

MEMO

TO: Mayor Kesselus & City Council Members

FROM: Michael H. Talbot, City Manager

DATE: May 10, 2016

RE: City Manager's Informational Update Report for the May 10, 2016
City Council Meeting

I. Meetings and Events Attended:

II. Update on City Projects and Issues:

- A. A: Discussion and Review on Water Usage for the Period of April 1, through May 8, 2016: Attached for the City Council's review, as "**Exhibit A,**" is the summary of the daily water consumption by the citizens and the businesses of the City of Bastrop for the period of April 1, 2016 through May 8, 2016.
- B. Update on the Chestnut Street City of Bastrop Fire Station Renovation Project: As of May 6, 2016, the "Chestnut Street City of Bastrop Fire Station Renovation Project" is approximately 75% completed. The masonry work began the week of April 11th and, as of the date of preparing this report to Council, approximately 55% of the brick veneer has been installed to the façade of the structure. As Council is aware, the rains that we have had during April were not overly extensive, but they were frequent (7 total rain days in the month of April). While rain is welcome now, this number of rain days did slow down the progress of installing the brick veneer on the project. As the contractor started installing the Tab II system [Tab II is the material that the brick veneer product is attached to on the structure] on the south wall (facing Chestnut Street), some 'flex' in the framing around the doorways was noted. So to be cautious and not risk repeating the same type of problems that caused the original façade failure, the project engineer for the City was called to the project site to inspect the framing around the doors and determine what additional work, if any, should be done before proceeding. The project engineer and the contractor determined some additional steel work would be done to reinforce the structural integrity of the front wall, before proceeding. The added structural components will be installed to ensure that the deflection in the exterior walls will not cause issues, in the future, like the brick veneer failure that the city experienced in the past. Now that everything has been reviewed, and corrective action has been determined, a framing crew will return to install some additional framing and sheathing around the doors along the south wall of the structure. . This is additional work is expected to take approximately three (3) additional work days. The masonry contractor is scheduled to return to

the project site on May 12th and begin installing the remainder of the brick veneer and underlayment components at that time. The projected completion date for the remainder of the work is approximately May 24, 2016. Although the continued rainy weather, during the month of May, will be a factor in meeting this new scheduled competition date. I will keep you updated as the work progresses, of course.

- C. Review of the Improvements to the Rodeo Arena at Mayfest Park: As of May 6, 2016, the following updating and maintenance tasks have been done at the Rodeo Arena at Mayfest Park. As you will recall, the City assumed responsibility for the Rodeo Arena the operation and maintenance of the Rodeo Arena in June 2015. Assuming the operational responsibility for the Rodeo Area, the City Staff has studied the facility to gain an understanding of the requirements of getting everything in order, so that the first few events that will be held at the Rodeo Area, now that the City is responsible for the Rodeo Arena, will run smoothly. City crews began work on the 'dirt preparation' of the arena floor a standard part of our 'weekly park maintenance' several months ago. In addition, new appliances were purchased for the concession stand, including a new ice machine, refrigerator, stove etc. In January 2016, a budget was developed to purchase this equipment, and make minor repairs, as needed for the Rodeo Arena. A new tractor has been ordered that will be used to do needed work at the Rodeo Arena site. Additionally, a new 'arena groomer' was purchased and a new 'livestock warm-up area' at the grounds has been established. The livestock shoots have been repaired, the concession stand has been remodeled and refreshed, and the announcer's booth has been refurbished as well. Items remaining for this year's budget are as follows: (1) building new 'covered' stock pens, (2) replacing the water truck, (3) establishing a cost, and master plan for the new build-out of the Rodeo Arena, in the future. As you can tell, considerable work and effort has been directed at refreshing, updating and vastly improving this facility for the City's, public's, participants and the livestock's benefit at the Rodeo events. Please take a moment to review the **Exhibit "B,"** which illustrates how using the proper equipment on a weekly basis has greatly enhanced the Rodeo Area grounds inside the Rodeo Arena grounds. As the Council is aware, in an earlier life I was very active in calf-roping and participated in numerous rodeos. I cannot express the importance of having the rodeo arena grounds in the condition as depicted in **Exhibit "B. for the safety of the livestock and riders.** A good calf-roping horse is essential to the success when one is competing in calf-roping rodeo events. The condition of the rodeo grounds is a determining factor a calf-roper will take into account when in deciding whether or not to attend a rodeo event at a specific rodeo location. The reason why this is such an important factor is that a calf-roper can ill afford to have their calf-roping horse injured during a competitive event if the rodeo grounds are not properly prepared. I believe Trey, Jason and the City Crews have done just an outstanding job in greatly improving the rodeo grounds. I am very proud of their hard work and dedication and hope you are as well.
- D. Update on the Texas Department of Transportation "Tahitian Village Overpass Project": Since my last update to the City Council on April 12, 2016, concerning the "Tahitian Village Overpass Project," Hunter Industries, the contractor responsible for the Project, has continued to place and compact roadway base

material on both sides of the overpass bridges. They have also completed the concrete transition slabs on both sides of the bridges. Overall, the Project is approximately 93% complete and the contractor is currently well ahead of schedule. Over the coming weeks, the contractor will continue preparing the overpass subgrade for paving and installing lighting and other safety improvements. As of the date of preparing this update, the contractor is currently scheduled to begin paving the main-lanes near the end of May, 2016, depending on weather condition the contractor could begin allowing for their opening to traffic near the middle of June.

