

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: October 4, 2016

MEETING DATE: October 11, 2016

1. Agenda Item: **Approval of the statutory denial for a period of 180 days from the date of Council action on the Replat of Don A. Stewart Subdivision Amended Plat of Lots 1G and 1H being +/-0.703 acres located south of Old Austin Highway and north of Highway 71 West within the city limits of Bastrop, Texas**

2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview)

**A city must take action on a plat within 30 days or the plat is automatically approved.**

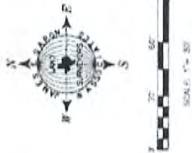
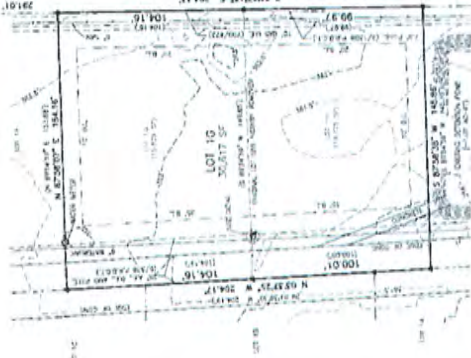
4. Attachments: Yes X No \_\_\_\_\_

5. Motion Requested: **Approve the statutory denial for the Replat of Don A. Stewart Subdivision Amended Plat of Lots 1G and 1H.**

# REPLAT OF DON A. STEWART SUBDIVISION AMENDED PLAT OF LOTS 1G AND 1H FINAL PLAT

1/2 SECTION 36, T10N, R10E, S12E

THESE LOTS ARE BEING REPLATED TO CORRECT THE PLAT RECORDS AND TO MAKE THEM COMPLY WITH THE PLAT ACT.



SCALE: 1" = 200'

LEGEND

- 1 LOT BOUNDARY (DASHED LINE)
- 2 LOT PLAT BY INSTRUMENT
- 3 ROAD RIGHT-OF-WAY
- 4 RIGHT-OF-WAY
- 5 EASEMENT
- 6 EASEMENT
- 7 EASEMENT
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- 20 EASEMENT
- 21 EASEMENT
- 22 EASEMENT

UNIVERSITY MICROFILMS INTERNATIONAL  
SERIALS ACQUISITION  
300 N ZEEB RD  
ANN ARBOR MI 48106-1500  
TEL: (734) 769-0700 FAX: (734) 769-1700  
WWW.UMI.COM



**PURPOSE:** THE PURPOSE OF THIS PLAT IS TO CORRECT THE PLAT RECORDS AND TO MAKE THEM COMPLY WITH THE PLAT ACT.

**REPLAT OF DON A. STEWART SUBDIVISION AMENDED PLAT OF LOTS 1G AND 1H**

**STATE OF TEXAS**      **COUNTY OF TARRANT**

I, JAMES E. GARDIN, AS REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR IN THE STATE OF TEXAS AND THAT I HAVE PREPARED THIS PLAT IN ACCORDANCE WITH THE PLAT ACT AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING.

THIS PLAT WAS PREPARED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

**REGISTERED PROFESSIONAL LAND SURVEYOR**  
JAMES E. GARDIN  
No. 10000  
TARRANT COUNTY, TEXAS

**REPLAT OF DON A. STEWART SUBDIVISION AMENDED PLAT OF LOTS 1G AND 1H**

**STATE OF TEXAS**      **COUNTY OF TARRANT**

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**REGISTERED PROFESSIONAL LAND SURVEYOR**  
JAMES E. GARDIN  
No. 10000  
TARRANT COUNTY, TEXAS

**REPLAT OF DON A. STEWART SUBDIVISION AMENDED PLAT OF LOTS 1G AND 1H**  
FINAL PLAT

JAMES E. GARDIN & ASSOC.  
REGISTERED PROFESSIONAL LAND SURVEYORS  
10000 UNIVERSITY BLVD, SUITE 1000  
TARRANT, TEXAS 76179  
PHONE: (817) 333-4300  
FAX: (817) 333-4300  
WWW.JEGARDIN.COM

PREPARED: SEPTEMBER 14, 2016

**CITY COUNCIL**

**AGENDA COVER SHEET**

**DATE SUBMITTED: October 4, 2016**

**MEETING DATE: October 11, 2016**

1. Agenda Item: **PUBLIC HEARING: Receive public input on Variances to the Subdivision Ordinance, Suburban Subdivision Standards Section 7.10.2 Layout Requirements A. Minimum lot width shall be one hundred and twenty-five feet and Section 7.10.2 G. Lot depth to width ratio shall not exceed 3 to 1. The proposed 512 House Group Subdivision is +/-0.997 acres within the Stephen F. Austin Survey Abstract No. 3 located on Phelan Road within the City of Bastrop, Texas One Mile Extra Territorial Jurisdiction (ETJ).**

2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview)

**This variance request was heard by City Council at the June 14, 2016 meeting. Councilman, Gary Schiff, asked the owner/developer to provide a basic development plat.**

4. Attachments: Yes XX No \_\_\_\_\_

5. Motion Requested: **N/A (Public Hearing)**

# City of Bastrop



## Agenda Information Sheet:

**City Council Meeting Date:**

**October 11, 2016**

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### Project Description:

Public hearing, discussion, consideration and possible action on a Variance to the Subdivision Ordinance, Suburban Subdivision Standards Section 7.10.2 Layout Requirements A. Minimum lot width shall be one hundred and twenty-five feet and Section 7.10.2 G. Lot depth to width ratio shall not exceed 3 to 1. The proposed 512 House Group Subdivision is +/-0.997 acres within the Stephen F. Austin Survey Abstract No. 3 located on Phelan Road within the City of Bastrop, Texas One Mile Extra Territorial Jurisdiction (ETJ).

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### Item Summary:

**Owner:** 512 House Group, LLC  
**Applicant:** John Gibson, James Garon & Associates, Inc.  
**Location:** Phelan Road, located in the City of Bastrop 1 mile ETJ  
**Utilities:** Aqua water, Bluebonnet Electric, and onsite septic system

### Background:

The proposed one lot subdivision is located in the City of Bastrop, Texas One Mile Extra Territorial Jurisdiction (ETJ) on Phelan Road. The owner obtained the property in its current configuration in February, 2016. In order to receive water service from Aqua Water Supply Corporation or receive a permit from Bastrop County for a septic system a final plat must be recorded.

This variance request was heard by City Council at the June 14, 2016 meeting.

Mr. Vinklerek, a surrounding property owner, expressed concerns as to whether the proposed lot would have adequate drainage to support the addition of a residence. There is an intermittent stream that flows through the property.

Councilman, Gary Schiff, asked the owner/developer to provide a basic development plat.

### Issues/Variations:

#### Subdivision Ordinance Section 7.10.2, Suburban Subdivision Layout Requirements

- A. Minimum lot width shall be 125 feet. The proposed lot width is 88.01’.
- G. Lot depth to width ratio shall not exceed 3 to 1. The proposed lot depth is 494.8’, resulting in a 5.6 depth to width ratio.

If the variance is approved by City Council, the owner/developer has agreed to hire a professional engineer to determine the extent to which the property will be affected by the 100 year recurrence interval storm. Once determined a drainage easement will be added to the final plat. The property owner would be prohibited from obstructing flow within the drainage easement.

If approved City Council will consider the final plat at a future City Council meeting.

**Comments:**

Four adjacent property owner were re-notified by mail September 15, 2016. As of this date no responses have been received.

**Staff Recommendation:**

Staff recommends approval of the requested variances to Suburban Subdivision Standards Section 7.10.2.A to allow a lot width less than one hundred and twenty-five feet; and Section 7.10.2.G to allow a lot depth to width ratio to exceed 3 to 1, in accordance with the plan submitted by the applicant.

**City Contact:**

Melissa M. McCollum, AICP, LEED AP, Director Planning and Development Department  
Wesley Brandon, PE, City Engineer

**Attachments:**

Location map, Letter from surveyor, subdivision plat, septic site plan, drainage area map



# 512 House Group Property Location Map



City Council



Planning and Development 2016

**JAMES E. GARON  
& ASSOCIATES, INC.**  
PROFESSIONAL LAND SURVEYORS

185 McAllister Rd.  
P.O. Box 1917  
Bastrop, Texas 78602  
512-303-4185  
Fax 512-321-2107  
jgibson@austin.rr.com

September 8, 2016

The Honorable Kenneth W. Kesselus, Mayor of Bastrop  
and Members of the Bastrop City Council  
Bastrop City Hall  
1311 Chestnut Street  
Bastrop, Texas 78602

RE: 512 House Group; Variance request

Dear Mayor Kesselus and Members of the City Council:

On behalf of our client, 512 House Group, LLC, we would like to thank you for hearing our request for a variance to the subdivision ordinance on the June 14, 2016 regular City Council Meeting. The discussion was tabled at that time, and we would like to take this opportunity to bring the request back to the attention of the Council.

The subject lot is located on Phelan Road within the City of Bastrop 1-mile Extraterritorial Jurisdiction. A variance is being requested from Subdivision Ordinance Section 7.10.2. Subdivision Ordinance Section 7.10.2 requires a minimum lot width of 125 feet and requires that the depth to width ratio not exceed 3 to 1. The proposed subdivision is comprised of one lot with a width of 88.0 feet. The depth of the lot is 494.8 feet, giving a lot depth to width ratio of 5.6 to 1.

The current owner obtained the property in its current configuration in February, 2016. The previous owner obtained the property in its current configuration in June, 2008.

At the previous City Council meeting, Mr. Vinklerek, a neighbor to the subject property, raised concerns of whether the proposed lot would have adequate drainage to support the addition of a home. Indeed, the property is affected by an intermittent stream as classified by the United States Geologic Survey (USGS). The intermittent stream is shown on the USGS Lake Bastrop Quadrangle Map.

A drainage study prepared by a professional engineer will be required at the final plat stage in order to determine the extent to which the property will be affected by the 100-year recurrence interval storm. A drainage easement will be delineated on the final plat which will prohibit the property owner from obstructing flow within the area of the property which conveys runoff from the 100-year event. Part of the study will require field collection of data in order to determine the capacity of the existing channel through the property.

September 8, 2016

At this time, we respectfully request a decision on the variance request prior to the property owner undergoing the full expense of a complete drainage analysis. The seasonal stream affecting the property will reduce the amount of lot depth available for construction due to the dedication of the drainage easement, encumbering the proposed lot by strict adherence to the required width to depth ratio.

The proposed lot width of 88 feet is a typical width of a city lot. For example, the minimum lot width for lots within the Single Family 7 zoning district is 60 feet.

Upon approval of the variance request, our client may then make an informed decision to proceed with the required engineering studies. The final plat will then be required to be rescheduled for City Council review for final approval.

If you need any additional information please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "John B. Gibson".

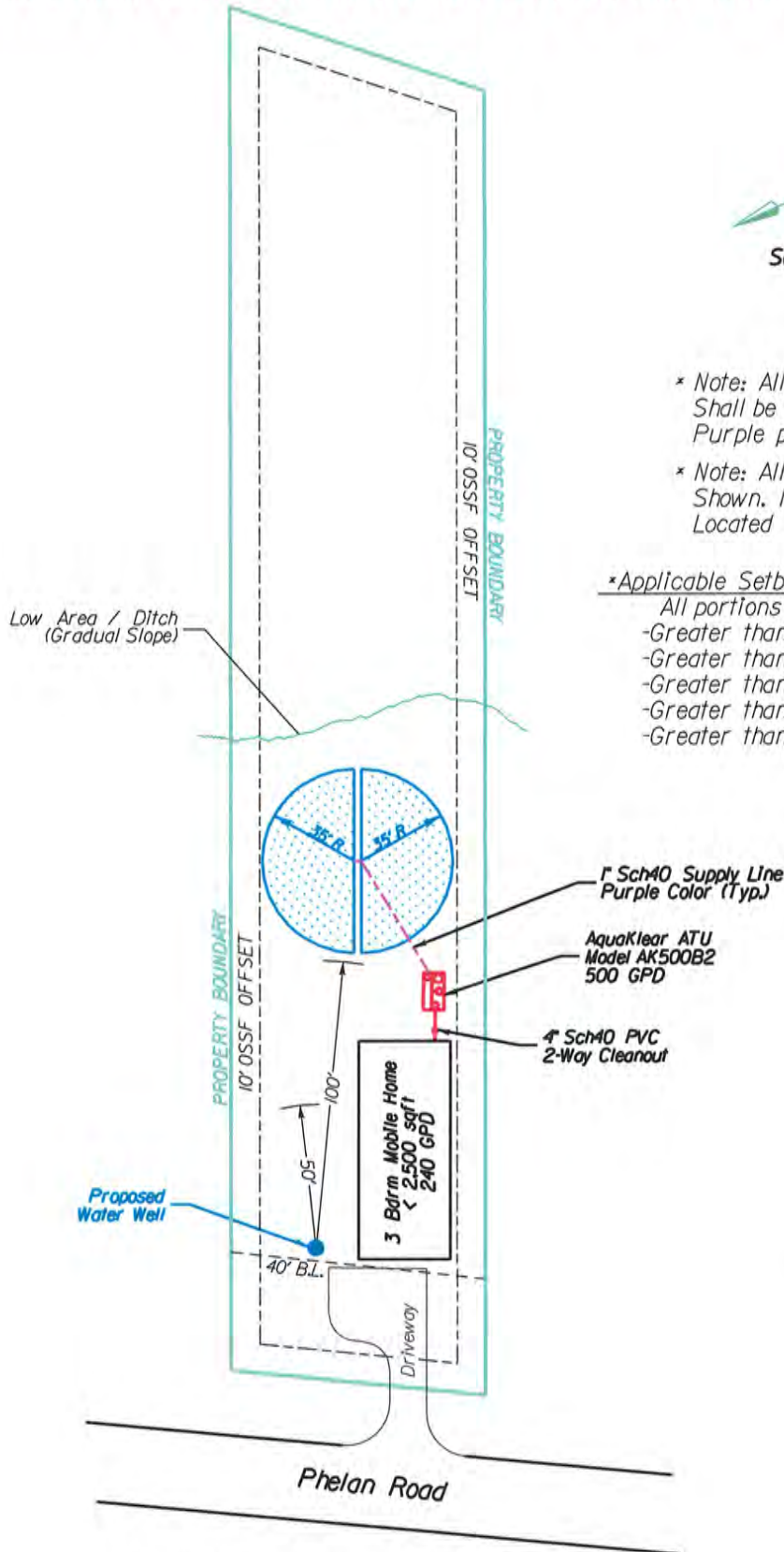
John B. Gibson, EIT





OSSF FOR RESIDENCE ON: PHELAN ROAD; BASTROP, TX 78602

LEGAL INFORMATION: ABS A3 AUSTIN, STEPHEN F., ACRES 1.000 - R53469



Scale: 1" = 60'

\* Note: All Piping & Valve Boxes Shall be Permanently Colored Purple per TAC 30 Ch. 285

\* Note: All known Easements Shown. No Public Water Well Located W/In 150' of OSSF

\*Applicable Setback Requirements

- All portions of disposal system are
- Greater than 10' from property lines
- Greater than 10' from all water lines
- Greater than 1' from all easements
- Greater than 100' from Well to Spray
- Greater than 50' from Well to ATU



*Sean M. Wallace*  
6/27/16

\* Note: Entire Limits of Property Shown



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2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview)

**This variance request was heard by City Council at the June 14, 2016 meeting. Councilman, Gary Schiff, asked the owner/developer to provide a basic development plat.**

4. Attachments: Yes \_\_\_\_\_ No X\_\_\_\_\_

5. Motion Requested **Recommend approval of the variances to the Subdivision Ordinance for lot width and lot depth to width ratio.**

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: October 4, 2016

MEETING DATE: October 11, 2016

1. Agenda Item: **Public Hearing: Receive public input on a request to designate 1201 Main Street, the First United Methodist Church and Memorial Bell Tower as a Significant Landmark.**
2. Party Making Request: **Melissa McCollum, Director of Planning and Development**
3. Nature of Request: (Brief Overview)

**In accordance with the Historic Landmark Preservation Section 14.03.002 Categories of Preservation, Significant Landmark designation requires a public hearing before the Historic Landmark Commission, Planning and Zoning Commission and City Council. The Historic Landmark Commission conducted a public hearing September 21, 2016 and the Planning Zoning Commission conducted a public hearing September 29, 2016. Both Commission's voted unanimously to recommend designating 1201 Main Street, the United Methodist Church and Memorial Bell Tower as a Significant Landmark.**

4. Attachments: Yes XX No \_\_\_\_\_

5. Motion Requested: **N/A – public hearing**



## City of Bastrop Agenda Information Sheet:

**City Council Meeting Date:**

**October 11, 2016**

**Project:**

Public Hearing: Consideration, discussion and possible action to designate 1201 Main Street, the First United Methodist Church and Memorial Bell Tower as a Significant Landmark.

**Description and Background:**

The 1925 First United Methodist Church building was built during an architectural period after the First World War when so many public buildings borrowed from Neoclassical and Romanesque details. The flat (no pitch) roof (parapet) and modified arch Romanesque window openings were designed to accommodate stained glass. There are fifteen windows in the sanctuary, and all are associated with members who contributed to major events in Bastrop's past. A detailed history is included in the packet.

August 17, 2016 the Historic Landmark Commission voted unanimously to invite the First United Methodist Church located at 1201 Main Street to apply for Significant Landmark status. Commission members agreed that The Sanctuary structure met 1, 2, 3, 4, and 6 and the Memorial Bell Tower met 1, 2, 3, 4, 6 and 7 of the criteria listed below:

1. Possesses significance in history, architecture, archeology or culture.
2. Is associated with events that have made a significant contribution to the broad patterns of local, region, state or national history.
3. Is associated with the lives of persons significant in Bastrop's past.
4. Embodies the distinctive characteristics of a type, period, or method of construction.
5. Represents the work of a master designer, builder or craftsman.
6. Represents an established and familiar visual feature of the city.
7. Is designated as a Recorded Texas Historic Landmark or State Archeological Landmark, or is included on the National Register of Historic Places.

The Historic Landmark Commission conducted a public hearing September 21, 2016 and voted unanimously to designate the First United Methodist Church and Memorial Bell Tower as a Significant Landmark.

The Planning and Zoning Commission conducted a public hearing September 29, 2016 and voted unanimously to designation the First United Methodist Church and Memorial Bell Tower as a Significant Landmark.

**City Contact:**

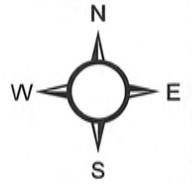
Melissa McCollum, Director of Planning and Development

**Attachments:**


History and pictures



# Property Location Map for 1201 Main Street



## Legend

 1201 Main Street



Narrative for the Application to the Historic Landmark Commission for  
Significant Landmark Designation for the  
First United Methodist Church & Memorial Bell Tower  
1201 Main Street, Bastrop, Texas

In 1923, lightning struck the belfry of the old Methodist Episcopal (M. E.) Church, South, setting fire to the tower. The fire was extinguished before it spread, but the congregation soon determined that their old frame building on Church Street, built in 1851, needed to be replaced.

The congregation had been organized in 1835 while Bastrop was still a colony under Mexican law; before the Battle of San Jacinto and before the era of the Republic of Texas. After Statehood in 1845, the congregation continued to expand and by 1851 they built the first church in Bastrop, the Methodist Episcopal Church, South. (1) Those families who descended from that historic congregation were among those who made the painful decision to abandon their old church and replace it with a new one in another location.

The site for a new building was on Farm Lot #1, East of Main, at the northeast corner of the intersection of Main and Farm Streets. Previously on the site, had been the Lone Star Mill, built in 1857, established to produce cloth and yarn from locally produced cotton, when "cotton was king." The mill was renamed in 1864 as the Bastrop Cotton and Wool Manufacturing Company. After the Civil War the business expanded to include a blacksmith shop and grist mill.

