

MEMO

TO: Mayor Kesselus & City Council Members

FROM: Michael H. Talbot, City Manager

DATE: February 23, 2016

RE: City Manager's Informational Update Report for the February 23, 2016
City Council Meeting

- I. Meetings and Events Attended:
- A. Attended the Annual Membership Meeting of the Pine Forrest Home Owners Association on February 6, 2016.
 - B. Attended a Special Meeting of the Pine Forrest Home Owners Association on February 15 & 17, 2016
 - C. Attended the Monthly Board Meeting of the Lost Pines Groundwater Conservation District on February 17, 2016.
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- II. Update on Projects and Issues:
- A. Discussion and Review of the Water Usage for the Period of February 1, 2016 through February 21, 2016: Attached as "**Exhibit A**," for the City Council's review, is the summary of the daily water consumption by the citizens and the businesses of the City of Bastrop for the period of February 1, 2016 through February 21, 2016.
 - B. Update on the Façade Improvements to the City of Bastrop's Fire Station, located on Chestnut Street. As of February 19, 2016, the City staff has reviewed the preliminary plans and specifications for the façade improvements for the Chestnut Street Fire Department Station. City staff has submitted their comments regarding their review of the preliminary plans and specifications to Fromberg & Associates. Fromberg & Associates has taken staff comments and made some minor changes to comply with City Code, and the architect has begun developing the final pricing for the materials that be used for the new façade on the Fire Station, replacing the old failed materials that have been removed. The work and materials will be purchased through the "State Cooperative Purchasing Program." A meeting is scheduled with the Architect, for Thursday February 25, 2016, to discuss the final plans, specifications and pricing documents, with the City Staff. Once City staff has completed review of the final documents, they will be returned to the architect

and a schedule of the Construction Phase will be developed for presentation to the City Council. I anticipate this will be forthcoming to Council in March.

- C. Gils Branch Drainage Improvements Project: The removal of brush, debris and junk has been completed in the "Gils Branch Drainage Basin" from S.H. 95 all the way to the Rail Road Tracks at S.H. 71. This "Fuel Reduction" project is now complete and the City is in the final stage of completing the necessary "FEMA Documents" to close this project out with "FEMA".
- D. Update on the Comprehensive Plan: The consulting team has completed edits of Chapters 1 through 4 of the Bastrop Comprehensive Plan Update and is providing their edits to City staff for distribution to the Comprehensive Plan Steering Committee (CPSC). Work on Chapter 5, entitled "Land Use and Urban Design," and Chapter 6, entitled "Transportation," has commenced. A new online public comment period, via mySidewalk, will be initiated in the near future to receive, take and consider input on land use, urban design, and transportation components from all stakeholders in the community. The next CPSC meeting will be scheduled for early March, during which time the CPSC will review Plan recommendations related to public facilities, housing, and neighborhoods. City staff and the consultant's team are preparing revisions to the project schedule to extend periods designated to the review and revision of interim deliverables.
- E. Update on the Water Filtration Project- "Willow Park Well Fields": The installation of the "Water Filtration Project" at the Willow Well Field is substantially complete. The water filter housings have been disinfected and are ready to be put into service. Training of the City staff, by the contractor, regarding the proper operation of the filter units has been scheduled for Monday, February 22, 2016. The official start-up and putting the new Water Filter Membranes into service with the City's Water System will commence on February 23, 2016. Mr. Gary Smith, representing the "Texas Commission of Environmental Quality" [TECQ] will be on site for the start up. The remaining 5% of the project will be completed once the City's Consulting Engineer [CH2MHill] submits a Letter of Concurrence, stating that the Water Filter Membranes were constructed in accordance with the plans and specifications for this project, and they provide the City of Bastrop "As Built" Plans as approved by the consulting engineer. Finally, the Contractor must submit an affidavit stating all invoices associated with this project have been paid and that no liens have been or will be filed on the project.
- F. Update on the Gils Branch Wastewater Improvements Project: All the submittals for the various pumps and related components have been approved by the City's consulting engineer [Mr. Gene Kruppa, P.E.] for the wastewater improvements proposed for the Gils Branch, Mauna Loa, Wilson Street lift stations, and the replacement of the mechanical separators at Waste Water Treatment Plants 1&2. Now that all submittals have been approved, Excel Construction Services (the Contractor for this work) has ordered the pumps and materials for this project. The contractor is currently awaiting delivery of the pumps and materials. Some of the pumps will take additional time to be delivered and the Contractor wants to be conservative with a start date for this project. Now that contractor has ordered the materials, I have requested that he develop a project schedule for this project.

At this point, the Contractor is expected to start construction on Wilson Street Lift Station within six weeks.

- G. Update on Filling Vacancy of the Main Street Director Position: The City received a total of eighteen (18) applications from individuals interested in the City's "Main Street Director's" position, of which seven (7) were fully qualified for that position. The executive committee of the Main Street Advisory Board, Ms. Katherine Ray, Ms. Cantrell and I went through the seven (7) applications and narrowed the applicants down to three(3) finalist to be interviewed. All three (3) finalists had previous Main Street experience and were well qualified to fill the position. The three finalists were interviewed last week with the final interview being completed on Thursday February 18, 2016. We are in the process of completing the background review on the finalists, as well as reviewing and evaluating the interview materials and notes of the three (3) finalists. I plan on making decision by Friday, February 26, 2016, if not sooner.
- H. Update on the Texas Department of Transportation "Tahitian Village Overpass Project": Since my last update, Hunter Industries, the contractor responsible for the project, has completed the work needed to construct the overpass retaining walls and bridge supports on both sides of Tahitian Drive. They have also coordinated with the Bastrop Arts in Public Places Commission to assist in selecting colors for the decorative art panels.

We have been notified that temporary road closures will be required on February 24th while bridge beams are delivered and installed. Information regarding the time and extent of the closures has been posted to our social media websites, and TxDOT will be posting message boards within the work area to alert the public.

Regarding current traffic movements, the contractor has completed the paving work necessary to provide free u-turn movements on both sides of the intersection. The east-bound movement is open to the public, and the west-bound lane is scheduled to open next week. These options should relieve the thru lanes of vehicles needing to make a u-turn. They have also continued the installation of the remaining lighting fixtures for the project. TxDOT officials have also been authorized to re-stripe the pavement and time the traffic signals to their final project configuration, which will increase the number of lanes and should improve traffic flow. This work has already begun and should be completed by the end of next week.

Overall, the project is over 70% complete and is currently well ahead of schedule. Next week, the contractor will be continuing the work on the overpass supports and bridge beams, as well as the traffic-related items mentioned previously. They will then begin the 2nd phase of bridge work, which includes the work required to "connect" the two sides of the overpass.

- I. Discussion Regarding Proposed Revisions to the City of Bastrop's Parks Ordinance and the City of Bastrop Park Policies: The City's Director of Public Works has been working with the City's "Park Board" in revising and updating the City of Bastrop's "Park Ordinance". The Parks Board has also been working with the Director of

Public Works in developing "Use Policies for Park Facilities." Both documents that have been produced as a result of that work by the staff and Parks Board are attached to my report as "**Exhibit B**". The Parks Board has recommended that the Council approve both documents. I am providing you both of these documents, in advance of proposing that the Council take any action, in order to provide you adequate time to review these documents. **Please feel free to call me if questions arise as you review these documents.** I am planning on putting both of these documents on the March 8, 2016 City Council agenda for consideration for possible action by the City Council. In the event you need additional time just let me know and I will postpone placing these documents on the Council agenda until you're ready to discuss these documents and possibly considering taking action. The next Park Board meeting is scheduled for March 3, 2016 and we will advise the Parks Board you have both of these documents under consideration.

J. Update on the "Elevated Water Storage Facility" on the West Side of Bastrop: In December, as well as at the City Council "Planning Retreat" in January, I discussed with the City Council the importance of constructing an "Elevated Water Storage Facility" on the west side of the City in the future. As I have previously discussed with Council, this is an important component to be included to improve the City's overall water system and to consider when reviewing various alternatives and opportunities to improve the operating efficiency and effectiveness of the City's water system. An alternative that consistently rises to the top of potential proposed improvements to enhance the City's overall water distribution system are the improvements illustrated on "**Exhibit C.**" These improvements involve two major capital projects. To obtain optimal improvement to the City's water system, **it would be necessary to undertake both of these projects** in conjunction with one another. The first project would be the construction of a sixteen-inch (16") water main, that would run from the northwest corner of S.H. 71/S.H. 95, westward across the Colorado River to connect with the City's water system at a location near Eskew Street. The second project would be the extension of a water line [minimum size of 12"] which would run from Bear Hunters Drive, on Hwy 71, westward to the site of a newly constructed elevated storage tank on S.H. 20, and the construction of the newly constructed elevated storage tank, being a one million gallon (1 mg) capacity tank located on the S.H. 20 site, that the City has already acquired for this purpose. The improvements to the City's water distribution system would be as follows:

- The number of pressure planes in the City's water distribution system would be reduced from three (3) down to two (2). This reduction in the number of pressure planes would greatly enhance a more consistent regulation of water pressure in the City's water distribution system. This would also have the effect of greatly reducing 'dirty water calls' and further enhance the operation of the City's groundwater well system.
- These components, when completed and put into service, would also greatly enhance water pressure for fire protection, especially in the west side of the City. This is an especially important to potential "Retail Development" that are required to do "Fire Flow Test" to ensure that adequate water pressure is available to fight a fire, but also operate the

sprinkler system for the larger retail stores. To date, this has not been a critical problem, but as our growth continues in the west, it will be more difficult to meet required water pressure for these potential retail stores desiring to locate in that corridor of growth.

- The installation of a second water main would augment the redundancy of water service and supply to the west side of the City, thereby greatly enhancing reliability of service. (There is currently only one major water main serving the west side of the City.)
- The mere fact an adding a million gallon "Elevated Water Storage Facility" will also increase the City's water supply by adding additional storage capacity.

Tuesday evening the Council will be reviewing the annual audit for FY-15. I believe that you will find that the City ended FY-15 with a very favorable fund balance in the "Water & Wastewater Fund." The construction of the above noted improvements is going to be costly and will require some rate adjustments. It is also going to take several months to design these improvements. I would like to get a jump on designing these improvements at this time. At the March 8, 2016 City Council Meeting I plan on having item for consideration by the Council to approve BEFCO Engineering to commence the designing these improvements. I am recommending that we pay for the engineering work out of the fund balance.