- E. Update on the Texas Department of Transportation "S.H. 71 – S.H.95 Overpass Project": I contacted the Texas Department of Transportation [Tx.D.O.T] the last week in April, and had a conversation with Ms. Diana Schultz P.E., who has been selected to be the new Tx.D.O.T. "Area Engineer for Bastrop." to get an update on this project. Ms. Schultz is taking over after the retirement of Mr. Roy Dill P.E. who previously held the position of "Area Engineer for Bastrop." In my April conversation with Ms. Schultz regarding the status of S.H. 95 - S.H. 71 Overpass Project, Ms. Schultz expressed a bit of concern regarding when this Project would actually commence, because of an issue with the Union Pacific Railroad. On Friday May 6, 2016, I received the following update regarding the following update from Tx.D.O.T. regarding the S.H. 71 – S.H. 95 Overpass Project: "I was advised that the issue with the Union Pacific Railroad has been resolved and Tx.D.O.T. is tentatively scheduling the groundbreaking for the S.H.71 – S.H. Overpass Project for either June 1st or 2nd 2016. The Pre-construction meeting for this Project should be scheduled around the same timeframe as the groundbreaking ceremony, but Tx.D.O.T. will let us know when the date is finally determined and selected. I will keep you all updated. .
- F. Update on the DMO and the Development of RFQ for a Consultant to Assist the City to create a DMO: On April 21st, Ms. Katherine Ray and I held a "Public Meeting" at City Hall, to solicit public input from the citizens and any others in attendance regarding the items and/or content that they felt should be included in the "RFQ" that the City would prepare and distribute to consultants to assist the City in creating a DMO. Approximately 20 to 25 citizens were present at this April 21st Public Meeting. There were considerable comments and suggestions by those in attendance. I believe Ms. Ray did an excellent job in capturing all of the comments and suggestion from the citizens. Over nine (9) large display sheets of information gathered at the meeting. I am expecting that Ms. Ray will have a draft "RFQ" to me in the near future. Upon receiving the draft, I will forward it to the City Council, place the draft on the City Website and e-mail the draft to as many of the citizens who were present at the April 21, 2016 meeting and provided their email contact information. We will take input on that draft and prepare it to go final for publication and submission to consultants. This was a worthwhile activity in this exciting process for the City.
- G. Update on the Bus Shelter Project: As of May 6, 2016, the City's Public Works Department has received the material for the bus shelter to install and construct pad/floor for the bus shelter in the Northern Area of Town. The Public Works crew is currently paving Walnut Street and should be finished by May 9th. Upon the completion of paving Walnut Street, the Public Works crew will mobilize the remaining material and equipment for the installation of the bus shelter. The

Director of Public Works has advised me that he would like to see the bus shelter installed on or before May 24, 2016. If rain continues through the month of May, that will most certainly alter this scheduled, but the Public Works Department is shooting to complete the project by May 24, 2016. Just a reminder the bus shelter is going to be located at the southwest corner of Main and Linden Streets. This location is a bus stop for both BISS and CARTS.

- H. Update on the Comprehensive Plan: Chapters 1 through 4 of the Bastrop Comprehensive Plan have been reviewed by the Comprehensive Plan Steering Committee (CPSC). Drafts of all four chapters are posted on the City website for public viewing. A draft of Chapter 7, Parks and Recreation, has been submitted to staff for preliminary review. Chapter 5, Land Use and Community Image; Chapter 6, Transportation; and, Chapter 8, Cultural Arts and Tourism, are being drafted concurrently by the consultant team and will be released to staff for review on a staggered schedule beginning in the next few weeks. The next CPSC meeting will be scheduled following the staff-level review of Chapter 5.
- I. Update on the "HUD Shelter Grant Project: I have been working on various aspects of this project including: 1) Getting the Environmental Assessment work underway; 2) Putting together an overall "project schedule" for the various steps and work associated with this project; 3) Preparing the RFQ for professional services for this Project; 4) working on the "Public Notification" for the professional services associated with this Project and 5) reviewing and updating the proposed elements for the construction of the "Activity/Shelter" facility component of the grant. A few Council members have asked why I did not pursue the "Monolithic Building" as the facility for the "HUD Shelter Grant". Though I was very impressed with this type of facility, the "Monolithic Building" is unique and as result, in order to comply with the State of Texas "Competitive Bid Process" and "HUD Competitive Bidding Requirements" would have had to seek and receive approval that this type of structure, as being available through a "Sole Provider" or would have had to put together guidelines together for what is called a "Construction Management Program" to construct the "Monolithic Building." That could have been done, but the time requirements for preparing either one of these approaches would have been extensive given the unique design, etc., and, due to the delay caused by the YMCA negotiations, the City had simply 'run out of time' on this Project and has to start showing that progress is being made on this "HUD Grant" work, or risk losing its share of the funding. That is simply an unfortunate reality caused by the delays we experienced.
- J. Discussion and Review Regarding the City Owned Lot Adjacent to the Convention Center: Attached as **Exhibit "C"** is a proposed site plan and related improvements that I am recommending be utilized for the lot [the "Lot"] adjacent to the Convention Center on Chestnut Street. This proposed layout will, in my opinion, make utilizing the Lot for various types of activities feasible in the future. Also included in **Exhibit "C"** is a cost estimate (of \$38,600.00), covering *materials only – no labor*, to implement the proposed site plan improvements. The site improvements would be constructed by the Public Works Department. Finally, I am recommending that it be the responsibility of the Main Street Department to oversee the activities that would occur on the Lot, should the Council direct me to

implement this program and make these improvements on the Lot. Also attached are the various draft 'forms' and 'rules' governing the use of the Lot for different types of activities, for the Council's review and consideration and input. I have been contacted by an official of the 1832 Farmers Market Organization and was advised that they have 'no problem' with what I am proposing to the City Council related to changes for the Lot, with the exception that on Saturday, they request that they have exclusive use of the Lot (i.e., for the 1832 Farmers Market Organization) and no other users. I believe this request would hinder the possibility of increasing the number of farmers and other participants from attending and selling their products at this location (the Lot) under the Main Street's operation. The 1832 Farmers Organization feels that having 'additional farmers' sell their products at the Lot, at the same time that the 1832 Farmers Market Organization is selling their products, would result in creating a financial hardship for the members of the 1832 Farmers Market Organization. In other words, the completion from other vendors would be detrimental to 1832 FMO. If the Council finds this proposed change for use of the Lot, and its operation by Main Street is acceptable, *I would like to be directed to put all this material together for formal approval by the City Council at the May 24, 2016 City Council meeting.* Please advise.

- K. Review of the FY-17 Budget Calendar: Attached as **Exhibit "D"** is the FY-17 budget that the City's Chief Financial Officer and I developed for the "FY-17 Budget" process, which I will review with the Council Tuesday evening.