In 1870 the factory was purchased by Fawcett & Co. By 1875 the mill had 26 looms, 1,250 spindles, 4 cotton carders and 2 wool carders. It was able to turn out about 1,200 yards of various weaves daily and required 40 people to operate it. In 1879, the Mill was converted into a cotton gin but eventually failed due to "want of skilled labor" and trouble marketing its product. (2)

The site was purchased by church member, William A. McCord, and the old buildings were torn down in 1924 to make way for the new Methodist Episcopal Church, South. McCord was President of the First National Bank, and his wife, Sally, had been the church organist for 40 years. (3)

Construction for the new brick, one-story-with-basement, structure began in 1924 and was completed in 1925 at a cost just over \$50,000. A current church member (2016), Marvin E. Beck, AIA, Emeritus, describes the building's architecture:

*The 1925 United Methodist Church building was built during an architectural period after the First World War when so many public buildings borrowed from Neo-classical and Romanesque details, all of which are an integral part of the structure. Note the flat (no pitch) roof (parapet) and modified arch Romanesque window openings designed to accommodate the stained glass from the original wooden church. It is truly an eclectic architectural style which very well could have been a library, courthouse, or a public building, state or federal – all "imposing" structures to express "authority."*



It is clear that the Venetian stained-glass windows had a significant influence over the design and architecture of the building. All of the stained-glass windows from the little wooden church were removed and re-used, and new-stained glass windows were purchased to complete the symmetrical design of the building.

There are 15 windows in the sanctuary, and all are associated with members who contributed to major events in Bastrop's past. Within each window, is a small area that identifies the name of the donor or honoree. Among the names written on the windows from the old church are the Robert Gill family who lived near Gills Branch and for whom Gills Branch is named; Mrs. Campbell Taylor who came to Bastrop when it was still a colony in Mexico and owned the historic "San Jacinto House" at 1005 Hill Street; Margaret Chambers whose first husband was famous settler Josiah Wilbarger who was scalped by Indians - yet lived to tell his tale; and Battle of San Jacinto Veteran Abram Wiley Hill. (4)

Names of donors or honorees written within the windows purchased in 1925 are, among others, Mollie McDowall (1843-1931) who played the organ for both the Methodist Church and the Calvary Episcopal Church. Her book, *Memoirs of Mollie McDowall*, remains an important resource for writers and historians who study Bastrop history. Also honored in the 1925 windows is Caroline Eilers who is associated with one of the major events in the history of the town. Caroline, with her husband, Louis Eilers, owned the Eilers Building where a fire began that destroyed every building in the 900 block of Main in July, 1862. (5)

On March 15, 1924, the corner stone was dedicated. It reads:

M. E. Church, South  
Organized 1838          Erected 1924

Building Committee  
Mrs. B. D. Orgain          W. E. Maynard  
W. B. Ransome          E. S. Orgain  
E. C. Erhard          J. B. Price  
W. J. Miley          M. C. Booth

Those listed on the Building Committee were members of Bastrop's banking, social, political, and merchant community. The dedication remarks were delivered by Building Committee member, **Mrs. Benjamin Darby Orgain**. Her legacy includes the founding of the Ladies Reading Circle which later sponsored the Bastrop County Historical Society, the establishment of the Fairview Cemetery Association (an organization that lasted well over 100 years), and her home, the B. D. Orgain House, a Texas Historical Medallion home located at 1508 Church Street.

Others listed on the cornerstone are: **William B. Ransome**, a trustee and treasurer for the church and president of the First National Bank of Bastrop from 1930 to 1951; **Earl C. Erhard**, a director and the future president of First National Bank (1951 - 1965); **Will Miley**, owner and operator of Miley Drug Store on Main Street from 1905 until his death in 1947 – his family continued the business until 1967; **William Edward Maynard**, called “W.E.” who was elected for five consecutive terms as Bastrop City Attorney; **E. S. Orgain** who operated one of several coal mines north of Bastrop – the mines were Bastrop County’s financial engine after the decline of the cotton industry; **Joseph B. Price**, a lawyer, District Judge and Bastrop County Judge for 10 years from 1894 to 1904; and **M. C. Booth**, a prominent merchant and co-owner of Percy and Booth mercantile store located at 1022 & 1024 Main Streets. Like those names identified in the stained-glass windows, all those who are listed on the corner stone made important contributions to the social, financial, and political life of Bastrop. (6)

In 1928, a memorial bell-tower was constructed behind the church to house the old bell which once hung at the 1851 church and also at the Bastrop Academy, a premier educational facility located across the street from the old church. The dedication remarks for the tower were delivered by Bastrop native, Robert Lynn Batts (1846 – 1935). Batts was raised in the Bastrop Methodist Church.

A portion of his remarks reads:

*There is a legend that tells us the bell came to Bastrop up the Colorado River on the riverboat “The Moccasin” during the time the river was navigable...The bell looks upon an era that is past. An era that has seen pioneers come from the north and the old south across the prairies to settle on the Colorado in the beautiful valley surrounded by pine clad hills.*

*When the new Methodist Church was built, there was no place provided for the old bell. Bells were out-dated and not used in the modern edifices... Now the bell has a permanent home so it can continue its service of calling the people of Bastrop of today, as it did our forefathers, for the purpose of worship, prayer, and rendering of thanks to our Divine Father, the maker and giver of all the blessings of this life. (7)*

The bell-tower became a Recorded Texas Historic Landmark in 1966.

Batts is among many in the church who made an impact on national and state events. He was a United States Federal judge 1917-1919 and Assistant State Attorney General of Texas 1891- 1893. He was elected to the Texas House of Representatives, and was a law professor at the University of Texas at Austin where Batts Hall is named in his honor. A stained glass window in the church sanctuary was purchased in memory of his parents, A. J. and Julia Batts.

However, there are those in the congregation who were not in the public eye, yet made a lasting imprint on our community. James H. Perkins graduated from Bastrop High School in 1928 and married Mary Cook in 1934. The popular couple sang in the church choir - James being a soloist. During World War II, Sgt. James H. Perkins was killed in action in Italy, September, 1944. The Bastrop American Legion was named in his honor, and on August 20, 2016, the James H. Perkins American Legion will be hosting a celebration to commemorate its 70<sup>th</sup> year.

The imposing architectural style of the First United Methodist Church was built on the site of the old Lone Star Cotton Mill. Since that time, the church building has become a familiar feature on Main Street; the church for 91 years - the Bell Tower for 88 years. Even longer, since 1835, the congregation has participated in the important history and events in our community, state, and nation.

#### Footnotes

1. *Bastrop Advertiser*, "Bastrop's Historic Methodist Congregation," Bastrop, October 16, 1980.
2. Lone Star Mills, Bastrop County Historical Society archives, 904 Main St. Bastrop, Texas.
3. Pape, Allan, *150 Years of Methodism in Bastrop, 1835 – 1985*, "The Organ" by Mrs. E. F. Percy, April, 1985.
4. Family Files, Bastrop County Historical Society archives, 904 Main St., Bastrop Texas.
5. *Bastrop Advertiser*, March 4, 1889
6. Various sources including: Kesselus, Kenneth, *The First National Bank, A Century of Progress and Service in the Bastrop Community 1889-1989*, and Standifer, R. E. and Amy, and R. E. Standifer, Jr., "Cultural Organization of Early Bastrop," *In the Shadow of the Lost Pines*, 1955, and Family Files, Bastrop County Historical Society archives, 904 Main St. Bastrop, Texas.
7. Haynie, Mrs. Fred, "The Historical Methodist Church Bell," a paper presented at a meeting of the Bastrop Historical Society in which she wrote *...the material in this article was taken verbatim from a talk made by Judge R. L. Batts at the dedication of the Memorial Tower...*, Bastrop County Historical Society archives, 904 Main St. Bastrop, Texas.

*Note: In 1784 Methodism was organized in America. In 1844 a division within the church resulted in the Methodist Episcopal Church South/North. The first church building in Bastrop in 1851 was affiliated with the Methodist Episcopal Church, South. Then, in 1939, the North and South churches joined together and named themselves the Methodist Church. In 1968, the Methodist Church merged with the Evangelical United Brethren Church and changed its name to the United Methodist Church.*







CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: October 4, 2016

MEETING DATE: October 11, 2016

1. Agenda Item: **Consideration, discussion and possible action to designate 1201 Main Street, the First United Methodist Church and Memorial Bell Tower as a Significant Landmark.**
2. Party Making Request: **Melissa McCollum, Director of Planning and Development**
3. Nature of Request: (Brief Overview)

**In accordance with the Historic Landmark Preservation Section 14.03.002 Categories of Preservation, Significant Landmark designation requires a public hearing before the Historic Landmark Commission, Planning and Zoning Commission and City Council. The Historic Landmark Commission conducted a public hearing September 21, 2016 and the Planning Zoning Commission conducted a public hearing September 29, 2016. Both Commission's voted unanimously to recommend designating 1201 Main Street, the United Methodist Church and Memorial Bell Tower as a Significant Landmark.**

4. Attachments: Yes \_\_\_\_\_ No XX\_\_\_\_\_

5. Motion Requested: **Approve the Significant Landmark designation for 1201 Main Street, the First United Methodist Church and the Memorial Bell Tower**

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: 10.3.2016

MEETING DATE: 10.11.2016

1. Agenda Item: **DISCUSSION REGARDING UPDATE ON THE CITY OF BASTROP SHELTER PROJECT THAT WILL BE LOCATED AT 1209 LINDEN STREET BASTROP TX**

2. Party Making Request: PW DIRECTOR Trey Job

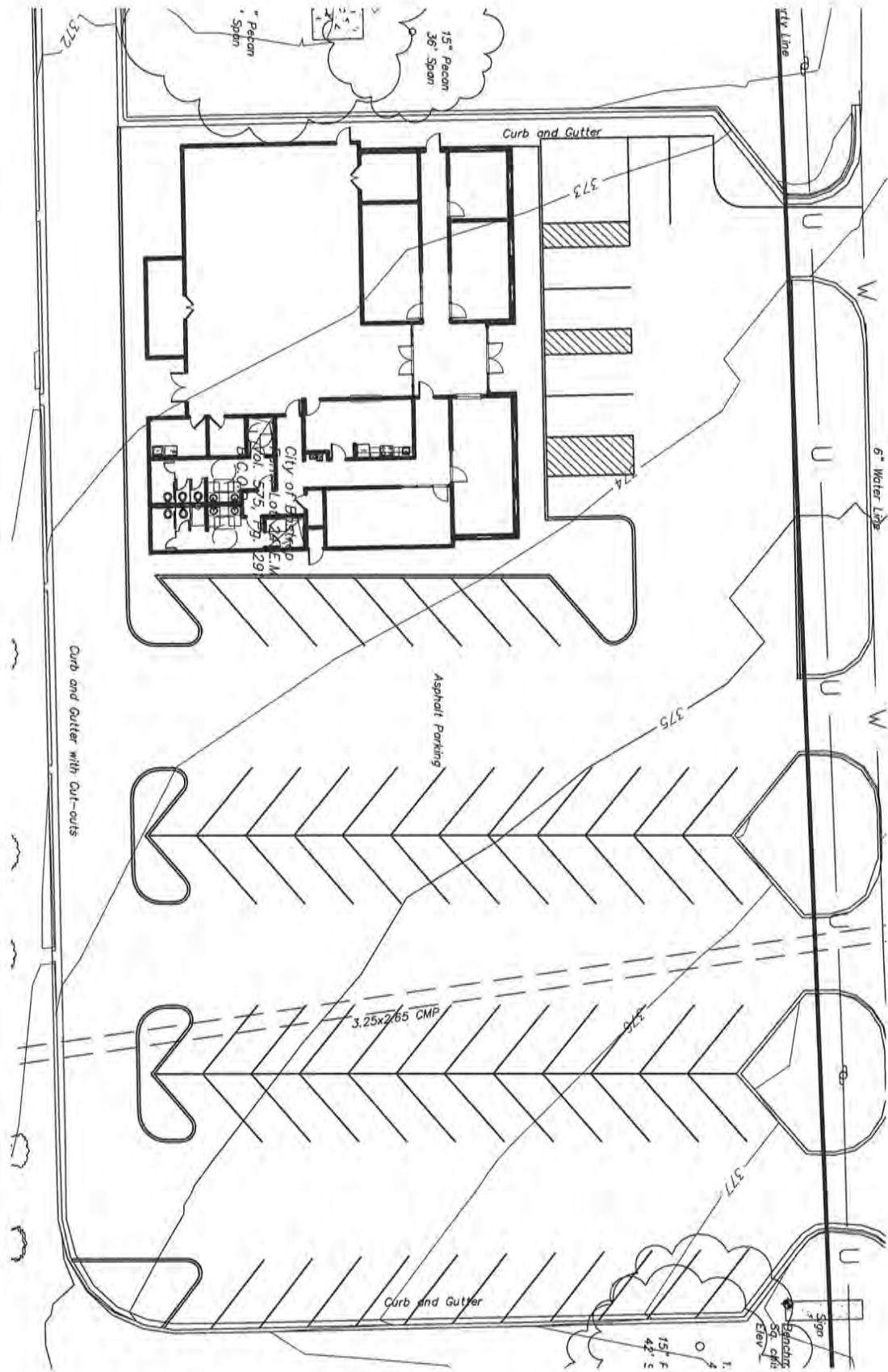
3. Nature of Request: (Brief Overview)

The contract for architectural services was signed September 1, 2016 a survey of the property has been completed and the location of the building has been determined. The original placement of the building was the far east end of the parking lot and had to be relocated closer to Jewel Hodges Park to avoid building over a large storm sewer that runs south from the rusty Reynolds baseball field. See the attached location map.

4. Attachments: Yes   X   No       

5. Motion Requested





CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: 10.3.2016

MEETING DATE: 10.11.2016

1. Agenda Item: **SECOND READING OF AN ORDINANCE REQUESTING PARKING MODIFICATIONS ALONG MAIN STREET, CONVERTING PARKING FROM ANGLE TO PARALLEL ON THE WEST SIDE OF MAIN STREET BETWEEN PINE STREET AND CHESTNUT STREET.**

2. Party Making Request: **Mayor Kesselus**

3. Nature of Request: (Brief Overview)

4. Attachments: Yes   X   No       

5. Motion Requested

**ORDINANCE NO. 2015-29**

AN ORDINANCE AMENDING CITY CODE SECTION 12.06.002, IMPLEMENTING A PARALLEL PARKING ZONE IN THE CENTRAL BUSINESS DISTRICT OF THE CITY, ALONG THE WEST SIDE OF MAIN STREET [BETWEEN PINE STREET AND CHESTNUT STREET]; PROVIDING ENFORCEMENT AUTHORITY RELATED TO SAME; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

---

**WHEREAS**, Section 542.202 of the Texas Transportation Code authorizes a city to regulate the stopping, standing, or parking of a vehicle; and

**WHEREAS**, following careful evaluation, study and analysis, the City of Bastrop finds that it is necessary for the health, safety and welfare of the citizens of Bastrop and the traveling public, and in the best interest of the City and its citizens to implement an additional parallel parking zone in the Central Business District, along the west side of Main Street, running north and south from one block south of Pine Street to Chestnut Street.

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

**PART 1:** That Chapter 12 of the City Code of Bastrop is hereby amended as follows:

*Sec. 12.06.002          Diagonal Parking/Parallel Parking*

*(a) No changes.*

*(b) Where lines are painted on the streets giving notice thereof, all vehicles shall parallel park, within the marked lines, in the following areas:*

*(1) East and West sides of Main Street, between Pine Street and Chestnut Street, in the Central Business District.*

**PART 2:** All other provisions of Article 12.06.002 that are not amended hereby shall remain in full force and effect. This Ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Bastrop, and this Ordinance shall not operate to repeal or affect any of such other Ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinances, in which event such conflicting provisions, if any in such other ordinance or ordinances are superseded.

**PART 3:** If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

**PART 4:** The Mayor is hereby authorized to sign this ordinance and the City Secretary to attest. The Council Directs the City Manager and his designees to take any actions necessary to implement the actions noted herein. This ordinance shall become effective and be in full force and effect in accordance with the provisions of the Charter of the City of Bastrop and the laws of Texas.

READ and ACKNOWLEDGED on First Reading on the 27<sup>th</sup> day of September 2016.

READ and APPROVED on the Second Reading on the 11<sup>h</sup> day of October 2016.

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Ken Kesselus, Mayor**

\_\_\_\_\_  
**Ann Franklin, City Secretary**

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: October 4, 2016

MEETING DATE: October 11, 2016

1. Agenda Item: **REQUEST THAT THE CITY MANAGER INITIATE RESEARCH REGARDING POSSIBLE ANNEXATIONS THAT WILL BE BENEFICIAL TO THE CITY.**

2. Party Making Request: **Council Member McAnally**

3. Nature of Request: (Brief Overview)

4. Attachments: Yes  No

5. Motion Requested:

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: October 4, 2016

MEETING DATE: October 11, 2016

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING FIRST READING OF AN ORDINANCE REQUESTING TRAFFIC MODIFICATIONS ALONG ALLEY A AND B, LIMITING VEHICLES TRAVELING SOUTH ON ALLEY A TO RIGHT TURNS ONLY AND ALLEY B, TRAFFIC HEADING NORTH RIGHT TURN ONLY.**

2. Party Making Request: **Mayor Kesselus**

3. Nature of Request: (Brief Overview)

4. Attachments: Yes   X   No       

5. Motion Requested:

ORDINANCE NO. 2016-28

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, AMENDING ARTICLE 12.04 OF THE CITY CODE, ENTITLED "DAY CARE CENTER SCHOOL ZONES", DIRECTING THAT SOUTH TRAFFIC ON ALLEY A PROCEED TO THE RIGHT.

---

WHEREAS, because of traffic congestion in Downtown traffic, parking in Alley A is an important thorough fare relieving congestion on Main Street; and

WHEREAS, because of the potential bottleneck at the intersection of Alley A and Chestnut Street; and

WHEREAS, the City Council of the City of Bastrop, Texas ordains that vehicles traveling south on Alley A be prohibited from making a left turn or proceeding straight through the intersection thereby making the only legal movement a right hand turn onto Chestnut Street leading west and appropriate signage be installed.

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

Part 1: That Section 12.04.007 titled "Day care center school zones" is amended to read as follows:

Sec. 12.04.007 – ~~Day care center school zones.~~ Other Zone Restrictions

(a) *No change*

(b) *No change*

(c) The City Council shall cause signs to be erected at such locations deemed necessary to provide reasonable notice of vehicles traveling south on Alley A and vehicles traveling north on Alley B are only allowed a right hand turn onto Chestnut Street/Loop 150.

READ and ACKNOWLEDGED on First Reading on the 11<sup>th</sup> day of October, 2016.

READ and APPROVED on the Second Reading on the 25<sup>th</sup> day of October, 2016.

APPROVED:

ATTEST:

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**Kenneth Kesselus**  
Mayor

---

**Ann Franklin**  
City Secretary



**CITY COUNCIL**

**AGENDA COVER SHEET**

**DATE SUBMITTED: 10-4-2016**

**MEETING DATE: 10-11-2016**

1. Agenda Item: **CONSIDERATION OF A RESOLUTION APPROVING THE COUNTY PREPARED BASTROP LOCAL MITIGATION PLAN. FEMA HAS GRANTED TENTATIVE APPROVAL, SUBJECT TO APPROVAL OF EACH INVOLVED JURISDICTION, INCLUDING ELGIN, SMITHVILLE AND BASTROP**

2. Party Making Request: **Steve Adcock, Public Safety Director**

3. Nature of Request: (Brief Overview)

Section 322 of the Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5165) requires local governments to develop a hazardous mitigation plan as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects. The Code of Federal Regulations (CFR) at Title 44, Chapter 1, part 201, requires the jurisdictions to prepare and adopt a local mitigation plan every five years.

4. Attachments: Yes X No   

5. Motion Requested **MOTION TO ADOPT THE 2016 CITY OF BASTROP, TEXAS HAZARD MITIGATION PLAN AND EXECUTE THE ACTIONS IN THE PLAN**

**RESOLUTION R-2016-30**

**RESOLUTION OF THE CITY OF BASTROP COUNCIL**

**WHEREAS**, Section 322 of the Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5165) requires local governments to develop a hazardous mitigation plan as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects; and,

**WHEREAS**, the Code of Federal Regulations (CFR) at Title 44, Chapter 1, part 201, requires the jurisdictions to prepare and adopt a local mitigation plan every five years; and,

**WHEREAS**, a steering committee comprised of members of Bastrop County, the City of Bastrop, the City of Elgin and, the City of Smithville, and others as selected and deemed appropriate by the Commissioners Court in their authority to do so as granted by the people, as well as the local participating governments' leadership was convened in order to assess the risks of hazards facing the County and the Communities, and to make recommendations on actions to be taken to mitigate these hazards; and,

**WHEREAS**, a request for proposals was issued through the Texas Colorado Regional Floodplain Coalition to hire an experienced consulting firm to work with The City of Bastrop to update a comprehensive hazard mitigation plan for the City and the participating jurisdictions; and,

**WHEREAS**, the plan incorporates the comments, ideas and concerns of the community and of the public in general, which this plan is designed to protect, ascertained through a series of public meetings, publication of the draft plan, press releases, and other outreach activities; and

**NOW THEREFORE, BE IT RESOLVED** by the **Bastrop City Council** that the 2016 Bastrop County, Texas Hazard Mitigation Plan, dated (May 2016) is hereby approved and adopted by the Bastrop City Council and resolves to execute the actions in the plan.

