TO: Honorable Mayor and Members of the City Council  
From: Paul A. Hofmann, City Manager  
Date: September 10, 2021  
Subject: Weekly Memo, September 6-10, 2021

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Personnel Updates

Sheccid Valdez-Martinez began her employment as our new Library Clerk (Vocational Office Education Student) on September 9

Upcoming Training

Below are future training opportunities through the calendar year. If you are interested in attending any of the training, please notify the City Secretary and she will take care of the registration for you.

• **TML Economic Development Conference**  
  Date: November 11, 2021 – November 12, 2021  
  Time: All Day  
  Location: Bastrop

Scheduled Time Out of Office

I have planned vacation time Thursday, October 21st thru Monday, October 25th for a trip to Kansas to visit our son and daughter-in-law.

Hwy 71 Project – Upcoming Construction

TXDOT will be moving forward with significant traffic changes that include two nights of preparation, starting this week. On September 6th, 2021, sequencing of construction in building the SH 71 east bound exit and entrance ramps has begun. The result of this work means all SH 71 east bound main lane traffic will be moved to the new east bound frontage road by September 13th, 2021. This will enable the process to begin for the demolition of the east bound main lane bridge over the Union Pacific railroad. One of the most notable changes will be the permanent closure of the SH 71 Childers entrance ramp. All traffic wanting to enter SH 71 in this area, will be directed to use the new east bound frontage lanes. This approach will allow for the contractor to accelerate the project.

Upcoming Events

Movies in the Park

The City of Bastrop is hosting the annual Saturday Night Movies in the Park Series in Fisherman’s Park from 7 p.m. until 10 p.m. on September 11th, October 9th, and November 6th. The first movie on September 11th will feature Onward, which is about two brothers who go on a quest to find an artifact that will temporarily bring back their father.

October 9th will feature the movie Hocus Pocus, and November 6th will be A Dog's Purpose. There will be oversized games, face painting, community art, light concessions, and plenty of family fun.
**Bastrop Music Festival**

The third annual Bastrop Music Festival (September 23 – 26, 2021) will feature more than 40 shows in approximately 10 venues. There are many highlights for year three, including Shinyribs, Pat Byrne and David Beck's Tejano Weekend, and, as usual, plenty of local talent (such as Peterson Brothers Band and Deezie Brown.) More bands will be announced in the coming weeks.

The official box office for the festival will be located at Copper Shot Distillery where you can purchase merchandise and wristbands. Hours are 1:00 p.m. to 7:00 p.m. on Thursday, September 23 and 2 p.m. to 7 p.m. on September 24 and 25. General admission and VIP tickets are available on the website: [https://bastropmusicfestival.com/tickets/](https://bastropmusicfestival.com/tickets/)

**Bastrop Chamber of Commerce Ribbon Cutting**

CC Wine & Co. located at 924 Main Street - September 30th from 3:30-4:30 PM

**National Night Out**

On Tuesday, October 5th, the City of Bastrop along with the Bastrop Police Department and Fire Department will be celebrating the annual National Night Out event. The event enhances the relationship between neighbors and first responders while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring neighbors together under to build price in their neighborhoods.

This year’s event will be celebrated with a coordinated "parade" through each Bastrop neighborhood. Updated parade maps and block party locations will be shared once confirmed.

**Boards and Commissions**

- Board Appointments will be announced at the September 14, 2021, Council meeting.
- Boards and Commissions Orientation will be held Thursday, September 16, 2021, 5:30 p.m. at Bastrop City Hall.
- Boards and Commissions Appreciation Banquet will be held on Thursday October 14, 2021, at 6:00 PM at the Bastrop Convention Center.

**Sign Code Education**

Education and outreach about the Sign Code have included:

- Email distribution of a one-page informational document to Downtown Bastrop businesses
- The development of a more detailed two-page informational document that is now on the Sign Code website ([www.cityofbastrop.org/signs](http://www.cityofbastrop.org/signs)) and will be pushed out.
- Handouts and personal calls provided to some Downtown area businesses that will need to seek permits or other options for their current sign placements. This will continue to occur over the next several months.
- Development of the first postcard that will be mailed to all business postal addresses in the City. See the draft two-page informational document and the postcard, attached.
Bastrop Police Department Bike Patrol

The police department is proud to resurrect our bike patrol program from nearly a decade past just in time for the cooler weather. The department now has two fully up-fitted electric bikes that we can use during parades, other special events, park patrols, and to supplement patrol.