L. Management/Administrative Activities: My over the past two (2) weeks has been getting prepared for the 'rating calls' that will occur this week as part of the "Bond Refinancing" that is currently in process, review several wastewater issues associated with the proposed construction of WWTP#3, staff training with the City Directors' in the development of strategic plan for the City organization and a major portion of my time during the week of May 2nd was spending time in preparation for the Pine Forrest Unit #6 litigation, preparing for my testifying at the trial and assisting during the course of the trial. Though a lot of my time was spent on this item the City could NOT have asked for a better ruling by the judge in this litigation. In my view, for all practical purposes, once the Judge's order is provided, this litigation will be ended. Thus, no depositions will need to be taken, no discovery will be necessary and only a very little time in will spend in court. This will greatly reduce legal fees on this pending matter, and the outcome will benefit not only the City, County and ISD, but all of the people living in this area. This was a difficult process, but ultimately will allow this beautiful area to be safely and carefully developed for the benefit of everyone involved. This is all the City sought to have occur, and finally, that appears to be a reality for the Bastrop community. **Special Council Meeting scheduled for May 17th at 6:00 pm:** Remember to mark your calendars to attend this meeting, at which the Council will canvass the May 7, 2016 Election Results for City Council Places, 1 and 5. This meeting will only take a few minutes, but there must be a quorum of members present for this business matter to take places.

III. Other City Activities:

A. City of Bastrop's Convention Center Activities:

❖ **Events:**

- April 26 - Training - Meeting Rooms 1 & 2 40
- April 30 - Conference Ballroom A&B 250
- May 3 - Corporate Training Meeting Rooms 1&2 35
- May 5 Farm St. Opry Entire facility 225

❖ **Marketing:**

- The Director continued with marketing and PR efforts for the Center. This included marketing to brides, meeting planners and the May Opry.
- The Director met with the Billboard rep to discuss Billboard on 71 East.

❖ **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.
- Susan and Kathy continue working/training with the new Event Pro software.
- The Director attended the MPI-THCC Meeting Planners International Texas Hill Country Chapter Education Session - Disney Institute Employee engagement/training.
- The A/C unit has been replaced.

❖ **New Inquiries – (Walk-in included)**

- Civic – no date set, gave tour of facility
- Civic – have not set date, Mtg Rm 1 & 2
- Civic – June 2016, 50 ppl
- Civic – Sept, 30 ppl, having to use approved caterers was issue
- Civic – May 18th, 15 ppl, 2- meeting rooms
- Civic – May 2016, 70ppl Mtg Rm 1-4, quote given
- Civic – no date given, 140 ppl, quote given
- Civic – several dates verified, more info later
- Wedding - October 2017 - Already Booked

❖ **Booked Events:** (Corporate, Wedding, Trade Show, Civic, Seminar/Conference)

- Civic – Ballroom B and all Meeting Rooms, Aug 11 & 12, 2016 100 ppl
- Conference – Entire Facility, 3 days, March 31, Apr 1 & 2, 2017, 150 ppl
- Civic – Mtg Rms 3 & 4, 30 ppl May 18, 2016
- Corporate – Mtg Rms 3 & 4 30 ppl, June 1, 2016
- Civic – Ballroom A&B, 150ppl, June 11, 2016
- Tradeshow – Entire Facility, 3-days - Oct 28, 29, 30, 2016

❖ **Other-Events Comp:**

- Law Enforcement Banquet, May 2016
- Bastrop VFD Banquet, May 2016
- Tax Credit Workshop – May 31, 2016
- Land Use Study, June 8, 2016
- TML Budget Workshop, June 2016 [For a commitment to book 40 hotel rooms]
- MPI-THCC Annual Award Banquet – June 24, 2016
- 1st Responders Luncheon – Oct 2016

❖ **Upcoming Events: May 2016/June 2016**

- Quinceanera – May 7, 2016, 150ppl, BR A
- Civic – May 12, 2016 120ppl, BR B
- Meeting – May 18, 2016, 50 ppl, 2 Mtg Rms
- Civic – May 21, 2016 110ppl, A&B
- Conference- May 27, 28, 29, 2016 350ppl entire facility
- Civic – May 31, 2016, 30 ppl, Mtg Rms
- Corporate – June 1, 2016, 30 ppl, Mtg Rms
- Civic – June 8, 2016, 80 ppl, Mtg Rms
- Meeting – June 9, 2016, 100 ppl, Ballroom B
- Civic, June 11, 2016 150 ppl, Ballrm A & B
- Conference – June 14 & 15, 2016, 70 ppl Ballroom B
- Civic – June 16, 2016 50 ppl
- Meeting – June 24, 2016, entire facility
- Conference – June 25, 2016, 300ppl entire facility

B. The City of Bastrop Main Street Program:

❖ **Committee/Board Updates**

- On 4/27 The Organization Committee meet and discussed recommendations for applicants for the two board vacancies opening in June, mission and vision statement changes, and the July 12th Volunteer Recognition event.
- BMSP Advisory Board meet on May 2nd.
- On 5/4 the Design Committee met and created a timeline for having a complete proposal for 921 Main Street before the Council in June, including design concepts, costs, and programming.

❖ **Partnerships**

- BMSP hosted its first Bastrop Beginnings meeting on May 6th.
- Main Street Director met with the Bastrop Advertiser to discuss story ideas.
- All 6 of the brochure suite brochures are now available at the Visitor's Center downtown for distribution.
- Attended the Chamber Luncheon and TACVB workshop.
- Hosted Elgin Main Street Director Amy Miller for lunch and to discuss partnership opportunities.

- Met with representatives of DBA & Bastrop County Tourism to discuss marketing efforts and ensure we are not duplicating efforts.
- Hosted TACVB Executive Director, Sarah Page for lunch to discuss partnership ideas and culinary district details.
- Working on recruiting downtown business for a Main Street at the Hyatt event on May 28th on site during their busiest weekend of the year.
- Working with DBA to address a variety of issues perceived by downtown merchants and property owners.

❖ **Main Street Program Activities**

- Meet with historic tax credit consultant Ellis Mumford-Russell for a walk through of possible Bastrop Projects. Ellis will be our featured speaker at our May 31st Preservation Month Lunch & Learn.
- Details for this year’s Volunteer Honor Roll are set and invitations have been distributed- mark your calendars for July 12th.
- Working with BEDC to finalize the Façade Grant for Taylor Chiropractic
- Promoted First Friday Art walk and Bastrop Festival Weekend.
- Continuing to work on app development, website updates, and creating a consistent, less confusing social media presence by merging accounts.