**ADOPTED** by the Bastrop City Council on this 11<sup>th</sup> day of October 2016.

**APPROVED**

(Head of jurisdiction's governing body)

**ATTEST**

(Jurisdiction representative)

# TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

512/424-2000

[www.dps.texas.gov](http://www.dps.texas.gov)



STEVEN C. McCRAW  
DIRECTOR  
DAVID G. BAKER  
ROBERT J. BODISCH, SR.  
DEPUTY DIRECTORS



COMMISSION  
A. CYNTHIA LEON, CHAIR  
MANNY FLORES  
FAITH JOHNSON  
STEVEN P. MACH  
RANDY WATSON

October 3, 2016

The Honorable Paul Pape  
County Judge  
Bastrop County  
804 Pecan Street  
Bastrop, TX 78602

RE: Approvable Pending Adoption of the County of Bastrop Local Mitigation Plan

Dear Judge Pape:

Congratulations! FEMA has concluded the review of the Bastrop County, Texas, local mitigation action plan, and the plan is found to be approvable pending adoption. In order for this plan to receive final FEMA approval, the jurisdiction(s) must adopt this plan and submit the complete adoption package to the state within 90 days. The plan update timeline will begin on the date of the FEMA approval letter. Please mail us the complete adoption package in the form of a CD containing the following:

- The final plan formatted as a single document
  - Plan must be dated to match the date of the first adoption
  - Remove track changes, strikethroughs and highlights
- All signed resolutions as a separate single document

The previous review tool may contain recommendations to be applied to your next update. DO NOT make any further changes to your plan until it has been approved.

The following participating governments are included in Attachment A in this letter.

If you have any questions concerning this procedure, please do not hesitate to contact me at [john.kelley@dps.texas.gov](mailto:john.kelley@dps.texas.gov) or 512-424-2453. We commend you for your commitment to mitigation.

Respectfully,

**Dr. John P. Kelley**  
*Supervising Program Director*  
Recovery, Mitigation and Standards Services  
Texas Division of Emergency Management  
Texas Homeland Security  
Texas Department of Public Safety

Enclosures: Attachment A

Attachment A

Bastrop County, Texas  
Multi-Jurisdictional  
Hazard Mitigation Plan Participants

Below is the list of participating governments included in the September 20, 2016 review of the referenced Hazard Mitigation plan:

1. Bastrop County
2. City of Bastrop
3. City of Elgin
4. City of Smithville

JK/mp

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: 10.3.2016

MEETING DATE: 10.11.2016

1. Agenda Item: **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION REGARDING THE REQUEST OF BASTROP COUNTY JUDGE PAUL PAPE FOR A LONG TERM LEASE OF APPROXIMATELY 1.78 ACRES AT MAYFEST PARK FOR A SITE FOR A SHELTER/MULTI USE FACILITY OF APPROXIMATELY 12,500 SQUARE FEET WITH APPROXIMATELY 158 PAVED PARKING SPACES, PAYMENT BY BASTROP COUNTY WILL BE DEPOSITED IN THE PARK TRUST FUND FOR ACQUISITION OF PARK LAND ADJACENT TO MAYFIELD PARK.**

2. Party Making Request: CM Marvin Townsend

3. Nature of Request: (Brief Overview)

4. Attachments: Yes  X  No  \_\_\_\_\_

5. Motion Requested

# Memo

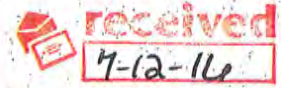
**To:** Mayor Kesselus and Council Members  
**From:** City Manager Marvin Townsend  
**Date:** October 5, 2016  
**Re:** County request to rent space at Mayfest Park

---

1. The County Judge's request to lease space in Mayfest Park for a shelter/multi-use facility was transmitted to the City by the Judge's letter of July 12, 2016. A copy of that letter and the enclosed site plan showing 2 possible sites is marked Exhibit A. County Judge Paul Pape and Bastrop County Emergency Manager Mike Fisher presented their request to the City Council on September 13, 2016. Due to budget limitations, the anticipated size of the facility has been reduced. Another significant change has been deletion of the senior center activities because of indication that the senior center activities might not be compatible with some of the other proposed activities.
2. On September 27, 2016, Trey Job, Director of Public Works, Melissa McCollum, City Planner, this office and several other City staff members, met with County Judge Paul Pape, County Commissioner Clara Beckett and County Emergency Manager Mike Fisher to review alternatives being discussed and determine if a unified staff recommendation could be developed.
3. There was general consensus that the facility and parking lot, identified as Site 2, would be most compatible with existing activities at the park, including the Show Barn and the Rodeo Arena. The recommended site involves 65,845 square feet or about 1 ½ acres, for 158 parking spaces plus the 12,000 square foot building for a total of 77,845 sq. ft.
4. Nearby property is assessed at \$1 per square foot. Bastrop County is prepared to enter into a long term prepaid lease that would enable the City to receive prepaid rent of \$1 per square foot times 77,845 square feet or \$77,845.
5. It is recommended that the City utilize the \$77,845 advance rent payment from the County along with some additional acquisition money available in the Park Trail Land Dedication Fund to acquire additional land adjacent to Mayfest Park. The Park Land Fund has an available balance of \$122,687, a significant portion of which came from Walnut Ridge Apartments and Walnut Street Phase II developments.



Paul Pape  
Bastrop County Judge



July 12, 2016

Mayor Ken Kesselus and the Bastrop City Council  
City of Bastrop  
P.O. Box 427  
Bastrop, Texas 78602

Dear Mayor Kesselus and City Council:

I am writing to ask your consideration regarding leasing City of Bastrop property to Bastrop County for a multi-use facility. We have been partners through many recent travails. Your ongoing support as an important component in our recovery and preparedness.

Although we are working with each municipality on local shelters, including the City of Bastrop, there remains a need for additional disaster shelter space in Bastrop County. This proposed 12,500 square foot building will be primarily designed as a shelter.

When not needed for response, the building will have several beneficial uses. These include non-governmental functions such as a Senior Citizens Center, with meeting and activity space; activities and educational space for youth and adult programming through the Texas A&M Extension Service (4H and FFA); and a center for needs assessment, consulting and counseling for disaster victims by the Bastrop County Long Term Recovery Team and other disaster response agencies. There may also be space for mediation and conflict resolution. Each of these uses are supportive of the growth and stability of our community.

The preferred location for this new structure is on a portion of what is locally known as MayFest Park, across from the Estep Show pavilion and the rodeo arena. This tract, between the water tower on the north and the radio tower on the south, is approximately 3.5 acres. A long term lease of this property would be an acceptable way for the County to acquire use of it. MayFest Park is the perfect, central location for this multi-use facility to benefit all of Bastrop County.

We believe that this asset, centered on the essential functions of response and recovery, will add an essential element to our preparedness. Our preliminary budget for the overall project is around \$2.5 Million. We'll be working with the Texas General Land Office and U.S. Housing and Urban Development in the design, construction, and use of this much-needed structure. Any use not approved for funding by HUD/GLO will be paid for with County funds.

Upon your approval, I am eager to work with your City Manager to craft a lease agreement that is acceptable to all.

Sincerely,

Paul Pape, County Judge

Exhibit A

10-11-2016

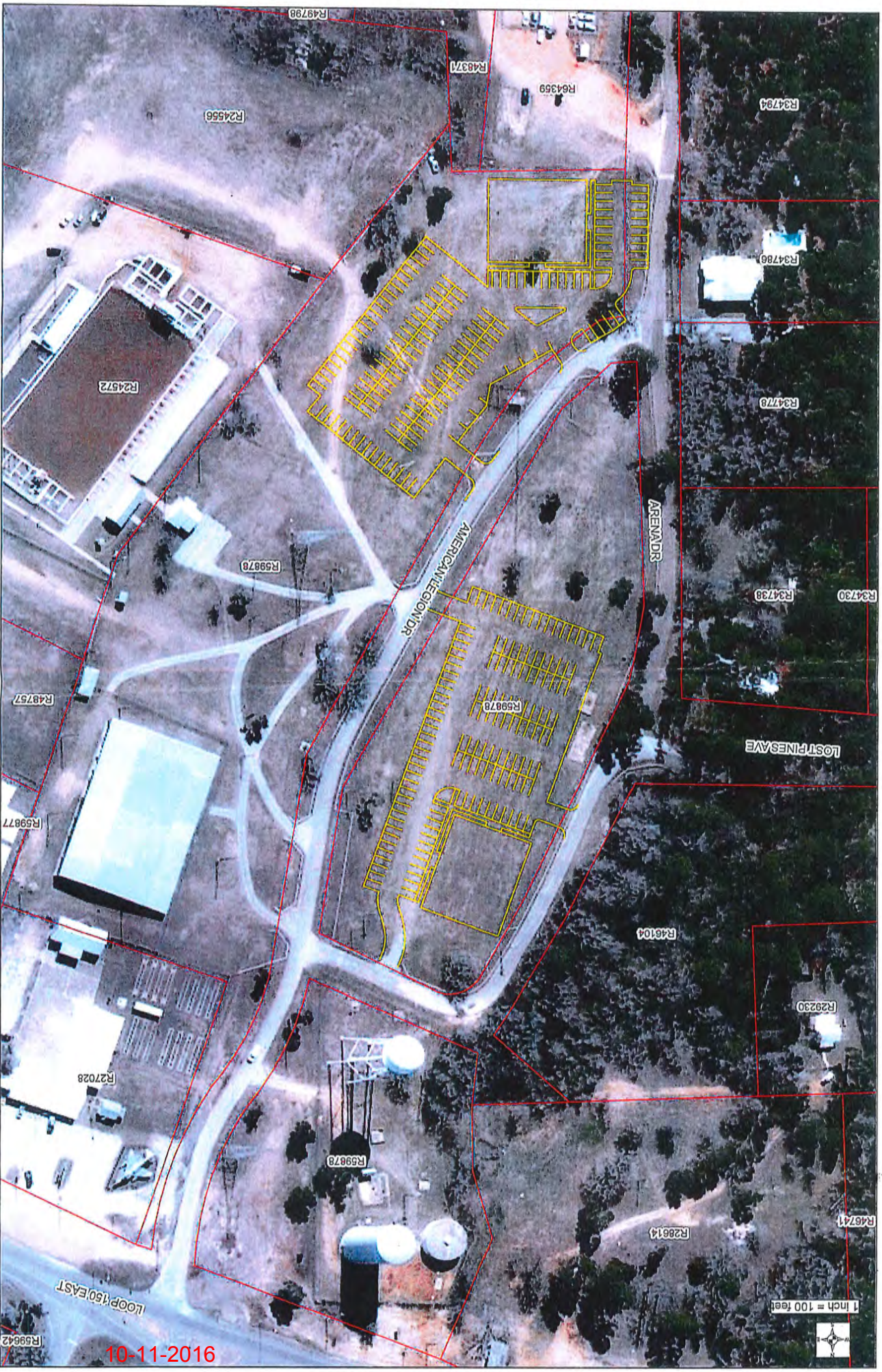
# SITE 2

SCALE 1' = 50'

PAVEMENT - 65,845 SQ FT  
CURBING - 1,725 LF







10-11-2016

**CITY COUNCIL**

**AGENDA COVER SHEET**

**DATE SUBMITTED: October 4, 2016**

**MEETING DATE: October 11, 2016**

1. Agenda Item: : **Discussion, consideration and possible action on the Final Plat for Pecan Park, Section 3A being +/-12.181 acres within the Mozea Rousseau Survey A-56, located west of Childers Drive (proposed extension) and south of the 100' wide LCRA easement within the city limits of Bastrop, Texas.**

2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview)

**This is the Final Plat of Pecan Park Residential, Section 3A. City Council approved the preliminary plat at the September 13, 2016 meeting.**

4. Attachments: Yes   X   No       

5. Motion Requested: **Approve the Final Plat for Pecan Park, Section 3A.**

**City of Bastrop**

**Agenda Information Sheet:**

**City Council Meeting Date:**



**October 11, 2016**

**Project Description:**

Discussion, consideration and possible action on the Final Plat of Pecan Park, Section 3A being +/-12.181 acres within the Mozea Rousseau Survey A-56, located west of Childers Drive (proposed extension) and south of the 100' wide LCRA easement within the city limits of Bastrop, Texas.

**Item Summary:**

**Owner:** DM Pecan Park Associates, LTD, Duke McDowell  
**Applicant:** Charles Wirtanen, P.E., Bowman Consulting Group, Ltd.  
**Location:** West of Childers Drive and south of the LCRA easement  
**Utilities:** City water, sewer, and Bluebonnet electric  
**Zoning:** PD-PH: Planned Development - Patio Home

**Background:**

This is the Final Plat of Pecan Park Residential, Section 3A. City Council approved the preliminary plat at the September 13, 2016 meeting.

Pecan Park Development, comprising of 311 acres of both residential and commercial development, has a Memorandum of Understanding (MOU) that was approved by City Council on November 12, 2013. It was signed off by both parties (Pecan Park and City of Bastrop) on December 12, 2013. Staff has provided the first 12 pages of the MOU.

- **PD-PH – Patio Home** - minimum lot size 40' x 115', home size 1,000 square feet; staggered 20'-25' front building setbacks, Homes in these areas shall be at least ten feet (10') apart, five feet (5') from the property line. 30% maximum acreage (Not allowed in Section 6)

**Status:**

The Section 3A final plat includes 68 (sixty-eight) residential lots and 5 (five) open space lots. The property has a zoning classification of "PD-PH", and the following lot standards apply:

<u>Distri</u> <u>ct</u>	<u>Min.</u> <u>Lot</u> <u>Area</u>	<u>Min.</u> <u>Dwelli</u> <u>ng</u> <u>Unit</u> <u>Size</u>	<u>Min.</u> <u>Lot</u> <u>Widt</u> <u>h</u>	<u>Min.</u> <u>Lot</u> <u>Dept</u> <u>h</u>	<u>Min.</u> <u>Fron</u> <u>t</u> <u>Yard</u>	<u>Min.</u> <u>Interi</u> <u>or</u> <u>Side</u> <u>Yard</u>	<u>Min.</u> <u>Side</u> <u>when</u> <u>two-</u> <u>story &amp;</u> <u>adj. SF</u> <u>Zone</u>	<u>Min.</u> <u>Ext.</u> <u>Yard</u> <u>(See</u> <u>Sec.43.</u> <u>3)</u>	<u>Min.</u> <u>Rear</u> <u>Yard</u>	<u>Min.</u> <u>Rear</u> <u>when</u> <u>two-</u> <u>story</u> <u>&amp;Adj.</u> <u>SF</u> <u>Zone</u>	<u>Max.</u> <u>Heigh</u> <u>t of</u> <u>Build</u>	<u>Max.</u> <u>Lot</u> <u>Cover</u> <u>age</u>
PD PH	4,600 sq. ft.	1000 sq. ft.	40'	115'	20' - 25'	5.0'		10.0'	15'		35'	75%

**Traffic Impact Analysis (TIA):**

A Traffic Impact Analysis (TIA) has been submitted by the developer that lists the recommended improvements based on the level of build-out within the project. According to the TIA, improvements will be needed when 398 lots are platted. Currently, 273 lots are platted or proposed, which leaves approximately 125 lots available for development before improvements are needed.

The table below summarizes the current projects within Pecan Park:

Section 4	70 Lots (Platted)
Section 5A	48 Lots (Platted)
Section 5B	43 Lots (Under construction)
Section 3A	68 Lots (Proposed)
<u>Section 6A</u>	<u>44 Lots (Proposed)</u>
Total	273 Lots

**Drainage/Flood Plain:**

According to information provided by the design engineer, stormwater runoff generally flows southward toward the Colorado River, which defines the southern boundary of the overall Pecan Park development. In order to maintain this general flow path, the developer has proposed to install a storm sewer system designed to collect and route stormwater generated within the development to the Colorado River. The design engineer has provided a preliminary layout of the proposed system. In accordance with the approved MOU and a Technical Memorandum prepared by Espey Consultants, stormwater detention will not be required or necessary for the Pecan Park development.

**Streets:**

Roadway access will be provided from Childers Drive, as well as a roadway connection to the newly-constructed Section 4, located just north of the project. Proposed Trailside Lane will terminate at a temporary turn-around in order to allow for its extension to future sections.

**Basis of Support:**

Staff supports the Pecan Park, Sections 3A Final Plat. The final plat appears to comply with the approved MOU and all appropriate subdivision requirements.

**Comments:**

Three (3) adjacent property owner notifications were mailed September 28, 2016. At the time of this report preparation, no responses have been received.

**Staff Recommendation:**

Staff recommends approval of the requested Final Plat for Pecan Park, Section 3A being +/-12.181 acres within the Mozea Rousseau Survey A-56, located west of Childers Drive (Childers Drive to be extended) and south of the 100' wide LCRA easement within the city limits of Bastrop, Texas.

**Attachments:**

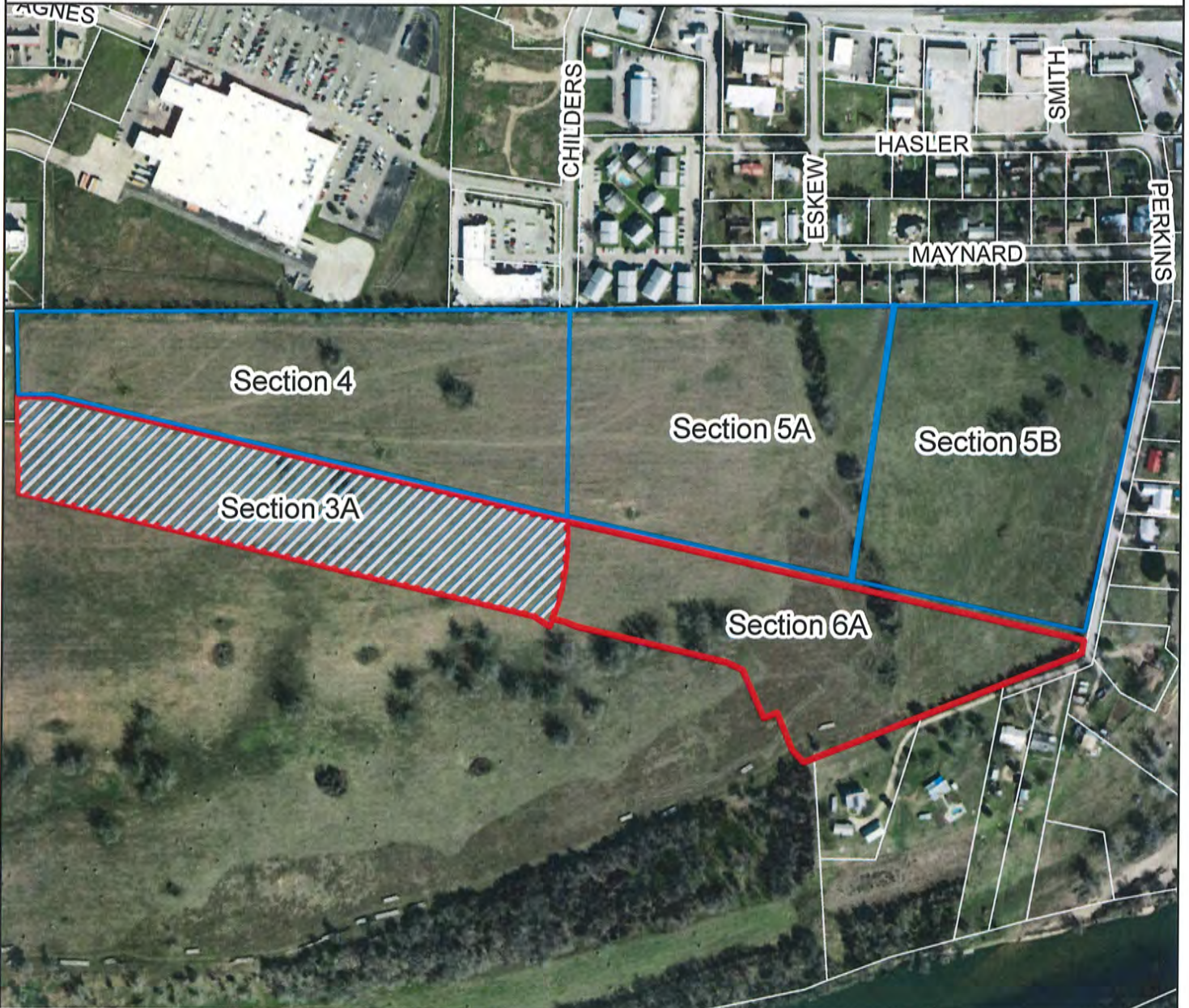
Location map and plat layout

**City Contact:**

Melissa M. McCollum, AICP, LEED AP, Director and  
Wesley Brandon, PE, City Engineer  
Planning and Development Department



# Property Location Map for Pecan Park Sections 3A



## Legend

 Section 3A

FOR REVIEW ONLY

PECAN PARK RESIDENTIAL SECTION 3A  
FINAL PLAT



PLAT NOTES

1. ALL LOTS ARE TO BE CONVEYED TO THE CITY OF THE MUNICIPAL UTILITY TRUST.
2. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
3. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
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10. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.

