

**NOTICE OF SPECIAL WORKSHOP MEETING**  
**Bastrop City Council**  
**April 19, 2016 6:00 P.M.**

\*\*\*\*\*  
*In compliance with the requirements of Chapter 551 of the Texas Government Code, the public is hereby provided notice that it is possible that a quorum, or more, of the membership of the City of Bastrop Boards, Commissions, Committees, Task Forces and the BEDC may be in attendance, to observe and/or participate in the above-referenced workshop/retreat of the Bastrop City Council.*  
\*\*\*\*\*

Pursuant to the Texas Government Code, Chapter 551, the City Council of Bastrop, Texas will hold a Special Workshop Meeting on Tuesday, April 19, 2016 at 6:00 p.m. at the Bastrop City Hall Council Chambers, 1311 Chestnut Street, Bastrop, Texas to consider the following matters:

- A. Call to Order.
- B. Discussion, consideration and possible action on the Preliminary Plat for Woodrun Subdivision, Section Two, Phase I, II, III and IV being +/-84.897 acres out of the Stephen F. Austin Survey Abstract No. 3 within Area A of the Bastrop, Texas Extra Territorial Jurisdiction (ETJ). (Continued item D.3 from the April 12, 2016 meeting.)

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EXECUTIVE SESSION: *The Council reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Ch. 551 Govt. Code, Vernon's TX Code, Annotated, the item below will be discussed in closed session.*

1. SECTION 551.071 – Consultations with Attorney related to legal matters

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**C. EXECUTIVE SESSION**

C.1 The Bastrop City Council will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, *et seq*, to discuss the following:

1. **SECTION 551.072** – Deliberation regarding real property: Regarding the purchase, exchange, lease, disposition, or value of real property

C.2 The Bastrop City Council will reconvene into open session to discuss, consider and/or take any actions necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

D. **WORKSHOP SESSION** - The Bastrop City Council will recess the special meeting and convene into Workshop Session to discuss the following.

D.1 Discussion; review and update on the H.U.D. Shelter Grant.

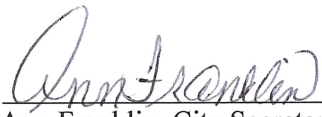
D.2 Discussion regarding a review of current “Capital Projects and “Future Capital Projects”, sources of funding for “Future Capital Projects, the impact future projects will have on future budgets, tax rates, rates or fees assessed or charged by the City of Bastrop associated with “Future Capital Projects” and the types of Capital Projects that might be considered for a General Bond Election.

D.3 Discussion regarding potential charter amendments to the City of Bastrop’s City Charter.

D.4 Discussion and review regarding the second quarter (January – March 2016) utility report.

E. The Bastrop City Council will adjourn the Workshop Session and reconvene into the special meeting to take any necessary action(s).

9. Adjourn

  
Ann Franklin, City Secretary

I, Ann Franklin, City Secretary of the City of Bastrop certify that the above notice was posted on April 15, 2016 at 5:00 p.m.

**THE CITY OF BASTROP IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH  
DISABILITIES ACT.  
REASONABLE MODIFICATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE  
PROVIDED UPON REQUEST. PLEASE CALL 512-332-8800.**

Confirm time posted KR  
Confirm time removed: \_\_\_\_\_



# City of Bastrop Agenda Information Sheet:



**City Council Meeting Date:**

**April 12, 2016**

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**Project Description:**

Discussion, consideration and possible action on the Preliminary Plat for Woodrun Subdivision, Section Two, Phase I, II, III and IV being +/-84.897 acres out of the Stephen F. Austin Survey Abstract No. 3 within Area A the City of Bastrop, Texas, One Mile Extra Territorial Jurisdiction (ETJ).

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**Item Summary:**

**Owner/Applicant:** Sidney E. Lanier, Woodrun Development Company  
**Location:** East of Smith Road, (CR 418)  
**Utilities:** Aqua Water, Bluebonnet Electric and Individual On-Site Septic  
**Residential Lots:** Sixty-two (62)

**Background:**

City Council granted a variance to the Subdivision Ordinance, Chapter 10, Rural Subdivision Design Requirements Section 6.110.4 Lot Size, to allow the lots to be a minimum of one (1) acre in size within Sections 2 and 3 of Woodrun Subdivision.

*Section 6.110.4 Lot Size*

*Rural Subdivision shall be designed to provide an average lot size of two (2) acres excluding streets and public lots or tracts with a minimum area of one (1) acre per each lot located outside the boundary of flood plain or drainage easements. In no case can more than fifteen (15) percent of the total number of lots in the rural subdivision be less than one and one-half (1.5) acres each.*

*(Ordinance 2000-33 adopted 9/26/00)*

Woodrun Subdivision, Section 1 was platted and developed in accordance with Bastrop County Subdivision requirements. Section 1 was platted in 1998 and consists of 47 single family residential lots with a minimum lot size of 1 acre. Sections 2 and 3 were included in a master development plan prepared at that time. The subdivision plat for Section 1 and the master development plan was in accordance with Bastrop County requirements using the 1 acre minimum lot size.

The subdivision is now located within the 1 mile Extra Territorial Jurisdiction (ETJ). Per the City's Inter-local agreement with Bastrop County the remainder of the tract, Section 2 and 3, must be platted in accordance with the City of Bastrop Subdivision requirements.

The developer is proposing to develop raw land within Woodrun Section 2 in four phases. The ultimate build-out of Section 2 will consist of sixty-two (62) residential lots, along with supporting roadway and utility infrastructure.

**Basis of Support:**

Staff supports the request for approval of the Preliminary Plat. City staff has reviewed the Preliminary Plat and determined that it appears to conform to the applicable City of Bastrop Subdivision regulations.

