact on the community. No changes have been made to the current plan.

## Inspections

Building & Fire Inspections								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>Building Inspections</b>	585	652	527	451	1021	1937	5465	
<b>Fire Inspections</b>	63	44	37	43	40	33	42	

*\*The bulk of building inspections are those that are required 3-4 months past permit issuance.*

## Crime Statistics

Crime Statistics								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<b>Homicide</b>	0	0	0	0	0	0	0	
<b>Sexual Assault</b>	2	2	0	4	3	2	4	
<b>Robbery</b>	0	3	3	1	2	1	1	
<b>Assault</b>	12	14	8	14	6	4	14	
<b>Burglary Residence</b>	6	6	0	6	3	2	6	
<b>Burglary Building</b>	9	10	0	0	4	5	0	
<b>Theft</b>	80	43	55	66	55	78	66	
<b>Motor Vehicle Theft</b>	7	10	4	5	5	5	5	

## **Code Compliance**

In the third Quarter, there were 15 code compliance incidents reported and nine were resolved. The six of the remaining code compliance issues involved a discarded vehicle and tall weeds and grass which are continuing to be worked to conclusion.

## **Park Safety Inspection**

There were 41 playground and park inspections performed during the third Quarter of FY 2021. The inspections found 27 issues that needed to be resolved. All but 2 issues were resolved. The 2 issues do not pose an immediate threat to public safety and will require funding that was not a part of the current fiscal year's budget.

## ECONOMIC VITALITY

**Create sustainability by leveraging tourism, infrastructure renewal and investment, enhancing public/private partnerships, efficient planning, and development processes, and fostering an inclusive and diverse environment that encourages entrepreneurial ventures.**

### Floodplain Administration

The Federal Emergency Management Agency (FEMA) presented the City of Bastrop with preliminary copies of an updated Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for Bastrop County and incorporated areas. The FIS report describes the flood hazard information updates and the source information used. Information on how to access copies of these maps are available on City of Bastrop's Planning and Development webpage. In addition, Planning & Development and Engineering Departments will provide a presentation on these maps, together with additional information on Floodplain Management to City Council on July 13, 2021.

### BP&L Infrastructure Maintenance

Bastrop Power and Light electric reliability average was 99.99% during the third Quarter of FY 2021.

#### Line Extensions:

- 807 Main – Upgraded transformer and service wire. Connected new service.
- 292 Industrial – Upgraded 3 pot transformer bank and connected new service.
- 1607 Carter – Upgraded transformer, set new service pole, and connected temporary loop.
- 1006 Mesquite – Upgraded transformer and connected new service.

**Interdepartmental Projects:**

- Repaired lights at little league fields for upcoming season.
- Relocated electric lines at Fisherman Park for the new skate park.
- Assisted Public Works removing multiple trees in the ROW.
- Installed new flag poles at the library and in Fisherman's Park.
- Hot checks performed for multiple events.

**System Maintenance:**

- Completed 14 items marked for attention on the LCRA Visual Inspection Report.
- Trimmed ROW in multiple locations.
- Reinsulated multiple poles.
- Install LED lights mid-block.
- Set/replaced seven new poles.
- Changed out three transformers.

**Additional/Routine Work:**

- 391 work orders received and completed.
- Assisted Utility Customer Service with cut-offs for non-pay.

**Construction Management Accepted Projects**

Accepted construction management projects for the third Quarter:

- Bastrop Grove Lot 6 (Austin Regional Clinic) – Public Sidewalk

**Phase Three of Street Maintenance Plan**

The Street Maintenance Plan has completed the crack seal portion of the project. We are currently waiting on the schedule for the chip seal to begin.

## MyGov Implementation

Currently, the Planning Department has actively been working hard to fulfill the commitment of assisting our customers with the transition into MyGov by creating educational videos showing customers how to interact with MyGov. The first two videos show customers how to create a Collaborator Account and submit a request through the Request Manager. The videos have been posted to the MyGov landing page on the City of Bastrop website. The Planning Department is excited to offer this additional MyGov informational resource to customers. Additionally, the Planning Department had the opportunity to appear on the City's "Overheard at City Hall" podcast to discuss the purpose and benefits of moving the development and permitting process to MyGov, along with other development related topics.

The Planning Department hosted a Contractor Forum in response to concerns that have been given to the City Manager regarding the permitting process within the City of Bastrop. The goal of the forum was to create an opportunity where stakeholders from the General Contracting Community could have an opportunity to publicly give input to Planning Staff on the permitting process, which Staff could then evaluate to see what alterations/modifications could be made to the permitting process to address the concerns. A data export was done from the MyGov database for all the General Contractor contact information in the system, this information was then utilized to tailor the invitation to the appropriate audience. Multiple Staff members from the City of Bastrop took notes during the forum. These notes were compiled into a comprehensive document and are being used to guide the action plan from the Planning Department to address the concerns for the permitting process. The Planning Department will be hosting a follow up Contractors Forum on August 11<sup>th</sup> at noon to update the General Contracting Community on what progress has been made to address to concerns given to Staff at the previous forum.

The Planning Staff is working with the MyGov vendor to explore reporting capabilities. Currently, the system has limited reporting. The reports that can be generate are included in this quarterly update. Over the next several quarters, the Planning Department will continue working with the vendor for an affordable solution to enhance the reporting capabilities of the system. When this system was chosen, City Staff was tasked with finding a system that would provide online submittals, real-time tracking for staff and the applicant on individual projects, and a mechanism for keeping comprehensive project files available to the applicant as well the City. The reports were sufficient for our requirements at the time. More in-depth reports may require specialty programming that may not be within the vendor agreement.

## Evaluate the Sign Code

The Planning & Zoning Commission held a workshop at their March 25, 2021, regular meeting to discuss possible sign code amendments to the Bastrop Building Block (B<sup>3</sup>) Code – Chapter 8: Signs. Planning staff drafted amendments based on the feedback and brought forward draft amendments for a public hearing on April 29, 2021, where the Commission voted 6-0 to forward the amendments to City Council for adoption.

The City Council reviewed the draft amendments on May 25, 2021 and held a public hearing and first reading to adopt the amendments, with instruction to bring back some minor changes to sidewalk signs, temporary signs, and references to the site visibility triangle. The second reading was approved, and the amendments were adopted by City Council on June 22, 2021.

The next steps will include a period of communication and personal outreach before enforcement.

## Neighborhood Creation

The B<sup>3</sup> Code requires a land developer to take a comprehensive view of a property and the surrounding area at the first stages of development, which is a Zoning Concept Scheme or a Neighborhood Regulating Plan. This results in fiscally sustainable development and promotes incremental growth while focusing on the intersection of the Public and Private Realms.

For a property seeking a change to their zoning Place Type District, the developer must apply for a Zoning Concept Scheme, which requires analysis of conceptual drainage, Place Types within the pedestrian shed, and provides a plan for street and block layout. For approval, a ZCS follows the state mandated process for a rezoning, which requires public notification, a public hearing at the Planning & Zoning Commission, and a public hearing and two ordinance readings at City Council.