PLAT NOTES CONTINUED

11. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
12. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
13. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
14. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
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16. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
17. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
18. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
19. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.
20. THE CITY OF THE MUNICIPAL UTILITY TRUST SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL UTILITY LINES AND STRUCTURES NECESSARY TO SERVE THE LOTS.

THE STATE OF TEXAS: I, \_\_\_\_\_, CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN MY OFFICE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.

THE COUNTY OF TARRANT: I, \_\_\_\_\_, CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN MY OFFICE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.

PREPARED AND SUBMITTED BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

THE COUNTY OF TARRANT: I, \_\_\_\_\_, CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN MY OFFICE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.

FOR REVIEW ONLY

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FOR REVIEW ONLY

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FOR REVIEW ONLY

THE COUNTY OF TARRANT: I, \_\_\_\_\_, CLERK OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS FILED IN MY OFFICE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.

FILED	FILED	FILED	FILED
FILED	FILED	FILED	FILED
FILED	FILED	FILED	FILED
FILED	FILED	FILED	FILED



Bowman Consulting Group, Ltd.  
1700 South Cooper Street, Suite 300, Dallas, Texas 75201  
www.bowmanconsulting.com  
Houston: 281.465.1111 | Dallas: 972.361.1111 | Denver: 303.733.1111  
BOSTON: 617.552.1111 | CHICAGO: 773.399.1111 | LOS ANGELES: 310.552.1111  
NEW YORK: 212.512.1111 | PHOENIX: 602.465.1111 | SAN ANTONIO: 214.552.1111  
SAN DIEGO: 619.552.1111 | WASHINGTON DC: 202.465.1111

FINAL PLAT  
PECAN PARK RESIDENTIAL SECTION 3A  
BASTROP COUNTY, TEXAS

PLAT NO. 2018-01

RECEIVED  
SEP 10 2018



CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: October 4, 2016

MEETING DATE: October 11, 2016

1. Agenda Item: **Discussion, consideration and possible action on the Final Plat for Pecan Park, Section 6A being +/-10.961 acres within the Mozea Rousseau Survey A-56, located east of Childers Drive (Childers Drive to be extended) and south of the 100' wide LCRA easement within the city limits of Bastrop, Texas.**

2. Party Making Request: **Melissa McCollum, Director of Planning and Development**

3. Nature of Request: (Brief Overview)

**This is the Final Plat of Pecan Park Residential, Section 3A. City Council approved the preliminary plat at the September 13, 2016 meeting.**

4. Attachments: Yes X No \_\_\_\_\_

5. Motion Requested: **Approve the Final Plat for Pecan Park, Section 6A.**



City of Bastrop

Agenda Information Sheet:

City Council Meeting Date:



October 11, 2016

**Project Description:**

Discussion, consideration and possible action for the Final Plat of Pecan Park, Section 6A being +/-10.961 acres within the Mozea Rousseau Survey A-56, located east of Childers Drive (proposed extension) and south of the 100' wide LCRA easement within the city limits of Bastrop, Texas.

**Item Summary:**

**Owner:** DM Pecan Park Associates, LTD, Duke McDowell  
**Applicant:** Charles Wirtanen, P.E., Bowman Consulting Group, Ltd.  
**Location:** East of Childers Drive and south of the LCRA easement  
**Utilities:** City water, sewer, and Bluebonnet electric  
**Zoning:** Planned Development, PD,

**Background:**

This is the Final Plat of Pecan Park, Section 6A. City Council approved the preliminary plat at a Special Meeting September 20, 2016.

Pecan Park Development, comprising of 311 acres of both residential and commercial development, has a Memorandum of Understanding (MOU) that was approved by City Council on November 12, 2013. It was signed off by both parties (Pecan Park and City of Bastrop) on December 12, 2013. Staff has provided the first 12 pages of the MOU.

Section 6A (+/-12.181 acres) is zoned Planned Development (PD) and the Planning and Zoning Commission recommended approval on July 30, 2015 and 2<sup>nd</sup> reading by City Council on August 25, 2015.

- **PD-SFS – Single Family Select** – Traditional lots, minimum lot size 50' x 120', home size 1,200 square feet; staggered 20'-25' front building setbacks, Homes in these areas shall be at least ten feet (10') apart, five feet (5') from the property line. 45% maximum acreage within the PD is permitted.

**Status:**

The Section 6A preliminary plat includes 44 (forty-four) residential lots and 3 (three) open space lots. The property has a zoning classification of "PD-SFS", and the following lot standards apply:

<u>Distri</u> <u>ct</u>	<u>Min.</u> <u>Lot</u> <u>Area</u>	<u>Min.</u> <u>Dwelli</u> <u>ng</u> <u>Unit</u> <u>Size</u>	<u>Min.</u> <u>Lot</u> <u>Widt</u> <u>h</u>	<u>Min.</u> <u>Lot</u> <u>Dept</u> <u>h</u>	<u>Min.</u> <u>Fron</u> <u>t</u> <u>Yard</u>	<u>Min.</u> <u>Interi</u> <u>or</u> <u>Side</u> <u>Yard</u>	<u>Min.</u> <u>Side</u> <u>when</u> <u>two-</u> <u>story &amp;</u> <u>adi. SF</u> <u>Zone</u>	<u>Min.</u> <u>Ext.</u> <u>Yard</u> <u>(See</u> <u>Sec.43.</u> <u>3)</u>	<u>Min.</u> <u>Rear</u> <u>Yard</u>	<u>Min.</u> <u>Rear</u> <u>when</u> <u>two-</u> <u>story</u> <u>&amp;Adj.</u> <u>SF</u> <u>Zone</u>	<u>Max.</u> <u>Heigh</u> <u>t of</u> <u>Build</u>	<u>Max.</u> <u>Lot</u> <u>Cover</u> <u>age</u>
PD-SFS	6,000 sq. ft.	1,200 sq. ft.	50'	120'	20' - 25'	5.0'		15.0'	15'		35'	75%

**Traffic Impact Analysis (TIA):**

A Traffic Impact Analysis (TIA) has been submitted by the developer that lists the recommended improvements based on the level of build-out within the project. According to the TIA, improvements will be needed when 398 lots are platted. Currently, 273 lots are platted or proposed, which leaves approximately 125 lots available for development before improvements are needed.

The table below summarizes the current projects within Pecan Park:

Section 4	70 Lots (Platted)
Section 5A	48 Lots (Platted)
Section 5B	43 Lots (Under construction)
Section 3A	68 Lots (Proposed)
<u>Section 6A</u>	<u>44 Lots (Proposed)</u>
Total	273 Lots

**Drainage/Flood Plain:**

According to information provided by the design engineer, stormwater runoff generally flows southward toward the Colorado River, which defines the southern boundary of the overall Pecan Park development. In order to maintain this general flow path, the developer has proposed to install a storm sewer system designed to collect and route stormwater generated within the development to the Colorado River. The design engineer has provided a preliminary layout of the proposed system. In accordance with the approved MOU and a Technical Memorandum prepared by Espey Consultants, stormwater detention will not be required or necessary for the Pecan Park development.

**Streets:**

Roadway access will be provided from Childers Drive, adjacent to proposed Pecan Park, Section 3A. Rimrock Court will terminate at a temporary turn-around in order to allow for its extension to future sections.

**Basis of Support:**

Staff supports the Pecan Park, Section 6A Final Plat. The final plat appears to comply with the approved MOU and all appropriate subdivision requirements.

**Comments:**

Eight (8) adjacent property owner notifications were mailed September 28, 2016. At the time of this report preparation, no response have been received.

**Staff Recommendation:**

Staff recommends approval of the requested Final Plat for Pecan Park Section 6A being +/-10.961 acres within the Mozea Rousseau Survey A-56, located east of Childers Drive (Childers Drive to be extended) and south of the 100' wide LCRA easement within the city limits of Bastrop, Texas.

**Attachments:**

Location map, plat layout and surrounding property owner responses

**City Contact:**

Melissa M. McCollum, AICP, LEED AP, Director and  
Wesley Brandon, PE, City Engineer  
Planning and Development Department



# Property Location Map for Pecan Park Sections 6A



## Legend

 Section 6A

PECAN PARK RESIDENTIAL SECTION 6A  
FINAL PLAT



PROPERTY MAP  
FOR SECTION 6A

THE CITY OF DALLAS, TEXAS, HAS REVIEWED THE PLAT OF SECTION 6A, PECAN PARK RESIDENTIAL SECTION 6A, AND HAS DETERMINED THAT THE PLAT COMplies WITH THE REQUIREMENTS OF THE SUBDIVISION ACT AND THE CITY CHARTER AND ORDINANCES. THE CITY ENGINEER HAS REVIEWED THE PLAT AND HAS DETERMINED THAT THE PLAT COMplies WITH THE REQUIREMENTS OF THE SUBDIVISION ACT AND THE CITY CHARTER AND ORDINANCES. THE CITY ENGINEER HAS REVIEWED THE PLAT AND HAS DETERMINED THAT THE PLAT COMplies WITH THE REQUIREMENTS OF THE SUBDIVISION ACT AND THE CITY CHARTER AND ORDINANCES.

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BY: [Signature]

**Bowman CONSULTING**  
11011 Preston Road, Suite 1000, Dallas, Texas 75242  
Phone: (214) 343-1101 | Fax: (214) 343-1102  
www.bowmanconsulting.com

FOR REVIEW ONLY

# PECAN PARK RESIDENTIAL SECTION 6A FINAL PLAT

THIS PLAN IS A PART OF A RESIDENTIAL DEVELOPMENT...  
...AND IS SUBJECT TO THE CITY OF DALLAS...  
...PLAT 103,254, DATED 08/21/2006.

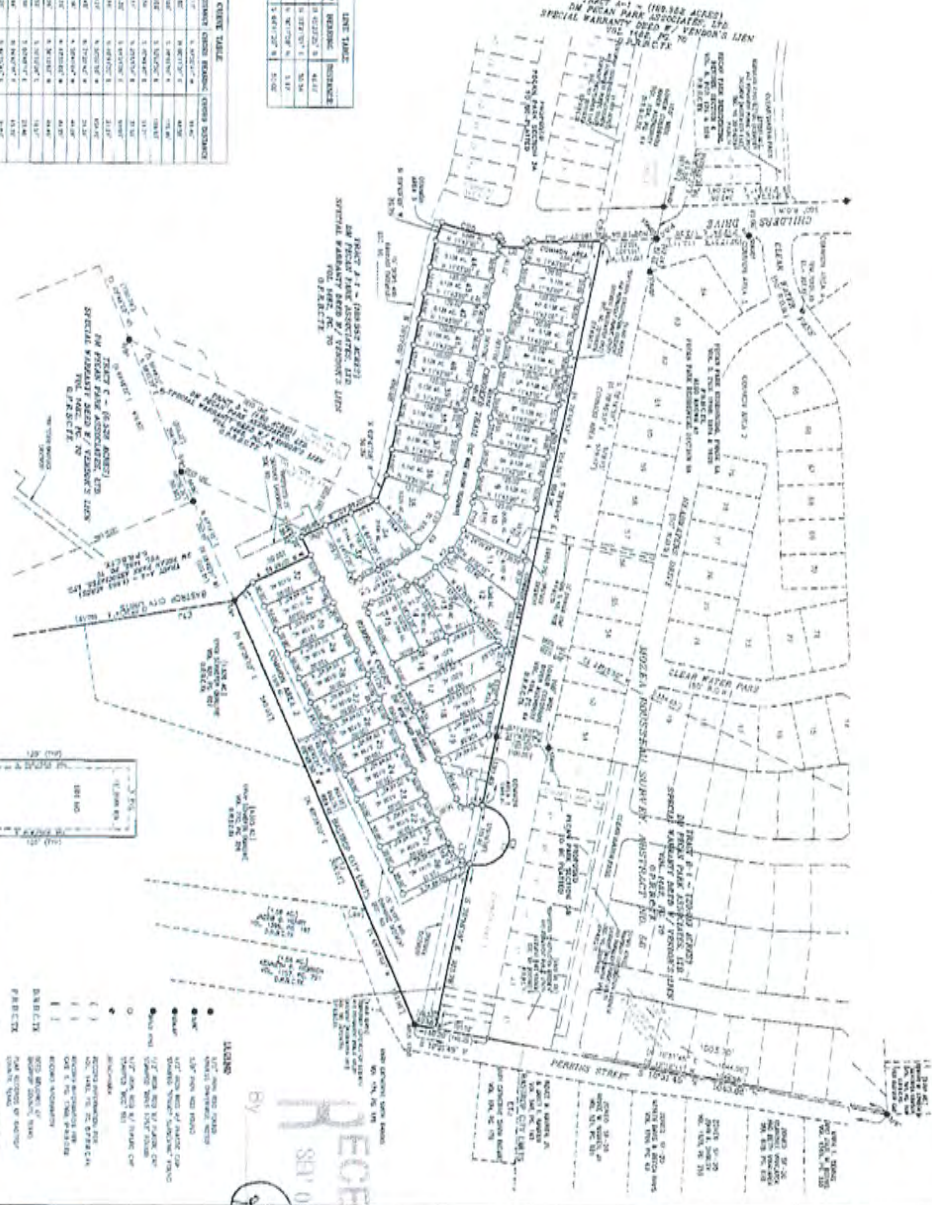


**CEMENT TABLE**

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**UNIT TABLE**

UNIT #	SECTION	REMARKS
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99	A	RESIDENTIAL
100	A	RESIDENTIAL



## Bowman CONSULTING

3000 Ross Avenue, Suite 1000  
Dallas, TX 75201  
972.343.8888  
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FINAL PLAT  
PECAN PARK RESIDENTIAL SECTION 6A  
HARRIS COUNTY, TEXAS

PLAT NO. 3542

SHEET 2 OF 2

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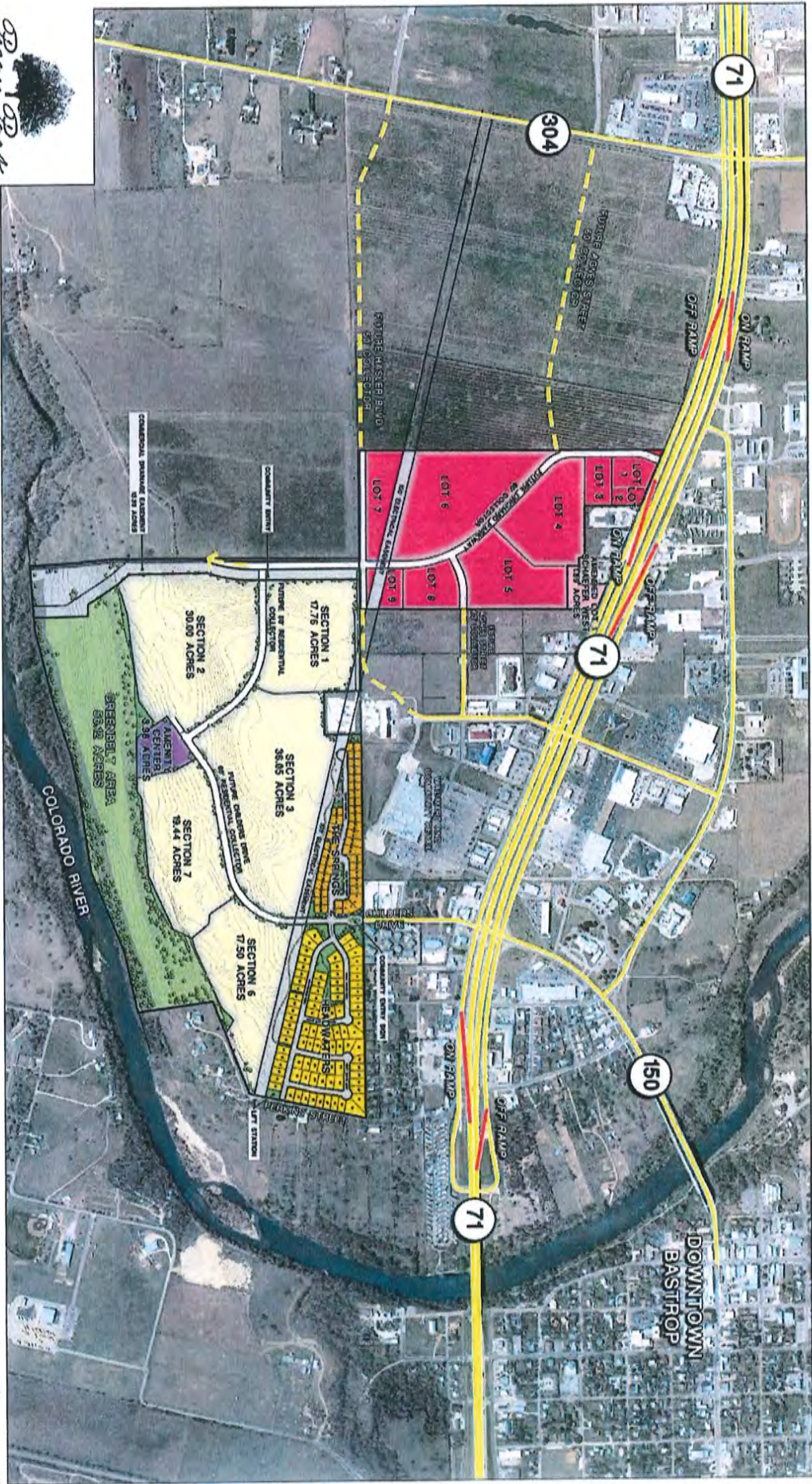
**SEC Planning, LLC**  
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 ALSTON, TEXAS  
 14201 HWY 7 • BASTROP, TEXAS  
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**Pecan Park**  
 BASTROP, TEXAS