**Special Considerations:** None.

**Comments:** Twenty-two (22) surrounding property owner notifications were mailed March 7, 2016. At this time we have received two (2) responses in favor.

**Staff Recommendation:**

Staff recommends approval of the Preliminary Plat for Woodrun Subdivision, Section Two, Phase I, II, III and IV being +/-84.897 acres out of the Stephen F. Austin Survey Abstract No. 3 within the City of Bastrop, Texas, One Mile Extra Territorial Jurisdiction (ETJ).

**Planning and Zoning Commission Recommendation:**

The Planning and Zoning Commission conducted a meeting March 31, 2016 and unanimously voted five (5) in favor to recommend approval of the Preliminary Plat for Woodrun Subdivision, Section Two, Phase I, II, III and IV within the City of Bastrop, Texas, One Mile Extra Territorial Jurisdiction (ETJ).

**City Contact:**

Melissa McCollum, Director of Planning and Development  
Wesley Brandon, PE, City Engineer

**Attachments:**

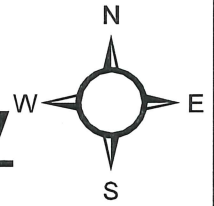
Location map, Preliminary Plat and property owner responses

**Additional documents/information available upon request:**

- Large copies of the Preliminary Plat (24x36 or 11x17)

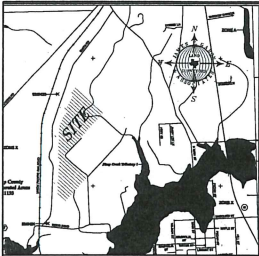


# Woodrun Subdivision Phase Two, Phase I, II, II, and IV Property Location Map

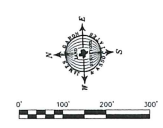


### Legend

 Woodrun Subdivision



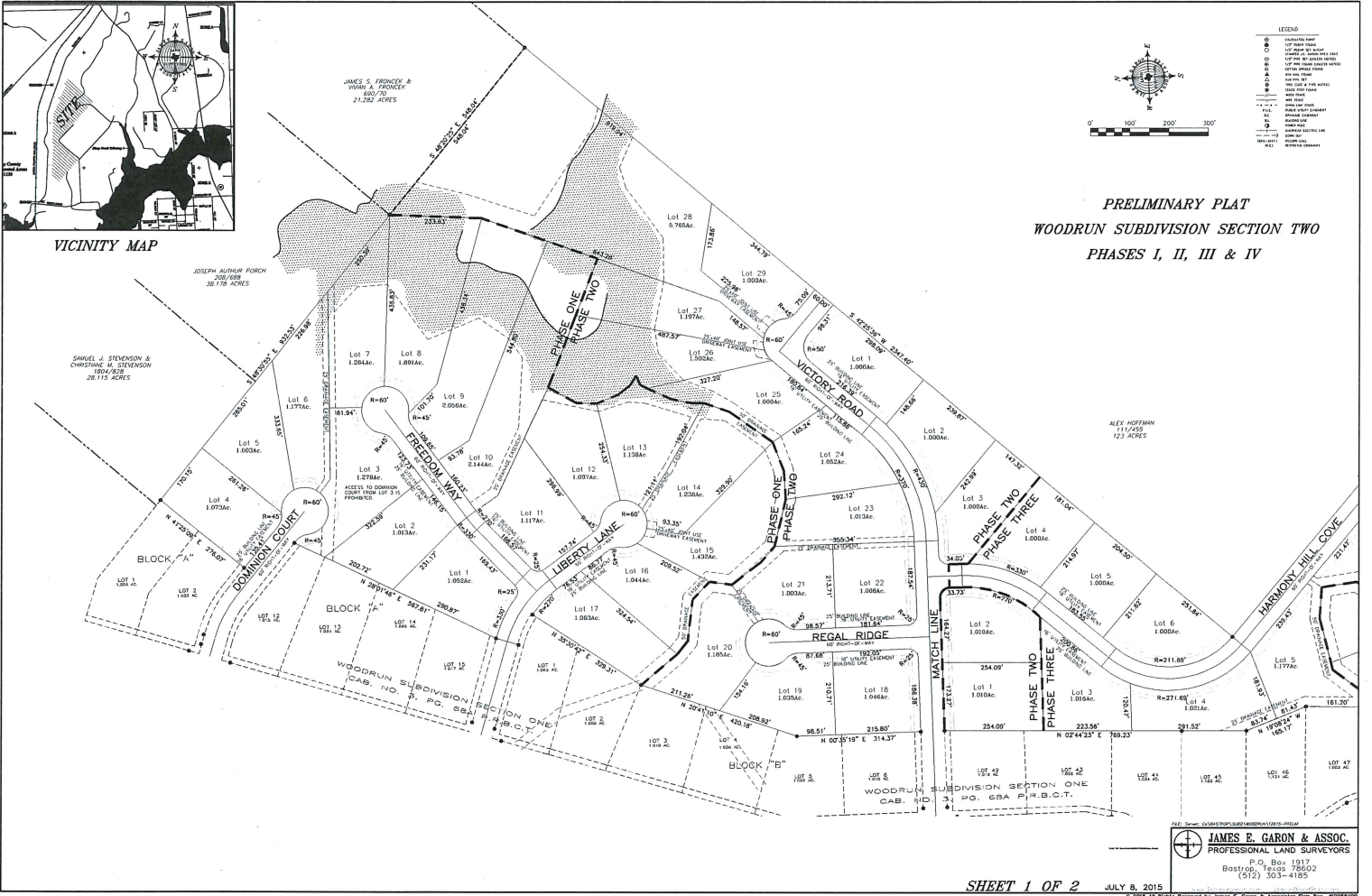
VICINITY MAP



LEGEND

Symbol	Description
Circle with dot	Lot
Circle with 'R'	Radius
Circle with 'A'	Area
Circle with 'S'	Setback
Circle with 'E'	Easement
Circle with 'C'	Conveyance
Circle with 'D'	Drainage
Circle with 'H'	Highway
Circle with 'L'	Local
Circle with 'M'	Metropolitan
Circle with 'R'	Regional
Circle with 'S'	State
Circle with 'U'	Utility
Circle with 'V'	Village
Circle with 'W'	Water
Circle with 'X'	Other