For a new or redeveloping property 3.4 acres or greater within the city limits that is not seeking a Place Type change, the developer is required to do a Neighborhood Regulating Plan. This looks at the same information as the Zoning Concept Scheme but does not include drainage and can be approved administratively by the Planning Director. If the NRP is denied, the developer can request an appeal to the Planning & Zoning Commission.

## Zoning Concept Schemes:

- Hunters Crossing Section 9A, Lot 1 – Change a portion of the lot from PDD-HX-MR (multifamily) to PDD-Hx-C (Commercial) – In Review

## Neighborhood Regulating Plans:

- River Terrace Neighborhood Regulating Plan – Administratively approved May 20, 2021
- Majestic Pines Apartments Neighborhood Regulating Plan – Administratively denied April 8, 2021, and denied on Appeal at Planning & Zoning Commission April 29, 2021.

## Inclusive & Diverse: BEDC

In FY 2021, the BEDC helped fund programs offered by Community Action, Inc. of Central Texas, to support their efforts in providing educational courses in the Bastrop area. Community Action offers classes for GED completion, English as a Second Language (ESL), emergency medical technicians, certified nurse aides, certified bookkeeping, and the Microsoft Office suite of software. They are currently located at 1404 Pine Street.

The BEDC's plans for next year are to continue to work with both Community Action and Austin Community College (ACC) to offer classes at the Bastrop Advancement Center (BAC) at 402 Technology Drive, which is currently being renovated. Both the BAC and the courses offered there are a result of Type B Sales Tax funding. ACC's focus will be certifications in skills such as HVAC, welding, and plumbing.

The Art Institute of Austin will begin in-person classes at the new Bastrop location at 921 Main Street on July 12, 2021, initially offering courses in three areas of study: fashion, design, and media arts. They have also designed a culinary course specifically for Bastrop. AI worked with the Hyatt Lost Pines and BEDC to fill unmet demand for trained and qualified workers in the food service industry.

BEDC has been in discussions with Workforce Solutions Rural Capital Area to provide scholarships to those who cannot afford courses. And they continue to look for opportunities to provide additional workforce training to the Bastrop area at minimum or no cost.

BEDC assisted Bastrop Independent School District (BISD) with facilitating the partnerships and resources needed to apply for a P-TECH Grant, for which they were approved earlier this year. Each P-TECH school is a partnership between a high school, a community college, and industry partners, all working together to ensure students have the support required to graduate ready for either college or a career. The model combines rigorous coursework with workplace experiences that include industry mentoring, worksite visits, paid internships and first-in-line for job considerations with a school's company partner. P-TECH schools are no cost to students and their families and offer open enrollment, with no testing or grade requirements. Additional details on the implementation of this program are expected by the end of July.

## **New Main Street District Businesses**

During the third quarter of FY 2021, the Main Street District had five new businesses gain certificates of occupancy. Kathy Bayes Insurance Agency located at 1108 Main Street is an independent insurance agency which changed owners. The Bastrop Birthing Center, 1009 Chestnut Street, offers personalized holistic birthing experiences in a home-like setting and moved from another building in the Main Street District to its new location. Lost Pines Dentistry, 812 Chestnut Street, Suite 101, offers dental services. Cripple Creek Wine and Gifts underwent a commercial remodel, changing its name to CC Wine and Company, LLC and moved into a bigger space at 924 Main Street. First Assembly of God Church opened Responsive Education Solutions at 609 Pecan Street and promotes moral and academic services for students.

## **Community Asset Group**

The Special Events Manager met monthly with the Community Asset group. This group created a package for the first weekend in June to coincide with the Summer in the City Event. Events included Farm Street Opry on Thursday, Main Event Downtown, Summer in the City, and Art After Dark on Saturday evening. This package was then used by Visit Bastrop in their marketing efforts to further leverage our tourism product for that weekend. Weather was a determining factor in having to postpone the Summer in the City event to the 3rd weekend in June. The Community Asset Group is also creating packages for the upcoming Corvette Invasion event in July and the Western Swing Festival in August. Their efforts further our partnership with Visit Bastrop in creating a sustainable tourism product and special place to live and work.

## Special Events Team

The Special Events team met twice in Quarter 3 to compile a master list of departmental events for 2021. The team discussed partnerships with other city departments and community stakeholders to ensure the greatest economic impact and quality of life for residents. Next, the team will be planning the fall movies in the park series, Halloween, and Lost Pines Christmas.

## Main Street Events

Main Street events scheduled for the third Quarter included the Summer in the City celebration. This event was originally scheduled for the first weekend in June but was postponed due to the weather forecast for that day. The Assistant City Manager for Community Engagement discussed with the Juneteenth Committee the possibility of combining the two events for an even larger celebration on June 19th. The Juneteenth Committee graciously agreed and both committees worked to create the first ever Juneteenth and Summer in the City Celebration.

This twelve-hour event included two stages of entertainment, thirty arts and crafts vendors, sixteen trucks from various City Departments participating in “Touch a Truck”, and numerous Community Support Groups providing children activities in the Library parking lot. Community Support Groups included Bastrop County Emergency Food Pantry and Support Center, Master Gardner’s, Bastrop Long Term Recovery Team, Family Crisis Center, and CASA. The Lost Pines Art Center generated two community art projects for children to complete. Visit Bastrop distributed water and ice pops. Businesses in the Main Street District who are not located on Main Street were also invited to set up a booth.

The evening activities began with the Juneteenth Heritage Awards and ended with a street dance. The Bastrop Chamber graciously provided a nice, cool spot for volunteer check-ins, complete with water and snacks. The committee worked with Visit Bastrop to provide additional promotion for this event. The committee also partnered with several local businesses offering sponsorship and on-site promotional opportunities. Attendees joined together in Downtown Bastrop for food, fun, and Celebration.

## Bastrop Convention &amp; Exhibit Center Usage

Bastrop Convention & Exhibit Revenue								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Local	\$38,083	\$29,456	0	\$3,626	\$9,830	\$1,555	\$22,053	
Non-local	\$9,075	\$26,435	0	0	\$1,995	\$7,090	\$1,345	
Tradeshow	\$9075	\$21,000	0	0	\$2,875	0	0	
Meeting	\$27,702	\$28,256	0	\$525	\$8,950	\$8,645	\$22,108	
Wedding	\$5,400	0	0	0	0	0	0	
Special Event	\$4,981	\$5,635	0	0	0	0	\$1,290	
Other*	0	0	0	\$3,100*	0	0	0	
<b>TOTAL</b>	<b>\$47,158</b>	<b>\$55,891</b>	<b>0</b>	<b>\$3,626</b>	<b>\$11,825</b>	<b>\$8,654</b>	<b>\$23,398</b>	

Bastrop Convention & Exhibit Center Occupancy								
	FY 2020				FY 2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Local	39	26	0	35	21	8	22	
Non-local	7	17	0	0	3	9	3	
Tradeshow	6	12	0	0	2	0	0	
Meeting	35	28	0	4	22	17	23	
Wedding	2	0	0	0	0	0	0	
Special Event	3	3	0	0	0	0	2	
*Other	0	0	0	*31	0	0	0	

## **Facilitating Enhanced Marketing of Local Events**

The Special Events Manager coordinated an Event Stakeholders meeting in April. This event was held at the Convention Center with attendees hearing of the City's new reorganization plan and focus of additional communication and collaboration city-wide. This meeting gave the City an opportunity to share with attendees that Historic Downtown is the soul of our city, Community Assets are vital to the fabric of our Historic Downtown, Community Support Groups provide necessary services, and event organizers build events that attract visitors and attachment to place. The purpose of this group is to leverage our community, cultural and recreational assets to maintain and enhance our historic community feel, making Bastrop a special place to work and live. We are all better together as we celebrate Uniquely Bastrop.