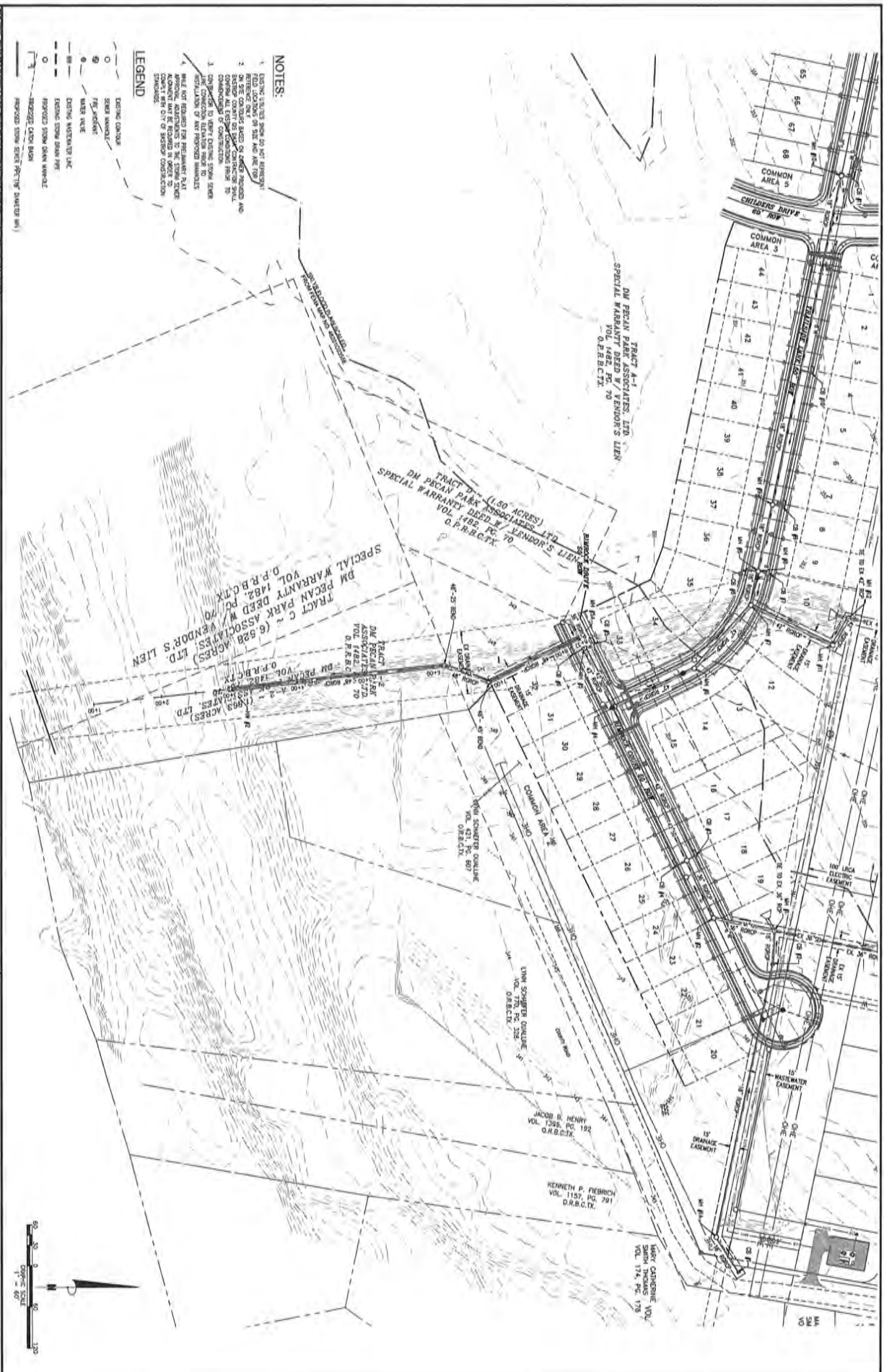
**OVERALL CONCEPTUAL PLAN**

**PECAN PARK**  
 BASTROP, TEXAS



All information regarding this property is from sources deemed reliable, however, SEC Planning, LLC and Pecan Park Association, LTD (Pecan Park) has not made an independent investigation of these sources. No warranty or representation is made by SEC Planning, LLC or Pecan Park as to the accuracy of this information and users are responsible for their own use of this information. This information is provided for informational purposes only and should not be used as a basis for any investment decision. SEC Planning, LLC and Pecan Park Association, LTD (Pecan Park) are not responsible for any loss or damage, including reasonable costs of attorneys' fees, arising from the use of this information. SEC Planning, LLC and Pecan Park Association, LTD (Pecan Park) are not responsible for any loss or damage, including reasonable costs of attorneys' fees, arising from the use of this information. SEC Planning, LLC and Pecan Park Association, LTD (Pecan Park) are not responsible for any loss or damage, including reasonable costs of attorneys' fees, arising from the use of this information.

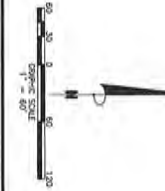
Scale: 1" = 800'  
 Date: July 13, 2015  
 North



**Bowman**  
 CONSULTING

Bowman Consulting Group, LLC  
 11000 West Loop South, Suite 200, Austin, Texas 78748  
 Phone: (512) 207-1181 Fax: (512) 207-0282  
 www.bowmanconsulting.com © Bowman Consulting Group, LLC  
 TBE Form No. F-14309 | TBE'S Form No. 101206-00

**EXHIBIT C**  
**STORM SEWER PLAN**  
**PECAN PARK RESIDENTIAL SECTION 8A**  
 BASTROP COUNTY, TEXAS





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10-11-2016

56



CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: 10.3.2016

MEETING DATE: 10.11.2016

1. Agenda Item: **CONSIDERATION FOR APPROVAL OF THE PROPOSED REPAIR & REPROGRAMMING WORK BY TRAC-N-TROL INC. ON THE SCADA SYSTEM FOR THE WATER AND WASTEWATER SYSTEM FOR \$98,330.**

2. Party Making Request: PW DIRECTOR TREY JOB

3. Nature of Request: (Brief Overview)

The City had an engineering study performed by Trac-N-Trol that began in February 2015 the result of the survey were multiple programming and control upgrade recommendation and included mapping the system and providing an O&M manual the city staff has review the study and established a sequence of how the work should be performed. The first step is to upgrade the programming, and standardize the equipment and provide the O&M manual. Staff recommends approval of the necessary repairs. The funds are budgeted and will not impact this year's budget. The initial improvements will cost \$98,330.

4. Attachments: Yes   X   No       

5. Motion Requested

I make a motion we approve the upgrade and reprogramming of the SCADA equipment per staff recommendation.

# ENGINEERING & SCADA SERVICES PROPOSAL

Presented to  
**City of Bastrop, Texas**



PO Box 5056  
Georgetown, TX 78627  
Ph: 512-930-5721  
Fax: 512-869-7621  
[www.tracntrol.com](http://www.tracntrol.com)

# INTRODUCTION

---



**DATE:** August 15, 2014  
**TO:** City of Bastrop, Texas  
c/o Mr. Trey Job—Public Works Director  
P O Box 427  
Bastrop, TX 78602

**RE:** Water and Wastewater SCADA Engineering and System Services

Dear Sir:

We greatly appreciate the opportunity to present the following proposal and statement of qualifications for your consideration of our company as your designated SCADA System Integrator. Should our qualifications and proposal meet with your approval, we will be pleased to move forward with successfully addressing future service and project requirements. We take great pride in our position in the SCADA industry and our service to public utilities throughout Texas. We hope to meet your requirements to be of service.

For further information regarding our company and its qualifications, please feel free to contact me by telephone at 512-930-5721 x 15, or email: [lbrown@tracntrol.com](mailto:lbrown@tracntrol.com).

Sincerely,

Larry Brown, President  
TraC-n-trol, Inc.



# PROPOSAL

---



**DATE:** August 15, 2014

**TO:** City of Bastrop, Texas  
c/o Mr. Trey Job—Public Works Director  
PO Box 427  
Bastrop, TX 78602

**RE:** Engineering and SCADA Services Proposal

**Overview:**

We appreciate the opportunity to present the following proposal for your consideration of our services. We understand that the City of Bastrop is in need of a vendor partner for the maintenance and development of your SCADA system, as well as engineering analysis and future project design support and documentation. Following our recent review of the system with your staff, we are prepared to move forward with the relationship, provided however, that we can agree to terms for assuming the role of SCADA system integrator for the City. This proposal establishes the basis for that process and is presented for your consideration.

The proposal is presented in two segments:

1. **Engineering Phase I** — Its purpose is to establish the necessary understanding of the SCADA system and provide documentation as a knowledge foundation for, and record of, the SCADA system. This proposal is a professional services offering.
2. **Services Phase II** — Its purpose is to establish the basis for a service relationship between TraC-n-trol, Inc. and the City.

**Phase I—Engineering**

**Scope of Work:**

In order to adequately assume the role of system integrator, we must establish a thorough knowledge of your SCADA system. This knowledge can best be achieved by the completion of a systematic engineering analysis of the SCADA system and development of comprehensive operation and maintenance documentation by completion of the deliverable items listed below. As well, this documentation will be the foundation for maintaining insight to the functionality of the system, which will be of significant benefit to the City.

Following the completion of the engineering study, TraC-n-trol, Inc. will assume duties on an as-needed basis for service and support of the SCADA system. Additionally, TraC-n-trol will provide as-needed engineering design support for all future projects, as well as be the provider of agreed services for each project as indicated in the Phase II—SCADA Services Proposal section.

## PROPOSAL - CONT'D

---

### Phase I—Engineering—Continued

#### Deliverables:

The Engineering Phase will be executed by the completion of the following tasks:

1. Conducting a thorough site by site analysis in order to catalog all sites, equipment, coordinates, input/output devices, instruments, RTU schematic, antenna types and heights; and assessment of equipment conditions;
2. Creating a photo journal of the system;
3. Creating a system inventory & bill of materials;
4. Evaluation of all PLC programming and radio telemetry configurations;
5. Evaluation and cataloging of measurable performance criteria and system deficiencies;
6. Evaluation of radio telemetry functions and performance, including a radio path study;
7. Charting the water and wastewater theory of operation;
8. Developing one-line diagrams and I/O lists;
9. Developing PLC program comments in code structure and documentation;
10. Establishing a triage chart for upgrading the system based on equipment obsolescence and expected life cycle;
11. Developing an engineering plan and recommendations for any modifications to the system to implement best practices and to meet minimum performance standards.
12. Developing a migration plan for upgrades, if necessary;
13. Creating a budget for implementation of the migration plan, as required;
14. Coordinating with staff to develop priorities and a calendar for the system upgrade;
15. Adapting the migration plan to the budget and staff directives;
16. Creating documentation of the SCADA system to incorporate all elements of the engineering study; and
17. Introduction and on-site orientation of the TraC-n-trol field support staff for on-site and off-site support of the system in preparation for assumption of system integrator duties.

#### Exclusions and Assumptions:

1. This proposal and scope of work is presented with the expectation that the engineering phase will lead to a service and support relationship. Engineering is required to prepare our company to provide the level of support the City needs. It will also provide documentation necessary for the City's control of its SCADA information and design elements.
2. This proposal assumes that the City will provide necessary information, response, guidance, access, and support to our staff in completion of the project.

#### Terms:

1. The City shall be invoiced for engineering services under this proposal via incremental draws based on work completed per agreed schedule of values. Each draw shall be based on an agreed percentage of work completed each month and services provided under this proposal.
2. Invoices are due Net 30 days from date of invoice. Balances paid after due date are subject to a 1.5% charge.
3. Engineering Phase I is quoted for completion within 180 days of approval.
4. TraC-n-trol will assume support duties immediately in order to address current problems and concerns. TraC-n-trol, Inc. will assign necessary personnel and dedicate resources to meet the service needs of the City in accordance with the attached Phase II Services Proposal.

## PROPOSAL - CONT'D

**Phase I—Engineering—Continued**

**Quotation—Engineering Phase I:**

Item	Quoted Pricing
On-site Assessment and Analysis	\$7,500.00
Off-site Engineering - Review and Analysis – PLC programs	\$3,500.00
Data organizing and developing catalog & journal	\$3,500.00
Radio Propagation Study	\$2,200.00
Developing engineering data – one-line & I/O diagrams	\$7,560.00
Engineering – PLC code development and documentation	\$3,000.00
Engineering Report & Recommendations	\$2,500.00
Meeting with City personnel for evaluation of recommendations	\$1,500.00
Budget Preparation	\$1,200.00
Presentation of Report & Budget	\$ 1,500.00
O&M Manuals	\$3,500.00
Preparation of TNT Staff for Service Transition	\$4,400.00
<b>Total:</b>	<b>\$41,860.00</b>

Thank you again for the opportunity to be of service. Please let us know if you have any questions.

Respectfully submitted:

Accepted & Date

  
 \_\_\_\_\_  
 Larry Brown, TraC-n-trol, Inc.

  
 \_\_\_\_\_  
 Bastrop, City of

1-16-15  
 \_\_\_\_\_  
 Date

Execution of this proposal may be supported by the City's required purchase authorization procedures and documents, as needed.





From: Ryan Wood  
PO Box 5056  
Georgetown, TX 78627  
Phone: 512-930-5721  
Fax: 512-869-7621  
Email: rwood@tracntrol.com

## Quotation

Date: July 25, 2016  
To: Trey Job  
City of Bastrop  
P O Box 427  
Bastrop, TX 78602  
Sent via fax: 512-322-0279  
cc:

Total Pages: 2      - *for immediate delivery; no original will follow*

Project: City of Bastrop Well TW2 Level Monitoring

### Scope of Work:

1. Labor, materials, and programming for the installation of a Solar Powered Monitoring RTU to monitor the level of Well TW2.
2. Warranty – One year parts and labor
3. On and off-site Technical support – 24/7 for the life of the system.
4. Training as required.

### Deliverables:

1. Furnish and install a rack for mounting of required equipment.
2. Furnish and install a Solar Power System as required to operate the monitoring equipment.
3. Furnish and install a Monitoring RTU to include a 24"x24"x10" enclosure, SCADAPack 350 PLC, analog signal surge suppressor, and miscellaneous material as required to monitor and log the level of Well TW2. The provided RTU can be modified/expanded at a later date to provide full SCADA functionality if and when the Well is placed into service and integrated into the City's existing SCADA system.
4. Conduit and wire as required.
5. Furnish 8GB USB Flash Drives that will be inserted into the PLC for logging the well level data. The flash drives will be rotated on a predetermined interval. The resulting data will be retrieved, processed, converted, and provided in an Excel spreadsheet with time-stamp and level reading based on required time intervals.
6. Furnish and install a submersible level transducer for monitoring of the well level. Per a conversation with Trey, the transducer will be set at a level of 425ft below ground level. This depth was agreeable so that the submersible transducer could be utilized if and when the well was put into service, for constant level monitoring on the SCADA system.
7. Retrieval and/or compilation of well level data will be provided on a Service Call basis, based on labor time and mileage.



**Exclusions and Assumptions:**

1. Local and state sales taxes are excluded from quoted pricing.
2. Performance and payment bonds are excluded from quoted pricing.
3. Installation of field instrumentation other than equipment specified will be invoiced on a cost-plus basis.
4. This proposal assumes that equipment can be temporarily removed from service while improvements are implemented.
5. Site fencing for equipment protection.

**Terms:**

1. Invoices are due Net 30 days from date of invoice. Balances paid after due date are subject to a 1.5% charge.
2. Mobilization and equipment will be invoiced at 50% of contract amount upon acceptance of quotation. Freight is prepaid and included in quoted pricing.
3. Balance of contract will be paid upon completion.
4. Pricing is valid for 30 days from date of quotation.
5. System is quoted for completion within 75 days of approval.

**Quotation:**

Item	Quoted Pricing
City of Bastrop Well TW2 Level Monitoring	\$17,650.00

Respectfully submitted:

Accepted & Date

*Ryan Wood*

\_\_\_\_\_  
Ryan Wood, TraC-n-trol, Inc.

\_\_\_\_\_  
Bastrop, City of

If acceptable, please sign, date, and fax return to our office.



From: Larry Brown  
PO Box 5056  
Georgetown, TX 78627  
Phone: 512-930-5721  
Fax: 512-869-7621  
Email: lbrown@tracntrol.com

## **Quotation**

Date: July 6, 2016  
To: Mr. Trey Job, Director of Public Works & Parks  
Bastrop, City of  
P O Box 427  
Bastrop, TX 78602  
Sent via: Email

Total Pages: 4 - *for immediate delivery; no original will follow*

Project: SCADA Upgrade Phase I

### **Scope of Work:**

Upgrade existing SCADA system as recommended in the "Bastrop Upgrade Recommendations" report provided at the conclusion of the SCADA System Engineering Study commissioned by the City. Upgrade to include Recommendation Items 1 – 6, with an alternate Item 17 in lieu of Item 5. The alternate item 17 is the upgrade of the Ubiquiti plant radio communication system vs. Item 5, which is only a reconfiguration of the existing Ubiquiti system.

### **Deliverables:**

Labor, materials, and travel required for:

1. Reprogram the System (PLCs)
  - a. Standardized on Read/Write Registers for System
  - b. Restructure Master Polling Program
    - i. There are problems with Polling Ethernet Network Separate from Serial network with co-located Antennas – interference between the two radio networks
    - ii. Improve Solar Site Polling so that an offline site does not slow polling
  - c. Address all code structure problems, and follow Control Narrative for System as outlined.
  - d. Mount loose radios if possible
2. HMI Redevelopment, Win911, and XLReporter Reports
  - a. Move to Wonderware managed application
  - b. Redevelop using Vector Graphics
  - c. Upgrade to latest Software Releases
    - i. Not needed for Windows 7 support



- ii. Only give upgrade for 1 Wonderware DEV and 1 Runtime with I/O
- 3. **Adjust Radio Settings and adjust Antenna Direction for Improved System Reliability**
  - a. The following sites can make it directly back to the WWTP and by doing so remove 1 point of failure (Loop 150 EST)
  - b. Adjust Antenna Direction and Radio Settings – 15 Sites, including Fisherman’s Park LS, Gills Brach LS, Home Depot LS, Hunters Crossing LS, Industrial LS, Old Austin HWY LS, River LS, Agnes St PSI, Emile St PSI, Farm St PRV, Industrial PRV, Mesquite PRV, Perkins St PSI, Warehouse PSI, and Walnut Ridge PRV
  - c. Some radios are using a power setting that is greater than 1 Watt
    - i. (4) known sites according to radio diagnostics that reported in Fisherman’s Park LS , Lincoln LS, North Pecan LS, and Willow Well C
    - ii. Not approved by FCC or radio manufacture
    - iii. Adjust setting back to 1 Watt
  - d. Adjust Bob Bryant Wells RTU
    - i. Improve signal by directing the antenna to Loop 150 EST
    - ii. Replace, coax, antenna, and coax surge suppressor which may improve signal enough to say at WWTP
- 4. **Remove FreeWave Ethernet Radios from System**
  - a. Replace with FGR2 serial radios
  - b. Sites to include:
    - i. (3) Sites – Willow WTP
    - ii. Bob Bryant WTP
    - iii. Central LS
    - iv. At these listed sites
      - 1. Remove FreeWave HTPlus Ethernet Antenna from the top of the WWTP Tower
      - 2. Move Serial Radio Omni antenna to the top of the tower or mount on a side arm extension
      - 3. Master Radio Antennas are collocated and they do not have 10ft of separation between the antennas according to the Manufactures recommendation
      - 4. This will also reduce the amount of 900MHz noise in the area and improve the FGR2 operating environment
- 5. **WWTP Ubiquiti Radios – 4 sites**
  - a. Reconfigure Ubiquiti Radios
    - i. Create new password
    - ii. Verify settings and IP address
    - iii. Backup Programs
    - iv. Remove coax jumper for Ubiquiti Bullet; Mount Bullet directly to the antenna if possible
  - b. Create DC backup for system
    - i. Add 24VDC POE Power Supply



- ii. Tycon TP-DCDC-1224 - Includes built in Surge Protection for Ethernet Cable
- 6. Upgrade HMI Computers to TNT Standard
  - a. (1) Computer – Water
  - b. (1) Computer – Wastewater
- 7. Warranty – One year parts and labor
- 8. Training (4 hours during or immediately following installation, 4 hours follow-up within 90 days, as required)

**Alternate Item – Report Item 17 in lieu of Item 5:**

- 9. Upgrade WWTP Ubiquiti Radios – 4 sites
  - a. Upgrade Ubiquiti Access Point Radio – 1 site
    - i. Replace M2Loco with Access point Radio
      - 1. Use AM-V2G-Ti antenna
        - a. Mount on Tower about 30ft AGL
      - 2. Use RM2-TI Rocket Radio
      - 3. Use Outdoor Rated Cat6 Ethernet Cable
        - a. Ubiquiti TC-Carrier or equivalent
    - ii. Install RED Lion 1000-POE+ Adapter to support 24VDC UPS
  - b. Replace Ubiquiti Bullets with M2Loco – 3 sites
    - i. Mount outside enclosure or outside building
    - ii. Run Outdoor rated Ethernet Cable from Radio to RTU
    - iii. Create DC backup for system
    - iv. Add 24VDC POE Power Supply
    - v. Tycon TP-DCDC-1224; Includes built in Surge Protection for Ethernet Cable

**Exclusions and Assumptions:**

- 1. Local and state sales taxes are excluded from quoted pricing.
- 2. Performance and payment bonds are excluded from quoted pricing. Add 3% to the approved quotation pricing, if bonding is required.
- 3. Installation of field instrumentation other than equipment specified will be invoiced on a cost-plus basis.
- 4. Additional non-functional SCADA items not included in the deliverables will be invoiced on a service call rate.
- 5. This proposal assumes that equipment can be temporarily removed from service while improvements are implemented.