PRELIMINARY PLAT  
WOODRUN SUBDIVISION SECTION TWO  
PHASES I, II, III & IV



JAMES E. GARON & ASSOC.  
PROFESSIONAL LAND SURVEYORS  
P.O. Box 1811  
Bastrop, Louisiana 70022  
(504) 303-4185

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Use of this survey for any purpose other than that intended is prohibited.





X

PROPERTY OWNER'S RESPONSE

As a property owner within 200': (please check  $\checkmark$  one)

- I am in favor of the request.
- I am opposed to the request.
- I have no objection to the request

Property Owner Name: JOSEPH A PERCE  
 Property Address: R 35936 Phone (optional): 512-864-3777  
 Mailing Address: 4105 YENABA TRAIL Email (optional): \_\_\_\_\_  
GEORGETOWN, TX 78628

Property Owner's Signature: Joseph A Perce  
 Comments: (Optional)

THE WOODRUM SUBDIVISION WOULD PROVIDE SIGNIFICANT ECONOMIC BENEFIT TO THE CITY OF BASTROP

Please provide reply to: Planning and Development Department  
 City of Bastrop, P.O. Box 427, Bastrop, Texas 78602 or via fax (512) 332-8821  
 Planning and Development office phone number (512) 332-8840

Preliminary Plat – Woodrun Subdivision, Section Two – mailed 3/7/2016

**RECEIVED**  
 MAR 21 2016  
 By [Signature]

8-  
X

PROPERTY OWNER'S RESPONSE

As a property owner within 200': (please check  $\surd$  one)

- I am in favor of the request.  
 I am opposed to the request.  
 I have no objection to the request

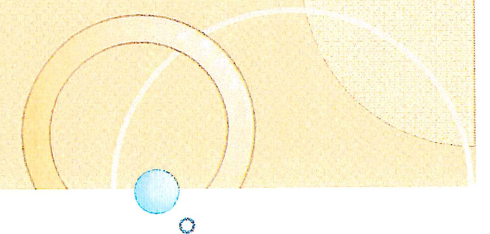
Property Owner Name: TIM BAUGHMAN  
Property Address: 219 SMITH Phone (optional): \_\_\_\_\_  
Mailing Address: 201 HUNTERS CROSSING BLVD STE 10-224 Email (optional): \_\_\_\_\_

Property Owner's Signature: Tim Baughman  
Comments: (Optional)

\_\_\_\_\_  
\_\_\_\_\_  
Please provide reply to: Planning and Development Department  
City of Bastrop, P.O. Box 427, Bastrop, Texas 78602 or via fax (512) 332-8829  
Planning and Development office phone number (512) 332-8840

Preliminary Plat – Woodrun Subdivision, Section Two – mailed 3/7/2016

**RECEIVED**  
MAR 16 2016  
By MM



# City of Bastrop

## Utility Committee Quarterly Report

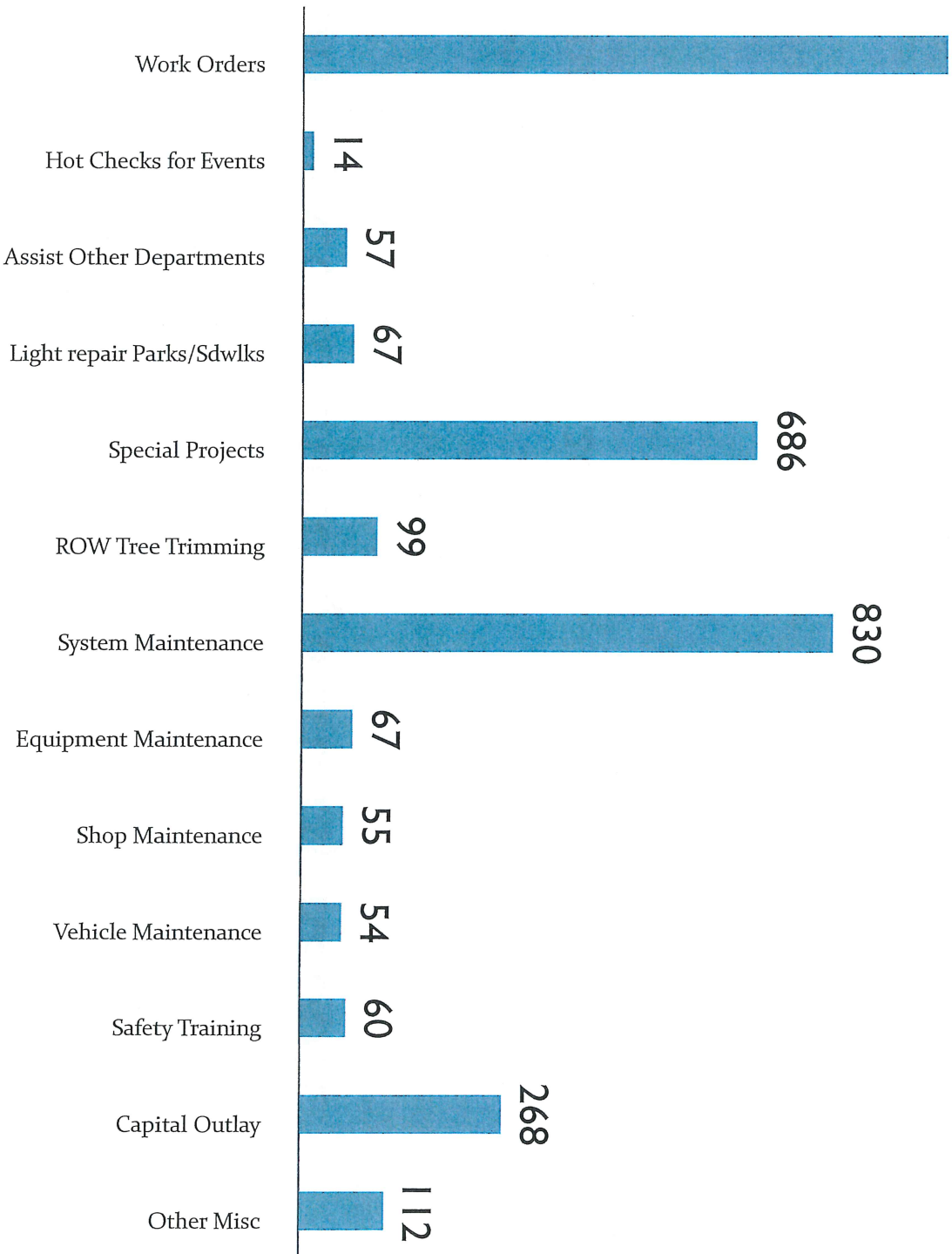
### Period Covered:

January – March 2016

# Bastrop Power & Light

Jan – Mar 2016

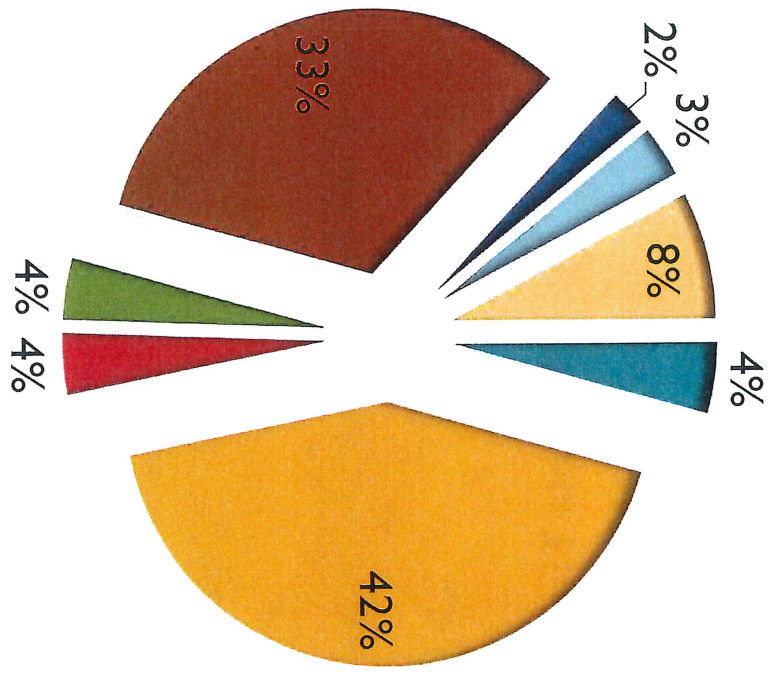
## Total Hours Worked (3,269)



Work Orders include line locates, see breakout of work orders on next slide

# Bastrop Power & Light January – March 2016

## Work Orders



**# of Requests**

Pole Repair/Set	1	Miscellaneous	18
Limbs in Line	14	Power Outage	12
Line Locates	137	Repair Lights	12
Low Lines	5	Turn on/off Service	105
Meter Set/Swap	10	Check Voltage	7

- Limbs in Line
- Line Locates
- Power Outage
- Repair Lights
- Turn on/off Service
- Check Voltage
- Meter Set/Swap
- Misc

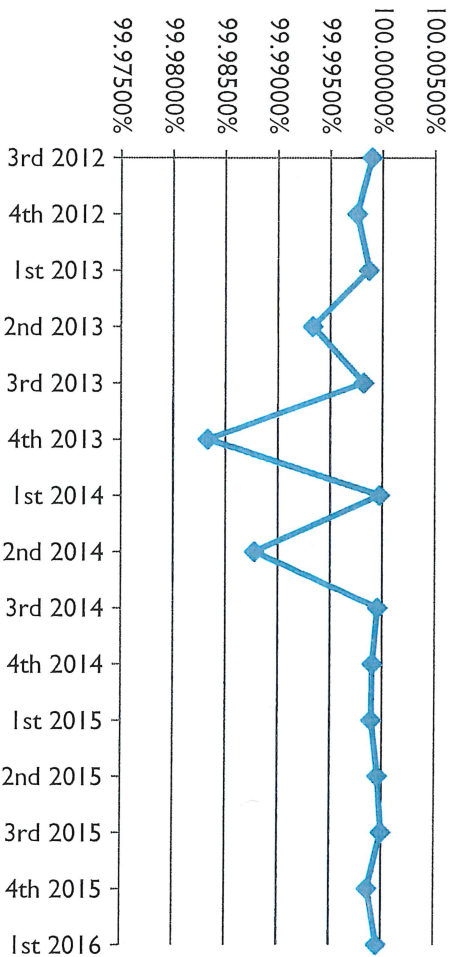
*The work orders do not include routine functions performed daily.*

# Bastrop Power & Light January - March 2016

## Meters Read/Billed:

Type	Jan - Mar 2015	Jan - Mar 2016
Residential	2020	2065
Commercial	511	529
Key Accts (BISD)	44	44
<b>Total</b>	<b>2,575</b>	<b>2,638</b>