- K. Update on the Construction of the New Restrooms in Fisherman's Park: In the development of the FY-16 budget the City Council and I discussed a variety of minor construction projects needed for various areas of the City. One project that was rated 'high priority' by the City Council was the construction of new restrooms at Fisherman's Park, in the amount of approximately \$250,000.00. It was agreed that this amount would be placed in the "General Fund Contingency Line-Item" and this project would be re-evaluated after the City Council received the FY-15 audit. The Council will receive the audit Tuesday evening and I believe the Council will see that we ended FY-15 with a greater amount of fund balance in the General Fund than what was being projected during the development of the FY-16. Based upon the strong fund balance for the General Fund, to date Sales Tax collection is right on target with the budget projections. I will be placing a budget amendment on the March 8, 2016 City Council Agenda moving \$250,000.00 out of the "General Fund Contingency" Line Item to the "Parks Department Capital Improvements" Line Item, specifically for the construction of the new "Restrooms in Fisherman's Park" and commencing construction as soon as possible.
- L. Update Regarding the Proposed Improvements to "Alley D": The topographic survey has been completed for Alley D. The consulting engineer for the City will now commence developing a cost estimate for the required "Drainage Improvements need for Alley D. I did get a little ahead myself when we discussed this matter a few weeks ago, at a City Council meeting. It turns out that the water main in Alley D is in very good shape and will not need to be replaced. I cannot say the same for the Wastewater Mains in Alley D. Since the City will be paving Alley D, the wastewater main along with new wastewater services will need to be replaced prior to paving Alley D. All of the electrical lines and other services are overhead and so as to maximize the number of parking spaces, these overhead electrical lines and services need to be put underground during this work. So, in order to provide the Council an accurate cost projection to pave Alley D, I will also

need to develop a cost estimate for placing the electrical system underground, as well as replacing a the wastewater system in Alley D. I am currently projecting it will take approximately six (6) to eight (8) weeks to pull all of these cost estimates together. I will provide an update when it is available.

- M. Update on the Status of the XS Ranch PID: Work continues on developing the "Financing Plan" as well as the "Service Plan" for the creation of a "Public Improvement District" for Phase I of the XS Ranch Project. At this time, the schedule remains as stated, but it is, of course, subject to adjustment in the future. The developer has recently added a few additional lots, which will require an amended appraisal. That will be ordered in the near future. The City's financial and bond advisors, including Dan Wegmiller and Bart Fowler, are very involved in this project and have been of great assistance to the City in this work.
- N. Review of the Current Projects and Critical needs and Holding a Bond Election In November 2016: The list of "Current Projects is attached as **Exhibit "D"** and the "Critical Needs/Bond Election" will be attached as **Exhibit "E"**. The development of the Critical Needs is requiring a little more work than anticipated and I anticipate handing "**Exhibit E**" out to the Council on Tuesday evening.
- O. Management/Administrative Activities: Other managerial activities included: continued review of past year's financials for the water and wastewater system, monitoring water operations, evaluating various alternative water supplies, worked on issues associated with the City's Water Permit, worked on "Planning and Zoning Issues, working on the deal points associated with the "Proposed YMCA Contract", Working on amending BMC contract, Human Resources matters and work on the Pine Forrest Unit #6 litigation.

A. City of Bastrop Convention Center Operations:

- **Events:**
 - Feb 13th - Ballroom A & B ROTC Banquet
 - Feb 16th - Meeting Rooms 1,2,3 and 4 - DPS Training
- **Marketing:**
 - The Director continued with marketing and PR efforts for the Center. This included marketing to brides, meeting planners and the March Opry.
 - The Director is working on final artwork for Direct Mail piece per City Manager's approval.
- **Operations:**
 - The staff assisted with walk-in tours and appointments with current clients and potential clients. Layout changes, security requirements, event details and administrative issues were addressed.
 - The Director is working with Hyatt Lost Pines on their 'Lost/Turn Down Business' reports to determine how best we could use this for leads for the City's Convention Center.

- The Director attended the Western Swing Festival in Canton, TX to meet with Jim Fuller, Director and discuss the history/details of the success of their event.
- The Director was the guest speaker at Rotary on the 15th.
- **New Inquiries – (Walk-in included)**
 - Civic – May 2017, 300 ppl sweet 15, proposal given
 - Civic – June 2016 250 ppl event date not available; alcohol an issue for minor's event
 - Corporate – March 2016 30 ppl, contract emailed
 - Civic - Aug 6 - Already booked
- **Booked Events:** (Corporate, Wedding, Trade Show, Civic, Seminar/Conference)
 - Corporate – March 2016 30 ppl
 - Civic – Nov 2016 event
- **Other**
 - BAIPP, March 19, 2016
 - TML Budget Workshop, June 2016
 - MPI-THCC Annual Award Banquet – June 24, 2016
- **Upcoming Events:** February 2016/March 2016
 - Seminar – Feb 16, 2016
 - Civic Feb 20, 2016
 - Seminar Feb 23, 2016
 - Trade Show – Feb 27 & 28, 2016
 - Seminar – Mar 1, 2016
 - Corporate – Mar 2, 2016
 - Farm St Opry March 3, 2016
 - Civic – March 5, 2016
 - Seminar – March 12, 2016
 - Civic – March 19, 2016
 - Civic – March 23, 2016
 - Wedding – March 26, 2016

B. The City of Bastrop's Main Street Program:

- **Business Update**
 - Lock Drug building has been sold; needs extensive renovation which includes asbestos abatement
 - New business, Spoiled Sisters, opened in late January at 901 Main Street; women's clothing and accessories
 - A paint-your-own pottery shop has opened in the Crossing behind South Main Street; new owner has joined the DBA Board
- **Committee/Board Updates**

- Most committees met in January to prepare draft work plans for discussion during the Annual Planning Workshop on January 30th
- Annual Planning Workshop was held on January 30 at Piney Creek Chop House from 8:30 to 11:30 a.m. All committee work plans were reviewed and items prioritized, Work plans will be finalized a February committee meetings and will be presented to BMSP Advisory Board at March 7 meeting.
- On 2/9 the Design Committee met. Priorities identified are input to Main Street Improvement Project and 921 Main Street vacant lot enhancements.
- On 2/9 the Entrepreneur Ready Leadership Team Chair and BMSP Interim Director met with BEDC Director and assistant and determined that BEDC would upgrade E-Ready information on the website and would pre-qualify potential entrepreneurs before sending them to ERLT for support.
- On 2/16 the Economic Vitality Committee met and priorities identified include support for a larger, more sustainable Farmers Market and support for a quarterly food event of some kind if use of the lot just west of Convention Center becomes available for that kind of event.

➤ **Partnerships**

- Interim Director attended DBA's annual planning workshop on January 17 at Chamber of Commerce; organization continues to refocus its efforts on weekly/monthly efforts to get shoppers downtown.

➤ **Main Street Program activities**

- The tourism smart phone app, Bastrop TX, has been overhauled extensively and made more functional
- Website in partnership with DBA will be upgraded in February/March timeframe

C. City of Bastrop's Planning Department:

Inspections Bi-Weekly Construction Report – February 19, 2016

For February 23, 2016 City Council Meeting

- Air Quality is measured from August to November. No additional Air Quality data from McKinney Roughs Monitoring Site is available.
- Tuesday, February 23 , 2016 – 6:30 pm - City Council meeting
 - **Consent Agenda:**
 - Pecan Park Residential, Section 4, Final Plat Revised
 - Statutory denial – Woehl Re-subdivision – Hill & Walnut Street, 2 residential lots
 - Zavodny Subdivision, Cedar St & Hwy 95, 2 Commercial Mixed Use lots
 - **Public Hearing:**
 - Allen Subdivision, in 1 mile ETJ, Variance to Subdivision Ordinance
- Thursday, February 25th – 6:00 pm – Planning & Zoning Meeting
 - **Public Hearing:** CUP for Bed & Breakfast at 205 Perkins St

- Form Based Code “North Area” public meeting scheduled for Thursday, March 24, 2016 @6PM. All citizens invited to attend.

- Engineering Projects in process:
 - SH 71/95 Waterline Replacement Project: Bid Opening held 1/22/16, recommended award on 2/9 City Council Agenda
 - SH 71 Improvements (Tahitian Drive) -improvement project approximately 70% complete; CM report update provided separately.
 - Woodrun Preliminary Plat – 62 residential lots in the ETJ – resubmittal received – under review
 - The Colony MUD 1A, Section 1, Final Plat and construction plans in review process
 - Harding Administrative Plat (ETJ) – waiting on Mylar
 - Pecan Park - Revised Final Plat Section 4 - 70 residential lots – will go to CC 2/23/2016
 - Bus Shelter Plan – Metal shelter design approved by City Council; Shelter components have been ordered; staff is awaiting paint color selections from city council.
 - Capital Improvement Program – preparing cost estimates and draft implementation schedule
 - Magnolia Gardens Final Plat – will go to BOA 3/9/2016 for variance to Zoning Ordinance
 - Allen Subdivision, Administrative Plat – will go to CC for Variance to Subdivision Ordinance 2/23/2016 – if approved the final plat will go to CC 3/8/2016
 - Piney Ridge Replat – will go to CC 3/22/2016
 - XS Ranch River Camp Preliminary Plat – will go to P&Z 3/31/2016 and CC 4/12/2016
 - Aldridge Place Final Plat – under review
 - Sayer’s Estates – comments issued – resubmittal required
 - Woehl Replat – under review
 - Zavodny Administrative Plat – under review
 - Pacific Dental (east of Popeye’s) – site development plans accepted – need to schedule a pre con
 - A & B Auto Repair – site development plans under review

- Major Construction Projects in process:
 - Goodwill Store – walls up; project approximately 25% complete
 - Lost Pines Art Guild – site work approximately 15% complete
 - Mama Fu’s – project approximately 30 % complete
 - Sally’s Beauty Supply – project approximately 25% complete
 - Western Liquor Beverage – project approximately 25% complete
 - Elysian Nail Salon – project approximately 10% complete
 - Coghlan Group – site work 89% complete; project approximately 90% complete
 - Garcia’s Restaurant – project approximately 45% complete
 - Elliott Electric – site work approximately 15% complete
 - Pecan Park Residential – 3 houses permitted

D. Update on the YMCA Program:

❖ **Membership**

- January Membership 236 Units
 - 646 Individuals

❖ **Administrative**

- Number Served in January
 - Health & Wellness - 726
 - Child Watch - 115
 - Youth & Family -203
 - Sports – 48
 - Total served in January 1092
- Annual Campaign has begun. Bastrop goal is \$53,000
- Hired new fitness instructor
- Hired new welcome team member
- Beginning hiring process for Aquatics department-Shift leads, lifeguards, swim instructors

❖ **Y Activities Report:**

➤ **Program Monthly Update:**

- YG State Conference was a huge success, over 1400 students from the state of TX were in attendance. 4 teens from Bastrop participated, and one student is applying for national conference.
- New programs that have begun February are Creative Writing, Conversational Spanish, Teen Art
- Homeschool PE has proven to be a success with 11 to 15 students meeting every Wednesday. There are additional conversations about adding classes for this demographic.
- Gymnastics class was filled to capacity this session.
- Science Explorers has been expanded to two classes.
- Kickboxing was added to the schedule with great response.
- Registration is now open for Youth Soccer and Youth Girls Volleyball
- Adult Volleyball registration has opened for registration.
- We have been hosting "Cycling for the Community" events to build awareness for the Financial Assistance Program at the Y. Great participation!
- Easter Egg Hunt is scheduled for March 19th.