**Terms:**

- 1. Invoices are due Net 30 days from date of invoice. Balances paid after due date are subject to a 1.5% charge.
- 2. Mobilization and equipment will be invoiced at 30% of contract amount upon acceptance of quotation for ordering of materials. Freight is prepaid and included in quoted pricing.
- 3. Balance of contract will be paid monthly based on percentage of project completed each 30 days.
- 4. Pricing is valid for 60 days from date of quotation.
- 5. System is quoted for completion within 120 days of approval.



**Base Quotation:**

Item	Quoted Pricing
Item 1: System PLC Reprogramming	\$49,600.00
Item 2: HMI Redevelopment to include Win911 and XLReporter	19,400.00
Item 3: Adjust Radio Settings and Antenna Direction	5,145.00
Item 4: Remove FreeWave Ethernet Radios from System	5,225.00
Item 5: Reconfigure WWTP Ubiquiti Radios	2,655.00
Item 6: Upgrade HMI Computers	13,135.00
Total	\$95,160.00

**Alternate Quotation:**

Item	Quoted Pricing
Item 1: System PLC Reprogramming	\$49,600.00
Item 2: HMI Redevelopment to include Win911 and XLReporter	19,400.00
Item 3: Adjust Radio Settings and Antenna Direction	5,145.00
Item 4: Remove FreeWave Ethernet Radios from System	5,225.00
Item 17: Upgrade WWTP Ubiquiti Radios	5,825.00
Item 6: Upgrade HMI Computers	13,135.00
Total	\$98,330.00

The Alternate Quotation is the same as the Base Quotation with the exception of Item 17, which replaces Item 5 in the Base Quotation. This alternative quotation is presented to avoid the possibility of duplication of costs in the future for items related to the WWTP radio communication system. Item 17 is a better long-term solution than Item 5. The net cost difference is \$3,170.00.

Please indicate the approved quotation by placing your initials next to the appropriate selection:

Base Quotation: \_\_\_\_\_

Alternate Quotation: \_\_\_\_\_

Respectfully submitted:

Accepted & Date: \_\_\_\_\_

  
\_\_\_\_\_  
Larry Brown, TraC-n-trol, Inc.

\_\_\_\_\_  
Bastrop, City of

If acceptable, please sign, date, and fax or email return to our office.



CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: 10.3.2016

MEETING DATE: 10.11.2016

1. Agenda Item: **CONSIDERATION FOR APPROVAL OF THE RENEWAL OF THE CONTRACT WITH TRAC-N-TROL TO PROVIDE SCADA REPAIR SERVICES FOR THE WATER AND WASTE WATER DEPARTMENT ON AN HOURLY BASIS AS NEEDED FOR NON-WARRANTY WORK.**

2. Party Making Request: PW DIRECTOR TREY JOB

3. Nature of Request: (Brief Overview)

The service agreement was awarded to Trac-N-Trol December 2014, we have used them for approximately two years and are requesting the renewal of another two-year service agreement. This is part of our purchasing policy requirements and allows us to expedite repairs when needed. We will take solicited competitive bids every four years. The cost for SCADA repair is based on the hourly rate schedule for non-warranty work. See the attached rate schedule.

4. Attachments: Yes  X  No

5. Motion Requested

I make a motion we approve renewal of the service agreement with Trac-N-Trol for SCADA repair services.

Line Item	Task / Items Description	Hourly Rate (1)
1	Technician, Junior Level, Non-Emergency Work	\$85.00
2	Technician, Junior Level, Emergency Work	\$85.00
3	Technician, Senior Level, Non-Emergency Work	\$110.00
4	Technician, Senior Level, Emergency Work	\$110.00
5	Technician's Helper, Non-Emergency Work	\$60.00
6	Technician's Helper, Emergency Work	\$60.00
7	Runner, Non-Emergency Work	\$60.00
8	Runner, Emergency Work	\$60.00
9 (2)	Markup on ordered parts, components, and equipment	50% based on our typical purchase price, but will not to exceed list price to customer
10 (2)	Markup on Services under 2.1.4	20%
11	Travel	\$0.75/mile plus hourly rate - port to port





From: Larry Brown  
Address: PO Box 5056  
Georgetown, TX 78627  
Phone: 512-930-5721  
Fax: 512-869-7621  
Email: lbrown@tracntrol.com

## **SCADA Services Agreement**

Date: December 8, 2014  
To: Mr. Trey Job, Director of Public Works & Parks  
Bastrop, City of  
P O Box 427  
Bastrop, TX 78602

RE: Services related to SCADA, radio telemetry, controls, equipment, and programming

### Parties to Agreement:

Bastrop, City of (Owner)  
Trac-n-trol, Inc. (TNT)

### Applicability:

The City's Request for Proposal for the Maintenance of the SCADA System FY 2014-2015 ("Request for Proposal" or "RFP"), Appendix A: Cost Proposal Table, and TNT's Proposal Response, copies of which are attached hereto, and this SCADA Services Agreement shall supersede any and all previous drafts, verbal or written, presented to the Owner for the above referenced services. In the event of a conflict between any of the above listed documents, including this Agreement, the City's Request for Proposal shall control.

### Authority:

The Bastrop, City of maintains and adheres to specific purchasing policies and spending limits with regard to its supplies and services. Consistent with such policies and procedures, the City of Bastrop advertised and solicited proposals for SCADA Services to which TNT replied and was accepted. See attached TNT SCADA Proposal Response.

### Considerations:

The Owner has publicly advertised and solicited proposals for a qualified vendor to provide SCADA related services, including the elements set forth in the Scope of Work and in the City's Request for Proposals, and as may be needed by the City from time to time. Trac-n-trol, Inc. submitted a proposal in response to the solicitation, and the Owner has selected Trac-n-trol, Inc. for the purpose for which the solicitation was generated.

**Scope of Work:**

Trac-n-trol, Inc. (TNT) shall provide all labor, materials, supplies, consumables, tools, equipment and work required for the services provided in the City's Request for Proposal which may include but are not limited to the following:

1. Design elements of the City's Supervisory Control and Data Acquisition (SCADA) System;
2. Off-site maintenance of essential data for back-up and emergency services;
3. On or Off-site support for maintenance and operation of the SCADA System;
4. Upgrades of the SCADA System;
5. Additions to the SCADA System;
6. Consultation for SCADA and controls related functions for the System; and
7. Other services related to the SCADA functionality as may be required by the Owner and approved by the Parties in writing.

**Service Support:**

1. There shall be no monthly or annual fees associated with this Agreement or the provision of services by TNT.
2. All labor, material and mileage to be provided under this Agreement shall be charged on a per-incident, as-needed basis and as set forth in the executed Cost Proposal Table attached to the RFP and agreed to by the Parties. The prices stated and agreed to in the Cost Proposal Table shall not be increased during the 12-month term of the Agreement. Any increase in price shall be approved by the City Manager, in writing, in and advance of the increase.
3. While this Agreement is in effect, off-site technical support (on-line or telephone) shall be provided at no cost to the City
4. While this Agreement is in effect off-site data backup systems shall be provided at no cost to the City.
5. Unless otherwise stated in the Request for Proposal, the TNT SCADA Services Proposal attached hereto shall apply to labor, materials, and mileage supplied on non-warranty and service related work
6. All on-site routine or emergency service related functions shall be as stated in the City's RFP and acknowledged in the TNT SCADA Services Proposal.
7. All on-site preventative maintenance shall be as stated in the City's RFP and acknowledged in the TNT SCADA Services Proposal.
8. Any modification of the City's RFP and TNT's SCADA Services Proposal shall be subject to prior approval of the Owner, in writing, as provided for in the RFP.

**Project Support:**

1. For the initial 12 month contract, and any extension thereto, unless otherwise terminated by the City or TNT as provided below, Project Support by TNT shall

be as provided in the City's RFP with TNT to be the Owner's designated, sole-source provider as follows:

- a. The provision of SCADA equipment, spare parts, and related materials;
  - b. The provision and installation of SCADA software;
  - c. Programming;
  - d. Instrumentation on projects to insure standardization of spare parts inventory;
  - e. Control panels on projects to insure standardization of construction, spare parts availability for routine and emergency repairs, and quality control;
2. Design consultation, as needed and requested by the City.
  3. As stated in the RFP, the cost and installation of all parts and materials to be used in the City's system (whether new or replacement parts or minor or major components), regardless of price, shall be approved by the City, in writing, in advance of the installation.
  4. Notwithstanding anything stated herein regarding the provision of services to the City, TNT acknowledges and understands that materials that cost over \$3000, whether new or replacement, may require the City to solicit bids from other professionals or third party vendors to satisfy the City's procurement rules and regulations.
  5. All SCADA modifications and system expansion pricing and services shall be agreed to in writing between the parties prior to TNT beginning same.
  6. Unless otherwise agreed, all SCADA modifications or system expansion included in a water/wastewater facility projects shall be provided as a bid allowance, based on negotiated pricing, for inclusion in bid documents.
  7. All other products and services as the Owner may require in support of its SCADA operations shall be agreed to by the Parties, in writing, prior to beginning same.

**Cancellation or Modification of Agreement:**

1. Unless otherwise agreed, the term of this Agreement shall be for a period of 12 months, renewable upon consent of both parties for up to two additional one year periods.
2. Renewals shall be in writing and signed by the City's authorized representative, without further action by the City, subject to and contingent upon appropriation of funding. The Parties may agree to further extend the contract when approved in writing by both Parties. (This is confusing... is it automatic extension or only on written notice by the City. Should we make it written notice thirty days in advance? We should probably clarify.)
3. Either party shall have the right to cancel this contract at any time for "reasonable cause," which determination shall be in the discretion of the party requesting the termination. In the event of termination, the Contractor shall be paid for all work properly invoiced and completed.

Agreed this 8th Day of December, 2014.

  
\_\_\_\_\_  
Larry Brown, Trac-n-trol, Inc.

\_\_\_\_\_  
City of Bastrop, Texas

## PROPOSAL - CONT'D

**Phase I—Engineering—Continued**

**Quotation—Engineering Phase I:**

Item	Quoted Pricing
On-site Assessment and Analysis	\$7,500.00
Off-site Engineering - Review and Analysis – PLC programs	\$3,500.00
Data organizing and developing catalog & journal	\$3,500.00
Radio Propagation Study	\$2,200.00
Developing engineering data – one-line & I/O diagrams	\$7,560.00
Engineering – PLC code development and documentation	\$3,000.00
Engineering Report & Recommendations	\$2,500.00
Meeting with City personnel for evaluation of recommendations	\$1,500.00
Budget Preparation	\$1,200.00
Presentation of Report & Budget	\$ 1,500.00
O&M Manuals	\$3,500.00
Preparation of TNT Staff for Service Transition	\$4,400.00
<b>Total:</b>	<b>\$41,860.00</b>

Thank you again for the opportunity to be of service. Please let us know if you have any questions.

Respectfully submitted:

Accepted & Date

  
 \_\_\_\_\_  
 Larry Brown, TraC-n-trol, Inc.


1-10-15  
 \_\_\_\_\_  
 Bastrop, City of Date

Execution of this proposal may be supported by the City's required purchase authorization procedures and documents, as needed.







From: Larry Brown  
Address: PO Box 5056  
Georgetown, TX 78627  
Phone: 512-930-5721  
Fax: 512-869-7621  
Email: lbrown@tracntrol.com

## **SCADA Services Agreement** **Contract Year 2, Renewal Year 1 of 2 - 2016**

Date: February 15, 2016  
To: Mr. Trey Job, Director of Public Works & Parks  
Bastrop, City of  
P O Box 427  
Bastrop, TX 78602

RE: Services related to SCADA, radio telemetry, controls, equipment, and programming

### **Parties to Agreement:**

Bastrop, City of (Owner)  
TraC-n-trol, Inc. (TNT)

### **Applicability:**

The City's Request for Proposal for Maintenance of the SCADA System FY 2014-2015 ("Request for Proposal" or "RFP"), Appendix A: Cost Proposal Table, and TNT's Proposal Response, copies of which are attached hereto, and this SCADA Service Agreement shall supersede any and all previous drafts, verbal or written, presented to the Owner for the above referenced services. In the event of a conflict between any of the above listed documents, including this Agreement, the City's Request for Proposal shall control. This SCADA Services Agreement is a renewal of the original agreement, as agreed under the terms as set forth in the original agreement under "Cancellation or Modification of Agreement."

### **Authority:**

The Bastrop, City of maintains and adheres to specific purchasing policies and spending limits with regard to its supplies and services. Consistent with such policies and procedures, the City of Bastrop has advertised and solicited proposals for SCADA Services. See original SCADA Services Proposal.

### **Considerations:**

The Owner has publicly advertised and solicited proposals for a qualified vendor to provide SCADA related services, including the elements set forth in the following Scope of Work, and as may be needed by the City from time to time. TraC-n-trol, Inc. has submitted a proposal in response to the solicitation, and the Owner has selected TraC-n-trol, Inc. for the purpose for which the solicitation was generated.

**Scope of Work:**

TraC-n-trol, Inc. (TNT) provides essential services unique to the needs of the Owner in the following areas of products and services:

1. Design elements of the system's Supervisory Control and Data Acquisition (SCADA) System;
2. Off-site maintenance of essential data for back-up and emergency services;
3. On or Off-site support for maintenance and operation of the SCADA system;
4. Upgrades of the SCADA system;
5. Additions to the SCADA system;
6. Consultation for SCADA and controls related functions for the system; and
7. Other services related to the SCADA functionality as may be required by the Owner and approved by the parties in writing.

**Service Support:**

1. There shall be no monthly or annual fees associated with this agreement or the provision of services by TNT.
2. All labor, material and mileage to be provided under this agreement shall be charged on a per-incident, as-needed basis and as set forth in the executed Cost Proposal Table attached to the original RFP and agreed to by the Parties. The prices stated and agreed to in the Cost Proposal Table shall not be increased during the 12-month term of the Agreement. Any increase in price shall be approved by the City Manager, in writing, in and advance of increase.
3. While this agreement is in effect, all off-site technical support (on-line or telephone) shall be provided at no charge to the City.
4. While this agreement is in effect, off-site data backup systems shall be provided at no charge to the City.
5. All off-site data backup systems shall be provided at no charge as long as this agreement stands.
6. Unless otherwise stated in the RFP, the TNT SCADA Services Proposal referenced herein, shall apply to labor, materials, and mileage supplied on non-warranty and service related work.
7. All on-site routine or emergency service related functions shall be as stated in the City's RFP and acknowledged in the TNT SCADA Services Proposal.
8. All on-site preventative maintenance shall be as stated in the City's RFP and acknowledged in the TNT SCADA Services Proposal.
9. The modification of the City's RFP and TNT's SCADA Services Proposal shall be subject to prior approval of the Owner, in writing, under the terms of the original RFP.

**Project Support:**

1. For the initial 12 month contract, and any extension thereto, unless otherwise terminated by the City for TNT as provided below, Project Support by TNT shall be as provided in the City's RFP with TNT to be the Owner's designated, sole source provider as follows:
  - a. The provision of SCADA equipment, spare parts, and related materials;
  - b. The provision of SCADA software;
  - c. Programming;
  - d. Instrumentation on projects to insure standardization of spare parts inventory;

- e. Control panels on projects to insure standardization of construction, spare parts availability for routine and emergency repairs, and quality control;
- 2. Design consultation, as needed, and requested by the City.
- 3. As stated in the RFP, the cost of installation of all parts and materials to be used in the City's system (whether new or replacement parts or minor or major components), regardless of price, shall be approved by the City, in writing, in advance of the installation.
- 4. Notwithstanding anything stated herein regarding the provision of services to the City, TNT acknowledges and understands that materials that cost over \$3,000, whether new or replacement, may require the City to solicit bids from other professionals or third party vendors to satisfy the City's procurement rules and regulations.
- 5. All SCADA modifications and system expansion pricing and services shall be agreed to in writing between the parties prior to TNT beginning same.
- 6. Unless otherwise agreed, all SCADA modifications or system expansion included in a water/wastewater facility projects shall be provided as a bid allowance, based on negotiated pricing, for inclusion in bid documents.
- 7. All other products and services as the Owner may require in support of its SCADA operations shall be agreed to by the Parties, in writing, prior to beginning same.

**Cancellation or Modification of Agreement:**

- 1. Unless otherwise agreed, the term of this Agreement shall be for a total of 12 months, renewable upon consent of both parties for up to two additional one year periods.
- 2. Renewals shall be in writing and signed by the City's authorized representative, without further action by the City, subject to and contingent upon appropriation of funding. The Parties may agree to further extend the contract when approved in writing by both Parties.
- 3. Either party shall have the right to cancel this contract at any time for "reasonable cause." In the event of termination, the Contractor shall be paid for all work properly invoiced and completed.

Agreed this \_\_\_\_\_ Day of \_\_\_\_\_, 2016.



\_\_\_\_\_  
Larry Brown, TraC-n-trol, Inc.

\_\_\_\_\_  
Bastrop, City of

APPENDIX A: COST PROPOSAL TABLE

Using the table below, bidder shall provide its proposal for the work described in the attached table. All prices shall be firm throughout the project’s duration, and any extension thereto. The City retains the right to limit quantities ordered under this RFP.

The terms and conditions herein this RFP, the Bid Proposal and all other contract documents shall constitute a binding and enforceable contract with the City of Bastrop, Texas. Upon award of the bid by the City, the Bidder hereby agrees that the signature of its duly authorized agent on the Bid Proposal shall bind the Successful Contractor to all terms and obligations.

The submission requirements for this RFP are set forth below. A proposal shall constitute an irrevocable offer for sixty (60) business days following the deadline for its submission.

**Proposal for System Integrator Services**

<b>Line Item</b>	<b>Task / Items Description</b>	<b>Hourly Rate (1)</b>
1	Technician, Junior Level, Non-Emergency Work	<u>\$85.00</u>
2	Technician, Junior Level, Emergency Work	<u>\$85.00</u>
3	Technician, Senior Level, Non-Emergency Work	<u>\$110.00</u>
4	Technician, Senior Level, Emergency Work	<u>\$110.00</u>
5	Technician’s Helper, Non-Emergency Work	<u>\$60.00</u>
6	Technician’s Helper, Emergency Work	<u>\$60.00</u>
7	Runner, Non-Emergency Work	<u>\$60.00</u>
8	Runner, Emergency Work	<u>\$60.00</u>
9 (2)	Markup on ordered parts, components, and equipment	<u>50% based on our typical purchase price, but will not to exceed list price to customer</u>
10 (2)	Markup on Services under 2.1.4	<u>20%</u>
11	Travel	<u>\$0.75/mile plus hourly rate – port to port</u>

NOTES:

1. Units shall be in one [1] hour increments, fully burdened, including all tools and equipment. This rate shall be used for all invoicing purposes and shall be firm for the first year of the contract.
2. Each invoice submitted by the Contractor to the City for the services provided herein must include: 1) the date the work was performed, 2) a detailed description of the work performed, including an itemized list of all parts replaced or repaired, as applicable, 3) the location of the work performed, 4) the exact number of labor hours, 5) a copy of the purchase order; 6) a copy of the work order, and 7) the signature of the individual that performed the work. Failure to include all necessary information/ documentation will cause the invoice to be rejected by the City until all necessary information is included on the invoice.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/15/2016
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THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Higginbotham Insurance Agency, Inc. P. O. Box 3087 McKinney TX 75070	CONTACT NAME: Cheryl Grissom PHONE (A/C, No, Ext): 214-504-1144 E-MAIL ADDRESS: cgrissom@higginbotham.net	FAX (A/C, No): NAIC #
	INSURER(S) AFFORDING COVERAGE	
INSURED DANIE26 TraC-n-trol, Inc. Daniel & Brown Inc. LD Technologies P. O. Box 5056 Georgetown TX 78627	INSURER A: FCCI Insurance Company	33472
	INSURER B: Monroe Guaranty Insurance Company	32506
	INSURER C: National Trust Insurance Company	20141
	INSURER D: Landmark American Insurance Company	33138
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: 189022464 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		CPP0016737	6/1/2015	6/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPI/OP AGG \$2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		CA0024333	6/1/2015	6/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$0		UMB0016814	6/1/2015	6/1/2016	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	WC00002161	6/1/2015	6/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	<input checked="" type="checkbox"/> Professional Liability <input checked="" type="checkbox"/> Contractor's Equipment <input checked="" type="checkbox"/> Special Causes - Incl. theft		LHR753518 CPP0016737	10/7/2015 6/1/2015	10/7/2016 6/1/2016	Limit \$1,000,000 Limit \$108,144 Deductible \$500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 \*Leased / Rented Equipment: Limit \$50,000; Ded. \$500  
 \*Installation Floater Coverage: Limit \$250,000 per occurrence; Ded. \$500  
 Re: City of Bastrop Project  
 City of Bastrop shown as additional insured on the general liability, on a primary and non-contributory basis, and auto liability policies. Waiver of subrogation in favor of certificate holder applies to the general liability, auto liability and workers compensation coverage as per written contract.