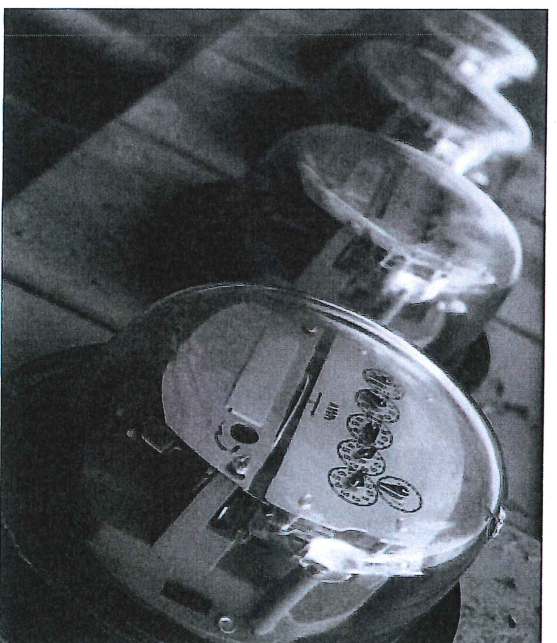
## % of Reliable Time



—◆— % of Reliable Time

## Consumption Billed:

Kwh	Jan - Mar 2015	Jan - Mar 2016
	5,036,805	4,922,916

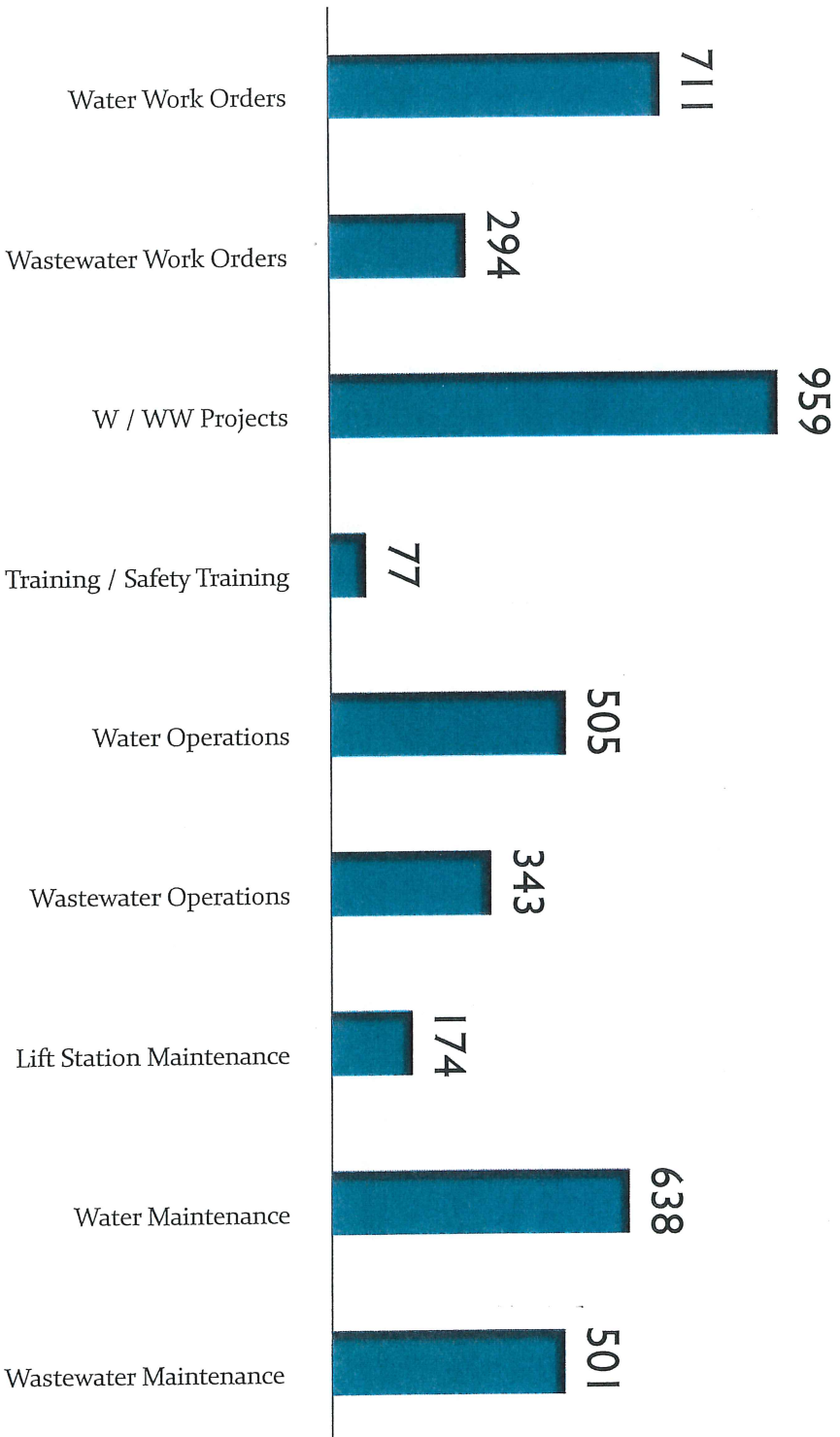


## New Meter Sets

- 0 - Residential
- 0 - Commercial

# Water/Wastewater January – March 2016

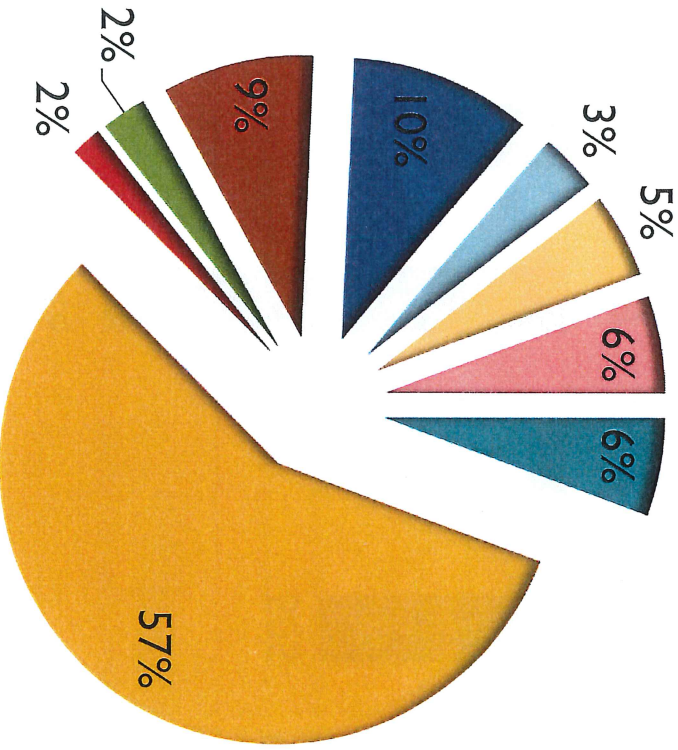
**Total Hours Worked (4,202)**



Work Orders include line locates, see breakout of work orders on next slide

# Water/Wastewater January – March 2016

## Work Orders



- Water Leaks Main/Serv
- Locate W/WWV lines
- Leak at Meter
- Water Pressure/No Water
- Dirty Water
- Misc
- Turn Off/On Serv
- Repair/Install Cleanout
- Sewer Stop/Back

<u># of Requests</u>	
Water Leaks Main/Srvc	22