C. The City of Bastrop’s Planning and Community Development:

Inspections Bi-Weekly Construction Report – May 6, 2016

For May 10, 2016 City Council Meeting

Air Quality McKinney Roughs Monitoring Site CAMS 684				
April 2016 Date	Max Value (POC 1)*	Time of Highest Ozone	Avg Value (POC 1)*	Air Quality Condition
22	51	3:00PM	37	Good
23	59	12:00PM	41	Good
24	45	12:00AM	36	Good
25	33	12:00PM	24	Good
26	36	1:00PM	27	Good
27	62	4:00PM	43	Good
28	55	1:00PM	33	Good
29	29	4:00PM	22	Good
30	43	5:00AM	30	Good

Air Quality Index (AQI) Values	Levels of Health Concern	Colors
<i>When the AQI is in this range:</i>	<i>...air quality conditions are:</i>	<i>...as symbolize by this color:</i>
0 to 50	Good	Green
51 to 100	Moderate	Yellow
101 to 150	Unhealthy for Sensitive Groups	Orange
151 to 200	Unhealthy	Red
201 to 300	Very Unhealthy	Purple
301 to 500	Hazardous	Maroon

May 1	35	3:00PM	28	Good
2	30	2:00PM	24	Good
3	53	5:00PM	34	Good
4	56	2:00PM	41	Good
5	53	2:00PM	39	Good
6	48	9:00AM	31	Good
*Parts per billion				

❖ Engineering Projects in process:

- SH 71/95 Waterline Replacement Project: Project Complete; processing final close-out documents.
- SH 71 Improvements (Tahitian Drive) -improvement project approximately 93% complete; CM report update provided separately.
- Bastrop West Commercial, Section 3 – Hasler Blvd – 2 commercial lots – comments issued 8/26/15; resubmittal required – 4/28/2016 resubmittal received
- The Colony MUD 1A, Section 1, Final Plat and construction plans in review process – comments issued 4/6/2016 – resubmittal required – 4/14/2016 resubmittal of plat received – corrections to construction plans were not received
- Bus Shelter Plan – Shelter components completed; installation scheduled for week of 5/9.
- Magnolia Gardens Final Plat –Variance to the Subdivision Ordinance tabled 4/12/2016 – Variance approved at CC 4/26/2016 – Final plat will go to CC 5/10/2016
- Aldridge Place Final Plat – comments issued – resubmittal required
- Zavodny Administrative Plat –staff comments issued – resubmittal has not received – 4/28/2016 resubmittal received
- Pecan Park Section 5B final plat and construction plans – staff comments issued 4/6/2016 – resubmittal required – 4/18/2016 resubmittal received
- 512 House Group Final Plat – staff comments issued 4/7/2016 – resubmittal required – 4/20/2016 resubmittal received
- Austin Street Administrative Plat received 5/5/2016 – distributed to staff to review

❖ Major Construction Projects in process:

- Goodwill Store – Conditional CO issued 4/26/16 - pending dedicated easement, retaining wall for completion
- Elysian Nail Salon – project approximately 99% complete
- Coghlan Group – site work 99% complete; TCO issued
- Garcia’s Restaurant – project approximately 95% complete
- Menchie’s Yogurt – project approximately 99% complete
- Papa John’s Pizza – project approximately 85% complete
- A & B Auto Repair – site work approximately 25% complete

- Lost Pines Art Guild – site work approximately 20% complete
- Elliott Electric – site work approximately 20% complete

C. Update on the YMCA Program:

❖ Membership

- Membership 247 Units
 - 704 Individuals

❖ **Administrative**

- Number Served in April
 - Health & Wellness - 683
 - Youth & Family – 1123
 - Sports - 1327
 - Events - 200
- Total served in April 3333
- Fully staffed in the Aquatics Department.
- Hiring Sports Coordinator and Youth & Family seasonal help
- Working with the Goodwill youth work program.

❖ Y Activities Report:

Program Monthly Update:

- Hosted Healthy Kids Day on April 2. This was a great success, with over 200 children coming out in 3 hours. It was a partnership with 13 other non-profit organizations. Families were encouraged to participate in activities that promote getting active and eating
- Spring soccer registration is up 33%.
- Spring youth volleyball registration is up 38%
- Began an adult soccer league with 8 teams participating.
- Swim lesson Registration opened for the summer.
- Hosted the 1st of the monthly teen nights.
- Filmed the first fitness program for the Bastrop TV.
- ❖ YMCA Dates to remember:
 - May 21 – Kerr Center Volunteer Work day 7:30am to 1.
 - May 21 – Splash Day at the Pool

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. Thank you.