Inviting input from the City Council related to issues for possible inclusion on future agendas related to issues such as (but not limited to) municipal projects, personnel, public property, development and other City/public business.

EXHIBIT "A"
Water Usage
February 1, - February 21, 2016

WATER WORKS OPERATIONS FOR GROUND WATER SUPPLIES
CITY OF BASTROP, BASTROP COUNTY, TEXAS

WATER SYSTEM I. D. #: 0110001

Month of: Feb-16

Date	Raw water from wells										Pumped from high service pumps							Feb-16		
	C	F	C&F	G	D&E	G D&E	H raw	I	total MGD	Zone 1	Zone 2	Zone 3	MGD	Well/Pumpt						
														Z1	Z2	Z3				
1	82	257	339	150	96	246	241	247	1,073	318	294	485	1,097	-0.024	0.29	0.27	0.44			
2	97	308	405	196	129	325	228	234	1,192	219	540	460	1,219	-0.027	0.18	0.44	0.38			
3	67	206	273	125	76	201	315	323	1,112	161	302	590	1,053	0.059	0.15	0.29	0.56			
4	98	320	419	139	85	224	234	240	1,117	321	244	453	1,018	0.099	0.32	0.24	0.44			
5	127	404	531	258	155	413	45	48	1,037	431	579	81	1,091	-0.054	0.40	0.53	0.07			
6	136	431	567	272	168	440	0	0	1,007	418	652	0	1,070	-0.063	0.39	0.61	0.00			
7	144	456	600	288	179	467	0	0	1,067	436	682	0	1,118	-0.051	0.39	0.61	0.00			
8	141	450	591	220	133	353	0	0	0,944	457	529	0	0,986	-0.042	0.46	0.54	0.00			
9	142	452	594	274	169	443	0	0	1,037	410	649	0	1,059	-0.022	0.39	0.61	0.00			
10	151	482	633	290	171	461	0	0	1,094	454	711	0	1,165	-0.071	0.39	0.61	0.00			
11	145	465	610	273	170	443	0	0	1,053	441	696	0	1,137	-0.084	0.39	0.61	0.00			
12	148	473	621	299	169	468	0	0	1,089	442	732	0	1,174	-0.085	0.38	0.62	0.00			
13	151	488	639	310	183	493	0	0	1,132	447	722	0	1,169	-0.037	0.38	0.62	0.00			
14	157	504	661	319	185	504	0	0	1,165	440	720	0	1,160	0.005	0.38	0.62	0.00			
15	154	490	644	310	175	485	0	0	1,129	450	775	0	1,225	-0.096	0.37	0.63	0.00			
16	140	455	595	299	179	478	0	0	1,073	458	722	0	1,180	-0.107	0.39	0.61	0.00			
17	161	520	681	300	182	482	0	0	1,163	427	794	0	1,221	-0.058	0.35	0.65	0.00			
18	156	502	658	251	151	402	0	0	1,060	444	676	0	1,120	-0.060	0.40	0.60	0.00			
19	159	513	672	325	189	514	0	0	1,186	438	798	0	1,236	-0.050	0.35	0.65	0.00			
20	152	533	685	331	188	519	0	0	1,204	422	864	0	1,286	-0.082	0.33	0.67	0.00			
21	184	566	740	359	195	554	0	0	1,294	410	912	0	1,322	-0.028	0.31	0.69	0.00			
22																				
23																				
24																				
25																				
26																				
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29																				
30																				
31																				
Total	2,893	9,265	12,158	5,588	3,327	8,915	1,063	1,092	23,228	8,444	13,593	2,069	24,106	-0.878						
Average	138	441	579	266	158	425	51	52	1,106	402	647	99	1,148	-0.042	0.35	0.56	0.09			
Max/Min	184	556	740	359	195	554	315	323	1,294	458	912	590	1,322	0.099	0.46	0.69	0.56			
Min/Max	67	206	273	125	76	201	-	-	0,944	161	244	-	0,986	-0.107	0.15	0.24	-			

**EXHIBIT “B”
Revised Park Ordinance
&
Use Policies for Park Facilities**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING BASTROP CODE OF ORDINANCES, CHAPTER 1
"GENERAL," ARTICLE 1.10 "PARKS" CONCERNING THE COMMERCIAL USE OF CITY
OF BASTROP PARKS AND AMENDING APPENDIX A, ARTICLE A1.10 "PARKS"
AMENDING AND SETTING FEES FOR VARIOUS USES OF CITY PARKS; PROVIDING A
SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Bastrop ("City") owns, controls and maintains a municipal park system, which is financed by the taxes assessed on the citizens of the City of Bastrop and by the fees assessed on the various users of the parks, for various purposes; and

WHEREAS, over the past several years, the City has observed and experienced a growing demand for use of City parks and parklands by a variety of private commercial entities; and

WHEREAS, in order to provide for proper maintenance of the City park system, the City finds that it is necessary to adequately fund such maintenance and operational activities; and

WHEREAS, over the past many months, the City Manager, Parks Board, Public Works Director and City Park staff members have worked to carefully evaluate the various uses and recommendations to the City Council related to the future uses, fees and maintenance of the City Park system, and have formally recommended the changes noted herein below to the City Council; and

WHEREAS, in order to optimize public access, use and enjoyment of the City's park system by all users, and to reasonably accommodate the growing demand for organized privately run outdoor vendors, the City has determined that it is in the best interest of the City and its citizens to specify certain areas of the parks for commercial use and to adopt an applicable fee schedule for those various commercial uses and updating use fees for other uses of City Parks.

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

Part 1: Chapter 1: General Provisions, Article 1.10 "Parks," Sections 1.10.001 "Commercial Use of Parks" is hereby added to provide as follows:

Sec. 1.10.003 "Parks Board"

(a) Created; composition; compensation; appointment.

- (1) There is hereby created a parks board of the city to be composed of eight (8) regular members and one (1) special member, for a total of nine (9) voting members. In addition, in their discretion, the parks board may identify and name one minor, who resides within the BISSD jurisdiction, to serve on the board as an ex officio, nonvoting youth member of the board. The youth member shall be enrolled in grades 9-12 and serve a term in length identified by the parks board at the time of the youth member's selection, but

not to exceed three (3) consecutive years. The regular and special voting members of the board shall be appointed by the mayor and confirmed by the city council and shall serve without compensation by the city for terms of three (3) years. The members shall be known to be interested in public parks and public recreation and the proper use of the leisure time of the people of the city.

- (2) The special member position on the board shall be held by the superintendent of the city's state park, or his/her designee, who may reside either within the city limits or in any other area within the BISD's jurisdiction.
- (3) A minimum of six (6) of the regular members on the board will be persons who reside within the city limits, however two (2) of the regular members may be a person who resides outside of the city limits but within the BISD's jurisdiction.

(b) Terms of members. Each seat on the board will be assigned a "place." Board members' terms of service shall be "staggered," so that the entire membership of the board will not be subject to replacement at any single point in time. To the extent possible, staggering shall be done so that the board membership is divided into thirds. Initial staggering of the membership will be accomplished by having all appointees/members who are serving as of the first annual meeting following approval and passage of this section (held in July), "draw lots" to determine which "place" will have what number of service in the transition period (e.g., 1/3 of the places will draw for one-year terms, 1/3 of the places will draw for two-year terms, and the remaining 1/3 of the places will draw for three-year terms.) After the first July meeting, staggering of membership, by place, will begin.

(c) Vacancies. In the event of a vacancy, an individual appointed to fill the vacancy will serve only the remaining term of the individual who is being replaced by the appointee, so that the staggering of terms shall remain intact.

(d) Attendance. Attendance requirements for the board members are set forth in this code, section 1.02.002(b), et seq.

Section. 1.10.002 Park Rules

(a) Overnight camping; hours when closed. There shall be no person, vehicle, equipment or activity within any publicly owned park or playground within the city limits from 10:00 p.m. to 6:00 a.m. each day, unless an exception to this rule is provided, in writing.

(b) Reserved areas.

(1) Unless controlled by a separate lease agreement, the following areas of the city's public parks may be reserved and a permit obtained either for commercial or noncommercial purposes a minimum of three (3) business days in advance (excluding holidays) of the use on application to the parks department.

- (A) Multipurpose fields in Fisherman’s Park and Bob Bryant Park;
- (B) Pavilions in Fisherman’s Park and Bob Bryant Park (with associated BBQ’s);
- (C) Pavilion in Kerr Park;
- (D) Pavilion in Hunter’s Crossing Park;
- (E) Mayfest Park;
- (F) Mayfest Park rodeo arena
- (G) Fireman’s Park softball field;
- (H) Hunter’s Crossing Park multipurpose field;
- (I) Concession stand at splash pad;
- (H) Jewell-Hodges Park; and
- (J) Rusty Reynolds Little League Fields.

In the event of a conflict between the city ordinance and a lease agreement, the terms of the lease agreement shall control.

(2) **Multipurpose fields (noncommercial use).** The noncommercial reservation policies of the multipurpose fields in Fisherman’s Park, Hunter’s Crossing Park and Bob Bryant Park are as stated below. For purposes of this section and determining whether a fee and reservation is required, a patron shall include all individuals attending the event including, as applicable to the event, players, participants, guests, children, spectators, coaches, relatives, family, friends, and parents. An area may not be reserved more than three (3) times in one month for a noncommercial use. See section 1.10.003 below for information related to commercial uses of the multipurpose fields and section A1.10.002 of the fee schedule in appendix A for additional information related to fees.