Power Outages

On September 6th, we experienced a few power outages caused by lightning strikes and wind from a passing storm. In all, 14 customers were without power from 1-3 hours.

Accolades from citizens

This week Officer Barron received two positive accolades. The first was from Ms. Pyka. Ms. Pyka stated, “I was walking down the street in our neighborhood with my two and three-year-old daughters when Officer Barron stopped and took the time to talk to both of them. He was beyond kind and made my daughters’ day.” The second was received by email to Assistant Chief Steffanic regarding Officer Barron’s professionalism during a traffic stop of Mr. Eveline. Mr. Eveline also wished to thank Officer Barron for keeping the roadways safe.

Future Agenda Items

September 21, 2021

- Action to approve budget for fiscal year 2021-2022
- Action to ratify the vote on Fiscal Year 2021-2022 Budget
- Action to approve tax rates for fiscal year 2021-2022
- Consider action on Water and Wastewater rates
- Consider amendments to Visit Bastrop Agreement (discussed during August 30 joint meeting)
- Closed Session: Security Briefing from Chief Nagy
- Approval of contract for Drainage Master Plan
October 12, 2021

- Consider action to approve ordinance amending Water/Wastewater Rates
- Consider Deep in the Heart Art Foundry Contract
- Consider Bastrop CAD election nominees
- Consider community support service agreement for organizations requesting funding

November 9, 2021

- FY 2021 quarterly report for July-September 2021

**Attachments**

- Downtown Bike Racks
- Music Festival Flyer
- Sign Code 2-page Draft
- Sign Code Postcard Draft
- TML Legislative Update Number 35
Live Music Day and Night in Historic Downtown Bastrop, TX

The 3rd Annual Bastrop Music Festival is set to take center stage September 23 – 26, 2021, in the heart of Historic Downtown Bastrop. This music festival features performances by bands of numerous genres in venues along the lower Colorado River. Come experience a mixture of wristband-only nighttime performances and free daytime events, including shows for children.

Check out the Bastrop Music Festival website to purchase tickets, find venue locations, see the line-up and review FAQ's.
DO THE THINGS

A getaway isn't complete without a good time, and boy - do we have plenty of 'em! Moonlight paddling adventures, a state park, art galleries, golf courses - we've got all that - and a lot more. Look around and you'll find a million ways to enjoy the good life in Bastrop.

GET OUTSIDE

Before, after, or in-between sets, we welcome you to get lost among the pines. Bastrop offers an abundance of outdoor adventures, thanks to our perfect location along the banks of the Colorado River. Whether you're into hiking, bird watching, kayaking or camping - when you're here - you're welcome to it all!

DIG IN

There's plenty of room around the table and we're always glad to make room for our visitors. Whether you've got a hankering for a great brunch, BBQ, the best tacos ever, or just an amazing dessert, you'll find good eats a plenty here.
MOVE AROUND

Catch a cab, for FREE! CARTS has partnered with the City of Bastrop to provide micro-transit services throughout the city for visitors like you! Download the CARTS app and catch a ride in an open air ecab. Get from show to show in style!

Android | iPhone

With so many bands to enjoy, the Bastrop Music Festival is a 4-day getaway you won’t soon forget. So don’t wait too long to firm up your plans.

PLAN YOUR MUSIC FESTIVAL WEEKEND

Facebook | Twitter | Instagram
The City of Bastrop has updated Chapter 8 of the B³ Code which regulates all sign types within the city limits and extraterritorial jurisdiction (ETJ). Visit www.cityofbastian.org/signs for resources, more information, and to read the Sign Code.

CONSISTENT ENFORCEMENT OF VIOLATIONS WILL BEGIN MARCH 1, 2022

Why Regulate Signage?

“...to ensure proper dimensioning and placement with respect to existing or planned architectural features, to maintain or improve public safety, to maintain or improve the aesthetic character of the context where they are located, and to provide legible information for pedestrians, not just drivers.” - B³ Code Sec. 8.1.001

All Signs are prohibited in the City Limits and the ETJ unless permitted and authorized by Bastrop B³ Code.