EXHIBIT "A"
WATER CONSUMPTION

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

WATER SYSTEM I. D. #: 0110001

Month of: Apr-16

Date	Raw water from wells										Pumped from high service pumps			Apr-16			
	C	F	C&F	G	D&E	G	H	I	total	Zone 1	Zone 2	Zone 3	MGD	Well/Pump	Percent		
						D&E	raw		MGD						Z 1	Z 2	Z 3
1	82	255	337	156	122	278	275	287	1,177	403	327	503	1,233	-0.056	0.33	0.27	0.41
2	110	400	510	192	132	324	287	298	1,419	373	334	524	1,231	0.188	0.30	0.27	0.43
3	98	247	345	142	102	244	292	301	1,182	352	309	531	1,192	-0.010	0.30	0.26	0.45
4	119	372	491	154	112	266	290	302	1,349	372	321	559	1,252	0.097	0.30	0.26	0.45
5	88	275	363	172	125	297	239	252	1,151	336	336	488	1,160	-0.009	0.29	0.29	0.42
6	93	292	385	171	135	306	271	309	1,271	400	311	553	1,264	0.007	0.32	0.25	0.44
7	90	279	369	170	115	285	271	311	1,236	380	323	554	1,257	-0.021	0.30	0.26	0.44
8	96	300	396	178	129	307	284	327	1,314	360	337	571	1,268	0.046	0.28	0.27	0.45
9	107	337	444	213	156	369	329	377	1,519	379	537	663	1,579	-0.060	0.24	0.34	0.42
10	103	329	432	206	154	360	270	310	1,372	325	410	559	1,294	0.078	0.25	0.32	0.43
11	99	308	407	194	138	332	297	341	1,377	361	431	600	1,392	-0.015	0.26	0.31	0.43
12	84	266	350	159	115	274	225	252	1,101	286	348	481	1,125	-0.024	0.25	0.31	0.44
13	88	276	364	174	127	301	229	274	1,168	309	359	443	1,111	0.057	0.28	0.32	0.40
14	88	277	365	112	92	204	223	259	1,051	308	364	447	1,119	-0.068	0.28	0.33	0.40
15	85	263	348	166	114	280	218	253	1,099	288	342	475	1,105	-0.006	0.26	0.30	0.43
16	86	270	356	170	124	294	263	302	1,215	303	349	522	1,174	0.041	0.26	0.30	0.44
17	73	226	299	143	106	249	197	228	0,973	273	333	415	1,021	-0.048	0.27	0.33	0.41
18	81	254	335	157	114	271	259	296	1,161	247	330	509	1,086	0.075	0.23	0.30	0.47
19	76	224	300	129	103	232	227	259	1,018	235	351	451	1,037	-0.019	0.23	0.34	0.43
20	89	259	348	136	105	241	221	244	1,054	209	307	451	0,967	0.087	0.22	0.32	0.47
21	65	190	255	118	104	222	228	257	0,962	190	326	451	0,967	-0.005	0.20	0.34	0.47
22	92	265	357	166	134	300	198	220	1,075	249	459	423	1,131	-0.056	0.22	0.41	0.37
23	93	272	365	171	140	311	139	157	0,972	222	485	262	0,969	0.003	0.23	0.50	0.27
24	152	434	586	256	195	451	0	0	1,037	225	841	0	1,066	-0.029	0.21	0.79	0.00
25	171	490	661	295	238	533	0	0	1,194	246	1006	0	1,252	-0.058	0.20	0.80	0.00
26	103	299	402	187	156	343	190	210	1,145	171	624	382	1,177	-0.032	0.15	0.53	0.32
27	155	436	591	245	201	446	204	228	1,469	256	828	398	1,482	-0.013	0.17	0.56	0.27
28	240	663	903	386	327	723	305	334	2,285	287	1401	626	2,314	-0.049	0.12	0.61	0.27
29	82	238	320	150	122	272	306	336	1,224	117	494	624	1,235	-0.001	0.09	0.40	0.51
30	72	202	274	126	99	225	283	312	1,094	143	268	563	0,974	0.120	0.15	0.28	0.58
31																	
Total	3,060	9,198	12,258	5,404	4,136	9,540	7,020	7,836	36,654	8,605	13,791	14,038	36,434	0.220			
Average	102	307	409	180	138	318	234	261	1,222	287	460	488	1,214	0.007	0.24	0.37	0.39
Max/Min	240	663	903	396	327	723	329	377	2,265	403	1,401	663	2,314	0.188	0.33	0.80	0.58
Minimum	65	190	255	112	92	204	-	-	0,962	117	268	-	0,967	-0.068	0.09	0.25	-

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

WATER SYSTEM I. D. #: 0110001

Month of: May-16

Date	Raw water from wells										Pumped from high service pumps			May-16			
	C	F	C&F	G	DAE	G DAE	H raw	I	total MGD	Zone 1	Zone 2	Zone 3	MGD	Well/Pump	Percent		
															Z 1	Z 2	Z 3
1	49	142	191	85	67	152	338	372	1,053	165	188	665	1,018	0.035	0.16	0.18	0.65
2	67	191	258	119	101	220	268	295	1,041	149	310	548	1,007	0.034	0.15	0.31	0.54
3	71	213	284	133	112	245	227	247	1,003	242	276	426	0.944	0.059	0.26	0.29	0.45
4	81	226	307	141	101	242	233	265	1,047	303	289	507	1,099	-0.052	0.28	0.26	0.46
5	83	249	332	155	128	283	270	318	1,203	317	309	529	1,155	0.048	0.27	0.27	0.46
6	117	340	457	212	166	378	242	295	1,372	367	469	511	1,347	0.025	0.27	0.35	0.38
7	88	255	343	159	126	285	262	321	1,211	307	298	547	1,152	0.059	0.27	0.26	0.47
8	84	249	333	131	103	234	276	336	1,179	313	271	540	1,124	0.055	0.28	0.24	0.48
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Total	640	1,865	2,505	1,135	904	2,039	2,116	2,449	9,109	2,163	2,410	4,273	8,846	0.263			
Aver	80	233	313	142	113	255	265	306	1,139	270	301	534	1,106	0.033	0.24	0.27	0.49
Max	117	340	457	212	166	378	338	372	1,372	367	469	665	1,347	0.059	0.28	0.35	0.65
Min	49	142	191	85	67	152	227	247	1,003	149	188	426	0.944	-0.052	0.15	0.18	0.38