Patrons	Fee	Deposit	Reservation
0–14	None	None	None
15–45	None	Required	Required
46+	Required	Required	Required

(3) **Pavilions (noncommercial use and commercial use).** For reservation of city pavilions a fee and a deposit is required. See section A1.10.002 of the fee schedule in appendix A for additional information related to the applicable commercial and noncommercial uses and fees.

(4) **Concessions stand.** The concession stand at the splash pad located in Fisherman Park shall be available for use by individuals under the age of 17 and for a period of no longer than 14 consecutive days. Parent or guardian adult supervision is required for use of the concession stand. For reservation of the city concession stand a deposit is required. All other concession stand will be handled through a spate permit. All individuals who reserve the concession stands shall comply with chapter 4 of this code and shall be responsible for payment of all applicable vendor and permitting fees. Use of the concession stand will be on a first come, first served basis. See section A1.10.002 of the fee schedule in appendix A for additional information related to commercial and noncommercial uses and fees.

(5) **Youth sports leagues.**

(A) Commercially sponsored and/or organized youth league sports play (ages 17 and under) **that require a registration fee for participation** shall contact the parks department for reservations, times, and field designations. All organized youth sports leagues shall submit their schedules to the parks department as soon as possible, but in no event later than 30 days before the first scheduled practice to ensure that a field is available for use at the desired times and locations. Unless otherwise controlled by the terms of a lease agreement, no area of a park is specifically designated or reserved for one organization or youth team and areas will be provided on a first come, first served basis.

(B) No deposit or fee is required for a youth league **that does not collect registration "fees" or "dues"** to reserve an area. However, after the conclusion of an event, the area that was reserved shall be clean and free of trash and debris. In the event an area is not properly cleaned, the entity reserving the area may be prohibited from future use of city parks.

(6) **Tennis courts and basketball courts.** Tennis courts and basketball courts located in city parks shall be used for their intended purposes, **only, unless, may not be reserved, and are on a first come, first served basis. Activities other than the intended use of the courts will require approval by the parks department, or its designee.**

(7) Permit. On receipt of an application to reserve an area in a city park, the parks department, or its designee, will review the application to determine the applicable fee, deposit, and necessary insurance, if any. On approval and payment of same, the city will provide the applicant with a permit stating that the applicant has successfully reserved the area on the requested date.

(8) Refunds of deposits and fees. Reservations must be made a minimum of three (3) business days in advance (excluding holidays) of the use. A reservation

is not valid, and a permit will not be issued, until all fees, deposits, and proof of insurance, if necessary, are paid in full to the parks department. Deposits and fees paid in accord with this section may be refunded under the following conditions:

(A) Full refund of the reservation deposit and fee if the parks department is notified, in writing, of the cancellation not less than seven (7) days prior to the date of use of the reserved area.

(B) Refund of one-half of the reservation deposit and fee if notice of cancellation is received by the parks department, in writing, between seven (7) days and 24 hours prior to the date of use of the reserved area.

(C) The reservation deposit and fee will not be refunded if the event is cancelled less than 24 hours before the day of the event.

(D) The reservation deposit will be returned to the individual or group reserving the area after the event so long as the area being reserved is clean and free of trash and debris at the conclusion of the event. Any damage, cleaning or maintenance required, in the sole discretion of the city and/or the parks department, will be charged against the deposit.

(E) In the event a field is closed by the parks department (or other applicable city personnel) due to inclement weather or necessary construction or maintenance which causes an event to be cancelled, the reservation deposit and fee will be returned or applied to the "rain date," if an alternative date is sought.

(F) Exceptions to the deposits and refunds are allowed only on written approval of the city manager.

(9) Tables. Tables in city-owned parks may not be reserved and are available on a first come, first served basis.

(10) Reserved signs. The parks department will be responsible for posting reserved signs at the reserved areas by 8:00 a.m. the day of the event. Reserved signs must include the name of the party and the time and date of the reservation.

(c) Control of park and recreation areas.

(1) The city shall have and shall exercise the power to control all activities, hours of visitation, and days and times in city parks in order to properly protect the citizens of this community. City parks and recreation areas shall be under the direct operation and control of the city manager or his/her designee. In accord herewith, the city manager, or his/her designee, shall be permitted to close the park or field in the event of inclement weather, field conditions, or necessary maintenance or construction which, in his/her sole discretion, renders the field's no playable or is a risk to person or property.

(2) City park and recreation areas shall be open to the public during the hours from 6:00 a.m. to 10:00 p.m. each day, with the exception of the splash pad which shall be open between 10:00 a.m. and 8:00 p.m. Monday–Sunday beginning the second week of April and ending on Labor Day. Any area of a city park, including the splash pad may be closed by orders of the city manager, or his/her designee, or the park's department, for the purposes of rehabilitation, cleaning, maintenance or general supervision, or upon reservation or general danger to the public. The city manager shall have the authority to vary the splash pad hours and days of operation on request by the parks department.

(3) Permission to use city parks from 10:00 p.m. to 6:00 a.m. may be granted by the city council or the city manager, as directed by city ordinance, at the discretion of the city manager, or his/her designee, and in consideration of the requested use of the park. To request that a park be opened after hours (i.e. 10:00 p.m. to 6:00 a.m.), the parks department must be contacted with sufficient time in advance of the event to determine if a special event application is required or if city council approval is necessary.

(4) The city's police department is charged with the responsibility of supervising and maintaining law and order in city parks. In order to carry out this provision, officers of the police department shall have the authority to make any arrests for violation of any state law or city ordinance. In addition thereto, it is declared that a person commits an offense if he/she enters or remains in a city park, recreation area, or other designated park area, during hours other than those set out hereinabove, without written approval of the city manager or the city council, and the person:

- (A) Had notice that the entry was forbidden; or
- (B) Received notice to depart but failed to do so.

(5) For purposes of this subsection, "entry" means the intrusion of the entire body and "notice" means an oral, written, or demonstrative communication by: (A) the city manager or his/her authorized designee(s) or a city police officer; (B) fencing, gate or other enclosure obviously designed to exclude intruders during the closed hours; (C) signs posted to be reasonably likely to come to the attention of intruders. The director of public works and the park's superintendent are specifically authorized to control and regulate the use of the parks as the city manager's designee.

(6) For purposes of this article, streets and parking in city parks shall be treated the same as any other city streets, and shall be supervised and regulated by the police department in the same manner as all city streets. An individual sitting inside his/her vehicle shall be treated the same as any other individual in the park regardless of whether the vehicle is parked or is being driven.

(7) Special items in city parks.

- (A) Due to the special risks associated with the use of the items listed below an application requesting a special permit to allow the use, and

proof of insurance in the amount of \$1,000,000.00 which names the city, and its officers, employees, volunteers, and officials as additionally insured, must be submitted to the parks department a minimum of three (3) business days (excluding holidays) prior to an event:

- (i) Moonwalks, bouncy castles, or other inflatable play areas;
- (ii) Climbing walls; and
- (iii) Any other item which, at the discretion of the parks department and/or the city manager, poses a unique safety concern.

(B) To avoid the potential removal of an item from the park during an event, it is advisable to notify the parks department of any specialty item a patron wishes to have at an event to confirm if insurance will be necessary.

(8) Sale of food and drink in city parks. The sale of food and drink concessions in the city, including at the concession stand, is strictly prohibited without compliance with article 4.04 of this code, including obtaining a vendor permit and certificate of health inspection, as well as any other applicable state and local permits and licensing.

(9) The refusal of any person to carry out the orders and provisions of this subsection shall be deemed a misdemeanor, punishable by a fine as provided for in section 1.01.009 of this code.

(d) Prohibited activities.

(1) Horses and farm animals are strictly prohibited in city parks, unless permitted pursuant to a special events permit or approved by the parks department and the city council, as applicable, in advance of the use.

(2) Jumping, diving, wading into waterways. It is an offense and a violation of this subsection for any person to enter a river, stream or waterway by jumping, diving or doing any other dangerous act on or off any bank, bridge, street, highway, or appurtenance of publicly owned land, city park or public right-of-way. It shall likewise be illegal for any person to jump, dive or do any other dangerous act from trees, platforms, high banks, dams or other walkways to enter streams, rivers, or waterways along, over or a part of public property or public right-of-way, including in a city park.

(3) Inflatable, plastic or other types of portable pools.

(4) Slip-n-slides (exceptions may be made for individual "family" size slides, on approval by the city's parks department).

(5) Sprinklers (hoses may be used for cleaning purposes only).

- (6) No feeding wildlife including waterfowl such as ducks or geese and all other indigenous species native to the city.
- (e) Swimming or wading in Colorado River.
- (1) It is an offense and a violation of this subsection for any person, child or adult to enter, wade, swim, or engage in any aquatic activity in any portion of the Colorado River in the city parks.
- (2) Exception: The public shall be allowed to enter the water while in the process of embarking or disembarking any boat, canoe or any other flotation device upon waters of the Colorado River.
- (f) Littering. It shall be unlawful for any person to throw, deposit, place or drop loose paper, cans, bottles, sacks, boxes, cloth, waste materials, or any kind of rubbish on or alongside any roadway, body of water, playground or recreation area of the riverfront ~~all~~ park land within the city limits.
- (g) Operation of vehicles.
- (1) Prohibited areas. It shall be unlawful for any person to drive any motor-driven vehicle into, along or across any grassy area of a city park which is owned, operated or maintained by the city except upon public roadways maintained by the city for the operation of such vehicles. No such vehicles shall be driven upon any hike-bike trail, footpath, or foot bridge spanning a creek or stream located therein. This subsection shall not apply to vehicles being used strictly for the purpose of loading and unloading freight therein or in the construction, maintenance or repair of said public parks, public playgrounds or public recreation areas which are owned or maintained by the city.
- (2) Speed limit. It shall be unlawful for any person to operate any vehicle on any street, drive, roadway, or surface within any city park property at a speed greater than twenty (20) miles per hour.
- (3) Parking. No person shall park a vehicle upon any public roadway, city-owned or -maintained park lands, public playground or public recreation area which is owned, operated or maintained by the city for the principal purpose of:
- (A) Displaying such vehicle for sale;
- (B) Washing, greasing, or repairing such vehicle, except repairs necessitated by an emergency.
- (4) Barricades authorized. The parks board is hereby authorized and directed to install barricades at the designated locations to prohibit vehicle traffic on designated streets.