Through the Community Stakeholder Group, the City of Bastrop and Visit Bastrop work together to amplify marketing messages for city and community sponsored special events. Through this process, the City has promoted events like First Friday Art Walk, Juneteenth Celebration, Bastrop Patriotic Festival, Lost Pines Art Center MayFest Handmade Market, and the Bird City Coalition's Bird Lover Weekend.

## **FUTURE: Enhanced Civic Center Marketing**

The City is working with Visit Bastrop to develop a plan for enhanced marketing of the Convention Center. As an important asset, increasing both local and non-local use of the space is a priority. Developing a more professional and complete brand for the Convention Center along with a new website will provide resources to increase sales of the Center.

## FISCAL RESPONSIBILITY

**Prepare and manage the budget with fiduciary responsibility.**

### Audit Outcome

On March 9, 2021, Belt Harris Pechacek, LLLP, an independent auditing firm, delivered the Comprehensive Annual Financial Report and Single Audit Report to Council for the year ending September 30, 2020. A Single Audit Report was required due to exceeding \$750,000 in qualified state and federal grant expenses incurred during the fiscal year.

The goal of the independent audit is to provide reasonable assurance, in conformity with generally accepted accounting principles, that the financial statements of the City are free of material misstatement. This independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used, significant estimates made by management, and evaluating the overall financial statement presentation.

The auditors have issued an unmodified audit opinion which is the best opinion that can be obtained and have noted no recommendations for improvement over internal controls. There was not a Management Letter issued with this audit report.

### Budget Season

Budget season is in full swing. It kicked off with a Director's Planning Session on March 5<sup>th</sup> to review updates to the Comprehensive Plan, review the fiscal forecasts for all major funds, and discuss department enhancements that may be considered for the FY 2022 proposed budget. This was followed by Directors submitting adjustments to the base budget and enhancement requests. There was a Council pre-budget planning session on May 14<sup>th</sup> which provided staff with useful feedback and direction on proposed enhancements, Capital Improvement Plan, and fiscal forecasts. Since then, the City Manager and Finance Director have met with Department Heads to review respective department expenditures and enhancement requests. The proposed budget was presented to Council on July 27<sup>th</sup>.

## Grants Update

CARES Relief Funding		
EXPENDITURE	FY2020	FY2021
Personnel Costs	\$239,380	\$15,646
Materials	\$64,447	\$53,299
Contracted (Legal)	\$10,884	\$0
Economic Support	\$0	\$126,000
<b>Amount Submitted</b>	<b>\$314,711</b>	<b>\$194,945</b>
<b>Amount Approved</b>	<b>\$314,479</b>	<b>\$ 83,603</b>

Some funding was ineligible for reimbursement due to the 75/25 rule. Some of the expenses we submitted under category 2 (75%) and were reclassified to the category 4 (25%) which limited the amount available from category 4-6. Texas Department of Emergency Management explained that FEMA made the reclassifications based on Treasury rules.

Awarded Capital Projects				
PROJECTS	SOURCE	STATUS	GRANT FUNDED	LOCAL MATCH
Downtown River Loop	CAMPO	TxDOT review	\$605,200	\$190,880
Gills Branch Channel Repair	TDEM	100%	\$202,910	\$22,545
Pine Street Drainage Improvement	TDEM	100%	\$341,175	\$113,726
Public Works Detention Pond Improvement	TDEM	100%	\$329,373	\$109,791
Jasper/Newton Drainage Improvement	TDEM	100%	\$177,075	\$62,825
North Main Sewer Line Improvement	TDA	100%	\$300,000	\$146,765
HGMP HAZ-MIT-Agnes Road Extension	GLO	Awarded	\$4,197,926	\$42,403

### Awarded Other Projects in Process

SOURCE	EXPENDITURE	STATUS	GRANT FUNDED	LOCAL MATCH
TSLAC ILL Lending Reimbursement Program	Interlibrary Loan Program	Preparing for 2021 calendar year	\$569	\$0
Federal Communications Commission (FCC)	E-Rate Library Funding	Rebate, applied for Q1 and approved	\$9,926	\$2,482
TSLAC CARES	Library Self- checkout	In progress	\$7,902	\$0
Hancher Library Foundation	Hotspots & Laptops	In progress	\$12,000	\$0
Justice Assistance Grant – Office of the Governor (JAG-OG)	Bullet Proof Vest Reimbursement	As needed	\$9,350	\$9,350
Coronavirus Emergency Supplemental Fund (CV)- U.S. Department of Justice (DOJ) Grant through the Capital Area Council of Governments (CAPCOG).	Decontamination Shelter & Hazmat Suits	Awarded. Has been ordered	\$16,128	\$0
Covid-19 Assistance for Firefighters (CARES)	Personal Protective Equipment	Ordered PPE awaiting arrival	\$6,776	\$339
Texas Forestry Service	Fire Personal Protective Equipment	Ordered PPE awaiting arrival	\$5,625	\$0
Emergency Management	Performance Grant	Awarded	25%-50% reimbursement of salaries	TBD

### Grants Pending Award

PROJECT	SOURCE	GRANT AMOUNT	LOCAL MATCH
2021 CDBG - Riverwood Water	TDEM	\$350,000	\$113,549
2021 TA – Old Iron Bridge Rehab.	TXDOT	\$16,524,000	\$0
2021 TA – Wilson to Willow Loop	TXDOT	\$2,008,547	\$0
2021 TA – Farm & Chestnut Loop	TXDOT	\$638,969	\$0

### Grants Not Received

PROJECT	SOURCE	GRANT AMOUNT	REASON
Surveillance Trailer	HSGP	\$49,950	Level of homeland security threat for Bastrop County
HGMP HAZ-MIT-Gills Branch	GLO	\$11,241,359	Low score resulted from GLO using Bastrop County’s Social Vulnerability Index. A request to have project rescored has been submitted.
HGMP HAZ-MIT-Westside Fire Station #3	GLO	\$9,985,471	Low score resulted from GLO using Bastrop County’s Social Vulnerability Index. A request to have project rescored has been submitted.
HGMP HAZ-MIT-Riverbank Stabilization	GLO	\$13,158,842	Low score resulted from GLO using Bastrop County’s Social Vulnerability Index. A request to have project rescored has been submitted.