EXHIBIT "B"
RODEO ARENA



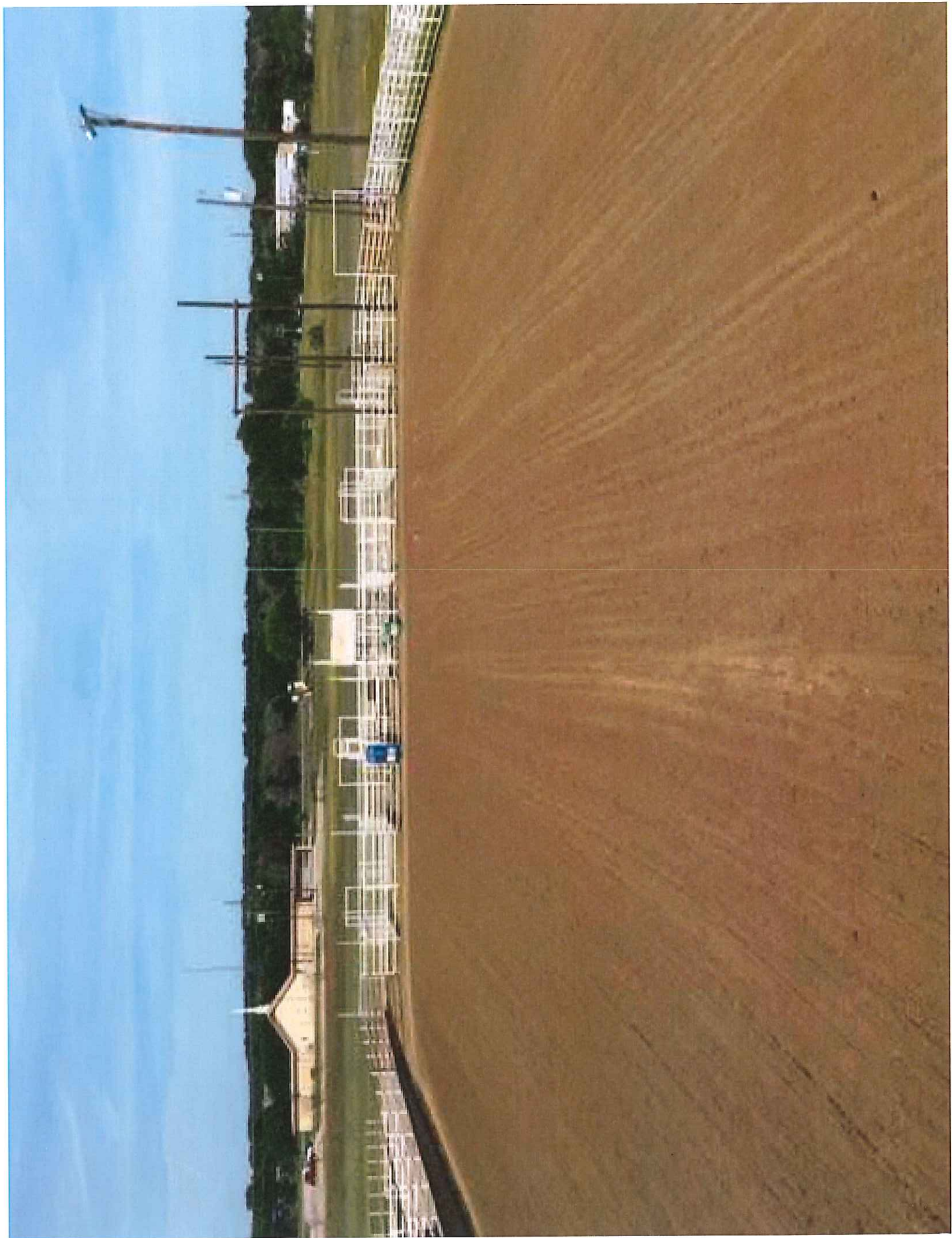


EXHIBIT "C"
CITY OWNED LOT ADJACENT TO THE
CONVENTION CENTER

**MARKET AREA ACROSS
FROM CITY HALL**

Gravel Roadway

9,000 sq. ft. X \$2 per sq. ft. \$18,000

Paved Parking Area Next to Fayette Street

4,400 sq. ft. X \$4 per sq. ft. \$17,600

Sidewalk

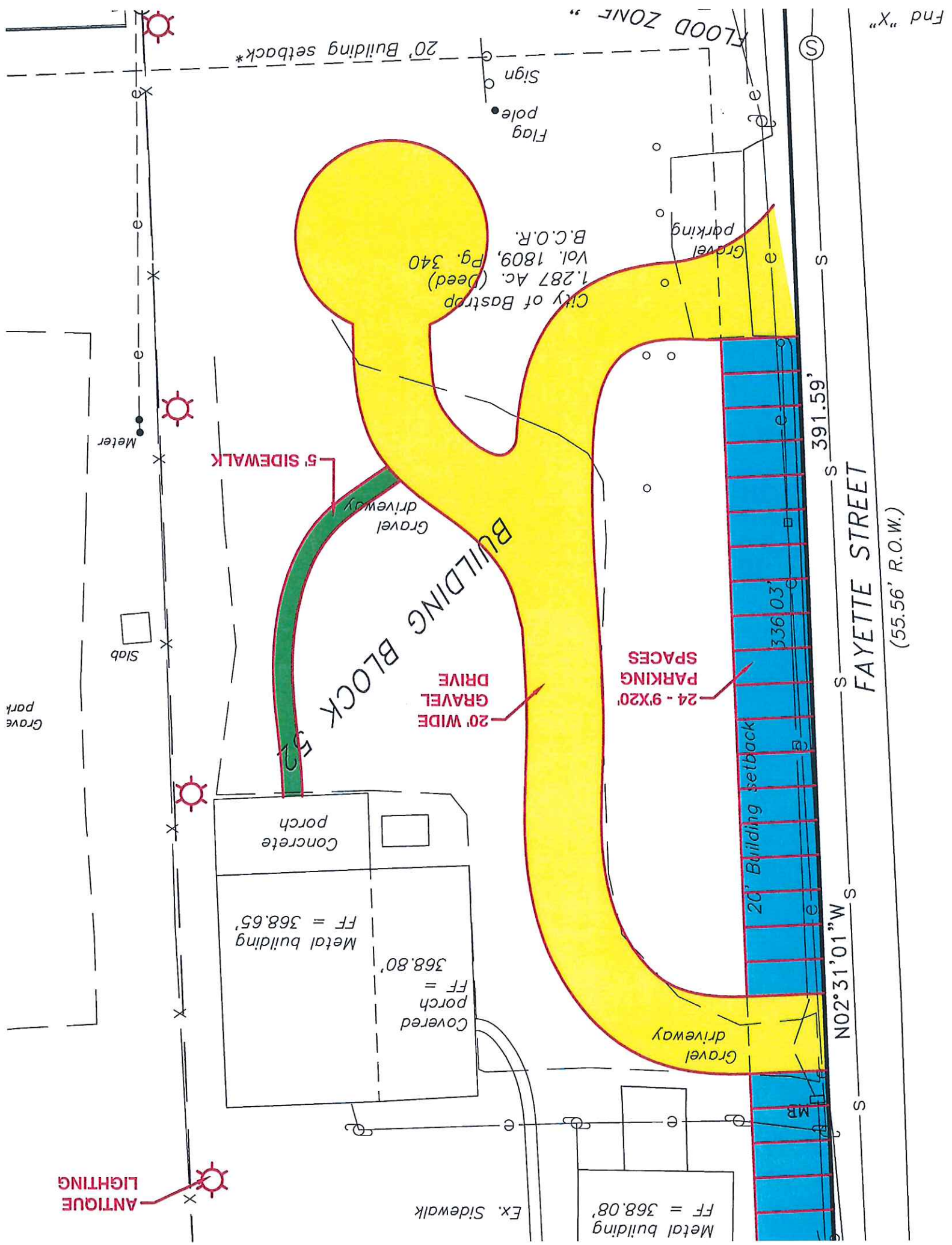
500 sq. ft. X \$6 per sq. ft. \$ 3,000

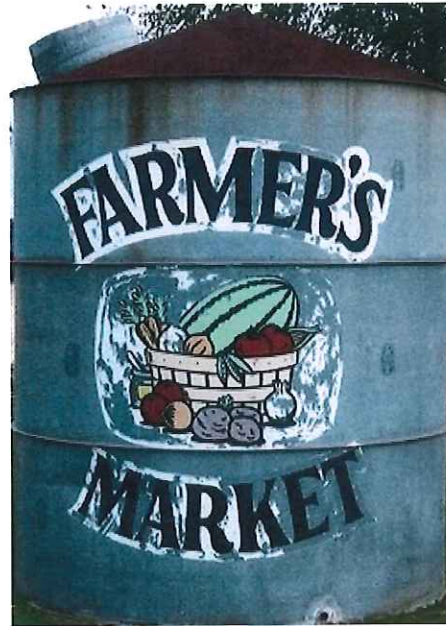
TOTAL COST MATERIALS ONLY \$38,600

Notes:

1. Cost shown is only for materials.
2. Cost does not include electrical and lighting.
3. City will provide all labor and equipment.