(h) Alcoholic beverages. Possession, use or consumption of any alcoholic beverage, as defined in the Texas Alcoholic Beverage Code, now or as amended, within the area of the city parks shall conform with the laws of the city and the state.

(i) Destruction of trees and plants. It shall be unlawful for any person to willfully pick, pull, pull up, tear up, dig up or out, mutilate, break, bruise, injure, burn, remove, carry away, or destroy any tree, shrub, plant, vine, flower, moss, foliage, berries, fruit, grass, turf, humus, cones, or dead or downed wood, except by written approval issued by the parks board for scientific or educational purposes.

(j) Glass containers. It shall be considered a misdemeanor offense for anyone to exhibit, use, carry, or dispose of glass beverage containers in all city parks which have adjacent areas by rivers, lakes, and streams within the city limits. (Ordinance 2010-13 adopted 6/8/10)

(k) Weapons, firewood or dangerous items. The use or display of any weapons, firearms, knives, firewood or any other dangerous item is prohibited without prior written consent of the parks board, unless otherwise permitted by applicable State law(s).

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Section 1.10.003 Commercial Use of Parks

(a) Definitions:

(1) Commercial use. A use which is undertaken for a business purpose and for which a fee is collected. This definition specifically includes organized adult and youth sports leagues, teams, or groups where "fees" or "dues" are collected in order to participate in an activity and nonmembers are prohibited from joining the activity. ~~In accord with section 1.10.002(b)(5), for purposes of this section and the corresponding fee schedule, unless otherwise controlled by a lease agreement, youth sports leagues are not considered a "commercial use" and are excluded from payment of a fee or deposit.~~

(2) Non-Commercial Use. A use which is undertaken for a recreational purpose with no intention to gain commercial advantage and/or monetary compensation. The participation of patrons are not required to pay "dues" or "fees" while participating in a organized program, such as sports leagues, teams, or groups.

(3) General course/class. A class that meets regularly for a certain specific period of time which is organized for the purpose of teaching individuals and/or their pets a hobby, skill, or for other enjoyment or exercise and for which the owner or operator is paid a fee or for which "dues" are collected, including dog (or other pet) training classes.

(b) Permit required. Persons or entities shall not conduct the commercial sale or offer to sell any item nor render or offer to render any commercial service for hire, including coaching or organizing a commercial sports event, at any park or other location in the city without obtaining a reservation and a commercial use permit properly issued by the city's parks department. Examples of activities or services in city parks which may

qualify as commercial uses include boot camps, yoga, dog training, organized adult sports leagues, fitness professionals, meditation groups, and running clubs.

(c) Fees and deposits.

(1) The parks department reserves the right to increase any fees, deposits or insurance, or to require additional assurances in the event an activity poses a unique safety concern or would be detrimental to the park or the citizens of the city. See section A1.10.002 of the fee schedule in Appendix A of this code for information regarding city fees and deposits for commercial uses.

(2) All fees and reservations for commercial uses shall be made through the parks department. Fees and security deposits shall be made only by cash or check. Once the applicable fee and deposit is paid, a permit to conduct the requested activity, class or course will be issued. A failure to comply with any of the terms set forth herein will subject the applicant to loss of the deposit.

(3) Additional information regarding refunds of fees and deposits for commercial uses shall be as stated in section 1.10.002(b)(8).

(d) Waitlist for commercial use and other restrictions.

(1) The parks department shall maintain a "waitlist" of individuals or entities who wish to use the city parks for a commercial use. The maximum amount of time an applicant may continuously reserve space in a city park for a commercial use, as shown on the permit received by the parks department, is ten (10) weeks per six (6) months. Once the ten (10) weeks has been utilized, and six (6) months have passed, the applicant may notify the parks department that he/she would like to be placed back on the waitlist to apply for an additional ten (10) week period. At the discretion of the parks department, if there is no other individuals on the wait list, an applicant may immediately renew their ten (10) weeks of commercial use.

(2) The maximum number of patrons who may utilize Fisherman's Park at one time for a commercial use is 500. The maximum number of individuals who may utilize Bob Bryant Park for a commercial use at any one time is ~~250~~ 500. The maximum number of individuals who may utilize Hunter's Crossing Park for a commercial use at any time is ~~400~~ 250. For purposes of calculating the restrictions set forth herein, a patron shall include all individuals attending the event including, as applicable, players, participants, guests, children, spectators, coaches, relatives, family, friends, and parents.

(3) The city council shall have the right to vary the above restrictions in its discretion when in the best interest of the city and its citizens.

(e) Location and time of certain activities restricted.

(1) Dog trainers who use the park for commercial use purposes are prohibited from using any area other than the Bark Park located on Grady Tuck Avenue to conduct training classes.

(2) Unless otherwise stated herein, commercial use of a city park is restricted to the hours from 6:00 a.m. to 10:00 p.m. specific written permission must be secured from the parks board, for additional hours.

(f) Insurance. The individual or entity involved in a commercial use of the park shall provide proof of insurance to the city in the amount of \$250,000.00 which names the city, and its officers, employees, volunteers and officials as additionally insured. Proof of insurance must be received by the parks department prior to the issuance of a commercial use permit.

Part 2: Related to Setting Fees for use of City Parks:

APPENDIX A – ARTICLE A1.10 PARKS

Section A1.10.002 Parks

(a) **Noncommercial fees and deposits.**

(1) Pavilions (including BBQ pits when available) and concession stand. Schedule for noncommercial fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.

	Number of Patrons	Fee	Deposit
	Less than 100	\$35.00 \$50.00	\$50.00
	101-300 101-200	\$90.00 \$100.00	\$200.00 \$150.00
	201-300	\$150.00	\$250.00
Special event permit required	Greater than 300	\$400.00	\$600.00
	Concessions stands*	\$0.00	\$50.00

* The concession stand at the splash pad may only be reserved by youth (17 and under). Parent or guardian adult supervision is required. Other fees, including vendor and/or permit fees may apply (see chapter 4 of this code).

(2) Multipurpose fields. Schedule for noncommercial fees and deposits for multipurpose fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park.

Number of Patrons	Fee	Deposit
0-45 0-100	\$50.00	\$75.00 \$100.00
46-100 101-300	\$75.00	\$150.00
101+ 301-500	\$100.00	\$300.00 200.00

(3) Additional park amenities fees non-commercial use.

Facility/Amenity	Fee	Additional Fee Rates & Information	Additional Fee Rates & Information	Deposit
Softball fields (daily/practice use)	\$20.00 per hour	Additional lighting fee	\$10.00 per hour (from 6pm-10pm)	\$50 flat fee
Softball fields (tournament use)	\$150.00 per day	Additional lighting fee	\$10.00 per hour (from 6pm-10pm)	\$100 flat fee
Sand volleyball court	\$20.00 \$40.00 per 4 hour block	All day rental No lighting available	\$80.00 (does not include lighting)	
Pier/scenic outlook	\$35.00 \$40.00 per 4 hour block	Additional seating Seating at additional cost	\$2.00 per chair	
Tennis & Basketball courts	\$20.00 \$40.00 per 4 hour block	All day rental Limited lighting available	\$80.00 (does not include lighting) \$10.00 per hour (from 6pm-10pm)	
City Staff	\$25.00 per hour	Required with 100+ patrons	If additional equipment is required standard FEMA rates apply.	
Barricades	Type I \$3.00 ea.	Type II \$10.00 ea.	Type III \$20.00 ea.	
Cones	24-36" \$1.00 ea.	48" \$ 2.00 ea.		

(b) Commercial fees and deposits.

(1) Pavilions (including BBQ pits when available). Schedule for commercial use fees and deposits for the pavilions located in Fisherman's Park, Bob Bryant Park, Kerr Park, and Hunter's Crossing Park.

	Number of Patrons	Fee	Deposit
	Less than 100	\$75.00 \$100.00	\$150.00 \$200.00
	101-300 101-200	\$150.00 \$200.00	\$300.00 \$300.00
	201-300	\$300.00	\$400.00
Special event permit required	Greater than 300	\$400.00	\$600.00

(2) Multipurpose fields. Schedule for commercial use fees and deposits for the multipurpose fields in Fisherman's Park, Bob Bryant Park and Hunter's Crossing Park.

Number of Patrons	Fee	Deposit
0-45 0-100	\$100.00	\$200.00
46-100 101-300	\$250.00	\$400.00
101+ 301-500	\$500.00 \$400.00	\$600.00

(3) Additional park amenities fees commercial use.

Facility/Amenity	Fee	Additional Fee Rates & Information	Additional Fee Rates & Information	Deposit
Softball fields (daily/practice use)	\$250.00 per day \$30.00 per hour	Additional lighting fee	\$10.00 per hour (from 6pm-10pm)	\$100 flat fee
Softball fields (tournament use)	\$250.00 per day	Additional lighting fee	\$10.00 per hour (from 6pm - 10pm)	\$200 flat fee
Sand volleyball court	\$25.00 80.00 per 4 hour block	All day rental No lighting available	\$80.00 (does not include lighting)	
Pier/Scenic outlook	\$45.00 80.00 per 4 hour block	Additional seating	\$3.00 per chair	
Tennis & Basketball courts	\$25.00 80.00 per 4 hour block	All day rental Limited lighting available	\$10.00 per hour (from 6pm-10pm)	
City Staff	\$25.00 per hour	Required with 100+ patrons	If additional equipment is required standard FEMA rates apply	
Barricades	Type I \$5.00 ea.	Type II \$20.00 ea.	Type III \$25.00 ea.	
Cones	24-36" \$2.00 ea.	48" \$4.00 ea.		

(4) The fees and deposits provided for in this section are for one ten (10) week period of the commercial use. Each ten (10) week period shall require a new fee and deposit.