KEY NOTES: If you have previously received a permit for permanent signage, you remain in compliance and no further action is required at this time. If you have an unpermitted sign currently in use, contact the Planning Department to begin the permitting process. Sidewalk Signs require permits, must be placed on the permit holder’s frontage, may be placed in the public right-of-way, and must be removed by close of business each day and during hazardous weather. Temporary signage such as banners are also regulated by the sign code and must be permitted.

Bastrop’s Sign Code was adopted in 2019 as part of the City’s Bastrop Building Block (B³) Code. On June 22, 2021, the Sign Code was updated by the Bastrop City Council. All commercial signage is regulated by Chapter 8 of the B³ Code.
Examples of Allowed Signs with Approved Permit

Blade Signs  Window Signs  Sidewalk Signs  Monument Signs
*Permitted with restriction

Examples of Prohibited Signs

Feather Flags  Portable  Inflatable  Commercial Flags

Visit cityofbastian.org/Signs for complete list and descriptions of prohibited and permissible signs.

For a step-by-step guide on the Application for Sign Permit process, visit CityofBastrop.org/Signs and see the How to Apply section. All permits are issued through the City’s MyGov portal which can be accessed through CityofBastrop.org/MyGov.

If you have any questions, contact the Planning Department: plan@cityofbastian.org
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CITYOFBASTROP.ORG/SIGNS

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City of Bastrop
512-332-8800
cityofbastianorg

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If you have any questions, contact the Planning Department:
plan@cityofbastian.org
Second Special Session Ends and Third Announced

The legislature adjourned Thursday, September 2, ending a two-month stretch of special sessions. Once a quorum was re-established in the Texas House, both chambers worked swiftly to pass a majority of Governor Abbott’s priorities, including election integrity legislation. Funding for the legislative branch was also restored after the governor’s line-item veto of Article X of the state budget following the regular session.

The League has summarized all city-related bills that passed during the second-called special session in the “City-Related Bills Passed” article, below.

On Tuesday, the governor announced a third special session to begin on September 20. The following items are on the call:

- **Redistricting**: Legislation relating to the apportionment of the State of Texas into districts used to elect members of the Texas House of Representatives, the Texas Senate, the State Board of Education, and the United State House of Representatives.

Youth Sports: Legislation identical to Senate Bill 29 as passed by the Texas Senate in the 87th Legislature, Regular Session, disallowing a student from competing in University Interscholastic League athletic competitions designated for the sex opposite to the student’s sex at birth.

COVID-19 Vaccines: Legislation regarding whether any state or local governmental entities in Texas can mandate that an individual receive a COVID-19 vaccine and, if so, what exemptions should apply to such mandate.

Unlawful Restraint of Dog: Legislation similar to Senate Bill 474 as passed by 87th Legislature, Regular Session, but that addresses the concerns expressed in the governor’s veto statement.

Other: Such other subject as may be submitted by the governor from time to time after the session convenes.

Like all special sessions, only legislation included on the governor’s call can be considered by the legislature and the governor has the prerogative to add any other topic to the call.

Effective Date of Comptroller’s Sales Tax Sourcing Rule on Internet Orders Delayed

Updating a recent Legislative Update article, the comptroller and plaintiffs in two lawsuits have agreed to a temporary injunction delaying the effective date of the rule impacting the sourcing of local sales taxes on orders not received by sales personnel, including orders received by a shopping website or shopping software application. The court orders can be read here and here.

Instead of going into effect on October 1, 2021, as originally planned, the effective date of the rule is delayed until there is a final hearing on the merits of the cases or further order from the court. The trial dates have been set for May 22, 2022 and June 13, 2022, respectively.

Note also that the delayed implementation only applies to 34 Texas Administrative Code Sec. 3.334(b)(5) (“Orders not received by sales personnel, including orders received by a shopping website or shopping software application. Effective October 1, 2021, these orders are received at locations that are not places of business of the seller”). The other amendments to Rule 3.334 adopted in May 2020 remain in effect.

Governor and Attorney General Send Letter on Public Camping Ban

On Thursday, Governor Abbott and Attorney General Paxton sent a letter to the League for the purpose of reminding cities across the state that H.B. 1925 went into effect on September 1 and
must now be enforced. H.B. 1925 generally makes it a Class C misdemeanor if a person intentionally or knowingly camps in a public place without the effective consent of the officer or agency having the legal duty or authority manage the public place.