CERTIFICATE HOLDER	CANCELLATION 10 for non-payment/30 day all other
City of Bastrop PO Box 427 Bastrop TX 78602	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: 10.3.2016

MEETING DATE: 10.11.2016

1. Agenda Item: **CONSIDERATION FOR APPROVAL OF A CHANGE ORDER FOR THE AMOUNT of \$35,297 TO EXCEL CONSTRUCTION SERVICES TO INCLUDE REPAIRS TO THE CENTRAL LIFT STATION PIPING. EXCEL IS CURRENTLY PERFORMING LIFT STATION REPAIRS AT THREE LOCATIONS UNDER A \$897,099 CONTRACT. THIS NEEDED WORK BECAME APPARENT WHILE THE CONTRACTED REPAIRS WERE UNDERWAY.**

2. Party Making Request: PW DIRECTOR Trey Job

3. Nature of Request: (Brief Overview)

While performing routine maintenance on the central lift station it was noted the discharge side of the second pump was deteriorated and needed to be replaced. Excel construction services is currently performing lift station repairs at Mona Loa, Wilson street, and Gills Branch Lift station. The water department is requesting a change order to the contract to include repairs to the Central LS. The amount is less than 25% of the total contract and will increase the overall contract amount from \$897,099.00 to \$932,396.00

4. Attachments: Yes  X  No

5. Motion Requested

I make a motion the approve the change order to include repairs to the Central lift station for the amount of \$35,297.00.


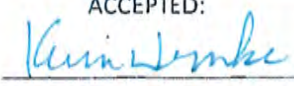
Date of Issuance: September 27, 2016	Effective Date:
Owner: City of Bastrop	Owner's Contract No.:
Contractor: Excel Construction Services, LLC	Contractor's Project No.:
Engineer: BEFCO Engineering, Inc.	Engineer's Project No.: 12-5787
Project: Wastewater Improvements	Contract Name: Wastewater Improvements

The Contract is modified as follows upon execution of this Change Order:

Description: Additional work at Central Lift Station

Attachments: See attached letter from Excel dated September 19, 2016.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>895,000.00</u>	Original Contract Times: Substantial Completion: <u>180 calendar days</u> Ready for Final Payment: <u>July 2, 2016</u>
Increase from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : \$ <u>2,099.00</u>	Increase from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : Substantial Completion: <u>90 calendar days</u> Ready for Final Payment: _____
Contract Price prior to this Change Order: \$ <u>897,099.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>270 calendar days</u> Ready for Final Payment: <u>October 2, 2016</u>
Increase of this Change Order: \$ <u>35,297.00</u>	Increase of this Change Order: Substantial Completion: <u>300 calendar days</u> Ready for Final Payment: <u>November 2, 2016</u>
Contract Price incorporating this Change Order: \$ <u>932,396.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>300 calendar days</u> Ready for Final Payment: <u>November 2, 2016</u>

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By:  By: _____	By: _____	By:  By: _____
BEFCO Engineering, Inc.	City of Bastrop	Excel Construction Services, LLC
Title <u>President</u>	Title _____	Title <u>VICE PRESIDENT</u>
Date <u>September 27, 2016</u>	Date _____	Date <u>9/27/2016</u>





September 19, 2016

Curtis Hancock  
Water / Wastewater Superintendent  
300 Water Street  
Bastrop, TX 78602

**RE: Bastrop Wastewater Plant Improvements and Lift Station Rehabilitation  
CPR002 – Existing Lift Station Piping Rehab**

Dear Mr. Hancock:

Excel Construction Services is pleased to offer the following pricing proposal for the rehabilitation / replacement of existing lift station wet well discharge piping. Work to include the following items:

- Bypass Equipment Setup, Testing and 24 Hour Manned Operation
- Pressure Washing of Existing Wet Well (Final Wastewater Removal via City Vector Truck)
- Removal of Old Deteriorate Piping and Fittings
- Installation of New P401 Lined Ductile Iron Piping and Fittings
- Coat Exterior of Piping w/ Raven 405 Epoxy to 60 mils Thickness
- Bypass Removal and Cleanup

See below and attached cost breakdown for review.

***PROPOSAL TOTAL***

***\$35,297.00***

Let me know if you have any questions or comments.

***CLARIFICATIONS:***

- Bypass is Sized Per Existing Pump Data. Differing Conditions May Require Alternate Eqpt.
- Existing SS Pipe Supports Appear to be Good Condition / To Be Reused

Respectfully,

*K. Wenske*

Kevin Wenske – Project Manager  
Excel Construction Services, LLC

cc: Bernardo Godinez – Project Superintendent

PO Box 2260  
Leander, Texas 78646

Phone (512) 259-5005  
Fax (512) 259-5665

**WORK PROPOSAL COST ITEMIZATION: CPR No. 002**

**Bastrop Headworks and Lift Station Rehab  
Rehabilitate Lift Station Wet Well Piping  
September 19, 2016**

units	quantity	unit cost	total
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<b>A) Materials</b>					
1	Ductile Iron Piping - HD Waterworks	LS	1	\$ 5,746.74	\$ 5,746.74
2					
3					
4					
5					
6					

<b>B) Labor/Equipment</b>					
1	Labor (3-men @ 7 Days Total)	HR	168	\$ 25.00	\$ 4,200.00
2	Pump Watch (Overtime Labor @ 4 Days Total)	HR	64	\$ 37.50	\$ 2,400.00
3	Bypass Pumping Equipment	WK	1	\$ 2,415.20	\$ 2,415.20
4	Diesel Fuel	GAL	475	\$ 1.90	\$ 902.50
5	Reachfork Equipment	WK	1	\$ 2,875.00	\$ 2,875.00
6	Safety Equipment	WK	1	\$ 750.00	\$ 750.00

<b>C) Subcontracts</b>					
1	Raven Coating LS Piping - Lewis Concrete	LS	1	\$ 5,500.00	\$ 5,500.00
2					
3					

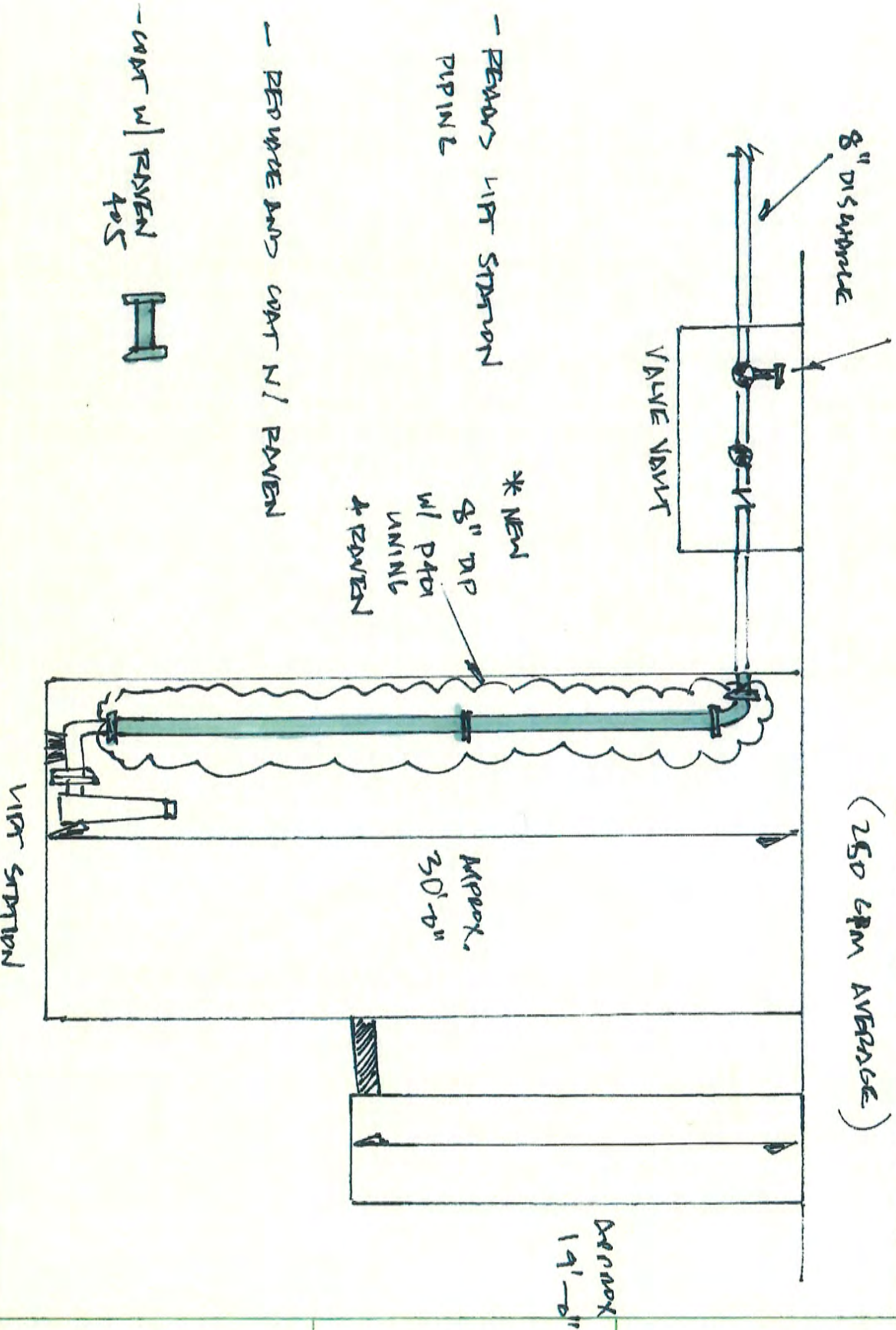
<b>C) Administration / Supervision</b>					
1	Superintendent - Bernarodo Godinez	HR	56	\$ 75.00	\$ 4,200.00
2	Project Management - K.Wenske	HR	5	\$ 85.00	\$ 425.00
3					

Sub-Total           \$ 29,414.44  
5% Small Tools       \$ 1,470.72  
15% OHP             \$ 4,412.17

**PROPOSAL TOTAL   \$ 35,297**

4" EXCESS POINT

350,000 GALS TOTAL DAILY FLOW  
(250 GPM AVERAGE)



**RENTAL QUOTATION**

ITEM	QTY	DESCRIPTION	WEEKLY UNIT	WEEKLY TOTAL
A	2	6" x 10' Black Water Suction Hose with Godwin QD Fittings	\$ 38.25	\$ 76.50
B	2	6" x 20' Black Water Suction Hose with Godwin QD Fittings	58.50	117.00
C	2	6" Suction Screen	0.00	0.00
D	2	6" x 20' Cargo Hose with 150# Flange Fittings	130.50	261.00
E	2	6" Check Valve with 150# Flange	36.00	72.00
F	1	6" Wye with 150# Flange	15.75	15.75
G	2	6" 45 Degree Bend with 150# Flange	15.75	31.50
H	3	6" 90 Degree Bend with 150# Flange	15.75	47.25
I	1	Auto Diesel Control Panel, 12 Volts <ul style="list-style-type: none"> <li>• with two 65' Floats</li> <li>• with 25' harness with round plug</li> <li>• mounted on stand</li> </ul>	117.00	117.00
J	80	3/4 x 4 all thread bolts/ nuts	0.00	0.00
K	12	6" flange gasket	0.00	0.00
L	1	6" 150# Flange x 4" 150# Flange Concentric Adapter	0.00	0.00

10-11-2016

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**RENTAL QUOTATION**

ITEM	QTY	DESCRIPTION	WEEKLY UNIT	WEEKLY TOTAL
M	1	Godwin Dri-Prime CD150M Critically Silenced Diesel Pump <ul style="list-style-type: none"> <li>• <b>Primary Unit</b></li> <li>• Sound Attenuated Enclosure</li> <li>• 6" 150# Flange Suction and Discharge</li> <li>• John Deere 4045T280-TIII Diesel Engine</li> <li>• Skid-mounted, 90 gal fuel tank</li> <li>• 6" FQD x 6" flange</li> </ul>	748.80	748.80
N	1	Godwin Dri-Prime CD150M Critically Silenced Diesel Pump <ul style="list-style-type: none"> <li>• <b>Stand-By Unit</b></li> <li>• Sound Attenuated Enclosure</li> <li>• 6" 150# Flange Suction and Discharge</li> <li>• John Deere 4045T280-TIII Diesel Engine</li> <li>• Skid-mounted, 90 gal fuel tank</li> <li>• 6" FQD x 6" flange</li> </ul>	608.40	608.40
O	2	GL6 Drop In Trailer for <ul style="list-style-type: none"> <li>• Wellpoint Skid Tank</li> <li>• Lowered Fenders (9712)</li> </ul>	0.00	0.00

<b>ESTIMATED RENTAL TOTAL</b>	<b>\$ 2,095.20</b>
<b>ESTIMATED DELIVERY CHARGE</b>	<b>\$ 160.00</b>
<b>ESTIMATED PICKUP CHARGE</b>	<b>\$ 160.00</b>
<b>REQUIRED EXTRAS</b>	<b>\$ 0.00</b>

10-11-2016

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## TERMS AND DEFINITIONS

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Rental Day: One Calendar day; for diesel units, not exceeding eight (8) hours running.

Rental Week: Seven (7) calendar days; for diesel units, not exceeding 48 hours running in aggregate during a Rental Week.

Rental Month: Twenty-eight (28) calendar days; for diesel units, not exceeding 192 hours running.

Standby Rate: The Standby Rate is 75% of the scheduled rate. Standby is for a "second" or additional back-up pump to be run in the event the primary pump cannot. If the standby pump operates for any reason other than failure of a primary pump, the standard rate will apply.

Overtime Running: For diesel units, all scheduled rates are based on an 8 hour per day shift. If diesel equipment is used for a double shift, the 8-hour rate will be multiplied by 1½ times the schedule rate. If used for a triple shift, the rate will be multiplied by 2 times the scheduled rate.

Billing Cycles	3 - 7 Days	=	1 Week
Based on Open	8 Days	=	1 Week and 1 Day
Terms Approval	9 Days	=	1 Week and 2 Days
	10 - 14 Days	=	2 Weeks
	15 Days	=	2 Weeks and 1 Day
	16 Days	=	2 Weeks and 2 Days
	17 - 28 Days	=	1 Month

Billing Cycle - COD Customers	3 - 7 Days	=	1 Week
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Off Rent: It is the responsibility of the Customer to call into the Owner's local branch office and obtain an Off Rent Call Confirmation Number. This call serves as notification that equipment is disassembled, properly decontaminated, and stockpiled in one readily-accessible area available for immediate pick-up. Rental and/or labor charges will accrue if equipment is not cleaned and staged for removal.

**IMPORTANT: Obtaining an Off Rent Call Confirmation Number does not release Customer from its obligations to safeguard and secure equipment, including maintaining required insurance coverages, while equipment remains under Customer's care, custody or control pending return of all rented equipment to Owner. Customer shall remain responsible for all loss or damage arising from Customer's failure to safeguard and secure equipment while awaiting pick up.**

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## TERMS AND CONDITIONS

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1. This quotation is valid for 30 days, however, prices may change without written notification. Quotations for sales of HDPE pipe are valid for seven (7) days.
2. This quotation is our estimate of equipment and material required. Actual installation may vary in cost due to site requirements. Additional equipment or time to set-up will be charged at the above itemized rates or based upon our published rental rate schedule.
3. Payment terms: Net 30 based on credit approval.
4. Taxes are not included in any rental, sale or labor quotes. Customer is responsible for paying applicable taxes on the equipment and services, including sales and use tax. Customer will only be considered exempt when a valid Sales Tax Exemption Certificate is received when ordering any rental equipment, pumping services and/or sale goods.
5. Delivery and Pick-Up available at Customer's request via Lessor's/Supplier's truck for an additional charge.
6. Customer shall be responsible for providing adequate labor and material handling equipment onsite to unload/load and setup/breakdown equipment, including chains or cables of sufficient capacity along with cribbing material to support pumps, piping and accessories.
7. Customer responsible for daily monitoring of all equipment on site, including but not limited to cleaning of suction screen(s) as necessary. Diesel driven pumps require routine service including changing oil, oil filter, fuel filter, and performing general maintenance every 250 hours of running time, and also replacing the air filter every 500 hours of running time. As requested, Lessor/Supplier will service the equipment for an additional charge.
8. Customer shall be responsible for any required secondary containment around and under each pump to contain possible spills during operation or refueling of the equipment.
9. Customer shall be responsible for compliance with permitting, licensing or other regulatory requirements associated with setup, installation, or operation of the equipment.

Run Date 9/15/16

HD SUPPLY WATERWORKS, LTD.

Entered by: GBA

SAN ANTONIO-W TX  
7620 Grissom Rd  
San Antonio TX 78251  
Telephone: 210-684-1150  
Fax: 210-684-5521

9/15/16 Bid ID: 4586919 BASTROP L/S REPLACEMENT PIPE C/O

Page 1

Line	Quantity	Sell Per	Description	Net Price	Extended Price
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HD SUPPLY WATERWORKS

7620 GRISSOM ROAD  
SAN ANTONIO, TEXAS 78251  
PHONE: 210-684-1150  
FAX: 210-684-5521  
\* AND \*

13790 JUDSON ROAD  
SAN ANTONIO, TEXAS 78233  
PHONE: 210-657-1632  
FAX: 210-657-2321

PROJECT: BASTROP L/S

LOCATION: BASTROP, TEXAS

BID DATE:

ENGINEER:

BID PER ----- SPECIFICATION

\*\*\*\*\*

\*\* PVC PIPE QUOTED HEREIN \*\*  
\*\* IS OFFERED SUBJECT TO \*\*  
\*\* AVAILABILITY. PRICING \*\*  
\*\* IS SUBJECT TO CHANGE. \*\*

Run Date 9/15/16

HD SUPPLY WATERWORKS, LTD.

Entered by: GBA

SAN ANTONIO-W TX  
7620 Grissom Rd  
San Antonio TX 78251  
Telephone: 210-684-1150  
Fax: 210-684-5521

9/15/16 Bid ID: 4586919 BASTROP L/S REPLACEMENT PIPE C/O

Page 2

Line	Quantity	Sell Per	Description	Net Price	Extended Price
430	2	EA	8X15'00" FLXFL DI PEL	1,086.61	2,173.22
440	2	EA	8X15'00" FLXPE DI PEL	1,004.05	2,008.10
460	2	EA	8 MEGA-FLG 2108 W/SS 316 BOLTS	293.57	587.14
470	2	EA	8 FLG 90 BEND (I) P401/PRIME C110 DI 401 LINED/PRIME COATED	356.90	713.80
490	6	EA	8 316SS HEX BOLT & NUT KIT	38.56	231.36
500	6	EA	8X1/8 FF CLOTH INS RUB GSKT	5.52	33.12

Subtotal: 5,746.74

Tax: .00

Bid Total: 5,746.74



# LEWIS CONCRETE RESTORATION

335 Commercial Dr, Buda, TX 78610

A Specialty Concrete Coating and Restoration Company

\*TX HUB and MWSBE Certified Austin and South Texas \*AR, LA, TN, MS Contractor

September 20, 2016

Estimator

**RE: Bastrop Lift Station – Pipe Coating  
Bastrop**

We are pleased to submit our proposal for the surface preparation and coating of the above referenced project.

**Scope of Work:**

Application of Raven 405 at 60 mils on new 8” DI pipe with primer..... \$100/LF  
Coating to be performed above ground  
Coating of 2 spools inside Wet well..... \$1,500/LS

**Note:** Any additional insured for multiple owners or other additional requirements by Owner resulting in additional premium will be added to bid/contract average cost is \$250.00. Additional Safety training classes provided by Owner or Contractor will be charged accordingly. 2 weeks’ notice prior to mobilization.

