

TO: Honorable Mayor and Members of the City Council  
From: Paul A. Hofmann, City Manager  
Date: May 17, 2021  
Subject: Weekly Memo, May 10-14, 2021



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### **Personnel Updates**

Kayla Trantham will begin her employment with the City of Bastrop as a Customer Service Specialist I in the Finance Department on Tuesday, May 18.

Leonard Faske, Public Works Maintenance Worker, will start on Tuesday, May 18.

Candice Butts, Community Impact Manager, will start on Monday, May 24.

### **Recap of May 14 Pre-Budget Planning Session**

Thank you again for how you spent the day on Friday May 14. The discussion will prove beneficial as we prepare the FY 22 budget. We took a lot of notes and will look to incorporate areas of consensus into the proposed budget document. We will also place on the June 8 Council agenda an action item for Council to approve the edits to the Focus Area wording as discussed on May 14. We'll also suggest edits to financial management policies as discussed by Council, including a policy that would provide the parameters for naming city facilities to recognize donors. Finally, we made note of specific requests for information and you will see responses to those questions in future weekly memos.

### **Kudos to the Convention Center Staff**

The Convention Center was host to the Smithville ISD Tiger Band for their annual banquet. Here is an email sent to Kathy Danielson on May 12, 2021, from the band directors. Great job Kathy, Steve, and Ben!

*Kathy,*

*We really can't thank you enough for the wonderful evening the Smithville Tiger Band had at the Bastrop Convention Center last night. You and your staff were so helpful and hardworking. It is evident that your staff takes a lot of pride in their work and they enjoy what they do. The extra touches of lighting, sound and placement of all the components were above and beyond our expectations. You were amazing and we appreciate your efforts to create a magical experience for our students after our hiatus from concerts and banquets due to the pandemic. We have heard nothing but positive comments and amazement from our parents and students about the venue. Kudos to you and your staff for hosting such a wonderful event. We appreciate you guys so much!*

## **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.

I plan to take vacation days June 18 – 25.

## **Future Agenda Items**

May 25, 2021

- Reappointment of Caroline McClimon as Associate Judge
- Notice of intent to issue Certificates of Obligation
- Public Hearing and Action on Sign Ordinance
- Ordinance regulating motor assisted scooters
- Presentation of new Safety Manual

June 8, 2021

- River Loop Project Contract Award
- Presentation of updated employee handbook (rescheduled from May 25)
- Presentation on FEMA Flood Hazard Maps and City Storm Drainage Manual
- Public Hearing and Consider action to approve a Development Agreement for Viridian Development
- Public Hearing and consider action to approve a Development Agreement with Bastrop 552
- Amended Council Focus Areas

June 22, 2021

- Hold Public Hearing on Hunters Crossing PID service plan and proposed assessment levy

July 13, 2021

- Authorize issuance of Certificates of Obligation
- Consider Resolution to amend Rules of Procedures

## **Attachments**

- TML Legislative Update Number 18
- <https://www.statesman.com/story/news/2021/05/15/vaccines-increase-bastrop-library-offers-more-programs-patrons/5050090001/>