 Interested city officials can read more about H.B. 1925 in this post-session update article on the bill from the August 13 edition of the Legislative Update.

**TSCLAC Adopts New Rules for Local Governments**

The Texas State Library and Archives Commission (TSLAC) recently adopted rules regarding management of electronic records for local governments. The rules went into effect on August 31, 2021.

The rules: (1) impose additional requirements on local governments for electronic records management and the policies associated with that management; and (2) repeal some provisions of the old rules. The most notable repeal of the old rules is the repeal of the section requiring an electronic storage authorization request certifying that the rules for all existing electronic storage will be followed to be submitted to and approved by the chief executive and administrative officer of TSLAC.

The rules impose requirements for a local government’s policies and procedures to: (1) establish a component of the local government’s active and continuing records management program to address the management of electronic records created, received, retained, used, transmitted, or disposed of electronically, including electronic records maintained or managed by third-party custodians or other external entities; (2) integrate the management of electronic records into existing records and information resources management programs; (3) incorporate electronic records management objectives, responsibilities, and authorities; (4) address electronic records management requirements, including retention requirements and final disposition; (5) address the use of new technologies through regular media and format conversion, recopying, reformatting, and other necessary maintenance to ensure the retention and usability of electronic records until the expiration of their retention periods and final disposition; and (6) ensure transparency by documenting, in an open and verifiable manner, the processes and activities carried out in the management of electronic records.

Additionally, the rules now require that each local government must: (1) manage electronic records according to the local government’s records management program and records retention schedule regardless of format, system, or storage location; (2) maintain ownership and responsibility for electronic records regardless of where the record originates or resides, including, but not limited to, external electronic records systems, third-party custodians, and social media platforms; (3) ensure that electronic records remain readily retrievable and readable for as long as they are maintained by the local government through migration or by maintaining any software, hardware, and documentation required to retrieve and read the electronic records; (4) ensure that system backups that are required for disaster recovery are not used to satisfy records retention requirements unless indexed to ensure usability and are tested on a regular basis; and (5) require all third-party custodians of records to provide the local government with descriptions of their
business continuity and/or disaster recovery plans pertaining to the protection of the local government’s essential records.

Cities should review the new electronic records management rules with their city attorney to ensure compliance.

**Resolutions for the 2021 Annual Conference and Your City Delegate**

At the 2021 TML Annual Conference and Exhibition in Houston on October 6-8, resolutions submitted to the membership will be considered at the TML Business meeting on October 7 at 3:30 p.m.

The full resolutions packet is available [here](#).

Each city is entitled to one voting delegate at the business meeting. The delegate isn’t required to have any special expertise, and an elected official is encouraged but not required. Cities are encouraged to sign up their delegate electronically prior to the meeting. Cities are also able to sign up in person at a table outside of the meeting room. All city officials are welcome to attend the meeting, whether or not they are a voting delegate.

**City-Related Bills Passed**

**Property Tax**

2S.B. 8 (Bettencourt/Meyer) – Homestead Exemption: this bill, among other things, provides that a person who acquires property after January 1 of a tax year may receive certain homestead exemptions for the applicable portion of that tax year immediately on qualification for the exemption if the preceding owner did not receive the same exemption for that year. (Effective January 1, 2022.)

**Public Safety**

2S.B. 6 (Huffman/Smith) – Bail: this bill, known as the Damon Allen Act, makes several changes to the process for setting the amount of bail and the release of certain defendants on monetary bond or personal bond. Of particular significance to cities, the bill provides, among other things, that:

1. the Office of Court Administration of the Texas Judicial System (OCA) shall develop and maintain a public safety report system that is available for use for purposes of setting the amount of bail;
2. the OCA shall provide access to the public safety report system to the appropriate officials in each county and each city at no cost;
3. as soon as practicable but not later than the next business day after the date a magistrate 
issues an order imposing a condition of release on bond for a defendant or modifying or 
removing a condition previously imposed, the clerk of the court shall send a copy of the 
order to: (a) the appropriate attorney representing the state; and (b) the sheriff of the county 
where the defendant resides;
4. a clerk of the court may delay sending a copy of the order under Section 3, above, only if 
the clerk lacks information necessary to ensure service and enforcement;
5. if an order described by Section 3, above, prohibits a defendant from going to or near a 
child care facility or school, the clerk of the court shall send a copy of the order to the child 
care facility or school;
6. a copy of the order described in Section 3, above, and any related information may be sent 
electronically or in another manner that can be accessed by the recipient;
7. a chief of police or sheriff who receives a copy of an order described by Section 3, above, 
or the chief’s or sheriff’s designee, shall, as soon as practicable but not later than the 10th 
day after the date the copy is received, enter information relating to the condition of release 
into the appropriate database of the statewide law enforcement information system 
maintained by the Department of Public Safety or modify or remove information, as 
appropriate; and
8. the clerk of each court setting bail in criminal cases shall report: (a) the number of 
defendants for whom bail was set, including: (i) the number for each category of offense; 
(ii) the number of personal bonds; and (iii) the number of surety or cash bonds; (b) the 
number of defendants released on bail who subsequently failed to appear; (c) the number 
of defendants released on bail who subsequently violated a condition of release; and (d) 
the number of defendants who committed an offense while released on bail or community 
supervision.

(Effective January 1, 2022, with certain exceptions.)

**Elections**

**2S.B. 1 (Hughes/Murr) – Election Integrity**: this bill, known as the Election Integrity Protection 
Act of 2021, makes numerous changes to state election laws. Of particular significance to cities 
and city elections, the bill, among other things:

1. establishes the intent of the legislature that the application of the Texas Election Code and 
the conduct of elections be uniform and consistent throughout the state to reduce the 
likelihood of fraud in the conduct of elections, protect the secrecy of the ballot, promote 
voter access, and ensure that all legally cast ballots are counted;
2. requires the governing body of a political subdivision to declare each unopposed candidate 
elected to office upon receipt of the certification of unopposed status;
3. prohibits a voter from casting a vote from inside a motor vehicle unless the voter is 
physically unable to enter a polling place;
4. requires, immediately before opening the polls for voting on the first day of early voting 
and on election day, the presiding election judge or alternate judge to confirm that each 
voting machine has any public counter reset to zero and must print the tape that shows the 
counter was set to zero for each candidate and measure on the ballot;
5. requires, immediately after closing the polls for voting on the last day of the election period, the presiding election judge or alternate judge to print the tape to show the number of votes cast for each candidate or ballot measure for each voting machine;
6. provides that, for elections in which the city secretary is the early voting clerk, early voting by personal appearance at the main early voting polling place shall be conducted at least nine hours each weekday of the early voting period that is not a legal state holiday, unless the territory covered by the election has fewer than 1,000 registered voters, in which case the voting shall be conducted at least four hours each day;
7. provides that a voter who has not voted before the scheduled time for closing a polling place is entitled to vote after that time if the voter is in line at the polling place by closing time;
8. provides that, for elections in which the city secretary is the early voting clerk, the authority ordering an election may order early voting by personal appearance at the main early voting polling place to be conducted on one or more Saturdays or Sundays during the early voting period;
9. provides that a temporary branch polling place may be located at any place in the territory served by the early voting clerk and may be located inside any building as directed by the authority establishing the branch office, but the polling place may not be located in a movable structure in the general election for state and county officers, general primary election, or runoff primary election;
10. provides that the early voting ballot board consists of a presiding judge, an alternate presiding judge, and at least one other member;
11. requires the general custodian of election records in a county with a population of 100,000 or more to implement a video surveillance system that retains a record of all areas containing voted ballots and is made available to the public by a livestream;
12. prohibits a presiding judge from having an election watcher removed from the polling place for violating an election law, other than a violation of the Penal Code and certain other exceptions, unless the violation was observed by an election judge or clerk;
13. provides that an election officer commits a Class A misdemeanor if the officer intentionally or knowingly refuses to accept a watcher for service when acceptance of the watcher is required by the Election Code;
14. authorizes an election watcher to observe all election activities relating to closing the polling place, including the sealing and transfer of a memory card, flash drive, hard drive, data storage device, or other medium now existing or later developed used by the voting system equipment;
15. entitles an election watcher to follow the transfer of election materials from the polling place at which the watcher was accepted to a regional tabulating center, central counting station, or any other location designated to process election materials;
16. generally provides that a written letter, e-mail, or other communication, including a communication made confidential by other law, between a public official and a voting systems vendor, is not confidential or subject to an exception to disclosure under the Public Information Act;
17. generally prohibits an officer or employee of a political subdivision from: (a) distributing an application form for an early voting ballot to a person who did not request an application; and (b) using public funds to facilitate the distribution by another person of an application form for an early voting ballot to a person who did not request an application;
18. imposes requirements on the signature verification committee and early voting ballot board to give would-be voters an opportunity to cure certain defects regarding an early voting mail ballot;
19. provides that an election judge commits a state jail felony if the judge knowingly provides a voter with a form for an affidavit stating that the voter is the person on the list of registered voters if the form contains information that the judge entered on the form knowing it was false;
20. provides that a public official or election official commits a state jail felony if the official, while acting in an official capacity, knowingly: (a) solicits the submission of an application to vote by mail from a person who did not request an application; (b) distributes an application to vote by mail to a person who did not request the application unless the distribution is expressly authorized by another Election Code provision; (c) authorizes or approves the expenditure of public funds to facilitate third-party distribution of an application to vote by mail to a person who did not request the application; or (d) completes any portion of an application to vote by mail and distributes the application to an applicant;
21. prohibits a public official from creating, altering, modifying, waiving, or suspending any election standard, practice, or procedure in a manner not expressly authorized by the Election Code;
22. prohibits a person from serving as an election official if the person has been finally convicted under an offense under the Election Code; and
23. provides that an election official who violates the Election Code may be liable to the state for a civil penalty, which may include termination of the person’s employment and loss of the person’s employment benefits.