**Payment: Net Due 30 Days**

**Lewis Concrete Restoration (LCR) will provide:**

All labor, material, equipment, pre-approved insurance, water blaster, scaffolding, and supervision necessary to complete the scope of work. All material will be applied to city specifications. Water infiltration is not included. Bypass pumping is not included. LCR warrants workmanship (non-bonded) of scope of work performed for 1 year. Owner or Contractor is responsible for defects and/or changes in substrate caused by owner or acts by nature.

**Client to provide: Payment Bond information required prior to mobilization.**

No bypass pumping supplied by LCR. Plugs or other devices utilized for diverting water will be charged accordingly. Uninterrupted access to jobsite, suitable water source for waterblasting, Any and all traffic control, dewatering, by-pass pumping or sludge removal, restrooms, contract required or purchase order number needed to proceed, LCR job information form, and Sales Tax Exempt/Resale certificate. All change orders require signed contract or PO prior to commencement of work. Contractor to provide actual field measurements and timely notice within 30 days of LCR’s invoice date of discrepancies found.

If you have any questions regarding this quote, please contact Eric Lewis @ 512-923-6724 or Aaron Hoffman @ 512-983-4400

Phone: 512.983.4400

Email: aghoffman@austin.rr.com

CITY COUNCIL

AGENDA COVER SHEET

DATE SUBMITTED: OCT.3.2016

MEETING DATE: OCT.11.2016

1. Agenda Item: CONSIDERATION, DISCUSION AND POSSIBLE ACTION CONCERNING CLOSING THE CITY’S REFUSE DISPOSAL TRANSFER STATION AT 1209 LINDEN STREET ON OCTOBER 31, 2016 AND ENCOURAGING POTENTIAL CUSTOMERS TO USE THE BASTROP COUNTY FACILITY AT 601 COOL WATER DRIVE.

2. Party Making Request: PW DIRECTOR TREY JOB

3. Nature of Request: (Brief Overview)

The City’s transfer station lost approximately \$9,500 dollars last year, so we are making a request that we close the current city transfer station located at the Public works yard. We will redirect the users to the county transfer station located at 601 Cool water drive. Bastrop Texas.

4. Attachments: Yes  X  No  \_\_\_\_\_

5. Motion Requested

I Make the Motion to close the city’s Transfer station due to the economic loss and to reduce the duplication of services.

# Bastrop County Transfer Station

Transfer Station Hours Tuesday – Saturday 8 – 4

Office Phone # 512-581-4090

<u>Item:</u>	<u>Price:</u>
Pick-up Load (Full Size or Smaller) filled to the Top of the bed.	Start @ \$35.00
16' Trailer 6'X3' (10.6 CY)	Start @ \$75.00
10' Trailer or Smaller	Start @ \$35.00
Dump Trucks	Start @ \$75.00
Bagged House Hold Garbage	
40 Gallons or less	\$5.00 Each
Over 40 Gallons	\$10.00 Each
Appliances (No Refrigerators, Freezers, or A/Cs)	\$10.00 Each
Mattresses/Box Springs	
Couch, Love Seat, & Recliners	\$10.00 Each
Tires	
Passenger Car	\$3.00 Each
Truck Tires Depending on Size	\$7.00 - \$15.00
<b>No Tractor Tires</b>	

## Items Not Accepted:

**Oil Oil Filters Paints of any type Batteries Brush & All Chemicals**

Most metals will be accepted free of charge.

**CITY COUNCIL**

**AGENDA COVER SHEET**

**DATE SUBMITTED: 10/3/16**

**MEETING DATE:10/11/16**

1. Agenda Item: **Report from the Bastrop Main Street Program regarding Council direction on the 1832 Farmer’s Market and lot adjacent to the Convention Center**
  
2. Party Making Request: Sarah O’Brien, Main Street Program Director
  
3. Nature of Request: Staff has compiled a report pertaining to the work the program has undertaken during the last three months in working with the 1832 Farmer’s Market and developing scenarios for the highest and best use of the lot adjacent to the Convention Center. Council extended the current lease conditions until 12/31/16 however staff feels it is prudent to give a current update on our progress and seek guidance from Council.
  
4. Attachments: Yes  No
  
5. Motion Requested: No motion required, staff is seeking feedback on the proposed recommendations.

## Ideas for Highest/Best Use of the "Farmers Market Lot"

Source	Use by organization represented	Other suggestions	Facilities needs
<p><b>Bastrop Convention and Exhibit Center</b> (Kathy Danielson)</p>	<p>Alternative, specialized venue booked and managed by BCEC—used alone or in tandem with use of BCEC facilities (interior or exterior).</p> <p>Anticipate use would include "rustic" weddings, receptions, barn dances, musical events, open air movies, 501c3 Christmas tree sales</p>	<ul style="list-style-type: none"> <li>• Include maintenance costs in BCEC budget; operational costs will be factored into the rate structure</li> <li>• Ensure adequate prep/reset time for serial events</li> <li>• Move Farmers Market behind the current storage building or prompt its relocation to a downtown venue (921 Main or curbside in front of the courthouse</li> <li>• Rebrand the lot to encompass "place" rather than a single user</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Improved restroom facilities (unisex?):</b></li> <li>• <b>currently single</b></li> <li>• <b>Repair lot surface</b></li> <li>• <b>Electrical upgrade, interior and exterior</b></li> <li>• Restore Fayette fence</li> <li>• Address flooding issues at site</li> <li>• Addition of a small service kitchen/clean-up</li> <li>• Addition of a utility room</li> <li>• HVAC; large ceiling fans</li> <li>• Inventory of tables/chairs stored on site</li> <li>• Signature "art" for photo ops (e.g., old pick-up prominently placed on grounds</li> <li>• Addition of wraparound porch (stage area) and/or portable stage</li> <li>• Configure access for "gated"/private events</li> <li>• Improved parking (on grounds; along Fayette)</li> <li>• Grounds and facilities maintenance combined with BCEC maintenance contract</li> </ul>
<p><b>1832 Farmers Market Board members</b></p>	<ul style="list-style-type: none"> <li>• Continued use by 1832 with the intention of "growing" a larger market with more vendors, more aggressive promotion.</li> <li>• Consider reallocation of space to move some vendors (produce and nonfood artisan goods?) into tented space outside and reserve metal building for prepared food and meat</li> </ul>	<ul style="list-style-type: none"> <li>• Any new post 12/31/16 agreement should assign lot control (including booking days/hours when 1832 is in operation, maintenance and utility costs) to the City (BCEC?)</li> <li>• Improved Chestnut Street signage for 1832 that is unobscured by landscaping or is clearly visible some distance east and west of the lot</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Improved restroom(s)</b></li> <li>• <b>Repair lot surface</b></li> <li>• <b>Electrical upgrade, interior and exterior</b></li> <li>• Reinstall or remove Fayette fence</li> <li>• Improve drainage</li> <li>• Relocate lot entrance to avoid queuing on railroad tracks</li> <li>• Consider ripping out kitchen and bathroom</li> </ul>

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<p><b>Brenda Abbott Floral Design (and event planning)</b> (Brenda Abbott)</p>	<ul style="list-style-type: none"> <li>• Possible change in market hours to accommodate multi-use venue</li> </ul>	<ul style="list-style-type: none"> <li>• Rehab the metal building with a wooden barn-like façade/doors</li> <li>• Using local artist, do rustic exterior murals ("farm art")</li> <li>• Other possible uses include concert series, movies and fall festivals in tandem with the Farmers Market</li> <li>• Enhance rustic, unpainted floor, handmade farm tables, mismatched wooden chairs</li> </ul>	<ul style="list-style-type: none"> <li>• Use second building as common storage area</li> <li>• Expand overhang to enhance barn look and covered space</li> <li>• Restore water tank on pedestal as lot signage</li> <li>• Improved restroom(s) or mobile restroom trailers</li> <li>• Repair lot surface</li> <li>• Electrical upgrade; exterior lighting</li> <li>• Electrical plug and hanger for a central chandelier, to be provided by user or user's rep)</li> <li>• Small service kitchen?</li> <li>• Large ceiling fans, possible (but not essential) HVAC</li> <li>• On-site storage (tables/chairs/etc.)</li> </ul>
<p><b>Art in Public Places</b> (Deborah Johnson)</p>	<p>Venue for an arts festival, sculpture garden (in addition to Bob Bryant Park culture walk), link with "toads on Main" project (or chickens)</p>	<ul style="list-style-type: none"> <li>• BALPP mosaic project on the lot</li> <li>• Performance amphitheater (platforms or berms)</li> <li>• Dance hall (leased, beer sales)</li> <li>• Inventory of rustic tables, mismatched wooden chairs</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Repair lot surface</b></li> <li>• Stone benches</li> <li>• Platforms or berms for performance seating</li> <li>• Water feature</li> <li>• Winterize (plastic sheeting? space heaters?)</li> <li>• Sound proofing (railroad noise)</li> <li>• Rusticate (board/batten walls; white wash) (e.g. Waterson Hall; Fayetteville Event Hall, Burton party barn)</li> </ul>

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<p><b>Lost Pines Arts League</b> (Michelle Adams)</p>	<p>Overflow parking for Lost Pines Art Center events (e.g., Artful Afternoon, Lost Pines Art Conference)</p> <p>Possible use for future Harvest Art Fests by LPAL or other sponsoring entity</p>	<ul style="list-style-type: none"> <li>• Pocket Park with picnic tables and accessible restrooms, possibly artistic playscape</li> <li>• Pop-Up sales site (artisan sales, monthly or weekly flea market)</li> </ul>	
<p><b>Main Street EV Committee</b> (Steve Bridges, Debbie Moore, Leigh Stilson, Jean Riemenschneider, Dick Smith, Sarah O'Brien)</p>	<p>High quality Farmers Market—two days a week (Wed afternoon and early evening; Saturday 9 a.m. to 1 p.m.) with extensive area-grown produce and animal products and featuring concurrent activities to increase drawing power:</p> <ul style="list-style-type: none"> <li>• Musical entertainment</li> <li>• Cooking demos</li> <li>• Crafts demos</li> <li>• School performances</li> <li>• Children's activities</li> <li>• Gardening classes</li> </ul> <p>Market would allow competition and, at the end of market, allow local chefs to bid on remaining goods.</p> <p>Ideally, management should be vested in a nonprofit organization, perhaps the BMSP transitionally.</p>	<ul style="list-style-type: none"> <li>• Auxiliary venues for Christmas and Halloween/Fest activities</li> <li>• Christmas tree sales produced by local service clubs</li> <li>• "Pumpkin Patch"</li> <li>• Zilker Park—like Christmas tree to serve as the City tree, across from City Hall</li> <li>• Mobile Food Truck venue</li> </ul> <p><b>Note:</b> the current lot should be considered only a possible venue for a Farmers Market. Some preference was expressed for the lawn of the Grady Tuck (Bastrop County Juvenile Probation) building as a good site.</p>	<p>Allow no onsite storage or use of metal buildings by Farmers Market vendors</p>
<p><b>BEDC</b> (Shawn Kirpatrick and Jean Riemenschneider)</p>		<p><b>Long term prospect</b></p> <p>Potential site of a "select services" hotel (an estimated 87 rooms and fronting on Chestnut Street) affiliated with BCEC and enhancing the appeal of the convention center to mid-size groups. BEDC contemplates no public financing</p>	<p>Cover the current open-air retention basin to increase areas available for parking</p> <p>A decision on such use might occur as soon as 6-8 months. Interim use by such groups as the farmers market might be accommodated for another year as planning proceeds and until</p>

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	<p><b>for capital construction</b> apart from some allocation of HOT funds, later rebated, to launch marketing.</p> <p>Development contemplates a donation of the hotel site or a long-term (99 years?) lease. Idle land north of the current site might be acquired should additional parking be required to accommodate high use.</p> <p>BEDC is prepared to contract for a Hotel Study on this use of the property <b>in conjunction with the City of Bastrop.</b></p>	<p>site work begins. All interim use, for a farmers market or otherwise, would need to occur with the least financial investment possible.</p>
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<b>DBA</b> (?)			
<b>Miscellaneous Public Input</b> (Survey monkey? Facebook dialogue? Interviews with Farmers Market customers?)		Mobile food cart/truck "park" City lighted Christmas tree event	
<b>Main Street Listserv ideas?</b>			



September 30, 2016

# MEMO

**RE: 1832 Farmers Market and Lot Adjacent to the Convention Center**

Earlier this summer Bastrop City Council granted to the Bastrop 1832 Farmers Market a six-month extension of its lease on 1302 Chestnut Street, adjacent to the Bastrop Convention and Exhibit Center. Concurrently Council directed the Bastrop Main Street Program to develop a plan for highest and best use of the property and to work with the 1832 Farmers Market on a business plan that would help that entity reach its potential.



Below is a preliminary report to Council on staff progress toward assessing highest and best use of the property and on the collaborative development of an 1832 Farmers Market business plan.

## History and Description

City of Bastrop Main Street Program 1408 B Chestnut Street, 512-332-8996, [www.bastropdowntown.com](http://www.bastropdowntown.com)

The Bastrop 1832 Farmers Market is a project of the Bastrop Sustainable Agriculture Community, a nonprofit 501c3 organization established in 2009 to produce a local growers/producers market and to engage in a number of community service activities allied with its public interest mission.

The lessee is responsible for lot maintenance and for paying all utility services costs. For the past six years, the Farmers Market has enjoyed sole use of the property. The property is located adjacent to the Bastrop Convention and Exhibit Center with high visibility and frontage on both Chestnut Street/TX 21 and Fayette Street. Further, the property is conveniently located near the Lost Pines Art Center, Bastrop City Hall, BISD's Wilhelm Performing Arts Center and the Central Business District. Those visiting the property have easy access to a variety of parking options. The property contains two "shell" buildings with water, power and sewer service; access to these City services and Chestnut Street infrastructure increase its potential for development. CARTs currently has a stop located behind and in front of the Convention Center, as well as at the Schulman Lost Pines Entertainment Center.

## Main Street's Approach

The Main Street Program staff and advisory board believe that, with our limited resources, the program should not undertake running a farmers market. We believe we are better positioned to assist in promoting a thriving community market as an important asset in the overall vitality of the 62-block Main Street Program Area while concurrently contemplating possibilities for optimal utilization of 1302 Chestnut Street.

Our approach has been as follows:

- **Farmers Market:** We have been working collaboratively and diligently with the "1832" board of directors to assist in nurturing and growing a thriving market at this site (or elsewhere in the Program Area). To that end and on behalf of the market's board, we have drafted a multi-faceted business plan. The plan, as currently drafted, addresses the board's future vision in light of the market's strengths, weakness, opportunities and challenges. The plan provides for significantly enhanced marketing and for possible refinement of operational and financial management practices and policies to further support the market's realizing its vision. The draft is not a Main Street prescription but, rather, provides a pathway—subject to whatever shaping and revision that the 1832 board feels appropriate—for market improvement.
- **Highest/Best Use:** Over the last three months the Bastrop Main Street Program staff and advisory board members have met with approximately 13 individuals and groups who are potential users of the property. Our conversations have focused on gathering their ideas, suggestions and facility/infrastructure/other needs regarding alternative uses of 1302 Chestnut. (Exhibit 1.) We believe that highest/best use considerations ultimately sit within the context of four points: (1) The property as a real estate asset,

(2) the role—short term and long-term—the property might play in fulfilling a development vision, (3) maximum productivity/financial benefit and (4) the intangible benefits of providing a venue for community activities.

With this context in mind, staff sees four pathways:

**Option A: Sell at the highest value possible and return the property to the City, County and School District tax rolls.**

- Staff estimates the property's market value at \$350,000.
- Depending on the nature and valuation of the ensuing development, private ownership of the property would yield City, County and School District property tax revenue and add to Bastrop's employment opportunities on an ongoing basis.
- The property, depending on future use, would generate additional sales tax to the City's coffers.
- The goal of eventually developing a visually and functional cohesive, walkable visitor experience from the Schulmans Lost Pines Entertainment Center to the Central Business District could be diminished.

**Option B: Retain the property as a site under the exclusive control and limited use of an independently managed farmers market (the present scenario).**

- The 1832 board would control use of the property, in accordance with the rental agreement and City ordinance.
  - Enter into a new use agreement with 1832 regarding management/maintenance of the lot clearly addressing such as maintenance/improvements undertaken by 1832, utilities, and assumption of liability, insurance requirements, and base rental rate that takes into consideration the value of the property for rental use.
  - Market days and hours will be determined by 1832, consistent with its adopted business plan and its determination of customer preference.
  - The use agreement should clearly express the City's option to repurpose the lot and terminate the user agreement, with 90-days' notice.
  - The City might consider undertaking mutually agreed upon property improvements, with consideration given to reimbursement by 1832 over time. Lot improvements are likely to be modest and driven by 1832 business plan progress and 1832's capacity for assuming costs specific to its operational needs. A more prosperous market will enable 1832 to fund higher levels improvements.
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- The City might charge the Main Street Program Director to collaborate on a sustained basis with 1832 in the implementation, benchmarking, assessment and

updating of a business plan that optimizes product selection, consumer-oriented policies and practices and investment in marketing to drive an increasing customer base. The new framework will likely foster significant improvements in 1832's marketing and vendor recruitment efforts and improvement in product selection.

- The Main Street Program Director should serve as an *ex officio* member of the 1832 Board of Directors.

**Option C: Retain the property for use as a multi-use venue available for independently managed events, with use arranged and coordinated by the Convention Center staff.**

- Notify 1832 of the termination of its exclusive use and control of the property as of January 1, 2017.
- Charge the Director of the Bastrop Convention and Exhibit Center with the management, control and aggressive marketing of the venue thereafter. The Director might form an advisory committee to assist in
  - a. Formalizing and adopting a marketing plan targeting potential local audiences and Convention Center users as an available "rustic" venue. (Several local respondents noted that "rustic" venues are in limited supply/very high demand as venues for wedding parties; family reunions and like activities; musical performances/dances-related. One event planner anticipated that rental of this conveniently located property could "easily" exceed \$2,000 per event and that the venue would likely be in use as often as twice a month for such purposes.
  - b. Identifying and recommending cost effective facility/property improvements that will enhance the property's appeal/value/use.
- The lot might be well used as a mobile food vendor site; as a convenient location for disaster relief activities; for overflow parking for the Convention Center, Lost Pines Art Center, City Hall, and for shuttle use.
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**Option D: Enter into a private/public partnership regarding the development of a Convention Center hotel on the property.**

- Partner with the Bastrop Economic Development Corporation, which, under Section 505.152 of the Local Government Code, has the authority to participate in "Projects Related to Recreational or Community Facilities".
- Commission a Hotel Feasibility Study to perform a market analysis of the site, a financial and gap analysis for potential developers.
- The study itself qualifies as a statutorily permissible use of HOT funds.

- A private/public partnership would need to be explored.
- Staff estimates at least an 18-24 month interval before construction might begin.
- The availability of adjacent hotel accommodations would better position the Convention Center to successfully compete in an industry where such arrangements dominate.
- Research suggests that “packaging” of the hotel and Convention Center would significantly strengthen Bastrop’s appeal to mid-size groups and, with hotel revenues in general, will close the persistent revenues/operations gap in the Convention Center’s budget.
- Further tangible benefits will include rising retail sales/sales tax, increased HOT revenue. Increased revenues for local businesses and further development serving the increased visitor traffic.

## Preliminary Recommendations

We recommend that the City proceed as follows:

- **Retain** the property as a potentially important asset in the Chestnut Street development vision.
- **Partner** with BEDC to explore the feasibility and potential benefits of a Convention Center-linked hotel on that site.
- **Revise and extend** the exclusive use rental agreement with 1832, at a monthly rate that would fund anticipate monthly utility usage and site maintenance by the City. The agreement would extend 1832 site use until September 1, 2017. (**Please note:** 1832 growers/producers need to know as soon as possible whether extended use of the property will be granted, in order to plan production and marketing for a spring and summer market.)
- **Subsequent to September 1, 2017**
  - The City might revert to a month-by-month agreement with 1832 that contemplates development of the property for a Convention Center-linked hotel with site work to begin prior to January 1, 2018.
  - If the City determines that a Convention Center-linked hotel is not feasible or desired OR if site work would not began later than January 1, 2018, control of the property might return to the City on September 1, 2017, for repurposing as a multi-user property marketed and managed by the Convention Center staff or its contractor.