### Cemetery Plots Chart

### Cemetery Plots Chart

CATEGORY	Q1	Q2	Q3	Q4	FY TO DATE
Sold Plots Resident	4	6	9		19
Sold Plots Non- Resident	1	4	7		12
Number of Burials	18	23	15		56
All Permits Purchased	35	33	21		89

## MANAGE GROWTH

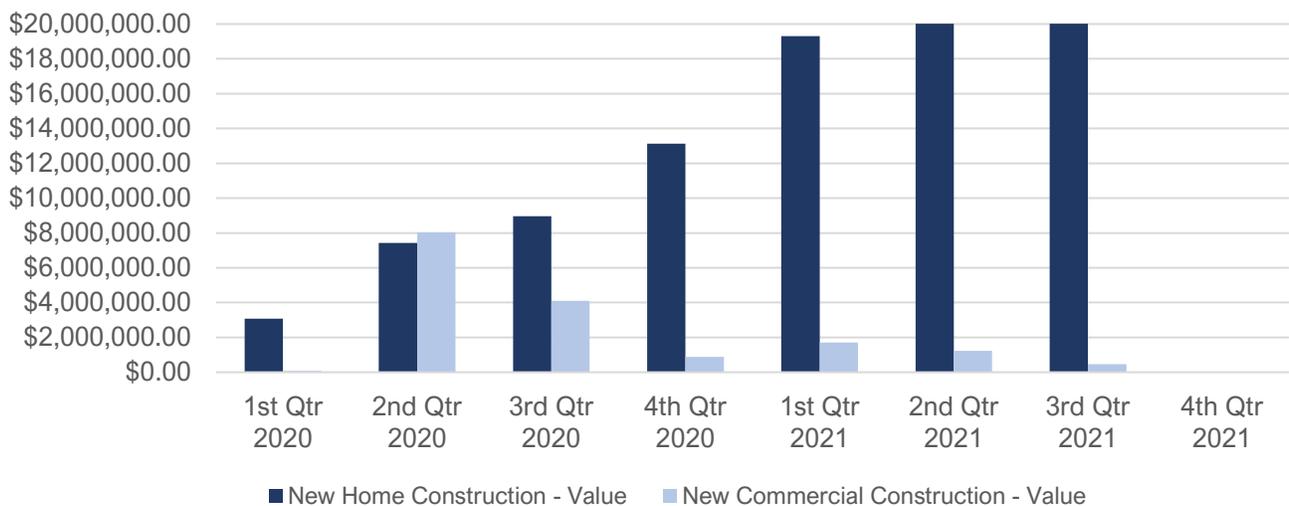
Plan for and manage growth, development, and redevelopment to maintain Bastrop's unique feel and character.

### Development Statistics

CATEGORY	FY 2020 3 <sup>RD</sup> QUARTER		FY 2021 3 <sup>RD</sup> QUARTER		
	SUBMITTED	VALUE	SUBMITTED	ISSUED	VALUE
New Home Construction	45	\$8,962,245	138	133	\$28,283,114
Home Remodeling	20	\$529,905	20	20	\$536,427
New Commercial Construction	4	\$4,091,775	2	1	\$456,625
Demolition	1		2	2	
Plat	11		11		

\*The valuation for construction is calculated off the value listed on each application submission.

### Permit Activity



Of the 162 permits submitted in the third Quarter of FY 2021, 156 permits were issued. The status of the remaining 6 permits are as follows:

Status of Remaining Permits	
STATUS	NUMBER
Required Additional Development Processes	1
Incomplete Submittal (Items Required)	3
Withdrawn	1
In Review	1

## Development Agreements and Public Improvement Districts

The City has several Development Agreements for existing projects within the city limits and Extraterritorial Jurisdiction (ETJ). The Planning Department is in the process of reviewing several large Development Agreements that when executed will have an impact on area growth.

### **Bastrop 552/Bastrop Colorado Bend, LLC (551.96 acres south of Pecan Park):**

- Development Agreement Status: The Bastrop Colorado Bend, LLC Development Agreement was approved at the June 22, 2021 City Council Meeting.
- The next steps for the project will be to amend the Comprehensive Plan and Master Transportation Plan for the project to continue forward. These processes will be addressed during annexation.

### **Viridian (410 acres west of FM 969):**

- Development Agreement Status: The Viridian Development Agreement is scheduled to be heard by City Council on June 13, 2021.
  - The Viridian PID Financial Agreement will be presented to City Council at the July 27, 2021 City Council Meeting.
- There is no longer a 75-acre innovation tract. The area previously indicated has been included in the Concept Plan and will follow the development standards set in the Development Agreement.

### **The Colony Municipal Utility District:**

- The developer has submitted a revised development agreement that will create a comprehensive document containing the standards from the original agreement and the four amendments. The document is currently being reviewed by the Planning Department.
- Within the third Quarter, the Planning Department has processed 28 application submissions for The Colony MUD.

### **West Bastrop Village:**

- West Bastrop Village had a Pre-Construction Meeting on June 11<sup>th</sup> for Phase 1, Section 1 of the project. The site work is currently in progress, and the next step in the process will be the installation of public improvements.
- West Bastrop Village Phase 1, Section 1 is anticipated to create 90 residential lots.

## **Application and Future Updates of B3 Code**

Below are projects that have Site Development Plans and/or Building Permits approved through the B<sup>3</sup> Code process and meet the intents of the code by right or with a warrant (as noted).

Single-Family Homes that meet the B<sup>3</sup> Code Lot Occupation requirements:

- 1303 Newton St. (with Warrant)
- 1305 Newton St.
- 2209 Pecan St.
- 115 Hilo Ct.
- 101 Ori Ct.

New Commercial Developments that meet the B<sup>3</sup> Code Requirements

- 712 Spring St. - 1<sup>st</sup> National Bank (with Warrants)
- 710 Chestnut St. – Chestnut Grove Mobile Food Court (with Warrants)

At the January 28, 2021 Joint City Council/Planning & Zoning Commission meeting, staff presented recommendations for future updates to the B<sup>3</sup> Code. In the third quarter, the City Council reviewed and approved amendments to Chapter 8 – Signs to address concerns heard by citizens and businesses.

Over the fourth Quarter, Planning Staff will be working on developing standards for Wireless Transmission Facilities (Communication/Cell Towers) and establish where these facilities can be placed within the city limits. Staff is developing a schedule to workshop and bring code amendments forward for the items below.