(Effective December 3, 2021.)

**2S.B. 13 (Huffman/Hunter) – 2022 Primary Election Dates:** provides that, among other things: (1) if a redistricting plan adopted following the 2020 federal census by the legislature that includes a State Board of Education, state legislative, or federal congressional district becomes law: (a) on or before November 15, 2021, the following dates related to the primary election for the election of officers for the district shall apply: (i) the general primary election date is March 1, 2022; and (ii) the runoff primary election date is May 24, 2022; (b) after November 15, 2021 and before December 28, 2021, the following dates related to the primary election for the election of officers for the district shall apply: (i) the general primary election date is April 5, 2022; and (ii) the runoff primary election date is June 21, 2022; and (c) after December 28, 2021 and on or before February 7, 2022, the following dates related to the primary election for the election of officers for the district shall apply: (i) the general primary election date is May 24, 2022; and (ii) the runoff primary election date is July 26, 2022; (2) if a redistricting plan has not become law on or before February 7, 2022, the secretary of state shall set the dates of the filing period and the general and runoff primary elections. (Effective immediately.)

**COVID-19 Update (No. 202)**

All pandemic-related updates continue to be found in the [Legislative Update Newsletter](#).
American Rescue Plan Act Funds
The state of Texas received the first tranche of ARPA funds from the U.S. Treasury, and TML is hearing from cities that are beginning to receive the first half of their allotted ARPA/CLFRF funds.

Keep in mind that “non-entitlement units of local government” (NEUs are generally cities under 50,000 population) must register with the Texas Division of Emergency Management (“TDEM”) to receive ARPA funds. TDEM maintains its Coronavirus Local Fiscal Recovery Fund FAQ which includes a link to the CLFRF Timeline Check-in document and step-by-step instructions on registering your city with the TDEM Grant Management System. Cities serving a population over 50,000 need to apply for funding directly to the U.S. Treasury. Looking at the NEU spreadsheet, it appears that 50 cities have not applied for the funds. If your city has not yet registered but wants to participate in the ARPA funding opportunities, register now. TDEM has also updated its CLFRF page with allocation information, spreadsheets, and maps that could be useful.

ARPA FAQs
The U.S. Treasury Department’s Coronavirus State and Local Fiscal Recovery Funds FAQ contains a number of questions and answers related to eligibility for recovery funds and eligible uses of recovery funds. The entire FAQ can be accessed here.

The National League of Cities also maintains an ARPA-related FAQ which can be found here.

Reminder: TML Coronavirus materials are archived by date here and by subject here.