4.12.16





Bastrop Farmer's Market

2016 Vendor Packet

**Welcome to the Bastrop Farmers Market.
We are happy to have you as a vendor. We strive to
provide the community with the highest quality of
locally grown produce and handcrafted merchandise.**

**The market is located at 1302 Chestnut Street, adjacent to the
Bastrop Convention Center, directly across from City Hall.**

General Rules

Welcome to the Bastrop Farmer's Market. Market days are held every Saturday from 8 a.m. to 12 p.m. June through November or year round and may fall on other days as decided by the City of Bastrop Main Street Program.

Every vendor must sign a statement agreeing to abide by the following rules governing the Bastrop Farmers Market:

1. **Management of the Market:** The Market Coordinator is a volunteer who ensures the smooth operation of the market on market days. City of Bastrop Main Street Program has primary responsibility for the operation of the Market.
2. **Definition of Vendor:** A vendor is a person approved by the Main Street Program's Economic Vitality committee to sell items at the market. The term "vendor" shall include the spouse, siblings, children, parents, and employees of the vendor who assist in the cultivation or assembly of the product.
3. **Becoming an Approved Vendor:** To become an approved vendor, the applicant must provide to the Main Street Program or Market Coordinator a signed application, applicable fees, and a signed statement agreeing to comply with all Farmers Market rules. Any value added vendor applications are taken before the Economic Vitality Committee for a formal decision, you must provide samples of your products to be voted on. Agriculture vendors may require a farm inspection if any complaints are received.
4. **Permitted items for sale:** Vendors may sell the following types of items: agricultural, horticultural, (individually wrapped) food or dairy items meeting state regulations, homemade craft items, homemade candles, and homemade jewelry. Vendors may not sell or offer any products or literature deemed offensive or which may incite violence, crime, or disorderly conduct. Vendors may not sell weapons, resale or garage sale items.

Except as noted below, permitted items must be locally grown, produced, or processed by the vendor, where "locally" is defined as the area within a 90-mile radius of the Market. Keeping the Market local is a primary objective of the City of Bastrop Main Street Program.

Exceptions to the "locally produced" requirements may be made at the discretion City of Bastrop Main Street Program For example:

- Value Added Items: Occasionally, the Board may determine that allowing a specific item produced outside the 90-mile radius can add value to the market and may approve the sale of such a "value added" item. These

decisions are made on a case-by-case basis and the City of Bastrop Main Street Program reserves the right to rescind approval of a value-added product at any time. A vendor seeking approval for a “value added” product must submit an application to the Market Coordinator for a decision.

- If resale items are approved by the Board, vendors must clearly post the producer’s name, location, and contact phone number of the items. The Market Coordinator can provide the vendor with an approved sign.
5. **Vendor fee:** All market vendors must pay a rental fee for the space they use. The rent shall be paid to the Farmers Market coordinator or the Main Street Director prior to setting up a booth. The vendor fee is \$10.00 per day, and \$15.00 per day if you need electricity. Electricity is limited.
 6. **Vendor Space:** Vendors must supply their own attractive tents and/or canopies must make sure they fit within the assigned booth space, 10 by 10. No part of the display may extend into the pedestrian aisle, the fire lane, landscaping area and/or into the sidewalk areas.
 7. **Space reservations:** Spaces may be reserved for up to three months by paying in advance, for a 3-month period, on a first come, first served basis. Payments must be made the first Saturday of each month for monthly payments, or the first Saturday of March, June, September, December for quarterly payments, *no exceptions*. No more than one vendor space can be reserved for any one vendor.

The Market Coordinator is responsible for assigning vendors to specific locations on Saturdays.

8. **Failure to show:** If you have reserved a space but have not arrived at the market by 8:30 a.m. on Market Day, your spot may be forfeited to another vendor. If you will be late or will not be setting up, contact the Market Coordinator or the Main Street Director during normal working hours. If you cannot contact them during normal working hours you may send an email to the Main Street office at mainstreet@cityofbastrop.org or by calling 512-332-8996.
9. **Time for setup:** Setup of the Market may begin at 7:00 a.m. and must be completed by 8:30 am. All vehicles must be removed from the Market area by 7:30 a.m. You are not allowed to leave your vehicle running during the Market. Please unload all items before you begin booth set up to avoid vehicle congestion. Vendors may not park in the designated Market area. Available Market parking is reserved for customers. Vendors may in the City Hall parking lot.

10. **Cleanup:** Vendors must leave the Farmers Market, are clean. Please do not leave garbage behind. Vendors may not dump oil, wastewater, or any other refuse (including clean water and/or ice) into the storm drains, landscaping, or any other area on or around the market area. Violators will be removed from the Market immediately. Absolutely no equipment including but not limited to vehicles, refrigerators, trailers, tables, or tents may be left at the market after normal market operating hours. Vendors are responsible removing all items from the Market premises after each Market day. NO EXCEPTIONS.
11. **Farm Visit Fees:** Agricultural vendors may be subject to a farm inspection. The fee is based on mileage from the Market, to the Farm and back. The fee may be made payable in cash, check, or cashier's check and is due at the time of the Farm Visit. Mileage rates will be based on the current state approved mileage reimbursement rate.