### **Future Updates:**

- Processes
  - Move B<sup>3</sup> Technical Manual into the Bastrop Building Block (B<sup>3</sup>) Code (merge into one document)
  - Amend Warrant, Neighborhood Regulating Plans and Development Review Committee sections to clarify requirements and approval process
  - Create an infill development process for sites smaller than 3.4 acres
  - Move requirements for small drainage projects into the Site Development Plan/Building Permit process
- Platting
  - Add additional platting exemptions
  - Discuss policy for existing private access easements for properties establish before 1981
  - Require a Traffic Impact Analysis when changing or not following the grid
  - Adopt ETJ standards that address max block length, connectivity requirements, a minimum lot width and driveway spacing
  - Extend distance for requiring connection of water and wastewater to ½ mile for new development
  - Revise standards and process for approving Public Improvement Plan Agreements
- Zoning
  - Create a Planned Development District (PDD) zoning amendment process
  - Adopt a Zoning to Place Type conversion table to address legacy PDDs
- ETJ Sign Corridors – establish gateway plans for major highway corridors into Bastrop
- Miscellaneous
  - Historic District standards and approval process for fences and demolitions/relocations
  - Include IRC/IBC standards and address process for short-term rental Certificate of Occupancy
  - Clarify language on Manufactured Housing and Mobile Homes

## Planning & Zoning Data

Quarterly Totals			
BUILDING	TOTALS	PLANNING	TOTALS
Address Individual New	3	Admin Appeal	2
CO	9	Admin COA	3
COA	1	Amended Consent Agreement	1
Commercial Remodel	6	Amended Plat	3
Demolition	2	COA	5
Tenant Finish Out	2	Comprehensive Plan Amendment	1
Facility Attachment	1	Final Drainage Plan	4
Fence	4	Final Plat	4
Flood Plan Variance	1	Grandfathering Request	2
Ground Installation	2	Land Disturbance	1
Irrigation	102	Minor Plat	4
Moving	3	MUD Development Agreement	1
New Commercial Construction	2	Platting Exemption	18
New Single Family Residential	137	Preliminary Drainage Plan	3
Pole	4	Preliminary Infrastructure Plan	3
Pool	2	Preliminary Plat	1
Residential Accessory Structure	5	Public Improvement Plans	5
Residential Remodel	10	Transportation Master Plan	1
Signs	20	Waiver	17
Solar	8	Warrants	7
Trades	690	30 Day Waiver Review	1
Tree	1	Zoning Variance	1
		Zoning Concept Scheme	1
<b>Total</b>	<b>1015</b>	<b>Total</b>	<b>89</b>

## Warrants

During Quarter 3, the Planning Department received 13 Warrant requests.

Warrants			
B3 CODE SECTION	LOCATION	OUTCOME	DECIDING BODY
Section 7.3.013 – Compliance with the Master Thoroughfare Plan	Majestic Pines (R72568)	Approved	Planning Director
Section 7.4.002 – Blocks (Block Length)	Majestic Pines (R72568)	Denied	Planning Director
Section 7.4.002 – Blocks (Block Length)	Majestic Pines (R72568)	Denied	Appealed to the Planning and Zoning Commission
Section 6.3.006(B)(5) – Parking Location	The Learning Place	Denied	Planning Director
Section 6.3.006(B)(5) – Parking Location	The Learning Place	Approved	Appealed to the Planning and Zoning Commission
Section 6.5.003(A) – Lot Occupation/Build-to-Line	The Learning Place	Denied	Planning Director
Section 6.5.003(A) – Lot Occupation/Build-to-Line	The Learning Place	Approved	Appealed to the Planning and Zoning Commission
Section 7.3.015(a) – Traffic and Mitigation	602 Martin Luther King JR Dr	Approved	Planning Director
Section 7.3.015(a) – Traffic and Mitigation	1201 Emile St	Denied	Planning Director
Section 6.3.006(B)(5) – Parking	1604 E Hwy 71	In Review	
Section 6.5.003(A) – Lot Occupation/ Façade Buildout at Build-to-Line	1604 E Hwy 71	In Review	
Section 6.5.003(A) – Lot Occupation/ Build-to-Line	1604 E Hwy 71	In Review	
Section 6.5.003(A) – Lot Occupation/ Façade Buildout at Build-to-Line	1303 Newton	Approved	Planning Director

## MULTI-MODAL MOBILITY

Improved mobility for all modes of transportation, manage traffic congestion.

### Old Iron Bridge Funding Source

The City of Bastrop is currently seeking multiple funding sources in an effort to save the iconic Old Iron Bridge. The bridge has been a vital part of Bastrop's history and at one time was the economic driver that connected Bastrop east to west, making trade much more effective for the area. The bridge discontinued automotive traffic in the mid to late nineties, and it began being used for pedestrian traffic, special events, and filming in more recent years. In 2018, the City of Bastrop closed the Old Iron Bridge to all traffic due to severe deterioration of the gusset plates and other structural components.

The City is currently seeking funding from a Transportation Alternatives Grant (TA grant) through the Texas Department of Transportation (TxDOT). The estimated repair, engineering and project management costs are continuing to rise year after year, and the TA grant is likely only going to partially fund the bridge. However, being eligible for a TA grant allows the City to make a request for amendments to the Capital Area Metropolitan Planning Organization (CAMPO) for an amendment to the Transportation Improvement Plan (TIP). If funded, it will be placed on the Regional Transportation Plan (RTP). The RTP is updated from time to time and includes regional transportation improvements that will include repairs to the bridge but also a corridor study of all roads that lead to Bastrop. Regional Improvements are open to a larger pool of federal funding.

### TXDOT Construction Updates

The West Bound Outside (Right) Main Lane was closed from the SH 95 entrance ramp to the Colorado River. This allowed concrete traffic barriers to be placed along the WB Main Lane to Pecan Street. Pecan Street direct access to SH 71 WB will remain open after this barrier is set but will be closed when a WB Frontage Road Lane is opened.

The next steps are to complete construction on Gutierrez Street and Lover's Lane. Then start concrete work on SH 71 WB.

## Transportation

### **Bikes:**

The Main Street Design Committee met with the Rotary Club concerning Main Street bike racks. The B<sup>3</sup> Code Section 7.3.002 has specific design requirements for functionality but allow more artful designs with Planning Director approval. It has been approved and the next steps are for Council to accept the donation based off a CAD drawing which is being completed.

### **Scooters:**

On June 22, Council approved the use of e-scooters and e-bikes. These vehicles provide a safe and convenient mode of transportation, are ecofriendly, and economically friendly. Scooters and e-bikes are a convenient option for tourists, students, and commuters to travel locally.

### **Public Transportation:**

CARTS is a Community Partner that the City of Bastrop is committed to supporting through communication and messaging services, especially the new CARTS Now services being offered in the City. Both the CARTS Now and the eCab program are limited-time services that offer on-demand, curb-to-curb rides within the city limits. CARTS has offered free ride days and other discounts which are all programs that the City shares and promotes over its channels.