Locate W/WWV lines	222
Turn Off/On Serv	13
Leak at Meter	7
Water Pressure/No Water	10
Sewer Stop/Back	22
Dirty water	34
Diverse/Misc	41
Repair/Install Cleanout	19

*The work orders do not include routine functions performed daily.*



# Water/Wastewater January – March 2016

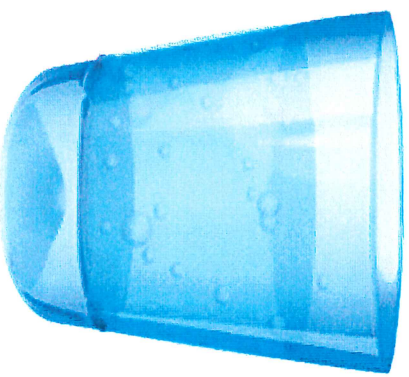
## Meters Read/Billed:

Water	Jan - Mar Avg. 2015	Jan - Mar Avg. 2016
Residential	2,381	2,406
Commercial	680	687
Hydrants	4	1
Total	3,065	3,094
<b>Wastewater</b>		
Residential	2,130	2,191
Commercial	561	559
Total	2,691	2,750
Wastewater Treated	74,838,500	99,970,600

Water	Jan - Mar 2015	Jan - Mar 2016
Gallons Treated	88,914,000	102,965,000
Gallons Consumed	74,838,500	99,970,600
Water Loss	14,075,500	2,994,400

