

TO: Honorable Mayor and Members of the City Council
From: Paul A. Hofmann, City Manager
Date: April 1, 2021
Subject: Weekly Memo, March 29-April 1, 2021



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Personnel Updates



Senior Officer David Hill joined Bastrop Police Department March 29, 2021.

Good Friday Holiday

City Offices will be closed tomorrow April 2 in observation of Good Friday.

Communications Update

The Public Information Office produced an informational video and series of print documents around the subject of the Hunters Crossing Local Government Corporation/Public Improvement District. Video interviews were conducted with City Manager Hofmann, Assistant City Managers Gleason and Job, and Chief Financial Officer Waldron. Additional video footage around the Hunters Crossing neighborhood was collected. The team also collaborated on the details of the informational documents and the materials and video were presented at the HCLGC board meeting on Tuesday. The board provided good feedback and we're responding to their suggestions.

A press release about last Friday's Groundbreaking for Wastewater Treatment Plant #3 was drafted and sent out to media and community partners along with a photo set from the event.

Social media messages were published alerting citizens to multiple locations of street "striping" being conducted by Public Works, system maintenance conducted by Water/Wastewater, a new featured class in the City's Recreation Program, and a share of TML's Our Home, Our Decisions latest video message about House Bill 749.

Hunters Crossing Local Government Corporation Public Meeting

The Hunters Crossing Local Government Corporation (LGC) plans a public meeting to be held at the pavilion in Hunters Crossing on Saturday April 24. The specifics are still being developed, but the overall objective is to present information on:

- The roles and responsibilities to the neighborhood of the LGC, the Homeowners Association, and the City
- Discuss plans for financing the replacement of the fence on LGC property, and other operations and maintenance issues

The meeting will provide an opportunity for community feedback and will precede Board and Council action to approve any amendments to the special assessments. The video mentioned in the above Communications Update will be used to supplement the information presented at the meeting.

Candidate Tour

Council Candidates Cheryl Lee and Jimmy Crouch spent time with Trey Job and me on Friday March 26 on a tour of city facilities. We visited the workplaces of several city employees, and saw the Public Works yard, the wastewater treatment plant, Willow Street water plant, and several city parks. We ended the tour at the groundbreaking event for the new wastewater treatment plant. Trey and I very much enjoyed the opportunity to get to know the candidates better and to answer their questions.

We are scheduling another tour, which will focus on Fire and Police facilities.

St. David's Meeting

On Tuesday of this week Terry Moore, Rebecca Gleason, and I met with the St. David's foundation to discuss the status of our recreation programming efforts. St. David's mission includes providing healthy environments for underserved populations in a five - county area, including Bastrop County. The meeting was friendly and productive, and we received solid advice on how to engage the community in our future recreation planning efforts. We will keep the conversation going and will keep the City Council informed.

1927 Buffalo Nickel to be Displayed at Museum

The design of the Gills Branch project included an archeological survey as required by the Antiquities Code. That survey uncovered a rare 1927 Buffalo Nickel. According to the Code, the City of Bastrop now is in ownership of the artifact, but the State is the "holder" of the item. We have requested an agreement with the Center for Archeological Studies to display the nickel at the Bastrop Museum.

Customer Service/Utilities

This month's utility billing included the annual Winter Sewer Average updates. Taking into account the February winter storm, this year the calculations were set up to drop the highest water usage for the sewer average period. (December, January and February). This means most customers' February usage was not included into the Winter Sewer Average updates.

If a customer feels that their sewer bill is higher this month because of the sewer average change, then we will re-evaluate the water usage with them - seeking out any leaks they may have had and determining if it was repaired. Customer must have the leak repaired to qualify for the sewer average adjustment.

Scheduled Time out of Office

The annual Texas City Management Conference is scheduled to be held June 10 – 14 in Round Rock. I will be co-presenting on the TCMA code of ethics on Saturday June 12. It's hard to be riveting with this subject matter but I do my best.

I plan to take vacation days June 18 through June 25.

Future Agenda Items

April 13, 2021

- Quarterly presentations from community assets, Visit Bastrop, Bastrop EDC
- Receive presentation on the Temporary Disaster Exemption for Disaster Declaration by Faun Cullens, Chief Appraiser with the Bastrop CAD
- Submission of a TxCDBG application to Texas Department of Agriculture
- Consider adoption of a Citizen Participation Plan and Citizen Complain Procedures to be followed during application for and implementation of TxCDBG Grant
- Receive update on Hotel Occupancy Tax Revenue projects, and provide direction as appropriate
- Public hearing and action to approve Resolution granting a variance for sale of alcoholic beverages.
- Receive presentation on the Comprehensive Compensation Study, provide direction as appropriate, including on the number of City Holidays
- Public hearing and consider action to approve Resolution to add a local Historic Landmark designation to the fireplace/chimney structure known as the Mason Chalmers Fireplace
- Confirm appointment by the Mayor to the Fairview Cemetery Board
- Approve Public Improvement Plan Agreement for several section of the Colony MUDs.

April 27, 2021

- Mid-Year Budget Amendment
- Executive session regarding Smith et.al v. City of Bastrop (Hunters Crossing PID)
- Bond Financing Plan Presentation
- Events Planning Update Presentation

May 11, 2021

- Canvass of May 1 Election
- Presentation acknowledging outgoing Council Member Ennis
- Presentation of Quarterly Report
- Presentation of draft capital plan
- River Loop Project contract award

May 14, 2021

- Full Day City Council Pre-Budget Planning Session

May 25, 2021

- Reappointment of Caroline McClimon as Associate Judge
- Water and Wastewater system financing plan, bond issuance
- Public Hearing and Action on Sign ordinance
- Presentation of Updated Employee Handbook and new Safety Manual

Attachments

- April City Employee Memo from City Manager
- Newspaper article on Bastrop bench sponsorship program