In the third Quarter of Fiscal Year 2021, the Communications Division shared Bastrop-specific content from the CARTS Facebook page to the City Facebook page, garnering 2K+ in reach and over 100 engagements. The Communications Division also photographed the launch of the new Visit Bastrop eCab wrap. Present for the photo were Mayor Connie Schroeder, Mayor Pro-Tem Lyle Nelson, Council Member Drusilla Rogers, Chamber President/CEO Becki Womble, Terry Moore, and the staff of Visit Bastrop. These images were provided to Visit Bastrop and other community partners for use in promoting CARTS new eCab service.

CARTS participated in the Juneteenth & Summer in the City Celebration on June 19<sup>th</sup> by contributing to Touch-A-Truck. There, along with 15 other city vehicles, CARTS displayed the Visit Bastrop eCab, encouraging the community to explore the cab and learn about CARTS services.

## ORGANIZATIONAL EXCELLENCE

**Organize governance, progressive operational efficiency through continuous employee and user training; employee and citizen volunteer recognition.**

### Election

A petition for recount was submitted by Cheryl Lee, candidate for Place 4 in the May 1<sup>st</sup>, 2021, City of Bastrop General Election. The recount was held on May 10, 2021, at 10:00 a.m., Bastrop County Courthouse Annex, Lower-Level Conference Room, 804 Pecan Street, Bastrop, Texas 78602. There were 2 counting teams. The results of the recount confirmed Jimmy Crouch as the winner of the Place 4 City Council race. The final results of the General Election were as follows: Jimmy Crouch received a total of 616 votes and Cheryl Lee received a total of 614 votes.

### Compensation Study

Public Sector Personnel Consultants (PSPC) were selected to conduct a comprehensive classification and compensation study for FY 2021. The last study was completed in 2015. It is recommended that cities repeat this process every 3 to 5 years. Employees were required to review their specific position descriptions and complete an extensive Job Analysis Questionnaire that was then reviewed by the employee's supervisor and/or department director for accuracy prior to being submitted to PSPC. Seventeen cities were selected by PSPC as pay comparators which entailed collecting data from the entities, applying a trend factor, calculating the average mid-point, and comparing that to our current midpoint.

### Recommendations for FY2021:

- Adopt the new pay grade placements for all employees found in the attachments.
- Provide a mid-year adjustment of 2% to the pay scale and salaries, estimated cost is \$76,000.
- Move employees to their current step within the pay grade proposed for their job (for those whose pay grade is recommended for market movement), estimated cost is \$200,000.
- Increase City Holidays from 12 to 13.

## Recommendations for Possible inclusion in FY 2022 Budget:

- Plan to budget for step increases.
- Increase longevity pay from \$3.00/month to \$5.00/month.
- Firefighters certification pay.
- Increase certification pay for Police Officers.
- Shift differential pay for Police Officers.
- Retention bonus for Police Officers to be paid out sooner, no change in the amount.
- Contribution to dependent insurance premiums

## Employee Training

IT Director Jesse Miga and System Administrator Jaime Saldivar completed the Information Technology Infrastructure Library (ITIL) 4 Foundation training and certification. The IT Department is adapting ITIL principles for our environment to include best practices, planning, compliance, and improvement strategies.

Development Coordinator Vivianna Andres and IT Director Jesse Miga facilitated training days for MyGov and Laserfiche Records Management, respectively. There were approximately four internal MyGov trainings held this quarter led by the Planning Department with the City Secretary's Office, Police Department, Main Street District, and the new Community Impact Manager. The Laserfiche Records Management training helped staff understand and optimize records retention and improve the use of Laserfiche in our environment.

The Finance staff virtually attended the Tyler Connect Annual Conference on April 27<sup>th</sup> through 29<sup>th</sup>. On March 22-25, 2021, the Assistant City Manager of Community Engagement Rebecca Gleason and Public Information Manager Colin Guerra virtually attended the Government Social Media Conference.

The Public Works Department participated in 124 hours of training during the third quarter. Parks safety trainings were 38.5 hours, covering topics like hard hats, eye protection, ear protection, poison ivy, chiggers, safety boots, disposable gloves, safety vests, chainsaw chaps, traffic cones, hydration (Water Temp. Health Effects), proper lifting, mosquitos, and wasps. Street and Drainage trainings were 36 hours with topics in hydration (the importance of water), heavy equipment (four other hazards), skid steer safety, back up hazards, dump truck operation, being observant, hand safety & injury prevention, muddy work areas, and safety vest. Water/wastewater operations trainings were 31.5 hours, including "You

may think you are multi-tasking, but hang up and drive," "Hurry home, but get there safely," "Talk about safety equipment," "Powerful Protection with PPE," "Lockout/Tagout: Water Under Pressure Poses Danger," "Hydrogen Sulfide in Workplaces," "Fire Safety Part 1: Prevention Comes First," "Fire Safety Part 2: Surviving a Fire," "An Open and Shut Case for Gate Valve Safety," "Don't Let Chemicals Get You," "Safely Cutting Metal Pipe," "Jackhammer Safety," "Climbing Elevated Tanks -- The Height of Safety," and "Doggone It: Dealing with Customer's Canines." There were 18 hours of Water/wastewater distribution and collection training which included excavation and trench safety, confined space entry procedures, road closures and traffic control, and various tailgate safety meetings.

## **Cross-Functional Teams**

The CSET Team met monthly with the mission of training to be City ambassadors to push out accurate information both internally and externally. In the third quarter, the team discussed the Bastrop Police Department, the Bastrop Public Library and the Public Works Department. The team also discussed projects happening in their respective departments and overall City initiatives. The larger CSET Team is then broken into 5 Focus Areas that have projects to accomplish. Those focus areas are Branding, Messaging, Special Events, MyGov, and the Quarterly Report. Each CSET Focus Area update is spread throughout this report.

## **Administration Team**

The Administration Team includes ten members. The team meets monthly with the mission of creating consistent administrative procedures across the organization. Each month the team will take on a different project to create consistent procedures to be used by the organization as a whole. The Administration Team is currently working on rules and procedures for the Request for Proposals (RFP) process. During this quarter, the Administration Team created a "Telephone Tips" document, this document is being used to create a flipchart to be used by all departments in the City of Bastrop; and the Administration Team received training on contract templates in Laserfiche, this training was given by Tracy Waldron, Chief Financial Officer

## Safety Team

During the third quarter, the safety team completed work on the safety manual, and it was presented to council on May 25<sup>th</sup>. The safety manual will be implemented in FY 2022 to promote workplace safety and limit the risk of work-related injuries and accidents.

## Employee & Volunteer Excellence

The City of Bastrop hosted a Boards and Commissions Open House on Thursday, July 15, 2021, from 4:00 p.m. to 6:00 p.m. in the Council Chambers. An update will be provided in the fourth quarter report.

## Help Desk Tickets

Over the quarter, the IT Team resolved 359 staff-requested service helpdesk tickets.

## Building Maintenance

Public Works Building Maintenance replaced the HVAC units at City Hall and the old senior center on Water Street. The maintenance crew also finished renovating the old senior center for the Recreation Center. The Bastrop Police Department's roof was repaired and subcontracted out.