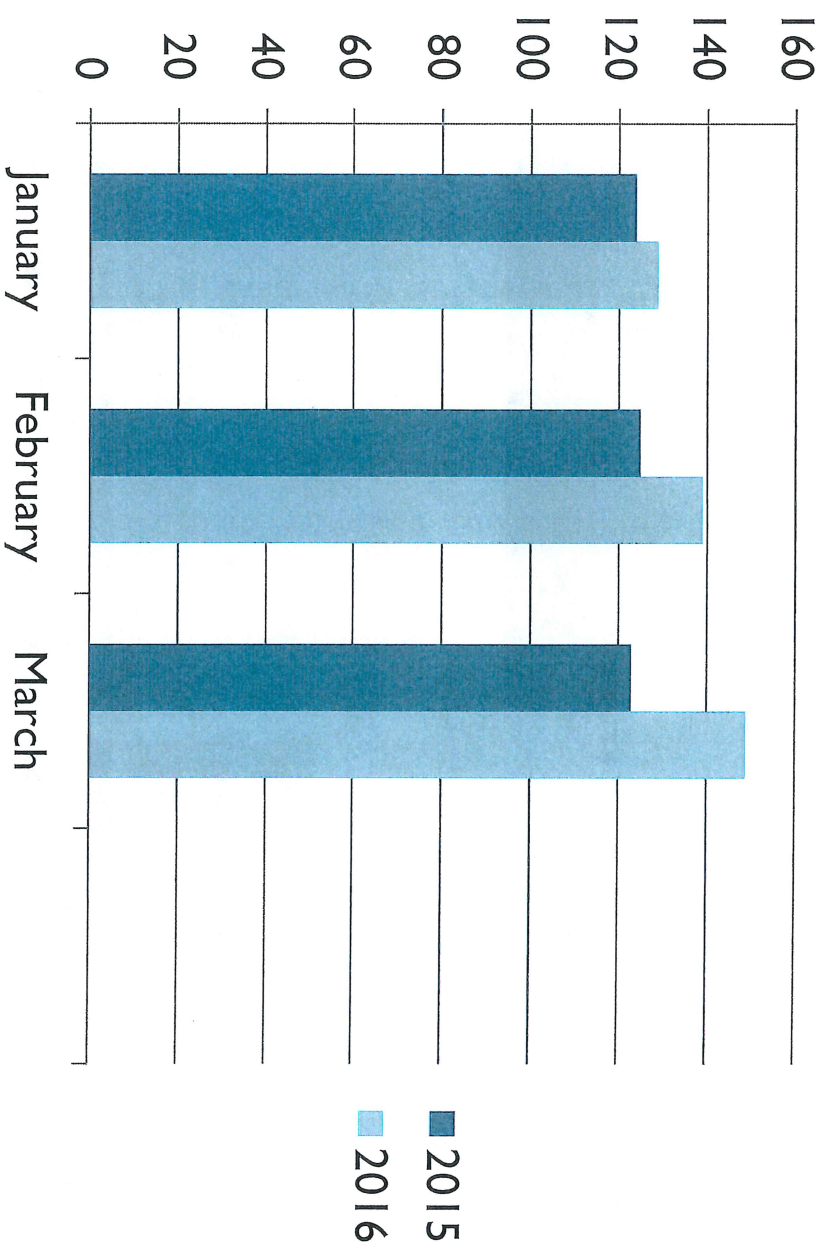
## New Meter Sets

- 7- Residential
- 1- Commercial
- 0- Irrigation



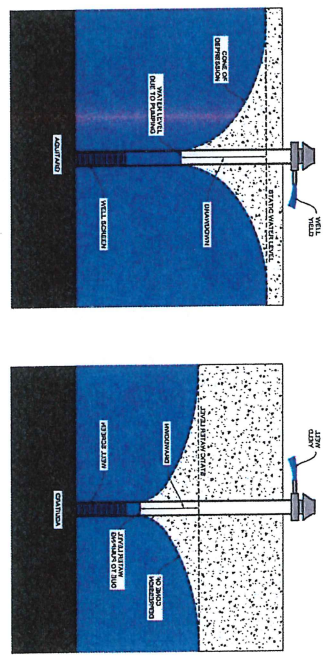
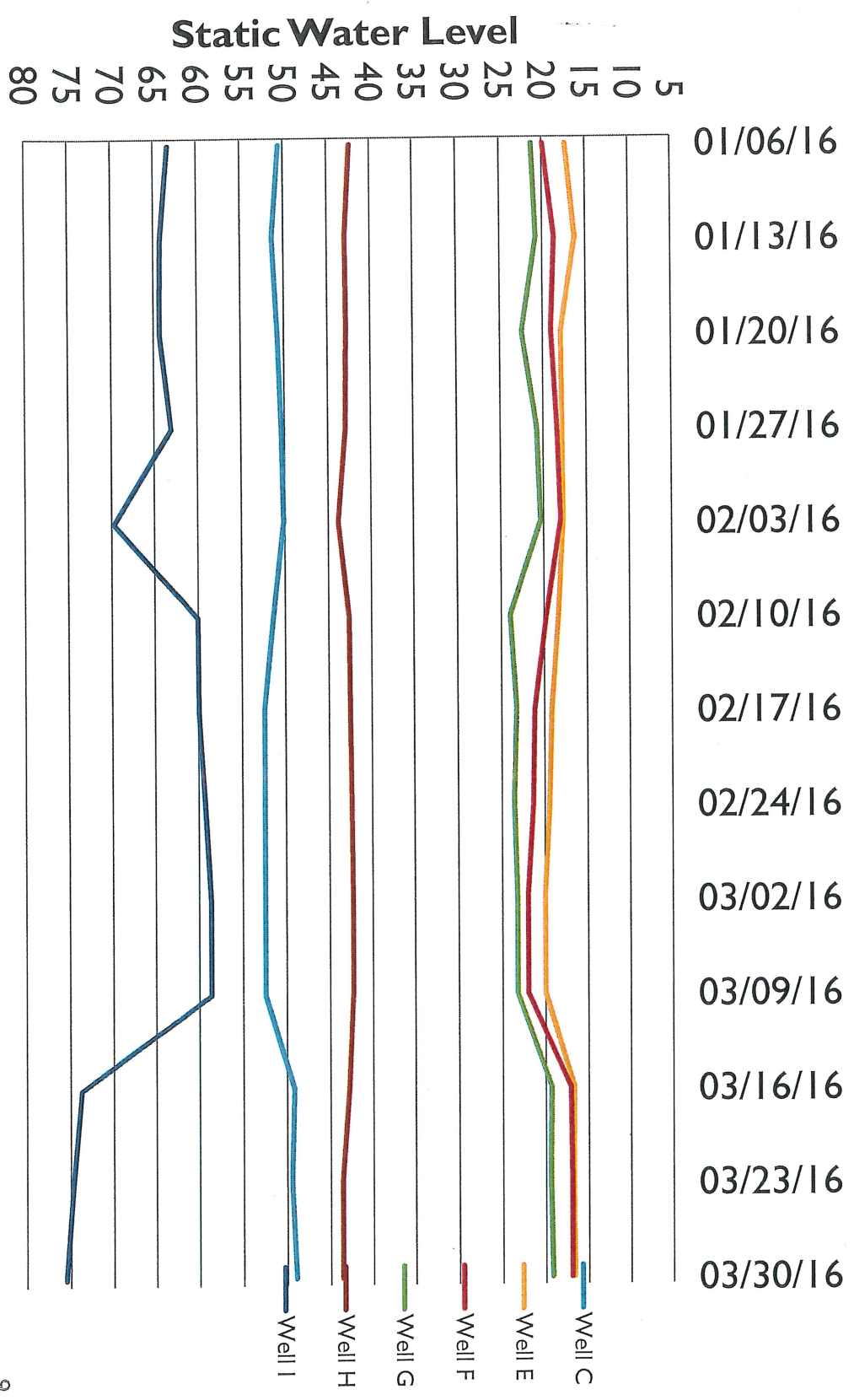
# Water/Wastewater