(c) **Rodeo Arena Rental Fees.**

Rental Fee	Security Deposit
\$200 per day – includes lighting	\$400 for entire event
\$50 per 4 hour block before dark	\$100 per 4 hour block
\$100 per 4 hour block after dark	\$200 per 4 hour block

Services requested during event	Fee Schedule
Arena dirt work by city crew	\$50.00 per hour (tractor, drag)
City staff (litter, assistance, etc.)	\$20.00 per hour per person
Electricity for arena lights	\$10.00 per hour
Water for arena dirt work	\$5.00 per 1,000 gallons
RV and/or campsites with hook-ups	\$35.00 per day (includes electricity and water)
Concession stand/kitchen	See concession stand agreement

(ed) —Youth sports league. All organized youth sports leagues shall submit their schedules to the parks department as soon as possible, but in no event later than thirty (30) days before the first scheduled practice to ensure that a field is available for use at the desired times and locations. Unless otherwise controlled by a lease agreement, no area of a park is specifically designated or reserved for one organization or youth team and areas will be provided on a first come, first served basis.

(de)

Dog Training Classes in Bark Park Only	Fee	Deposit
Per/class	\$20.00 \$25.00	\$50.00

Dog training.

(ef)

Refunds of deposits and fees. In accord with section 1.10.002(b)(8), deposits and fees may be refunded as follows:

(1) Reservations must be made a minimum three (3) business days in advance (excluding holidays) of the use. A reservation is not valid, and a permit will not be issued,

until all fees, deposits, and proof of insurance, if necessary, are paid in full to the parks department.

(2) Deposits and fees paid in accord with this section may be refunded under the following conditions:

(A) Full refund of the reservation deposit and fee if the parks department is notified, in writing, of the cancellation not less than seven (7) days prior to the date of use of the reserved area.

(B) Refund of one-half of the reservation deposit and fee if notice of cancellation is received by the parks department, in writing, between seven (7) days and 24 hours prior to the date of use of the reserved area.

(C) The reservation deposit and fee will not be refunded if the event is cancelled less than 24 hours before the day of the event.

(D) The reservation deposit will be returned to the individual or group reserving the area after the event so long as the area being reserved is clean and free of trash and debris at the conclusion of the event. Any damage or maintenance required, in the sole discretion of the city and/or the parks department, will be charged against the deposit.

(E) In the event a field is closed by the parks department (or other applicable city personnel) due to inclement weather, construction and/or maintenance which cause an event to be cancelled, the reservation deposit and fee will be returned or applied to the "rain date."

(F) Exceptions to the above are allowed only on written approval of the city manager.

| (gf) Application to parks department (commercial and noncommercial use). An application for a reservation and permit may be obtained from the parks department. All fees and deposits shall be paid in person by separate checks or cash from 7:00 a.m. until 3:30 p.m. (except city holidays). There will be a \$25.00 service charge for all returned checks. The person or organization reserving an area of a city park, including a pavilion, is responsible for the enforcement of city policies during the event and for the activities and behavior of the individuals at the event.

| (hg) General rules (commercial and noncommercial use). Fees and deposits must be paid at the time the reservation is made or a permit will not be issued by the parks department for the use. This includes the use of a BBQ pit. There is no additional fee for use of the BBQ pit, but the renter will be required to pick up and return the required key from the parks department. Failure to return the key within seven (7) days after the event will cause the deposit to be forfeited. In the event of improper use of a city park or facility, or if the user fails to clean and restore city parks and facilities to the same condition in which they found them, the park's department, in its sole discretion, reserves the right to prohibit future use by that person or entity.

(h) Special events. A request to use a park, or a portion of a park, or an application for a significant use that is likely to result in a substantial impact on the park, facilities, or public safety services must seek a special event permit in accord with article 4.06.

(i) Exceptions. The fees and deposit described herein do not apply to the following local governmental entities which provide reciprocal privileges to the city: Bastrop Independent School District, the county, and the Lower Colorado River Authority. However, if such entities wish to close a city park, or if such use will result in a substantial impact on the park, facilities, or public safety, or the entity will charge admission fees to an event, such entities will be required to obtain a special event permit. In addition, the entities will be required to clean and restore city parks and facilities to the same condition in which they found them. Failure to do so will result in a claim by the city against the entity for the actual costs, including administrative costs, of restoring or repairing city property. In accord with general city policy, nonprofit organizations that can demonstrate proof of nonprofit status will receive a 15% discount.

Part 3: All other provisions of Chapter 1, Article 1.10 "Parks" that are not amended hereby shall remain in full force and effect.

Part 4: This Ordinance shall take effect upon the date of final passage noted below, or when all applicable hearing and publication requirements, if any, are satisfied in accordance with the City's Charter, Code of Ordinances, and the laws of State of Texas.

READ and Approved on First Reading on the ____ day of _____, 2016.

READ and Adopted on Second Reading on the ____ day of _____, 2016.

APPROVED:

ATTEST:

Ken Kesselus, Mayor

Ann Franklin, City Secretary

APPROVED AS TO FORM:

Law Office of JC Brown, PC
Jo-Christy Brown, City Attorney

City of Bastrop Use Policies for Park Facilities

DRAFT

To ensure the Parks & Recreation Department is providing the best service the following document has been created and will be reviewed annually and updated as needed.

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Department Mission Statement

Bastrop Parks & Recreation is committed to giving everyone quality Parks and recreation opportunities for your quality of life.

Department Vision

To be an active part of the community in providing quality services that connect the community, through people, parks and programs.

Policy for Use of Park & Recreation Facilities

The policy for use of the City of Bastrop Park & Recreation facilities composed of procedures, regulations and guidelines designed to ensure that all amenities are utilized in a safe and efficient manner. The City of Bastrop develops and maintains various park and recreation facilities to serve the residents of Bastrop and the surrounding area. Athletic fields shall be primarily restricted to the sport for which the fields were constructed. This policy applies to those fields designated and maintained as athletic fields by the department in the Parks ordinance. This policy does not apply to "open play areas".

Priority use of athletic facilities is reserved for associations requiring the ongoing, scheduled use of a facility to provide a recreational service or to meet a community recreational need. Youth sports leagues, as defined for the purpose of this document, is a non-profit organization that conducts its own affairs within the framework of policies established by the City of Bastrop.

Guiding Principles

- The City will provide a high level of customer service, utilizing a qualified and professional staff and contractors.
- The City's image will be a pleasant, comfortable and visually stimulating place in which to live, work, visit, and Play.
- The City will optimally utilize its natural and human capital.
- The City will meet the community's needs for services and facilities using sound financial management.
- The department will efficiently manage operations in order to provide affordable and diversified services to ensure residents equal opportunities.
- Joint use of athletic facilities by several Associations will be considered and encouraged
- The department strives to enhance the quality of life for each individual through parks & recreation opportunities.
- The department welcomes and actively seeks public input in planning and evaluating programs, activities, and facilities.
- The department will fully utilize the facilities of the department.
- No person or business shall be permitted to use park facilities for financial gain or profit unless contracted by the Parks & Recreation Department or they have partnership agreements on file

with the Parks & Recreation Department. These facilities are designed to serve the general public on a non-profit basis. Therefore, charging admission to any event in a City park is forbidden without written permission from the Director or designated staff.

Recognized Sports Association (RSA)

A list of recognized sports associations will be updated at the beginning of each calendar year and maintained by the Parks & Recreation Department. As per agreements with the RSA's they may be delegated responsibility for various levels of field maintenance, complex scheduling, etc.

Criteria for Becoming a Recognized Sports Association

The following factors will determine a "recognized" sports association:

1. Historical presence
 - a. Historical presence for the purpose of this document is defined as "the established ongoing use of specific City of Bastrop facility, by a group, during a designated time frame or season that has occurred more than once." In cases where two associations have historical presence and each has acquired recognized status at a single facility, the group with the longer duration of presence will be given preference. In instances of new facilities, recognized associations serving the greatest number of residents will receive preference.
2. Bastrop based organization
 - a. Sports Associations must have non-profit status with the paperwork identifying them as a Bastrop based organization
3. Bastrop Resident participation
 - a. Recognized Sports Associations percentage of Bastrop and BISD resident participation must be 75% of registration. Rosters reflecting league participants mailing address (street, city, state, zip code) must be submitted prior to start of each league season.
 - b. Higher resident registration may be used to assign/reassign "recognized" status at specific facilities
4. Non-exclusive program
 - a. An Association that has as its primary program and largest number of registrants in a league that does not exclude players based on level of ability.

Comment [TJ1]: Examples: Little league, BYFO, & BYSO

Conditions for Use

All responsible parties representing organizations and seeking the use of City property must be 21 years of age or older and must provide verification of age and physical address with current Texas Drivers License or Identification Card.

All organizations will be required to submit written requests for the use of facilities to the Parks & Recreation Department at least 30 days prior to the beginning of any anticipated facility use.

Written requests shall be accompanied by proof of \$1,000,000 certificate of liability insurance naming the City as additionally insured, the latest season's financial statement, a list of the RSA's Board of Directors with appropriate addresses and phone numbers, tournaments, tryout, practice, game schedules, and a security deposit with a 501c3 non-profit status form. Failure to submit requested information can lead to the loss of "recognized" status and potential loss of priority user status, which could affect field allocation.

Each RSA shall designate one (1) person and (1) alternate person to act as the contact for the Association and shall submit the person's name, title, address, home, and work phone numbers, email address to the Parks & Recreation Department. Each Association is responsible for updating their contact information as changes occur. The Director of the Parks & Recreation or his/her designee shall act as the City of Bastrop's liaison with the Association.

The City strongly recommends that the Association/Organization has all team managers and coaches in the league certified by a state-wide or nationally recognized youth sports coaches certification program and that parent's of each participant attend a training on violence in youth sports. The coach's certification program should include a coaching skills clinic and a background check (state and county of residence).

Groups or individuals (not affiliated with an RSA) seeking reserved use of city athletic facilities may do so under the following conditions:

1. Individual making the application is a Bastrop resident or resides in the Bastrop ISD
2. If requesting use of a facility with a RSA, scheduling/arrangements must be done through the RSA
3. Times and dates do not conflict with other scheduled use
4. Reservations are subject to the approval of the Parks & Recreation Department/RSA, may be denied at any time, and use of the facility does not exceed three (3) consecutive days
5. Payment is required five (5) working days before requested date(s)(see fees section)
6. Application is made no more than thirty (30) days in advance and no less than five (5) working days before requested date.
7. Facilities will be rented "as is". Other arrangements (chalking and lining, dragging fields, nets, flags, bases, etc.) will be made by the applicant and at their expense in accordance with requirements set forth by the responsible party with facility maintenance on designated fields.
8. Applicant must make arrangements to leave the facility in condition it was found. If an applicant does not leave the facility in the condition in which it was found then they are subject to forfeiting future usage of City of Bastrop Park Facilities & loss of deposit.
9. The City parks and Rec department or his or her designee will be responsible for turning lights on/off for the applicant.
10. Proof of insurance or signed waiver of liability releasing City of responsibility for injury or damages.