## Personnel Analysis

Personnel Analysis					
Q3	NEW HIRES	PROMOTIONS	RETIREMENTS	DEPARTURES	LATERAL TRANSFERS
April	1	0	0	2	0
May	5	2	0	0	0
June	0	0	1	4	0

## Vacancies

Vacancies					
FUNCTION	ADOPTED BUDGETED POSITIONS	Q1	Q2	Q3	Q4
Administration	2	0	0	0	
City Secretary	3	0	0	0	
Finance Department	8	0	1	0	
Fire Department	8	6	0	0	
Human Resources	1.75	0	0	0	
Information Technology	2	0	0	0	
Multimedia	2.481	0	0	0	
Municipal Court	3.25	.25	.25	.25	
Parks	9.185	1	1	3	
Planning & Development	7.5	4	1	1	
Police Department	28	5	2	2	
Public Library	10	2	1	1	
Public Works	19.4	2	2	2	
Special Events and Reservations	1	0	1	0	
Water & Wastewater	17.6	4	2	2	
Convention & Exhibit Center	4	1	0	0	
Bastrop Power & Light	9	0	0	0	
Main Street Program	1	0	0	0	
Cemetery Groundskeeper	1	0	0	0	

## MyGov Data Charts

MyGov General Usage Data		
	Q2	Q3
Registered Collaborator Accounts in MyGov	1,600	1,787

## MyGov Request Manager Data

TEMPLATE NAME	ALL REQUESTS	COMPLETED	ACTIVE
Building Maintenance Concern	10	10	0
Building Permit Question or Concern	3	3	0
Building Pre-Application Meeting Request	7	6	1
City Sign: Clean/Repair	3	3	0
City Sign: New Request	1	1	0
Connect – Turn On Service	37	37	0
Curb/Gutter: Damage Repair	1	1	0
Disconnect – Turn Off Service	25	25	0
Drainage Maintenance: Driveway Culvert Clearing	7	7	0
General Question	2	0	2
Junk & Rubbish	2	0	2
Leak Meter	4	4	0
Limbs in Line	5	5	0
Low Lines	3	3	0
Main Street Project Requests	94	94	0
Meter Repair	2	2	0
Misc. Electric Service	3	3	0
Misc. Concern for Work Orders	7	7	0
Noise	1	1	0
Odor	1	1	0
Open Records Request	82	70	12
Parks – Hang Banner Plaza Sign	6	6	0
Parks Clean Up	2	2	0
Planning Pre-Application Meeting Request	34	31	3
Planning Pre-Development Meeting Request	5	4	1
Planning Question or Concern	5	5	0
Pre-Construction Meeting Request	4	4	0
Repair Lights	10	10	0
Road Hazard: Remove Hazard/Debris	1	1	0
ROW Maintenance: Mowing/Shredding	4	4	0
Safety Concern	3	3	0
Service Orders	322	322	0
Set Meter	1	1	0
Speed Monitoring/Traffic Counters	1	1	0
Street Repair	13	13	0
Street Sweeping	1	1	0
Tall Weeds & Grass	8	6	2
Trash / Debris in ROW	1	1	0
Turn Off/On for Repairs	4	4	0
Utility Availability	3	1	2
Visibility Triangle	1	1	0
Water Leak	4	4	0
<b>TOTAL</b>	<b>733</b>	<b>708</b>	<b>25</b>

## Open Records Requests Chart

Open Records Requests	
DEPARTMENT	Q3 REQUESTS
City Secretary	8
Fire Department	13
Human Resources	0
Planning	45
Bastrop Power & Light	1
Public Works	7
Police Department	42
Information Technology	1

## UNIQUELY BASTROP

**Maintain and enhance our historic community feel by leveraging the unique combination of community, cultural, parks and recreational assets that make Bastrop a special place to live and work.**

### Library Programming & Special Events

In-person program continued to build in the months leading up to summer with Storytime and Teen Dungeons & Dragons (D&D) meeting in the Pressley Meeting Room each week and Crafters Anonymous meeting each month.

In June, Summer Reading 2021: Tails & Tales started, and everyone is having a WHALEY good time. A patron commented on a Facebook post saying, “We look forward to the summer reading program every year!” A celebratory week of fun kicked off the 8-week program in early June, and in-person programs are back for good: twice a week Storytime, weekly Teen Thursdays, monthly Crafters Anonymous, weekly Coffee with Catherine, and weekly Teen D&D. The Library partnered with the Bastrop Police Department for Storytime with a Cop in Fisherman’s Park, as well as with Downtown Bastrop for Summer in the City, where event-goers could paint giant letters that spelled out “Tails & Tales.”

As of June 30, 729 kids, teens, and adults had signed up for the reading portion of Summer Reading and 30% of them have already completed (500 minutes read by youth and 1000 minutes read by adults). As of the same day, 271 participants of all ages had signed up to participate in the Community Adventure, which is a self-directed experience that invites participants to complete 15 of 40 listed activities around town, such as bake a new recipe for a friend, walk up and down Main Street and find the letters of their name in the signs, play at Bob Bryant Park, listen to an audiobook, take a picture with the interactive art at Bastrop Public Library, and more.

Teen Bag o’ Books grew in popularity for the summer months when teens have more time to read: 14 teens signed up for three books that were hand-picked for them each month.

The StoryWalk ® in Fisherman’s Park continued to be popular with the community. *Move Over, Rover!* by Karen Beaumont and *Tiny T. Rex and the Impossible Hug* by Jonathan Stutzman were shared with the public.

## Library Patronage

The study booths re-opened to the public and the Pressley Meeting Room and Maynard Conference Room are open again as meeting spaces.

Library Patronage				
CATEGORY	Q1	Q2	Q3	Q4
Physical circulations	12,843	14,020	19,065	
Ebook circulations	3,950	3,724	3,917	
Number of visitors to the library	9,996	10,674	14,793	
# of new library cards to non-residents	61	43	147	
# of renewed library cards to non-residents	236	159	201	
# of new library cards to City residents	48	84	109	
# of renew library cards to City residents	149	230	118	
Nonresident revenue for membership	\$7,600.00	\$7,265.00	\$8,390.00	

## Mobile Circ—Library App

The Library was awarded grant money for self-check and touchless mobile circulation from the Institute of Museum and Library Services, Texas State Library and Archives Commission, and CARES. The Bibliotheca CloudLibrary app service allows patrons to download the CloudLibrary app to their phones for a touchless checkout experience. Patrons using the app can avoid shared self-check computers and the Circulation Desk. After technical delays, the app was available for the public at the end of May. In June, 26 items were checked out using the CloudLibrary app. A satisfaction survey will be conducted next quarter.

## Recreation Usage & Revenue

Recreation			
CATEGORY	APRIL	MAY	JUNE
Check-ins	104	147	231
Revenue	\$1610	\$2755	\$4290

The pilot recreation program was an unplanned project; therefore, it was an unplanned use of city resources including the necessary support by other city departments. The City is proud of the program's accomplishments in such a short timeframe and look forward to moving into FY 2022 with the necessary resources to serve the community on a larger scale.