12. Vendor Responsibilities

- Vendors are responsible for their children and guest(s) at all times. Do not allow your children to run freely through the Market or to disrupt other vendors or customers. Children must be supervised at all times.
- Vendors are responsible for their merchandise, for maintaining security of their booths and persons and for liability of their product. Vendors shall indemnify and hold the City of Bastrop, Texas, Farmers Market and Farmers Market volunteers harmless from any and all loss.
- NO smoking is allowed at the Farmers Market.
- Alcoholic consumption and firearms are not allowed at the Farmers Market.
- Vendors must possess and obtain, on their own, all appropriate licenses and permits and may without notice be required to show such to any Bastrop Farmers Market representative. This includes but is not limited to Sales Tax licensing and health permits.
- **Hold harmless clause and insurance:** Each vendor is responsible for carrying his/her own product liability insurance if desired. All vendors agree to hold harmless the Bastrop Farmers Market and the City of Bastrop for any loss, cost of damages, or other expenses incurred.
- **Conflicts** Any conflict or potential conflict that may arise between a vendor and a customer or between vendors at the market must be brought to the attention of the Board. Complaint forms are available from any Board member.
- **Sole Discretion:** The City of Bastrop reserves the right to make any and all decisions in the best interests of the market.

Violations

Complaints: Any complaint that a vendor is violating market rules regarding permitted items for sale or any other matter, must be directed to the Market Coordinator or the

Main Street Director. Resolution of complaint matters shall be the responsibility of the City of Bastrop Main Street Program. The Bastrop Main Street Program shall determine, in their sole discretion, what type of investigation, if any shall be conducted in response to written complaints, whether or not the written complaint is valid and appropriate, and the time frame in which such a response shall be made. Complaints against agricultural items will be investigated within 48 hours of the complaint being made. The complainer must complete and sign a complaint form. Mileage fees for investigative purposes will not be charged on the first complaint. Additional complaints will be subject to the mileage reimbursement schedule mentioned in the Farm Visit Fees section of these guidelines.

Complaint resolution: A vendor may receive citations for violating any provision that undermines the smooth operation of the Market. Citations are issued in the following manner

1st violation: vendor receives verbal warning

2nd violation: vendor receives written warning

3rd violation: vendor can stay for that Market day but will no longer be eligible to participate in the Market.

PLEASE SIGN AND RETURN THIS PAGE WITH YOUR APPLICATION

General Rules and Regulations are for your documentation and do not need to be returned

Bastrop, Texas Farmer's Market 2016

I, _____ have read and **AGREE TO COMPLY** with the rules included in the Farmers Market Vendor Packet. I realize that is a **PRIVILEGE** to be a vendor at the Nacogdoches Farmers Market and agree to treat it as such. I will not be rude or disruptive to the Market Coordinator or other vendors. If there is an issue I will handle it in a mature fashion away from customers.

Printed Name: _____

Name of Farm if different: _____

Signature: _____

Date: _____

Bastrop Farmers Market Application

Please type or print neatly:

Applicant Name: _____
Date of Application: _____
Business Name: _____
Address: _____
Phone: _____
Email: _____
Vehicle Description &
License Number _____

Please check which products you intend to sell:

Farm Products

produce cut flowers/plants honey eggs

Value-added products (all submitted are required to be handmade by applicant's business)

candles jewelry baked goods woodwork.... Soap

pre-packaged food/drinks prepared food/drink

other (please describe) _____

Are you required by Texas law to be licensed? Yes No

Name and relationship of person(s) who will be selling for your business:

Will your processed food be prepared in an inspected commercial kitchen? y/n

If not, have you acquired a Texas Food Handler's Card: yes no

Do you require electrical power? _____

Please specify items you plan to sell: _____

Application Cont'd

The City of Bastrop Main Street Program will consider items for sale and notify the applicant.

You may turn in your application Saturdays, 8 a.m. to 12 p.m. at the Market; or email applications to mainstreet@cityofbastrop.org

Please be sure you have included the following:

- Completed Application Form
- Any samples of products
- **List or photo of proposed products**
- Copy of any required documentation (i.e. food handlers card, Texas sales tax ID, organic certification, etc.)

Fees

Signature of Applicant: _____

Information provided on this form is public and subject to the Texas Public Information Act (Government Code Chapter 552)

EXHIBIT "D"
BUDGET CALENDAR
FY-17

City of Bastrop

FY 2016-17 Planning Calendar

01-May	Mailing of notices of appraised value by chief appraiser. (preliminary)
20-May	Budget book to MT
June 1-17	Meet with each dept. Director to review budgets submitted
21-Jun	Preliminary Budget Workshop (GF)
05-Jul	Budget Workshop (GF)
19-Jul	Preliminary Budget Workshop (WWW, BP&L,HOTEL)
25-Jul	Deadline for chief appraiser to certify rolls to taxing units. Request from BCAD any resolved lawsuits. Request from TAC the excess debt tax collections & refunds for PY report.
29-Jul	Calculation of effective and rollback tax rates.
29-Jul	Preparation of effective and rollback tax rates, statement and schedules; submission to governing body. Tax code 26.04e exempt, follow LGC 140.01c
02-Aug	Budget Workshop (All funds)
02-Aug	Meeting of governing body to discuss tax rate; if proposed tax rate will exceed the rollback rate or the effective tax rate (whichever is lower), take record vote and schedule public hearing.
13-Aug	<i>Notice of proposed Tax Rate</i> is a quarter-page notice in newspaper and on TV and Web site, if available, published at least seven days before public hearing. Tax Code 26.065 exempt, follow SB1510 with new notice (due to paper by 8/8)
16-Aug	Budget Workshop
23-Aug	Public hearing
26-Aug	Last day for proposed budget to be filed with City Secretary LGC 102.005 Before the 30th day before tax rate adopted. Adoption Date is 9/27/2016. Also City Charter requirement.
01-Sep	Budget Workshop
01-Sep	<i>Published Notice of Budget Hearing</i> LGC 102.0065 not later than 10th day before the budget hearing or earlier than the 30th day before the hearing.
13-Sep	Second public hearing (may not be earlier than 3 days after first public hearing); schedule and announce meeting to adopt tax rate 3-14 days from this date. Must be no more than 14 days before adoption of tax rate. Tax Code 26.06e exempt, follow LGC 140.01c (this hearing may not be required if Tax Rate is less than effective and rollback rates) First Reading of Tax Rate
13-Sep	Budget Hearing LGC 102.006 (b), hearing must be after the 15th day after the proposed budget is filed with the clerk. Action required - Vote to postpone the final budget vote until 09/22/2015.
27-Sep	Meeting to adopt tax rate. Meeting is 3 to 14 days after second public hearing. Taxing unit must adopt tax rate by Sept. 30 or 60 days after receiving certified appraisal roll, whichever is later. Also, meeting date to adopt Budget. Must adopt budget before tax rate. City Council must take a separate ratification vote to adopt any budget that will raise total property tax revenue.