## January - March 2016



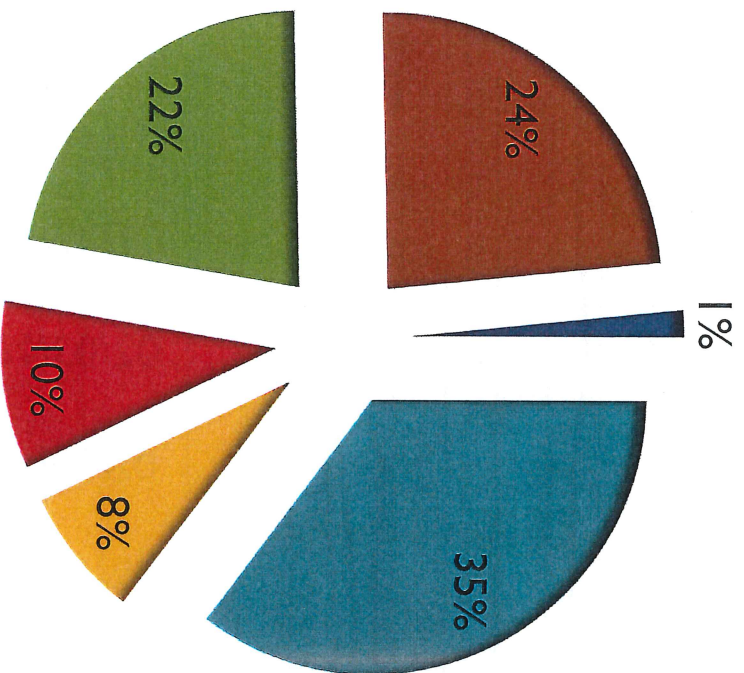
Water Usage Gallons per Capita

# Water/Wastewater January - March 2016 Well Static Levels



# Utility Customer Service January – March 2016

## Work Orders



- Occupancy Change
- Turn on Service
- Turn off Service
- Cut Off for NP
- AMI Call out
- Misc

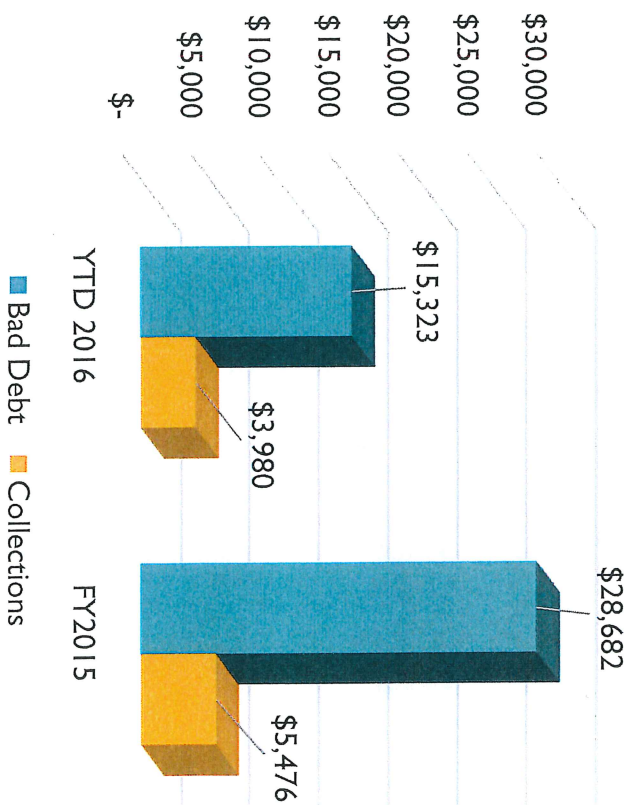
<u># of Requests</u>	
Occupancy Change	111
Turn on Service	24
Turn off Service	31
Cut-off for NP (W & Elec)	69
Meter Swap-outs	2
Water Call out	0
AMI Call out	75
Meter Box	3

*The work orders do not include routine functions performed daily.*

# Utility Customer Service January – March 2016

## Bad Debt Write-off & Collection of Bad debt

In FY2014 we entered into an agreement with MVBA to handle collections for utilities and municipal court. The utility department wrote off all bad debt up to that time to start the process. We implemented a monthly review of delinquent accounts. The utility department spends the first month calling and sending a letter to attempt to collect. After the initial 30 days, the account is turned over to MVBA to collect. This graph just shows the amount turned over in bad debt and how much MVBA is successfully collecting on the City's behalf.



## Financial Revenue Summary January – March 2016

Electrical	Jan - Mar 2015	Jan - Mar 2016
Sales	\$1,812,053	\$1,404,297
Service Fees	\$7,133	\$7,653
Extension Fees	\$820	\$49,102
Water/WWW		
Water Sales	\$558,919	\$641,709
WW Sales	\$432,215	\$470,977
Service Fees	\$4,885	\$8,010
Septic Dump Fees	\$0	\$0
Backflow Testing Fees	\$700	\$2,900

## Progressive Waste Services Oct. – Dec. 2015

Have not received Jan-Mar  
2016 Data from Progressive

### COMMERCIAL

	OCT 2015	NOV 2015	DEC 2015
TRASH	532.86 (Tons)	562.17 (Tons)	564.63 (Tons)
RECYCLING	19.81 (Tons)	16.95 (Tons)	18.09 (Tons)
PARTICIPANTS	28	30	29

### RESIDENTIAL

	OCT 2015	NOV 2015	DEC 2015
TRASH	180.91 (Tons)	168.35 (Tons)	200.75 (Tons)
RECYCLING	57.34 (Tons)	47.1 (Tons)	47.93 (Tons)
PARTICIPANTS	65.11%	62.48 %	63.51%

### BRUSH COLLECTED & RECYCLED

	OCT 2015	NOV 2015	DEC 2015
CUBIC YARDS	280	220	180