## Recreation Programming

In the third Quarter, the recreation program offered memberships to the public. A change from the second Quarter where all classes were free to the public. The program offered, on average, 18 weekly adult exercise classes, as well as an open gym six days a week. Recreation established a partnership with the Bastrop Senior Center Board to offer classes in our facility. Various youth programs were offered such as Youth Track and monthly nature hikes, as well as a Summer Youth Programs that began in June. A three day-a-week Water Safety Program began June 9<sup>th</sup> and continued through the end of July. The Discover Days day camp program started June 22<sup>nd</sup>. It was a three-week, three day-a-week program that promoted fun and creative learning. Discovery topics ranged from nutrition and sugar to weather, trees to water quality, airplanes to parachutes, birds to gardening and more. Area speakers also participated, sharing of their different professions and hobbies with the kids.

## Main Street Program

The Main Street Program, through their Heritage Bench Program funds, purchased eight additional benches to be placed from Walnut Street to Ferry Park on Main Street. The eight benches will be available for sponsorship through the program and a waitlist has begun. Any additional funds from the program will be set aside in a Restricted Fund for future Main Street District beautification projects.

The Main Street Design Committee has worked hard on several design projects, including new bike racks and the rebranding of downtown parking lots. New bike racks were part of our original Main Street

Rehabilitation Project, but unfortunately, due to increasing the scope of paving, the bond ran out of funds for new bike racks. We were able to secure the Rotary Club to pay for the new bike racks which will be fabricated by a BISD graduate through the Texas State Technical College. The Design Committee worked on the bike rack design which will look like Bastrop's Old Iron Bridge.

The Design Committee has also been working on rebranding City Parking Lots. In partnering with the Bird City Coalition, each of our public parking lots will be named after a different bird. Rebranding will include a new digital parking map whose code will be given to businesses in the district for their web sites, a parking brochure, new flags in the lots, and signage related to Bastrop's Bird City Designation.

A quarterly activity report was submitted to the Texas Main Street Program which outlined Main Street activities between April and June 2021, reflecting the above information. The evaluation from the report is a strong component of determining National Accreditation and contains general guidelines for performance which includes: Broad-based community commitment, leadership and organizational capacity, diverse and sustainable funding, strategy-driven programming (community transformation strategies), preservation-based economic development, and demonstrated impact and result.

## Downtown Bastrop Facebook Analytics

Downtown Bastrop Facebook Analytics				
	Q1	Q2	Q3	Q4
Posts	55	24	38	
Reach	87,596	47,931	93,362	
Top Post Engagement Numbers	Welcome Chubby's Barbershop (6,738)	Share your Snow Photos – Jan. 10 (6,451)	SplashPad is now open (11,312)	

## Cultural Arts Commission

In the third quarter of 2021, the Cultural Arts Commission held their inaugural meeting on April 20, 2021, at City Hall. Since that time, the Commissioners have met monthly and are working through the creation of a workplan with the guidance of the Cultural Arts Master Plan.

### Film Friendly Chart

Film Permits				
FILM TYPE	Q1	Q2	Q3	Q4
Commercials	2	5	1	
Television Episode	1	2	0	
Television Pilot	0	0	0	
Feature Film	0	1	1	
Training Film	0	0	0	
Public Service Announcement	1	2	1	

### Special Event Permits Chart

Special Event Permits				
CATEGORY	Q1	Q2	Q3	Q4
Event Permits Issued	4	0	5	

### Volunteer Hours

Volunteer Hours				
CATEGORY	Q1	Q2	Q3	Q4
Library	199.75	212.5	347	
Main Street	30	30	134	
City Assets	67	128	212	
Police Department	120	30	30	
Fire Department	288	412	335	

## Parks Maintenance Statistics

Park Maintenance Statistics			
PARK	HOURS	PARK	HOURS
Landscaping	750.5	Fisherman's/Riverwalk	193.5
Trash Run/Bathroom Checks	665.5	Bob Bryant	35
Work Orders	49	Mayfest/Rodeo Arena	15.75
Special Events	140.5	Fireman's	8
Graffiti Removal	3.5	Little League	0
Irrigation Walkthrough/Maint.	225.5	Bark Park	25
Irrigation Inspections	11.5	Kerr	3.75
Tree Maintenance	125.25	Hunter's Crossing	75.5
Chipping/Mulching	24	Old Iron Bridge	1
Hang/Remove Banners	24	Jewell Hodges	0
Pest & Weed Control	19	Delgado	3
Equipment/Vehicle Maint.	158.5	Ferry	0.5
Fertilizing/Seeding	0	Playground Inspections	17
Cemetery/Assist Cemetery	587.75		
Assist Convention Center	0		
Departmental Assistance	420		
<b>TOTAL</b>	<b>3204.5</b>	<b>TOTAL</b>	<b>378</b>

## Park Projects

Park Projects	
FISHERMAN' S PARK	HOURS
New Playscape Mulch	44.5
Handrails	7.5
<b>TOTAL</b>	<b>52</b>

## Historic Landmark Commission

Certificates of Appropriateness		
LOCATION	REQUEST	RESULT
1011 Main St.	Amend previous COA to remove the flat roof awning over the sidewalk.	Cannot remove awning requirement. Changed the type and size of the awning from the previous COA.
921 Main St.	Amend previous COA for the band signage to reflect new size and artwork.	Approved as submitted.
702 Main St.	New blade sign structure and sign face.	Approved as submitted.
602 Martin Luther King Jr. St.	Relocation of a building from 1204 Water Street to	Approved as submitted.

## UNIQUE ENVIRONMENT

Continue beautification and natural areas, green spaces, and the river.

### Bird City

With the help of the 10-organization coalition, the City of Bastrop, Texas received the Bird City Texas certification in 2020 for current and future programs to protect birds and their habitats where people live, work, and recreate. In the third Quarter of 2021, the coalition hosted a two-day Bird Lover's Weekend on World Migratory Bird Day which consisted of an art walk, bird calls education, bird face painting, bird temporary tattoos, a bird themed hat contest and make your own bird feeder. They also hosted (and will continue to host) monthly Birdwatching "Big Sits" and Bird Photography hikes in various parks and trails around Bastrop, including Bob Bryant Park, Fisherman's Park, Minerva Delgado Park, Pecan Park, Bastrop State Park, and Lake Bastrop South Shore.

### Tree City

In 2020, the City of Bastrop was one of 94 cities in the state of Texas to carry this status. In order for a city to qualify for Tree City status it must meet four standards established by the Arbor Day Foundation and the National Association of State Foresters. A city must have an established Tree Board or department (the Parks Board serves in this regard), have tree care ordinances in place, a community forestry program with annual budget of at least \$2 per capita, and an Arbor Day observance and proclamation. The City of Bastrop has successfully met these requirements every year and records of maintenance activities and expenses as part of the re-certification process.