11. Conditions/playability of fields can be determined by calling the Parks department office at (512) 332-8920 M-F 7:30 am to 3:30 pm.
12. Permit/proof or rental must be available on site during the rental.

Determining Facility Use

Use by the public of designated "open play areas" will be on a first come first serve basis. The City of Bastrop reserves the right to schedule facilities during times when the facilities are not being utilized. Scheduled use of facilities will be determined by the Director of Parks & Recreation but the department reserves the right to delegate that scheduling responsibility to a Recognized Sports Association.

Recognized Sports Associations will be granted priority use of a facility by the City of Bastrop on a per-season (Season is defined as practices and/or games that continue for a period of six (6) weeks to a maximum of six (6) months) basis.

When fields are used for league play, scheduling is the responsibility of the league official for each field and/or an entire complex for the duration of the permitted use.

Appeal Process for Field Use Denial

In instances where the department has delegated scheduling responsibility to a Recognized Sports Association (RSA), requests for use of the fields will be directed to that RSA. In the event that a requesting individual/group feels they have been wrongfully or unfairly denied the use of fields by the RSA, then an appeal can be submitted in writing to the Parks & Recreation Department Director and a final decision will be made.

Special Use of Facilities

The City of Bastrop reserves the right to host athletic leagues, special events, and programs at all public park facilities. Sports Associations will be notified in advance of any special events or programs that may conflict with their scheduled use. The City will make every effort to schedule special events during non-use time periods.

The Parks & Recreation Department must be informed before any Sports Association enters into arrangement with other organizations for use of the public facilities. Organizations wishing to host clinics, workshops, etc. outside of seasonal practices and games are required to schedule such programs with the City at least thirty (30) days prior to the beginning of the program. The Sports Association may be required to name the agency as an additional insured on their insurance policy.

Procedures Regarding Athletic Facility or Field Time

FOR SINGLE EVENT, PRACTICE/TOURNAMENT/HOURLY USAGE:

1. Requesting group must call the Parks & Recreation main office (512 332-8920) for availability.

2. Field rental requests can be made by phone as a tentative booking as long as the request is accompanied by an appointment within seven (7) business days at which time all fees will be due. Failure to appear for an appointment will void the tentative booking and the date will again be available to the public.
3. During the rental appointment, the renter must provide proof of liability insurance naming the City of Bastrop as the co-insured, a copy of non-profit tax identification number 501(c)3 (if applicable), and all fees for reservation including deposit.
4. All reservations, contracts, and changes must be made in person by the responsible party at the Parks & Recreation Administrative offices located at 1209 Linden Bastrop, TX. 78602.

RECOGNIZED SPORTS ASSOCIATION SEASONAL LEAGUE USAGE:

1. Requesting group must obtain a Request for Outdoor Athletic Fields from the Bastrop Parks & Recreation office (1209LindenBastrop, TX.) or the website.
<http://www.cityofbastrop.org/default.aspx?name=parks.home>
2. Requests will be filled based on field availability, group priority level, residency status, date submitted, and history with Pearland Parks & Recreation. All associations may submit requests up to twelve (12) months in advance and no less than thirty (30) days prior to the beginning of any anticipated field use.
3. The request form must be filled out in its entirety, accompanied by a \$ _____ deposit, a copy of non-profit tax identification number 501(c) 3 (if applicable), and a \$1,000,000 certificate of liability insurance naming City of Bastrop as the additionally insured.
4. Field rental requests can be made by phone as a tentative booking as long as the request is accompanied by an appointment within seven (7) business days. A representative will be required to attend a meeting with Department staff to discuss expectation and sign a concessionary agreement. Failure to appear for an appointment will void the tentative booking and the date will again be available to the public.
5. Two (2) weeks after registration is complete and prior to the actual beginning of the season, final rosters and player information must be submitted along with games and practice schedules.
6. Two (2) days weeks the end of the contract term, the Association will be required to pay all balances on account.
7. All reservations, contracts, and changes must be made in person by the responsible party at the Parks & Recreation Administrative offices located at 1209 Linden Bastrop TX.

Hours Available for Use

Some designated athletic fields are located in Community Parks and are opened during posted hours. Field lighting is allowed per the department's facility lighting policy.

Hourly rentals of fields are required to be extend for a minimum of 2 consecutive rental hours Monday-Friday; 4 hours Saturday – Sunday.

Concessions/Storage Buildings

Scheduled use of concession/storage buildings will be on a per season basis with use determined by the Recognized Sports Association at a specific facility. Only one Sports Association per season will be granted priority use of a specific building. If another Sports Association requests use of that building during the same time frame, the Sports Association with priority use of the building may choose to share use contingent upon the City's approval. The City may use the concession and storage areas during city-sponsored activities. The City also reserves the right to enter into contracts with private companies for concession operation services.

Sports Associations may be required to furnish whatever equipment and supplies are necessary to operate the concession area and maintain in a sanitary manner, all restrooms, concession and storage areas based on facilities. An ice machine is the only equipment that the City may provide inside the concession area. Associations agree to abide by any and all health code requirements for food service including all appropriate permits.

All equipment stored at a concession/storage building must be removed at the end of the Sport's Associations season, unless otherwise approved by the City. The City will inspect facilities at least once a quarter to determine if flammable, hazardous, or toxic substances/materials are being stored and handled properly. Sports Associations must not block access to facility equipment such as air conditioners, heaters, ice machines, breaker panels, circuit panels, etc.

The City of Bastrop shall be responsible for repairs and up keep of city owned concession/storage buildings that are the result of normal wear and tear and aging. Sports Associations will be responsible for repairs stemming from damages incurred by the facility due to the Sports Association's negligent or irresponsible use. All air conditioned facilities should maintain temperatures, especially those with ice machines, within the range of 76-80 degrees F.

Maintenance of Park & Recreation Fields & Facilities

The City of Bastrop, with the help of the Sports Associations, will provide a level of maintenance service to all parks and recreation facilities that ensures the safe and efficient use of the facility by the sports associations and the general public. The city will follow the determined park maintenance standards for each park. The Sports Associations are responsible for reporting and correcting hazardous conditions related to the association's activities. Failure to address these hazardous conditions within 24 hours could result in the suspension of having a recognized league status. The City of Bastrop will not provide

maintenance or upkeep to property or facilities that are not owned by the City of Bastrop but retain the right to remove the property.

Sports Associations and other organizations will be responsible for and bear all costs associated with the operation and maintenance of any and all league, season, or sport specific up keep to the facility (examples may include items such as bases, soccer goals, public address system, nets, etc.)

The Parks and Recreation department has established as a standard that a minimum of 90% of field lighting must be operational at all times. Every effort will be made to ensure this standard is maintained. In the event of a man made or natural disaster that impacts field lighting, the Department will make a determination as to whether sufficient lighting is operable to provide for the safety of the user group. The user group will be notified of such decisions and lights will be repaired or replaced as quickly as possible. Once 10% of the lighting on any given field has burnt out, at that time the light bulbs will be scheduled to be replaced.

The department has a work order system. The purpose of the system is to provide park maintenance personnel with documentation in order to better serve and track facility repairs, maintenance activities, and service requests. Its intent is to provide a better means of communication between persons requesting service and park maintenance personnel concerning park facilities.

If while on property the renting organization notices something that is wrong with the facility, please report it to the staff on site or call (512) 332-8920 and leave a message regarding the issue. For site and facility related emergencies, please call XXX-XXX-XXXX.

Vandalism

The City will share in the responsibility of deterrence by providing sufficient lighting, frequent security patrols, overall security assessment, and other measures upon the review and permission of the Parks & Recreation Director.

Repairs to City facilities caused by vandalism will be the responsibility of the City. The city will repair or replace as necessary, the following equipment at city owned facilities: air conditioners/heaters, electrical and lighting systems, phone systems, plumbing systems, or others upon review and permission of the Parks & Recreation Director or his or her designee.

Litter Control

The permit holder is responsible for the actions of the individuals participating in the permitted activity and should provide reasonable clean-up of the facilities and parking lots. All associations and individuals should make every effort to police the facilities, buildings, parking areas and common areas for trash, debris and litter with their activities. All trash, debris and litter can be deposited in the trash receptacles or dumpster on the park grounds.

The City will share the responsibility to keep all facilities clear of trash, debris, and litter. City staff collect trash from the receptacles on a twice a week basis M-F at all Community Parks. Users are responsible for additional litter control needed during their use. If trash is not cleaned up, the deposit will be kept.

Recycling containers are located adjacent to most athletic facilities and users are encouraged to utilize them for appropriate materials. These receptacles are also emptied on a regular basis.

Parking

Parking is only allowed in designated areas and will be strictly enforced. No motorized vehicles will be allowed in the parks except in parking areas, the exception being emergency vehicles assisting an accident or injury, or the delivery of equipment, supplies and/or materials. When demands on the parking areas are expected to exceed availability, users should communicate and work with the Parks & Recreation Department to develop plans for such instances.

Signage

RSA's may be allowed to place sponsorship signs within designated areas. Sponsorship signs may be attached to ball field fencing under the following conditions:

- Must be 2' tall, at least ¼" thick and 8' long
- Colored a single approved color white lettering
- Legible from the ball field viewing area
- Well maintained
- Are all placed at the same height from the ground

All sponsorship signs that are damaged from weather, vandalism, or normal wear and tear must be repaired or replaced by the Sports Association. Exceptions to the policy may be made only with the approval of the city. If not repaired in a timely manner the signs will be removed at the City's discretion.

Enhancements

Associations will not install, build or perform any type of facility or property improvements without the express written consent of the City of Bastrop. Requests for improvements must be submitted in writing to the Parks & Recreation Director at least 60 days prior to the desired date of performing the improvement. All requests require approval of the Director and must meet the building/inspection codes and ordinance requirements.

Capital Improvement Projects

Associations wishing the City to consider funding specific capital improvement projects (projects over \$100,000) should submit, in writing, a detailed description of the type of project for consideration. (i.e. two additional youth soccer fields). Written request should be submitted to the Parks & Recreation Director by April 1 in order to be reviewed for consideration in the following fiscal year's program budget. Approval of projects is based on priority need and available funds.

Restroom Facilities

Restrooms are available at all Community parks owned by the City. The cleaning of restrooms and provision of necessary supplies is the joint responsibility of the city and the Sports Association. If facilities must remain open for general park usage, the City will clean the restrooms daily during the week Monday-Friday. The Sports Association will be responsible for subsequent cleanings. The Association may contract with outside contractors for the supplemental cleaning of the restrooms. The City expects assistance in meeting the health and safety needs of our park patrons. The City does not encourage the use of restroom facilities at private or semi-public facilities located adjacent to city owned parks.

In some instances, the cleaning of restrooms and provision of necessary supplies may be the sole responsibility of the Association per facility needs and arrangements. Restrooms should be cleaned and restocked on a regular basis.

Emergencies and Accidents

Organizations are required to report any and all accidents that require medical attention by health care professionals. Accidents involving the condition or maintenance of facilities should be reported to the Parks & Recreation office at the beginning of the first business day following the accident by calling 512-332-8920 and leaving a message.

Proprietary or Commercial Groups

No person or business shall be permitted to use park facilities for financial gain or profit unless contracted by the Parks & Recreation Department, or they have partnership agreements on file with the Parks & Recreation Department. These facilities are designed to serve the general public on a non-profit basis. Any commercial photography (i.e. video, still, catalog) must obtain permission from the City of Bastrop.

Penalties

Any sponsoring association, group or person violating any provision of the City of Bastrop Use Policy for Park Facilities may be penalized in the following manner:

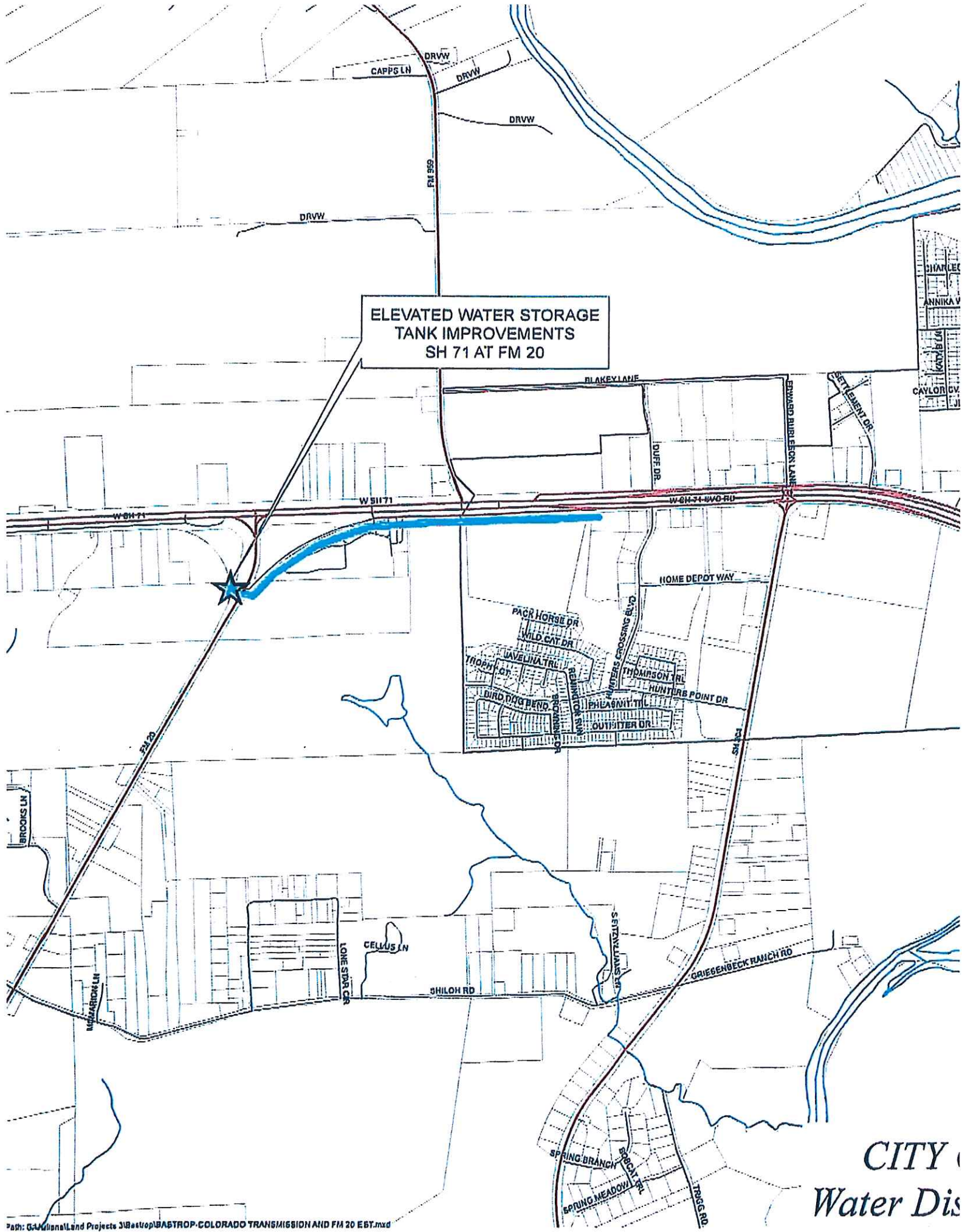
1. Any sponsoring association, group or person may be notified of the violation in a written notice from the Parks & Recreation Department
2. Any sponsoring association, group or person, upon written notification, may be provided the opportunity to resolve the violation determined by the Director of Parks & Recreation or designee
3. Any sponsoring association, group or person violating any of the Policies and Procedures may be refused the scheduled usage of athletic facilities if such action is deemed necessary by the Director of Parks & Recreation upon review and disposition of the violation

Facility Usage Fees

All facility usage fees can be found in appendix A (fee schedule) sec. A1.10.002 or by contacting the City of Bastrop Parks department at (512) 332-8920

EXHIBIT "C"
Map of Proposed Water System Improvements
For the West Side
Of The
City of Bastrop

ELEVATED WATER STORAGE
TANK IMPROVEMENTS
SH 71 AT FM 20



CITY
Water Dis

EXHIBIT "D"
Current Projects List

SUMMARY OF CURRENT PROJECTS/PROGRAMS FEBRUARY 22, 2015

- The Groundwater Well Permit, pending before the Lost Pines Groundwater Conservation District. The Administrative Hearing, scheduled and pending before the "State Offices of Administrative Hearing – Judge M. O'Malley, is scheduled to begin on March 23 – March 25, 2016.
- Development of New Comprehensive Plan for the City of Bastrop.
- Amending the 'Bastrop Marketing Corporation' Contract [a/k/a Hyatt Joint Marketing Agreement]
- Developing "Deal Points" for a contract between the City of Bastrop and the YMCA of Austin, for a Recreational Facility/Emergency Shelter, including the identification and dedication of land upon which the project will be developed. In the event the City Council determines that this agreement proposed is not feasible, then the "Plan B" that has been previously developed and provided and approved by the Council will need to be implemented. As you recall, Plan B calls for the construction of approximately a 6,000 sq. ft. "Activity Center/Emergency Shelter" to be located at Bob Bryant Park.
- Development of cost estimate for the making infrastructure improvements and paving in Alley D. Infrastructure Improvements include: A.) Drainage, B.) Replacement of the wastewater mains and wastewater services, and C.) Installing the electrical lines and electrical services underground.
- The Main Street Project: Street and Sidewalk Improvements Project which is primarily being funded by BEDC. If The City Council wishes to expand the sidewalks, adjust the parking and add any additional elements, those alternatives must be decided upon and committed to by the Council within the next couple of months, and funding required for those additional elements, beyond that dedicated by the BEDC, will be the City's responsibility.
- Implementation of Bastrop Power & Light Five (5) Year Capital Improvements Program [CIP] as developed by LCRA Electrical Engineering Department. Current projected cost for implementing this five (5) CIP is \$1,000,000.00.
- Water & Wastewater Rate & Impact Fee Study: State laws requires that every five (5) years, that the City review, update and revise their water and wastewater Impact Fees and we are in the process of doing this update at this time. The City of Bastrop is looking to make some major water and wastewater infrastructure improvements over the next several years. Though Impact Fees will provide some financial assistance in paying for

Preliminary Summary

these water & wastewater improvements, water and wastewater rates will need to be adjusted to cover the cost of these major infrastructure improvements.

- Creation of a "Public Improvement District" for Phase I of the XS Ranch Project.
- The Pine Forrest Unit #6 joint Litigation, with County and BISSD as taxing entities.
- Negotiation of a 'Wholesale Wastewater Agreement' for Interim and later service for the West Bastrop Village Municipal Utility District.
- Planning for easement acquisition, line routing, design, financing and construction of the West Side Wastewater treatment plant III, on property previously acquired by the City.
- Convention Center: Placing a greater emphasis on "Sales & Marketing." This will require an interim approach until the City Council makes a final decision on the Destination Marketing Organization.
- Develop and create a structure for the "Destination Marketing Organization."
- Gils Branch Lift Station and Wastewater Improvements Project.
- Improvement to and operation and marketing of the Rodeo Arena at Mayfest Park.
- Developing Strategies with the 'Form Base Code Task Force' for the Redevelopment of the northern area of the City of Bastrop.
- Develop a General Obligations Bond Program, to be presented to the Citizens of Bastrop. {Deadline for call for a "Bond Election in November is **August 22, 2016.**}
- Development in conjunction with Bastrop County, of an extension to the "1445 Subdivision Approval Agreement".
- Develop a timeline and strategy for the implementation of the major water and wastewater infrastructure construction program.
- Development of the FY-17 budget will commence on May 1, 2016.
- Implementation of the FY-16 Street Program funded by the "General Fund" and approved City Council.

Preliminary Summary

- Undertake evaluation of whether the City is going to continue with the issuance of C.O.'s [\$500,000.00 for water main & system improvements and \$500,000.00 for wastewater mains & system improvements] for FY-16?
- Daily Operations and Management in the delivery of "Daily Services".
- Continued work to enhance development of the Public Safety Department, with Chief Adcock, including the Bastrop Volunteer Fire Department. Work on equipment acquisition and setting the stage for moving toward paid personnel for the "Fire Department.
- Continuing and ongoing working to maintain and develop the professional skills and caliber of the City's employee pool, and encourage the Directors to train and achieve success. Continue to work to fill all critical positions.